



# SUBMISSION GUIDE

# REGIONAL DEVELOPMENT

# ASSISTANCE PROGRAM:

SUPPORTING REGIONAL COMMUNITIES







## REGIONAL DEVELOPMENT

WE HAVE A KEY ROLE IN THE **DELIVERY OF LAND AND INFRASTRUCTURE** THAT PROVIDES A **LASTING AND POSITIVE** IMPACT FOR WESTERN AUSTRALIAN COMMUNITIES.

**MORE THAN HALF** OF OUR PROJECTS ARE IN REGIONAL WESTERN AUSTRALIA.

THROUGH OUR **REGIONAL DEVELOPMENT PROGRAM**, WE CAN FACILITATE THE **DELIVERY OF SERVICED RESIDENTIAL, INDUSTRIAL AND COMMERCIAL LAND** IN TOWN SITES THROUGHOUT THE STATE.

The availability of land is a significant factor in stimulating social and economic regional growth. We work closely with Local Authorities, Regional Development Commissions and business groups to facilitate regional growth. In every community we seek to achieve the best possible triple bottom line result – that is providing good social and environmental outcomes as well as lasting economic benefits.

Due to the often prohibitive servicing costs associated with undertaking developments in regional WA, many projects are not commercially viable, resulting in the supply of privately developed land in those towns being limited or non-existent. Housing affordability is also an important consideration for regional WA and we are conscious of the desire of communities to have houses and buildings available, rather than simply providing lots.

### **WE ARE NOW RECEIVING APPLICATIONS FROM LOCAL AUTHORITIES.**

Applicants are encouraged to contact LandCorp officers at the earliest opportunity to discuss their proposed project. A successful application is more likely to include a local authority contribution to the project (so that the program can benefit the maximum number of communities), a suitably zoned land parcel so that the development can be used for the intended purpose, a demonstrated capacity to deliver early built form outcomes and it would address all of the information requested in the program's application form.

Remember to include the Council resolution supporting the application.

We look forward to receiving your project submission and, in turn, supporting regional growth in Western Australia.

# WHAT IS THE LOCAL REGIONAL DEVELOPMENT ASSISTANCE PROGRAM?



The local Regional Development Assistance Program (RDAP):

- develops land to support projects that expand the social and economic vitality of regional communities;
- undertakes small land development projects (usually less than 20 lots) in regional Western Australia;
- is available for projects in towns where there are either limited or no active private developers releasing land;
- is undertaken on land held by the Crown or the Local Authority
- requires future landowners to build within a specified period to prevent land speculation, to encourage new building activity and build strong and diverse communities;
- is active in towns where land supply needs are not currently being met, primarily due to the high servicing costs and low market prices for lots;
- seeks to rationalise the land bank of lots available throughout regional areas so housing and employment opportunities can co-exist; and
- eligibility extends to residential, commercial, tourism and light industrial developments, with Local Authorities permitted to lodge applications for multiple towns within their district or for multiple land uses within a town (priorities will be attached to those applications encouraging economic development and employment opportunities).

Local Authorities are advised that the local RDAP is not a funding program for Local Authorities to access. We will not be supporting projects which compete with private sector developments or where there is existing comparable land for sale. We will not release 'Greenfield' estates where undeveloped lots are available within the current urban area. Also, the local RDAP will be supplying land into the market at prices that may be above valuation and are more reflective of the cost of production.

## ALTERNATIVES TO LOCAL RDAP

Local Authorities may be able to access, from sources currently not available to LandCorp, the funding required for the Local Authority to undertake the proposed project in its own right. The Local Authority may also want to explore partnership opportunities with not-for-profit organisations or the private sector.

You are also encouraged to discuss other land development options (leases, etc) with the Department of Planning, Lands and Heritage.

In some towns, we may have already investigated the potential to develop the proposed project and can provide you with any prefeasibility or due diligence reports that we have compiled. We may also be able to provide you with professional advice to assist you through your land development process. Please contact us for further information.

## THE RDAP APPLICATION PROCESS

We are happy to assist you through the completion of your application. Working through the application may also help you to identify any major issues and allow you to review your project(s). Alternatively, it may strengthen your resolve and provide more evidence to reinforce your original decision.

LandCorp officers will assist Local Authorities to advance applications for projects that are 'development ready' and will assist in ensuring that the financial and other responsibilities of the parties for the project, under the local RDAP program, are understood.

The information supplied in the application form should be as comprehensive and complete as possible to allow us to assess your application, to understand your individual circumstances and to submit your project to our Board for consideration.

Greater priority will be given to those projects where funding is provided by the Local Authority (or a third party), or where in-kind contributions (access to construction materials, undertaking to construct roads, etc.) are identified in the application.

## HOW DO WE ASSESS RDAP APPLICATIONS?

The following criteria are used to assess the applications received:

- Capacity of the applicant to undertake the project solely or to contribute to the project
- The State or regional priority for the land to be developed
- The capacity for early built form outcomes to be achieved
- Endorsement from a regional or local planning study, or similar strategy which prioritises the town for further development
- The land tenure (proposal involves the development of Crown land or a freehold title held by the Local Authority)
- For a Greenfield development, confirmation that no other (brownfields or under-utilised) land is available in the town for the intended use
- The project is the most cost effective and/or practical infill, redevelopment or greenfield land development option
- Appropriate zoning is already in place or a rezoning is well advanced with the WAPC
- The site has access to services (power, water, sewerage, telecommunications) and there is adequate service capacity (does the project require significant infrastructure upgrades?)
- Alternative delivery models have been explored and assessed
- Consultation advice from relevant stakeholders and government agencies

## WHERE CAN YOU SOURCE INFORMATION?

Information on how to answer these criteria can be obtained from LandCorp (the local RDAP process and land development requirements), Department of Planning, Lands and Heritage (Land tenure, Native Title, Crown Land availability and Aboriginal Heritage), Horizon Power, Western Power, Synergy, Water Corporation and Telstra (power, water, sewerage and telecommunications utilities), Department of Mines, Industry Regulation and Safety and Chamber of Commerce and Regional Development Commissions (economic demand drivers).

## WHAT MAKES A COMPREHENSIVE LOCAL RDAP APPLICATION?

Make sure you have completed the application form and attached the following:

- maps
- copy of your Council's resolution inviting LandCorp to progress project
- any advice from servicing agencies – capacity and required upgrades, approval requirements
- land tenure details (including any details of land ownership, access agreements, etc)
- documentation on demand for the project or advice (supported by your Regional Development Commission) on likely drivers of future demand (mining, tourism etc) with the possible investment timeframes for the driver

Information on how to complete the application form is included in the following pages.

## WHAT IS THE TIME FRAME AND ASSESSMENT PROCESS?

Applications open each year in December and are encouraged to be lodged in the first quarter of the year to allow for decision making and budgeting.

Applications will be assessed and prioritised by the LandCorp Board on a quarterly basis (May, July and October). The Board will notify Local Authorities of their decision to provide feasibility funding on a quarterly basis.

Decisions will be made on the information provided in your application and supplementary information gathered by LandCorp during the assessment process.

## HOW TO LODGE YOUR RDAP APPLICATION?

Download the application form from [www.landcorp.com.au/RDAP](http://www.landcorp.com.au/RDAP) and then complete as thoroughly as possible (the more information you provide, the greater chance of project approval). Where possible, please include maps, land tenure information, servicing access and capacity as well as approval requirements.

Remember you must include a Council resolution in support of your RDAP application.

Additional supporting information should also include letters of support from Regional Development Commission or other government agencies, extracts from regional economic blueprints and evidence of authority or agreements with Department of Lands for the use of the land (if the project site is Crown land).

Application forms can either be posted to

**Local RDAP Applications**  
**LandCorp**  
**Locked Bag 5**  
**Perth Business Centre**  
**Perth WA 6849**

or emailed to

[RDAP@landcorp.com.au](mailto:RDAP@landcorp.com.au)

(please use a zip file for attachments which are limited to a maximum size of 20MB)





**GUIDE ONLY.** Please visit [www.landcorp.com.au/RDAP](http://www.landcorp.com.au/RDAP) to download the application form

### APPLICATION FORM

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Contact number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Organisation overview: \_\_\_\_\_

Requirements of applicant to the project (please confirm)

- 1 Any freehold land supplied to the project from the Local Authority shall be ceded to LandCorp at no cost, prior to the commencement of construction.  YES  NO
- 2 If requested, the Local Authority will assist LandCorp by sponsoring a funding application for the extension of services to the project, if requested by LandCorp.  YES  NO
- 3 The Local Authority agrees to maintain firebreaks on the future lots for the duration of the period until the lots are sold to a third party.  YES  NO
- 4 The Local Authority agrees to regularly inspect, maintain and replace any sales signage placed on the proposed lots by LandCorp (with materials supplied by LandCorp) for the period until the lots are sold to a third party by LandCorp.  YES  NO
- 5 The Local Authority agrees to waive all bonds, fees and charges relating to the development / holding of the proposed lots by LandCorp for the period until the lots are sold to a third party by LandCorp.  YES  NO
- 6 The Local Authority acknowledges that, should the subdivision conditions require a 10% POS contribution and the Local Authority does not wish that contribution to be provided as land from within the project, the Local Authority will actively support a reconsideration / review of that condition as an alternative to LandCorp having to provide a cash in lieu payment.  YES  NO
- 7 The Local Authority agrees to promote the sale of the proposed lots within the project through the Shire's website, Shire newsletters, by displaying brochures, etc, where practical.  YES  NO

Potential contribution by applicant to the project (land, works, in-kind support, cash contribution, etc):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FILL OUT THE NEXT SECTION AS APPLICABLE. REMEMBER, THE MORE INFORMATION YOU CAN PROVIDE, THE EASIER IT IS TO ASSESS AND PRIORITISE.

Typical information to be provided

# REGIONAL DEVELOPMENT ASSISTANCE PROGRAM APPLICATION

(REMEMBER TO ATTACH ADDITIONAL INFORMATION IF INSUFFICIENT SPACE)

OVERVIEW OF PROPOSAL	DESCRIPTION
Proposal overview - describe project, number of lots, intended land use and desired outcome	Provide detailed, practical information about the development itself including maps, schematics or subdivision plans
SITE OVERVIEW	DESCRIPTION
Land Area	In square metres or hectares
Location Plan (attach)	Aerial photo (available from Google Maps or Landgate), location map
Current tenure and physical description of land	Improved/vacant/leased, freehold/Unallocated Crown Land/reserved land (under management order), Landform/topography of site/vegetation cover
LOCAL GOVERNMENT SUPPORT	DESCRIPTION
Delivery options (Local Government Authority joint venture or partnership, LandCorp project management, development of business case)	How do you believe the project will be best delivered from a finance, partnership and management perspective? Is LandCorp support only required to get project shovel ready?
Local Authority Council Resolution (in support of application)	Copy of a Council resolution in support of LandCorp delivering the project (or part thereof)
Supporting works (possible grants or LGA involvement in delivering project)	Other funding sources including grants and contributions in kind (staff, equipment time, supply materials, etc)
COMMUNITY EXPECTATIONS	
Community development plan	Insert relevant section of the community development plan
Local Authority's expectations/views	Detail Council's desired outcome(s) from project
Local community views	Outline any community consultation process undertaken and documented in reports or media clippings
Lobby/interest groups	From media or direct correspondence (letters, emails) or groups within community affected (either positively or negatively) by project
Local market conditions (sales evidence) and likely demand (from Regional Development Commission and local real estate/marketing advice)	A supporting letter from your Regional Development Commission on the future or current demand likely from economic drivers Any advice from real estate agents and valuers on likely sales demand
Surrounding land uses and environment (built & natural)	Insert details of current uses

Typical information to be provided

# REGIONAL DEVELOPMENT ASSISTANCE PROGRAM APPLICATION

(REMEMBER TO ATTACH ADDITIONAL INFORMATION IF INSUFFICIENT SPACE)

LEGAL	DESCRIPTION
Title Details/Actions to reconcile titles to create project area	Title details, previous negotiations with the Department of Planning, Lands and Heritage (including file numbers), proposals to adjust management orders
Form of tenure/title (interest) Ownership (number of land owners, Crown lots, tenure - leased or freehold) copy of title	
Encumbrances, easements etc. (2nd schedule of C/T)	Contact Shire, Water Corporation or Western Power to determine if services affect site, but not protected by formal easement
Native Title status of project site	Has previous land use extinguished Native Title and has any negotiations with claimant group been commenced?
Search for other interests in & claims of rights over land	Are there any caveats etc if applicable?
Mining tenements eg. Prospecting Licences/ Mining Leases affecting land (Department of Mines, Industry Regulation and Safety)	Indicate any known encumbrances on the land
Approval under s.16(3) of the Mining Act 1978 required?	Is ministerial approval required to use Crown land within a mineral field?
PLANNING	DESCRIPTION
Zoning (current and proposed)	What is the current zoning of the land, if not currently suitable, attach information on progress towards finalisation of a scheme amendment to rezone the land
Environmental Protection Act 1986 (WA) assessment advice received under s.38 & s.48A of Act during scheme amendments	Has your current scheme received an environmental assessment and are there any matters which need to be considered as a result?
Previous/existing planning proposals and work (indicative subdivision plans, concept plans, structure plans etc.)	If available (include relevant section of local planning strategy)
Current/likely subdivision condition requirements from servicing authorities	If applicable include a copy of subdivision approval, or information from agencies on likely subdivision conditions
Planning status for surrounding land/locality in Local Planning Strategy	Copies of relevant section from the State or local planning strategic or statutory plans
Buffer Zones (industry, rail, aircraft, agricultural uses/animal production, radio/ telephone towers)	If applicable.
Noise, light, dust, odour impact etc. of adjoining land uses	The Shire's Environmental Health Officer should be able to provide this information.
Bush fire requirements	If applicable copies of relevant documentation from Fire Management Plan, Emergency Management Plan or Bush Fire Strategy



Typical information to be provided

# REGIONAL DEVELOPMENT ASSISTANCE PROGRAM APPLICATION

(REMEMBER TO ATTACH ADDITIONAL INFORMATION IF INSUFFICIENT SPACE)

ENGINEERING/SERVICING	DESCRIPTION
Services to land & capacity (upgrading requirements) – services constraints	Copies of service agency advice (emails or letters). Also, servicing standards likely to be required by Local Government
Location of services (including location of redundant services) & impact on development	If applicable copies of detailed survey plans
Flood plain/storm surge constraints	If applicable copies of relevant documentation from Department of Planning or State Emergency Plan
Development restrictions (moratoriums) - noise, dust, access, traffic	Is there any advice from the Shire's Engineer regarding the proposed site
Geotechnical/soil types	If known
ARCHAEOLOGICAL / ETHNOGRAPHIC ABORIGINAL HERITAGE	
Ethnographic - (DIA) Is site culturally significant or require Section 18 clearance?	Check with the Department of Planning, Lands and Heritage and relevant claimant group (If local contacts known)
Archaeological - known Aboriginal artefacts or Aboriginal Site register (WA Museum)	As above
HERITAGE	
European historical/cultural significance (Heritage Council of WA or Local Government Authority registers)	<p>Check with relevant organisations for the registers and inventories listed below and provide documentation or reference numbers where appropriate.</p> <ul style="list-style-type: none"> <li>• Heritage Council of WA State Register of Heritage Places (Heritage of WA Act 1990)</li> <li>• Register of National Estate / Historic Building Register</li> <li>• Australian Heritage Commission</li> <li>• Local Government Heritage Listing Municipal Inventory</li> </ul>







# REGIONAL DEVELOPMENT ASSISTANCE PROGRAM

## RDAP Projects •

This map shows a selection of our RDAP projects.

### Peel

Ranford - Residential

### Goldfields - Esperance

Coolgardie - Residential  
Grass Patch - Residential  
Hopetoun - Residential  
Kambalda (Industrial)  
Laverton - Residential  
Leonora - Residential  
Menzies - Residential  
Norseman - Residential  
Ravensthorpe - Industrial

### Mid West

Coorow - Residential  
Cue - Residential  
Eneabba - Commercial  
Green Head - Residential  
Green Head - Industrial  
Kalbarri - Residential  
Kalbarri - Light Industrial  
Leeman - Residential  
Leeman - Light Industrial  
Meekatharra - Residential  
Mingenew - Residential  
Morawa - Residential  
Mount Magnet - Residential  
Mount Magnet - Light Industrial  
Nabawa - Residential  
Three Springs - Residential  
Yalgoo - Residential

### Wheatbelt

Badgingarra - Residential  
Ballidu - Residential  
Bencubbin - Light Industrial  
Beverley - Residential  
Beverley - Light Industrial  
Bolgart - Residential  
Brookton - Light Industrial  
Bruce Rock - Residential  
Burracoppin - Residential  
Cervantes - Residential  
Coomberdale - Residential  
Cunderdin - Residential  
Dalwallinu - Residential  
Dalwallinu - Light Industrial  
Darkan - Residential  
Darkan - Light Industrial  
Doodlakine - Residential  
Dowerin - Residential  
Dumbleyung - Residential  
Hyden - Residential  
Hyden - Light Industrial  
Kalannie - Residential  
Kalannie - Light Industrial  
Kalgoorlie - Residential  
Kellerberrin - Residential  
Kondinin - Residential  
Kununoppin - Residential  
Lake Grace - Light Industrial  
Lake King - Residential  
Lake King - Light Industrial  
Mooro - Residential  
Moorine Rock - Residential  
Merredin - Light Industrial  
Mukinbudin - Light Industrial  
Narrogin - Residential  
Newdegate - Residential  
Popanynning - Residential  
Tammin - Residential  
Varley - Residential  
Wagin - Residential  
Wagin - Light Industrial  
Westonia - Residential  
Wickepin - Light Industrial  
Williams - Residential  
Williams - Light Industrial  
Wundowie - Residential

### South West

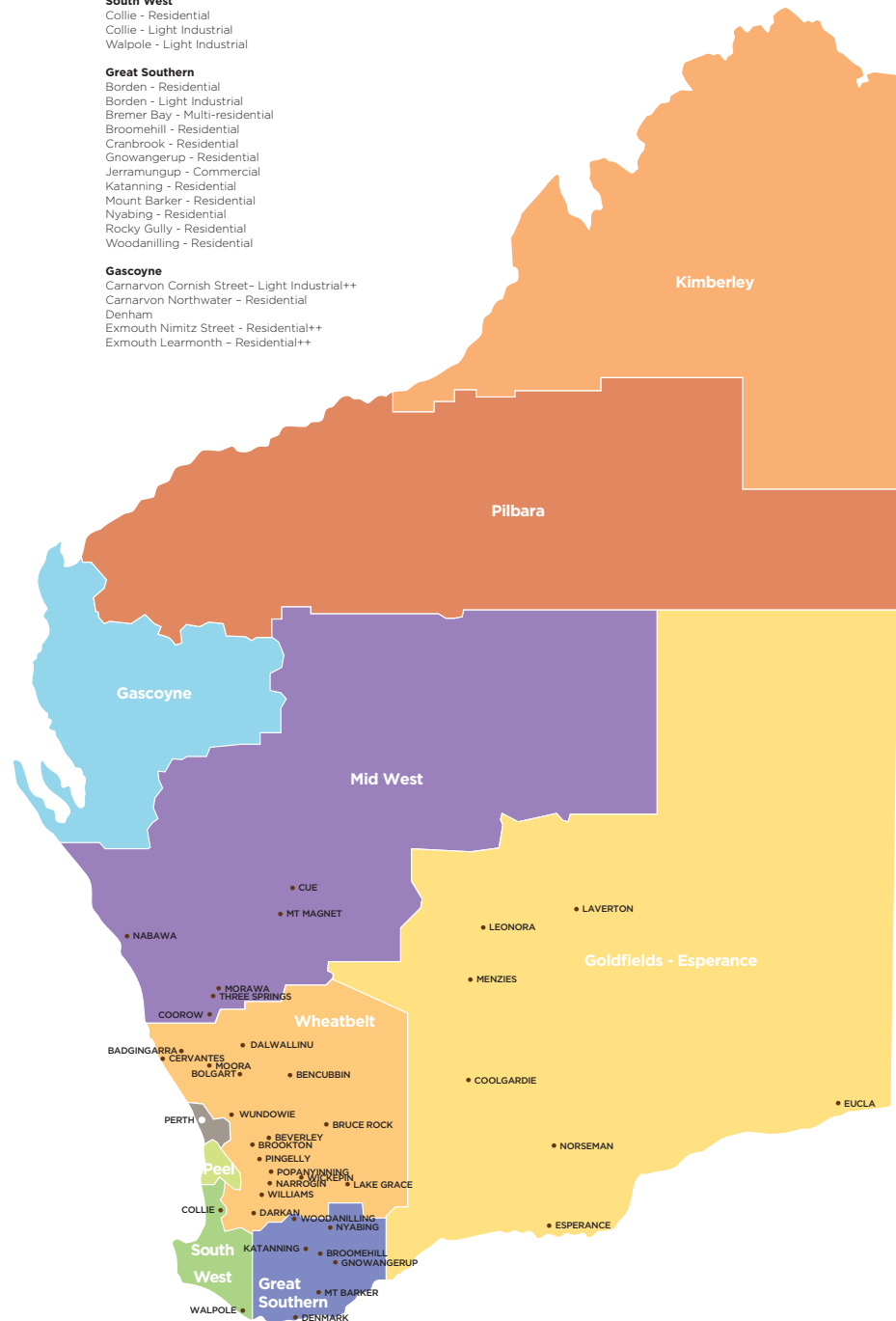
Collie - Residential  
Collie - Light Industrial  
Walpole - Light Industrial

### Great Southern

Borden - Residential  
Borden - Light Industrial  
Bremer Bay - Multi-residential  
Broomehill - Residential  
Cranbrook - Residential  
Gnowangerup - Residential  
Jerramungup - Commercial  
Katanning - Residential  
Mount Barker - Residential  
Nyabing - Residential  
Rocky Gully - Residential  
Woodanilling - Residential

### Gascoyne

Carnarvon Cornish Street- Light Industrial++  
Carnarvon Northwater - Residential  
Denham  
Exmouth Nimitz Street - Residential++  
Exmouth Learmonth - Residential++



## NEED MORE INFORMATION?

If you require further information about the program, please contact the regional development team:

Phone: 9482 7499

Email: [RDAP@landcorp.com.au](mailto:RDAP@landcorp.com.au)

Internet: [www.landcorp.com.au/rdap](http://www.landcorp.com.au/rdap)

## FREEDOM OF INFORMATION ACT

We are subject to the WA Freedom of Information (FOI) Act, which provides a general right of access to records held by State Government agencies and local government authorities.

If you require any further information in relation to FOI process, please contact our FOI Coordinator on (08) 9482 7499.

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