



ROTTNEST IS

*We're working for
Western Australia.*

PROSPECTUS FOR DEVELOPERS

PROSPECTUS FOR DEVELOPMENT
AND IMPROVEMENTS ON
ROTTNEST ISLAND

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ria.wa.gov.au



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INTRODUCTION

This Prospectus for Developers (**Prospectus**) has been published by Rottnest Island Authority (**RIA**).

The Prospectus provides guidance for prospective developers and existing Island businesses (**Applicants**) interested in partnering with RIA for commercial developments to provide facilities on Rottnest Island. All proposed development shall enhance the visitor experience, in accordance with RIA's planned control and management of Rottnest Island.

An overview and guidance is provided of key plans and regulatory frameworks, including; the Rottnest Island Management Plan; RIA's Development and Improvements Process; Development and Improvements Policy (**Policy**) and Guidelines; as well as other development controls and processes.

ROTTNEST ISLAND

Located 18km west of Fremantle, Rottnest Island is an Class A nature reserve that showcases a remarkably diverse marine and terrestrial environment, combining natural attractions and diverse cultural history.

The Island comprises 3,800 hectares of marine reserve (with five sanctuary zones, 63 beaches and 20 bays) and 1,900 hectares of land (with lakes, bush and coastal headlands offering views of the Indian Ocean).

“Rotto” – as the Island is colloquially known – is now one of the most iconic and visited tourism destinations in Western Australia, welcoming a record 785,002 visitors in 2018-19 – up six per cent on the previous year.

Rottnest Island – known as Wadjemup or “place of spirits” to local Whadjuk Noongar people – is managed by RIA, a statutory body created by the WA Parliament in 1987 to control and manage the Island.

With a rich history, unique wildlife and a breathtaking landscape, the Island provides an abundance of experiences on land and water.

For visitors, the Island experiences can include swimming, snorkelling and diving on coral reefs and among shipwrecks in the protected bays, experiencing nature and indigenous culture along the Island-wide walking trails, cycling, learning about its fascinating history including its significant Aboriginal and military history, enjoying relaxed and gourmet dining options, participating in a range of activities and events and meeting its wildlife up close.

A small island with no private land ownership and few residents, the Island has achieved a community feel within the Main Settlement, with a range of accommodation options (from camping and hostel-style options for budget travellers to self-contained villas, cottages and hotel rooms) and a number of food-and-beverage outlets. With private vehicles restricted, the most popular mode of transport is bicycle or foot.

The Island’s most famous inhabitant is undoubtedly the quokka, a small marsupial found only in abundance on Rottnest. With an inquisitive nature and naturally smiling expression, quokkas have won the hearts of local and international tourists.





ROTTNEST ISLAND AUTHORITY

RIA is the body responsible under the *Rottneest Island Authority Act 1987 (Act)* for the management of the Island. This includes the power to control and manage development on the Island consistent with the Act. The Act effectively limits most development on the Island to the area shown shaded blue on the plan above (**Settlement Area**). The current Settlement Area is a part of the Island from Geordie Bay, Longreach Bay, Pinky Beach, and Thomson Bay through to Kingstown. The extent of the Settlement Area may be amended from time to time, subject to Ministerial approval. Details of any approved changes to the Settlement Area will be published on RIA's website.

RIA safeguards the delicate but sustainable balance between the environment, the cultural heritage and the Island's role as a tourism destination. RIA also oversees the recreational and holiday facilities including accommodation, moorings and destination marketing, under the leadership of the Board.

RIA welcomes the opportunity to consider proposals from businesses to add to the Island's facilities and adopts a partnership approach with investors and operators.

ROTTNEST ISLAND MANAGEMENT PLAN

In February 2020 RIA published its 5-year Rottnest Island Management Plan (**RIMP**), which sets out RIA's strategic focus areas and key initiatives to increase visitor numbers and diversity while preserving and sustaining the Island's unique location, environment and cultural heritage.

Under the strategic focus area "Diversify visitor base and enhance visitor experience", the RIMP incorporates the following key initiatives relevant to this Prospectus:

- » to facilitate new private developments over the next 5 years to revitalise and expand visitor amenities and facilities; and
- » to encourage new recreational offerings. RIA will be making annual calls for expressions of interest to identify businesses that wish to establish new recreational and leisure offerings, and to encourage existing operators to develop new products appropriate to the Island.

Other themes of the RIMP focus on engagement with the Island's Aboriginal cultural heritage and the environment. RIA encourages any development and improvements on the Island to be sustainable in terms of reducing its carbon footprint, minimising energy consumption, conservation of water and aligning to RIA's *Sustainability Action Plan 2018*, a copy of which is available [here](#).





ROTTNEST ISLAND MASTER PLAN – A 20-YEAR VISION

The Rottnest Island Master Plan was updated for public release in conjunction with the RIMP and provides a renewed vision for the period to 2040. It sets out a conceptual direction for the future development of land on Rottnest Island over the next 20 years.

The Master Plan includes identifies potential areas on the Island for commercial and recreational development opportunities, and as such should be the first reference point for anyone considering submitting an Application for Development and Improvements. The document is available [here](#) and is also available in hard copy at RIA's office in Fremantle.

The RIMP and Master Plan both establish principles which will be utilised to guide developments and improvements on the Island, including:

- » **Strategic State Asset**
RIA will manage the Island as a strategic State asset that has important community significance.
- » **Collaboration and Partnership**
RIA will invite, foster and promote partnerships that facilitate the identified vision, plans and strategic priorities.
- » **Consultive**
The community will be consulted where significant changes or impacts are proposed to the Island through the implementation of proposed initiatives.
- » **Sustainability**
Implementation will be guided by an ongoing commitment to principles of sustainable development and will reflect the best internationally recognised environmental management practice associated with world-class visitor destinations.

RIA'S DEVELOPMENT AND IMPROVEMENTS PROCESS

Development and Improvements Applications (**Applications**) are submitted to and determined by RIA, pursuant to the Act and the *Rottnest Island Regulations 1988* (**Regulations**). The Island is not subject to the *Planning and Development Act 2005*.

The Regulations provide a framework of requirements for approvals and permissions to give effect to the purposes of the Act including but not limited to protection of the environment and Island assets, control of access and vehicles and RIA's management of the Island.

LAND TENURE AND LEASING

All land within the Rottnest Island Reserve is Crown land in the ownership of the State of Western Australia.

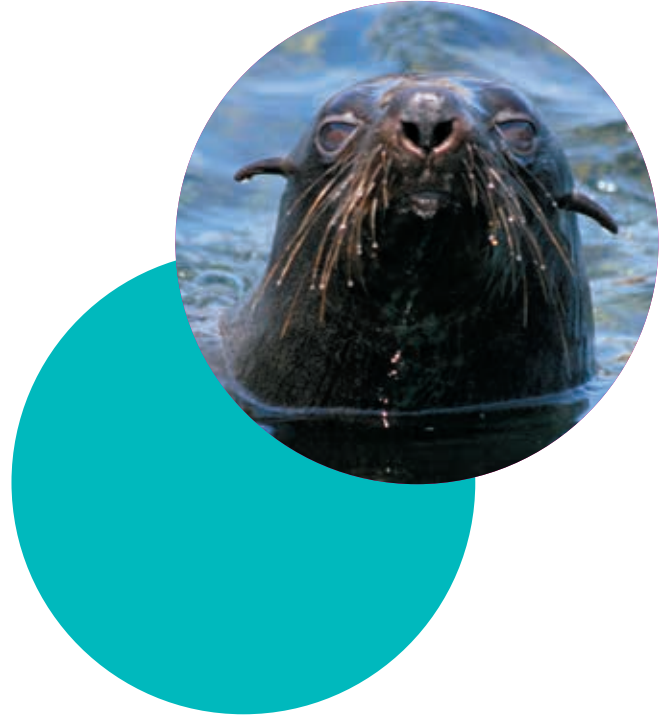
RIA's power to control and manage development on the Island consistent with the Act includes the power to grant leases or licences, on such terms and conditions as RIA sees fit, and for a period of up to 20 years. Ministerial approval is required for any lease or licence for a period exceeding 20 years.

Commencement of any Development and Improvement(s) will require that appropriate leasing arrangements are made with RIA. Further details are contained in RIA's Policy.

DEVELOPMENT AND IMPROVEMENT POLICY

The Policy assists RIA in being transparent and consistent in its determination of proposals. The Policy was revised in early 2020 to provide a robust framework for RIA to determine Applications. A copy of the Policy can be found [here](#). This includes a flow chart of the Development and Improvements process.

Development and Improvements include the erection, construction, demolition, alteration or carrying out of any building, excavation, improvement or other works, in, over or under Rottnest Island; a material change in the use of land or built structures; and any other act or activity in relation to land declared by regulation to be development.



DEVELOPMENT AND IMPROVEMENT GUIDELINES

The Development and Improvements Guidelines (**Guidelines**) cover a range of topics, including Development Plans, Sustainable Development, Cultural Heritage Places and Heritage Precincts, Signage, Settlement Design, Colours and Materials, Environmental Management of Flora, Fauna and Marine, Transport and Movement, Construction Management, Stakeholder and Community Comment Process, Transportable Buildings and Telecommunications Infrastructure.

The individual Guidelines are all published on the RIA website [here](#). Applicants will need to review and sufficiently address all relevant Guidelines when making an Application.

Examples of significant Guidelines which will need to be addressed in Applications include (but are not limited to) (a) – (e) below:

a) Sustainable Development Guideline

The Sustainable Development Guideline provides that all proposals for Development and Improvements on the Island must demonstrate environmental, social and economic sustainability. Applicants are required to demonstrate how the criteria in this guideline will be achieved in the proposed Development and Improvements. These criteria include:

Environmental Sustainability

Energy – all development on Rottneest Island must demonstrate an approach to energy conservation with the objective of minimising energy demands and contribute to reducing Rottneest Island’s carbon footprint and address the prescribed design requirements.

Water – all Applications must demonstrate an adequate approach to water conservation and efficient use of water, to ensure that demand for potable water on Rottneest Island can be met in the future.

Landscaping – all Applications that include open space must include a Landscape Plan that generally provides for native vegetation and requires low water usage. The aim is to preserve Rottneest Island’s ecosystem and provide efficient watering systems.

Waste – Applications must provide a construction Waste Management Plan as well as a General Waste Management Plan detailing how waste from the ongoing operations of the site will be managed post construction. Applicants are encouraged to consider incorporating separation of organic waste into the management plan.

Materials – materials used are to be, where possible, sourced locally, reused or recycled, sustainable, renewable and non-toxic.

Cultural Sustainability

The history of the Island provides a rich cultural heritage which includes Aboriginal, colonial, European, maritime, military, recreational and social aspects.

All Development and Improvements must recognise the importance of this cultural heritage and Applicants are required to ensure designs are sensitive to this heritage.

Development and Improvements that contribute towards Aboriginal reconciliation and/or that provide some economic opportunity for Aboriginal people are strongly encouraged by RIA.

Financial Sustainability

The Application must demonstrate how ongoing costs for the completed development will be minimised within the following criteria:

- » Operating costs – demonstrate that operating costs are minimised to ensure long-term financial sustainability of the Development and Improvements.
- » Efficiencies – demonstrate how efficiencies have been achieved to reduce operating costs.
- » New technologies – demonstrate the introduction and use of new technologies/ innovations which will provide long-term cost savings.

b) Cultural Heritage Places and Heritage Precincts Guideline

Any proposed development of or within a Heritage Place or Heritage Precinct requires approval from RIA. Such development:

- » must be respectful of the recognised cultural significance and is not to adversely affect, damage or destroy the heritage significance;
- » must be of high design quality and is to reinforce and relate to the existing heritage character and features, yet be visually distinguishable from the heritage fabric;
- » must be of a design that does not imitate, replicate or mimic the heritage architecture or detract from the cultural significance of the place or precinct;

- » must, if it incorporates extensions and additions to a Heritage Place, be compatible and complement the Heritage Place. Extensions and additions are to be designed to retain and protect the heritage significance of the Heritage Place and are to be compatible in terms of proportions, height, setbacks, materials, colours and other details of the Heritage Place. Extensions and alterations to Heritage Places are to be reversible or removable where possible to avoid permanent and irreversible damage to the Heritage Place; and
- » where adjacent to a Heritage Place or a Heritage Precinct, is to be respectful of the recognised cultural heritage values.

Where appropriate (depending on the nature and location of the Application) the Heritage Council of WA (**HCWA**) or RIA may require that Applicants submit an Interpretation Plan. This plan must set out proposals for the strategy to manage and communicate the heritage significance of places, objects or traditions.

Where Aboriginal cultural interpretation is sought, the Applicant will be required to engage with the South West Aboriginal Land and Sea Council.

Further information including a Heritage Council guide to interpretation plans can be obtained from the Department of Planning, Lands and Heritage.

c) Signage Guideline

The Signage Guideline guides the design, location and installation of signage, which should not detract from the amenity and character of the Island. RIA approval of an Application for Signage is required. The Application will need to include the following:

- » photographs showing the proposed sign superimposed in the proposed position and any existing signage to be removed;
- » full dimensioned to scale plans including sign elevations, site plan and location;

- » graphic content of the sign clearly showing colours, lettering style and any graphic to be used;
- » description of any illumination (if applicable); and
- » the proposed attachment details for the sign/s.

The following signage types will not be supported on Rottnest Island:

- » flashing illuminated signage;
- » flashing neon signage;
- » signage containing third party advertising; and
- » changeable media signage proposed for the outside of a Heritage Place or Heritage Precinct.

d) Transport and Movement Guideline

The Transport and Movement Guideline aims to ensure that all Development and Improvements undertaken on Rottnest Island accommodates, and is sympathetic towards, the natural and social environment, pedestrians and cyclists by:

- » ensuring that all development is managed in a way that protects the pedestrian and cyclist environment; and
- » ensuring that any vehicle brought on to Rottnest Island to be used during construction or as a service vehicle for an on-going operation is appropriate and minimises any impact.

For vehicle use during construction, a traffic management plan and vehicle movement plan is required in accordance with the 'Construction Management' Guideline.

Vehicles are only to be used for the purpose they are approved to enter Rottnest Island. Vehicles can only be driven by persons having a Rottnest Island issued Driver's Permit and within permitted driving routes.

Road rules and driving rules apply on Rottnest Island as per any other road in Western Australia and will be policed accordingly.

All movements on Rottnest Island where heavy or large haulage is necessary required will be arranged through the Rottnest Island Rangers and Rottnest Island Police.

The Rangers and Police will provide the necessary approvals, escorts and road management for the safe passage of such movements on Rottnest Island.

RIA is to be provided with a schedule and route for heavy or large haulage vehicle movements for notification to affected stakeholders, businesses, residents and visitors.

Service vehicles to support the ongoing operations of a business are minimised to maintain a predominantly pedestrian and cyclist environment and will require written approval from RIA. Vehicle parking and vehicle routes proposed outside the lease area are restricted to the Settlement and shall be subject to RIA approval. No driving is permitted in the Settlement area at night. Variation to approved vehicle use, including vehicle routes, access and parking, are subject to RIA approval.

Small, sustainable vehicles are generally favoured by RIA.

e) **Colours and Materials Guideline**

The Colours and Materials Guideline aims to ensure that the unique aesthetic of the Island is maintained by requiring all new buildings to use colours and materials which are sympathetic to the natural environment, landscape and heritage of the Island, and all existing buildings to use colours and materials based on the original scheme where possible. The Guideline contains specific requirements for Heritage Places. Further details can be obtained from RIA's planning team at www.ria.wa.gov.au.

f) **State Planning Policies**

In processing Applications, RIA will consider State Planning Policies (**SPPs**) which are potentially relevant to Rottnest Island and to the Development and Improvements proposed. These include:

- » SPP 2.6 'Coastal Risks';
- » SPP 3.4 'Natural Hazards and Disasters';
- » SPP 3.7 'Bushfire Risks'.

APPLICATION PROCEDURE

Applicants are referred to Development Planning Guidelines. A copy of this Development Planning Guidelines may be accessed [here](#). The [Development and Improvement Policy](#) includes a flowchart of the Application procedure with estimated timeframes for standard Applications.

An Application must be submitted via email to RIA's property agent, Burgess Rawson, at gperry@burgessrawson.com.au and must include the following at a minimum:

- a) completed Application Form;
- b) development plans which sufficiently illustrate the proposal and address all relevant Guidelines;
- c) written submission detailing the proposal, addressing the relevant Guidelines;
- d) technical reports; and
- d) any additional information or supporting material the Applicant may deem appropriate to support the Application and assist RIA in making its determination.

Any Application submitted which does not include all of the above will not be processed and will be returned to the Applicant.

Within 14 days of receipt of a complete Application, RIA will issue written (email) correspondence to the Applicant confirming that the Application has been formally received. The Applicant will also be informed at this stage which officer has conducted the assessment of the Application and how to contact the relevant officer throughout the process.

RIA aims to determine an Application within the following timeframes:

- a) 90 days for a standard Application that does not require any referral to any stakeholder or agency outside RIA; or
- b) 120 days for a substantial Application that requires any referral to any stakeholder or agency outside RIA.

If an Application is substantial and not able to be determined by RIA within the timeframes stated above, RIA will notify the Applicant and provide an estimated timeframe for determination, which may be subject to third

party / public consultations. Applicants should allow up to 28 days for a public consultation exercise, depending on the complexity of the Application. Applications requiring Board presentations will also have a longer determination period.

The estimated determination periods above will be extended if there are delays in an Applicant responding to requests for further information or if referrals to government agencies are required.

BOARD PRESENTATION

Applications for significant, sensitive, complex or high-profile developments or improvements may require a presentation to RIA's Board by the Applicant. RIA's Board has the final decision-making power in relation to such developments and improvements. Board meetings are generally held every 6 weeks and Applicants will be advised at the appropriate time when a presentation to the Board may be scheduled.

A presentation to the Board should include the following (as a minimum):

- a) full details of the Application including plans and concept drawings;
- b) an explanation of how the proposed development or improvement aligns to the RIMP and enhances visitor experience; and
- c) evidence as to the funding and viability of the proposal.

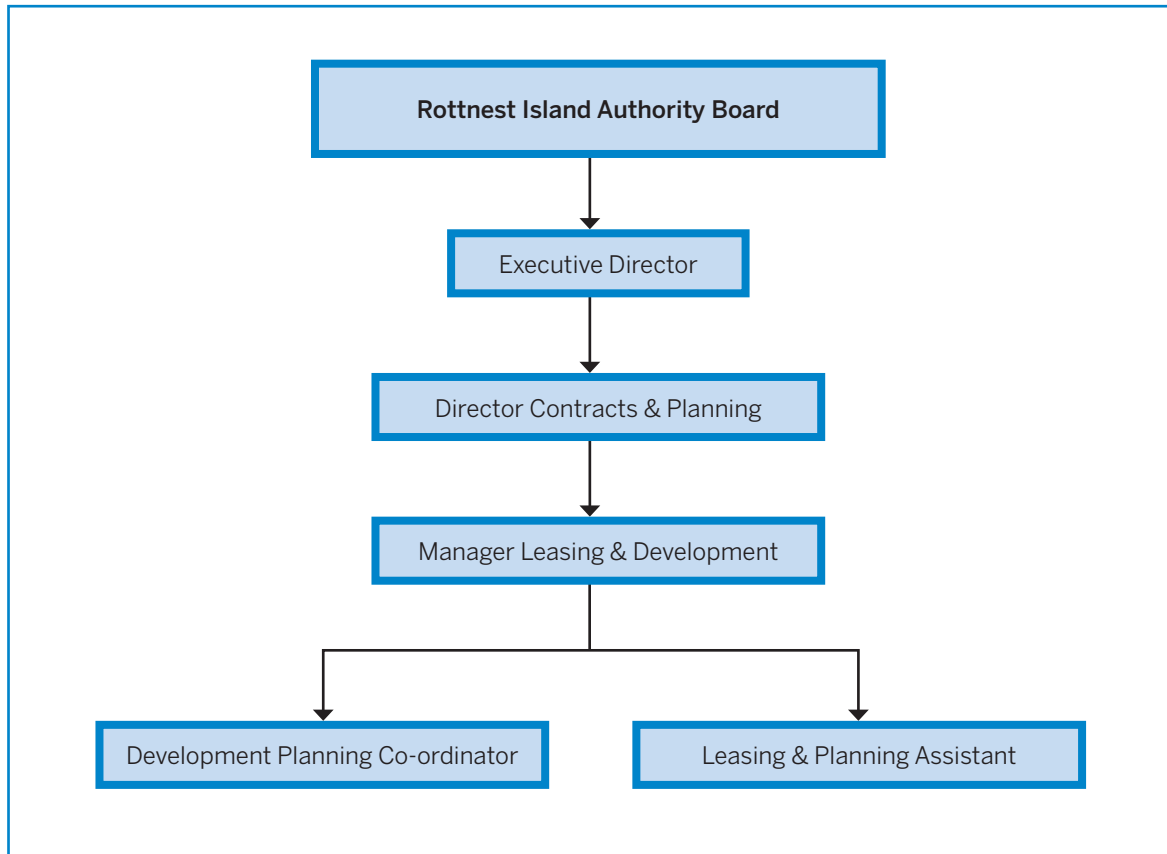
PUBLIC CONSULTATION / STAKEHOLDER NOTIFICATION

Public consultation and/or stakeholder notification will be required in relation to an Application where:

- a) RIA classifies the Application as a Substantial Development – this is defined in RIA's Guideline Development and Improvements Application Requirements;
- b) the Minister for Tourism directs; or
- c) RIA decides in its absolute discretion.

Further guidance is available on RIA's website and by contacting RIA's development planning team on 08 9432 9300 or at enquiries@rotnnestisland.com.

**PLANNING AND DEVELOPMENT ORGANISATIONAL CHART
ROTTNEST ISLAND AUTHORITY**



REFERRAL

EXTERNAL GOVERNMENT AGENCIES





OTHER DEVELOPMENT CONTROLS

There are a number of other controls and permit requirements relating to proposals for Development and Improvements on Rottneest Island, some of which involve other government agencies. These include:

BUILDING ACT 2011 (WA)

The Building Act 2011 (WA) (**Building Act**) is the primary legislation which governs building works in Western Australia. Under the Building Act, all building work must comply with the Building Code of Australia (**BCA**).

The BCA sets out nationally consistent standards for building design and construction. BCA Standards include, but are not limited to, fire requirements, building construction and safety. Where proposals differ from the 'deemed to comply' provisions of the BCA, then a technical certificate from an architect or engineer demonstrating that the deviation or alternative solution is appropriate are required prior to sign off by the decision-making authority.

Building Permit applications are administered on behalf of RIA by the City of Cockburn. The application for Building Permit will require signature by RIA in its capacity as the landowner. The full application package must be submitted to RIA for consideration when requesting RIA's signature as landowner. Applicants are advised to liaise with RIA to ensure that RIA has sufficient time to review and request any changes which may be required to a Building Permit application.

Further information on the building approvals process under the BCA can be obtained from the Department of Mines, Industry Regulation and Safety of Western Australia.

RIA does not charge fees for assessment of Applications however the BCA has standardised fees for the issue of Building Permits which will be payable to City of Cockburn in relation to Building Permit applications for Rottnest Island. Applicants must also engage a building surveyor to certify plans for lodgement with City of Cockburn. Applicants are referred to the City of Cockburn website www.cockburn.wa.gov.au for further information.

CLEARANCE OF VEGETATION – PERMISSION REQUIREMENTS

Applications must identify any clearance of vegetation which may be required. A ground disturbance application form which is available [here](#) must also be submitted to RIA in advance of any clearance.

In addition, clearing of native vegetation requires an application for a clearing permit is submitted to the Department of Water and Environmental Regulation (**DWER**). Further information can be found on DWER's website www.der.wa.gov.au.

BUSHFIRE CONTROLS

Rottnest Island is designated by the Department of Fire and Emergency Services (**DFES**) as a bush fire prone area. Development and /or Improvements are therefore subject to a number of bushfire management controls. Applicants are referred to the DFES website for further information www.dfes.wa.gov.au. RIA may in its discretion require Bushfire Management Plans and Bushfire Emergency Evacuation Plans to be submitted with an Application. RIA considers these plans in conjunction with the DFES.

ABORIGINAL SITES

Any Development and Improvements proposed on a place that is listed on the Department of Indigenous Affairs' Register of Aboriginal Sites requires:

- i) an application to the Department of Indigenous Affairs under the Aboriginal Heritage Act, in addition to an Application to RIA;
- ii) approval from the Minister of Indigenous Affairs via a Section 18 Notice under the Aboriginal Heritage Act to the Department of Indigenous Affairs. Approval must be obtained by the Applicant, preferably prior to lodging an Application with RIA;
- iii) a permit to dig where works involve any ground disturbance that will include reference to RIA's Rottnest Island Aboriginal Heritage Survey for determination of the requirement to include Aboriginal observers on the Site; and
- iv) if development is proposed in an area where the extent of the Aboriginal places is unknown or unsurveyed, the Developer/Applicant must undertake an Aboriginal Heritage Survey, inclusive of consultation with Aboriginal people, at the Developer/Applicant's cost.

If skeletal material or Aboriginal cultural material is uncovered, work is to cease immediately, and advice must be sought from RIA and/or the Department of Indigenous Affairs.

REGISTRATION OF A FOOD BUSINESS

To comply with section 109 of the Food Act, a food business must ensure that any premises used in conjunction with the sale of food are approved by the appropriate agency as part of the food business's registration. The agency for Rottnest Island is the Western Australian Department of Health. A factsheet, contact details and enquiry forms are available at www.wa.health.gov.au.

RIA CONSENTS AND PERMITS

PERMITS TO DRIVE AND BRING A VEHICLE TO ROTTNEST ISLAND

There is a focus in the RIMP and the Rottnest Island Transport Strategy on reducing vehicle traffic on the Island. Driving on Rottnest Island is only permitted for essential work purposes and requires prior approval from RIA. Approval is also required prior to anyone taking a vehicle to the Island. Applicants are encouraged to incorporate innovative alternative solutions to using a vehicle if service vehicles are required for the Development and Improvements proposed.

If Applicants require a vehicle on the Island they must submit a request for a permit for the vehicle and a permit to drive. The form for both applications is available [here](#) together with further guidance including driver permit information and maps illustrating permitted driving routes and speed limits.

IMPORTATION OF FLORA

Where appropriate, applications must include a landscape management plan identifying all proposed planting in connection with the proposed Development or Improvements. Prior to flora being brought to the Island, Applicants must obtain further approval from RIA for specific flora and must specify the source and volume of plants proposed. In some instances, there may be a quarantine requirement for plants to prevent contamination.

GROUND DISTURBANCE FORM

RIA's consent is required for all proposed ground disturbance on the Island (within and outside the lease area). Applications must include a completed ground disturbance form specifying the locations and extent of proposed ground disturbance. This includes shallow digging and removal and displacement of any soil or rock. The ground disturbance form can be obtained [here](#).

TREE PRUNING

RIA's approval is required for any tree pruning on the Island and must be obtained from the environmental team.



CULTURAL MANAGEMENT

ROTTNEST ISLAND/WADJEMUP CULTURAL LANDSCAPE MANAGEMENT PLAN

RIA has prepared a strategic document that supports the RIMP, sets out the heritage values of Rottnest Island as a cultural landscape and makes recommendations for the protection and enhancement of those values into the future (**Cultural Landscape Management Plan**).

The Cultural Landscape Management Plan is intended to support good strategic planning and management decisions by RIA and to provide overarching principles and strategies that guide the care and management of Rottnest Island as a highly significant cultural landscape. It integrates valuable research and analysis for the benefit of visitors, the community and developers.

All proponents interested in submitting an Application are urged to read the Rottnest Island/Wadjemup Cultural Landscape Management Plan, which is available on RIA's website www.ria.gov.au.

NOONGAR STANDARD HERITAGE AGREEMENT – ACTIVITY NOTICE FOR GROUND DISTURBANCE

The Noongar Standard Heritage Agreement (**NSHA**) is an agreement between the Government of Western Australia and the South West Aboriginal Land & Sea Council Aboriginal Corporation, representing the Whadjuk People, in relation to Aboriginal Heritage matters pertaining to the land and waters within the Whadjuk People Indigenous Land Use Agreement Area (**ILUA**). The Rottnest Island reserve sits within the Whadjuk People ILUA and activities conducted within this area are subject to the NSHA. Any ground disturbing activity to be conducted within the ILUA is subject to the issuing of an Activity Notice.

CULTURAL HERITAGE PLACES AND HERITAGE PRECINCTS GUIDELINE

In addition to specific State Heritage listed buildings, a number of Heritage Council of Western Australia Heritage Precinct areas exist on the Island. Applications may therefore require referral to the HCWA under the *Heritage Act 2018* and may be subject to conditions of approval which are imposed by the HCWA.

A heritage impact statement is required to be submitted for large scale developments. It is recommended that proponents for large scale developments engage with the HCWA early in the design process and prior to lodgement of an Application, to ensure key design issues are identified and addressed early.

Applications submitted to RIA in a Heritage Place or within a precinct are referred to HCWA unless an exemption is assessed to apply (some maintenance and minor works may qualify for exemption). HCWA have 28 days to respond to referrals. HCWA recommendations are included as 'conditions' on an RIA approval to an Application, with clearance of the condition required by both HCWA and RIA. It should be noted that, non-compliance can be prosecuted under both RIA and State heritage legislation.

Under the *Heritage Act 2018*, certain works are exempt from requiring referral. A guidance document 'Guide to Developing Heritage Places' is published by the HCWA on the website of the Department of Planning, Lands and Heritage www.dplh.wa.gov.au.



INFRASTRUCTURE

ELECTRICAL APPLICATIONS

RIA is committed to using and promoting renewable energy. To safeguard the quality of the electricity supply to Rottneest Island, RIA manages renewable energy hosting capacity. 'Hosting capacity' relates to how much renewable energy the Island's electricity system can accommodate without disrupting supply to Island users. Following installation of a solar farm, RIA's systems have successfully maximised the current opportunities for larger photovoltaic systems.

Hosting capacity may be available to Applicants who wish to install a five kilowatt or less renewable energy system.

Before conducting any electrical work on Rottneest Island, Applicants must complete Electrical Application Forms, which are available on RIA's website [here](#). Applicants are also advised to liaise with RIA's Infrastructure team on (08) 9432 9300.

All Applications must include an estimate of electrical supply requirements for the proposed Development and Improvements, which will be assessed by RIA as part of the processing of the Application. RIA reserves the right to impose capacity limitations on businesses on the Island to ensure sustainability of supply.

WASTE MANAGEMENT ON ROTTNEEST ISLAND

RIA has various initiatives to support businesses to increase their recycling rates and better manage their waste.

The Island was one of the first places to implement public place recycling and is now leading the way in guiding businesses to improve their waste management practices. In partnership with the Rottneest Island Chamber of Commerce and supported by the Waste Authority, the RIA has employed a Waste Education and Engagement Officer to support businesses to increase their recycling rates and better manage their waste.

As part of RIA's EarthCheck accreditation, RIA must keep general waste and recycling streams separate. RIA separates general waste and recycling at the source of the waste. This means that all businesses, residents and public bins have two types of bin at each station – a red-lid general waste bin and a yellow-lid recycling bin.

Further details can be found on RIA's website [here](#).

LOGISTICS

PROGRAMMED FACILITIES MANAGEMENT PTY LTD (PFM)

Programmed Facilities Management Pty Ltd (**PFM**) manages the physical, cultural, heritage and environmental assets on Rottnest Island on behalf of RIA. PFM manages the following services for RIA: estate management, utilities services, grounds and gardens maintenance, emergency management, logistics and luggage management, waste management, pest control, housekeeping and cleaning services, linen service and fuel service. PFM carries out planned and reactive maintenance on assets and ensures RIA compliance to relevant codes and regulations.

Applicants should consult with PFM in relation to formulating arrangements for luggage delivery, goods deliveries and waste disposal. PFM will require access to premises for meter readings and maintenance / replacement of RIA infrastructure and buildings.

PFM also offers a 'fee for service' facility on minor works and projects to RIA and other businesses on Rottnest Island.

FERRY TRANSPORT

There are three ferry operators servicing Rottnest Island – Rottnest Express, Rottnest Fast Ferries and Sealink. Island businesses may apply to RIA for waivers of the statutory admission fees for staff. Requests for staff waivers can be emailed to finance@rottnestisland.com.

BARGE SERVICE

Pelagic Marine Services Pty Ltd are contracted by RIA to provide heavy (roll on/roll off) and medium freight (single item on pallet or in suitable container) barge services to and from Rottnest Island. The barge service runs generally once per day in winter and twice per day in summer depending on demand. The barge service is available to all business and others. The barge service departs from Rous Head Road, North Fremantle at 06h45. The landing area is currently at the base of the main jetty on Rottnest Island.

OTHER CONSIDERATIONS

STAFF HOUSING

Staff housing on Rottnest Island is extremely limited and generally all new Developments and/or Improvements must incorporate accommodation on-site for operational employees where required. RIA cannot guarantee any availability of staff housing as demand is always higher than supply. Contractors undertaking the construction phase are not entitled to occupy any Rottnest Island staff housing and must make their own arrangements.

CONTRACTOR AND CONSULTANT GUIDE

RIA has published a Contractor Guide. It is important that anyone undertaking work on Rottnest Island reads and understands the information and requirements detailed in this. A copy is available [here](#). Applicants are also referred to the requirement to report hazards, incidents and near-misses on the Island to RIA.

RIA's preference is for any construction works to take place in the low season, to minimise impact on visitors and major events.

ROTTNEST IS

 @rotnest  @RottnestIsland  @RottnestIslandWA
#RottnestIsland

ria.wa.gov.au