

Riverbank Funding

2024-25 Application Guidelines



Department of **Biodiversity,
Conservation and Attractions**



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Overview

The Department of Biodiversity, Conservation and Attractions (the department) is calling for Expressions of Interest for Riverbank Funding. Riverbank projects will be funded to protect and enhance the shoreline, riverbanks, native vegetation and habitat of the Swan and Canning rivers.

These guidelines are intended to assist public land managers in the Swan Canning Riverpark (Riverpark) to prepare applications for the 2024-25 funding round.

Part 1: Managing the Swan and Canning foreshores: Policies, Acts and Riverbank Funding

State planning policies provide the highest level of planning policy control and guidance in Western Australia. State Planning Policy 2.10 Swan-Canning River System established a framework for the effective planning and management of land use and development in and affecting the Swan Canning Development Control Area. The policy:

- provides a regional framework for the preparation of precinct plans based on the precincts identified in the Swan River System Landscape Description;
- provides a context for consistent and integrated planning and decision making in relation to the rivers;
- ensures that activities, land use and development maintain and enhance the health, amenity and landscape values of the rivers, including recreational and scenic values; and
- provides a vision statement for the future of the Swan-Canning river system, policies based on the guiding principles for future land use and development in the precincts along the river system and performance criteria and objectives for specific precincts.

The *Swan and Canning Rivers Management Act 2006* (SCRM Act) makes further provisions for the protection of the Swan and Canning rivers, with its objectives and principles supported through department policies. The SCRM Act establishes a Riverpark and provides for the management of activities that affect its ecological and community benefits and amenity. The Riverpark consists of the waterways and adjacent Crown Land Reserves of the Swan, Canning, Helena and Southern rivers. Private property is not included in the Riverpark.

The department is responsible for the waterways and has shared responsibility for the Riverpark shoreline in conjunction with the Local or State Government land manager under which the land is vested.

The Riverbank Program is a key delivery mechanism for shoreline management in the Riverpark. A key aspect of the Riverbank Program is Riverbank Funding. Riverbank Funding has been running since 2002 through the Riverbank Program. The funding supports local and State Government agencies to undertake foreshore protection and rehabilitation projects within the Swan Canning Riverpark.

Investment through the Riverbank Program is in part guided by the Riverbank Datasets, a multi-year program of river-wide condition assessments of foreshore assets such as built assets, natural shorelines, riparian ecology and amenity. These studies, building on the *Swan and Canning Rivers Foreshore Assessment and Management Strategy* (Foreshore Strategy) (Swan River Trust, 2008), will improve

understanding of the river system by describing foreshores, their pressures and condition, defining responses for management, and identifying priority areas for action.

Focus on issues, outcomes and priorities

Currently the Swan and Canning rivers foreshores consist of 330km of built or natural shoreline. As of 2019:

- \$48 million worth of built shorelines require renewal and upgrade in the coming 10 years;
- 41kms of natural shoreline are in poor or very poor condition;
- Over 100kms of foreshore is high priority for riparian ecology functioning in the Perth metropolitan area; and
- Almost 50 per cent of public reserves provide only very poor to moderate useability.

If the health and amenity values of the Swan and Canning river system is to be maintained and improved these issues need to be addressed. The Riverbank Program aims to do this through three broad objectives:

- To protect and enhance riverbanks and shorelines to mitigate threats to environmental, recreational, aesthetic or cultural values;
- To protect, enhance and manage fringing native vegetation and habitat; and
- To improve enjoyment of the foreshore by addressing risk to public amenity values, infrastructure and environment.

By working to achieve these objectives the department aims to significantly improve shoreline condition and reduce the impact of threatening processes on biodiversity, infrastructure and cultural and social amenity values.

The Riverbank Program invites proposals for activities to deliver investments against the Riverbank Program objectives. There are large areas of foreshore in need of protection and investment.

Best management practice

In 2009, the *Best Management Practice Guideline for Foreshore Stabilisation* report was released which aims to improve shore stabilisation management along the Swan and Canning rivers through:

- Improved knowledge of foreshore stabilisation best management practices by State and local government officers and natural resource managers; and
- Increased understanding of management responses for foreshore stabilisation to help strategic allocation of future Riverbank funding.

Applicants are encouraged to refer to this document in the development of their project. The report is available electronically from the department's website at

[Apply for Riverbank funding | Department of Biodiversity, Conservation and Attractions \(dbca.wa.gov.au\)](https://www.dbca.wa.gov.au/riverbank-funding)

Application process

Riverbank funding 2024-25 is a competitive process. Eligible land managers are invited to submit an Expression of Interest (EOI) for projects, which address foreshore issues. The Riverbank Program will select those EOI applications which offer best value for money in addressing foreshore issues and achieve desired outcomes for the Riverpark.

Conditional endorsement will be given to successful EOI projects. The provision of funds will be conditional upon the establishment of a collaborative arrangement. It is through the establishment of these agreements that the final project details, including a project schedule, and detailed budget arrangements will be negotiated.

Part 2: Applying for Riverbank Funding (eligibility criteria)

To be eligible for Riverbank funding the applicant, the project and the EOI must meet certain requirements.

The applicant

Must:

- Be a State or Local Government land manager responsible for the proposed project site. Partnership projects with community groups are encouraged;
- Be able to match requested funding. Matching contributions can be either cash or in-kind and include contributions from numerous project partners, including community involvement; and
- Have acquitted any previous Riverbank funding project as required by the documented collaborative arrangement. Failure to do so may result in the refusal to consider any new applications.

Must not:

- Be a private landholder or community group. Applications received directly from community groups or individuals will not be considered. The payee for successful partnership projects must be a Local or State Government agency, who will be responsible for managing funds and project reporting; or
- Request funding beyond the applicant's capacity to match.

The project

Must:

- Be consistent with the objectives of the Riverbank Program and contribute to improving the condition of shorelines and reducing the impact of threatening processes on biodiversity, infrastructure, cultural and/or social amenity values;
- Be aimed at achieving or planning for on-ground works. Includes master planning, concept development, foreshore management plans and detailed designs, which will lead to on-ground works;
- Be in line with the *Best Management Practices for Foreshore Stabilisation* (Swan River Trust, 2009) or supported by advice from a coastal engineer; and
- Be located within the Riverpark.

Must not:

- Be for the construction of recreational infrastructure or for public amenities, which do not provide an environmental outcome. Note: infrastructure and amenities such as fishing platforms, pathways, ramps etc. that can demonstrate or combine with an environmental outcome (shoreline or vegetation protection) would be eligible;
- Be a devolved grant project. That is a grant requested by one party with the purpose of distributing as a grant to other parties;
- Be primarily aimed at beautification or improving an amenity without significant environmental outcomes for the foreshore; or
- Be for staff salaries or wages.

The Expression of Interest (EOI)

Must:

- Be made by completing and submitting an application form for the 2024-25 financial year by the **closing date of 4pm 26 April 2024**. No additional material will be accepted after the closing date. Please note: funding allocations will be made to successful projects based on the information provided by you in the proposed project budget;
- Address all assessment criteria;
- Be clear and legible. It is important that requested details can be clearly sourced from your submitted EOI; and
- Be signed by a senior officer/chief executive officer.

Unless your application satisfies all the above conditions, it will not be considered by the Riverbank Funding assessment panel.

Part 3: Expression of Interest assessment

Riverbank Funding is highly competitive with the requests for funding consistently greater than the funds available.

Applications must be made by submitting a completed EOI form to the Riverbank Program. Your EOI will be assessed by a panel of departmental officers from the Rivers and Estuaries Branch and may include one outside party. The panel will assess the merit of your proposal using the assessment criteria outlined below.

It is critical that you provide sufficient information to enable an adequate assessment of your proposed project. You are entirely responsible for the accuracy of all information submitted.

Assessment criteria

Applications for funding will be assessed using the following criteria. All assessment criteria should be addressed in the application form. The information provided below is to guide you in completing the EOI form.

CRITERION 1 The project is feasible, technically sound and achievable

What this means

Effective foreshore management requires that proposed projects are suitable for the location and range of issues it seeks to address. A project needs to be planned in a way that the activities will achieve the desired objectives within a proposed timeframe. The project proposal needs to show how its objectives will meet or contribute to the Riverbank Program objectives and outcomes. Please see the definitions to these terms in the Notes section below.

We will consider:

- How effectively the proposed activities are expected to address identified degrading issues and achieve objectives and outcomes;
- If risk factors that have the potential to jeopardise the achievement of proposed outcomes have been adequately addressed;
- If timeframes are feasible for achieving proposed objectives; and
- Whether best management practice or innovative solutions are being employed with reference made (where possible) to *Best Management Practices for Foreshore Stabilisation* (Swan River Trust, 2009).

What to include when completing your application form:

- Details of your proposed project including:
 - issues being addressed;
 - objectives and expected outcomes;
 - approach;
 - estimated timeframe for activities (example template only provided, please adjust to meet project needs); and
 - who will be involved.
- When describing project activities, objectives and outcomes for a staged project, please describe what will be achieved in the stage you are seeking

funding for rather than in subsequent stages. For example, detailed designs will enable procurement for construction, rather than foreshore protection.

- When addressing risk factors for a staged project, please address the risks that will be encountered in the stage you are seeking funding for. If your project is still in the planning or design stage, the risk management and mitigation need to apply to these processes.
- Details of any technical advice sought from parties external to your organisation that supports the feasibility and technical validity of the project;
- A description of key risks to the success of the project and how you plan to address these, including acceptance of the potential for increased fire risk (where applicable); and
- Inclusion of a project map is essential for your application and allows the scope of the project to be better assessed. It is important maps include an:
 - accurate scale;
 - outline of the proposed project boundary; and
 - indication of the extent of proposed works e.g. bank contouring, revegetation etc.

NOTE: Where a project involves multiple sites over a large area a reference map showing the spatial relationship between sites should also be included.

If the application is for capital works projects, applicants must demonstrate that proposed capital works have been properly evaluated, planned, designed and documented. If the application is for planning work intended to lead to capital works, there must be adequate justification for the project and an indication of the expected outcomes on completion.

It is expected that large projects may need to be broken down into manageable stages for implementation across more than one year. Where applicable, this should be identified. Some indication of the total expected project duration and cost should be provided.

Funding allocations will only be approved for a single year and provided as a single payment for a one-year period effective from the date of receipt. Receipt of funding carries no assurance of continued funding in subsequent years. However, the Riverbank Program will consider previous investment in its assessment of Criterion 2.

A description and proof of any collaboration with neighbouring land managers to foster cross boundary management of broader issues should also be provided.

Definitions taken from Markiewicz & Patrick (2016):

- **Objectives** – Intended result contributing to physical, financial, institutional, social, environmental, or other benefits to a society, community, or group of people via one or more projects.
- **Activities** – Actions taken or work performed through which inputs, such as funds and other types of resources, are mobilised to produce specific outputs, Activities define ‘what we do’ in our everyday work within a program.
- **Outcomes** – The likely or achieved short-term and medium-term effects of a project’s outputs. Immediate to intermediate changes in behaviour or actions related to the effect or influence of the project activities and outputs, and in fulfillment of the project purpose. It includes the identification of unintended or unwanted outcomes.

CRITERION 2 There is a demonstrated need for the project

What this means

Riverbank funding is a competitive process. It is important to justify why your project should be funded.

We will consider:

- Whether the project is considered to be a priority and to what extent it contributes to improving shoreline condition and reducing the impact of threatening processes on biodiversity, infrastructure and cultural and/or social amenity values;

Whether the project aligns with the DBCA Draft Locality Plans ([Apply for Riverbank funding](#) | [Department of Biodiversity, Conservation and Attractions \(dbca.wa.gov.au\)](#))

- Whether the project aligns with recommendations and priorities of river-wide condition assessments of foreshore assets and services, including the Riverbank Datasets;
 - Please access the Riverbank Datasets for Built 2022, Shoreline 2023, Riparian Ecology 2019, and Amenity 2021. Please reference:
 - www.data.wa.gov.au
 - Riverbank Funding EOI form 2024-25; and
 - How to Access Riverbank Datasets (Appendix 3).
- How the project will contribute to achieving the actions/objectives/goals identified in a recognised foreshore management plan or fire management plan; and
- Whether the project is an additional stage of an existing Riverbank project.

What to include when completing your application form:

- A description of how your project will contribute to the Riverbank Program objectives and outcomes;
- A description of any environmental, use or amenity issues to be addressed;
- Relevant data values from the Riverbank Datasets (see Appendices 3 for more information);
- Details on the alignment of your project with current management plans. For clarity, it is suggested that this information is presented in tabular form, for example:

No	Plan title	Plan element	How project contributes
1			
2			
3			

- Whether your project aligns with the DBCA Draft Locality Plan for your area. Please refer the Draft Locality Plans located on the Riverbank funding webpage (link above) and ensure you include details on *how* the project aligns with specific recommendations of the Plan; and

- A statement of progress (NOTE: only for projects that are an additional stage of an existing Riverbank project).

CRITERION 3 Project represents good value for money

What this means

Riverbank seeks to fund projects that are collaborative, will lead to long-term results and are cost-effective in achieving desired outcomes.

We will consider:

- Whether the proposed budget appears appropriate for achieving the project's desired objectives;
- The proportion of funds from various sources that will contribute to the project; and
- The appropriateness of the relative budget components requested, including:
 - revegetation;
 - bank contouring;
 - public infrastructure;
 - built structure construction or repair;
 - professional services;
 - other services and contracts;
 - communications;
 - staffing; and
 - audit costs.

What to include when completing your application form:

- Budget estimates to achieve the project, including contributions from the applicant, partners and request from the Riverbank Program;
- A statement on risks of not undertaking the proposed works and likely future financial implications; and
- Signed attachments that confirm partnership arrangements and/or commitments made by other organisations.

CRITERION 4 The applicant commits to maintaining the project post project completion

*If applying for funds for the development of **master plans, concept plans, foreshore management plans or detailed designs**, please provide details of how the **plan** will address medium and long-term maintenance (eg: maintenance plan and life-cycle cost assessments incorporated into plan).*

*If applying for funds for the implementation of **on-ground works**, please provide details of how medium and long-term maintenance requirements will be addressed post project completion.*

What this means

Recipients of funding must commit to maintaining the project and be able to demonstrate that both the short and long-term management of the project site has been considered.

We will consider:

- The adequacy of any proposed long-term management plan; and
- Whether the organisation has allocated appropriate budget to fund the maintenance.

What to include when completing your application form:

- Details on how the project site will be maintained and managed post project completion;
- Details on the budget allocated for maintenance and management of the project site into the future; and
- Existing monitoring and maintenance reports for projects that are an extension of existing Riverbank projects.

CRITERION 5 The applicant commits to evaluating the success of the project in achieving proposed outcomes

*If applying for funds for the development of **master plans, concept plans, foreshore management plans, or detailed designs**, please provide details of how the **plan** will address project evaluation/ monitoring (eg: chapter on project monitoring and evaluation within plan).*

*If applying for funds for the implementation of **on-ground works**, please provide details of the project will be monitored and evaluated.*

What this means

Riverbank funded projects must lead to measurable outcomes. The project should be monitored over time to observe, measure and record changes. Monitoring data can then be used to assess whether project objectives have been met.

We will consider:

- The adequacy of the proposed approach to monitor and evaluate the project outcomes; and
- The methods of communicating the results of the evaluation for potential use in future projects.

What to include when completing your application form:

- A description of how you plan to monitor, evaluate and report the success of the project in achieving its outcomes. This could be presented in tabular form, for example:

Objective	Outcome	Measurement	Reporting

and;

- Existing monitoring and maintenance reports for projects that are an extension of existing Riverbank projects.

Note: *Water Note (WN28) Monitoring and evaluating river restoration works* provides a useful reference. The document can be sourced from the Department of Water and Environmental Regulation (DWER) website or by contacting a Riverbank officer directly, who will then be able to email you a copy.

CRITERION 6 Potential for the project to engage or protect community interest in the river and its management

What this means

Riverbank values projects that involve community engagement. We are looking for projects that value add to on-ground works by including community engagement or promotional activities that will raise community awareness of foreshore management issues.

The opportunity for engagement and support should be considered and communicated in your EOI particularly where recreational values are high, or a project seeks to address issues of community usage and public amenity. Details of Aboriginal consultation and engagement should be included here.

We will consider:

- The level of community involvement in the project and the range of interest groups involved;
- How the project will be promoted in the wider community; and
- The direct community benefits of the project, for example if the project is in a high public use area.

What to include when completing your application form:

- A description of the extent of community engagement and participation already in the project or activities for proposed engagement, including details on the range of interest groups involved;
- Details of current or intended Aboriginal Consultation and engagement;
- A description of any promotional or awareness raising activities proposed for the project;
- A description of how information about the progress of the project will be made available, both within your organisation and in the broader community; and
- A description of public use of the area or adjacent areas.

Part 4: Items and activities funded

Funding is available for a wide range of foreshore rehabilitation and protection activities. Please consider the following points when preparing your EOI:

- There is no limit on the proposed project size, but applicants must be able to match the request for Riverbank funds. The Rivers and Estuaries Branch Manager has the right to consider equity of investment across the river area as a whole.
- Applicants can apply for up to 50 per cent of the cost to undertake foreshore rehabilitation planning and design. Eligible activities include the creation of foreshore management plans or master plans, site assessments and community consultation, including indigenous consultation.
- Applicants are not restricted to submitting a single application for any single funding round.
- A single payment of funds will be made for a period (typically a year) as outlined in the collaborative arrangement (for Local Government Authority) or memorandum of understanding (for State Government Agency). Receipt of funding carries no assurance of continued funding in subsequent years.

The following items are considered ineligible for funding:

- Employing staff (wages or salary);
- Training courses;
- Purchase of tools and equipment;
- Projects on private property;
- Restoration and rehabilitation of buildings;
- Infrastructure such as jetties and boat ramps;
- Capital equipment purchases; and
- Projects that fund devolved grants, that is a grant requested by one party with the purpose of distributing as a grant to other parties.

The Riverbank Program Manager has the discretion to decide if proposed projects fit the overall intent of the program. In situations where project proposals are considered to be of merit, yet outside the intent of the Riverbank Program, Riverbank officers can discuss opportunities for project refinement or potential alternatives for project implementation with applicants after Riverbank Funding announcements are made.

Applicants may not seek staff wages through Riverbank Funding; however wages may be used as partner contribution for funding. Applicants are able to put officer labour toward their contribution for funding as 'in-kind' support at a rate of \$50/hr per adult volunteer, \$20/hr children (school age) volunteer and \$90/hr per officer.

Retrospective Funding

Riverbank will not fund activities retrospectively.

Part 5: Other considerations

Budgetary requirements

Project applicants are expected to provide indicative budgets. Quotes for any consultant's fees, where available, should be included with the application form.

When calculating the costs for your proposed project, please ensure that you exclude the GST component for all items. Project budgets should indicate the estimated total value of the project and any partnership contributions.

Please note that cost sharing arrangements allow:

- Up to 50 per cent of the total project cost to be requested from Riverbank Funding; and
- Funds available to Local or State Government agencies and community from other sources to be considered as part of the partnership contribution. Evidence of the availability of matching funds must be provided.

Projects endorsed for Riverbank Funding will not be eligible for concurrent funding under the Community Rivercare Grants or the Swan Alcoa Landcare Program (SALP).

Different elements of a project may be eligible to receive funding through Riverbank Grants and Swan Canning Rivers Urban Forest (SCRUF) funding concurrently. Early discussions with Riverbank and SCRUF Officers are recommended.

Examples of various project budget breakdowns are provided in Appendix 1.

The Department of Biodiversity, Conservation and Attractions Statutory Approvals

Proposed works may require a permit or development approval under the *Swan and Canning Rivers Management Act 2006* or Swan and Canning Rivers Management Regulations 2007. Statutory approval requirements should be established as early as possible.

Project applicants should refer to the department's website: www.dbca.wa.gov.au for clarification of approvals required for their proposed works.

Queries can be directed to the Statutory Assessments Unit by emailing rivers.planning@dbca.wa.gov.au or calling 9278 0900.

Statutory approval for proposed projects is a separate process to funding assessment and allocation and must be addressed through the formal process.

Aboriginal consultation

Consultation with the Indigenous community is an important part of any environmental project. The Department of Planning, Lands and Heritage (DPLH) should be consulted as early as possible in the planning process and can provide guidance on what approvals will be required.

Further information can be found on the DPLH website <http://www.dplh.wa.gov.au/>

Part 6: Lodging your application and beyond

Documentation

Applications must be made by completing a Riverbank Funding 2024-25 Expression of Interest Form. The form can be downloaded from the department's website www.dbca.wa.gov.au or by contacting a Riverbank officer.

All questions should be answered on the EOI form without altering the document format. However, responses to criteria are not space restricted, please include as much information as you feel is necessary to adequately address each criterion. All attachments must be clearly labelled when submitting your application.

Applications must be signed by a senior officer/ chief executive officer before being submitted for consideration.

If posting or hand-delivering an EOI, please provide a single unbound copy. Emailed applications will be accepted provided you email the entire application including all attachments. If you are unable to email your entire application, including attachments, please use post or hand-deliver.

Where and when to submit your EOI

Post to: Riverbank Funding Rivers and Estuaries Branch Department of Biodiversity, Conservation and Attractions Locked Bag 104 Bentley Delivery Centre WA 6983	Hand deliver to: Reception Department of Biodiversity, Conservation and Attractions 17 Dick Perry Avenue Technology Park Western Precinct Kensington WA 6151	E-mail to: riverbank@dbca.wa.gov.au
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Applications must be received by the Riverbank Program by:

Closing date: 4pm, Friday 26 April 2024

Acknowledgement of receipt of applications

Acknowledgement of the receipt of your application will occur via email within two working days. This confirmation will include a unique reference number, which should be used for all future correspondence with the Riverbank Program. If you do not receive acknowledgement within two days, please contact a Riverbank officer on 9278 0900.

Selection and project development process

The selection and project development process for Riverbank projects will be conducted in two stages.

Stage One

Expressions of Interest will initially be assessed against eligibility criteria. Eligible projects will then be ranked by the total score given by the review panel who will consider each proposal's merit against the assessment criteria. The panel will make recommendations to the Director General of the department including conditional budget allocations. Please note: successful projects may not be allocated the full amount requested and may be subject to conditions of funding, these conditions will be further negotiated through Stage Two.

Stage Two

Approved projects will be further negotiated and developed in partnership with Riverbank officers. Project details, including project milestones, timeframes and agreed funding allocation, form the basis for the establishment of a collaborative arrangement/ memorandum of understanding between the recipient and the department. As a result of this process, it is possible that individual projects will receive less funding than was conditionally approved, however it is highly unlikely that a project would be in a position to receive more.

Milestones, timeframes and budgets are negotiated between the department and project managers for each project and are included as an attachment to the collaborative arrangement/ memorandum of understanding. Milestones are to be achievable and measurable objectives of the project as described in the EOI. The Schedule will also include due dates for mid- and full-term reporting and media releases.

Once the collaborative arrangement/ memorandum of understanding has been signed by both parties, funds can be disbursed.

Notification of Riverbank Funding decisions

It is expected that applicants will be advised of assessment outcomes following the announcement of the State budget. It is anticipated that successful applicants will be announced in August/September 2024.

Successful projects will be notified of the conditional funding allocation approved for their project. This funding will be conditional on completion of Stage Two of the funding process.

Unsuccessful applicants will be notified in writing and will have the opportunity to receive feedback on their application by contacting the Riverbank Program.

Decisions by the department are final. There is no appeals process.

Media protocol

Riverbank projects are collaborative partnerships and it is a condition of funding that all communication activities are shared equally between the department and the funding recipient. More information is provided as Appendix 2.

Who to contact if you need further help

If you require help with your EOI please contact a Riverbank officer by phone on 9278 0900, or by email at riverbank@dbca.wa.gov.au

References

Markiewicz, A. & Patrick, I. (2016). *Developing Monitoring and Evaluation Frameworks*, Thousand Oaks, CA

Swan River Trust, (2009), *Best Management Practices for Foreshore Stabilisation*, Swan River Trust, Perth, Western Australia.

Swan River Trust (2008), *Swan and Canning Rivers Foreshore Assessment and Management Strategy*. Perth, Western Australia.

Water and Rivers Commission (2002), *Monitoring and evaluating river restoration works*. Water Note WN28. Water and Rivers Commission, Perth.

APPENDIX 1

Examples of budget breakdowns for various projects

- a) Detailed designs**
- b) Detailed designs and a management plan**
- c) Revegetation works**
- d) Stabilisation and revegetation works**

a) Detailed designs

Description	Applicant	Other	Riverbank	Total
Concept	\$ 8,090		\$ 8,090	\$16,180
Detailed design	\$ 2,120		\$ 2,120	\$ 4,240
Technical specifications	\$ 1,800		\$ 1,800	\$ 3,600
Construction drawings	\$ 3,430		\$ 3,430	\$ 6,860
Professional services (Section 18) <i>NB: Estimate only</i>	\$15,000		\$15,000	\$30,000
Staffing (38 hrs)	\$ 1,900			\$ 1,900
TOTAL	\$32,340		\$30,440	\$62,780

b) Detailed designs and a management plan

Description	Applicant	Other	Riverbank	Total
Site analysis	\$ 2,895		\$ 3,560	\$ 6,455
Community and stakeholder engagement	\$14,310		\$17,625	\$31,935
Issues determined and options considered	\$ 4,225		\$ 5,200	\$ 9,425
Recommended foreshore management plan	\$ 4,080		\$ 5,020	\$ 9,100
Detailed design of foreshore treatment	\$ 6,420		\$ 7,900	\$14,320
Staffing (XX @ \$90 per hour)	\$ 6,375			\$ 6,375
Audit costs	\$ 1,000			\$ 1,000
TOTAL	\$39,305		\$39,305	\$78,610

c) Revegetation works

Description	Applicant	Other	Riverbank	Total
Revegetation (XX plants @ \$X.XXea)			\$18,000	\$18,000
Weed control	\$ 9,162	\$ 2,464	\$14,894	\$26,520
Fencing	\$ 3,400		\$10,700	\$14,100
Communications	\$ 1,400			\$ 1,400
Staffing (XX @ \$90 per hour)	\$ 1,250	\$20,000		\$21,250
Audit costs	\$ 200			\$ 200
Adult volunteer labour (XX @ \$50hr)		\$11,000		\$11,016
TOTAL	\$15,412	\$33,480	\$43,594	\$92,486

d) Stabilisation and revegetation works

Description	Applicant	Other	Riverbank	Total
120 x sedge bags supplied and installed	\$ 8,000		\$ 8,000	\$16,000
Construction of XXm revetment (\$XX per linear m)	\$102,000		\$102,000	\$204,000
20 x large tree supplied and installed	\$ 2,500		\$ 2,500	\$ 5,000
Mobilisation			\$20,000	\$20,000
Project management	\$15,000		\$15,000	\$30,000
Fly ash management	\$20,000		\$20,000	\$40,000
Contingency	\$20,000			\$20,000
TOTAL	\$167,500		\$167,500	\$335,000

APPENDIX 2

Media protocol

RIVERBANK COMMUNICATION GUIDELINES

Acknowledgement of the Department of Biodiversity, Conservation and Attractions

Riverbank projects are collaborative partnerships. It is a condition of funding that all communications activities are equally shared between the department and the land manager.

Section 8.1 of the Collaborative Arrangement (CA) signed by the department and land manager states that:

- (a) Any communication activity, including: presentations, publications, signage, articles, newsletters or other literary works relating to the Project or its activities, shall give representation to the Parties in the display of logos and party names.
- (b) The respective roles of the department and the land manager must be acknowledged at relevant forums, conferences and project launches where the Project is promoted.
- (c) The requirements in (a) and (b) will be subject to clause 8.3 and will not apply to the extent that a Party requests that its name or logo not be used for a particular communication activity.

Before engaging in any of the above-mentioned activities, the land manager's media representative must first contact the department's Public Information and Corporate Affairs (PICA) manager on (08) 9219 9999.

Media releases

Media releases are a great way to attract favourable attention to Riverbank projects. It is a condition of the CA or memorandum of understanding that at least one joint media statement is released during the life of the project.

Section 8.3 of the CA states that:

- (a) The department and the land manager shall coordinate joint communications when dealing with the media and shared stakeholders on issue/s of mutual concern, including circulating draft media statements between the Parties for comment.
- (b) Both parties agree to publicise project milestones and outcomes in a joint, coordinated manner that allows them to brief their respective internal stakeholders prior to information being released to the public.
- (c) The land manager will not issue media releases, participate in media interviews, provide information to the media or engage in social media activity on any aspect of the project unless prior written approval (via email) is provided by the department or its delegate(s) no less than three working days, prior to any such project-related information entering the public arena. For urgent matters, if agreed by the department, approval may be provided with less than three days' notice.

The best time to issue a media release is when a major project milestone is reached, for example completion of river walling; or following community involvement in the project such as a community planting day.

It is up to both parties to identify opportunities to attract media coverage or promote the project through other avenues.

Joint releases should include a banner with both the department and land manager logo, and media contacts for both agencies.

For further help in generating a joint media release, please contact PICA as above.

Use of Logos

The department's logo and State Coat of Arms must appear prominently in publications produced by partner organisations to acknowledge department involvement.

The preferred format of the WA State Government Badge, department name and symbol are shown below. However please contact DBCA prior to use of the logos to ensure you are using the most current version.



Department of **Biodiversity,
Conservation and Attractions**



The elements that make up the department logo must not be altered.

For advice on logo size, colour and variations, please contact a PICA publications officer on (08) 9219 9999.

Signage

Successful Riverbank candidates can obtain a professionally designed sign for their project. These signs are 800 x 600mm and consist of anodised aluminium with some vinyl overlays. Anodised aluminium is a durable material with good anti-graffiti properties. To obtain a sign, please contact a Riverbank officer on (08) 9278 0900.

Should you wish to display alternative project signage, please contact Riverbank to discuss wording and the use of correct logos.

APPENDIX 3

How to Access Riverbank Datasets

How to Access Riverbank Datasets

- Built 2022
- Natural Shorelines 2023
- Riparian Ecology 2019
- Amenity 2021

Existing Local Government SLIP Users have already been given access to the data. This 'how to' guide provides step-by step instructions on how to search, download and interrogate the above listed datasets.

FINDING THE DATA

Local Government users can now access DBCA datasets that are restricted to use by LGAs, via the Shared Location Information Platform (SLIP).

The current LGA-only datasets are available at these links:

[Swan Canning Riverpark Built Foreshores 2022 \(DBCA-065\)](#)

[Swan Canning Riparian Ecology Foreshores 2019 \(DBCA-066\)](#)

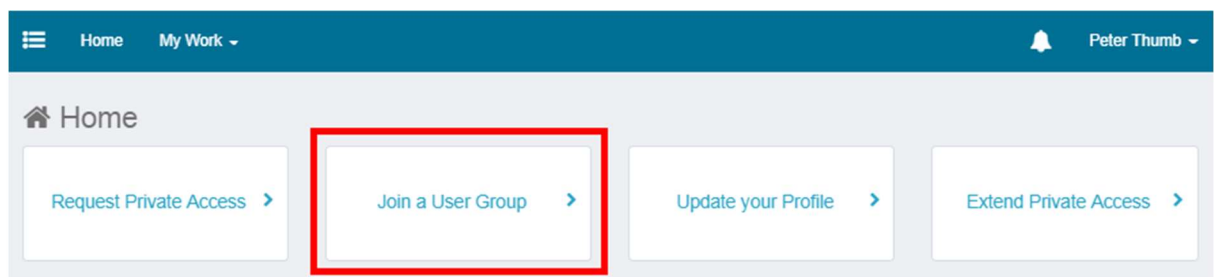
[Swan Canning Riverpark Natural Foreshores 2023 \(DBCA-079\)](#)


[Swan Canning Foreshore Useability 2021 \(DBCA-068\)](#)

JOINING SLIP AND USER GROUPS

It takes just a few steps to join your user group. If you haven't done so yet, you'll need to [create a SLIP login](#).

1. [Login](#) to your SLIP profile. Select **Join a User Group**.



2. In the **Search Access** bar, enter the name of your LGA. Select the magnifying glass  or press **Enter**.

Manage My Access

[Add Access](#)
[My Access](#)
[Review](#)

test group 🔍

Showing 1-2 of 2 Filters

☒ SLIP Org Group Test

3. Select the checkmark ✓ beside your LGA's user group—the checkmark will turn green. Select the checkmark again to undo.

[Add 1](#)
Showing 1-2 of 2
Filters

☒ SLIP Org Group Test

SLIP Org Group Test

Type: SLIP Org Groups

☒ Organisation - Test Group

This is some description

Type: SLIP Org Groups Owner: Organisation - Test Group Owner Workgroup

4. Select **Review**. If you've selected the wrong user group by accident, you can clear it by selecting the cross ✕ beside the user group.

Manage My Access

[Add Access](#)
[My Access](#)
[Review 1](#)

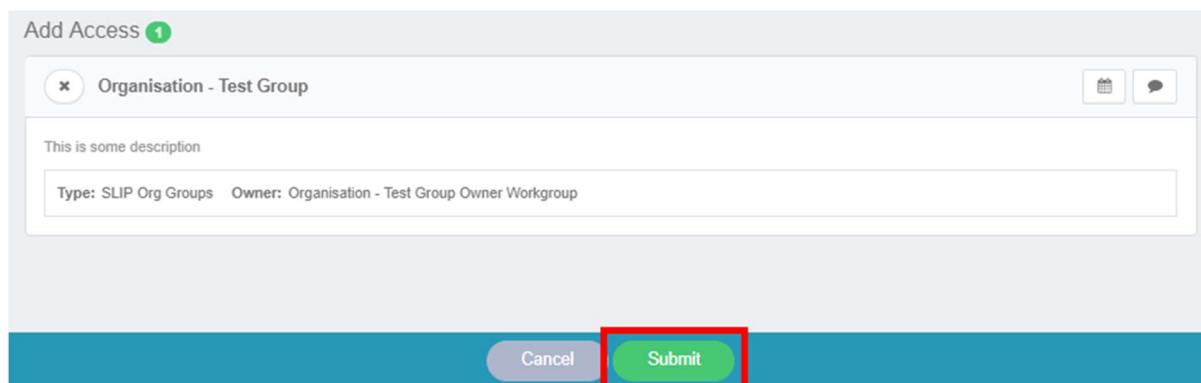
Add Access 1

☒ Organisation - Test Group

This is some description

Type: SLIP Org Groups Owner: Organisation - Test Group Owner Workgroup

5. Select **Submit**.



The screenshot shows a web interface for adding access. At the top, it says 'Add Access' with a green circle containing the number 1. Below this is a header bar with a close button (x) and the text 'Organisation - Test Group'. To the right of the header are icons for a calendar and a speech bubble. Below the header is a text area with the placeholder 'This is some description'. Underneath the text area is a box containing the text 'Type: SLIP Org Groups Owner: Organisation - Test Group Owner Workgroup'. At the bottom of the dialog are two buttons: 'Cancel' and 'Submit'. The 'Submit' button is highlighted with a red rectangular border.

You'll receive an email confirming that your request was submitted. Once the group owner has reviewed your request, you'll receive an email letting you know it was accepted.

If you're having any trouble logging into SLIP, can't see your user group, or you aren't sure if your group owner is up to date, please contact BusinessSolutions@landgate.wa.gov.au or phone (08) 9273 7683 for assistance.

DOWNLOADING THE DATA

To locate the metadata simply scroll down to the metadata icon and select to download.

Data and Resources



Swan Canning Riverpark Built Foreshore (2018) - Metadata

Full metadata

Explore -

To locate your preferred web service API or download format, simply scroll down and look for the red Government Use Only padlocks.



Web Mapping Service

Web Map Service (WMS) is a standard protocol...

These APIs and downloads will work for any Local Government SLIP user who has joined their LGA's user group.

INTERROGATING THE DATA

1. Review downloaded Metadata

The document is a Microsoft Word file titled "swan-canning-riverpark-built-foreshore-2018-metadata (2).docx". It contains the following content:

- Examples:**
 - Marked as 'S' for Swan river, 'C' for Canning.
 - Used 'R' and 'L' to indicate right or left bank, i.e. looking downstream to the Fremantle Bridge.
 - Added Suburb (3 characters) to the segment name, e.g. SR01Cra Matilda Bay Reserve, refers to Swan river, 01 Crawley, Matilda Bay Reserve (see Appendix 1 for details).
 - Built shorelines have an alphabetised prefix of B - Natural Shorelines have an alphabetised prefix of N.
 - Numbered sequentially, commencing at 01, 02, 03, ..., xxx.
 - Included one to [three word] location descriptors of a key feature within the segment (eg. SR01Cra "Matilda Bay Reserve").
 - Examples:
 - SRPer04 Ferry terminal
 - CLGos01 Gosnell
- For the purpose of the segmentation exercise:**
 - Estuary (Perth and Melville water) is viewed as Swan river.
 - Bull creek is considered part of Canning river, 'C'; Brentwood and Rossmoyne suburbs are C-left (L) and right (R), respectively, looking downstream to Fremantle Bridge.
 - Canning Bridge is the boundary between the Swan and Canning rivers; thus, from the bridge looking downstream (towards Fremantle Bridge), both sides of the shoreline are referred to as Swan river, 'S'; the suburbs Applecross and Como are SL and SR, respectively.
- The addition of the suburb code to the segment name:**
 - Makes it easy to identify segments within a local government.
 - Prevent duplication of numbers within a local government; and
 - Facilitates the addition of detailed layers to the segments in the future.
- If required, the local government code, eg "PE" and "SP" for the Cities of Perth and South Perth, respectively, can be added to the segment name at a later time.**
- For segments in an area of DCA only 2m wide only one polyline represents both banks as such segmentation codes do not have a L or R.**
- Examples:**
 - SLMsw01 Middle Swan
 - SLMsw01 Middle Swan
- Asset Type -> description of asset type from below selection:**
 - Bioengineering
 - Gabion
 - Groyne/Beach
 - Revetment
 - Wall

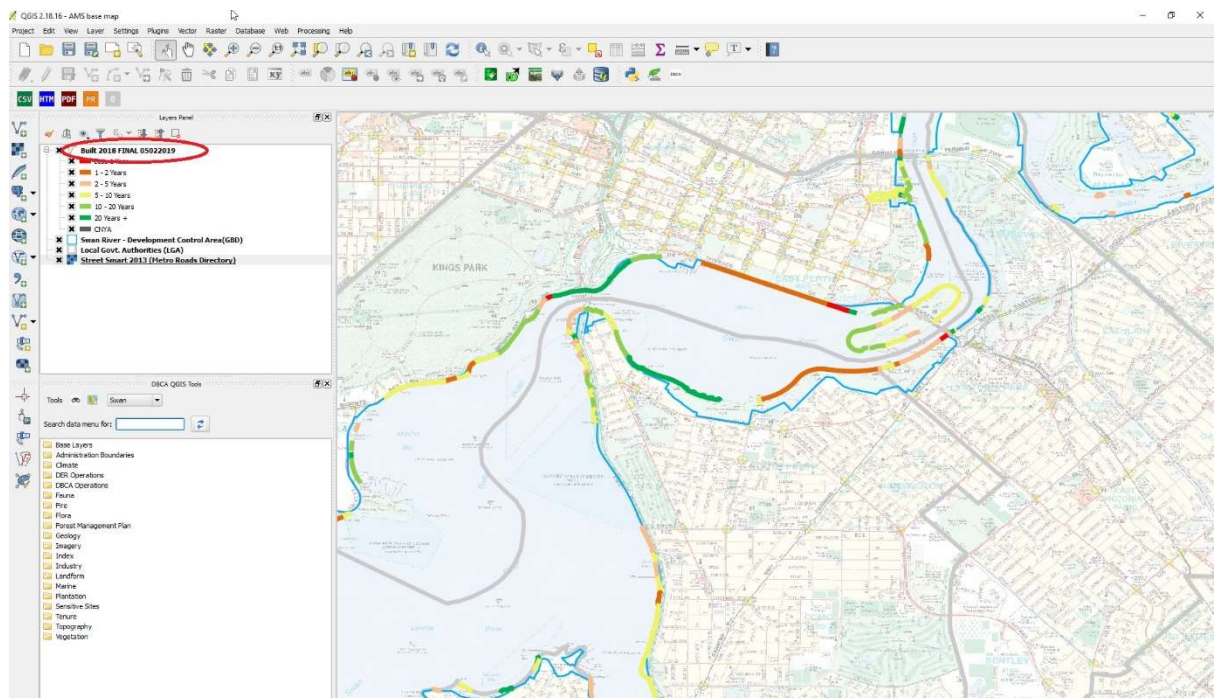
Condition Rating Table:

Form	Condition Description	Performance	Action Plan	Maintenance Classification
1	Asset that has been recently installed or re conditioned back to as new Asset should not show any wear or fatigue characteristics Asset is expected to function fully as designed and deliver service level fully as intended	Good Condition	Predictive Maintenance	Planned Maintenance
2	Asset shows early signs of deterioration and wear There is no reduction in service level delivery of the asset	Minor Deterioration	Preventative Maintenance	Planned Maintenance
3	Asset shows very obvious signs of deterioration There will be some service delivery losses Planned maintenance action will be required to restore asset service level delivery	Fair Condition	Cyclic Maintenance	Planned Maintenance
4	Asset showing severe signs of deterioration Prompt actions have to be taken to avoid major service delivery failure	Poor Condition	Reactive Maintenance	Unplanned Maintenance
5	Asset has failed and is no longer capable of delivering services as intended In some cases, it will be a risk to leaving the asset in service Urgent action will be required to replace or rehabilitate the asset	Failed Asset	Breakdown Maintenance / Asset Renewal	Unplanned Maintenance
6	Unable to Inspect / Missed Inspection		Investigate	
NA	Not Applicable			
CHVA	Condition Not Yet Assessed		Inspection Plan	

Consequence Rating Table:

Form	Consequence Description	Performance	Action Plan	Maintenance Classification
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6	Unable to Inspect / Missed Inspection		Investigate	
NA	Not Applicable			
CHVA	Condition Not Yet Assessed		Inspection Plan	

2. Open data in selected format



Tip You can search for a particular site geographically in the map,

Please feel free to review all four data sets, in particular which locations within your local government area have the highest Overall Condition Index score, against each of the four themes assessed.

- Built 2022
- Natural Shorelines 2023
- Riparian Ecology 2019
- Amenity 2021

If you have any difficulty interpreting the data please contact a Riverbank Officer on 9278 0900, or riverbank@dbca.wa.gov.au