

## **SCOPING DOCUMENT: BRIEFING FOR QUOTES TO CONDUCT A FEASIBILITY STUDY ON BEHALF OF SCOUTS WA TO BE PRESENTED TO LOTTERYWEST**

Scouts WA invites interested parties with the relevant capacity and expertise to conduct a feasibility study as outlined in this document.

The successful applicant will be required to conduct a **feasibility study** to determine the viability and appropriateness of either erecting a **Community Scouts Hall** at each of two Scouts WA sites or using any existing and available community buildings to provide facilities for two Scout Groups.

Community Scouts Halls are dedicated to use by both Scouts WA through its local Scouts Groups, and by other community-based organisations as appropriate and relevant, and in many instances in collaboration with the Local Government Authority.

This feasibility study is predicated on Scouts WA having determined that the two Groups require dedicated facilities whether they be on Scouts WA sites or in other existing community buildings with sufficient land attached for Scouting purposes. The two Scouts WA sites consist of:

1. The site of the pre-existing Community Scouts Hall in East Cannington (Hillview) and the *Peter Hughes Scout Communication Centre* located at the corner of Gibbs Street and Welshpool Road. This hall has been condemned as unfit for use. It consists of a Scout Hall, storage rooms, a separate radio shack, toilets and showers, and close to an acre of ground, giving space for antennas and camping. Future use of this site would require demolition and removal, prior to the erection of a new Community Scouts Hall, Scouts Bus Depot for at least two full-size buses (MTT size), and Scouts equipment store (for use by Perth metropolitan Scouts; Adventurer Scouts adventurous equipment). The Scouts Hall in East Cannington (Hillview) has had a long history of Scouts and community use; and extensive access use of the bus depot and equipment storage centre.
2. A new site in the suburb of Carramar, on land to be provided to Scouts WA by the City of Wanneroo at Ashley Road, Wanneroo. On this land, a Community Scouts Hall could be erected. Carramar currently has 92 Scout youth and 11 adult leaders. They have no home base or physical centre.

While Scouts WA has conducted its own assessment of what is required, in effect, the feasibility study will provide verification of whether a new facility is required or if the need can be satisfied in some other way ie can existing community facilities be used. It will also provide clear direction with regard to the most appropriate scope, scale and mix of components for any proposed facilities uses.

### **Key Elements of the Feasibility Study Include:**

- Identification of current and future trends
- Analysis of social indicators
- Review of existing facilities and services
- Assessment of similar facilities and services provided in comparable communities
- Community consultation to identify demand, usage and future potential.

The feasibility study should involve broad consultation. Discussions should occur with various members of the community, key agencies (eg Sport and Recreation, Education Department) and groups, neighbouring local government authorities, sports clubs/associations and other providers of sport or recreation services.

The information is to be gathered and analysed, and included in the completion of the feasibility study report.

The purpose of the feasibility study is to enable an objective decision regarding resource allocation to the two sites in question or alternative facilities. The study will propose the concept and then test that concept to determine if it will perform both practically and financially.

The key sections of the feasibility study will be:

- Market analysis
- Draft management plan
- Concept plan
- Location rationale
- Design and technical options
- Capital costs and financials
- Alternatives
- Sustainability assessment

Community consultation, including intensive consultation with the two local Councils, will be required throughout the feasibility study to determine particular requirements such as size, usage, access, functionality and affordability.

Once completed the feasibility study should enable an objective decision regarding the resource allocation to the proposed facilities. At this stage an evaluation and decision will be concluded to either proceed, modify, postpone, stage or abort the project.

### **Timeline**

It is anticipated that the feasibility study is to be conducted within the period August to November 2017; and that it will require some 12 weeks of intense work.

### **Support**

The full administrative support of the Scouts WA organization will be available to the conduct of the feasibility study. However, the party conducting the study will be required to operate from its own premises and provide its own travel and administrative arrangements.

### **Information**

Further detailed information on matters pertinent to this feasibility study are available from Scouts WA. Please refer to:

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Quotes should be received by close of business on Tuesday 20 July 2017