



28 February 2024

ORDINARY MEETING

MINUTES

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1. OPENING

The Presiding Member declared the meeting open at 3:02pm

The Shire of Beverley acknowledge the Traditional Owners of the land on which we meet, the Ballardong People. We pay our respects to Elders past and present.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DC White	Shire President
Cr DJ Ridgway	Deputy President
Cr DL Brown	
Cr DW Davis	
Cr CJ Lawlor	
Cr SW Martin	
Cr JR Maxwell	
Cr AFC Sattler	

2.2 Staff Present

Mr SP Gollan	Chief Executive Officer
Mr SP Vincent	Manager of Works
Mr BS de Beer	Manager of Planning and Development Services (until 3:17pm)
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SK Marshall	Deputy Chief Executive Officer
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2.5 Applications for Leave of Absence

Nil

3. DECLARATIONS OF INTEREST

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

5.1 John Alexander – Via Email

Question 1: As a supporter and volunteer at the Beverley Agricultural Museum located at Avondale Farm could I please request Council give consideration to recording what the Museum actually has?

Response: Yes, the collection will be catalogued. Council has budgeted to purchase a new laptop and software program for this purpose.

Question 2: In the past Greg Menzies and the late John Pratt were supplied with a Lap Top computer, this was around 9 years ago, the program that was used was really complicated and totally unnecessary for the Museum/Shires requirements, record keeping was less then comprehensive prior to their efforts (please note much of the paperwork appears to be non-existent) which actually recorded only 94 items. Around two years ago the Shire 'engaged' two locals to further their efforts with no records being added. The Avondale Farm Project Association (AFPA) computer is said to now be 'outdated' and unreliable, so will the Council consider updating this unit?

Response: Yes, a new laptop and software program is in the Budget.

Question 3: In the past I have offered to take on this task (many times) and can still not understand why the opportunity was not offered around two years ago given my dedication and knowledge of the Museums contents, so could Council (or the Museum subcommittee) reassess the situation please?

Response: Council will consider the matter when the software and computer arrive.

6. CONDOLENCES

The Shire of Beverley flew the flag at half-mast, as a mark of respect to:

NAPIER
EDWARDS

Ronald Thomas
Robert William

13 January 2024
16 January 2024

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 19 December 2023

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M1/0224

Moved Cr Sattler

Seconded Cr Maxwell

That the Minutes of the Ordinary Council Meeting held Tuesday 19 December 2023 be confirmed.

CARRIED 8/0

7.2 Minutes Of The Audit Committee Meeting Held 21 February 2024

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M2/0224

Moved Cr Lawlor

Seconded Cr Brown

That the Minutes of the Audit and Risk Committee Meeting held Wednesday 21 February 2024 be received.

CARRIED 8/0



21 FEBRUARY 2024

**AUDIT & RISK COMMITTEE
MEETING**

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 9:00am

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Committee Members Present

Cr DC White	President & Chairperson
Cr DJ Ridgway	Deputy President (from 9:08am)
Cr JR Maxwell	
Cr CJ Lawlor	

2.2 Staff Members Present

Mr SP Gollan	Chief Executive Officer
Mr SK Marshall	Deputy Chief Executive Officer
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Nil

3. DECLARATIONS OF INTEREST

Nil

Audit & Risk Committee Meeting Minutes
21 February 2024

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Audit and Risk Committee Meeting 31 October 2023

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION

MAR1/0224

Moved Cr Maxwell

Seconded Cr Lawlor

That the Minutes of the Audit and Risk Committee Meeting held Tuesday 31 October 2023 be confirmed.

CARRIED 3/0

5. OFFICER REPORTS

9:08am – Cr Ridgway joined the meeting.

5.1 Regulation 17 Review

Submission To:	Audit & Risk Committee Meeting 21 February 2024
Report Date:	18 December 2023
Applicant:	N/A
File Reference:	ADM 0163
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2023 Risk Profile

SUMMARY

The Audit and Risk Committee to consider recommending that Council receive the Risk Management Regulation 17 Review.

BACKGROUND

Under regulation 17 of the *Local Government (Audit) Amendment Regulations 2013*, the Chief Executive Officer is to review the appropriateness and effectiveness of the Shire of Beverley's systems and procedures in relation to risk management, internal control and legislative compliance.

COMMENT

The Chief Executive Officer and HR/Payroll Officer have conducted a review using the Risk Management template provided by Council's Insurers, LGIS.

Attached is the summary of control results covering identified risk areas including:

- Misconduct;
- Business and Community disruption;
- Environmental management;
- Errors, omissions and delays;
- External theft and fraud;
- IT and Communication systems;
- Statutory compliance;
- Safety and security;
- Providing advice and information;
- Employment practices;
- Records management;
- Project/Change management;
- Engagement practices;
- Supplier management;
- Asset sustainability practices; and
- Facility management.

Each identified risk was considered individually with risk ratings being applied based on the following risk matrix:

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Following the risk determination, improvement initiatives were formulated and enacting timeframes set with the aim of improving overall future risk ratings.

Risk assessment worksheets for each risk category have been provided under separate cover.

STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (Audit) Amendment Regulations 2013* requires that:

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

RISK IMPLICATIONS

Failure to review the appropriateness and effectiveness of a local government's systems and procedures would result in non-compliance *Local Government (Audit) Amendment Regulations 2013*. Approval of this item will mitigate the consequence.

Audit & Risk Committee Meeting Minutes
21 February 2024

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

2.3 Risk Management

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION

MAR2/0224

Moved Cr Lawlor

Seconded Cr Maxwell

That the Audit and Risk Committee recommends to Council that the 2023 Regulation 17 review conducted by the Chief Executive Officer be received.

CARRIED 4/0

Shire of Beverley
Risk Dashboard Report
December 2023

Executive Summary

Being the Shire's third report under the introduced risk management framework , focus is on embedding and driving continual improvement. Future reports will continue to provide relevant insight and recommendations to assist governance activities for the Senior Management Team. It is supported by the attached documents that were produced through a workshop on the 18th December 2023.

1. Risk Profiles for the 16 themes discussed.
2. Risk Management Policy amendments and Procedures.

Recommendations

Embedding
1. Arrange for the attached Policy amendments and Procedures to be endorsed and adopted.

Risk Profiles
1. Discuss and review the attached Risk Profiles and approve all Risk Profiles (from a Risk & Control perspective).
2. Confirm Current Issues / Actions / Treatments (Responsibility & Due Date)

Misconduct		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Carry out new employee Induction process	On Going	HR	
Follow up Performance Review process	On Going	CEO/MOW/DCEO	
Councillor training	On Going	CEO/Council	
Business & community disruption		Risk High	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Recovery Plans	Jun-24	CESM	
Seek Mitigation Works Funding and coordinate works	Jun-24	CESM	
Ensure volunteers and staff are trained in line with WHS legislation requirements	On Going	CESM	
Inadequate environmental management		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review of Landfill Remaining Life	Jun-24	EHO/MOW	
Long Term Landfill Plan	Dec-24	EHO/MOW	
Errors, omissions & delays		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review and expand documented procedures for main activities	On Going	DCEO	
External theft & fraud (inc. Cyber Crime)		Risk High	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Raise awareness of IT Security (eg. Opening emails)	On Going	DCEO	
Review Depot Security	On Going	MOW	
Review IT Security	On Going	DCEO	
Review Admin Office Security	On Going	DCEO	
Failure of IT &/or communication systems and infrastructure		Risk High	Control Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review IT Disaster Recovery Plan and test data recovery	Jun-24	DCEO	
Test Generator Backup	Jun-24	DCEO	
Conduct Vulnerability Scan and fix where required	Jun-24	DCEO	
Review ITC Operating Expenses	On Going	DCEO	
Failure to fulfil statutory, regulatory or compliance requirements		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Corporate Business Plan and Long Term Financial Plan.	Jun-24	CEO	
Investigate Internal Audit function	Jun-24	CEO	
Inadequate safety and security practices		Risk High	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Prepare required training register and training plans	On Going	HR/OHS	
Implement Quarterly Workplace Safety Inspections	On Going	OHS	
Maintain Contractor Inductions	On Going	OHS	
Conduct evacuation roleplay	Jun-24	DCEO	
Providing inaccurate advice / information		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement a 'performance review' process for Executive Staff	Jun-24	CEO	
Monitor complaint register	On Going	DCEO	
Ineffective employment practices		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement Performance Review Process	Jun-24	CEO	
Review Workforce Plan (Risks & Action Plans) for inclusion where relevant	Dec-24	CEO	
Monthly Staff Meetings (Inside)	Jun-24	DCEO	
Inadequate document management processes		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Explore implementation of Electronic Document Records Management System (EDRMS)	Jun-24	RO	
Include shift to EDRMS in LTFP	Jun-24	DCEO	
Inadequate project / change management		Risk High	Control Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct fortnightly project management meetings (or more often as appropriate)	On Going	CEO	
Monitor volume of projects to ensure available resources are not stretched	On Going	CEO	
Comply with funding requirements where applicable	On Going	DCEO	
Inadequate engagement practices		Risk Low	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Social Media Policies, Procedures & Feedback	On Going	Tourism	
Inadequate supplier / contract management		Risk Moderate	Control Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Explore implementing Contract Review process at large project (\$1M+) close out	On Going	DCEO	
Inadequate asset sustainability practices		Risk High	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Asset Management Plans	Jun-24	DCEO	
Review Residential Housing Policy	Jun-24	DCEO	
Develop Bridge Maintenance Program	Jun-24	MOW	
Deliver Footpath Replacement Program	On Going	MOW	
Ineffective management of facilities / venues / events		Risk Moderate	Control Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

Business & community disruption			Return to	Dec-23
<u>This Risk Theme is defined as;</u> Failure to adequately prepare and respond to events that cause disruption to the local community and / or normal Shire business activities. The event may result in damage to buildings, property, plant & equipment (all assets). This could be a natural disaster, weather event, or an act carried out by an external party (inc. vandalism). This includes; <ul style="list-style-type: none">Lack of (or inadequate) emergency response / business continuity plans.Lack of training to specific individuals or availability of appropriate emergency response.Failure in command and control functions as a result of incorrect initial assessment or untimely awareness of incident.Inadequacies in environmental awareness and monitoring of fuel loads, curing rates etc This does not include disruptions due to IT Systems or infrastructure related failures - refer "Failure of IT & communication systems and infrastructure".				
<u>Potential causes include;</u>				
<ul style="list-style-type: none">Cyclone, Storm Surges, Fire, Earthquake	<ul style="list-style-type: none">Extended power outage			
<ul style="list-style-type: none">Terrorism / Sabotage / Criminal Behaviour	<ul style="list-style-type: none">Economic Factors			
<ul style="list-style-type: none">Epidemic / Pandemic	<ul style="list-style-type: none">Loss of Key Staff			
Key Controls	Type	Date	Shire Rating	
Business Continuity Framework	Preventative	Dec-23	Adequate	
Volunteer Management & Training	Preventative	Dec-23	Effective	
LEM Exercises	Detective	Dec-23	Adequate	
Functional LEMC	Preventative	Dec-23	Adequate	
Current LEMA & Recovery Plans	Recovery	Dec-23	Adequate	
Current Bushfire Risk Management Plan	Preventative	Dec-23	Effective	
Overall Control Ratings:			Adequate	
	Risk Ratings		Shire Rating	
	Consequence:		Major	
	Likelihood:		Possible	
	Overall Risk Ratings:		High	
Key Indicators	Tolerance	Date	Overall Shire Result	
Volunteer BFB training completed	90% VBFB Trained			
Mitigation works undertaken prior to fire season	100% works undertaken			
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.				
Current Issues / Actions / Treatments		Due Date	Responsibility	
Review Recovery Plans		Jun-24	CESM	
Seek Mitigation Works Funding and coordinate works		Jun-24	CESM	
Ensure volunteers and staff are trained in line with WHS legislation requirements		On Going	CESM	

Return

Failure of IT &/or communication systems and infrastructure

Dec-23

This Risk Theme is defined as;

Instability, degradation of performance, or other failure of IT Systems, Infrastructure, Communication or Utility causing the inability to continue business activities and provide services to the community. This may or may not result in IT Disaster Recovery Plans being invoked.

Examples include failures or disruptions caused by:

- Hardware &/or Software
- IT Network
- Failures of IT Vendors

This also includes where poor governance results in the breakdown of IT maintenance such as;

- Configuration management
- Performance Monitoring
- IT Incident, Problem Management & Disaster Recovery Processes

This does not include new system implementations - refer "Inadequate Project / Change Management".

Potential causes include;

- Weather impacts
- Power outage at service provider
- Out dated / inefficient hardware
- Incompatibility between operating system and Microsoft

- Power failure
- Infrastructure breakdown such as landlines, radio communications.
- Lack of training
- Software vulnerability (e.g. MS Access)

Key Controls

Type

Date

Shire Rating

Data Back up Systems (Focus Networks)

Recovery

Dec-23

Effective

IT Vendor Support (Focus Networks)

Preventative / Recovery

Dec-23

Effective

UPS / Generator Entry Point

Preventative / Recovery

Dec-23

Effective

Disaster Recovery Plan

Detective

Dec-23

Adequate

IT Infrastructure Replacement / Refresh Program

Preventative

Dec-23

Effective

Annual Vulnerability scans and remedial work

Preventative

Dec-23

Effective

Overall Control Ratings:

Effective

Risk Ratings

Shire Rating

Consequence:

Major

Likelihood:

Possible

Overall Risk Ratings:

High

Key Indicators

Tolerance

Date

Overall Shire Result

Extended lost time due to unforeseen IT issues

8 hours/1 day

No outages

Comments

As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.

Current Issues / Actions / Treatments

Due Date

Responsibility

Review IT Disaster Recovery Plan and test data recovery

Jun-24

DCEO

Test Generator Backup

Jun-24

DCEO

Conduct Vulnerability Scan and fix where required

Jun-24

DCEO

Review ITC Operating Expenses

On Going

DCEO

External theft & fraud (inc. Cyber Crime)			Return	Dec-23
This Risk Theme is defined as; Loss of funds, assets, data or unauthorised access, (whether attempts or successful) by external parties, through any means (including electronic), for the purposes of; • Fraud – benefit or gain by deceit • Malicious Damage – hacking, deleting, breaking or reducing the integrity or performance of systems • Theft – stealing of data, assets or information (no deceit) Examples include: • Scam Invoices • Cash or other valuables from 'Outstations'.				
Potential causes include; <div><div>• Inadequate security of equipment / supplies / cash</div><div>• Robbery</div><div>• Scam Invoices</div></div> <div><div>• Inadequate provision for patrons belongings</div><div>Lack of Supervision</div></div>				
Key Controls		Type	Date	Shire Rating
Admin Building Security		Preventative	Dec-23	Adequate
Depot Security		Preventative	Dec-23	Adequate
IT Security Education, Firewall Systems and Antivirus		Preventative	Dec-23	Effective
CCTV Camera Network		Preventative	Dec-23	Adequate
Two Factor Authentication		Preventative	Dec-23	Effective
Overall Control Ratings:				Adequate
		Risk Ratings		Shire Rating
		Consequence:		Major
		Likelihood:		Possible
		Overall Risk Ratings:		
		High		
Key Indicators		Tolerance	Date	Overall Shire Result
# Security Breach Incidents i.e. unauthorised access		0 Breaches		
Test Phishing controls via Email		0 Failures		
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.				
Current Issues / Actions / Treatments			Due Date	Responsibility
Raise awareness of IT Security (eg. Opening emails)			On Going	DCEO
Review Depot Security			On Going	MOW
Review IT Security			On Going	DCEO
Review Admin Office Security			On Going	DCEO

Misconduct		Return to	Dec-23
<u>This Risk Theme is defined as;</u> Intentional activities in excess of authority granted to an employee, which circumvent endorsed policies, procedures or delegated authority. This would include instances of: • Relevant authorisations not obtained. • Distributing confidential information. • Accessing systems and / or applications without correct authority to do so. • Misrepresenting data in reports. • Theft by an employee • Collusion between Internal & External parties This does not include instances where it was not an intentional breach - refer Errors, Omissions or delays in transaction processing, or Inaccurate Advice.			
<u>Potential causes include;</u>			
• Lack of training	• Lack of understanding		
• Changing of job titles	• Poor internal checks (PO's and delegated authority)		
• Delegated authority process inadequately implemented	• Password sharing		
• Disgruntled employees			
Key Controls	Type	Date	Shire Rating
Delegation Register - Framework	Detective	Dec-23	Adequate
Staff Induction Process (Code of Conduct)	Preventative	Dec-23	Adequate
Segregation of Duties (Financial) & Procurement	Preventative	Dec-23	Effective
IT Security Access Framework (Profiles & Passwords)	Preventative	Dec-23	Effective
Staff Performance Reviews	Preventative	Dec-23	Adequate
Overall Control Ratings:			Adequate
	Risk Ratings		Shire Rating
	Consequence:		Moderate
	Likelihood:		Unlikely
	Overall Risk Ratings:		Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
Complaints received regarding Staff/Councillors	0 Complaints	Dec-23	Excellent
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Carry out new employee Induction process		On Going	HR
Follow up Performance Review process		On Going	CEO/MOW/DCEO
Councillor training		On Going	CEO/Council

Return to Inadequate safety and security practicesDec-23			
This Risk Theme is defined as; Non-compliance with the Occupation Safety & Health Act, associated regulations and standards. It is also the inability to ensure the physical security requirements of staff, contractors and visitors. Other considerations are: <ul style="list-style-type: none">Inadequate Policy, Frameworks, Systems and Structure to prevent the injury of visitors, staff, contractors and/or tenants.Inadequate Organisational Emergency Management requirements (evacuation diagrams, drills, wardens etc).Inadequate security protection measures in place for buildings, depots and other places of work (vehicle, community etc).Public Liability Claims, due to negligence or personal injury.Employee Liability Claims due to negligence or personal injury.Inadequate or unsafe modifications to plant & equipment			
Potential causes include;			
<ul style="list-style-type: none">Lack of appropriate PPE / Equipment	<ul style="list-style-type: none">Inadequate signage, barriers or other exclusion techniques		
<ul style="list-style-type: none">Inadequate first aid supplies or trained staff	<ul style="list-style-type: none">Storage and use of Dangerous Goods		
<ul style="list-style-type: none">Rubbish / Litter Control	<ul style="list-style-type: none">Ineffective / inadequate testing, sampling (similar) health based req'		
<ul style="list-style-type: none">Inadequate security arrangements	<ul style="list-style-type: none">Lack of mandate and commitment from Senior Management		
Key Controls	Type	Date	Shire Rating
Workplace Inspections	Preventative	Dec-23	Adequate
Staff Individual Training Plans	Preventative	Dec-23	Adequate
Hazard Register	Detective	Dec-23	Adequate
OSH Management Framework	Preventative	Dec-23	Adequate
Contractor / Site Inductions	Preventative	Dec-23	Effective
Staff Inductions	Preventative	Dec-23	Effective
Organisational Emergency Preparedness (Wardens, evacs etc)	Preventative	Dec-23	Adequate
Overall Control Ratings:			Adequate
		Risk Ratings	Shire Rating
		Consequence:	Major
		Likelihood:	Possible
		Overall Risk Ratings:	High
Key Indicators	Tolerance	Date	Overall Shire Result
Comments			
As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Prepare required training register and training plans		On Going	HR/OHS
Implement Quarterly Workplace Safety Inspections		On Going	OHS
Maintain Contractor Inductions		On Going	OHS
Conduct evacuation roleplay		Jun-24	DCEO

Inadequate project / change management		Dec-23	
This Risk Theme is defined as; Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time requirements or scope changes. This includes: • Inadequate Change Management Framework to manage and monitor change activities. • Inadequate understanding of the impact of project change on the business. • Failures in the transition of projects into standard operations. • Failure to implement new systems • Failures of IT Project Vendors/Contractors This includes Directorate or Service Unit driven change initiatives except new Plant & Equipment purchases. Refer "Inadequate Asset Management"			
Potential causes include;			
• Lack of communication and consultation	• Shire growth (too many projects)		
• Lack of investment	• Inadequate monitoring and review		
• Ineffective management of expectations (scope creep)	• Project risks not managed effectively		
• Inadequate project planning (resources/budget)	• Lack of Project methodology knowledge and reporting requirements		
Key Controls	Type	Date	Shire Rating
<i>Dedicated Project Management Team</i>	<i>Preventative</i>	<i>Dec-23</i>	<i>Effective</i>
<i>Fortnightly Project Meetings</i>	<i>Preventative</i>	<i>Dec-23</i>	<i>Effective</i>
<i>Contract Subject Matter Experts as appropriate</i>	<i>Preventative</i>	<i>Dec-23</i>	<i>Effective</i>
Overall Control Ratings:			Effective
	Risk Ratings		Shire Rating
	Consequence:		<i>Major</i>
	Likelihood:		<i>Possible</i>
	Overall Risk Ratings:		High
Key Indicators	Tolerance	Date	Overall Shire Result
Comments <i>As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.</i>			
Current Issues / Actions / Treatments		Due Date	Responsibility
<i>Conduct fortnightly project management meetings (or more often as appropriate)</i>		<i>On Going</i>	<i>CEO</i>
<i>Monitor volume of projects to ensure available resources are not stretched</i>		<i>On Going</i>	<i>CEO</i>
<i>Comply with funding requirements where applicable</i>		<i>On Going</i>	<i>DCEO</i>

Errors, omissions & delays		Return to		Dec-23	
This Risk Theme is defined as; Errors, omissions or delays in operational activities as a result of unintentional errors or failure to follow due process. This includes instances of; • Human errors, incorrect or incomplete processing • Inaccurate recording, maintenance, testing and / or reconciliation of data. • Errors or inadequacies in model methodology, design, calculation or implementation of models. This may result in incomplete or inaccurate information. Consequences include; • Inaccurate data being used for management decision making and reporting. • Delays in service to customers • Inaccurate data provided to customers This excludes process failures caused by inadequate / incomplete procedural documentation - refer “Inadequate Document Management Processes”.					
Potential causes include;					
• Human Error		• Incorrect information			
• Inadequate procedures or training		• Miscommunication			
• Lack of Staff (or trained staff)		•			
Key Controls		Type	Date	Shire Rating	
Documented Procedures / Checklists		Preventative	Dec-23	Adequate	
Segregation of Duties (Financial Control)		Detective	Dec-23	Effective	
Overall Control Ratings:				Adequate	
		Risk Ratings		Shire Rating	
		Consequence:		Minor	
		Likelihood:		Possible	
		Overall Risk Ratings:		Moderate	
Key Indicators		Tolerance	Date	Overall Shire Result	
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.					
Current Issues / Actions / Treatments			Due Date	Responsibility	
Review and expand documented procedures for main activities			On Going	DCEO	

Inadequate document management processes		Return to	Dec-23
This Risk Theme is defined as; Failure to adequately capture, store, archive, retrieve, provision and / or disposal of documentation. This includes: <ul style="list-style-type: none">• Contact lists.• Procedural documents.• 'Application' proposals/documents.• Contracts.• Forms, requests or other documents.			
Potential causes include;			
<ul style="list-style-type: none">• Spreadsheet/Database/Document corruption or loss	<ul style="list-style-type: none">• Outdated record keeping practices / incompatible systems		
<ul style="list-style-type: none">• Inadequate access and / or security levels	<ul style="list-style-type: none">• Lack of system/application knowledge		
<ul style="list-style-type: none">• Inadequate Storage facilities (including climate control)	<ul style="list-style-type: none">• High workloads and time pressures		
<ul style="list-style-type: none">• High Staff turnover	<ul style="list-style-type: none">• Incomplete authorisation trails		
Key Controls	Type	Date	Shire Rating
Policy & Procedural Review Process	Detective	Dec-23	Adequate
Records Management Process (Hard Copy)	Preventative	Dec-23	Adequate
Records Management Process (Soft Copy)	Preventative	Dec-23	Effective
Records Management Policy	Preventative	Dec-23	Effective
Off-site Archiving (Zirco)	Preventative	Dec-23	Effective
Overall Control Ratings:			Adequate
	Risk Ratings		Shire Rating
	Consequence:		Moderate
	Likelihood:		Unlikely
	Overall Risk Ratings:		Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
Number of Documents not stored electronically or archived off-site			
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Explore implementation of Electronic Document Records Management System (EDRMS)		Jun-24	RO
Include shift to EDRMS in LTFP		Jun-24	DCEO

Inadequate supplier / contract management		Return to	Dec-23
This Risk Theme is defined as: Inadequate management of External Suppliers, Contractors, IT Vendors or Consultants engaged for core operations. This includes issues that arise from the ongoing supply of services or failures in contract management & monitoring processes. This also includes: <ul style="list-style-type: none">• Concentration issues• Vendor sustainability It does not include failures in the tender process; refer “Inadequate Procurement, Disposal or Tender Practices”.			
Potential causes include;			
<ul style="list-style-type: none">• Funding	<ul style="list-style-type: none">• Inadequate contract management practices		
<ul style="list-style-type: none">• Complexity and quantity of work	<ul style="list-style-type: none">• Ineffective monitoring of deliverables		
<ul style="list-style-type: none">• Inadequate tendering process	<ul style="list-style-type: none">• Lack of planning and clarity of requirements		
<ul style="list-style-type: none">• Geographical remoteness	<ul style="list-style-type: none">• Historical contracts remaining		
Key Controls	Type	Date	Shire Rating
Purchasing Policy	Preventative	Dec-23	Effective
Purchase Order Procedure	Preventative	Dec-23	Adequate
Tender Register	Preventative	Dec-23	Effective
Contractor Inductions	Preventative	Dec-23	Effective
Overall Control Ratings:			Effective
		Risk Ratings	
		Consequence:	Moderate
		Likelihood:	Possible
		Overall Risk Ratings:	Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Explore implementing Contract Review process at large project (\$1M+) close out		On Going	DCEO

Providing inaccurate advice / information		Return to	Dec-23
This Risk Theme is defined as; Incomplete, inadequate or inaccuracies in advisory activities to customers or internal staff. This could be caused by using unqualified, or inexperienced staff, however it does not include instances relating to Misconduct. Examples include; <ul style="list-style-type: none">incorrect planning, development or building advice,incorrect health or environmental adviceinconsistent messages or responses from Customer Service Staffany advice that is not consistent with legislative requirements or local laws.			
Potential causes include;			
<ul style="list-style-type: none">Lack of qualified staff		<ul style="list-style-type: none">Lack of appropriate technical knowlegde relevant to the context	
<ul style="list-style-type: none">Long lead times for responses		<ul style="list-style-type: none">Poor working relationships between internal staff/departments	
<ul style="list-style-type: none">Increasing workloads			
Key Controls	Type	Date	Shire Rating
Performance Review Meetings	Preventative	Dec-23	Adequate
Qualified Contractors (Pool, Ranger, Building & Health)	Preventative	Dec-23	Effective
Complaints	Detective	Dec-23	Adequate
Overall Control Ratings:			Adequate
	Risk Ratings		Shire Rating
	Consequence:		Major
	Likelihood:		Unlikely
	Overall Risk Ratings:		Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
# Complaints / issues regarding inaccurate advice / information			
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Implement a 'performance review' process for Executive Staff		Jun-24	CEO
Implement a 'performance review' process for Health, Building & Planning		Jun-24	CEO
Monitor complaint register		On Going	DCEO

Ineffective employment practices		Return to	Dec-23
This Risk Theme is defined as; Failure to effectively manage and lead human resources (full/part time, casuals, temporary and volunteers). This includes not having an effective Human Resources Framework in addition to not having appropriately qualified or experienced people in the right roles or not having sufficient staff numbers to achieve objectives. Other areas in this risk theme to consider are; • Breaching employee regulations (excluding OH&S). • Discrimination, Harassment & Bullying in the workplace. • Poor employee wellbeing (causing stress) • Key person dependencies without effective succession planning in place. • Induction issues. • Terminations (including any tribunal issues). • Industrial activity. Care should be taken when considering insufficient staff numbers as the underlying issue could be a process inefficiency.			
Potential causes include;			
• Leadership failures	• Ineffective performance management programs or procedures.		
• Available staff / volunteers are generally highly transient.	• Ineffective training programs or procedures.		
• Single Person Dependencies	• Limited staff availability - mining / private sectors (pay & conditions).		
• Poor internal communications / relationships	• Inadequate Induction practices.		

Failure to fulfil statutory, regulatory or compliance requirements			Dec-23
This Risk Theme is defined as: Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This could result in fines, penalties, litigation or increase scrutiny from regulators or agencies. This includes, new or proposed regulatory and legislative changes, in addition to the failure to maintain updated legal documentation (internal & public domain) to reflect changes. This does <u>not</u> include Occupational Safety & Health Act (refer "Inadequate employee and visitor safety and security") or any Employment Practices based legislation (refer "Ineffective Employment practices") It does include the Local Government Act, Health Act, Building Act, Privacy Act and all other legislative based obligations for Local Government.			
Potential causes include:			
• Lack of training, awareness and knowledge		• Lack of Legal Expertise	
• Staff Turnover		• Councillor Turnover	
• Inadequate record keeping		• Breakdowns in Tender process	
• Ineffective processes		• Ineffective monitoring of changes to legislation	
Key Controls	Type	Date	Shire Rating
Compliance Return (DLG)	Detective	Dec-23	Adequate
Compliance Calendars	Preventative	Dec-23	Effective
External Auditor Reviews (Compliance)	Detective	Dec-23	Effective
Subscriptions (WALGA)	Preventative	Dec-23	Adequate
Induction Process - Councillors / Staff	Preventative	Dec-23	Adequate
Tender Process (eQuotes)	Preventative	Dec-23	Effective
IPRF Reviews and Updates	Preventative	Dec-23	Adequate
Overall Control Ratings:			Adequate
Risk Ratings		Shire Rating	
Consequence:		Major	
Likelihood:		Unlikely	
Overall Risk Ratings:			Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
IPRF Documents are up to date			
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Review Corporate Business Plan and Long Term Financial Plan.		Jun-24	CEO
Investigate Internal Audit function		Jun-24	CEO

Inadequate asset sustainability practices			Return to	Dec-23
This Risk Theme is defined as; Failure or reduction in service of infrastructure assets, plant, equipment or machinery. These include fleet, buildings, roads, playgrounds, boat ramps and all other assets and their associated lifecycle from procurement to maintenance and ultimate disposal. Areas included in the scope are; • Inadequate design (not fit for purpose) • Ineffective usage (down time) • Outputs not meeting expectations • Inadequate maintenance activities. • Inadequate financial management and planning. It does not include issues with the inappropriate use of the Plant, Equipment or Machinery. Refer Misconduct.				
Potential causes include;				
• Skill level & behaviour of operators		• Unavailability of parts		
• Lack of trained staff		• Lack of formal or appropriate scheduling (maintenance / inspections)		
• Outdated equipment		• Unexpected breakdowns		
Key Controls	Type	Date	Shire Rating	
Asset Management System (Synergy Asset Register)	Preventative	Dec-23	Adequate	
Asset Management Plan	Preventative	Dec-23	Adequate	
Planned Building Maintenance	Detective	Dec-23	Adequate	
Asset Replacement Program	Preventative	Dec-23	Adequate	
Road Asset Management System (RAMM)	Preventative	Dec-23	Adequate	
Overall Control Ratings:			Adequate	
	Risk Ratings		Shire Rating	
	Consequence:		Major	
	Likelihood:		Possible	
	Overall Risk Ratings:		High	
Key Indicators	Tolerance	Date	Overall Shire Result	
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.				
Current Issues / Actions / Treatments		Due Date	Responsibility	
Review Asset Management Plans		Jun-24	DCEO	
Review Residential Housing Policy		Jun-24	DCEO	
Develop Bridge Maintenance Program		Jun-24	MOW	
Deliver Footpath Replacement Program		On Going	MOW	

Return to

Inadequate engagement practices

Dec-23

This Risk Theme is defined as;

Failure to maintain effective working relationships with the Community (including Local Media), Stakeholders, Key Private Sector Companies, Government Agencies and / or Elected Members. This invariably includes activities where communication, feedback and / or consultation is required and where it is in the best interests to do so. For example;

- Following up on any access & inclusion issues.
- Infrastructure Projects.
- Regional or District Committee attendance.
- Local Planning initiatives.
- Strategic Planning initiatives

This does not include instances whereby Community expectations have not been met for standard service provisions such as Community Events, Library Services and / or Bus/Transport services.

Potential causes include;

- Budget / funding issues
- Media attention
- Inadequate documentation or procedures
- Short lead times
- Miscommunication / Poor communication
- Relationship breakdowns with community groups

Key Controls	Type	Date	Shire Rating
Open Council Meetings	Preventative	Dec-23	Adequate
Newsletter (Beverley Blamey)	Preventative	Dec-23	Adequate
Annual electors meeting	Detective	Dec-23	Adequate
Online Engagement (Website & Social Media)	Detective	Dec-23	Effective
Establish Working Groups for large Capital Project Planning	Detective	Dec-23	Effective
Overall Control Ratings:			Adequate
	Risk Ratings		Shire Rating
	Consequence:		Minor
	Likelihood:		Unlikely
	Overall Risk Ratings:		Low
Key Indicators	Tolerance	Date	Overall Shire Result
% community feeling they have opportunities to participate in planning			
% community satisfaction with the Shire's advocacy and community representation			
<div>Comments</div> <div>As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.</div>			
Current Issues / Actions / Treatments		Due Date	Responsibility
Review Social Media Policies, Procedures & Feedback		On Going	Tourism

Ineffective management of facilities / venues / events			Dec-23
This Risk Theme is defined as; Failure to effectively manage the day to day operations of facilities, venues and / or events. This includes; • Inadequate procedures in place to manage the quality or availability. • Ineffective signage • Booking issues • Financial interactions with hirers / users • Oversight / provision of peripheral services (eg. cleaning / maintenance)			
Potential causes include;			
• Double bookings		• Animal contamination.	
• Illegal alcohol consumption		• Failed chemical / health requirements.	
• Managing bond payments		• Access to facilities / venues.	
Key Controls	Type	Date	Shire Rating
Events Policy / Procedures	Preventative	Dec-23	Adequate
Facility Booking System (Outlook Calendar)	Preventative	Dec-23	Adequate
Maintenance Schedules	Detective	Dec-23	Adequate
Complaints Register	Detective	Dec-23	Effective
Caravan Park/Cabins Booking System	Preventative	Dec-23	Effective
Overall Control Ratings:			Adequate
	Risk Ratings		Shire Rating
	Consequence:		Moderate
	Likelihood:		Unlikely
	Overall Risk Ratings:		Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
Attendance at Arts & cultural activities			
% community satisfaction with with services and facilities			
% occupancy of Onsite Cabins			
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
No actions required at this stage			

Inadequate environmental management		Return to	Dec-23
This Risk Theme is defined as; Inadequate prevention, identification, enforcement and management of environmental issues. The scope includes; <ul style="list-style-type: none">• Lack of adequate planning and management of coastal erosion issues.• Failure to identify and effectively manage contaminated sites (including groundwater usage).• Waste facilities (landfill / transfer stations).• Weed control.• Ineffective management of water sources (reclaimed, potable)• Illegal dumping.• Illegal clearing / land use.			
Potential causes include;			
<ul style="list-style-type: none">• Inadequate management of landfill sites		<ul style="list-style-type: none">• Inadequate reporting / oversight frameworks	
<ul style="list-style-type: none">• lack of understanding / knowledge		<ul style="list-style-type: none">• Community apathy.	
<ul style="list-style-type: none">• Inadequate local laws / planning schemes			
Key Controls	Type	Date	Shire Rating
Landfill Site Management Procedures	Detective	Dec-23	Effective
Security at Landfill Site	Preventative	Dec-23	Effective
Mosquito Control	Preventative	Dec-23	Adequate
Monitoring bores	Detective	Dec-23	Adequate
Overall Control Ratings:			Adequate
	Risk Ratings		Shire Rating
	Consequence:		Major
	Likelihood:		Unlikely
	Overall Risk Ratings:		Moderate
Key Indicators	Tolerance	Date	Overall Shire Result
Comments As rated by Stephen Gollan (CEO) and Allison Bowman (HR/Payroll) on 18th December 2023.			
Current Issues / Actions / Treatments		Due Date	Responsibility
Review of Landfill Remaining Life		Jun-24	EHO/MOW
Long Term Landfill Plan		Dec-24	EHO/MOW

5.2 2023/24 Budget Review

Submission To:	Audit & Risk Committee Meeting 21 February 2024
Report Date:	12 February 2024
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2023/24 Budget Review Statement of Financial Activity; and 2023/24 Budget Review Detail

SUMMARY

The Audit and Risk Committee to examine the 2023/24 Budget Review and consider recommending to Council that it be received.

BACKGROUND

A Budget Review is conducted annually by comparing actual revenue and expenditure as at 31 December to budget estimates and forecasting predicted revenue and expenditure to 30 June.

The budget review process is a statutory requirement, but also reflects good management practice.

COMMENT

A budget review has been undertaken by staff as per the requirements of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Any savings realised or over expenditure incurred as at 31 December 2023 has been included in forward projections.

The detailed Budget Review is attached under separate cover.

In summary, it is forecast that a budget surplus of \$384,150.00 may be realised as at 30 June 2024.

See Budget Review financial report attached to this report for surplus components.

STATUTORY ENVIRONMENT

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* provides that:

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
 - (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget.
 - (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
 - (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- *Absolute majority required.
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete a Budget Review would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Approval of this item will mitigate the consequence

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

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Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION

MAR3/0224

Moved Cr Maxwell

Seconded Cr Lawlor

That the Audit and Risk Committee recommend to Council that the 2023/24 Budget Review be received and forwarded to the Department of Local Government.

CARRIED 4/0

Attachment for Agenda Item 7.2 - Audit Minutes

Attachment for Agenda Item 5.2

SHIRE OF BEVERLEY BUDGET REVIEW FOR THE YEAR ENDED 30TH JUNE 2024

	2023/24 Budget \$	2023/24 Actual \$	2023/24 Forecast \$	Variance \$	Comment
REVENUES					
Rates	3,241,771	3,251,353	3,255,859	14,088	Rates Discount expense lower than anticipated.
Grants, Subsidies and Contributions	569,235	334,249	784,428	215,193	General Financial Assistance and Road Grant funding received, unbudgeted.
Fees and Charges	798,854	548,233	816,592	17,738	Cabin and Caravan Park revenue expected to be higher than anticipated.
Interest Earnings	166,267	59,887	205,633	39,366	Interest earnings on free cash and Reserve funds higher than anticipated due to higher interest rates.
Other Revenue	592,112	122,862	631,578	39,466	58 John St storm damage insurance reimbursement \$25,611. Eligible fuel tax rebate expected to be higher \$15,000.
Profit On Asset Disposal	27,900	6,387	22,954	(4,946)	
	5,396,139	4,322,971	5,717,044	320,905	
EXPENSES					
Employee Costs	(2,448,524)	(1,204,536)	(2,584,133)	(135,609)	Workers comp payments higher due to multiple claims; offset by insurance reimbursement.
Materials and Contracts	(2,275,089)	(951,144)	(2,189,095)	85,994	Contribution to replacement fire tender carried over to 2024/25 \$136,364. Staff short term leave relief (\$10,000). Additional consultant fees for rPPP funding application development (\$55,000).
Utility Charges	(222,075)	(114,508)	(226,575)	(4,500)	
Depreciation	(2,455,402)	(1,347,544)	(2,455,402)	-	
Finance costs	(67,594)	(29,144)	(67,594)	-	
Insurance	(286,484)	(286,065)	(284,618)	1,866	
Other Expenditure	(84,001)	(49,161)	(75,494)	8,507	
Loss On Asset Disposal	(6,300)	-	(13,573)	(7,273)	
Loss on Revaluation of Non-Current Assets	-	-	-	-	
	(7,845,469)	(3,982,101)	(7,896,484)	(51,015)	
Net Operating Result	(2,449,330)	340,870	(2,179,440)	269,890	
Adjustments for Cash Budget Requirements: Non-Cash Expenditure and Revenue					
Movements in Non-Current to Current Items	-	1,785	-	-	
(Profit)/Loss on Asset Disposals	(21,600)	(6,387)	(9,381)	12,219	Vehicle Trade Values lower than anticipated.
Loss on Revaluation of Non Current Assets	-	-	-	-	
Depreciation on Assets	2,455,402	1,347,544	2,455,402	-	
Capital Expenditure and Revenue					
Purchase Land Held for Resale	-	-	-	-	
Purchase Land and Buildings	(3,343,000)	(46,894)	(1,239,779)	2,103,221	Swimming Pool project carried over to 2024/25.
Purchase Plant and Equipment	(637,500)	(220,932)	(627,706)	9,794	
Purchase Furniture and Equipment	(33,000)	(26,455)	(26,456)	6,544	
Purchase Infrastructure Assets - Roads	(5,382,773)	(573,772)	(2,582,773)	2,800,000	AGRN1061 Storm damage works expected to proceed in 2024/25.
Purchase Infrastructure Assets - Bridges	(1,929,430)	(45,293)	(1,929,430)	-	
Purchase Infrastructure Assets - Drainage	(12,425)	-	(12,425)	-	
Purchase Infrastructure Assets - Footpaths	(100,000)	(73,198)	(100,000)	-	
Purchase Infrastructure Assets - Parks	-	-	-	-	
Capital Grants, Subsidies and Contributions	6,597,684	303,240	3,353,083	(3,244,601)	CSRFF funding for Swimming Pool project carried over to 2024/25 (\$500,000) Third party capital contribution to Vincent St remediation works \$30,000.
Proceeds from Disposal of Assets	264,400	40,455	252,181	(12,219)	Vehicle Trade Values lower than anticipated.
Lease Payments	(6,837)	(6,837)	(6,837)	-	
Repayment of Debentures	(117,135)	(71,017)	(117,135)	-	
Proceeds from New Debentures	1,000,000	-	-	(1,000,000)	Swimming Pool project carried over to 2024/25.
Self-Supporting Loan Principal Income	-	-	-	-	
Transfers to Reserves (Restricted Assets)	(418,740)	(28,145)	(454,438)	(35,698)	Additional Caravan Park operating surplus expected.
Transfers from Reserves (Restricted Assets)	1,507,980	-	982,980	(525,000)	Swimming Pool project carried over to 2024/25.
Surplus/(Deficit) July 1 B/Fwd	2,626,304	2,626,304	2,626,304	-	
Estimated Surplus/(Deficit) June 30 C/Fwd	-	3,561,269	384,150	384,150	Forecast surplus at 30 June 2024.

5.3 2023 Compliance Audit Return

Submission To:	Audit & Risk Committee Meeting 21 February 2024
Report Date:	24 January 2024
Applicant:	N/A
File Reference:	ADM 0237
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2023 Compliance Audit Return

SUMMARY

The *Local Government Act 1995* requires all Western Australian Local Authorities to complete a Compliance Audit Return (CAR), distributed by the Department of Local Government, in relation to activities undertaken by the local authority in the preceding calendar year.

BACKGROUND

In 2006, participation in the program was made compulsory for all local authorities.

COMMENT

Attached is a copy of the CAR for Committee's consideration. The Audit and Risk Committee must review the document before it can recommend that Council adopt and forward to the Department of Local Government (no later than the 31st March each year). The CAR is reflective of the period 1 January 2023 – 31 December 2023.

This year DLGSC has not requested any other attachments, it is again using a portal so the CAR is presented differently from previous years.

The answers and any comments are in **Red** on the attachment.

STATUTORY ENVIRONMENT

Local Government Act 1995 and Regulation 13 of the *Local Government Audit Regulations*, Clauses 14 and 15

14. Compliance audit return to be prepared

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3) A compliance audit return is to be
 - (a) presented to the council at a meeting of the council;
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.

15. Completion of compliance audit

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with:

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c) and
- (b) any additional information explaining or qualifying the compliance audit

is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

- (a) the mayor or president; and
- (b) The CEO

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete the Compliance Audit Return would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Approval of this item will mitigate the consequence.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION

MAR4/0224

Moved Cr Lawlor

Seconded Cr Ridgway

That the Audit and Risk Committee recommends to Council that:

- 1. the Compliance Audit Return 2023 be adopted; and**
- 2. the Chief Executive Officer and Shire President be authorised to sign and submit the 2023 Compliance Audit Return to the Department of Local Government.**

CARRIED 4/0



Compliance Audit Return 2023

Commercial Enterprises by Local Governments		
No	Reference	Question
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023? N/A
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2023? N/A
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023? N/A
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023? N/A
5	s3.59(5)	During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority? N/A

Delegation of Power/Duty		
No	Reference	Question
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority? N/A
2	s5.16 (2)	Were all delegations to committees in writing? N/A
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ? N/A
4	s5.18	Were all delegations to committees recorded in a register of delegations? N/A
5	s5.18	Has council reviewed delegations to its committees in the 2022/2023 financial year? YES
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ? NO
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority? YES
8	s5.42(2)	Were all delegations to the CEO in writing? YES
9	s5.44(2)	Were all delegations by the CEO to any employee in writing? YES
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority? N/A
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees? YES
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year? YES
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19? YES

Disclosure of Interest		
No	Reference	Question
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter? YES
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local



		Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting? YES
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made? YES
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day? YES
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023? YES
6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return? YES
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ? YES
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28? YES
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person? YES
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return? YES
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A? YES
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website? YES
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people? YES
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure? YES
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report? YES
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application? N/A
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) of the <i>Local Government Act 1995</i> recorded in the minutes of the council meeting at which the decision was considered? N/A
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct? YES
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ? NO
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website? YES
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website? YES



Disposal of Property

No	Reference	Question
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the <i>Local Government Act 1995</i> (unless section 3.58(5) applies)? N/A
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the <i>Local Government Act 1995</i> , did it provide details, as prescribed by section 3.58(4) in the required local public notice for each disposal of property? N/A

Elections

No	Reference	Question
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997? YES
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997? N/A (No disclosures received)
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997? YES

Finance

No	Reference	Question
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995? YES
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority? N/A
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023? YES
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters? YES
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government? N/A
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website? YES
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit? YES



Integrated Planning and Reporting

No	Reference	Question
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section? YES - 28/11/2023
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section? YES - 24/02/2014
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)? NO

Local Government Employees

No	Reference	Question
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A? N/A
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate? N/A
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ? N/A
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee? N/A
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so? N/A

Official Conduct

No	Reference	Question
1	s5.120	Has the local government designated an employee to be its complaints officer? YES
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ? YES
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ? YES
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website? YES



Optional Questions

No	Reference	Question
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December 2023? YES If yes, please provide the date of council's resolution to accept the report. 25/7/2023
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023? YES If yes, please provide date of council's resolution to accept the report. 28/2/2023
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act? N/A
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events? YES
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ? YES
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members? YES
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023? YES
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023? YES
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income? YES

Tenders for Providing Goods and Services

No	Reference	Question
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less? YES
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations? YES
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)? YES
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract? N/A
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation? YES
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16? YES



7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website? YES
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender? NO
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept? YES
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted? YES
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22? N/A (No EOI's called)
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice? N/A
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer? N/A
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24? N/A
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE? NO
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation? N/A
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application? N/A
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG? N/A
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications? N/A
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept? N/A
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application? YES
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F? N/A

Audit & Risk Committee Meeting Minutes
21 February 2024

6. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

7. CLOSURE

The Chairman declared the meeting closed at 9:43am

I hereby certify these Minutes as being confirmed in accordance with Section 5.22 of the Local Government Act 1995.

PRESIDING MEMBER:

DATE:

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 Application for Exploration Licence 70/6588

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	4 January 2024
Applicant:	McMahon Mining Title Services Pty Ltd
File Reference:	ADM 0071
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter & Locality Map

SUMMARY

A Notification of an application for an Exploration Licence has been received from McMahon Mining Title Services. As instructed previously the application is presented to Council to put on record a formal acknowledgement of the proposal and for public record purposes. General conditions will be presented to Council that will be recommended be imposed for the period of exploration.

BACKGROUND

McMahon Mining Title Services acts on behalf of CGM (West Yilgarn) Pty Ltd in regard to this matter.

In accordance with the *Mining Act, 1978* notification was submitted that an Exploration Licence Application was lodged with the *Department of Mines, Industry Regulation and Safety*.

The application lists the target minerals as nickel, copper, platinum group elements, lithium, caesium, tantalum, gold and rare earth elements.

COMMENT

The proposal for an exploration licence is noted. It will be recommended that Council consider imposing conditions for the orderly operation of exploration activities and rehabilitation post exploration, as presented in the *Officer's Recommendation* section of this report.

STATUTORY ENVIRONMENT

Mining Act 1978 & Regulations.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 3. Environment
4. Civic Leadership
Strategic Priorities: 3.3 Natural Resources are sustainably managed
4.3 Responsible planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M3/0224

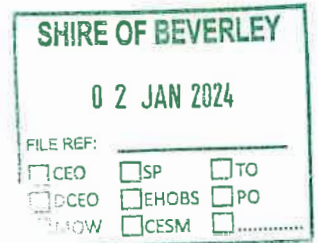
Moved Cr Sattler

Seconded Cr Martin

That Council acknowledges the application for an exploration licence 70/6588 from McMahon Mining Title Services Pty Ltd and advise of the following conditions:

- 1. All service holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.**
- 2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six months after excavation unless approved by the district mining engineer.**
- 3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of the exploration program.**
- 4. No activities taking place to the detriment of any roads, streets or verges.**
- 5. Minimum disturbances being made to the natural vegetation.**
- 6. Adequate suppression control methods and practices being used.**
- 7. Except with the approval of the Shire of Beverley, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated to the satisfaction of the Shire of Beverley.**
- 8. All works comply with the Environmental Protection (Noise) Regulations 1997.**
- 9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.**

CARRIED 8/0



21 December 2023

Shire of Beverley
PO Box 20
Beverley WA 6304

Attention: Chief Executive Officer

Registered Post:
RPP44 63800 09400 46037 87609

Dear Sir/Madam,

RE: APPLICATION FOR EXPLORATION LICENCE 70/6588

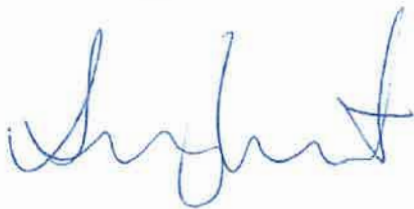
On behalf of our client, CGM (West Yilgarn) Pty Ltd, an application has been made for the above-mentioned Exploration Licence.

In accordance with the requirements set out in the West Australian Mining Act, notification must be forwarded to the appropriate local government authority affected by the application.

As the land affected lies within your shire, please find attached a copy of the application and a plan showing the area of the application.

Should you have any queries, please do not hesitate to contact our office.

Yours faithfully



Amy Probert

McMahon Mining Title Services Pty Ltd

Form 21

WESTERN AUSTRALIA

Mining Act 1978

(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

APPLICATION FOR MINING TENEMENT

- (a) Type of tenement
(b) Time & Date marked out (where applicable)
(c) Mineral Field

(a) Exploration Licence

No. E 70/6588

(b) a.m./p.m. / /

(c) SOUTH WEST

For each applicant:

(d) Full Name and ACN/ABN

(d) and (e)

CGM (WEST YILGARN) PTY LTD (ACN: 656 733 649)

C/- MCMAHON MINING TITLE SERVICES PTY LTD, PO BOX 6301, EAST PERTH, WA, 6892

(f) Shares

100

(e) Address

(f) No. of shares

(g) Total No. of shares

(g) Total 100

DESCRIPTION OF GROUND APPLIED FOR:

(For Exploration

Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)

(h) Avon

(i)

(j)

This application affects Private Property.

Details of Private Property Affected: If the application is over any private land described under section 29(2)(a)-(f) of the Mining Act, then the applicant is seeking grant only in respect of that part of the private land not less than 30 metres below the lowest part of the natural surface.

(h) Locality

(i) Datum Peg

(j) Boundaries

(k) Area (ha or km²)

(k) 49 BL

- (l) Signature of applicant or agent (if agent state full name and address)

(l) Kara Williams

PO BOX 6301, EAST PERTH, WA, 6892

Date: 20/12/2023

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 24th day of January 2024 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	11:08:00	on 20 December	2023	with fees of
Application	\$1,743.00			
Rent	\$7,889.00			
TOTAL	\$9,632.00			
Receipt No:	39534520588			

Mining Registrar**NOTES****Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
- (a) public plan search; (b) register search; (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



Plan Name(s) - ALBANY, PERTH

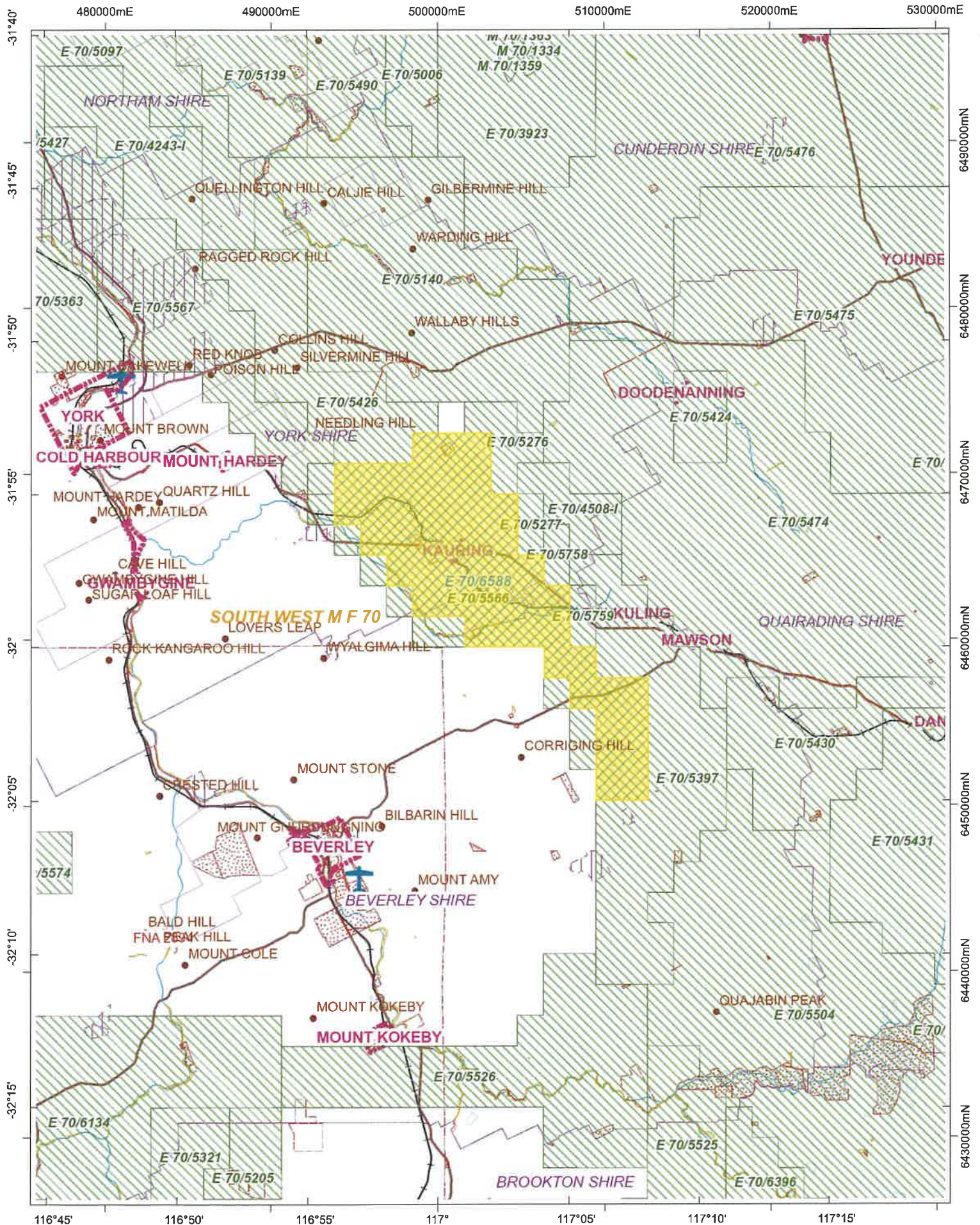
User Id : ex111417



☒ Graticular Section Applied For



E 70/6588 , Quick Appraisal Plan



This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002, through Geoscience Australia and the Department of Defence, maintains copyright over those parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in an unaltered form should contact Geoscience Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Spatial Services Landgate Enclosed Pastoral Lease land and Pre 1994 mining confined to Nhamwanga Wajant and Ngirawanga LGA Native Title determination boundary.

Scale: 1:288,895

0 5.5 11 16.5 22 27.5 km

9.2 Development Application – Glider Hangar - Lot 16 on DP79708, Bremner Road, Beverley Airfield

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	5 January 2024
Applicant:	Glenn Hawser
File Reference:	BRE 32745
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter, Site Plan, Hangar Drawing

SUMMARY

An application has been received for the construction of a Glider Hangar at the Beverley Airfield. The application will be recommended for approval.

BACKGROUND

The Shire has received a proposal to construct a Colorbond clad Glider Hangar (in extent 25m x 9m = 225m²) at the Beverley Airfield, within the agreed **extended Beverley Soaring Society** lease area, as per the recently adopted Beverley Airfield Precinct Planning Policy. In terms of the previous *Shire of Beverley Town Planning Scheme No. 2*, *Club Premises* Land Use is an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

In terms of the present *Shire of Beverley Local Planning Scheme No. 3* (LPS3), the use of *Club Premises* is an 'A' use in the *Rural* zone, which requires advertising pursuant to Clause 64 of the deemed provisions. The *Department of Planning Lands and Heritage* however advised that exemption for advertising is appropriate pursuant to Clause 64(2).

The subject site is zoned '*Rural*', contains buildings associated with the *Beverley Soaring Society*, a number of on-site caravans, caravan shelters and existing glider hangars.

COMMENT

The application is for planning approval for the construction of a Glider Hangar associated with *Beverley Soaring Society* activities.

The hangar is proposed to be clad in Pale Eucalypt Colorbond with Surfmist Colorbond roof. This accords with the abovementioned Local Planning Policy.

The proposal is regarded as conforming with the intent of the broader established land use and it is considered to add value to the club activities.

It is the opinion of planner that the proposal will enhance an activity (gliding) that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant conditional Planning Approval for the application.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community
4. Civic Leadership
Strategic Priorities: 2.3 Active and healthy community
4.3 Responsible planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M4/0224

Moved Cr Sattler

Seconded Cr Martin

That Council grant Planning Approval for the construction of a Glider Hangar on Lot 16 on DP79708, Bremner Road, Beverley, subject to the following conditions and advice notes: -

Conditions:

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. The Glider Hangar shall not be used for human habitation, commercial or industrial use.**
- 4. Where applicable, no trees are to be removed without the prior approval of the appropriate authorities.**
- 5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.**

Advice Notes:

- Note 1: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- Note 2: The applicant is advised a building permit is required prior to commencement of any building works.**
- Note 3: The applicant is advised to consider the location of the Range Danger Area of the Beverley Rifle Club.**
- Note 4: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.**

CARRIED 8/0



19 December 2023
Stefan de Beer
Beverly Shire

Dear Stefan

I am seeking planning approval to build a glider hanger at the Beverly Airfield

The hangar will be located on the eastern end of the new Beverly Soaring Society lease by runway 08/26. Please find attached gliding club letter of approval

The hangar will be a kit supplied by Wide Span Sheds in Pale Eucalypt walls and Surfmist roof size 25m x 9m which will house 2 gliders

Please don't hesitate to contact me if you require any further information

Sincerely yours,

Glenn Hawser

glennhawser@icloud.com

0419 933 505



BEVERLEY SOARING SOCIETY INC.

ABN 22 718 101 342
Beverley Airfield
Tel: (08) 9464 0320 (Fridays & Weekends Only)

Postal Address:
P.O. Box 136
Beverley 6304
Western Australia

Glen Hawser Hangar Approval – 28 September 2023

Dear Glen

Your application to build a 9m X 25m hangar on the eastern end of the new lease, in the vicinity of runway 08/26 has been approved by the Committee.

Application may now be made to the Beverley Shire.

Please be aware that the Beverley Shire requirements are that the colour of the hangar walls and doors be Colorbond Pale Eucalypt with the roof in Colorbond Eucalypt or Colourbond Surfmist.

Looking forward to a new hangar at the Club.

Regards

Paul Croft

President

Beverley Soaring Society

Beverley Airfield Southern Region

Legend

Point Features

- Electrical
- Survey mark

Linear Features

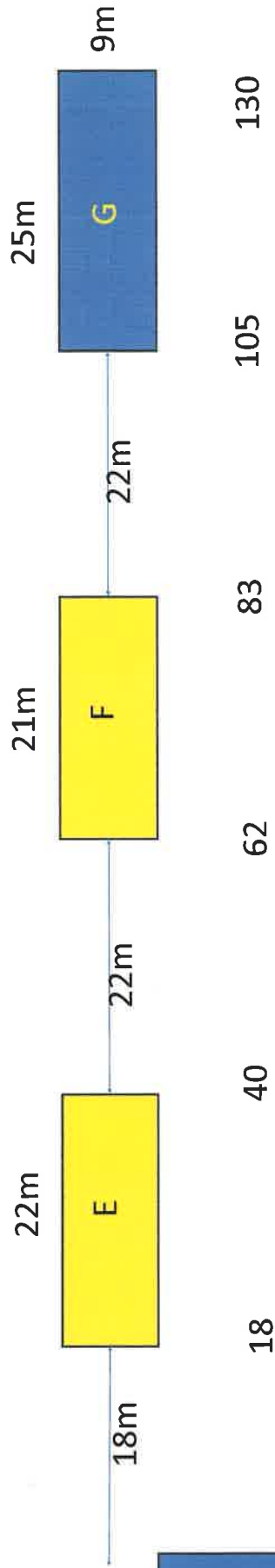
- Power lines
- Water lines

Polygon Features

- Caravans
- Hangars
- Member Facilities
- Maintenance Facilities
- Aircraft Fueling
- Council Facilities
- Trailer Laydown
- Development zones
- Current zoning

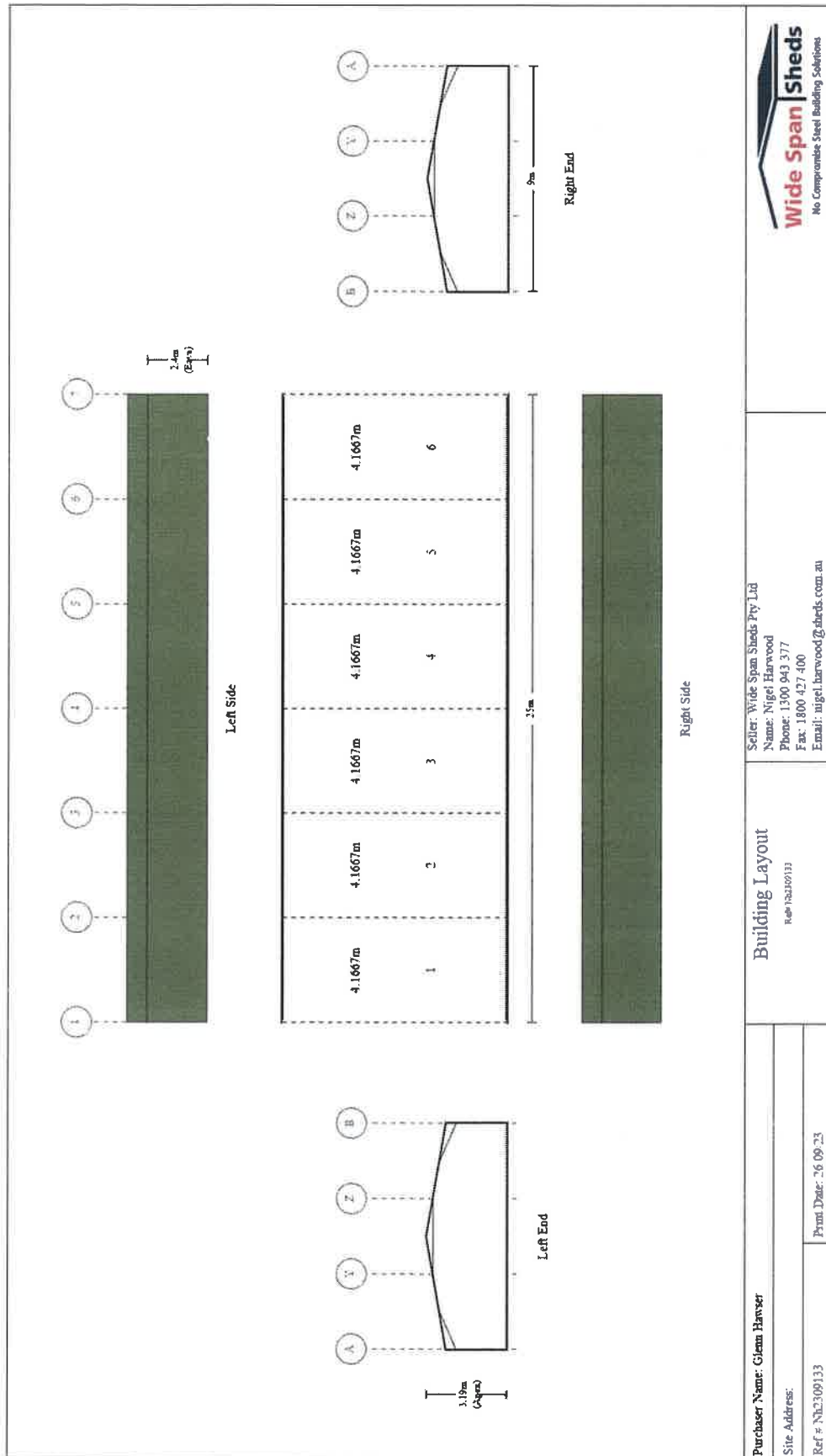


RUNWAY 08/26



61





9.3 Amended Development Proposal - Existing Motor Vehicle Repair – (Beverley Tyre Service) – 48 (Lot 8) Dawson Street, Beverley

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	19 February 2024
Applicant:	Paddockseven Pty Ltd represented by D Henderson & A Emin
File Reference:	DAW 1107
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	18 March 1997, 15 April 1997, 24 October 2006 & 14 December 2021
Disclosure(s) Of Interest:	Author – Proximity Interest, Resident 30A Dawson Street
Attachments:	Locality map, Previously Approved Site Plan, New Site Plan, Demountable Office Building Image

SUMMARY

An application has been submitted to amend a development approval previously issued by Council for the development of a demountable office building at 48 (Lot 8) Dawson Street. The application will be recommended for approval.

BACKGROUND

Proposal

The applicant is requesting to amend an aspect of the development previously approved in terms of *Clause 77(1)(c) of the Planning and Development (Local Planning Schemes) Regulations, 2015*.

It is proposed to place the Demountable Office Building towards the front of the lot facing Dawson Street, as opposed to the original proposal which had it behind the existing shed.

Application Site Details

The subject lot is as follows:

- 48 (Lot 8) Dawson Street in extent 860m² - contains the bulk of the existing Beverley Tyre Service Business premises and buildings;

The lot is Zoned '*Rural Townsite*' pursuant to the Shire of Beverley Local Planning Scheme No 3 (LPS 3).

Previous Planning Approval

The site plan associated with the previous planning approval of the siting of the Demountable Office is attached to this report.

COMMENT

The proposal to amend the location of the demountable office is not regarded as having a material impact on the land use already approved by Council. It is not considered to have a negative impact on amenity as the demountable building will be a new structure with landscaping proposed between the new demountable office and the fence.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

The application is deemed to align with the Shire's Local Planning Strategy.

Strategic Community Plan

Strategic Pillar: 1. Economy
4. Civic Leadership

Strategic Priorities: 1.5 Local business growth
4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M5/0224

Moved Cr Martin

Seconded Cr Brown

That Council approves the revised location of the Demountable Office Building at 48 (Lot 8) Dawson Street, subject to the following conditions and advice notes:

Conditions:

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. The demountable office shall not be used for human habitation.**

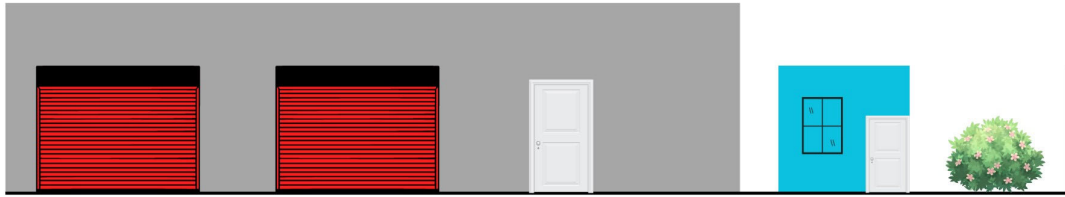
Advice Notes:

- Note 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2:** Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3:** Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4:** The applicant is advised a building permit is required prior to commencement of any building works, where applicable.
- Note 5:** If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

CARRIED 8/0

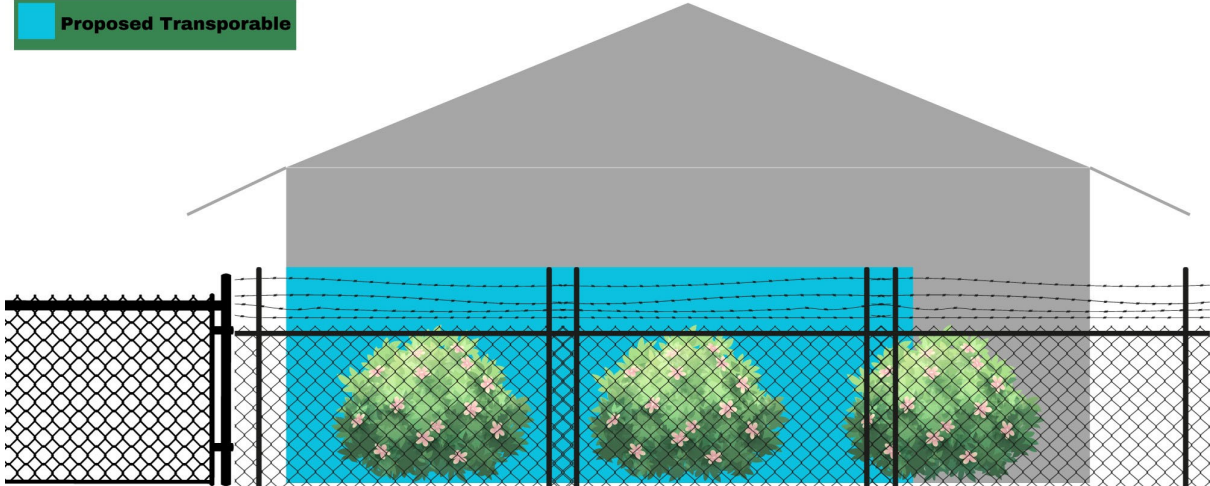






View from North Side (50 Dawson St)

Proposed Transporable



Dawson St View



DAWSON ST

FOOTPATH



Previously
approved location.

EXISTING STRUCTURE

PROPOSED
DEMOUNTABLE
OFFICE

40M

9.4 Application for Exploration Licence 70/6595

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	20 February 2024
Applicant:	Hetherington Exploration & Mining Title Services
File Reference:	ADM 0071
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter and Locality Map

SUMMARY

A Notification of an application for an Exploration Licence has been received from Hetherington Exploration & Mining Title Services. As instructed previously the application is presented to Council to put on record a formal acknowledgement of the proposal and for public record purposes. General conditions will be presented to Council that will be recommended be imposed for the period of exploration.

BACKGROUND

Hetherington Exploration & Mining Title Services acts on behalf of Aurigen Pty Ltd in regard to this matter.

In accordance with the *Mining Act, 1978* notification was submitted that an Exploration Licence Application was lodged with the *Department of Mines, Industry Regulation and Safety*.

The applicant further advises as follows:

I have sought instructions and confirm I am able to disclose the commodities that will be targeted, which will be rare-earth elements (REEs), nickel-copper and platinum group elements (PGE).

COMMENT

The proposal for an exploration licence is noted. It will be recommended that Council consider imposing conditions for the orderly operation of exploration activities and rehabilitation post exploration, as presented in the *Officer's Recommendation* section of this report.

STATUTORY ENVIRONMENT

Mining Act 1978 & Regulations.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 3. Environment
 4. Civic Leadership
Strategic Priorities: 3.3 Natural Resources are sustainably managed
 4.3 Responsible planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M6/0224

Moved Cr Sattler

Seconded Cr Lawlor

That Council acknowledges the application for an Exploration Licence 70/6595 from Hetherington Exploration & Mining Title Services and advise of the following conditions:

- 1. All service holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.**
- 2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six months after excavation unless approved by the district mining engineer.**
- 3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of the exploration program.**
- 4. No activities taking place to the detriment of any roads, streets or verges.**
- 5. Minimum disturbances being made to the natural vegetation.**
- 6. Adequate suppression control methods and practices being used.**
- 7. Except with the approval of the Shire of Beverley, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated to the satisfaction of the Shire of Beverley.**
- 8. All works comply with the Environmental Protection (Noise) Regulations 1997.**
- 9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.**

CARRIED 8/0



SHIRE OF BEVERLEY		
25 JAN 2024		
FILE REF: _____		
<input type="checkbox"/> CEO	<input type="checkbox"/> SP	<input type="checkbox"/> TO
<input type="checkbox"/> DCEO	<input type="checkbox"/> EHOB	<input type="checkbox"/> PO
<input type="checkbox"/> MOW	<input type="checkbox"/> CESM	<input type="checkbox"/>

19 January 2024

Via Registered Post: RPP44 63800 09400 54240 31605

Shire of Beverley
PO Box 20,
Beverley, WA, 6304

Dear Sir or Madam,

Application for Exploration Licence 70/6595

Hetherington Exploration & Mining Title Services Pty Ltd acts on behalf of Aurigen Pty Ltd regarding the above application.

The Application falls within the boundaries of the Shire of Beverley. In accordance with the Mining Act, please find enclosed a copy of the above application and a map showing the area applied for.

Please do not hesitate to contact this office should you have any queries concerning the application or require any further information.

Yours faithfully,

Madelaine Cannell-Lunn
Consultant
Hetherington Exploration & Mining Title Services
Perth Office

ENC APPLICATION AND MAP

SYDNEY

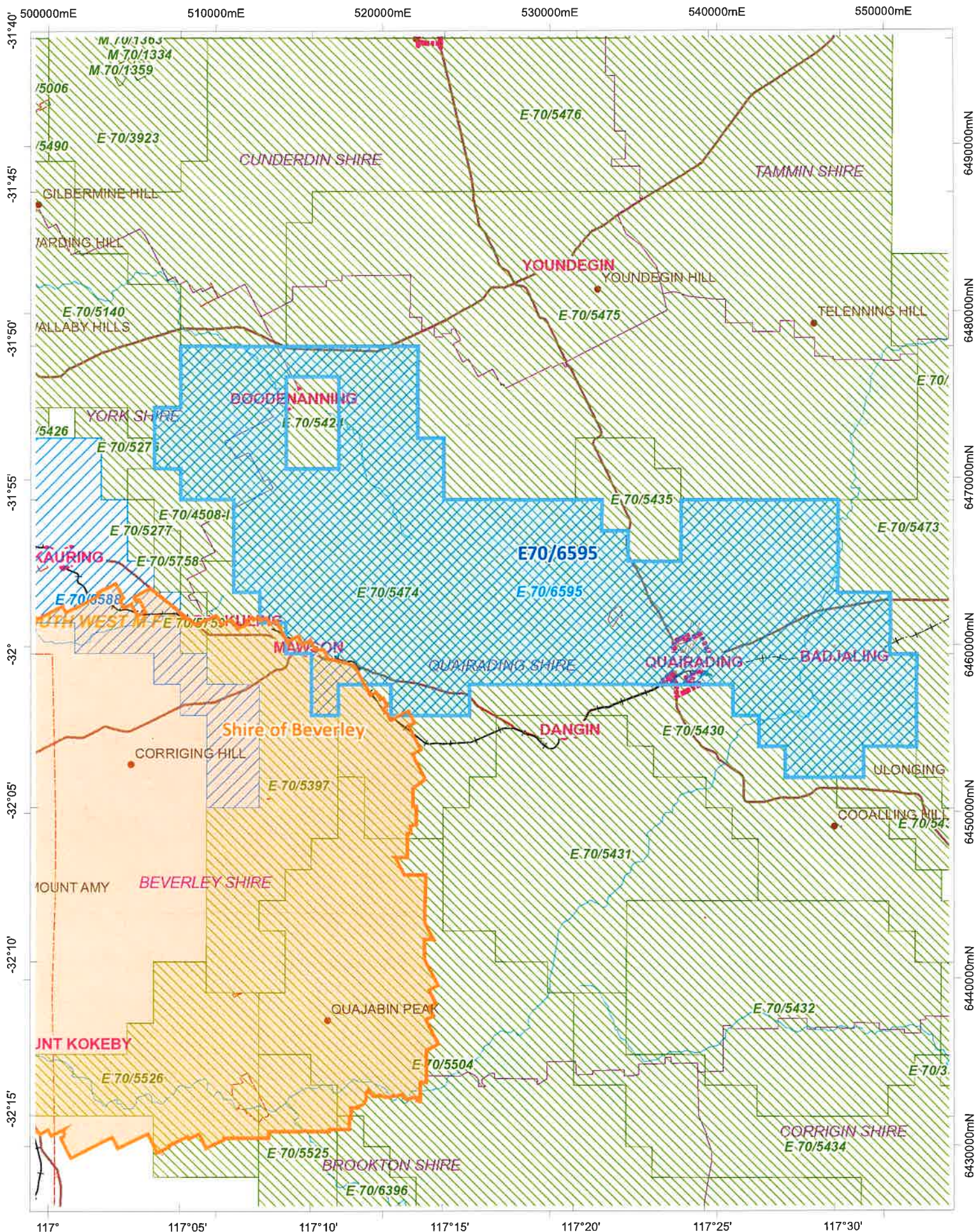
Level 9, Suite 901,
15 Castlereagh Street
Sydney NSW 2000
T: 02 9967 4844
F: 02 9967 4614
E: sydney@hemts.com.au

PERTH

Level 19, Suite 4,
44 St Georges Terrace
Perth WA 6000
T: 08 9228 9977
F: 08 9328 3710
E: perth@hemts.com.au

BRISBANE

PO Box 49,
Spring Hill LPO
Spring Hill QLD 4004
T: 07 3236 1768
F: 07 3236 1758
E: brisbane@hemts.com.au



Form 21

WESTERN AUSTRALIA

Mining Act 1978

(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

APPLICATION FOR MINING TENEMENT

(a) Type of tenement	(a) Exploration Licence		No. E 70/6595
(b) Time & Date marked out (where applicable)			
(c) Mineral Field	(b) a.m./p.m. / /	(c) SOUTH WEST	
For each applicant:	(d) and (e)		(f) Shares
(d) Full Name and ACN/ABN	AURIGEN PTY LTD (ACN: 107 551 226)		100
(e) Address	C/- HETHERINGTON EXPLORATION & MINING TITLE SERVICES PTY LTD, SUITE 404, GROUND FLOOR, 50 ST GEORGES TERRACE, PERTH, WA, 6000		
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) Quairading (i) (j) This application affects Private Property. Details of Private Property Affected: Any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 metres from the natural surface of the land.		
(h) Locality			
(i) Datum Peg			
(j) Boundaries			
(k) Area (ha or km ²)	(k) 197 BL		
(l) Signature of applicant or agent (if agent state full name and address)	(l) <i>Julia Catalano</i> C/- HETHERINGTON EXPLORATION & MINING TITLE SERVICES PTY LTD, LEVEL 19, SUITE 4, 44 ST GEORGES TERRACE, PERTH, WA, 6000		Date: 19/01/2024

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 23rd day of February 2024 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	13:19:25	on	19 January	2024	with fees of
Application	\$1,743.00				
Rent	\$31,717.00				
TOTAL	\$33,460.00				
Receipt No:	40491980528				

Mining Registrar**NOTES****Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
(a) public plan search; (b) register search; (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.

WESTERN AUSTRALIA Mining Act 1978 Sec. 58; Reg. 64			FORM 21 - ATTACHMENT 1		
EXPLORATION LICENCE NO. 70/6595					
THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS					
LOCALITY: Quairading					
BLOCK IDENTIFIER (All three sections must be completed)					
1:1,000,000 PLAN NAME		PRIMARY NUMBER		GRATICULAR SECTION	
ALBANY		39		abcdefjk	
ALBANY		40		abcdef	
ALBANY		41		abcde	
ALBANY		42		abcdeghjknoptu	
ALBANY		43		abcfghlmnq	
PERTH		3349		pu	
PERTH		3350		abcdefghijlmnoqrstvwxyz	
PERTH		3351		abcdghjmnorstuvwxyz	
PERTH		3422		cdehjknoptuz	
PERTH		3423		abcdefghijklmnopqrstuvwxyz	
PERTH		3424		abcdefghijklmnopqrstuvwxyz	
PERTH		3425		aefgklmnopqrstuvwxyz	
PERTH		3426		abcdefghijklmnopqrstuvwxyz	
PERTH		3427		qrvw	
TOTAL BLOCKS:				197	

9.5 Survey Strata Subdivision Application: Lot 501 Vincent Street, Beverley

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	20 February 2024
Applicant:	Brook & Marsh (Owners: C & M Sofoulis)
File Reference:	PL 96-24
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Locality map, Site Subdivision Plan

SUMMARY

An application had been referred for comment to the Shire by the Western Australian Planning Commission (submitted by Brook & Marsh) for the survey strata subdivision of Lot 501 Vincent Street, Beverley. The application will be recommended for approval.

BACKGROUND

An application has been received from the Western Australian Planning Commission (WAPC) to subdivide 1 lot to create 2 resultant survey strata lots, as per the attached sketch plan. The subject lot is Zoned 'Rural Townsite' and contains the existing East End Gallery, Hairdresser and Studio Shops, in extent 745 m².

Two resultant survey strata lots will be created as follows:

Proposed Lot 1: 193 m²

Proposed Lot 2: 552 m²

The applicant made the following additional submission in support of the application:

As discussed, the reason behind the proposed survey strata subdivision at Lot 501 Vincent Street Beverley is due to the current lot owner desiring to retain his shop and workshop whilst selling the remainder of the shops to the current tenant which I believe is the hairdressers.

COMMENT

The subdivision proposal accords with the aims of the Shire of Beverley Local Planning Strategy & the Shire of Beverley Local Planning Scheme No. 3 and is supported.

STATUTORY ENVIRONMENT

Subdivision Applications are determined by the Western Australian Planning Commission in compliance with state policies and the Shire of Beverley's planning framework. Council's recommendation is considered when determining the application.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Strategic Pillar: 1. Economy
4. Civic Leadership

Strategic Priorities: 1.5 Local business growth
4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M7/0224

Moved Cr Lawlor

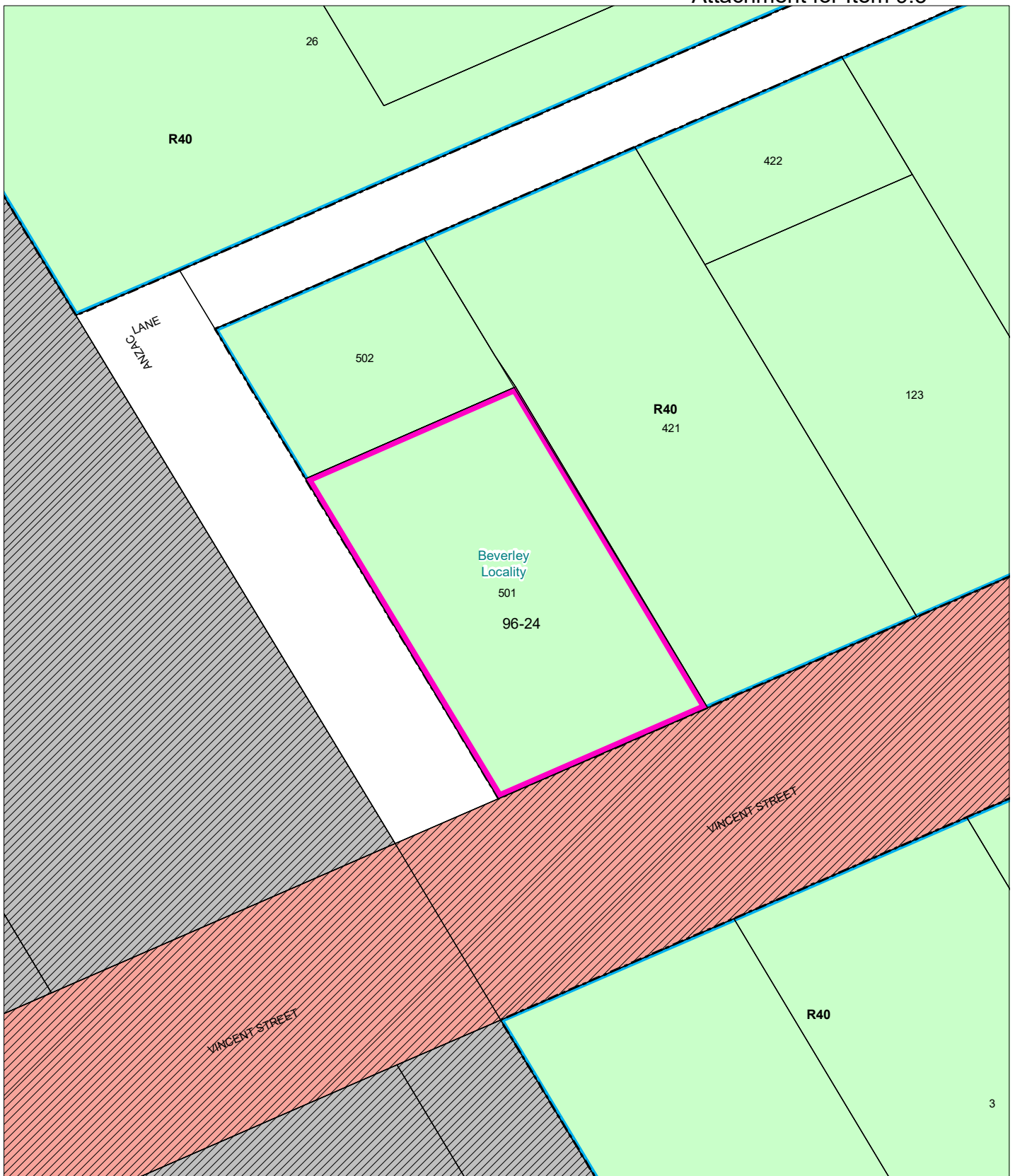
Seconded Cr Maxwell

That Council resolve to recommend to the Western Australian Planning Commission that application No. 96-24 for the survey strata subdivision of Lot 501 Vincent Street, Beverley, be approved subject to the following condition:

Condition:

Common walls being shown on the survey strata plan as prescribed "party wall easements", pursuant to Regulation 33 of the *Strata Titles (General) Regulations 2019* and Section 61 of the *Strata Titles Act 1985*.

CARRIED 8/0



Location Plan for: Survey Strata Application

This data is to be used only for the processing of a
Survey Strata Application

Application Number: **96-24**

Decision: **Outstanding**

Printed: **9/02/2024**



Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1447-2023-1

Application Status

Outstanding

Existing LPS Zones and Reserves

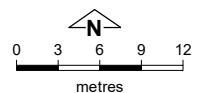
- R Code boundaries
- Local distributor road
- Local road
- Railways
- Rural townsite

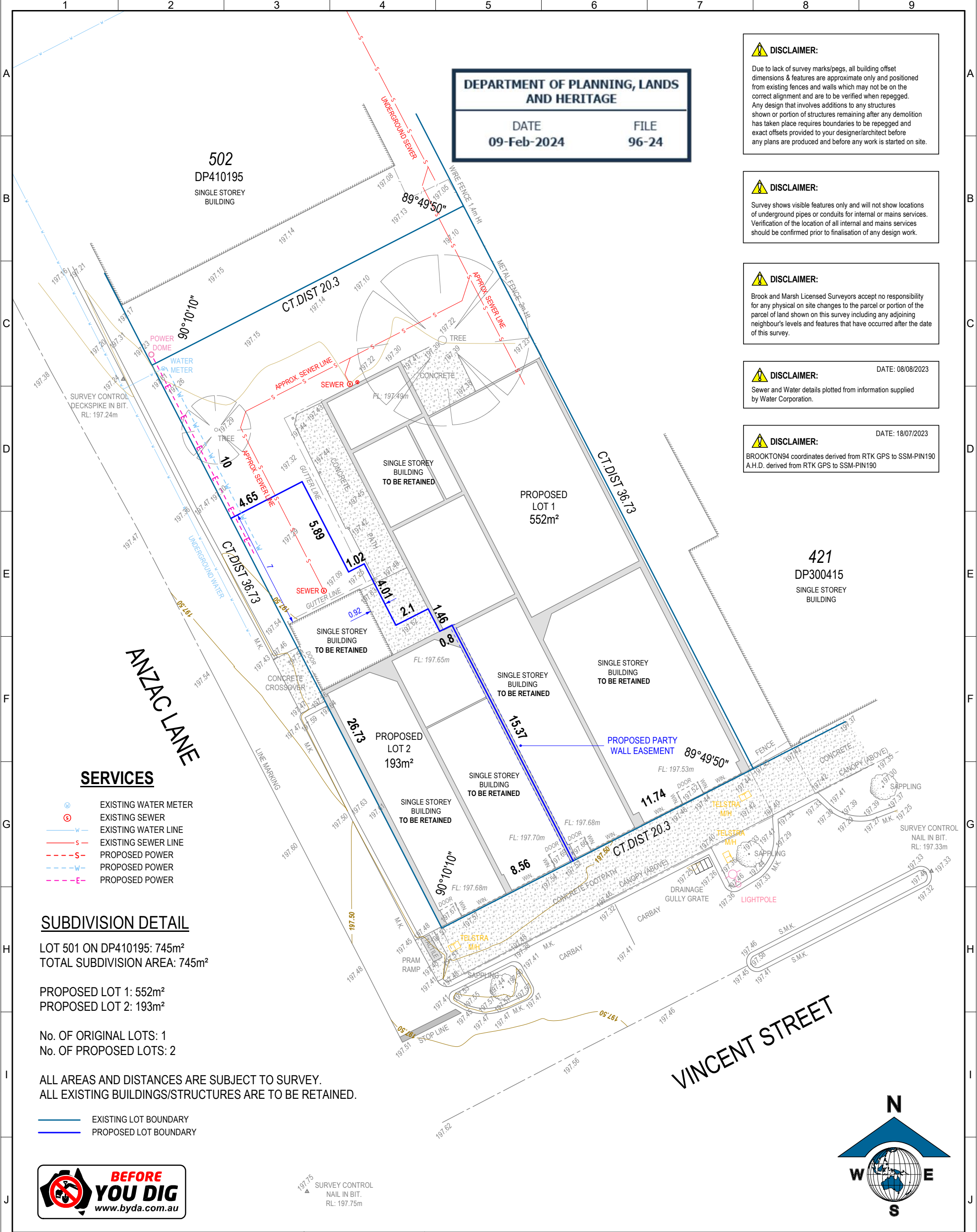
Easements and Referrals

Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality





DISCLAIMER:

Due to lack of survey marks/pegs, all building offset dimensions & features are approximate only and positioned from existing fences and walls which may not be on the correct alignment and are to be verified when repegged. Any design that involves additions to any structures shown or portion of structures remaining after any demolition has taken place requires boundaries to be repegged and exact offsets provided to your designer/architect before any plans are produced and before any work is started on site.

DISCLAIMER:

Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

DISCLAIMER:

Brook and Marsh Licensed Surveyors accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbour's levels and features that have occurred after the date of this survey.

DISCLAIMER: DATE: 08/08/2023

Sewer and Water details plotted from information supplied by Water Corporation.

DISCLAIMER: DATE: 18/07/2023

BROOKTON94 coordinates derived from RTK GPS to SSM-PIN190 A.H.D. derived from RTK GPS to SSM-PIN190

SERVICES

- EXISTING WATER METER
- EXISTING SEWER
- EXISTING WATER LINE
- EXISTING SEWER LINE
- PROPOSED POWER
- PROPOSED POWER
- PROPOSED POWER

SUBDIVISION DETAIL

LOT 501 ON DP410195: 745m²
TOTAL SUBDIVISION AREA: 745m²

PROPOSED LOT 1: 552m²
PROPOSED LOT 2: 193m²

No. OF ORIGINAL LOTS: 1
No. OF PROPOSED LOTS: 2

ALL AREAS AND DISTANCES ARE SUBJECT TO SURVEY.
ALL EXISTING BUILDINGS/STRUCTURES ARE TO BE RETAINED.

- EXISTING LOT BOUNDARY
- PROPOSED LOT BOUNDARY



BROOK MARSH PTY LTD
LICENSED SURVEYORS
ph 9398 2441
fax 9490 1313
P.O BOX 91 GOSNELLS 6990
admin@brookandmarsh.com.au

DRAWN	JOB NUMBER
M.E.	23159
SURVEYED	DATE
L.P.	06/11/2023
CONTOUR INTERVAL	SCALE
0.25	1:200
DATUM	CO-ORD SYS.
A.H.D.	BROOKTON94

PROPOSED SURVEY-STRATA SUBDIVISION
LOT 501 ON DP410195
#118 VINCENT STREET, BEVERLEY

SHEET 1 of 1

CLIENT
MICHAEL SOFOULIS

REV.
00

DRAWING FILE. 23159_Subdivison Application_REV01 - Drawing001

A3

9.6 Development Application – Glider Hangar - Lot 16 on DP79708, Bremner Road, Beverley Airfield

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	20 February 2024
Applicant:	Stephen Hoey
File Reference:	BRE 32745
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Site Plan, Hangar Drawing

SUMMARY

An application has been received for the construction of a Glider Hangar at the Beverley Airfield. The application will be recommended for approval.

BACKGROUND

The Shire has received a proposal to construct a Colorbond clad Glider Hangar (in extent 21m x 9m = 189m²) at the Beverley Airfield, within the agreed **extended Beverley Soaring Society** lease area, as per the recently adopted Beverley Airfield Precinct Planning Policy. In terms of the previous *Shire of Beverley Town Planning Scheme No. 2*, *Club Premises* Land Use is an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

In terms of the present *Shire of Beverley Local Planning Scheme No. 3* (LPS3), the use of *Club Premises* is an 'A' use in the *Rural* zone, which requires advertising pursuant to Clause 64 of the deemed provisions. The *Department of Planning Lands and Heritage* however advised that exemption for advertising is appropriate pursuant to Clause 64(2).

The subject site is zoned '*Rural*', contains buildings associated with the *Beverley Soaring Society*, a number of on-site caravans, caravan shelters and existing glider hangars.

COMMENT

The application is for planning approval for the construction of a Glider Hangar associated with *Beverley Soaring Society* activities.

The hangar is proposed to be clad in Pale Eucalypt Colorbond with Colorbond Eucalypt or Surfmist Colorbond roof. This accords with the abovementioned Local Planning Policy.

The proposal is regarded as conforming with the intent of the broader established land use and it is considered to add value to the club activities.

It is the opinion of planner that the proposal will enhance an activity (gliding) that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant conditional Planning Approval for the application.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community

4. Civic Leadership

Strategic Priorities: 2.3 Active and healthy community

4.3 Responsible planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M8/0224

Moved Cr Lawlor

Seconded Cr Martin

That Council grant Planning Approval for the construction of a Glider Hangar on Lot 16 on DP79708, Bremner Road, Beverley, subject to the following conditions and advice notes: -

Conditions:

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. The Glider Hangar shall not be used for human habitation, commercial or industrial use.**
- 4. Where applicable, no trees are to be removed without the prior approval of the appropriate authorities.**
- 5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.**

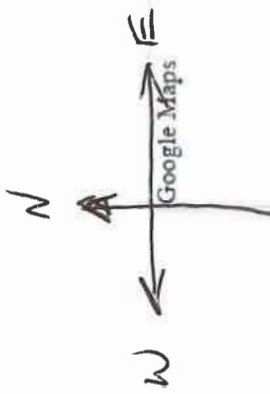
Advice Notes:

- Note 1: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- Note 2: The applicant is advised a building permit is required prior to commencement of any building works.**
- Note 3: The applicant is advised to consider the location of the Range Danger Area of the Beverley Rifle Club.**
- Note 4: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.**

CARRIED 8/0

3:17pm – Stefan de Beer, Manager of Planning left the meeting and did not return.

BEVERLY AIRSTRIP

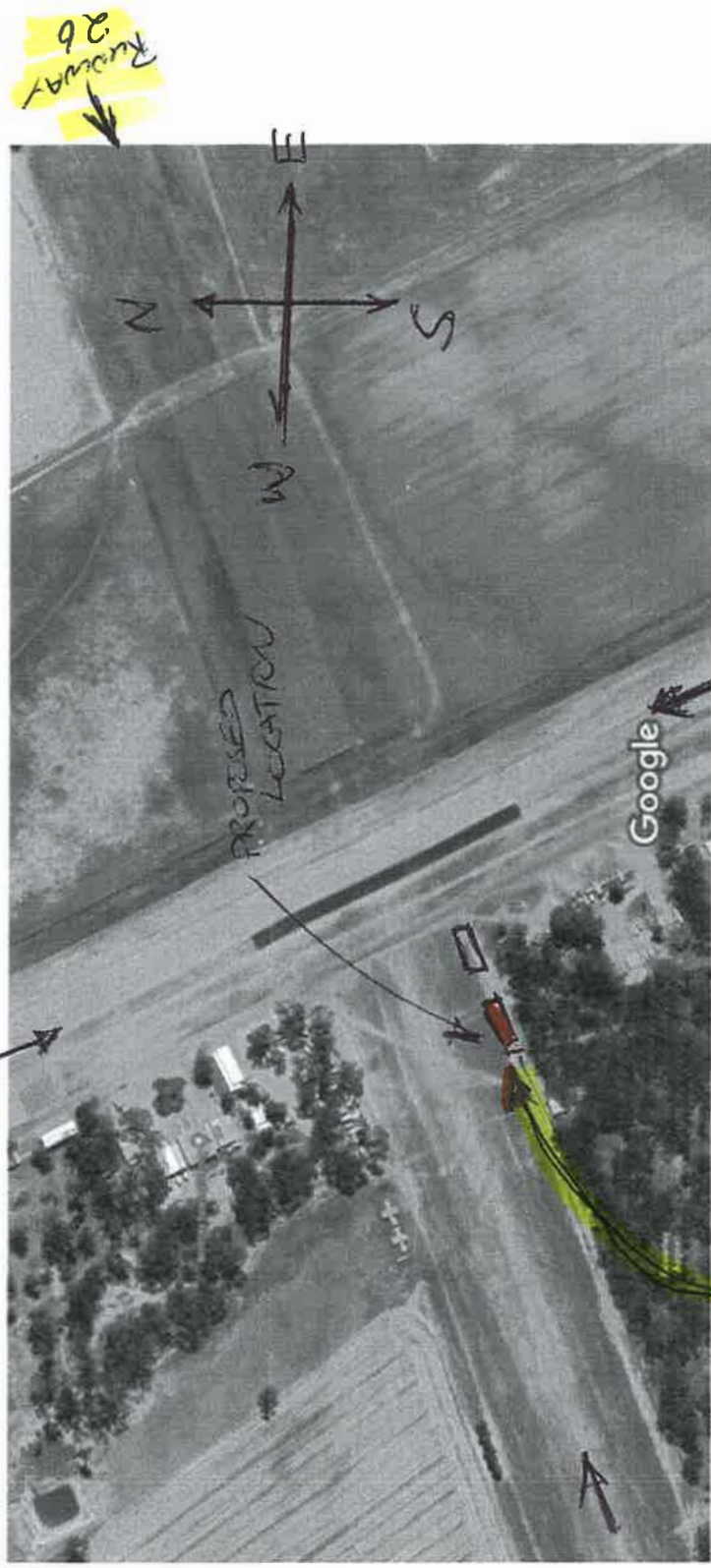


LOCATION

<https://www.google.com/maps/@-32.1253236,116.9498949,482m/data...>

Google Maps

Runway 16



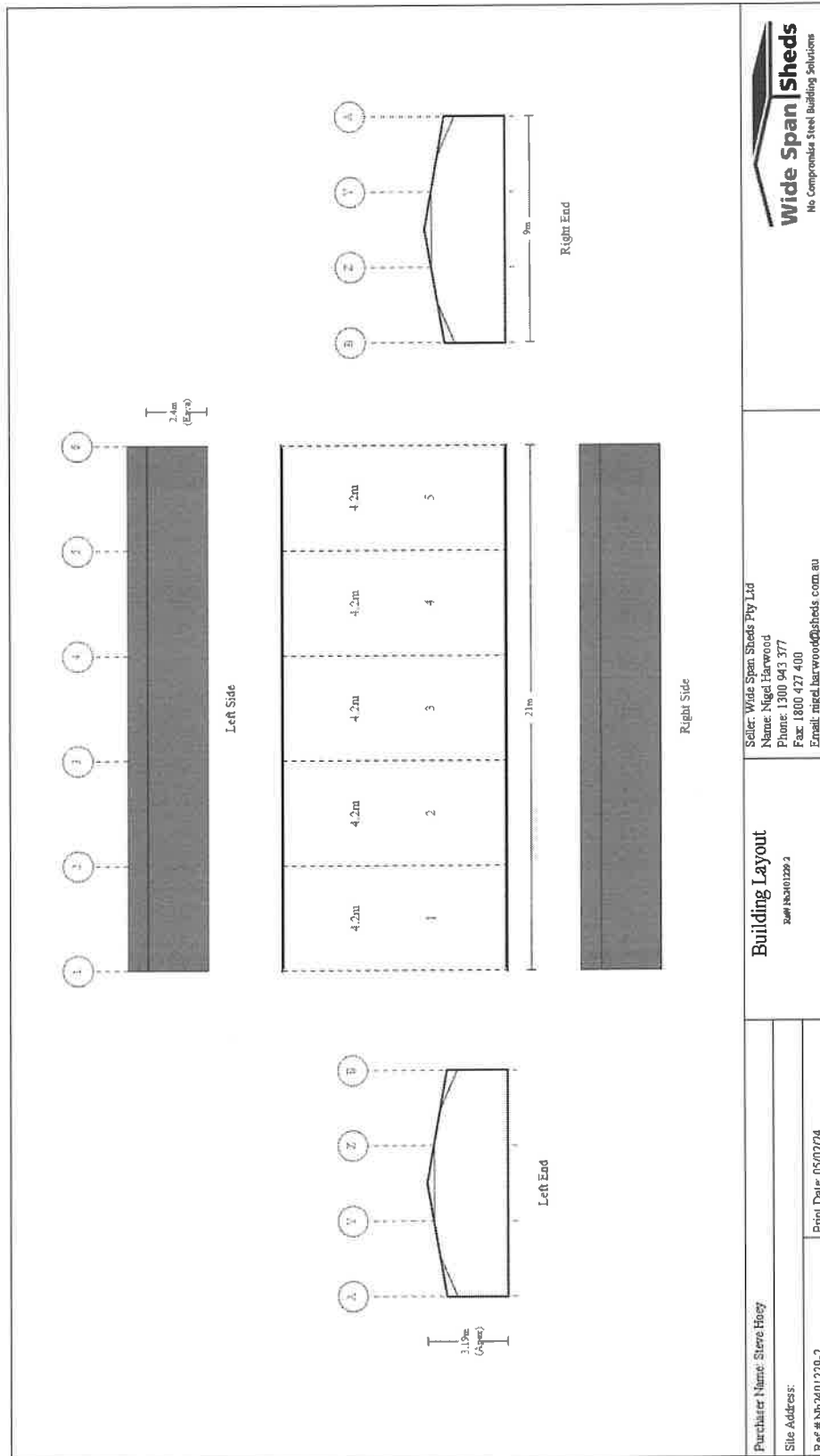
Imagery ©2024 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2024 50 m

Runway 34

PROPOSED LOCATION OF TANGER

Runway 26

Building Layout



Wide Span Sheds
No Compromise Steel Building Solutions

Seller: Wide Span Sheds Pty Ltd
Name: Nigel Harwood
Phone: 1300 943 377
Fax: 1800 477 400
Email: nigel.harwood@sheds.com.au

Building Layout

Ref: NS2401229-2

Purchaser Name: Steve Hozy

Site Address:

Ref # NS2401229-2

Print Date: 05/02/24

SHED
SAFE



NO COMPROMISE STEEL BUILDING SOLUTIONS

www.sheds.com.au

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report – December 2023

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	7 February 2024
Applicant:	N/A
File Reference:	N/A
Author and Position:	S.K. Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	December 2023 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 December 2023.

BACKGROUND

There is a statutory requirement that the Local Government is to prepare, each month, a statement of financial activity reporting on sources and applications of its funds and to present the statement to Council.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2023 Ordinary Meeting, item 11.4.

COMMENT

The monthly financial reports for the period ending 31 December 2023 have been provided and include:

- Financial Activity Statement by Nature;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Investment of Surplus Funds Report.

STATUTORY ENVIRONMENT

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;

- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2023/24 Budget.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that a Statement of Financial Activity is prepared within two months of the end of the reporting period. This report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M9/0224

Moved Cr Sattler

Seconded Cr Martin

That the monthly financial report for the month of December 2023 be accepted and material variances be noted.

CARRIED 8/0

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 31 December 2023</p>					
Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
Operating Revenue					
Rates	3,241,771.00	3,237,271.00	3,251,353.18	14,082.18	Rates Discount expense \$16,064 lower than anticipated. Rates raised (\$1,976) lower than anticipated.
Operating Grants, Subsidies and Contributions	569,235.00	249,588.00	366,858.40	117,270.40	Workers compensation insurance reimbursement \$48,262 and Financial Assistance and Road Grants \$32,753 higher than anticipated. 58 John St ceiling repair insurance claim \$25,611 offset by repair costs. National Trust contribution to Avondale staff \$9,922 offset by Staff expenses. Library grant Encouraging Promising Practices \$4,950 additional grant funding received offset by program expenditure.
Profit On Asset Disposal	27,900.00	10,900.00	6,386.71	(4,513.29)	
Service Charges	0.00	0.00	0.00	0.00	
Fees & Charges	798,854.00	519,988.00	515,623.00	(4,365.00)	
Interest Earnings	166,267.00	60,396.00	59,887.02	(508.98)	
Other Revenue	592,112.00	122,720.00	122,862.41	142.41	
Non-Operating Grants, Subsidies and Contributions	6,597,683.00	275,936.00	303,239.74	27,303.74	GHD contribution to Vincent Street remediation \$30,000 unbudgeted.
Total Operating Revenue	11,993,822.00	4,476,799.00	4,626,210.46	149,411.46	
Operating Expenditure					
Employee Costs	(2,448,524.00)	(1,204,599.00)	(1,204,535.56)	63.44	Workers Compensation expense (\$90,636) greater than expected offset by insurance reimbursement. Avondale staff expenses (\$14,145) greater than expected offset by National Trust contribution.
Materials & Contracts	(2,275,089.00)	(953,036.00)	(951,415.78)	1,620.22	
Utilities	(222,075.00)	(111,060.00)	(114,235.99)	(3,175.99)	
Depreciation On Non-Current Assets	(2,455,402.00)	(1,227,660.00)	(1,347,544.45)	(119,884.45)	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.
Interest Expenses	(67,594.00)	(33,795.00)	(29,143.67)	4,651.33	
Insurance Expenses	(286,484.00)	(285,470.00)	(286,064.79)	(594.79)	
Other Expenditure	(84,001.00)	(48,881.00)	(49,160.61)	(279.61)	
Loss On Asset Disposal	(6,300.00)	(3,542.00)	0.00	3,542.00	
Loss on Revaluation of Non-Current Assets	0.00	0.00	0.00	0.00	
Total Operating Expenditure	(7,845,469.00)	(3,868,043.00)	(3,982,100.85)	(114,057.85)	
Net Operating	4,148,353.00	608,756.00	644,109.61	35,353.61	
Capital Income					
Self Supporting Loan - Principal Repayment	0.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	264,400.00	45,400.00	40,454.54	(4,945.46)	
New Loan Raised	1,000,000.00	0.00	0.00	0.00	
Total Capital Income	1,264,400.00	45,400.00	40,454.54	(4,945.46)	

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 December 2023

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(3,343,000.00)	(54,500.00)	(46,894.49)	7,605.51	
Plant and Equipment	(637,500.00)	(232,000.00)	(220,932.34)	11,067.66	Community Bus \$10,383 purchase price under budget.
Office Furniture and Equipment	(33,000.00)	(33,000.00)	(26,455.33)	6,544.67	
Road Construction	(5,382,773.00)	(734,185.00)	(573,771.65)	160,413.35	Edison Mill Rd \$71,949, Dale Kokeby Rd \$49,779, and Deep Pool Rd \$48,627 gravel sheeting jobs under budget.
Other Infrastructure	(2,041,855.00)	(117,000.00)	(118,490.36)	(1,490.36)	
Land Under Control	0.00	0.00	0.00	0.00	
Leases	(6,837.00)	(6,837.00)	(6,836.60)	0.40	
Loans - Principal Repayments	(117,135.00)	(71,017.00)	(71,017.21)	(0.21)	
Total Capital Expenditure	(11,562,100.00)	(1,248,539.00)	(1,064,397.98)	184,141.02	
Net Capital	(10,297,700.00)	(1,203,139.00)	(1,023,943.44)	179,195.56	
Adjustments					
Depreciation Written Back	2,455,402.00	1,227,660.00	1,347,544.45	119,884.45	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.
Movement in Leave Reserve Cash Balance	0.00	0.00	1,784.68	1,784.68	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current Lease Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current Investments	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(21,600.00)	(10,900.00)	(6,386.71)	4,513.29	Profit on disposal lower than anticipated.
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	1,089,240.00	(28,000.00)	(28,144.53)	(144.53)	
Opening Surplus/(Deficit)	2,626,304.00	2,626,304.00	2,626,304.21	0.21	
Total Adjustments	6,149,346.00	3,815,064.00	3,941,102.10	126,038.10	
CLOSING SURPLUS/(DEFICIT)	(1.00)	3,220,681.00	3,561,268.27	340,587.27	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 December 2023		
Description	Actual 2022/23	YTD Actual 2023/24
Current Assets		
Cash at Bank	1,627,645.56	373,469.36
Cash - Unrestricted Investments	1,271,666.73	3,071,802.13
Cash - Restricted Reserves	2,280,553.31	2,308,697.84
Cash on Hand	700.00	700.00
Accounts Receivable	663,428.06	1,069,089.40
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	9,932.34	13,674.53
Total Current Assets	5,853,926.00	6,837,433.26
Current Liabilities		
Accounts Payable	(652,689.79)	(674,873.14)
Loan Liability - Current	(117,135.16)	(46,117.95)
Lease Liability - Current	(6,836.60)	(6,836.60)
Annual Leave Liability - Current	(234,280.71)	(234,280.71)
Long Service Leave Liability - Current	(197,874.12)	(197,874.12)
Doubtful Debts	0.00	0.00
Total Current Liabilities	(1,208,816.38)	(1,159,982.52)
Adjustments		
Less Restricted Reserves	(2,280,553.31)	(2,308,697.84)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	144,612.74	146,397.42
Add Loan Principal Expense	117,135.16	46,117.95
Total Adjustments	(2,018,805.41)	(2,116,182.47)
NET CURRENT ASSETS	2,626,304.21	3,561,268.27

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 December 2023

Description	Actual 2022/23	YTD Actual 2023/24	Movement
Current Assets			
Cash and Cash Equivalents	5,180,565.60	5,754,669.33	574,103.73
Accounts Receivable	465,875.06	898,855.40	432,980.34
Contract Asset - Current	197,553.00	170,234.00	(27,319.00)
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	9,932.34	13,674.53	3,742.19
Total Current Assets	5,853,926.00	6,837,433.26	983,507.26
Current Liabilities			
Accounts Payable	(527,898.79)	(227,966.14)	299,932.65
Contract Liability - Current	(124,791.00)	(446,907.00)	(322,116.00)
Loan Liability - Current	(117,135.16)	(46,117.95)	71,017.21
Lease Liability - Current	(6,836.60)	0.00	6,836.60
Annual Leave Liability - Current	(234,280.71)	(234,280.71)	0.00
Long Service Leave Liability - Current	(197,874.12)	(197,874.12)	0.00
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(1,208,816.38)	(1,153,145.92)	55,670.46
Non-Current Assets			
Non-Current Debtors	161,234.90	161,234.90	0.00
Non-Current Investments	61,117.14	61,117.14	0.00
Land and Buildings	29,149,181.97	28,826,986.88	(322,195.09)
Plant and Equipment	2,369,732.12	2,424,768.13	55,036.01
Furniture and Equipment	98,756.30	110,773.26	12,016.96
Infrastructure	140,931,963.00	140,792,037.01	(139,925.99)
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	172,771,985.43	172,376,917.32	(395,068.11)
Non-Current Liabilities			
Loan Liability - Non Current	(2,001,137.54)	(2,001,137.54)	0.00
Lease Liability - Non Current	0.00	0.00	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(52,492.51)	(52,492.51)	0.00
Total Non Current Liabilities	(2,053,630.05)	(2,053,630.05)	0.00
Net Assets	175,363,465.00	176,007,574.61	644,109.61

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL POSITION AS AT 31 December 2023</p>			
Description	Actual 2022/23	YTD Actual 2023/24	Movement
Equity			
Accumulated Surplus	(47,528,324.75)	(48,144,289.83)	(615,965.08)
Reserves - Cash Backed	(2,280,553.31)	(2,308,697.84)	(28,144.53)
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(175,363,465.00)	(176,007,574.61)	(644,109.61)

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 December 2023						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo		2,308,697.84			
	Long Service Leave	146,397.42				
	Airfield Emergency	42,057.59				
	Plant	102,484.01				
	Emergency Services	30,079.27				
	Building	590,835.19				
	Recreation Ground	612,125.44				
	Cropping Committee	178,190.88				
	Community Bus	41,409.26				
	Infrastructure	225,617.01				
	Senior Housing	234,541.37				
	Avondale Mach Museum	63,169.46				
	ITC Renewal Reserve	41,790.94		5 mnths	4.70%	22/02/2024
4473950	Term Deposit Bendigo	500,000.00	3,071,802.13	5 mnths	5.10%	17/01/2024
4545104	Term Deposit Bendigo	306,358.24		4 mnths	4.71%	23/02/2024
4579678	Term Deposit Bendigo	515,443.89		6 mnths	4.96%	27/05/2024
4481942	Term Deposit Bendigo	500,000.00		6 mnths	5.15%	23/02/2024
4481943	Term Deposit Bendigo	500,000.00		7 mnths	5.15%	25/03/2024
4481944	Term Deposit Bendigo	250,000.00		8 mnths	5.15%	24/04/2024
4527499	Term Deposit Bendigo	500,000.00		6 mnths	4.72%	8/04/2024
	Total		5,380,499.97			

11.2 Monthly Financial Report – January 2024

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	19 February 2024
Applicant:	N/A
File Reference:	N/A
Author and Position:	S.K. Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	January 2024 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 January 2024.

BACKGROUND

There is a statutory requirement that the Local Government is to prepare, each month, a statement of financial activity reporting on sources and applications of its funds and to present the statement to Council.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2023 Ordinary Meeting, item 11.4.

COMMENT

The monthly financial reports for the period ending 31 January 2024 have been provided and include:

- Financial Activity Statement by Nature;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Investment of Surplus Funds Report.

STATUTORY ENVIRONMENT

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2023/24 Budget.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that a Statement of Financial Activity is prepared within two months of the end of the reporting period. This report mitigates the risk of non-compliance.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M10/0224

Moved Cr Sattler

Seconded Cr Maxwell

That the monthly financial report for the month of January 2024 be accepted and material variances be noted.

CARRIED 8/0

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 31 January 2024</p>					
Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
Operating Revenue					
Rates	3,241,771.00	3,240,271.00	3,261,460.38	21,189.38	Rates Discount expense \$15,965 lower than anticipated. CBH Ex Gratia Rates \$7,206 greater than anticipated. Rates raised (\$1,976) lower than anticipated.
Operating Grants, Subsidies and Contributions	569,235.00	266,105.00	381,051.40	114,946.40	Workers compensation insurance reimbursement \$48,262 and Financial Assistance and Road Grants \$32,753 higher than anticipated. 58 John St ceiling repair insurance claim \$25,611 offset by repair costs. National Trust contribution to Avondale staff \$9,922 offset by Staff expenses. Library grant Encouraging Promising Practices \$4,950 additional grant funding received offset by program expenditure.
Profit On Asset Disposal	27,900.00	10,900.00	6,386.71	(4,513.29)	
Service Charges	0.00	0.00	0.00	0.00	
Fees & Charges	798,854.00	564,658.00	563,948.31	(709.69)	
Interest Earnings	166,267.00	65,687.00	71,387.20	5,700.20	
Other Revenue	592,112.00	170,100.00	164,253.53	(5,846.47)	
Non-Operating Grants, Subsidies and Contributions	6,597,683.00	477,872.00	548,335.40	70,463.40	MRWA Emergency Repair Bridge Funding \$34,628 unbudgeted. GHD contribution to Vincent Street remediation \$30,000 unbudgeted.
Total Operating Revenue	11,993,822.00	4,795,593.00	4,996,822.93	201,229.93	
Operating Expenditure					
Employee Costs	(2,448,524.00)	(1,363,079.00)	(1,462,294.52)	(99,215.52)	Workers Compensation expense (\$113,851) greater than expected offset by insurance reimbursement. Avondale staff expenses (\$14,145) greater than expected offset by National Trust contribution.
Materials & Contracts	(2,275,089.00)	(1,051,913.00)	(1,051,980.78)	(67.78)	
Utilities	(222,075.00)	(130,598.00)	(129,093.32)	1,504.68	
Depreciation On Non-Current Assets	(2,455,402.00)	(1,432,270.00)	(1,574,238.03)	(141,968.03)	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.
Interest Expenses	(67,594.00)	(33,795.00)	(29,143.67)	4,651.33	
Insurance Expenses	(286,484.00)	(285,634.00)	(286,064.79)	(430.79)	
Other Expenditure	(84,001.00)	(49,755.00)	(51,379.05)	(1,624.05)	
Loss On Asset Disposal	(6,300.00)	(3,999.00)	0.00	3,999.00	
Loss on Revaluation of Non-Current Assets	0.00	0.00	0.00	0.00	
Total Operating Expenditure	(7,845,469.00)	(4,351,043.00)	(4,584,194.16)	(233,151.16)	
Net Operating	4,148,353.00	444,550.00	412,628.77	(31,921.23)	
Capital Income					
Self Supporting Loan - Principal Repayment	0.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	264,400.00	45,400.00	40,454.54	(4,945.46)	
New Loan Raised	1,000,000.00	0.00	0.00	0.00	
Total Capital Income	1,264,400.00	45,400.00	40,454.54	(4,945.46)	

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 January 2024

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(3,343,000.00)	(171,500.00)	(168,849.22)	2,650.78	
Plant and Equipment	(637,500.00)	(232,000.00)	(220,932.34)	11,067.66	Community Bus \$10,383 purchase price under budget.
Office Furniture and Equipment	(33,000.00)	(33,000.00)	(26,455.33)	6,544.67	
Road Construction	(5,382,773.00)	(769,185.00)	(635,003.36)	134,181.64	Edison Mill Rd \$42,027, Dale Kokeby Rd \$48,419, and Deep Pool Rd \$48,627 gravel sheeting jobs under budget.
Other Infrastructure	(2,041,855.00)	(168,000.00)	(167,891.36)	108.64	
Land Under Control	0.00	0.00	0.00	0.00	
Leases	(6,837.00)	(6,837.00)	(6,836.60)	0.40	
Loans - Principal Repayments	(117,135.00)	(71,017.00)	(71,017.21)	(0.21)	
Total Capital Expenditure	(11,562,100.00)	(1,451,539.00)	(1,296,985.42)	154,553.58	
Net Capital	(10,297,700.00)	(1,406,139.00)	(1,256,530.88)	149,608.12	
Adjustments					
Depreciation Written Back	2,455,402.00	1,432,270.00	1,574,238.03	141,968.03	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.
Movement in Leave Reserve Cash Balance	0.00	0.00	1,784.68	1,784.68	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current Lease Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current Investments	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(21,600.00)	(10,900.00)	(6,386.71)	4,513.29	Profit on disposal lower than anticipated.
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	1,089,240.00	(28,000.00)	(28,144.53)	(144.53)	
Opening Surplus/(Deficit)	2,626,304.00	2,626,304.00	2,626,304.21	0.21	
Total Adjustments	6,149,346.00	4,019,674.00	4,167,795.68	148,121.68	
CLOSING SURPLUS/(DEFICIT)	(1.00)	3,058,085.00	3,323,893.57	265,808.57	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 January 2024		
Description	Actual 2022/23	YTD Actual 2023/24
Current Assets		
Cash at Bank	1,627,645.56	581,671.43
Cash - Unrestricted Investments	1,271,666.73	2,571,802.13
Cash - Restricted Reserves	2,280,553.31	2,308,697.84
Cash on Hand	700.00	700.00
Accounts Receivable	663,428.06	1,257,812.03
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	9,932.34	13,019.50
Total Current Assets	5,853,926.00	6,733,702.93
Current Liabilities		
Accounts Payable	(652,689.79)	(808,517.51)
Loan Liability - Current	(117,135.16)	(46,117.95)
Lease Liability - Current	(6,836.60)	(6,836.60)
Annual Leave Liability - Current	(234,280.71)	(234,280.71)
Long Service Leave Liability - Current	(197,874.12)	(197,874.12)
Doubtful Debts	0.00	0.00
Total Current Liabilities	(1,208,816.38)	(1,293,626.89)
Adjustments		
Less Restricted Reserves	(2,280,553.31)	(2,308,697.84)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	144,612.74	146,397.42
Add Loan Principal Expense	117,135.16	46,117.95
Total Adjustments	(2,018,805.41)	(2,116,182.47)
NET CURRENT ASSETS	2,626,304.21	3,323,893.57

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 January 2024

Description	Actual 2022/23	YTD Actual 2023/24	Movement
Current Assets			
Cash and Cash Equivalents	5,180,565.60	5,462,871.40	282,305.80
Accounts Receivable	465,875.06	1,087,578.03	621,702.97
Contract Asset - Current	197,553.00	170,234.00	(27,319.00)
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	9,932.34	13,019.50	3,087.16
Total Current Assets	5,853,926.00	6,733,702.93	879,776.93
Current Liabilities			
Accounts Payable	(527,898.79)	(361,610.51)	166,288.28
Contract Liability - Current	(124,791.00)	(446,907.00)	(322,116.00)
Loan Liability - Current	(117,135.16)	(46,117.95)	71,017.21
Lease Liability - Current	(6,836.60)	0.00	6,836.60
Annual Leave Liability - Current	(234,280.71)	(234,280.71)	0.00
Long Service Leave Liability - Current	(197,874.12)	(197,874.12)	0.00
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(1,208,816.38)	(1,286,790.29)	(77,973.91)
Non-Current Assets			
Non-Current Debtors	161,234.90	161,234.90	0.00
Non-Current Investments	61,117.14	61,117.14	0.00
Land and Buildings	29,149,181.97	28,886,496.00	(262,685.97)
Plant and Equipment	2,369,732.12	2,401,735.20	32,003.08
Furniture and Equipment	98,756.30	108,256.22	9,499.92
Infrastructure	140,931,963.00	140,763,971.72	(167,991.28)
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	172,771,985.43	172,382,811.18	(389,174.25)
Non-Current Liabilities			
Loan Liability - Non Current	(2,001,137.54)	(2,001,137.54)	0.00
Lease Liability - Non Current	0.00	0.00	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(52,492.51)	(52,492.51)	0.00
Total Non Current Liabilities	(2,053,630.05)	(2,053,630.05)	0.00
Net Assets	175,363,465.00	175,776,093.77	412,628.77

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 January 2024**

Description	Actual 2022/23	YTD Actual 2023/24	Movement
Equity			
Accumulated Surplus	(47,528,324.75)	(47,912,808.99)	(384,484.24)
Reserves - Cash Backed	(2,280,553.31)	(2,308,697.84)	(28,144.53)
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(175,363,465.00)	(175,776,093.77)	(412,628.77)

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 January 2024						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	146,397.42				
	Airfield Emergency	42,057.59				
	Plant	102,484.01				
	Emergency Services	30,079.27				
	Building	590,835.19				
	Recreation Ground	612,125.44				
	Cropping Committee	178,190.88				
	Community Bus	41,409.26				
	Infrastructure	225,617.01				
	Senior Housing	234,541.37				
	Avondale Mach Museum	63,169.46				
	ITC Renewal Reserve	41,790.94	2,308,697.84	5 mnths	4.70%	22/02/2024
4545104	Term Deposit Bendigo	306,358.24		4 mnths	4.71%	23/02/2024
4579678	Term Deposit Bendigo	515,443.89		6 mnths	4.96%	27/05/2024
4481942	Term Deposit Bendigo	500,000.00		6 mnths	5.15%	23/02/2024
4481943	Term Deposit Bendigo	500,000.00		7 mnths	5.15%	25/03/2024
4481944	Term Deposit Bendigo	250,000.00		8 mnths	5.15%	24/04/2024
4527499	Term Deposit Bendigo	500,000.00		6 mnths	4.72%	8/04/2024
			2,571,802.13			
	Total		4,880,499.97			

11.3 Accounts Paid by Authority – December 2023

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	February 2024
Applicant:	N/A
File Reference:	N/A
Author and Position:	S.K. Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	December 2023 List of Reports

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of December 2023.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2023/24 Budget.

STATUTORY ENVIRONMENT

Regulation 12 of the *Local Government (Financial Management) Regulations* provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the *Local Government (Financial Management) Regulations* provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;

and

- (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2023/24 Budget.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

POLICY IMPLICATIONS

Authority to Purchase – All acquisitions should be in accordance with budget provisions or to a maximum specified cost.

RISK IMPLICATIONS

Failure to present a detailed listing in the prescribed form would result in non-compliance *Local Government (Financial Management) Regulations 1996*, this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION
M11/0224**

Moved Cr Ridgway

Seconded Cr Brown

That the List of Accounts as presented, be received:

December 2023:

(1) Municipal Fund – Account 016-540 259 838 056

Cheque vouchers

11 December 2023	1904-1904	(1)	\$	4,683.62	(authorised by CEO S Gollan and DCEO S Marshall)
20 December 2023	1905-1905	(1)	\$	19,499.85	(authorised by CEO S Gollan and DCEO S Marshall)
22 December 2023	1906-1906	(1)	\$	706.70	(authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for December 2023 incl 24,840.17 previously paid.

EFT vouchers

06 December 2023	EFT 1-36	(36)	\$	63,442.18	(authorised by DCEO S Marshall and Pres D White)
11 December 2023	EFT 9919-9950	(32)	\$	205,711.02	(authorised by CEO S Gollan and DCEO S Marshall)
19 December 2023	EFT 1-37	(37)	\$	61,569.49	(authorised by CEO S Gollan and DCEO S Marshall)
20 December 2023	EFT 9951-9952	(2)	\$	1,232.00	(authorised by CEO S Gollan and DCEO S Marshall)
22 December 2023	EFT 9954-9997	(44)	\$	374,056.22	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for December 2023 incl \$ 706,010.91 previously paid

(2) Trust Fund – Account 016-259 838 128

Cheque vouchers

Nil vouchers

Total of cheque vouchers for December 2023 incl \$ 0.00 previously paid.

EFT vouchers

22 December 2023	EFT 9953-9953	(1)	\$	440.00	(authorised by CEO S Gollan and DCEO S Marshall)
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Total of EFT vouchers for December 2023 incl \$ 440.00 previously paid.

(3) Direct Debit Payments totalling \$ 97,144.03 previously paid.

(4) Credit Card Payments totalling \$ 4,349.21 previously paid.

CARRIED 8/0

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1904	11-Dec-2023	Water Corporation	Water use - Balkuling Rd Standpipe: 20 Sep - 22 Nov 23	(4,683.62)	
Cheque #	1905	20-Dec-2023	Water Corporation	2023-12 Dec Water accounts	(19,449.85)	
Cheque #	1906	22-Dec-2023	Shire of Beverley	Vehicles x 4: Registration (6 mths) to 30 Jun 2024	(706.70)	(24,840.17)
EFT Pymt	EFT 9919	11-Dec-2023	Australia Post	2023-11 Nov Postage	(186.05)	
EFT Pymt	EFT 9920	11-Dec-2023	Avon Waste	2,076 Bin Collection FE 24 Nov, 01 Dec 23 inc Recycling Bins & 4 x Recycling Collecti	(5,503.99)	
EFT Pymt	EFT 9921	11-Dec-2023	BOC Limited	2023-11 Nov Cylinder Rental: Medical oxygen C size	(6.69)	
EFT Pymt	EFT 9922	11-Dec-2023	BSL - DMIRS Dept Mines, Industry Reg	2023-11 Nov 23 Collections x 3 (Lics 23/24: 02, 18, 19)	(334.35)	
EFT Pymt	EFT 9923	11-Dec-2023	Barrie Grant Johnston	Relief Maintenance: 22 Nov - 05 Dec 2023 (68.0 hrs)	(3,400.00)	
EFT Pymt	EFT 9924	11-Dec-2023	Beverley Bakehouse and Cafe	Catering various: 27- 28 Nov 2023	(459.50)	
EFT Pymt	EFT 9925	11-Dec-2023	Beverley Community Resource Centre	Adjustment re Jul - Sep 2023 Qtrly Management Fees on inv 04451	(616.14)	
EFT Pymt	EFT 9926	11-Dec-2023	Beverley Dome Fuel and Hire (BDF)	4,000 L Diesel @ \$1.8351/L GST incl	(7,340.40)	
EFT Pymt	EFT 9927	11-Dec-2023	Beverley Station Arts Inc	Donation: Platform enclosure to optimise gallery exhibitions	(50,000.00)	
EFT Pymt	EFT 9928	11-Dec-2023	Beverley Tyre Service - BTS	2023-11 Nov Tyre Purchases	(4,250.00)	
EFT Pymt	EFT 9929	11-Dec-2023	Bluejay Ag Solutions	2023-12 Dec (Ed 470) Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 9930	11-Dec-2023	Brookton Tyre Service	BE464 (PSDN12): Tyre purchase	(684.20)	
EFT Pymt	EFT 9931	11-Dec-2023	C and D Cutri	Mawson Rd Bdg #730: Emergency repairs	(7,920.00)	
EFT Pymt	EFT 9932	11-Dec-2023	CTF - Construction Training Fund (BCI)	2023-10 Oct 23 Collections x 3 (Lics 23/24: 13, 15, 17)	(962.75)	
EFT Pymt	EFT 9933	11-Dec-2023	Ceilings and Roofing Perth	Op Shop, Lesser Hall: Repairs to water damaged ceiling	(11,987.50)	
EFT Pymt	EFT 9934	11-Dec-2023	Dallcon Concrete Pty Ltd	Various roads: Culvert supplies	(27,524.92)	
EFT Pymt	EFT 9935	11-Dec-2023	Grants Empire	Consultancy: Funding applications x 2: Payment 2 of 2	(2,640.00)	
EFT Pymt	EFT 9936	11-Dec-2023	HC Construction Services Pty Ltd	AGRN1061 Storm Damage: Project Management Services - Progress pymt 5 Oct 23	(43,714.00)	
EFT Pymt	EFT 9937	11-Dec-2023	Kleen West Distributors	Various bldgs: Cleaning products	(423.39)	
EFT Pymt	EFT 9938	11-Dec-2023	Kleenheat Gas	Onsite cabins: 23/24 Rental - 2 x 190kg cylinders	(647.99)	
EFT Pymt	EFT 9939	11-Dec-2023	Michael Wilson	2023-12 Dec (Ed 470) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 9940	11-Dec-2023	Reap What You Sow	2023-11 Nov Gym Inductions x 1	(25.00)	
EFT Pymt	EFT 9941	11-Dec-2023	Redfish Technologies Pty Ltd	Cornerstone security system: Callout	(660.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 9942	11-Dec-2023	Resonline Pty Ltd	2023-11 Nov Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 9943	11-Dec-2023	Staff - Natalie Ashworth	Reimbursement: 2023 Staff Hampers produce	(84.00)	
EFT Pymt	EFT 9944	11-Dec-2023	Staff - Simon Marshall	Reimbursement - 6 Barnsley St: Kitchen hardware	(21.50)	
EFT Pymt	EFT 9945	11-Dec-2023	Synergy	Power use (self read) x 8: 12 Sep - 24 Nov 23	(2,403.48)	
EFT Pymt	EFT 9946	11-Dec-2023	Team Global Express Pty Ltd (nee Toll	Freight charges: 24 Oct - 01 Nov 2023	(122.44)	
EFT Pymt	EFT 9947	11-Dec-2023	Unique Strokes WA	Various bldgs: Painting of ceilings	(5,220.00)	
EFT Pymt	EFT 9948	11-Dec-2023	WA Contract Ranger Services Pty Ltd	Ranger Services: 13, 20 Nov 2023	(653.12)	
EFT Pymt	EFT 9949	11-Dec-2023	Wheatbelt Arborist Service Professiona	Refuse Site Management fees: Jul - Nov 2023	(26,400.00)	
EFT Pymt	EFT 9950	11-Dec-2023	York Laundromat	28 Nov 2023 Onsite Cabins Laundry fees	(27.61)	(205,711.02)
EFT Pymt	EFT 9951	20-Dec-2023	Focus Networks	2023-11 Nov Computer Support: Update of firmware Ruckus	(242.00)	
EFT Pymt	EFT 9952	20-Dec-2023	T-Bone Beverley	2023 Staff Hamper vouchers x 33	(990.00)	(1,232.00)
EFT Pymt	EFT 9954	22-Dec-2023	150 Square	Strategic Community Plan: Workshops with Council & Community	(5,500.00)	
EFT Pymt	EFT 9955	22-Dec-2023	AITs Specialists Pty Ltd	2023-11 Nov Fuel Tax Credits	(371.80)	
EFT Pymt	EFT 9956	22-Dec-2023	Avon Trading Pty Ltd	2023-11 Nov Hardware Purchases: Manager of Works	(2,047.24)	
EFT Pymt	EFT 9957	22-Dec-2023	Avon Valley Toyota	Asset 26001 (VP2401) Community Bus - Coaster 2.8L Diesel 6AT Deluxe 9D55540 001	(143,056.30)	
EFT Pymt	EFT 9958	22-Dec-2023	Avon Waste	2,079 Bin Collection FE 08, 15 Dec 23 inc Recycling Bins & 4 x Recycling Collections	(5,467.39)	
EFT Pymt	EFT 9959	22-Dec-2023	Barrie Grant Johnston	Relief Maintenance: 06 - 19 Dec 2023 (56.0 hrs)	(2,800.00)	
EFT Pymt	EFT 9960	22-Dec-2023	Beverley Bakehouse and Cafe	Annual Electors Meeting, 12 Dec 2023: Refreshments	(124.50)	
EFT Pymt	EFT 9961	22-Dec-2023	Beverley Community Resource Centre	Oct - Dec 2023 Qtrly Management Fees, Photocopying, Grant funding	(19,285.44)	
EFT Pymt	EFT 9962	22-Dec-2023	Beverley Dome Fuel and Hire (BDF)	5,003 L Diesel @ \$1.7675/L GST incl	(8,842.80)	
EFT Pymt	EFT 9963	22-Dec-2023	Beverley Electrical Services - BES	Various: Electrical repairs	(6,944.63)	
EFT Pymt	EFT 9964	22-Dec-2023	Beverley Gas and Plumbing Services -	LBS2306 - Caravan Park HWS: Plumbing works	(11,126.17)	
EFT Pymt	EFT 9965	22-Dec-2023	Beverley Golf Club	2023 Councillors & Staff Christmas Party, 15 Dec 2023	(3,592.50)	
EFT Pymt	EFT 9966	22-Dec-2023	Beverley Post News and Gifts (BPNG)	2023-11 Nov Newspaper Subscription & Stationery Purchases	(61.98)	
EFT Pymt	EFT 9967	22-Dec-2023	Beverley Supermarket & Liquor (IGA)	2023-11 Nov Purchases	(671.67)	
EFT Pymt	EFT 9968	22-Dec-2023	Bluejay Ag Solutions	CESM Officer: 2nd hand mobile replacement	(825.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 9969	22-Dec-2023	Bunnings Building Supplies P/L	Various: Hardware purchases	(151.85)	
EFT Pymt	EFT 9970	22-Dec-2023	C and D Cutri	Butchers Rd & Kokendin Rd Bridges: Preventative maintenance work	(27,060.00)	
EFT Pymt	EFT 9971	22-Dec-2023	Contract Aquatic Services - CAS	2 of 5 (Nov 2023) install of Contract Management Fee for 2023/24 swim year	(15,400.00)	
EFT Pymt	EFT 9972	22-Dec-2023	Department of Planning Lands and Heri	Dec 2023: 23/24 Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 9973	22-Dec-2023	Dept of Fire & Emergency Services (DF	2023/24 ESL (Option B) 2 of 4 quarterly payments	(41,802.64)	
EFT Pymt	EFT 9974	22-Dec-2023	Dormakaba Australia Pty Ltd	Various bldgs: Nov 2023 Silver Maintenance Service of automatic doors	(660.00)	
EFT Pymt	EFT 9975	22-Dec-2023	Focus Networks	2023-12 Dec Computer Support	(4,794.06)	
EFT Pymt	EFT 9976	22-Dec-2023	Fulton Hogan Industries Pty Ltd	Various Rural Rds: CRS 170/60 & Ezstreet bulk bags	(2,552.00)	
EFT Pymt	EFT 9977	22-Dec-2023	JLT Risk Solutions Pty Ltd	2023/24 Regional Risk Coordinator Programme: 1 of 2 instalments	(4,673.69)	
EFT Pymt	EFT 9978	22-Dec-2023	Kleen West Distributors	Various bldgs: Cleaning products	(652.14)	
EFT Pymt	EFT 9979	22-Dec-2023	Landgate	Valuation Fees - Mining Tenements 2023/08: 04 Oct - 02 Nov 2023	(74.00)	
EFT Pymt	EFT 9980	22-Dec-2023	Local Government Professionals Austrā	Contract Management Workshop, 19 Feb 2024: DCEO S Marshall	(945.00)	
EFT Pymt	EFT 9981	22-Dec-2023	Node One Pty Ltd	2024-01 Jan NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 shares)	(89.00)	
EFT Pymt	EFT 9982	22-Dec-2023	Officeworks Ltd	2023-11 Nov Stationery Order	(354.52)	
EFT Pymt	EFT 9983	22-Dec-2023	PK Technology Pty Ltd	Fire units x 3: Mobile phone boosters installation	(7,350.00)	
EFT Pymt	EFT 9984	22-Dec-2023	R K Lupton Maintenance Services	BE594 (PBFT03): Repairs	(269.50)	
EFT Pymt	EFT 9985	22-Dec-2023	Services Australia (Child Support - D J	Payroll deductions	(1,023.40)	
EFT Pymt	EFT 9986	22-Dec-2023	Shazmac Plumbing	Avon River Park Toilets: Replace leach drain	(2,880.00)	
EFT Pymt	EFT 9987	22-Dec-2023	Shire of Yilgarn	LG Prof Aust WA Conference, 08-10 Nov 2023: Refreshments for DCEO S Marshall	(70.65)	
EFT Pymt	EFT 9988	22-Dec-2023	Snap Osborne Park	Various: Printing	(998.00)	
EFT Pymt	EFT 9989	22-Dec-2023	Staff - Stefan de Beer	Reimbursements: Nov - Dec 2023 Landline & Internet costs	(68.25)	
EFT Pymt	EFT 9990	22-Dec-2023	Synergy	Power use x 4: 14 Oct - 13 Dec 23	(2,670.36)	
EFT Pymt	EFT 9991	22-Dec-2023	Team Global Express Pty Ltd (nee Toll	Freight charges: 28 Nov - 04 Dec 2023	(113.93)	
EFT Pymt	EFT 9992	22-Dec-2023	Telstra Limited	2023-12 Dec Telephone accounts	(3,563.35)	
EFT Pymt	EFT 9993	22-Dec-2023	The Arbor Centre (Arbor Centre Group	Consultancy: Development of an Arboricultural Management Plan: Final pymt	(2,772.00)	
EFT Pymt	EFT 9994	22-Dec-2023	WA Contract Ranger Services Pty Ltd	Ranger Services: 27 Nov - 15 Dec 2023	(1,672.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 9995	22-Dec-2023	WA Treasury Corporation	Loan 118 (New Sporting Complex) - Deb 21 of 33 Repayment: Dec 2023	(39,629.21)	
EFT Pymt	EFT 9996	22-Dec-2023	York Laundromat	05 - 14 Dec 2023 Onsite Cabins Laundry fees	(417.78)	
EFT Pymt	EFT 9997	22-Dec-2023	Zircodata Pty Ltd	2023-10 Oct: Storage of Archives 155 x A1 Storage Boxes (Std Ctn)	(241.90)	(374,056.22)
Direct Debit	DD 4409.01	05-Dec-2023	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4409.02	05-Dec-2023	National Mutual Retirement Fund	Superannuation contributions	(136.59)	
Direct Debit	DD 4409.03	05-Dec-2023	Cbus Super Fund	Superannuation contributions	(272.91)	
Direct Debit	DD 4409.04	05-Dec-2023	Mercer Super Trust, The Trustee for	Superannuation contributions	(576.15)	
Direct Debit	DD 4409.05	05-Dec-2023	Australian Super	Superannuation contributions	(1,512.84)	
Direct Debit	DD 4409.06	05-Dec-2023	Aware Super Pty Ltd	Superannuation contributions	(7,034.58)	
Direct Debit	DD 4409.07	05-Dec-2023	Australian Retirement Trust (Super func	Superannuation contributions	(425.09)	
Direct Debit	DD 4409.08	05-Dec-2023	MLC MasterKey Personal Super	Superannuation contributions	(143.62)	
Direct Debit	DD 4409.09	05-Dec-2023	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4409.10	05-Dec-2023	AMP Lifetime Super	Superannuation contributions	(191.40)	
Direct Debit	DD 4409.11	05-Dec-2023	UniSuper	Superannuation contributions	(257.66)	
Direct Debit	DD 4409.12	05-Dec-2023	Prime Super P/L	Superannuation contributions	(275.97)	(12,247.21)
Direct Debit	DD 4417.01	19-Dec-2023	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4417.02	19-Dec-2023	National Mutual Retirement Fund	Superannuation contributions	(104.17)	
Direct Debit	DD 4417.03	19-Dec-2023	Cbus Super Fund	Superannuation contributions	(162.31)	
Direct Debit	DD 4417.04	19-Dec-2023	Mercer Super Trust, The Trustee for	Superannuation contributions	(576.15)	
Direct Debit	DD 4417.05	19-Dec-2023	Australian Super	Superannuation contributions	(1,529.54)	
Direct Debit	DD 4417.06	19-Dec-2023	Aware Super Pty Ltd	Superannuation contributions	(6,893.39)	
Direct Debit	DD 4417.07	19-Dec-2023	Australian Retirement Trust (Super func	Superannuation contributions	(425.09)	
Direct Debit	DD 4417.08	19-Dec-2023	MLC MasterKey Personal Super	Superannuation contributions	(150.68)	
Direct Debit	DD 4417.09	19-Dec-2023	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4417.10	19-Dec-2023	AMP Lifetime Super	Superannuation contributions	(217.65)	
Direct Debit	DD 4417.11	19-Dec-2023	UniSuper	Superannuation contributions	(257.66)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4417.12	19-Dec-2023	Prime Super P/L	Superannuation contributions	(275.96)	(12,013.00)
Direct Debit	100	04-Dec-2023	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(450.13)	(450.13)
Direct Debit	100	04-Dec-2023	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(20.00)	(20.00)
Direct Debit	100	06-Dec-2023	8 - ANZ Transactive	ANZ Transactive	(77.00)	(77.00)
Direct Debit	100	15-Dec-2023	10 - Tyro EFTPOS Fees	Tyro EFTPOS Fees	(59.24)	(59.24)
Direct Debit	100	06-Dec-2023	12 - ANZ - BPAY	ANZ - BPAY	(100.65)	(100.65)
Direct Debit	100	06-Dec-2023	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	100	15-Dec-2023	1 - Bank Charges	Bank Charges - Service Fee	(22.00)	(22.00)
Direct Debit	100	01-Dec-2023	3 - Payment for DoT	Payment for DoT	(1,926.20)	
Direct Debit	100	04-Dec-2023	3 - Payment for DoT	Payment for DoT	(557.05)	
Direct Debit	100	05-Dec-2023	3 - Payment for DoT	Payment for DoT	(4,775.10)	
Direct Debit	100	06-Dec-2023	3 - Payment for DoT	Payment for DoT	(4,177.75)	
Direct Debit	100	07-Dec-2023	3 - Payment for DoT	Payment for DoT	(2,260.00)	
Direct Debit	100	11-Dec-2023	3 - Payment for DoT	Payment for DoT	(4,258.05)	
Direct Debit	100	12-Dec-2023	3 - Payment for DoT	Payment for DoT	(8,728.95)	
Direct Debit	100	13-Dec-2023	3 - Payment for DoT	Payment for DoT	(1,940.05)	
Direct Debit	100	14-Dec-2023	3 - Payment for DoT	Payment for DoT	(4,268.80)	
Direct Debit	100	15-Dec-2023	3 - Payment for DoT	Payment for DoT	(4,090.85)	
Direct Debit	100	18-Dec-2023	3 - Payment for DoT	Payment for DoT	(3,020.30)	
Direct Debit	100	19-Dec-2023	3 - Payment for DoT	Payment for DoT	(5,936.65)	
Direct Debit	100	20-Dec-2023	3 - Payment for DoT	Payment for DoT	(5,220.10)	
Direct Debit	100	21-Dec-2023	3 - Payment for DoT	Payment for DoT	(1,632.70)	
Direct Debit	100	22-Dec-2023	3 - Payment for DoT	Payment for DoT	(1,670.45)	
Direct Debit	100	27-Dec-2023	3 - Payment for DoT	Payment for DoT	(6,836.45)	
Direct Debit	100	28-Dec-2023	3 - Payment for DoT	Payment for DoT	(10,778.35)	(72,077.80)
Direct Debit	EFT 9998	21-Dec-2023	Shire of Beverley	Credit refund for Swim WA (Cabin 1): 13 - 26 Jan 2024	(1,055.00)	(1,055.00)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	EFT 9999	27-Dec-2023	Credit Card - Shire of Beverley	2023-11 Nov Credit Card Purchases	(4,349.21)	(4,349.21)
PAYMENTS RAISED IN CURRENT MONTH					(708,387.65)	(708,387.65)
WAGES & SALARIES						
EFT Pymt		06-Dec-2023	Wages & Salaries	FE - 05 December 2023	(63,442.18)	
EFT Pymt		20-Dec-2023	Wages & Salaries	FE - 19 December 2023	(61,569.49)	
WAGES & SALARIES					(125,011.67)	(125,011.67)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
Cheque #	1906	22-Dec-2023	Shire of Beverley	Vehicles x 4: Registration (6 mths) to 30 Jun 2024	706.70	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					706.70	706.70
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
OTHER AMENDMENTS/GENERAL JOURNALS						
Direct Debit	EFT 9998	21-Dec-2023	Shire of Beverley	Credit for Swim WA (Cabin 1): 13 - 26 Jan 2024 (deducted directly from EFTPOS taking	1,055.00	
OTHER AMENDMENTS/GENERAL JOURNALS					1,055.00	1,055.00

INVESTMENTS

INVESTMENTS **0.00**

TOTAL EXPENDITURE for MUNICIPAL ACCOUNT

(831,637.62)

CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT**CEO - STEPHEN GOLLAN**

Credit card	09545375	03-Nov-2023	Bunnings	49B Dawson St: 2 x garage door remotes	45.00	
Credit card	#0010330930425	05-Nov-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 52.59 L @ \$1.799/L GST incl	94.61	
Credit card	889609-1	10-Nov-2023	Crown Towers	LG Prof Aust WA conference 8-10 Nov 2023:CEO - Accomn & parking fees	1,119.44	
Credit card	CHK-5719093	07-Nov-2023	Lobby Lounge, DCEO - Lobby Lounge: LG FLG Prof Aust WA conference 8-10 Nov 2023: Refreshments		27.20	
Credit card	889609-2	10-Nov-2023	Crown Towers, CEO - Crown Towers: LG Pr LG Prof Aust WA conference 8-10 Nov 2023: CEO - Accom & parking fees		196.66	
Credit card	#0040231630912	12-Nov-2023	Atlas Fuel Sawyers Valley	BE1 (PSDN17) - 52.63 L @ \$1.779/L GST inc	93.63	
Credit card	#0040232030055	16-Nov-2023	Atlas Fuel Sawyers Valley	BE1 (PSDN17) - 33.69 L @ \$1.789/L GST incl,	60.27	
Credit card	68472596 EZ1901	18-Nov-2023	Coles Express Mosman Park	BE1 (PSDN17) - 11.19 L @ \$1.889/L GST incl	21.14	
Credit card	#0010432330032	19-Nov-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 62.65 L @ \$1.729/L GST incl	108.32	
Credit card	#0010332730046	23-Nov-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 34.56 L @ \$1.715/L GST incl	59.27	
Credit card	#0010432930614	25-Nov-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 30.49 L @ \$1.705/L GST incl	51.99	
Credit card	IV2R2BX7NFWVF6F OGUGMLFPYUV3E	27-Nov-2023	Fastspring.com.au (Infuse)	Website monthly subs re events calendar on the beverleywa.com website	8.64	1,886.17

DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)

Credit card	392528	02-Nov-2023	Mobile Mate	Swim Pool - Protective case for new Tyro EFTPOS payment tablet inc delivery	41.55	
Credit card	889063	09-Nov-2023	Crown Towers	LG Prof Aust WA conference 8-10 Nov 2023: DCEO - Accom	746.29	
Credit card	CHK-5719119	07-Nov-2023	Lobby Lounge	LG Prof Aust WA conference 8-10 Nov 2023: Refreshments	13.50	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Credit card	CHK-5719121	07-Nov-2023	Lobby Lounge	LG Prof Aust WA conference 8-10 Nov 2023: Refreshments	27.00	
Credit card	888607-1	09-Nov-2023	Crown Towers	LG Prof Aust WA conference 8-10 Nov 2023: DECO - Parking fees	140.18	968.52
MOW - STEPHEN VINCENT						
Credit card	4980090405	06-Nov-2023	Repco Northam	BE020 (PUTE18) - RCP base kit for roof rack	103.20	
Credit card	INV#21679	20-Nov-2023	Land & Water Technolog	Town Dam - submersible pump for Waterhatch Rd dam	1,391.32	1,494.52
November 2023 transactions presented on 27 December 2023 (EFT 9999), Shire of Beverley Municipal Bank account						4,349.21

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2023

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
Direct Debit	82	15-Dec-2023	1 - Bank Charges	Bank Charges - Service Fee	(22.00)	
Direct Debit	82	15-Dec-2023	1 - Bank Charges	Bank Charges - Service Fee reversed	22.00	
Direct Debit	EFT 9953	22-Dec-2023	The Estate of Mr Remy Karel Kessener Refund of Housing Bond: Unit 3 Hunt Rd Village		(440.00)	(440.00)
PAYMENTS RAISED IN CURRENT MONTH					(440.00)	(440.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #						
Direct Debit	82	15-Dec-2023	1 - Bank Charges	Bank Charges - Service Fee	(22.00)	
PAYMENTS UNPRESENTED IN CURRENT BANK #					(22.00)	(22.00)
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00
OTHER AMENDMENTS / GENERAL JOURNALS						
OTHER AMENDMENTS / GENERAL JOURNALS					0.00	0.00
TOTAL EXPENDITURE for TRUST ACCOUNT						(462.00)
TOTAL EXPENDITURE as reconciled to the DECEMBER 2023 BANK STATEMENTS						
Municipal Account Expenditure						(831,637.62)
Trust Account Expenditure						(462.00)
TOTAL EXPENDITURE for DECEMBER 2023						(832,099.62)

11.4 Accounts Paid by Authority – January 2024

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	February 2024
Applicant:	N/A
File Reference:	N/A
Author and Position:	S.K. Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	January 2024 List of Reports

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of January 2024.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2023/24 Budget.

STATUTORY ENVIRONMENT

Regulation 12 of the *Local Government (Financial Management) Regulations* provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the *Local Government (Financial Management) Regulations* provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;

and

- (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2023/24 Budget.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

POLICY IMPLICATIONS

Authority to Purchase – All acquisitions should be in accordance with budget provisions or to a maximum specified cost.

RISK IMPLICATIONS

Failure to present a detailed listing in the prescribed form would result in non-compliance *Local Government (Financial Management) Regulations 1996*, this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION
M12/0224**

Moved Cr Ridgway

Seconded Cr Maxwell

That the List of Accounts as presented, be received:

January 2024:

(1) Municipal Fund – Account 016-540 259 838 056

Cheque vouchers

08 Jan 2024 1907-1908 (2) \$ 141.23 (authorised by CEO S Gollan and Pres D White)

Total of cheque vouchers for January 2024 incl \$ 141.23 previously paid.

EFT vouchers

03 Jan 2024	EFT 1-36	(36)	\$	59,109.80	(authorised by CEO S Gollan and Cr D Davis)
08 Jan 2024	EFT 10000-10028	(29)	\$	72,306.15	(authorised by CEO S Gollan and Pres D White)
16 Jan 2024	EFT 10030-10050	(21)	\$	49,870.50	(authorised by CEO S Gollan and DCEO S Marshall)
17 Jan 2024	EFT 1-36	(36)	\$	59,776.38	(authorised by CEO S Gollan and DCEO S Marshall)
25 Jan 2024	EFT 10051-10057	(7)	\$	105,214.79	(authorised by CEO S Gollan and DCEO S Marshall)
31 Jan 2024	EFT 10059-10067	(9)	\$	24,239.80	(authorised by CEO S Gollan and DCEO S Marshall)
31 Jan 2024	EFT 1-36	(36)	\$	62,860.79	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for January 2024 incl \$ 433,378.21 previously paid

(2) Trust Fund – Account 016-259 838 128

Cheque vouchers

Nil vouchers

Total of cheque vouchers for January 2024 incl \$ 0.00 previously paid.

EFT vouchers

Nil vouchers

Total of EFT vouchers for January 2024 incl \$ 0.00 previously paid.

(3) Direct Debit Payments totalling \$ 72,302.47 previously paid.

(4) Credit Card Payments totalling \$ 1,970.78 previously paid.

CARRIED 8/0

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1907	08-Jan-2024	Origin Energy Retail Ltd	Town Hall: 2023-24 LP Gas cylinder rental	(92.00)	
Cheque #	1908	08-Jan-2024	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Jan - Feb 24	(49.23)	(141.23)
EFT Pymt	EFT 10000	08-Jan-2024	AITs Specialists Pty Ltd	2023-10 Oct Fuel Tax Credits	(392.81)	
EFT Pymt	EFT 10001	08-Jan-2024	Australia Post	2023-12 Dec Postage	(299.56)	
EFT Pymt	EFT 10002	08-Jan-2024	Avon Trading Pty Ltd	2023-12 Dec Hardware purchases	(680.26)	
EFT Pymt	EFT 10003	08-Jan-2024	Avon Valley Tyre Service	BE000 (PUTE12): Supply & fit tyres	(1,749.00)	
EFT Pymt	EFT 10004	08-Jan-2024	BOC Limited	2023-12 Dec Cylinder Rental: Medical oxygen C size	(6.92)	
EFT Pymt	EFT 10005	08-Jan-2024	Beverley Electrical Services - BES	Cstone Function Room: Electrical repairs	(137.50)	
EFT Pymt	EFT 10006	08-Jan-2024	Beverley Post News and Gifts (BPNG)	2023-12 Dec Newspaper Subscription & Stationery Purchases	(51.99)	
EFT Pymt	EFT 10007	08-Jan-2024	Beverley Station Arts Inc	Donation: Funding for free community Christmas Party, 23 Dec 2023	(1,500.00)	
EFT Pymt	EFT 10008	08-Jan-2024	Beverley Supermarket & Liquor (IGA)	2023-12 Dec Purchases	(2,810.31)	
EFT Pymt	EFT 10009	08-Jan-2024	Beverley Tyre Service - BTS	2023-12 Dec Tyre Purchases	(1,940.00)	
EFT Pymt	EFT 10010	08-Jan-2024	Bluejay Ag Solutions	2024-01 Jan (Ed 471) Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 10011	08-Jan-2024	Bunnings Building Supplies P/L	Various: Hardware supplies	(305.25)	
EFT Pymt	EFT 10012	08-Jan-2024	Chronicle Rip Pty Ltd	St John in the Wilderness Cemetery: Digitisation of records	(5,339.00)	
EFT Pymt	EFT 10013	08-Jan-2024	Contract Aquatic Services - CAS	3 of 5 (Jan 2024) install of Contract Management Fee for 2023/24 swim year	(15,400.00)	
EFT Pymt	EFT 10014	08-Jan-2024	Dormakaba Australia Pty Ltd	Cornerstone Bldg: 2023/24 Silver Maintenance Agreement - Nov 2023 service of autom	(264.00)	
EFT Pymt	EFT 10015	08-Jan-2024	Jyden Reptile Remover	U6 - Hunt Rd Village: Removal of western brown snake	(250.00)	
EFT Pymt	EFT 10016	08-Jan-2024	Keytel Communications P/L	Admin Centre: Activate night switch on the NEC SV9100 telephone system	(396.00)	
EFT Pymt	EFT 10017	08-Jan-2024	Kleenheat Gas	59 Smith St rental & Rec Centre 180.60 L LPG bulk refill	(328.76)	
EFT Pymt	EFT 10018	08-Jan-2024	McLeods Barristers and Solicitors	Legal advice re Dog Act Enforcement issues	(683.65)	
EFT Pymt	EFT 10019	08-Jan-2024	Michael Wilson	2024-01 Jan (Ed 471) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 10020	08-Jan-2024	Office of the Auditor General - OAG	Audit fees for year ended 30 Jun 2023	(29,524.00)	
EFT Pymt	EFT 10021	08-Jan-2024	Officeworks Ltd	2023-12 Dec Stationery order	(178.53)	
EFT Pymt	EFT 10022	08-Jan-2024	Reap What You Sow	2023-12 Dec Gym Inductions x 1	(25.00)	
EFT Pymt	EFT 10023	08-Jan-2024	Resonline Pty Ltd	2023-12 Dec Room Manager Online Booking System Subscription	(242.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10024	08-Jan-2024	Shire of Kellerberrin	LG Professionals Conference 08 - 10 Nov 2023: Refreshments reimbursement for CEO	(78.13)	
EFT Pymt	EFT 10025	08-Jan-2024	Team Global Express Pty Ltd (nee Toll	Freight charges: 12 Dec 2023	(71.65)	
EFT Pymt	EFT 10026	08-Jan-2024	WA Contract Ranger Services Pty Ltd	Ranger services: 18 Dec 2023	(548.63)	
EFT Pymt	EFT 10027	08-Jan-2024	WA Treasury Corporation	Guarantee fee on Loans 118, 120, 121 up to 31 Dec 2023	(7,370.52)	
EFT Pymt	EFT 10028	08-Jan-2024	York Laundromat	19 Dec 23 - 02 Jan 24 Onsite Cabins Laundry fees	(482.68)	(72,306.15)
EFT Pymt	EFT 10030	16-Jan-2024	ALTS Specialists Pty Ltd	2023-12 Dec Fuel Tax Credits	(304.37)	
EFT Pymt	EFT 10031	16-Jan-2024	ATO - Australian Tax Office	2023-12 Dec BAS Obligation (incl FBT contribution)	(12,194.00)	
EFT Pymt	EFT 10032	16-Jan-2024	Avon Valley Grain	Gravel Royalties: Jul - Dec 2023	(2,150.50)	
EFT Pymt	EFT 10033	16-Jan-2024	Avon Waste	2,079 Bin Collection FE 22, 29 Dec 23 inc Recycling Bins & 4 x Recycling Collections	(5,511.42)	
EFT Pymt	EFT 10034	16-Jan-2024	BSL - DMIRS Dept Mines, Industry Reg	2023-12 Dec 23 Collections x 3 (Lics 23/24: 20, 21, 22)	(208.31)	
EFT Pymt	EFT 10035	16-Jan-2024	Barrie Grant Johnston	Relief Maintenance: 20 - 23 Dec 2023 (15.0 hrs)	(750.00)	
EFT Pymt	EFT 10036	16-Jan-2024	Beverley Gas and Plumbing Services -	Swim Pool: Plumbing works	(250.00)	
EFT Pymt	EFT 10037	16-Jan-2024	CTF - Construction Training Fund (BCI	2023-12 Dec 23 Collections x 1 (Lics 23/24: 22)	(137.75)	
EFT Pymt	EFT 10038	16-Jan-2024	Country Copiers Northam (DA Gardner	Copier Charges x 2: 01 Nov 23 - 09 Jan 24	(714.49)	
EFT Pymt	EFT 10039	16-Jan-2024	Department of Planning Lands and Heri	Jan 2024: 23/24 Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 10040	16-Jan-2024	Focus Networks	Vulnerability scan remediation items and Internet Explorer removal	(1,386.00)	
EFT Pymt	EFT 10041	16-Jan-2024	Glenorchy Holdings (WA) Pty Ltd AFT	Gravel Royalties: Jul - Dec 2023	(3,478.20)	
EFT Pymt	EFT 10042	16-Jan-2024	Grillex Pty Ltd	Avon River Park: Eco Drinking Fountain with Dog Bowl	(2,530.00)	
EFT Pymt	EFT 10043	16-Jan-2024	HC Construction Services Pty Ltd	AGRN1061 Storm Damage: Project Management Services - Progress pymt 7 (Dec 23)	(5,654.00)	
EFT Pymt	EFT 10044	16-Jan-2024	Huntingfield Pty Ltd (Mark Creasy)	Gravel Royalties: Jul - Dec 2023	(7,966.20)	
EFT Pymt	EFT 10045	16-Jan-2024	Kleen West Distributors	Various: Cleaning products	(338.79)	
EFT Pymt	EFT 10046	16-Jan-2024	Node One Pty Ltd	2024-02 Feb NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 shares)	(89.00)	
EFT Pymt	EFT 10047	16-Jan-2024	RA-AN Enterprises	Gravel Royalties: Jul - Dec 2023	(4,787.20)	
EFT Pymt	EFT 10048	16-Jan-2024	Staff - Stefan de Beer	Reimbursements: Dec 23 - Jan 24 Landline & Internet costs	(68.25)	
EFT Pymt	EFT 10049	16-Jan-2024	WA & E Hill	Gravel Royalties: Jul - Dec 2023	(841.50)	
EFT Pymt	EFT 10050	16-Jan-2024	Zircodata Pty Ltd	2023-12 Dec Storage of Archives 155 x A1 Storage Boxes (Std Ctn)	(120.95)	(49,870.50)

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10051	25-Jan-2024	Avon Waste	2,079 Bin Collection FE 05, 12 Jan 24 inc Recycling Bins & 4 x Recycling Collections	(5,511.42)	
EFT Pymt	EFT 10052	25-Jan-2024	Beverley Dome Fuel and Hire (BDF)	8,005 L Diesel @ \$1.809/L GST incl	(14,481.04)	
EFT Pymt	EFT 10053	25-Jan-2024	CCS Strategic	Consultancy: Bev Aquatic Centre rPPP funding application - Prog pymt 1	(21,993.73)	
EFT Pymt	EFT 10054	25-Jan-2024	Dale Park Partnership	Gravel Royalties for Jan - Jun 2023	(3,328.60)	
EFT Pymt	EFT 10055	25-Jan-2024	Dawsons Concrete and Reinforcing	Footpath Renewal & Bdg 3203 Kokeby East Rd	(52,574.00)	
EFT Pymt	EFT 10056	25-Jan-2024	Old Skool Mechanical	BE033 (PROL03): Repairs after vandalism	(330.00)	
EFT Pymt	EFT 10057	25-Jan-2024	RA-AN Enterprises	Various roads: Gravel pushing	(6,996.00)	(105,214.79)
EFT Pymt	EFT 10059	31-Jan-2024	ASB Marketing P/L	Uniforms: Admin Staff x 6	(1,303.39)	
EFT Pymt	EFT 10060	31-Jan-2024	Beverley Community Resource Centre	Advertising in 2024 Community Directory	(324.00)	
EFT Pymt	EFT 10061	31-Jan-2024	Focus Networks	2024-01 Jan Computer Support	(5,132.93)	
EFT Pymt	EFT 10062	31-Jan-2024	Fulton Hogan Industries Pty Ltd	Various rural roads: 2 x 1T Ezstreet bulk bags	(1,408.00)	
EFT Pymt	EFT 10063	31-Jan-2024	ID Rent Pty Ltd	SIP2101 - Vin St S/scape Project - Roadworks: Machinery hire	(800.00)	
EFT Pymt	EFT 10064	31-Jan-2024	Leonard St Georgio	Swim Pool: Australia Day Pool Party - DJ Hire	(600.00)	
EFT Pymt	EFT 10065	31-Jan-2024	Services Australia (Child Support - D J	Payroll deductions	(1,535.10)	
EFT Pymt	EFT 10066	31-Jan-2024	Synergy	2024-01 Jan Power accounts	(9,963.67)	
EFT Pymt	EFT 10067	31-Jan-2024	Telstra Limited	2024-01 Jan Telephone accounts+	(3,172.71)	(24,239.80)
Direct Debit	DD 4428.01	02-Jan-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4428.02	02-Jan-2024	National Mutual Retirement Fund	Superannuation contributions	(113.32)	
Direct Debit	DD 4428.03	02-Jan-2024	Cbus Super Fund	Superannuation contributions	(183.14)	
Direct Debit	DD 4428.04	02-Jan-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(576.15)	
Direct Debit	DD 4428.05	02-Jan-2024	Australian Super	Superannuation contributions	(1,479.43)	
Direct Debit	DD 4428.06	02-Jan-2024	Aware Super Pty Ltd	Superannuation contributions	(6,719.57)	
Direct Debit	DD 4428.07	02-Jan-2024	Australian Retirement Trust (Super func	Superannuation contributions	(425.09)	
Direct Debit	DD 4428.08	02-Jan-2024	MLC MasterKey Personal Super	Superannuation contributions	(37.67)	
Direct Debit	DD 4428.09	02-Jan-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4428.10	02-Jan-2024	AMP Lifetime Super	Superannuation contributions	(183.43)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4428.11	02-Jan-2024	UniSuper	Superannuation contributions	(257.66)	
Direct Debit	DD 4428.12	02-Jan-2024	Prime Super P/L	Superannuation contributions	(275.96)	(11,671.82)
Direct Debit	DD 4449.01	16-Jan-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4449.02	16-Jan-2024	National Mutual Retirement Fund	Superannuation contributions	(68.53)	
Direct Debit	DD 4449.03	16-Jan-2024	Cbus Super Fund	Superannuation contributions	(149.03)	
Direct Debit	DD 4449.04	16-Jan-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(576.15)	
Direct Debit	DD 4449.05	16-Jan-2024	Australian Super	Superannuation contributions	(1,479.43)	
Direct Debit	DD 4449.06	16-Jan-2024	Aware Super Pty Ltd	Superannuation contributions	(6,906.40)	
Direct Debit	DD 4449.07	16-Jan-2024	Australian Retirement Trust (Super func	Superannuation contributions	(425.09)	
Direct Debit	DD 4449.08	16-Jan-2024	MLC MasterKey Personal Super	Superannuation contributions	(37.67)	
Direct Debit	DD 4449.09	16-Jan-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4449.10	16-Jan-2024	AMP Lifetime Super	Superannuation contributions	(224.89)	
Direct Debit	DD 4449.11	16-Jan-2024	UniSuper	Superannuation contributions	(257.66)	
Direct Debit	DD 4449.12	16-Jan-2024	Prime Super P/L	Superannuation contributions	(275.96)	(11,821.21)
Direct Debit	DD 4455.01	30-Jan-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4455.02	30-Jan-2024	National Mutual Retirement Fund	Superannuation contributions	(178.96)	
Direct Debit	DD 4455.03	30-Jan-2024	Cbus Super Fund	Superannuation contributions	(208.27)	
Direct Debit	DD 4455.04	30-Jan-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(576.15)	
Direct Debit	DD 4455.05	30-Jan-2024	Australian Super	Superannuation contributions	(1,519.03)	
Direct Debit	DD 4455.06	30-Jan-2024	Aware Super Pty Ltd	Superannuation contributions	(7,041.37)	
Direct Debit	DD 4455.07	30-Jan-2024	Australian Retirement Trust (Super func	Superannuation contributions	(425.09)	
Direct Debit	DD 4455.08	30-Jan-2024	MLC MasterKey Personal Super	Superannuation contributions	(75.34)	
Direct Debit	DD 4455.09	30-Jan-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4455.10	30-Jan-2024	AMP Lifetime Super	Superannuation contributions	(199.37)	
Direct Debit	DD 4455.11	30-Jan-2024	UniSuper	Superannuation contributions	(257.66)	
Direct Debit	DD 4455.12	30-Jan-2024	Prime Super P/L	Superannuation contributions	(275.96)	(12,177.60)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	101	03-Jan-2024	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(315.36)	(315.36)
Direct Debit	101	03-Jan-2024	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(22.30)	(22.30)
Direct Debit	101	08-Jan-2024	8 - ANZ Transactive	ANZ Transactive	(77.00)	(77.00)
Direct Debit	101	08-Jan-2024	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	101	08-Jan-2024	12 - ANZ - BPAY	ANZ - BPAY	(69.30)	(69.30)
Direct Debit	101	17-Jan-2024	1 - Bank Charges	Bank Charges - Service Fee	(22.00)	(22.00)
Direct Debit	101	08-Jan-2024	3 - Payment for DoT	Payment for DoT	(4,205.25)	
Direct Debit	101	09-Jan-2024	3 - Payment for DoT	Payment for DoT	(2,154.75)	
Direct Debit	101	10-Jan-2024	3 - Payment for DoT	Payment for DoT	(2,513.65)	
Direct Debit	101	11-Jan-2024	3 - Payment for DoT	Payment for DoT	(7,101.25)	
Direct Debit	101	12-Jan-2024	3 - Payment for DoT	Payment for DoT	(819.30)	
Direct Debit	101	15-Jan-2024	3 - Payment for DoT	Payment for DoT	(578.60)	
Direct Debit	101	16-Jan-2024	3 - Payment for DoT	Payment for DoT	(5,769.45)	
Direct Debit	101	17-Jan-2024	3 - Payment for DoT	Payment for DoT	(1,629.30)	
Direct Debit	101	18-Jan-2024	3 - Payment for DoT	Payment for DoT	(1,601.55)	
Direct Debit	101	22-Jan-2024	3 - Payment for DoT	Payment for DoT	(1,305.35)	
Direct Debit	101	23-Jan-2024	3 - Payment for DoT	Payment for DoT	(2,369.70)	
Direct Debit	101	24-Jan-2024	3 - Payment for DoT	Payment for DoT	(5,341.75)	
Direct Debit	101	25-Jan-2024	3 - Payment for DoT	Payment for DoT	(5,254.65)	
Direct Debit	101	29-Jan-2024	3 - Payment for DoT	Payment for DoT	(3,682.35)	
Direct Debit	101	30-Jan-2024	3 - Payment for DoT	Payment for DoT	(1,831.65)	
Direct Debit	101	31-Jan-2024	3 - Payment for DoT	Payment for DoT	(1,562.15)	(47,720.70)
Direct Debit	EFT 10029	15-Jan-2024	Tyro Payments Limited	2023-12 Dec Services fees	(1.25)	(1.25)
Direct Debit	EFT 10058	25-Jan-2024	Credit Card - Shire of Beverley	2023-12 Dec Credit Card Purchases	(1,970.78)	(1,970.78)
PAYMENTS RAISED IN CURRENT MONTH					(337,718.79)	(337,718.79)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
WAGES & SALARIES						
EFT Pymt		03-Jan-2024	Wages & Salaries	FE - 02 January 2024	(59,109.80)	
EFT Pymt		17-Jan-2024	Wages & Salaries	FE - 16 January 2024	(59,776.38)	
EFT Pymt		31-Jan-2024	Wages & Salaries	FE - 30 January 2024	(62,860.79)	
WAGES & SALARIES					(181,746.97)	(181,746.97)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
Cheque #	1906	22-Dec-2023	Shire of Beverley	Vehicles x 4: Registration (6 mths) to 30 Jun 2024	(706.70)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(706.70)	(706.70)

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
OTHER AMENDMENTS/GENERAL JOURNALS						
OTHER AMENDMENTS/GENERAL JOURNALS					0.00	0.00
INVESTMENTS						
INVESTMENTS					0.00	
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT						(520,172.46)
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
CEO - STEPHEN GOLLAN						
Credit card	1576175	28-Nov-2023	Express Online Training	White card certification for S Marshall, DCEO	60.77	
Credit card	#0010333430873	30-Nov-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 44.66 L @ \$1.689/L GST incl	75.43	
Credit card	#0010433430027	30-Nov-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 36.90 L @ \$1.689/L GST incl	62.32	
Credit card	#0010334430540	10-Dec-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 60.47 L @ \$1.645/L GST incl	99.47	
Credit card	MZMS402241	14-Dec-2023	Cannington Mazda	BE1 - 50,000 km service	384.80	
Credit card	#0010435030077	16-Dec-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 60.03 L @ \$1.625/L GST incl	97.55	
Credit card	71030	21-Dec-2023	Host Auto Repairs	BE000 (PUTE12): Service 160,000 km	713.60	
Credit card	#0010335730085	23-Dec-2023	Atlas Fuel Ascot	BE1 (PSDN17) - 61.10 L @ \$1.629L GST incl	99.53	
Credit card	INF231227-9597-28270B	27-Dec-2023	Fastspring.com.au (Inffuse)	Website monthly subscription for events calendar \$4.99 USD per month	8.32	1,601.79
DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)						
Credit card	1107841	07-Dec-2023	Autopro Northam	BEV0 (PSDN16) - Parts	19.99	19.99
MOW - STEPHEN VINCENT						
Credit card	20010060868	14-Dec-2023	Northam Betta	Onsite cabins - Unit 3: Hisense 125L bar fridge	349.00	349.00
December 2023 transactions presented on 25 January 2024 (EFT 10058), Shire of Beverley Municipal Bank account						1,970.78

SHIRE OF BEVERLEY
CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
Direct Debit		17-Jan-2024	1 - Bank Charges	Bank Charges - Service Fee	(22.00)	
PAYMENTS RAISED IN CURRENT MONTH					(22.00)	(22.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #						
PAYMENTS UNPRESENTED IN CURRENT BANK #					0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00
OTHER AMENDMENTS / GENERAL JOURNALS						
OTHER AMENDMENTS / GENERAL JOURNALS					0.00	0.00
TOTAL EXPENDITURE for TRUST ACCOUNT						(22.00)
TOTAL EXPENDITURE as reconciled to the JANUARY 2024 BANK STATEMENTS						
Municipal Account Expenditure					(520,172.46)	
Trust Account Expenditure					(22.00)	
TOTAL EXPENDITURE for JANUARY 2024						(520,194.46)

11.5 Community Grants – 2023/24 Round 2

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	6 February 2024
Applicant:	Various Grant Applicants
File Reference:	ADM 0428
Author and Position:	Alison Lewis, Executive Assistant
Previously Before Council:	Occurs every August & February
Disclosure(s) Of Interest:	Cr Susan Martin – Beverley Early Years Committee Representative for Council
Attachments:	Nil

SUMMARY

Council to consider awarding grants in the 2023/24 Round 2 Community Grants Program.

BACKGROUND

At the July 2013 Council meeting, it was agreed to set up a Community Grants scheme to assist individuals, Not for Profit and Incorporated local organisations in the development of their respective interests. Council has two rounds of applications being July and January each financial year.

COMMENT

The second round of Community Grants for 2023/24 financial year was advertised in the December 2023 and January 2024 Beverley Blarney, on social media networks and on the Shire of Beverley website. Applications opened on 2 January and closed 3 January 2024.

One application from the Beverley Early Years Group Inc. was received in the Major Grants Category.

The grant was assessed against the criteria: Incorporated, Beverley Based Group/Club, 50:50 matched funds (for grants over \$1,001), falls into a relevant category being Education & Training, application form submitted on time and all details provided.

The Beverley Early Years Group Inc. Application

Total Project Cost	\$2,530.00
Applicant Contribution	\$1,265.00
Council Contribution Requested	\$1,265.00

Applicant Aim/Activity/Service: *To strengthen opportunities for children and families to connect and thrive in our community. To see every child in Beverley reaching their potential.*

Our group is very unique that we play the role in developing and implementing initiatives, services and activities aimed at improving outcomes for young children and families

Project Name: *Beverley Early Years Group Strategic Plan*

Project: To engage 150 Square Consultants to assist in the development of a Strategic Plan.

Project Benefits: *“A Strategic Plan will assist our organisations (and member groups that form the links in our community) to define the direction for our group and aid in establishing realistic goals in line with our vision and mission”.*

“We currently have a passionate, growing group involving many different organisations and people that requires a collaborative plan for the next 5 years. 150 Square Consultants can provide face to face sessions; surveys; write the plan; present to the committee; and also assist implementing the plan within our community”.

“We need to ensure that the correct plan and direction is there to build on and ensure continued future success as volunteers change over time. It will also enable synergies and efficiencies to be developed within all the different groups”.

Member Groups of the Beverley Early Years Group:



The application by the Beverley Early Years Network was well written, complete, meets all criteria and most importantly the grant outcome has the potential for wide reaching community benefit, therefor the grant application will be recommended for approval.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Community Grant Program

2023/2024 Total Minor Grants \$10,000 – Available funds balance: \$9,000.00

2023/2024 Total Major Grants \$10,000 – Available funds balance: \$3,883.00

STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community

4. Civic Leadership

Strategic Priorities: 2.3 Active and Healthy Community

4.1 Community and customer focus

4.3 Responsible planning

RISK IMPLICATIONS

Low (2) – It is considered there is minimal risk to awarding the grants. The grants assist volunteer run associations to make further contributions to the Community and foster participation and inclusiveness.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Community Grant Policy

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

M13/0224

Moved Cr Sattler

Seconded Cr Brown

That Council award the following Community Grant under the second round of submissions for the 2023/2024 financial year:

1. Beverley Early Years Group \$1,265.00

FORESHADOWED MOTION

Cr Ridgway advised the Presiding Member she wished to foreshadow the motion if the substantive motion was lost.

That Council award the following Community Grant under the second round of submissions for the 2023/2024 financial year:

1. Beverley Early Years Group \$2,530.00

The Presiding Member noted Cr Ridgway's foreshadowed motion.

The Officer's Recommendation Motion was then put to the vote.

LOST BY ABSOLUTE MAJORITY 2/6

For: Cr Brown and Cr Sattler

Against: Cr White, Cr Ridgway, Cr Davis, Cr Lawlor, Cr Martin and Cr Maxwell.

As the substantive motion was lost, the Presiding Member asked the proposing member, Cr Ridgway if they wished to move the foreshadowed motion.

COUNCIL RESOLUTION

M14/0224

Moved Cr Ridgway

Seconded Cr Lawlor

That Council award the following Community Grant under the second round of submissions for the 2023/2024 financial year:

1. Beverley Early Years Group \$2,530.00

CARRIED BY ABSOLUTE MAJORITY 8/0

During debate, Cr Ridgway informed the meeting of the following rationale in support of the Foreshadowed Motion:

The awarding of this grant in full is considered an exceptional circumstance and is not to be taken as a new precedence. Council fully support this grant application as the Strategic Planning work that will be undertaken by the Beverley Early Years Group compliments Council's long-term Beverley 2035 Project. The Beverley 2035 project has identified future intergenerational planning that will form part of Council's rPPP Stream 1 grant application. Intergenerational planning will be captured in the Beverley Early Years Group Strategic Plan which will greatly assist the Shire in its own grant funding applications.

11.6 Chief Executive Officer Vehicle Changeover

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	15 February 2024
Applicant:	Administration
File Reference:	ADM 0361
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Vehicle Driver
Attachments:	Nil

SUMMARY

Council to consider the changeover of the Chief Executive Officer's (CEO) Vehicle BE1.

BACKGROUND

Council has placed an allocation in the budget to changeover the CEO vehicle. In obtaining quotes, the changeover cost is higher than budgeted and therefore needs Council approval to authorise the changeover.

COMMENT

Quotes were sourced from four (4) Mazda dealers for the supply of a 2024 Mazda CX90 AWD Wagon and Northam Hyundai on a 2024 Hyundai Palisade AWD Wagon.

Quotes received for the changeover ranged from \$29,222.00 to \$55,358.00 inclusive of GST. These figures are more than the budgeted amount of \$18,500.00. In viewing the quotes, it appears that the Trade Price of the vehicle has decreased from previous years and the vehicle costs rising.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* allows the following in regards to unbudgeted expenditure:

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

- (1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

FINANCIAL IMPLICATIONS

Increase of \$8,500.00 to budgeted amount of \$18,500.00

New budget amount of \$27,000.00

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.3 Responsible planning

RISK IMPLICATIONS

Low (3) – It is considered there is minimal risk to the purchase of a new vehicle.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

AF007 Purchasing and Procurement Policy – expenditure equal to or over \$50,000 - \$249,999 three quotes must be obtained.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M15/0224

Moved Cr Martin

Seconded Cr Brown

That Council authorise the unbudgeted increase of \$8,500.00 to changeover BE1 for a 2024 Hyundai Palisade AWD Wagon at a changeover of \$27,000.00 ex GST.

CARRIED BY ABSOLUTE MAJORITY 8/0

11.7 2023/24 Budget Review

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	22 February 2024
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2023/24 Budget Review Statement of Financial Activity; and 2023/24 Budget Review Detail

SUMMARY

Council to consider receiving the 2023/24 Budget Review as recommended by the Audit and Risk Committee.

BACKGROUND

A Budget Review is conducted annually by comparing actual revenue and expenditure as at 31 December to budget estimates and forecasting predicted revenue and expenditure to 30 June.

The budget review process is a statutory requirement, but also reflects good management practice.

COMMENT

A budget review has been undertaken by staff as per the requirements of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Any savings realised or over expenditure incurred as at 31 December 2023 has been included in forward projections.

The detailed Budget Review is attached under separate cover.

In summary, it is forecast that a budget surplus of \$384,150.00 may be realised as at 30 June 2024.

See Budget Review financial report attached to this report for surplus components.

At its meeting 21 February 2024, the Audit and Risk Committee reviewed the mid year budget review and recommended it be received.

STATUTORY ENVIRONMENT

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* provides that:

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
*Absolute majority required.
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete a Budget Review would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Approval of this item will mitigate the consequence

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

AUDIT & RISK COMMITTEE'S RECOMMENDATION & COUNCIL RESOLUTION M16/0224

Moved Cr White

Seconded Cr Sattler

That the 2023/24 Budget Review be received and forwarded to the Department of Local Government.

CARRIED 8/0

Attachment for Agenda Item 11.7

SHIRE OF BEVERLEY BUDGET REVIEW FOR THE YEAR ENDED 30TH JUNE 2024

	2023/24 Budget \$	2023/24 Actual \$	2023/24 Forecast \$	Variance \$	Comment
REVENUES					
Rates	3,241,771	3,251,353	3,255,859	14,088	Rates Discount expense lower than anticipated.
Grants, Subsidies and Contributions	569,235	334,249	784,428	215,193	General Financial Assistance and Road Grant funding received, unbudgeted.
Fees and Charges	798,854	548,233	816,592	17,738	Cabin and Caravan Park revenue expected to be higher than anticipated.
Interest Earnings	166,267	59,887	205,633	39,366	Interest earnings on free cash and Reserve funds higher than anticipated due to higher interest rates.
Other Revenue	592,112	122,862	631,578	39,466	58 John St storm damage insurance reimbursement \$25,611. Eligible fuel tax rebate expected to be higher \$15,000.
Profit On Asset Disposal	27,900	6,387	22,954	(4,946)	
	5,396,139	4,322,971	5,717,044	320,905	
EXPENSES					
Employee Costs	(2,448,524)	(1,204,536)	(2,584,133)	(135,609)	Workers comp payments higher due to multiple claims; offset by insurance reimbursement.
Materials and Contracts	(2,275,089)	(951,144)	(2,189,095)	85,994	Contribution to replacement fire tender carried over to 2024/25 \$136,364. Staff short term leave relief (\$10,000). Additional consultant fees for rPPP funding application development (\$55,000).
Utility Charges	(222,075)	(114,508)	(226,575)	(4,500)	
Depreciation	(2,455,402)	(1,347,544)	(2,455,402)	-	
Finance costs	(67,594)	(29,144)	(67,594)	-	
Insurance	(286,484)	(286,065)	(284,618)	1,866	
Other Expenditure	(84,001)	(49,161)	(75,494)	8,507	
Loss On Asset Disposal	(6,300)	-	(13,573)	(7,273)	
Loss on Revaluation of Non-Current Assets	-	-	-	-	
	(7,845,469)	(3,982,101)	(7,896,484)	(51,015)	
Net Operating Result	(2,449,330)	340,870	(2,179,440)	269,890	
Adjustments for Cash Budget Requirements: Non-Cash Expenditure and Revenue					
Movements in Non-Current to Current Items	-	1,785	-	-	
(Profit)/Loss on Asset Disposals	(21,600)	(6,387)	(9,381)	12,219	Vehicle Trade Values lower than anticipated.
Loss on Revaluation of Non Current Assets	-	-	-	-	
Depreciation on Assets	2,455,402	1,347,544	2,455,402	-	
Capital Expenditure and Revenue					
Purchase Land Held for Resale	-	-	-	-	
Purchase Land and Buildings	(3,343,000)	(46,894)	(1,239,779)	2,103,221	Swimming Pool project carried over to 2024/25.
Purchase Plant and Equipment	(637,500)	(220,932)	(627,706)	9,794	
Purchase Furniture and Equipment	(33,000)	(26,455)	(26,456)	6,544	
Purchase Infrastructure Assets - Roads	(5,382,773)	(573,772)	(2,582,773)	2,800,000	AGRN1061 Storm damage works expected to proceed in 2024/25.
Purchase Infrastructure Assets - Bridges	(1,929,430)	(45,293)	(1,929,430)	-	
Purchase Infrastructure Assets - Drainage	(12,425)	-	(12,425)	-	
Purchase Infrastructure Assets - Footpaths	(100,000)	(73,198)	(100,000)	-	
Purchase Infrastructure Assets - Parks	-	-	-	-	
Capital Grants, Subsidies and Contributions	6,597,684	303,240	3,353,083	(3,244,601)	CSRFF funding for Swimming Pool project carried over to 2024/25 (\$500,000) Third party capital contribution to Vincent St remediation works \$30,000.
Proceeds from Disposal of Assets	264,400	40,455	252,181	(12,219)	Vehicle Trade Values lower than anticipated.
Lease Payments	(6,837)	(6,837)	(6,837)	-	
Repayment of Debentures	(117,135)	(71,017)	(117,135)	-	
Proceeds from New Debentures	1,000,000	-	-	(1,000,000)	Swimming Pool project carried over to 2024/25.
Self-Supporting Loan Principal Income	-	-	-	-	
Transfers to Reserves (Restricted Assets)	(418,740)	(28,145)	(454,438)	(35,698)	Additional Caravan Park operating surplus expected.
Transfers from Reserves (Restricted Assets)	1,507,980	-	982,980	(525,000)	Swimming Pool project carried over to 2024/25.
Surplus/(Deficit) July 1 B/Fwd	2,626,304	2,626,304	2,626,304	-	
Estimated Surplus/(Deficit) June 30 C/Fwd	-	3,561,269	384,150	384,150	Forecast surplus at 30 June 2024.

11.8 Regional Precincts and Partnerships Program – Beverley Swimming Pool Redevelopment

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	16 February 2024
Applicant:	N/A
File Reference:	ADM 0124
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	N/A
Attachments:	Nil

SUMMARY

Council to consider acknowledging that the Beverley Swimming Pool Redevelopment is a strategic priority and supports an application being made to the Regional Precincts and Partnerships Program (rPPP) – Stream Two, to secure funding to progress the project.

BACKGROUND

The rPPP funding Stream One and Two opened on 24 August 2023, acknowledging the opportunity these funding streams presented, Council held a workshop facilitated by CCS Strategic on 7 February 2024 to flesh out a way forward to maximise the benefit this funding offers the Beverley community.

From the workshop it was determined that a vision for Beverley 2035 be the cornerstone for the rPPP Stream One application and as identified as the highest priority through this process, the Beverley Swimming Pool Redevelopment, due to its advanced shovel ready capacity, be put forward for funding immediately under rPPP Stream 2.

COMMENT

The rPPP Stream Two funding opportunity represents a once in a generation opportunity to access up to 100% of capital cost and deliver Councils vision of the redeveloped Beverley Aquatic Centre.

The reality presented based on the shovel ready design proposal, is that, without a significant funding injection, as available under the rPPP grant scheme, this project will not be realised.

It is intended to submit an rPPP Stream Two application in March 2024, and following success, it is intended to begin works in July 2024. Consequently, the 2024/25 Swimming Pool season would have to be forfeited to allow enough time for the works to be completed and fit in with funding project delivery requirements.

Given the magnitude of the potential grant funding injection, this is seen as a necessary short term impact on the community, for an incredibly long term gain.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

Council
CCS Strategic
Community through 2018 Swimming Pool Needs Analysis, Feasibility Study and Final Design.

FINANCIAL IMPLICATIONS

\$28,985.75 in Consultant Fees for application development including Business Case.
\$10,000.00 in Consultant Fees for Economic impact analysis to inform the Business Case.
Total \$38,985.75 ex GST unbudgeted.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
 2. Community
 3. Environment
 4. Civic Leadership
Strategic Priorities: 1.3 Beverley attractions and experiences are promoted
 1.5 Local business growth
 1.6 Locals can participate in the workforce
 2.3 Active and healthy community
 3.1 Diverse recreation and leisure activities amongst our natural assets
 4.1 Community and customer focus
 4.3 Responsible planning

POLICY IMPLICATIONS

AF007 Purchasing and Procurement Policy – in line with policy; one written quote was sought and accepted from CCS Strategic to assist with the application development and one written quote was sought and accepted from iD Informed Decisions to assist with the economic impact analysis.

RISK IMPLICATIONS

High – Council is investing funds in a process where the outcome is unknown i.e. will the application be successful or not. However, the reward of successfully attracting grant funding through this scheme will enable the delivery of a project which otherwise could not be achieved within Council's current financial capacity.

The risk is partially mitigated in that any documentation in support of the project, for example the Business Case, will be able to be utilised to support other funding applications should this rPPP application be unsuccessful.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M17/0224

Moved Cr Brown

Seconded Cr Sattler

1. That Council confirm that the Beverley Swimming Pool Redevelopment project is the current top priority for the Community as identified in the Beverley 2035 vision;
2. That a grant funding application to access the Regional Precincts and Partnerships Program Stream 2 for the Beverley Swimming Pool Redevelopment, as stage one of the Beverley 2035 Precinct development, be submitted;
3. That CCS Strategic be engaged to assist in the development of a Regional Precincts and Partnerships Program Stream Two Application including development of a business case to support the application, at a cost of \$28,985.75 ex GST;
4. That iD Informed Decisions be engaged to assist in the economic impact study to inform the business case development by CCS Strategic, at a cost of \$10,000 ex GST; and
5. That, should the Regional Precincts and Partnerships Program Stream 2 application be successful, the 2024/25 Swimming Pool season be forfeited to allow appropriate time for the Beverley Swimming Pool Redevelopment project to be delivered.

CARRIED BY ABSOLUTE MAJORITY 8/0

11.9 Beverley Swimming Pool Redevelopment Stage 1 Tender RFT 02/2324

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	16 February 2024
Applicant:	N/A
File Reference:	ADM 0124
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to consider awarding the tender to advance the Beverley Swimming Pool Redevelopment Stage 1.

BACKGROUND

Planning for the redevelopment of the Beverley Swimming Pool was undertaken in 2018 and included completion of a needs assessment, feasibility study and completion of final construction design drawings.

The estimated cost to deliver the whole project, based on a quantity surveyor estimate, currently stands at \$13.5 million. A project cost of this magnitude is outside of Councils financial resources and consequently it was decided to stage the project; Stage 1 being refurbishment of the Pool bowls, installation of ramp/stair access, diving block replacement and plant/filtration relocation and renewal.

Even due to the staging, the project is heavily reliant on capital grant funding to proceed. An application to the Department of Local Government, Sport and Communities (DLGSC) was submitted in September 2024 to fund one third of the project cost. Grant allocations were to be announced in January 2024, however the outcome of this application is still pending.

RFT 02/2324 was advertised in the West Australian on 25 October 2023 with submissions closing on 14 December 2023. It was envisaged to award the tender in February and for works to begin at the end of the 23/24 Pool season in early April 2024 with the aim for the project to be completed prior to the start of the 24/25 season.

One tender was received by the due date from Wetdeck Pty Ltd and one tender was received late from Distinctive Pools.

COMMENT

Since the advertising of RFT 02/2324, a new funding stream has been announced being the federal governments Regional Precincts and Partnerships Program (rPPP) Stream Two. This funding provides to opportunity to access capital up to 100% of a projects cost.

Given this opportunity, an application will be submitted in late February 2024 nominating the Swimming Pool Redevelopment project for funding. As a result, and pending outcomes from the DLGSC and rPPP streams, it is suggested to postpone awarding the tender for RFT 02/2324 until funding outcomes are known.

Should Council be successful in attracting the DLGSC funding only, works would be postponed until April 2025 (after the 24/25 Pool Season) and only Stage 1 works would be progressed.

If Council is successful with its rPPP application, works will begin in July 2024 and the 24/25 Pool season will be forfeited to allow the full development to proceed.

Given this development, it will be recommended that no tenders be accepted in response to RFT 02/2324.

STATUTORY ENVIRONMENT

Local Government Act 1995:

3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996:

11A. Purchasing policies for local governments

- (1) A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250 000 or less or worth \$250 000 or less.
- (2) A purchasing policy is to make provision for and in respect of the policy to be followed by the local government for, and in respect of, entering into contracts referred to in subregulation (1).
- (3) A purchasing policy must make provision in respect of —
 - (a) the form of quotations acceptable; and
 - (ba) the minimum number of oral quotations and written quotations that must be obtained; and
 - (b) the recording and retention of written information, or documents, in respect of —
 - (i) all quotations received; and
 - (ii) all purchases made.

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.

15. Minimum time to be allowed for submitting tenders

- (1) If a notice under regulation 14(1) is given, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is —
 - (a) published on the local government's official website; and
 - (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).
- (2) If a notice under regulation 14(2) is given to a person listed as an acceptable tenderer, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is given.

[Regulation 15 inserted: Gazette 18 Sep 2015 p. 3806-7; amended: SL 2020/213 r. 35.]

16. Receiving and opening tenders, procedure for

- (1) The CEO is responsible for keeping any tender submitted including a tender submitted by facsimile or other electronic means in safe custody, and for ensuring that it remains confidential.
- (2) Tenders are not to be opened, examined, or assessed until the time after which further tenders cannot be submitted.
- (3) When tenders are opened —
 - (a) there must be present —
 - (i) at least 2 employees of the local government; or
 - (ii) one employee of the local government and at least one person authorised by the CEO to open tenders;
 - and
 - (b) members of the public are entitled to be present; and
 - (c) details of the tenders (other than the consideration sought in the tender) are to be immediately recorded in a register to be known as the tenders register.

[Regulation 16 amended: Gazette 29 Jun 2001 p. 3131; 31 Mar 2005 p. 1055; 18 Sep 2015 p. 3807.]

17. Tenders register

- (1) The CEO is responsible for keeping the tenders register and making it available for public inspection.
- (1A) The CEO must publish the tenders register on the local government's official website.
- (2) The tenders register is to include, for each invitation to tender —
 - (a) a brief description of the goods or services required; and
 - [(b) deleted]*

- (c) particulars of —
 - (i) any notice by which expressions of interests from prospective tenderers was sought; and
 - (ii) any person who submitted an expression of interest; and
 - (iii) any list of acceptable tenderers that was prepared under regulation 23(4);and
 - (d) a copy of the notice of the invitation to tender; and
 - (e) the name of each tenderer whose tender has been opened; and
 - (f) the name of any successful tenderer.
- (3) The tenders register is to include for each invitation to tender the amount of the consideration or a summary of the amount of the consideration sought in the tender accepted by the local government.

[Regulation 17 amended: Gazette 29 Jun 2001 p. 3131; 18 Sep 2015 p. 3807; SL 2020/213 r. 36.]

18. Rejecting and accepting tenders

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender.
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

[Regulation 18 amended: Gazette 29 Jun 2001 p. 3131-2; 18 Sep 2015 p. 3807.]

19. Tenderers to be notified of outcome

The CEO is to give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted.

CONSULTATION

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

- Strategic Pillar:
1. Economy
 2. Community
 3. Environment
 4. Civic Leadership
- Strategic Priorities:
- 1.3 Beverley attractions and experiences are promoted
 - 1.5 Local business growth
 - 1.6 Locals can participate in the workforce
 - 2.3 Active and healthy community
 - 3.1 Diverse recreation and leisure activities amongst our natural assets
 - 4.1 Community and customer focus
 - 4.3 Responsible planning

POLICY IMPLICATIONS

AF007 Purchasing and Procurement Policy – expenditure equal to or over \$250,000 must be awarded through a tender process.

RISK IMPLICATIONS

Medium (9) – Moderate risk that accepting no tenders may cause reputational damage to the Shire of Beverley, although the project has only been delayed. Delaying the start of the project may add additional cost and closing the Pool for a season may lead to some Community backlash.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M18/0224

Moved Cr Sattler

Seconded Cr Martin

That no tender submissions in response to RFT 02/2324 be accepted due to the current uncertainty regarding project funding.

CARRIED 8/0

12. ADMINISTRATION

12.1 Common Seal

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	31 January 2024
Applicant:	Administration
File Reference:	ADM 0265
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Reported as occurs.
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to endorse the use of the Common Seal.

BACKGROUND

Allocation of the Common Seal requires accompanying signatures of both the Shire President (or Deputy) and Chief Executive Officer (or person acting in that position).

COMMENT

The Common Seal has recently been attached to the following documents:

1. Licence Agreement, Lease of Child Care Area, Cornerstone Community Centre between Shire of Beverley and Fun 2 B Kids.
2. Lease for Portion Reserve 5265 Lot B Sandpit between Shire of Beverley and Roesland Farms.
3. Lease for Portion Reserve 5265 Lot A Old Commonage between Shire of Beverley and Roesland Farms.
4. Lease for Lot 78 Waterhatch Road between Shire of Beverley and Beverley Football and Netball Club.
5. Lease for Portion Reserve 5264C Lot C, between the Shire of Beverley and Beverley Football and Netball Club.
6. Lease for Reserve 3788 Old Racecourse, between the Shire of Beverley and Beverley Lawn Tennis Club Inc.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 9, Division 3, Execution of documents states:

- (1) A document is duly executed by a local government if -
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.

- (3) The common seal of the local government is to be affixed to a document in the presence of –
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,
each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

CONSULTATION

Not required

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.1 Community and customer focus
4.2 Continuous organisational improvement

POLICY IMPLICATIONS

Delegation EO-D010

RISK IMPLICATIONS

Low (1) – this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M19/0224

Moved Cr Sattler

Seconded Cr Davis

That Council note and endorse the use of the Common Seal having been attached to:

- 1. Licence Agreement, Lease of Child Care Area, Cornerstone Community Centre between Shire of Beverley and Fun 2 B Kids.**
- 2. Lease for Portion Reserve 5265 Lot B Sandpit between Shire of Beverley and Roesland Farms.**
- 3. Lease for Portion Reserve 5265 Lot A Old Commonage between Shire of Beverley and Roesland Farms.**
- 4. Lease for Lot 78 Waterhatch Road between Shire of Beverley and Beverley Football and Netball Club.**
- 5. Lease for Portion Reserve 5264C Lot C, between the Shire of Beverley and Beverley Football and Netball Club.**
- 6. Lease for Reserve 3788 Old Racecourse, between the Shire of Beverley and Beverley Lawn Tennis Club Inc.**

CARRIED 8/0

12.2 2050 Cycling Strategy – Department of Transport

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	1 February 2024
Applicant:	Department of Transport
File Reference:	ADM 0173
Author and Position:	Jacinta Murray, Tourism Officer
Previously Before Council:	Presentation to Council 25 February 2020
Disclosure(s) Of Interest:	Nil
Attachments:	Avon Central Coast 2050 Cycling Strategy

SUMMARY

Council to consider endorsing the principles of the Avon and Central Coast 2050 Cycling Strategy and receive the proposed action plan for future budget and planning consideration.

BACKGROUND

Development of the Avon and Central Coast 2050 Cycling Strategy began in late 2019, with the Shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York, working in partnership with Department of Transport (DoT).

Internal working groups for each LGA provided input and guided the development of the document. These working groups included diverse representatives across engineering, works, planning, community development, community safety, communications, sustainability, tourism, and economic development.

A scope of works was agreed, and DoT procured Cardno as the delivery contractor to assist on the project.

Stakeholder input was sought and received from government and non-government organisations, including (but not limited to) the Departments of Local Government, Sport and Cultural Industries (DLGSC), Planning, Lands and Heritage (DPLH), Biodiversity, Conservation and Attractions (DBCA), Main Roads Western Australia (MRWA), Department of Water and Environmental Regulation (DWER) and Tourism WA, as well as the WA Local Government Association (WALGA), and WestCycle.

DoT and Cardno visited all key centres across the region to undertake initial scoping in late 2019 and early 2020. A comprehensive review of relevant government and non-government policies and strategies was undertaken, alongside reviews of existing cycling networks, data analysis, and stakeholder meetings to discuss and identify opportunities for cycling across the region.

Outputs from the scoping work culminated in the production of information sheets and preliminary 2050 network maps for the project, which were used in community consultation.

Information on the project was provided via the online My Say Transport engagement platform and in hard copy at drop-in sessions and Shire Administration Centres. Feedback was gathered via direct comments, a survey, and interactive maps. Over 800 visits (including information downloaded) were made to the My Say Transport

project page, with 139 people engaged online. Three drop-in sessions were held in 2020 in Jurien Bay, Gingin and York, as well as stalls held at community markets in Bindoon and Toodyay in September and October 2020.

The COVID 19 Pandemic impacted the progression of the Strategy, which was placed on hiatus in early 2021, but then recommenced in 2022.

Between late 2022 and mid-2023, DoT re-engaged with the LGAs and principal stakeholders to review mapping and outline the five-year action plan.

COMMENT

The final strategy includes seven central themes for cycling across the region, with key opportunities identified for each that highlight the potential for bike riding in and around the Avon and Central Coast region. Case studies are used to illustrate where similar outcomes have been achieved elsewhere. The themes include:

- o Connecting people to where they live, work, learn and play;
- o Promoting a unique visitor experience by bicycle;
- o Supporting healthy, active and safe communities;
- o Family friendly bicycle routes and experiences;
- o Planning for resilient communities;
- o Broader consideration of active transport; and
- o Developing road cycling routes.

These strategies create a shared long-term vision for cycling in the regions and guide delivery of safe and interconnected bicycle networks, along with associated facilities and travel behaviour change initiatives.

Each strategy is developed in partnership with local government (LGA) and is informed by multiple phases of stakeholder and community consultation. Positioned as aspirational strategies to 2050, each strategy highlights opportunities to encourage bike riding for transport, recreation and tourism across the region and proposes networks for regional centres and their surrounding areas. Five-year action plans prioritise the delivery of strategic infrastructure and initiatives and guide funding through DoT's current Regional Bike Network (RBN) Grants Program (nb – the program has been suspended for 2024-25 financial year, with the future funding program to be determined).

As aspirational plans, it is recognised that regional local governments with constrained funding may not have the capacity to deliver the complete final networks. Beyond guiding available RBN funding, these strategies are also demonstrably effective in driving additional investment by opening additional funding sources and enabling LGAs to build more of the network and deliver more local travel behaviour change initiatives.

Once endorsed the Strategy will be published on the DoT website. The document is maintained by DoT in partnership with all included local governments.

DoT seek this endorsement to demonstrate region-wide collaboration on a shared vision, which will assist in leveraging and prioritising future funding. Once a long-term strategy is in place, all current WABN grants, and its future iteration, will be linked to

them. Furthermore, these strategies have already been successful in gaining funding from Federal and commercial sources.

Endorsement of the Avon and Central Coast Cycling Strategy does not commit Council nor State Government agencies to deliver all, or any part, of the Avon and Central Coast Cycling Strategy within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route or initiative within the Strategy.

Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational Avon and Central Coast 2050 Cycling Strategy over the longer term.

STATUTORY ENVIRONMENT

Nil

CONSULTATION

Council
Community
Department of Transport
Cardno

FINANCIAL IMPLICATIONS

There is no immediate commitment to Council to deliver all, or any part of the Strategy. However, there will be future budget and planning considerations to be made should Council wish to proceed with all or part of the plan.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
 2. Community
 3. Environment
 4. Civic Leadership

Strategic Priorities: 1.3 Beverley attractions and experiences are promoted
 2.3 Active and healthy community
 3.1 Diverse recreation and leisure activities amongst our natural assets
 4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Low (4) - There is insignificant risk to endorsing the 2050 Cycling Strategy.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M20/0224

Moved Cr Ridgway

Seconded Cr Martin

That Council:

- 1. Endorses the principles of the Avon and Central Coast 2050 Cycling Strategy; and**
- 2. Receives the proposed Action Plan for future budget and planning consideration.**

CARRIED 8/0



AVON CENTRAL COAST 2050 CYCLING STRATEGY



About this report

The information contained in this publication is provided in good faith and believed to be accurate at time of publication.

The State shall in no way be liable for any loss sustained or incurred by anyone relying on the information. August 2023

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Alternative formats

This publication is available in alternative formats upon request. Contact us to request a copy or submit an enquiry.

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Acknowledgement

The authors of the Avon Central Coast 2050 Cycling Strategy acknowledge the Traditional Custodians of the land on which we work and live, and recognise their continuing connection to land, waters and community. We pay respect to Elders past and present.

Specific acknowledgement is given to the Ballardong, Whadjuk and Yued Noongar peoples.

Specific acknowledgements have been made throughout the document to recognise Country and the Traditional Custodians.

In the first instance this has been informed by Native Title Determination Areas^{1 2 3}, as per the Native Title Tribunal Native Title Claimant Applications and Determination Areas Map, available from the National Native Title Tribunal.

Where no formal Native Title claim has been determined, reference has been made to the AIATSIS Map of Indigenous Australia⁴. We note that some of the information shown on that map is contested and may not be agreed to by some Traditional Custodians. We additionally recognise there are alternative spellings for some of these names.

Please contact activetransport@transport.wa.gov.au if Traditional Custodians have not been accurately recognised.

Aboriginal and Torres Strait Islander peoples are respectfully advised that this publication may contain images or names of people who are deceased.

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Executive Summary

The Western Australian Bicycle Network Plan (WABN) recognises the importance of bike riding to Western Australia. It enables partnerships between local and state governments to improve cycle infrastructure throughout the State. The State Government has developed a Long-Term Cycle Network (LTCN) in collaboration with local governments that recognises the important integration of connections to major and local attractions, tourist destinations and trails. This network is recognised in the 12 regional cycle strategies that have been, or are being, developed. They celebrate the growing attraction of cycle tourism within the State as well as promoting the importance of connected networks and a safer environment to cater for the growing demand for bike riding in regional and metropolitan areas.

Cities and towns with high levels of bike riding enjoy a range of economic, environmental and social benefits. Not only is bike riding proven to reduce traffic congestion and improve air quality, it also helps to create more vibrant and welcoming communities. Bike riding can facilitate new forms of industry (such as cycle-tourism) and more generally, it enables people to live happier, healthier and more active lives. Fundamentally, increasing active transport, including walking and riding, is about improving quality of life – something that is critical for attracting and retaining people in regional areas.

The key to increasing walking and riding is providing and activating infrastructure which is safe and convenient. When applied successfully, the Activation, Consultation and Evaluation (ACE) model actively encourages people to utilise the infrastructure delivered, creates opportunities for constructive engagement, links social and built environment factors, and facilitates definition and measurement of project outcomes.

Active transport needs to be prioritised and encouraged ahead of other modes in appropriate locations and integrated with adjoining land use. If we are serious about reducing car dependency and helping people make better travel choices, particularly for short trips, these priorities need to be reflected in the way our communities are planned.

The Avon Central Coast 2050 Cycling Strategy is the result of a collaboration of seven local government authorities (LGAs) with state government agencies. The Strategy establishes an agreed long-term cycle network for the region. It also establishes key priorities for the local governments.

The Strategy captures community aspirations as well as future directions of Councils and State Government to allow a coordinated approach to realising the common ambitions. The Strategy recognises the important part bike riding and other micromobility can play in attracting tourism to the region, increasing the health and well being of existing and future residents and providing a focus on an increasingly important transport option. Improving the infrastructure and environment for bike riding adds to the overall efficiency of the transport system as a whole.

The Avon Central Coast region is renowned for its scenery, wildflowers, farmland and history. The proximity of towns and relatively flat terrain means many options are available for locals and visitors to enjoy bike riding in its many forms. There are many opportunities to create cycle tourism initiatives to showcase the region.

From short-term initiatives such as improving access to schools and commercial areas, to longer-term incentives for people to cycle between towns for extended cycle holidays, this Strategy provides many opportunities for focus for the whole region.

Why we want more people walking and riding

✓ More vibrant, friendly and safe communities

Increasing active transport improves community cohesion and can enhance local security.⁵

More than 1 in 4 regional Western Australians bike ride in a typical week – the highest proportion of any Australian state and territory.⁶

♥ A more sustainable health system

More than 4 in 10 Western Australian adults don't get enough physical activity. Consistent walking or riding can help reduce cardiovascular disease, type 2 diabetes and the mortality rate.⁷

Improving access to walking and riding infrastructure in regional areas is a key focus to better sustain outer metro health systems.^{8, 9}

💰 A stronger economy

Australians pay an average of \$20,013 in transport costs per year. Bicycle upkeep is significantly lower at around \$800 to \$1,100 per year.¹⁰

Bike tourism is a growing niche, encouraging more repeat travel to regional WA areas.¹¹

In 2022, the bike riding industry contributed \$6.7 billion to our economy, supporting 58,272 full time jobs.¹²

😊 Healthier and happier people

Bike riding can improve mental, physical and social health and wellbeing, as well as reduce sickness absence to work.¹³

⚖️ A fairer and more equitable society

Many people living in outer urban, rural and remote regions have very limited transport options.¹⁴

By improving walking and bike riding conditions, motorised travel can be reduced, and healthier, more cost-effective active travel modes can be used by people of all ages and abilities.¹⁵

🌿 Greener and cleaner places

Bike riders had 84% lower CO2 emissions from all daily travel than non-riders, and people who shifted from car to bike were found to decrease life cycle CO2 emissions by 3.2 kg CO2/day.¹⁶



1. Introduction

1.1 Guiding principles

This Strategy sets out a long-term vision of creating safe, resilient, vibrant and integrated communities across the Avon and Central Coast region, encompassing the shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York.

The *Avon and Central Coast 2050 Cycling Strategy* has been developed to facilitate all forms of micromobility. With the rise of newer technology, the forms of micromobility captured in this Strategy extends beyond walking and bike riding to include new and emerging technologies such as e-bikes and e-scooters. The Strategy aims to create an overall integrated network throughout the Avon and Central Coast regions that is safe, comfortable and direct, to encourage users of all ages and abilities.

Comprehensive riding networks promote social inclusion, lead to more active and healthy communities and help to showcase some of the most unique natural landscapes to residents and visitors.

The long-term cycle network proposed in this Strategy has been developed based on the following principles:

Safe: The 2050 cycling network should be built to a standard which reflects an all ages and abilities design philosophy. People of all ages should be able to ride safely and confidently to the places they need and want to go. Unprotected cycling facilities located on busy roads are not considered suitable for vulnerable road users and will not encourage more people to ride, more often.

Connected: Like a road network, all bike riding routes should connect to something at each end (whether that is a destination or another bike riding route).

Widespread: In suburbs and towns, the network should be extensive enough for people to safely assume they can get to their destination without encountering hostile traffic conditions. When bike riding networks reach a certain level of density it enables families to live comfortably without a second car.

Legible: The bike riding network needs to be both intuitive and direct. To achieve this, it makes sense to locate major bike riding routes parallel to natural landforms such as rivers and coastlines or within existing road and rail corridors. The development of coherent wayfinding initiatives is also important in supporting legibility.

Aspirational: Given the long-term nature of this Strategy, several ambitious ideas have been put forward to enable residents to adopt bike riding as a viable and priority transport mode, as well as encourage visitors to stay longer and explore the Avon Central Coast region comfortably by bike.

In some cases, local governments may not have the funding or organisational capacity to progress initiatives, but this Strategy identifies opportunities for future delivery.

Achievable: For the most part, the proposals put forward in this Strategy adopt tried-and-tested planning principles. The case studies chosen provide regional, interstate and international examples of similar projects undertaken in recent years.

Bike riding disciplines that are dependent on purpose-built facilities (such as BMX parks, downhill mountain bike trails and velodromes for track cycling) typically perform non-transport related functions and as such, are not considered within this Strategy. However, the existing and planned locations of these facilities have been considered as part of planning the overall network.

An all ages and abilities design philosophy is about creating places and facilities that are safe, comfortable and convenient for as many people as possible. By designing walking and bike riding facilities that cater for the youngest and most vulnerable users, we create a network that everyone can use. At the heart of this approach is fairness and enabling all people to use the network regardless of age, physical ability or the wheels they use.

1.2 Avon Central Coast in context

The *Avon Central Coast 2050 Cycling Strategy* covers a segment of the Wheatbelt region in proximity with metropolitan Perth. The Strategy area looks at two subregions:

- Avon, including the Shires of Beverley, Northam, Toodyay and York
- Central Coast, including the Shires of Chittering, Dandaragan and Gingin.

The lands covered by the Strategy are located on Ballardong, Whadjuk and Yued Noongar Boodja (Country).

The Strategy area encompasses breathtaking coastline, national parks and reserves, scenic hills and historic country towns. Being so close to Perth, the area has all the attractions of rural and regional lifestyle while offering convenience of the metropolitan area¹⁷.

The Avon Central Coast has a relatively low population density. The area's large population centres include the townsites of Northam and Toodyay located in the Avon subregion. Other key townsites in Avon subregion include Bakers Hill; Beverley; Clackline; Spencers Brook; York; and Wundowie.

Figure 1: Avon Central Coast and Key Statistics ¹⁸



Strategy area

18,765 square kilometres

Population

Total: 35,973

Avon: 21,112

Central Coast: 14,861

Key towns

Northam: 6,679

Toodyay: 1,362

York: 2,393

Jurien: 1,985

Beverley: 1,100

Key industries

Agriculture including broadacre cropping and livestock grazing; aquaculture; renewable energy; mining, construction and light industry; transport, logistics and manufacturing.

Most of the population in the Central Coast subregion reside in Cervantes, Jurien Bay and Lancelin. Coastal townsites also cater for significant tourism populations, with peak season seeing inhabitants of these towns nearly double¹⁹. Other key townsites in the Central Coast subregion include Badgingarra; Bindoon; Gingin; Guilderton; Ledge Point; Muchea; and Seabird.

Each shire in the strategy area reports a proportion of residents over 55 currently that is higher than the Australian average. There is an expectation that this cohort will continue to increase²⁰. Population growth is generally stable throughout the strategy area²¹. The biggest growth in population is reported as occurring in Dandaragan (due to attractive lifestyle for retirees²²) and Chittering (attributed to proximity to the Perth metropolitan area²³). Shires throughout the strategy area project steady growth based on retiree and semi-retiree in-migration to high amenity areas.

Agriculture is the historical backbone of the strategy area, and it remains a key industry throughout Avon and Central Coast. There are a variety of agriculture activities across the area including broadacre cropping and livestock grazing with large property holdings outside of towns. In the Central Coast, aquaculture is of increasing importance, as are renewable energy and mining, construction and light industry. In Avon, transport, logistics and manufacturing are also growth areas. All these industries lead to the presence of large vehicles on the region's roads and active railways.

Tourism is of increasing importance to the strategy area, with visitors from local, interstate and overseas drawn to the coast particularly in summer months. As well, they are attracted to natural features such as the Pinnacles and heritage destinations across the area. Cultural, heritage and experience tourism such as stargazing, wildflower viewing and food and wine tourism are predicted to drive additional visitation in the strategy area.

1.3 The need for a long-term regional cycling strategy

This Strategy is designed to guide investment and improve planning for bike riding in the Avon Central Coast region over the coming decades. The outcomes from this Strategy will:

- facilitate the planning and development of long-distance bike riding routes;
- ensure that the standard of future bike riding facilities meets current best practice;
- adopt a consistent approach with other long-term cycling strategies being developed across WA;
- address key opportunities which may have previously been overlooked, particularly in relation to future land use and transport developments throughout the region; and
- help guide investment between local and State Government, and in certain circumstances between neighbouring local governments.

It is important that this Strategy is reviewed on a regular basis to ensure it keeps up with the changing face of the strategy area, reflecting on all the future changes to bike riding as a mode of transport. A framework outlining how this Strategy will be maintained is provided in [Section 6.3](#).

1.3.1 Expected changes in population

Recent subregional economic planning predicts the population of the Avon Central Coast region to double from 35,500 to 71,000 by 2050.²⁴

The Wheatbelt Development Commission's Wheatbelt Blueprint (2014²⁵) estimates that Avon will be a successfully thriving subregion with just over 42 per cent of the Wheatbelt's population. Avon is expected to experience a more robust and sustained rate of population growth over the next decade given its relative proximity to the Perth metropolitan area.

Population growth is also anticipated to accelerate in the Central Coast subregion. The strongest average growth rate over the past decade was in the Chittering local government area, which grew 54 per cent (three times faster than the subregion as a whole). By 2050, the Central Coast subregion is expected to account for 13 per cent of the Wheatbelt's population, growing by 23,000 people.

1.3.2 Expected changes in land use

Major enterprises serve as economic and employment hotspots in the subregions. New and expanding businesses are anticipated to enhance employment and increase the transport requirements from residential areas. Many new business and job opportunities are likely to establish across the region including fishing and food, mining, tourism and renewable energy projects. Linking key employment hotspots with residential areas will encourage commuting by active transport. Linking tourism hotspots with accommodation centres will also encourage active mobility and relieve the dependency on motorised transport.

1.3.3 Expected changes to transport

Several regional transport projects are proposed to be delivered within the Avon and Central Coast prior to 2050, these include:

- upgrade of the Bindoon bypass on Great Northern Highway;
- Eastlink connecting Midland to Northam;
- completion of Dryandra Road to Goomalling-Toodyay Road; and
- review of Tier 3 Rail lines.

With each of these major projects, appropriate consideration must be given to the provision of high-quality active transport infrastructure and facilities, noting the economic benefits of inclusion in the initial project rather than retrofitting.

1.3.4 Relationship with other documents

The *2014-2031 Western Australian Bicycle Network (WABN) Plan*²⁶ identifies the need to review bike riding facilities in WA's regional centres. Although many local governments have their own local bike plans, it is recognised that there is a need to develop long-term regional strategies which have an aspirational focus and, where appropriate, span across entire regions. Key objectives of this process include:

- improving connections to activity centres and schools;
- identifying inter-regional routes; and
- harnessing the potential for cycle-tourism.

Funding applications for the development of key strategic projects are currently supported through the Regional Bicycle Network (RBN) Grants Program. This program makes funds available for the planning, design and construction of bike riding infrastructure by local governments in regional and metropolitan WA, with funding matched on a dollar-for-dollar basis. Development of a regional strategy can also help facilitate Federal funding opportunities.

Long-term cycling strategies such as this do not preclude local governments from preparing a local bike plan. While the purpose of this Strategy is to provide a blueprint for the Avon Central Coast cycling network, a local bike plan may be used to identify short-term priorities such as upgrades to existing infrastructure and maintenance requirements. Local bike plans are also important for outlining strategies around the activation of bike riding infrastructure and various education, promotion and encouragement strategies aimed at affecting behavioural change.

The Department of Transport (DoT) is currently leading the development of a new active travel strategy, *Walk, Wheel, Ride, Thrive*, which will better align existing State Government strategies and outline a collaborative approach to increasing active travel across Western Australia. Once published, *Walk, Wheel, Ride, Thrive* will replace the WABN Plan.

1.3.5 Expected changes due to climate change.

There are very real considerations in asset management for local governments in terms of coastal inundation risks, impacts of urban heat island effects and availability of materials, amongst a raft of other impacts. This is relevant to decisions on where and how future paths will be designed and constructed.

1.4 Background research and analysis

1.4.1 Document review

A range of documents were reviewed pertaining to land use and transport in the Avon Central Coast region, particularly relating to the shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York.

Combined with detailed stakeholder engagement, these documents were critical to understanding the current approach to bike planning and where planning and feasibility for certain routes has already been undertaken. A list of these documents is contained in [Appendix B](#).

1.4.2 Mapping of current and future trip generators

Existing and known future trip attractors were mapped to enhance development of the network. Trip attractors are defined as any place that people could reasonably be expected to need or want to cycle to, and include destinations such as schools, shopping centres, recreational facilities, industrial areas, caravan parks and tourist attractions. The identified trip attractors are shown together with the proposed 2050 cycling networks contained in [Section 4](#).

1.4.3 Analysis of crash data

The most recent (2018-2022) five-year crash statistics were obtained from Main Roads' Crash Analysis Reporting System (CARS). Both pedestrian and cyclist crash data were obtained, noting that areas which are unsafe for people walking are often also unsafe for those riding. An analysis of this data is provided in [Appendix B](#).

1.4.4 Analysis of GPS travel data

The GPS mapping tool, Strava Labs, was employed to better understand which parts of the Avon Central Coast road and path networks are most heavily utilised by bike riders. Strava is a website and mobile app used to track athletic activity via GPS and can be used to highlight popular bike riding routes throughout the Avon Central Coast and surrounding areas. Despite the usefulness of this information, it should be noted that GPS travel data is typically representative of people who cycle for training or high-intensity recreational purposes. An analysis of this data is contained in [Appendix B](#).

1.4.5 Community consultation

Consultation with the local community was central to the development of this Strategy. The objectives of the consultation were to:

- help refine the overarching aims and objectives of the Strategy;
- gain an understanding of the community's expectations when it comes to bike riding infrastructure, as well as the needs of different user groups;
- reveal the major issues and missing links associated with the Avon and Central Coast's existing bike riding networks;
- provide the community with an opportunity to share their ideas; and
- seek local buy-in and ongoing community support for the Strategy.

The consultation was carried out in three distinct phases: initial engagement with key stakeholder groups including local governments; surveys and mapping exercises online; and Community drop-in sessions providing face to face contact for local residents.

The results of the engagement process are summarised in [Appendix C](#).

1.4.6 Stakeholder consultation

This Strategy has been developed by DoT in partnership with the Shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York. Consultation was undertaken with various stakeholders, including:

- ARC Infrastructure;
- Department of Biodiversity, Conservation and Attractions (DBCA);
- Department of Local Government, Sport and Cultural Industries (DLGSCI);
- Department of Planning, Lands and Heritage;
- Tourism WA;
- Main Roads WA;
- WA Trails Reference Group;
- WA Bike Riding Reference Group;
- WALGA; and
- WestCycle.

1.4.7 Review of existing cycling network

Alongside community and stakeholder consultation, a technical review of the existing bike riding network was undertaken to identify strengths, weaknesses and opportunities. Many of the towns across the region benefit from existing networks of suitable infrastructure, including wide footpaths which facilitate local access to many destinations. However, there are significant opportunities to enhance and supplement the existing networks and better cater for bike riding trips, particularly to industrial workplaces and tourist destinations. Along with the development of new cycle routes, these opportunities include:

- improving connectivity by constructing missing links;
- completing loops around the region's cities and towns;
- providing separated infrastructure to improve bike rider safety on heavy vehicle routes;

- upgrading older sections of shared paths to provide more comfortable walking and bike riding experiences;
- introducing consistent wayfinding to assist with network legibility;
- installing climate and terrain specific mid-trip and end of trip facilities; and
- enhancing local bike riding networks through activation initiatives that emphasise the unique cultural and environmental landscapes.

The maps contained in the Action Plan ([Section 6](#)) classify the existing cycle network in the context of the proposed network hierarchy.



Consultation session in Jurien Bay. Credit: Department of Transport

2. Encouraging Bike Riding

The built environment and the social environment are two key factors which influence the uptake of bike riding. Traditionally, bike riding strategies have focused on built environment factors alone. These important factors include all elements of infrastructure such as adequate paths, road-crossing points and trip facilities. Bike riding infrastructure has traditionally been provided in a 'build it and they will come' model, much like car-based road infrastructure which appears to attract people once it is constructed. Providing only the infrastructure for bike riding does not deal with factors to enable more people to make the choice to ride.

The social environment includes the built environment as well as relationships, institutions and culture. More specifically for encouragement of bike riding, the social environment means responding to perceptions, access, ability and awareness to help develop behavioural norms²⁷. This involves consideration of who could be riding on the paths to understand and address their barriers and motivations related to bike riding.

Consideration for both factors are included in the Strategy and actions to help create and support a culture of bike riding are identified.

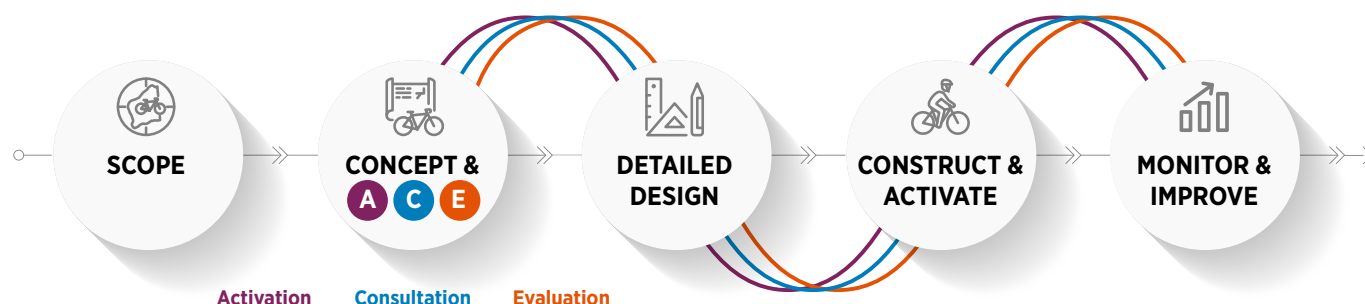
2.1 Activation, consultation and evaluation

This Strategy outlines how new bike riding infrastructure can support greater participation in bike riding in the Avon Central Coast region. However, planning and building infrastructure in isolation will not necessarily lead to significantly more people riding.

There needs to be an emphasis on creating inclusive infrastructure projects so that the product delivered fully serves the needs of the local community as well as people visiting the region. This can be achieved through a range of engagement and monitoring activities as projects are planned, designed and constructed, and as the infrastructure continues to be used after construction.

Effective engagement incorporates three essential elements into project delivery – activation, consultation and evaluation. This approach is outlined in the following framework.

Figure 2: Activation Consultation and Evaluation model



- **Activation** includes promotions and programs designed to encourage people onto the infrastructure by raising awareness and appeal. This can range from highlighting the new facilities in media releases and creating local maps, to making bike riding trips more pleasant through added amenities such as end-of-trip facilities, bike parking, natural landscaping, art works and other initiatives. Activation can take place throughout all phases of an infrastructure project – starting well before a project is built – and can be temporary (one-off activities), intermittent (such as a monthly group ride) or permanent (such as wayfinding signage).
- **Consultation** is a crucial part of the delivery of inclusive bike riding infrastructure to ensure that the facilities meet the needs of users, stakeholders and the local community. Consultation can be undertaken in a variety of formats and is typically led by local government.
- **Evaluation** of the infrastructure is essential to measuring the impact it is having, both for people using the infrastructure and for the wider community experiencing the outcomes of increased transport mobility. These outcomes may include better local liveability, improved congestion and parking management, growth in cycle tourism and increased spending at local businesses. Ongoing monitoring will ensure facilities are well maintained and that the planning and delivery of bike riding initiatives undergo continuous improvement.

All three of these elements are inherently linked and some activities will deliver outputs for more than one, such as a community workshop where people are asked to review existing facilities (evaluation), help prioritise new ones (consultation), and participate in the delivery and promotion of new facilities and amenities (activation).

At its core, this approach acknowledges that cycle networks are part of a richer local landscape and should be delivered in an inclusive way that invites participation and supports a range of community outcomes.

2.2 Cross agency synergies

An integrated approach to transport planning is a positive way to influence the planning and provision of transport systems towards more sustainable patterns. Integrated transport planning considers key transport issues such as transport system interdependencies, interactions between transport and land use, transport safety, traffic congestion, parking, travel demand management and accessibility. Integrated transport plans will help identify and prioritise transport infrastructure and service improvements and meet community and government objectives.

Developing and leveraging the benefits of bike riding and other forms of active transport throughout the Avon Central Coast region will rely on the cooperation of several government agencies. The diversity of opportunity allows for key agencies to work together with local governments, communities and businesses to promote active transport.

A key consideration for transport trails and paths in the Avon Central Coast region (particularly those connecting towns) are public drinking water source areas. Prior to development, it is critical that consultation is undertaken with the Department of Water and Environmental Regulation (DWER). Similarly, transport trails through reserve areas should be referred to the DBCA at an early stage of the design process. Early consideration should also be given to Aboriginal heritage and recognition of local sensitivities.

Working together provides greater scope in integrating communities and allows a more effective use of resources to achieve outcomes to benefit more communities.

3. Regional Route Hierarchy

A hierarchy comprising five types of bike riding routes has been used to plan and illustrate the Avon Central Coast's 2050 cycling network. This hierarchy has been adopted for all bike riding strategies in WA as a key action of the WABN Plan. An important aspect of the hierarchy is that unlike many traditional cycling network plans, routes are defined primarily by function, rather than built form. The key differences between the five types of routes are explained in Sections 3.1 to 3.5, with additional detail provided in [Appendix A](#).

3.1 Primary routes

Primary routes form the backbone of the Avon Central Coast 2050 cycling network. They define high demand corridors connecting major destinations of regional importance. Primary routes afford people riding and walking with safe and generally uninterrupted journeys.

Primary routes should be completely separated from motorised traffic. Due to this, major road and rail corridors, as well as river and ocean foreshores, tend to be the most practical locations for these types of facilities.

In terms of built form, primary routes predominantly consist of high-quality shared paths at least 3 metres in width. To ensure high levels of rideability and legibility, red asphalt is usually the preferred surface treatment however this may depend on the localised climate and terrain. An important consideration for shared paths is managing safety and ensuring etiquette between different users. In areas of high pedestrian activity, it may be necessary to provide separate facilities for people walking and riding.

In regional areas, which often include long distance connections, consideration should be given to convenience and emergency facilities such as water fountains, rest points and toilets.



Example of Primary route. Credit: Department of Transport

3.2 Secondary routes

Secondary routes are typically located within built-up environments. The aim of these routes is to provide connectivity for users between primary routes and important trip attractors such as shopping centres and industrial areas, as well as education, health and sporting and civic precincts.

In most cases, secondary routes are located adjacent to busy streets and take the form of protected on-road bike lanes or separated shared paths. It is important that the design of all new bike riding infrastructure (including secondary routes) incorporates an 'all ages and abilities' approach. To ensure that on-road bike riding infrastructure is safe and attractive to such a wide range of users, separation in the form of kerbed medians is desirable to minimise the interaction between those riding bikes and those driving cars – particularly on busier roads.

Where this is not possible, softer measures such as painted hatching, mountable plastic kerbing or flexible bollards can be considered, however these treatments are normally only acceptable in low speed environments. In some cases, off-road shared paths are the best option for secondary routes.

Unlike primary routes, secondary routes do not necessarily provide users with uninterrupted journeys. Consequently, it is important that appropriate consideration is given to the design of secondary routes at all intersecting roads, but particularly those controlled by either traffic signals or roundabouts. Where possible, priority should be given to the bike riding route at intersecting minor roads and driveways.



Example of Secondary route. Credit: Department of Transport

3.3 Local routes

The objective of local routes is to collect bike riding traffic from local residential areas and distribute it to the secondary and primary bike riding networks. Local routes are also used by bike riders to access a range of lower-order destinations such as local shops and parks. The look and feel of local routes are distinctively different from primary and secondary routes.

Examples of local route treatments include:

- 30 km/h safe active streets which adopt 'self-explaining street' and 'filtered permeability' urban design principles;
- very quiet suburban streets, communicated using sharrows²⁸ and other signage or way finding;
- sections of shared path (normally linking two or more quiet streets together); and
- on-road bike lanes (but only on quiet roads with low traffic volumes and where posted speed limits are less than or equal to 50 km/h).

In many cases, a local route may consist of a combination of two or more types of treatment. Where this is the case, the transition from one type of facility to another needs to be carefully considered.



Example of Local route. Credit: Department of Transport

3.4 Transport trails

Transport trails are long-distance, predominantly unsealed trails which are typically used to connect towns. Unlike downhill mountain biking trails, transport trails are non-technical in design. While there will be some level of crossover, transport trails provide users with a more passive bike riding experience.

In some cases, transport trails cater for other types of users including bushwalkers, trail runners and horse-riders. On such trails, it is essential that paths are managed appropriately to ensure the safety and satisfaction of all user groups.

In terms of their built form, transport trails should ideally be wide enough to allow two people to ride comfortably side-by-side. As they are often located in remote locations, it is important that extensive wayfinding signage is used to direct users to, from and along the route.

Transport trails are often constructed along the alignments of disused or closed railways, watercourses (such as rivers, drains and irrigation channels), utility corridors (such as electricity, gas or water supply), as well as fire breaks and other tracks through forested areas including nature reserves and national parks.

Depending on land ownership, the planning, design, construction and maintenance of transport trails is typically led by local government or the DBCA. Funding is usually sought through the DLGSCI or Lotterywest. Other government agencies such as DoT and Tourism WA can assist in the planning, design and promotion of these facilities.



*Example of a Transport Trail.
Credit: Department of Transport*

3.5 Road cycling routes

Road cycling routes cater for people cycling long distances for training, sport or recreational purposes. For this user group, distances of 100 km or more are achievable.

This type of bike riding, which is often undertaken by groups or clubs, is commonly carried out on rural and semi-rural roads which tend to feature nice scenery, challenging terrain and low traffic volumes, but are also selected in order to minimise the likelihood of interactions with pedestrians and lower speed cyclists.

Around WA there is a growing need to review the key routes being used by road cyclists in order to improve safety and user experience. The introduction of safe passing legislation has gone some way to protect those riding on the road²⁹. However, other initiatives may include shoulder widening, pull-off bays, advisory signage, and electronic flashing warning signs which detect when groups of cyclists are using certain sections of road. Detailed assessment is required in partnership with cycling bodies and groups to determine appropriate locations and preferred safety measures, which will likely differ on each route.



*A Road Cycling route rider in Karratha.
Credit: Department of Transport*

4. Proposed Network

This Strategy covers 17 townsites and several regional connections between towns. It includes relatively short distances as well as consideration for longer distance connections for recreational and touring bike riders.

The exact alignments of some routes may change following further feasibility assessment and consideration of local environmental, heritage and engineering constraints. Of relevance to the region are coastal hazard areas on foreshores, riverbeds and flood plains, native vegetation, and public drinking water source areas. Prior to development of any trails and routes that may impact on sensitive areas, it is critical that consultation is undertaken with the relevant stakeholders including DWER, DBCA and the Department for Lands, Planning and Heritage.

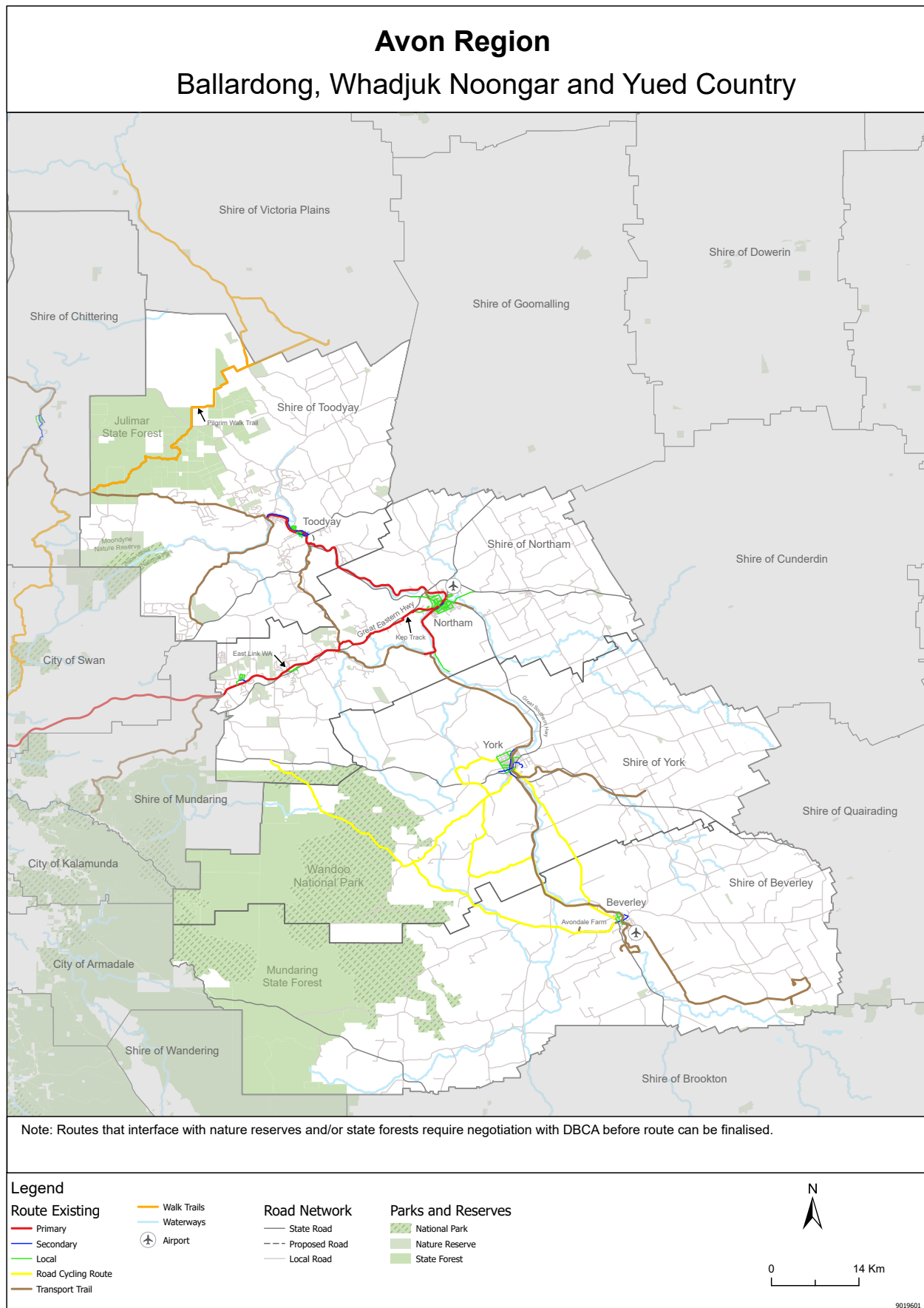
The proposed network has been developed as a result of a comprehensive review of routes and destinations by transport engineers and the participating local governments, as well as community consultation. The network highlights the opportunities in the region and helps inform the action plan, so as if and when finances and capacity permits, or when alternative funding opportunities arise, readily identified projects may be able to be progressed.

4.1 Overall network

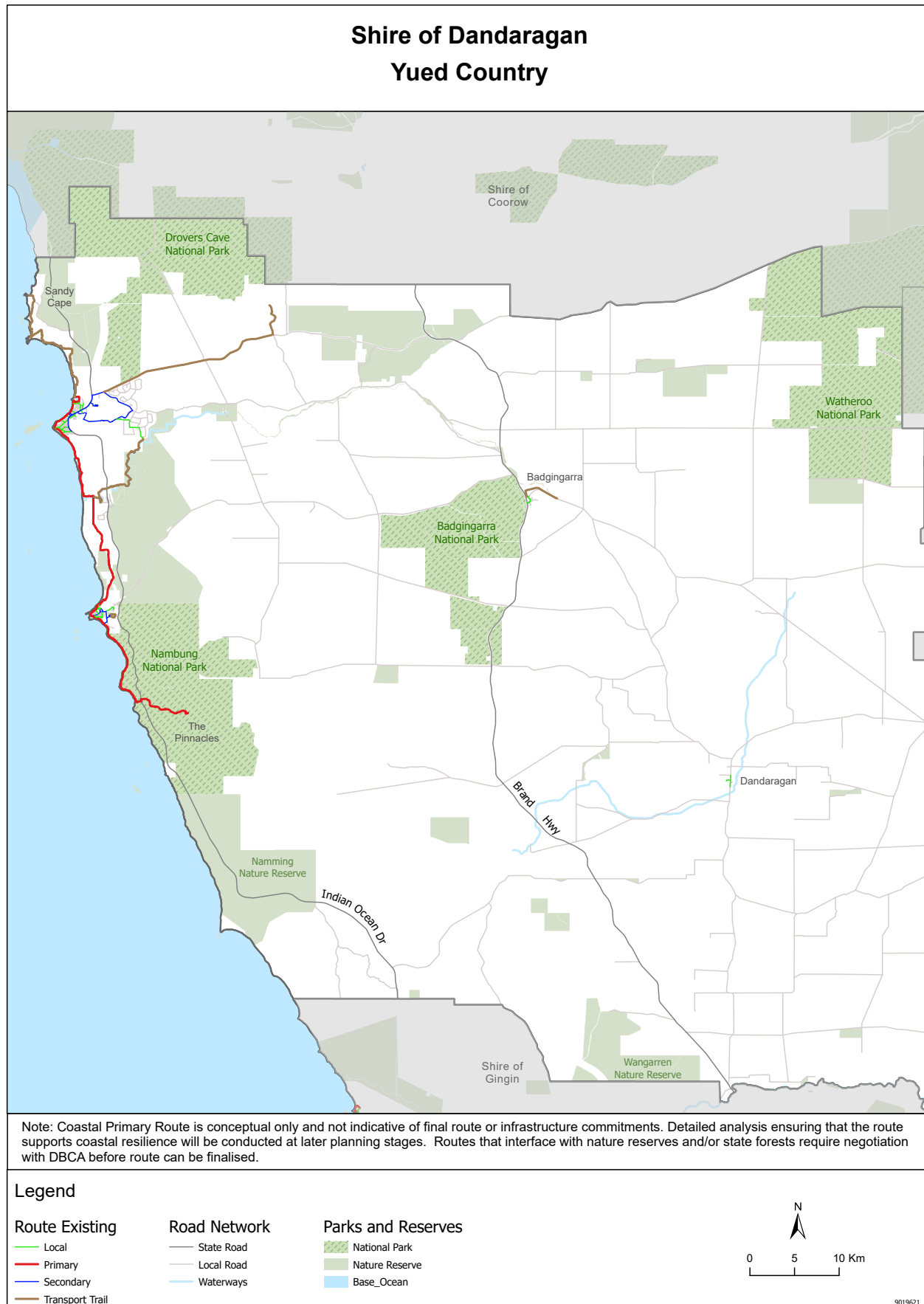
Maps 1 to 4 provide a regional overview of the proposed 2050 Avon and Central Coast LTCN.

The LTCN features primary, secondary and local routes, as well as transport trails and road cycling routes throughout the shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York.

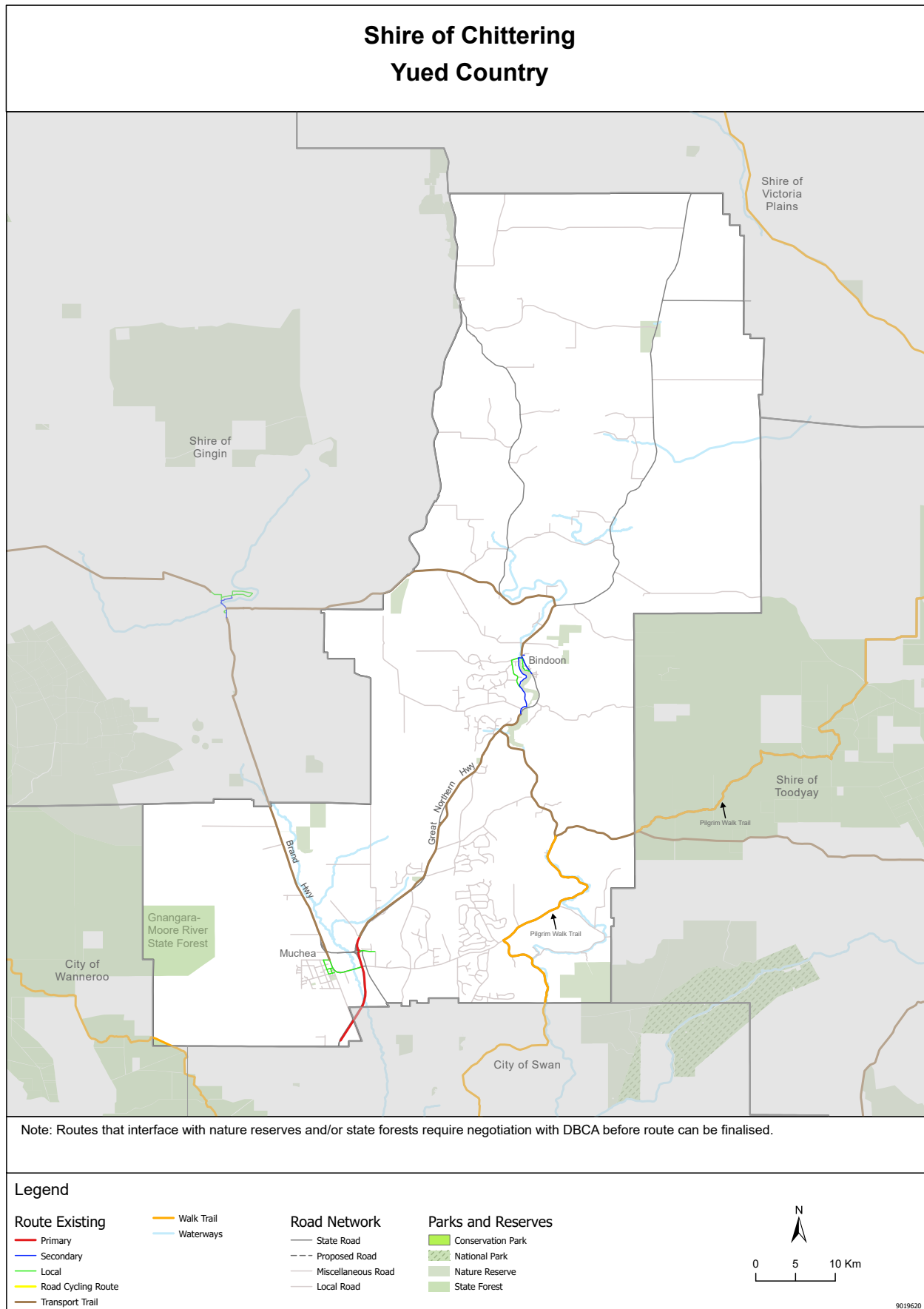
Map 1: Avon subregion network map



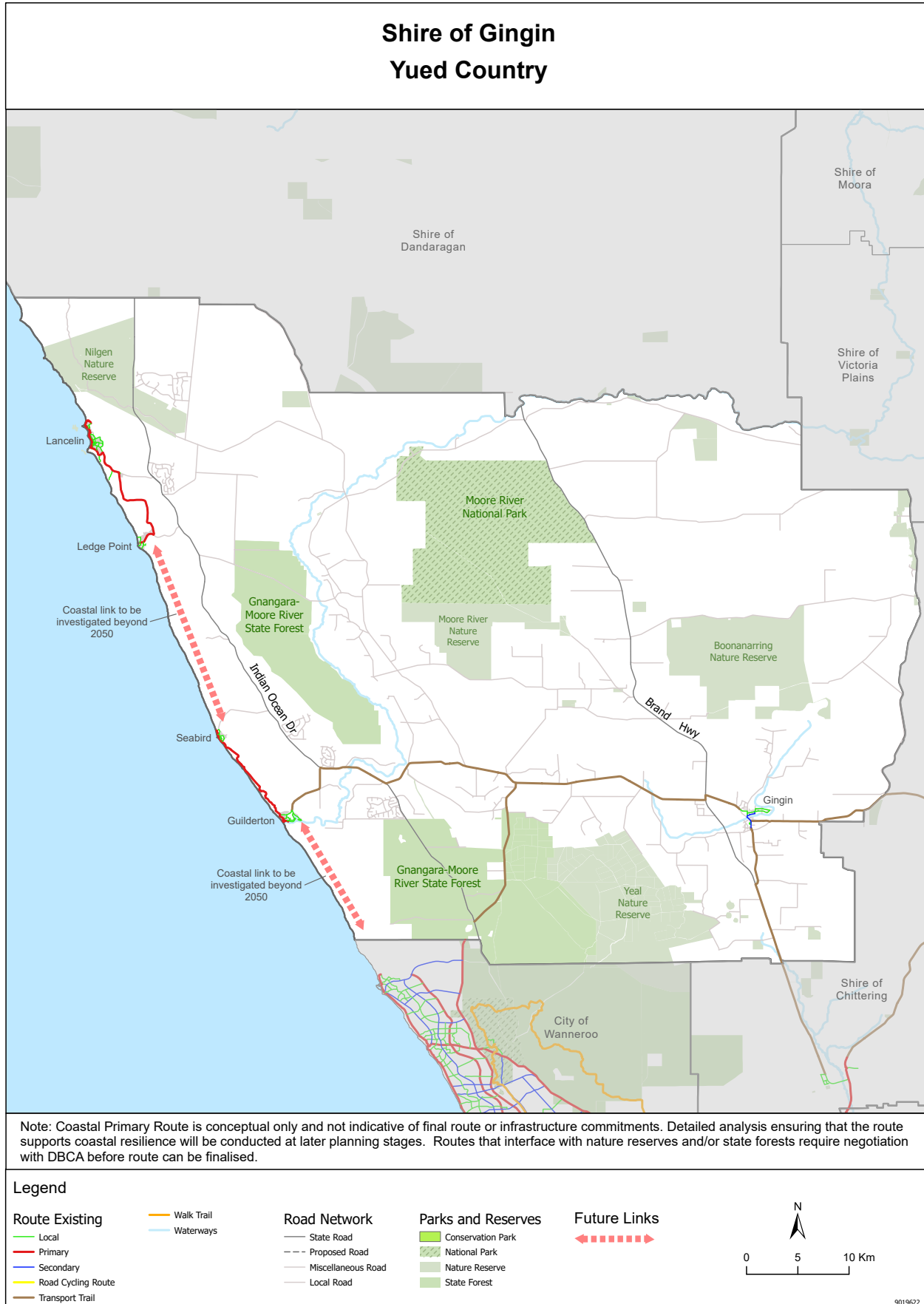
Map 2: Shire of Dandaragan network map



Map 3: Shire of Chittering network map



Map 4: Shire of Gingin network map



4.2 Avon subregion

Map 5 to 12 provide more detailed networks for the local centres of Beverley, Bakers Hill, Clackline, Northam, Spencers Brook, Toodyay, Wundowie and York.

Primary routes for the Avon subregion connect Northam to the metropolitan area, a key attractor at Spencers Brook and providing a key link between Northam and Toodyay.

Secondary routes reflect the intensity of local townsites providing a conduit connecting the primary route to the bike friendly local routes.

Local routes highlight the local bike friendly streets that provide the best connections within townsites.

Transport trails provide opportunities for longer tourist rides that can be marketed as inclusive itineraries, individual journeys of discovery or providing connections between smaller locations.

Where appropriate, **road cycling routes** are identified to support cycling training, regular events and long-distance cycle touring.

4.2.1 Shire of Beverley (Ballardong, Noongar Country)

The routes proposed for Beverley's 2050 LTCN are shown in Map 5. They embrace opportunities and priority projects including:

- Constructing a path along John Street, with east-west connections north of the town centre. John Street provides an important link for residents to workplaces in Beverley, the Beverley District High School and other community facilities such as churches and medical facilities.

Map 5: Shire of Beverley Network Map



4.2.2 Shire of Northam (Ballardong, Whadjuk Country)

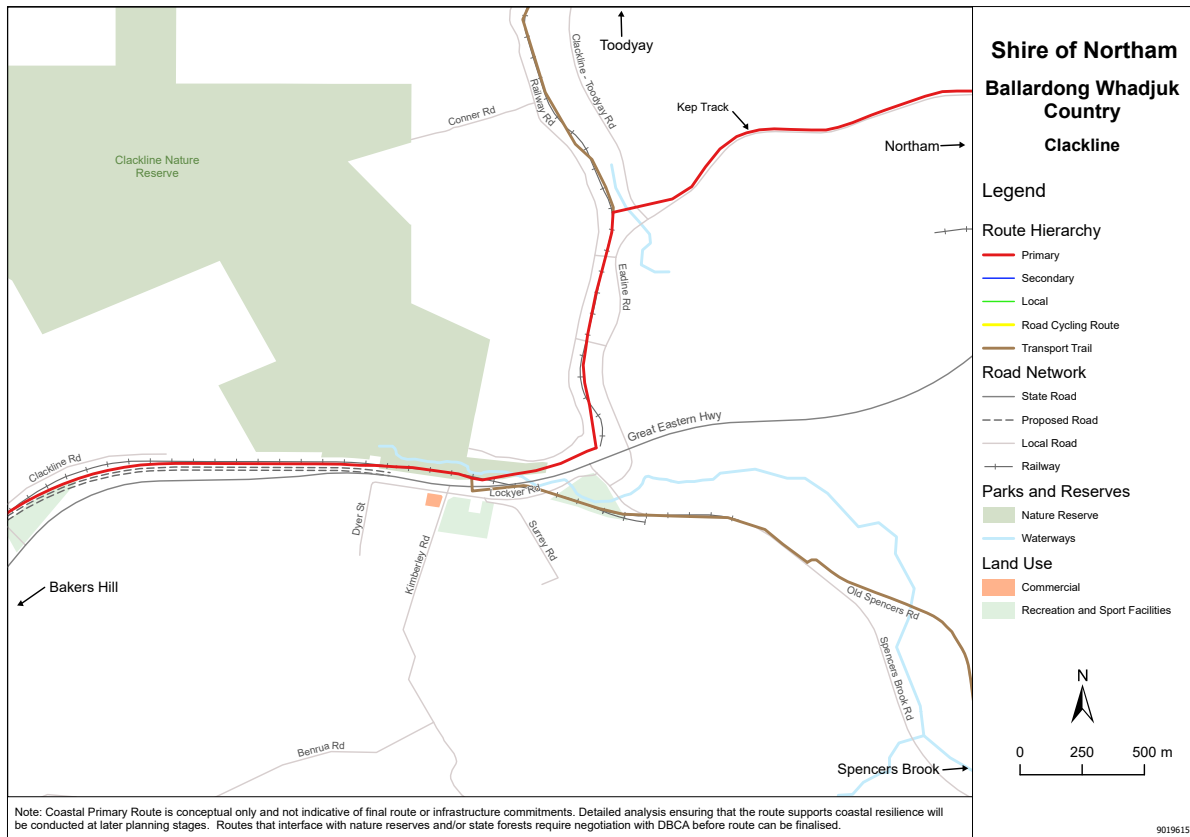
The routes proposed for Northam's 2050 LTCN are shown in Maps 6 to 10. They contain opportunities and priority projects including:

- Constructing a path along Taylor Street to Katrine Road and Mitchell Avenue from Mount Ommanney Road as stages of the Northam Recreational Shared Path; and
- Constructing paths on Hawke Avenue to link Wundowie town site to the proposed Eastlink.

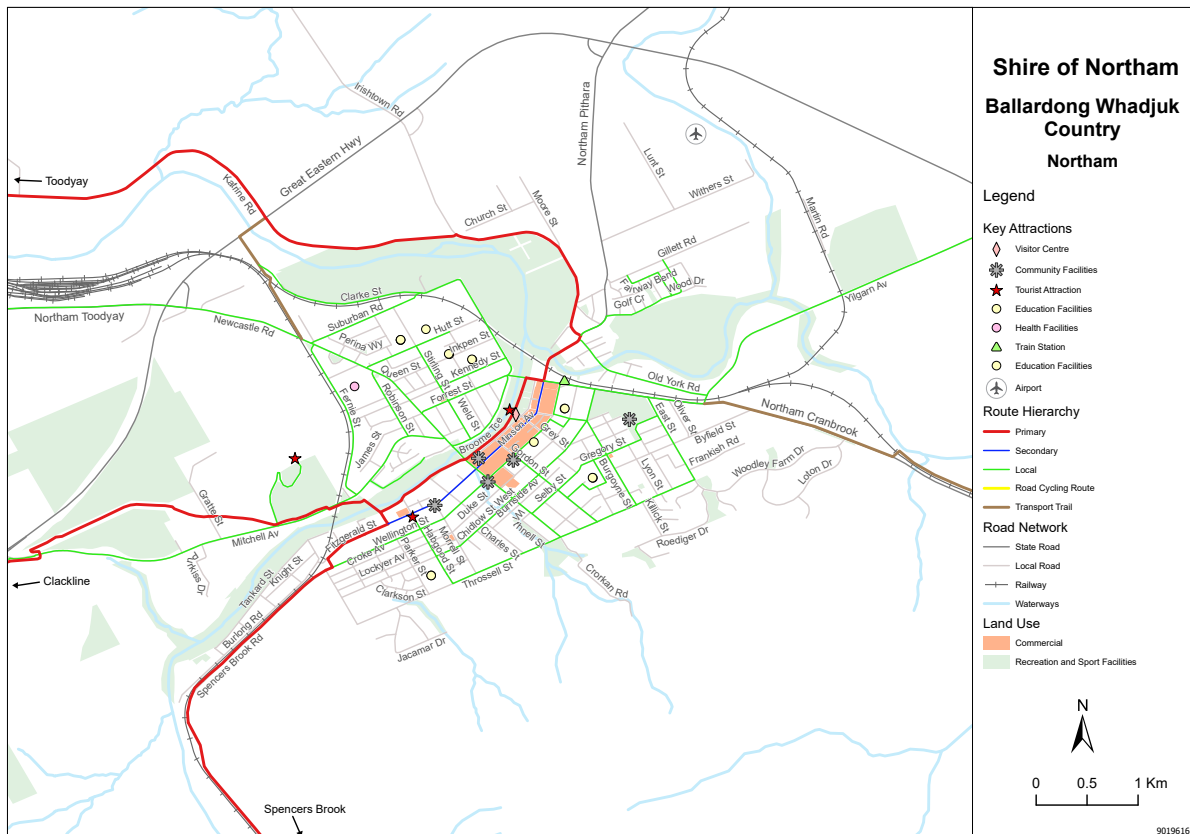
Map 6: Shire of Northam (Bakers Hill) Network Map



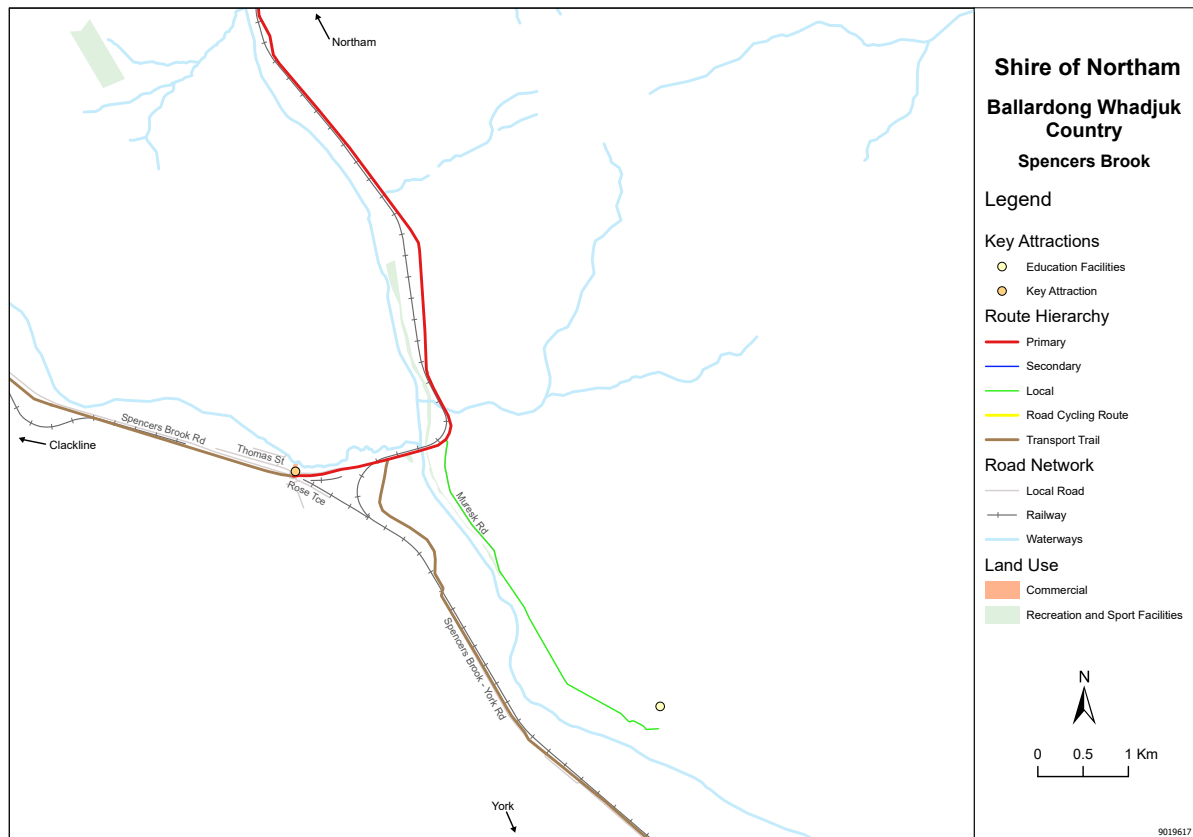
Map 7: Shire of Northam (Clackline) network map



Map 8: Shire of Northam (Northam) network map



Map 9: Shire of Northam (Spencers Brook) network map



Map 10: Shire of Northam (Wundowie) network map

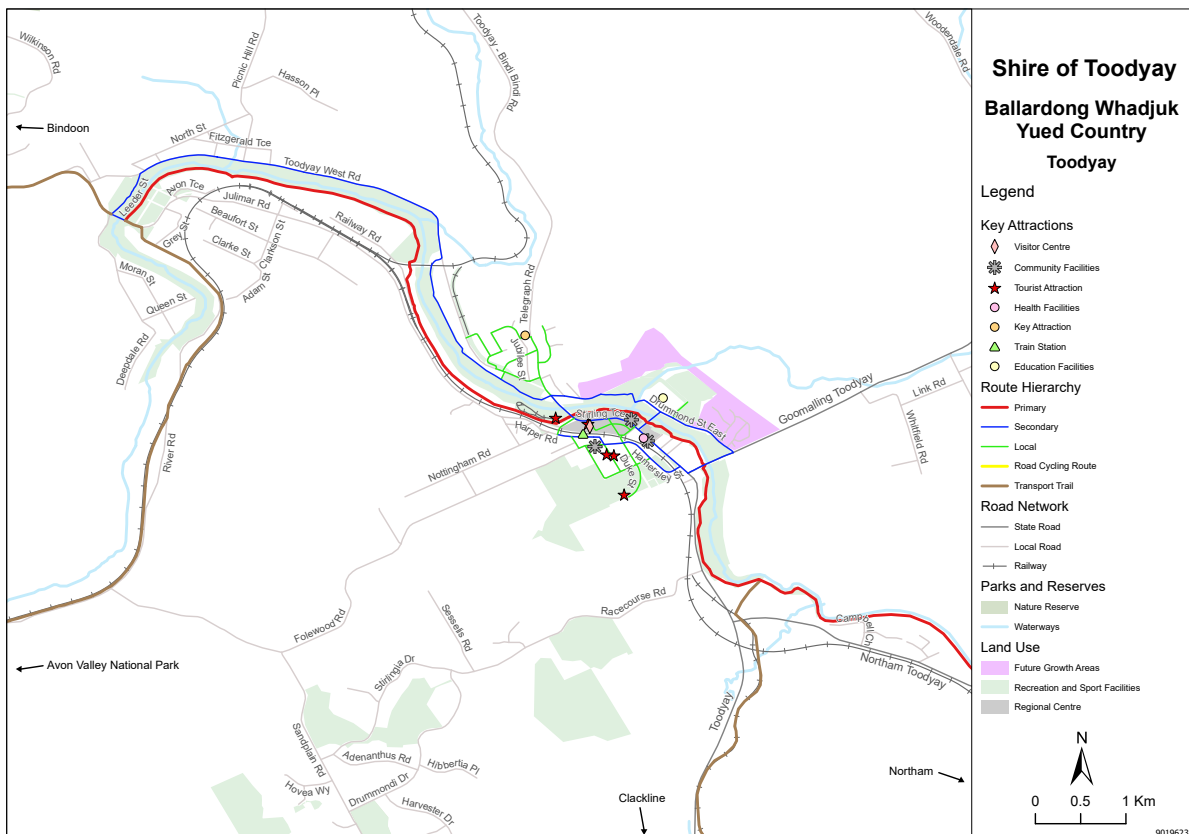


4.2.3 Shire of Toodyay (Ballardong, Yued, Whadjuk Country)

The routes proposed for Toodyay's 2050 LTCN are shown in Map 11. They embrace opportunities and priority projects including:

- Designing and constructing a shared path on Settlers Ridge to improve local residential connectivity; and
- Constructing the riverside trail from Connor's Bridge to Caravan Park to improve connection for residents and visitors as well as providing a continuous link along the river³⁰.

Map 11: Shire of Toodyay (Toodyay) network map

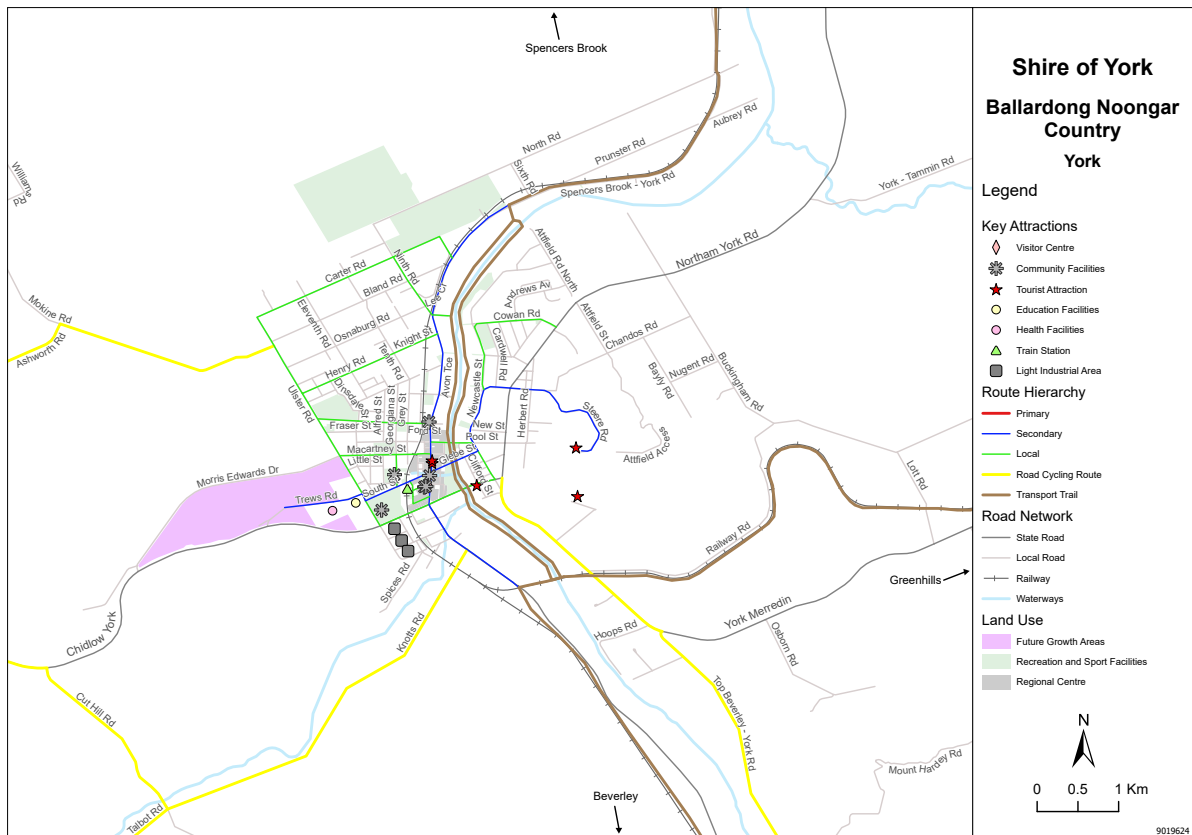


Shire of York (Ballardong, Noongar Country)

The routes proposed for York's 2050 LTCN are shown in Map 12. They contain opportunities and priority projects including:

- Extending the path along Trews Road from York District High School to the York Health Service facility and future growth area, providing residents and visitors safer access to medical services and providing cycle infrastructure to appeal to and cater for future residential and commercial growth;
- Extending the path along Forrest Street and Henrietta Street to improve connectivity to York Convention and Recreation Centre and alternate route to York District High School. These new paths would complete the missing links around the Centre, encouraging York's population residing north of the Centre, as well as east of the Avon River, to access the recreational destination by bicycle; and
- Constructing a path on Steere Road / Pioneer Road to Mount Brown Lookout. This will provide safe access to the numerous existing and proposed walking, mountain bike and equestrian trails throughout the reserve as well as BBQ, picnic and toilet facilities. Improving access to the reserve will encourage fitness, recreational and tourism uses.

Map 12: Shire of York (York) network map



4.3 Central Coast subregion

Maps 13 to 23 provide more detailed networks for the local centres of Badgingarra, Bindoon, Cervantes, Dandaragan, Gingin, Guilderton, Jurien Bay, Lancelin, Ledge Point, Muchea and Seabird.

The **primary routes** within the Central Coast region reflect the coastal connections between the towns within proximity to each other as well as recognising the key future coastal link between the Metropolitan area and the region. The completion of the Northlink primary route is also recognised.

Secondary routes reflect the intensity of local townsites providing connections to the primary route as well as connecting back to the bike friendly local networks.

Local routes highlight the local bike friendly streets that provide the best connections within townsites.

Transport trails provide opportunities to increase longer tourist rides that can be marketed as inclusive itineraries, individual journeys of discovery or providing connections between smaller locations.

Where appropriate, **road cycling routes** are identified to support cycling training and long-distance cycle touring.

4.3.1 Shire of Chittering (Yued Country)

The routes proposed for Chittering's 2050 LTCN are shown in Maps 13 and 14 and contain opportunities and priority projects including:

- Constructing a path on Granary Drive in Muchea between Tonkin Highway and Edwards Place to improve connection and create an 'anchor' between established Muchea town commercial area and Tonkin Highway / Great Northern Highway; and
- Connecting the Town Centre to the Bindoon Mountain Bike Trailhead and Caravan Park.

Map 13: Shire of Chittering (Bindoon) network map

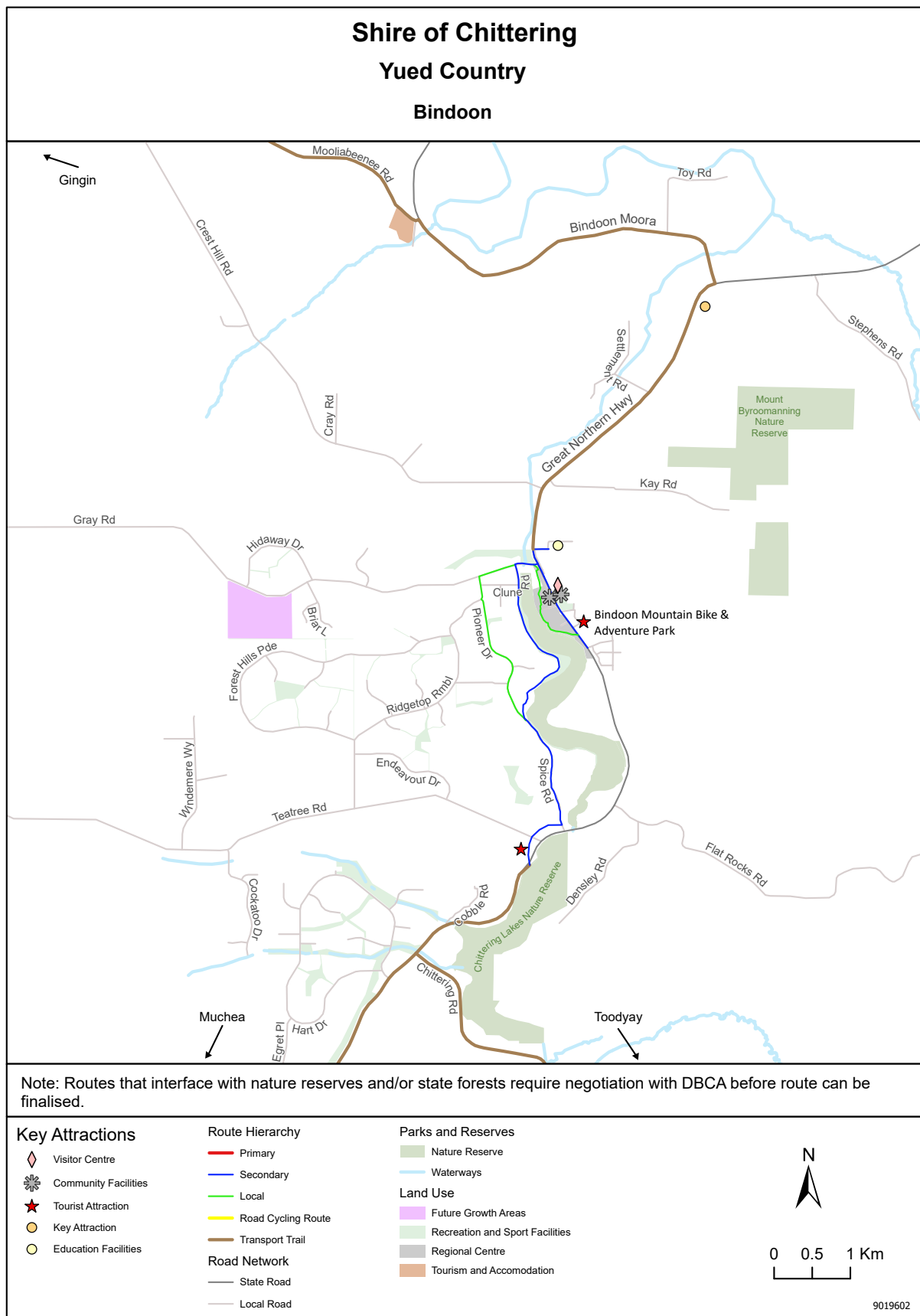


Figure 14: Shire of Chittering (Muchea) network map



4.3.2 Shire of Dandaragan (Yued Country)

The routes proposed for Dandaragan's 2050 LTCN are shown in Maps 15 to 18 and contain opportunities and priority projects including:

- Linking Jurien Bay townsite to surrounding residential estates Alta Mare and Jurien Heights, through the construction of new paths to create a loop within the estates as well as Jurien Road, Canover Road and Airstrip Road.
- Constructing a path along the unsealed Hansen Bay Road in Cervantes to provide a safe, direct cycle route to Lake Thetis loop trail, Hansen Bay Lookout and Hansen Bay Beach; and
- Extending the path north on Dandaragan Road to Golf Drive to provide a link to the Dandaragan Community Recreation Centre and south to Redgum Village Dandaragan which provides visitor accommodation.

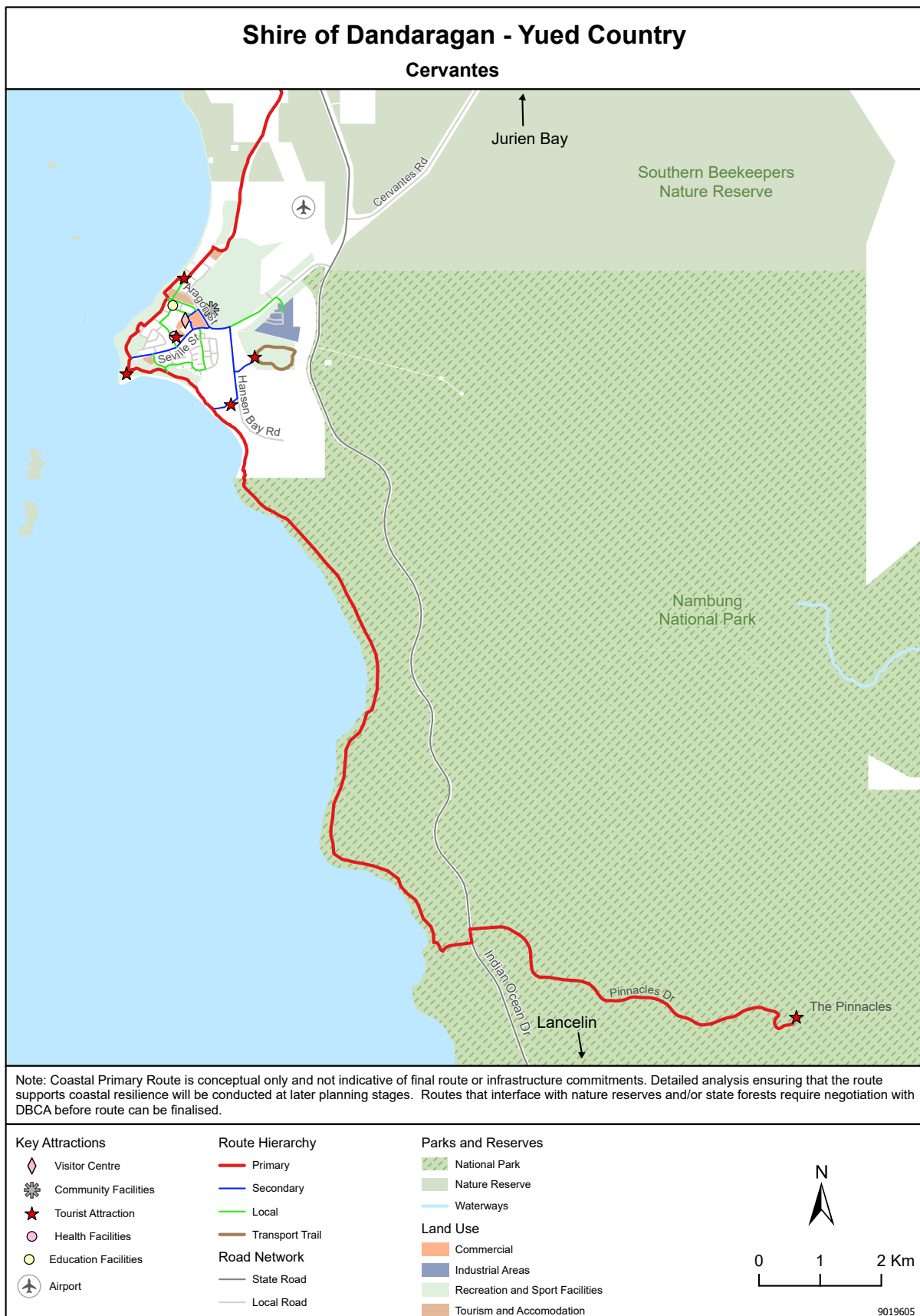
Map 15: Shire of Dandaragan (Badgingarra) network map



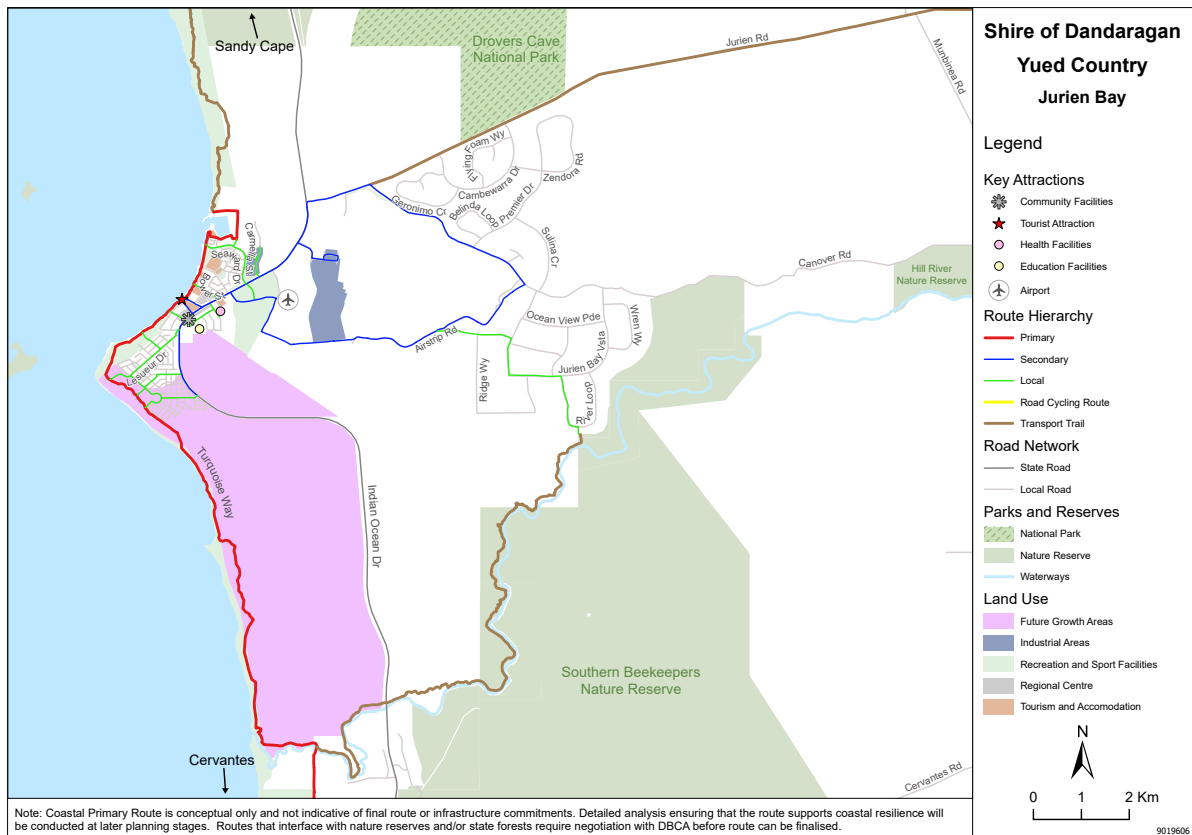
Map 16: Shire of Dandaragan (Dandaragan) Network Map



Map 17: Shire of Dandaragan (Cervantes) network map



Map 18: Shire of Dandaragan (Jurien Bay) network map



4.3.3 Shire of Gingin (Yued Country)

The routes proposed for Gingin's 2050 LTCN are shown in Maps 19 to 23 and contain opportunities and priority projects including:

- Constructing a new path on Guilderton Road / Moore River Drive / Stephens Crescent from Mortimer Road to providing access to the Moore River Estuary.
- Constructing a path on Lancelin Plaza in Lancelin, to improve access along the shopping area and to recreational destinations;

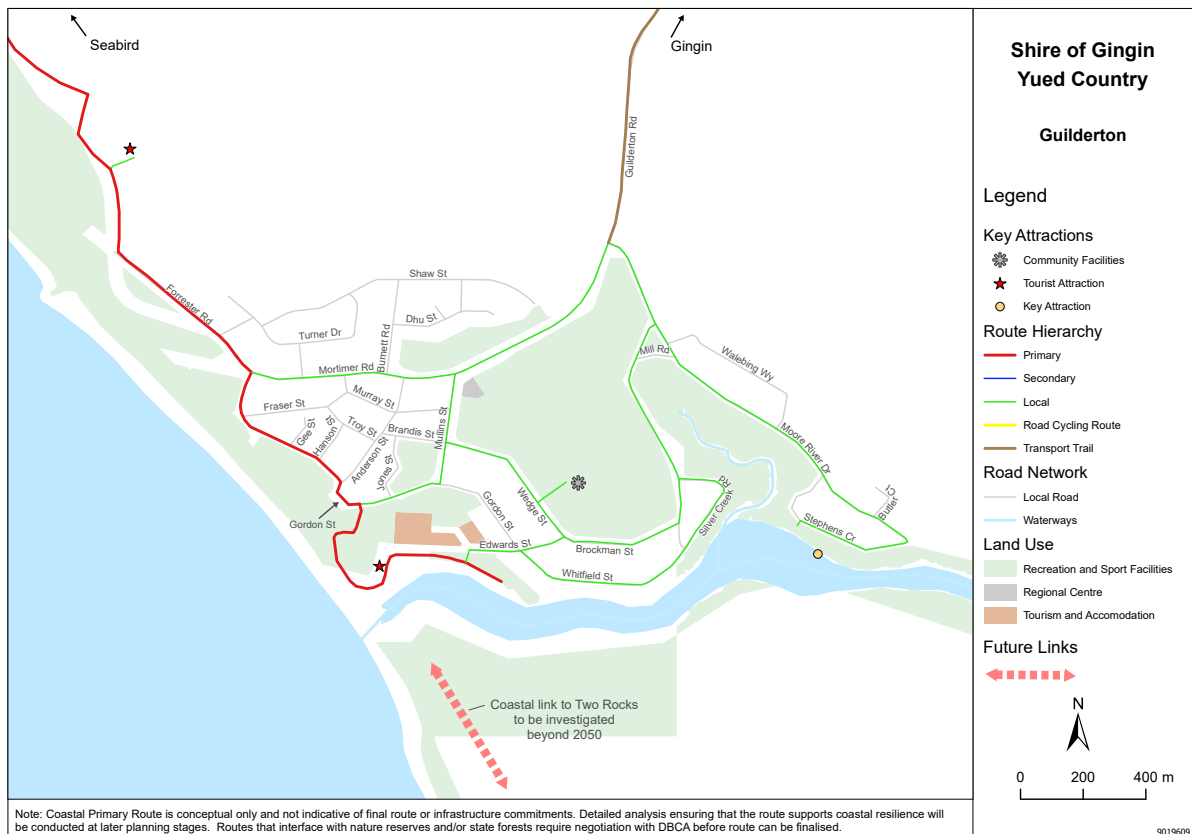
- Constructing a beach access cycle path in Ledge Point from Robertson Road to the beach; and
- Constructing a new path from McCormick Street to the beach passing Seabird Tavern and Caravan Park.

It should be noted that the Shire of Gingin have not endorsed this Strategy. Despite this, the aspirational network maps remain relevant and should be considered as part of future planning in the Shire.

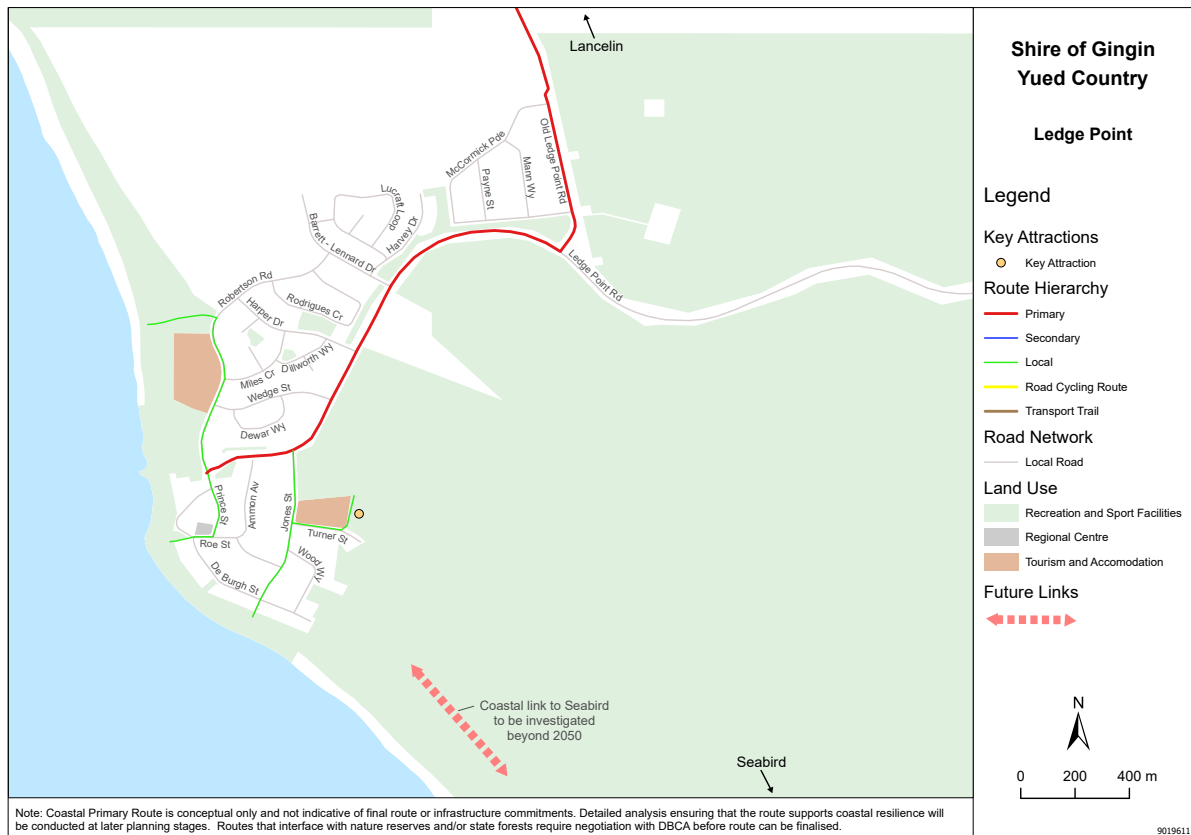
Map 19: Shire of Gingin (Gingin) network map



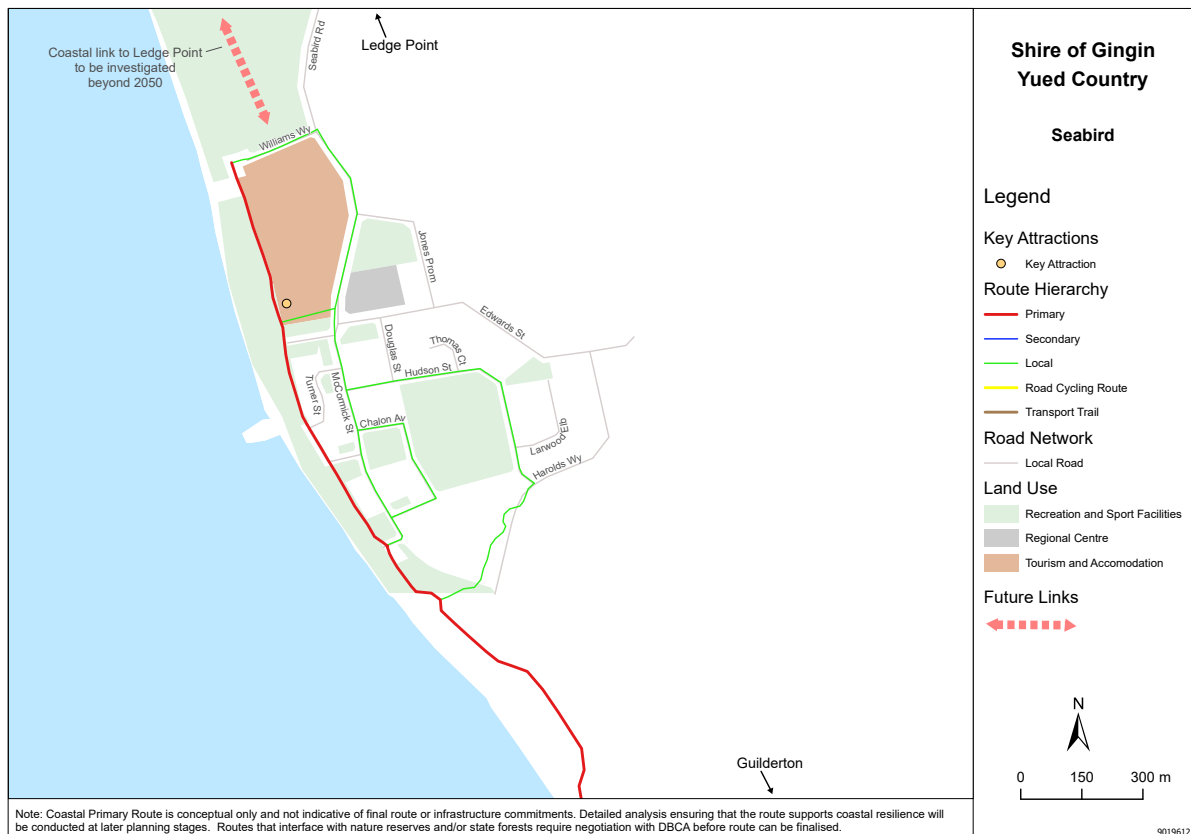
Map 20: Shire of Gingin (Guilderton) network map



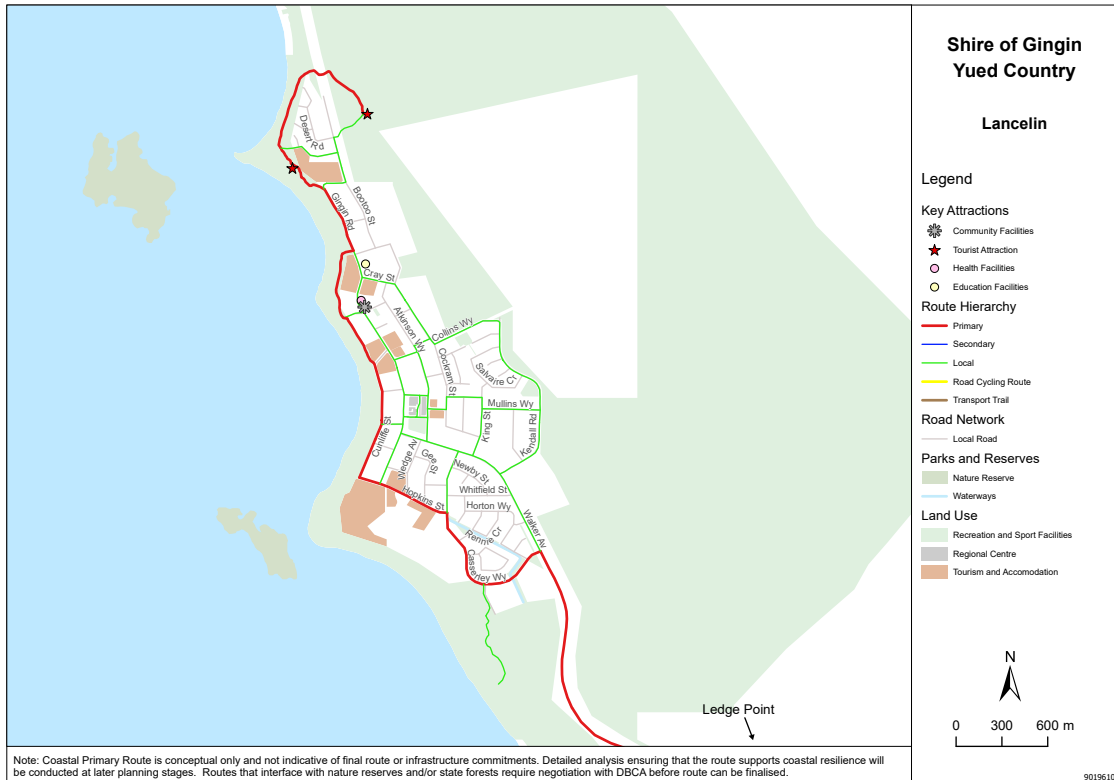
Map 21: Shire of Gingin (Ledge Point) network map



Map 22: Shire of Gingin (Seabird) network map



Map 23: Shire of Gingin (Lancelin) network map



5. The Way Forward

This section outlines the way forward for the Avon Central Coast region through the identification of key themes and opportunities for bike riding throughout the region. Case studies are used to illustrate where similar outcomes have been achieved elsewhere.

5.1 Connecting people to where they live, work, learn and play

As the urban centres of the Avon Central Coast region grow, it is imperative to provide safe and direct cross-town bike riding routes connecting people to activity nodes such as shopping centres, schools, recreational facilities and industrial areas.

Supporting cross-town connections is particularly crucial in the region given the lack of public

transport services. A convenient, safe and direct cycle network will allow people to move seamlessly throughout the region, creating opportunities to enable bike riding as a viable transport option.

Feedback from the community indicated the need to link key destinations such as town centres, shopping centres, beaches, parks and restaurants to encourage people to ride as part of their everyday journeys.

CASE STUDY: Busselton - Buayanyup Drain Shared Path

The Buayanyup Drain Shared Path provides a good example of cross-town connections in a regional setting. The path connects one of the new subdivisions in Busselton, the Vasse town centre to the coastal principal shared path giving access to the beaches of Geographe Bay as well as the town centres of Busselton and Dunsborough. The path was an integral part of the rejuvenation of a degraded Buayanyup Drain which was previously inaccessible. People who ride and walk can now soak up the scenery and the sounds of native wildlife. The community was involved in an innovative native bee workshop and tree planting as part of the opening of the path, with over 500 native plants being established. The path provides a safe and scenic connection for residents and attracts tourists and locals to explore the wider area.



Buayanyup Drain Path. Credit: City of Busselton

5.1.1 Opportunity: Creating convenient and easy cross-town connections

Some journeys within the Avon Central Coast region are currently seen as inaccessible by bike due to missing links and unsafe road conditions. Common stated barriers included a lack of adequate paths along heavily trafficked roads with high truck volumes, irregular or inconvenient crossing points and, in some cases, only informal tracks existing.

Opportunities exist to provide safer, more convenient ways for people to ride between and across towns.

Some key opportunities include:

- Linking Jurien Bay Town Centre to residential estates;
- Constructing a railway crossing on Hamersley Street to Stirling Street in Toodyay to improve safety; and
- Designing and constructing Stage 1 of the Avon River Trail in Toodyay to connect the Caravan Park to the Town Centre.

These and other opportunities are reflected in the priority projects [Section 6](#).

CASE STUDY: Collie, Trail Town

The Shire of Collie and its surrounding area is recognised as a Trail Town providing a unique and local tourism experience using multiple trails. The town is a service centre for trails and the people who use them. Numerous high-quality trails, ranging from urban and bushwalking trails to mountain biking and equestrian trails can be found in and around the town.

Trail Towns such as Collie, facilitate numerous tourism opportunities accommodating for travellers, campers, casual or more fitness focused users. The Mural Trail is one such tourism attraction, providing an expansive outdoor art gallery with more than 40 murals, including the 8,000m² mega-mural located on the dam wall in Wellington National Park. Further opportunities through trail orientated events such as races, cinema nights or more iconic annual events are further drivers of tourism which help to enhance local industries.



Photos: Riders on the Collie Trail Town path. Credit: Collie PCYC

5.1.2 Opportunity: Linking to mountain biking trails

Mountain biking continues to be one of Western Australia's favourite recreational activities, with over 50 competitive events taking place in WA each year³¹. Feedback indicated a high demand for mountain biking experiences in the Avon Central Coast region.

The creation of mountain biking trails, tracks and experiences is out of the scope of this Strategy, however creating links from key rail heads and accommodation to popular mountain biking destinations will support the diversification of the region's recreation and tourism industry, as well as support social, leisure and fitness cycling.

A trail user survey administered by the Shire of York revealed that 41 per cent of survey responders chose to explore trails via mountain bike. Two reserves in York, Mount Brown, and Mount Bakewell, currently attract people for the purpose of mountain biking on sanctioned trails as well as attracting visitors to the views and natural bush environments.

The Shire of Chittering is also developing a tourism and recreation precinct at Red Hill in Bindoon with opportunities to link into the town. Both towns have opportunities to enhance themselves as trail friendly towns and attract cycle tourists. Although Trail Towns is a specific program, many of the shires can use the principles to inspire businesses and accommodation facilities to recognise the importance of bike riders to the region without having to sign up to the program.

5.2 Promoting a unique visitor experience by bicycle

Outdoor and adventure tourism has increased rapidly all over the world. Outdoor tourism disperses visitors to non-traditional destinations and exposes them to a wide range of unique natural environments including coastal, forest, riverine and farmland.

In 2018, WestCycle and Tourism WA developed the *Western Australian Cycle Tourism Strategy*³² recognising recent cycle tourism growth and the potential economic benefits it has for the State.

The strategy classifies two main types of tourism bike riders:

- Destination cycle tourists who are motivated to travel to destinations primarily or solely because of the routes, trails and riding experience the destination has to offer; and
- People on holiday who ride when in a destination, however bike riding is not the primary reason for their holiday.

The Avon Central Coast region showcases some of the most unique and stunning natural landscapes in Western Australia, offering multiple opportunities to improve offerings for both cyclist types.

The region's proximity to the Perth metropolitan area allows for a strong potential to increase visitation for overnight/day/half-day/weekend bike riding experiences, as well as formalising popular road cycling routes.

Within the Central Coast, formalising and promoting transport trails to showcase the remarkable coastal landscapes as well as the renowned wildflowers, which characterise the area, can attract 'destination cycle tourists.' Completion of Turquoise Way path in Jurien Bay and extending this path to the Pinnacles is one example of how this could be achieved.

In the Avon, 'destination cycle tourists' could be attracted by re-purposing the existing network of non-operational railway corridors, such as Clackline to Toodyay in the Shire of Northam and Toodyay. This would allow cyclists to explore the unique topography and built heritage of the subregion.

'Cyclists whilst on holiday' offerings can typically involve recreational bike riding experiences that encourage visitors to extend their stay or even just use their car less while staying in the area. Making it easier to ride to the beach, the local shops or around town will allow people to explore what each of the subregions has to offer.

Whilst infrastructure plays an important role in attracting and retaining visitors to locations, marketing and activation also play a vital role, with resources like maps, digital resources, wayfinding, bike hire and events all encouraging people to get out and explore by bike.

CASE STUDY: Esperance Coastal Path

Esperance has developed a 14 km continuous shared path from Castletown Quays to Twilight Beach, providing users with a range of coastal experiences, from beaches alongside the Esplanade, to views of the jetty, marina and port, and dramatic cliff-lined vistas along the southern coast to the west of town. Opportunities and actions identified in the Esperance 2050 Cycling Strategy would see this path extended to Bandy Creek Harbour and Eleven Mile Beach.

Esperance Coastal path. Credit: Department of Transport



5.2.1 Opportunity: Creating a world-class coastal cycling route

The Central Coast subregion is situated in a prime location along Western Australia's pristine coastline. Opportunities abound to further enhance the existing cycle paths and consider both short-term and long-term improvements. Stakeholder feedback supported a good cycle connection between Seabird and Guilderton. Currently, cycle access is difficult as an unmarked track is all that exists. Cycle routes which follow waterfronts tend to achieve higher levels of ridership. Coastal paths are a major drawcard for tourists to WA and showcase some of the best natural landscapes on offer. Coastal routes along the western coastlines are a major drawcard, providing opportunities to experience rugged coastlines and spectacular sunsets.

An aspirational route for the long-term cycle network could include:

- Further expansion of the Turquoise Way path to connect Jurien Bay to Cervantes and then onto the Pinnacles National Park;
- Lancelin to Ledge Point, Seabird and Guilderton; and
- Cervantes to Lake Thetis.

Careful consideration is required for cycle routes along WA's coastline, with coastal erosion and inundation risks associated with rising sea levels. Measures need to be considered for cycle trails to adapt to change and rapidly recover from potential natural hazards.

5.2.2 Opportunity: Developing loop routes

Loop routes provide opportunities for bike riders to undertake trips, starting and finishing in the same location. These routes are generally more attractive, located away from motorised traffic and connecting to local destinations. Waterfronts are ideal locations for loop routes, as they provide locals and visitors with a route to showcase some special natural landscapes.

Over 40 per cent of survey respondents indicated they felt the most comfortable riding on off-road shared paths. Feedback also supported connections using waterways, separation from higher traffic routes and locations with reduced traffic speed and low traffic volumes.

The loop routes in this Strategy contribute to a complete, connected and comfortable network providing access to local destinations and recreational opportunities.

Opportunities for loop routes within the Avon subregion include loops identified along the Avon River in the Shires of Beverley, Northam, Toodyay and York. The Avon River is an important natural asset in these shires. Utilising routes around the river provides a means of linking the towns within the subregion with a unique tourism experience. Stakeholder feedback supported the opportunity to develop experiences, which embrace the river and the subregion's natural built heritage.

Opportunities in the Central Coast subregion include developing a high-quality loop from Jurien Bay along the coast towards Hill River estuary and looping back by following the river or Indian Ocean Drive, providing an experience of the natural heritage including wildflowers with glimpses of coast and hinterland. Another opportunity identified is a recreational loop around Lake Thetis near Cervantes. This shorter loop providing an experience of the natural features of the coast combined with the stromatolites and inland lake environment.

Shorter tourism cycle routes within towns such as 'York Cycle Rides' and 'The Herons Highway' provided unique opportunities to explore the local attractions.

5.2.3 Opportunity: Enhancing transport trails throughout Avon Valley

Cycle tourism has been identified as a key growth adventure tourism activity, giving cyclists a range of unique trail experiences and supporting local economies in areas traditionally not visited.

The Avon Valley is relatively close to Perth and offers bike riders and visitors with a unique opportunity to develop longer, multi-day riding experiences allowing them to explore some impressive natural landscapes, food and wine locations and heritage sites while staying in local accommodation.

Having a selection of settlements within a relatively short distance, and accessible by generally flat terrain along the river, Avon Valley provides opportunity for an assortment of loops centred on Northam, Toodyay and York. These can provide a variety of landscapes and attractions including rolling farms, natural bush and heritage sites.

Longer distance trails can also be a popular choice for people bike riding for training, exercise or recreational purposes. In most instances, this type of bike riding caters to more experienced or adventurous riders, travelling distances of 100 km or more. The Avon Central Coast region provides a range of existing and proposed long distance trails, which include:

- Mundaring/Northam via Kep Track;
- Beverley to York (Beverley Heroic);
- York to Mundaring (Talbot West Road); and
- Bindoon to Guilderton (via Gingin).

Coordinated wayfinding, promotion and trail friendly towns and businesses can all contribute to the attractiveness of long and short distance trails. Providing linking infrastructure opens the possibilities of promoting an integrated trail from the coast (Guilderton) to Beverley.

CASE STUDY: Eudunda Southern Ridge Loop Trail – Lavender Cycling Trail

The Lavender Cycling Trail Loop Ride is a 31 km trail located within Eudunda, South Australia. Being of moderate difficulty with mostly dirt and some bitumen surfaces, the ride provides stunning views, especially when descending the trail. The trail provides a loop linking several tourism attractions showcasing the heritage of the area. The trail provides an enhanced cycle tourism opportunity for varied abilities of riders.

Riders on the Eudunda Trail in South Australia. Credit: Uncool Cycling Club



5.2.4 Opportunity: Harnessing the potential for rail corridors

Providing cycle infrastructure along rail corridors can increase the profile of a region and open tourism opportunities by providing users with continuous and uninterrupted routes that showcase natural, cultural and local heritage.

Community consultation highlighted anticipation for rail trails developed for tourism, recreational and event use. This enthusiasm is shared by many stakeholders, particularly along alignments where there are no ongoing rail operations.

Across the Avon subregion, there is potential to re-purpose many of the existing network of non-

operational railways. Closed, disused and dormant railways within the subregion currently include:

- Clackline to Toodyay;
- Clackline to Spencers Brook (road is following old rail alignment trail); and
- York to Greenhills (rail bridge reuse town loop).

The characteristics of rail corridors make them especially appealing for bike riding infrastructure. They often provide continuous and uninterrupted rights-of-way. Rail corridors also tend to have relatively gentle gradients, making for more comfortable bike riding experiences, particularly over long distances.



Rider on the Tumbarumba to Rosewood Rail Trail in NSW. Credit: VisitNSW

CASE STUDY: Tumbarumba to Rosewood Rail Trail (NSW)

The Tumbarumba to Rosewood Rail Trail is a 21 km long sealed trail connecting the New South Wales country to the Australian Capital Territory. Officially opening in April 2020, the trail supports a gentle gradient which makes it suitable for walking, bike riding, scooters, prams, wheelchairs and mobility scooters.

Following a former railway extending from East Wagga Wagga that ceased service in

1974, initial plans were to convert the entire 130 km railway line to the trail. Though only one section within the Tumbarumba Shire is currently completed, the trail is a great driver of tourism for the area. Providing incredible countryside and farmland views and begins in the foothills of the snowy mountains, the trail also provides interpretative signage to explain the history of the region and rail.

5.2.5 Opportunity: Promoting the region's cycling events

Bike riding events can be a key driver of travel motivation. They attract high numbers of visitors who usually would not have travelled to a location for cycling³³. The profile of the Avon Central Coast region as a prime cycle tourism destination can be enhanced by raising awareness of popular and regular bike riding events.

Some popular events across the Avon Central Coast region include:

- The Beverley Heroic, now an informal event which celebrates the history of bike riding in WA;
- The York Cycling Festival, which aims to involve more people in racing and creating positive bike riding experiences; and

- The York Canola Classic, a picturesque mass-participation recreational ride hosted in the Shire of York. Riders choose either a 93 km or 52 km distance option that takes them on a scenic journey from the heart of the town of York, through to the striking yellow canola fields of the Avon Valley.

The promotion of local events can support local businesses through increased tourism and can encourage healthy and active communities that support bike riding. These events can include road races, track cycling, BMX and mountain biking competitions, all of which can be promoted across towns throughout the region. They also attract riders who follow the routes for training and/or recreational bike riding.



Riders on the Ballarat Tweed Ride. Credit: Ballarat Tweed Ride

CASE STUDY: The Tweed Ride - Ballarat

The Ballarat Tweed Ride is an annual event that has been growing in popularity since its inception in 2012. The event began as an unofficial activity. Because of the attention it attracted the City Council asked for it to become an official event the following year. The event encourages participants to dress in classical tweed outfits to participate in a casual social ride through the town. The event is part of the Ballarat Heritage festival and finishes at the fair at one of the local landmarks. Prizes are awarded for costumes as part of a fashion parade. The event promotes the town and its festival and has received growing support and publicity locally, as well as drawing people to the town.

5.2.6 Opportunity: E-bike tourism

E-bike tours are a growing category of cycle tourism worldwide. The interest in e-bike tourism in the region was evident during the community consultation, particularly as an opportunity to engage seniors and 'grey nomads' in bike riding.

The appeal of e-bikes is related to enabling people to ride greater distances, with less effort. They enable people of different fitness levels to cycle together and give confidence to tackle steeper gradients and routes that otherwise would be outside of their comfort zone or capability.

Opportunities identified to support e-bike riders and tourism include:

- Conveniently located e-bike charging stations at rest spots and trailheads;
- First aid stations in remote areas; and
- Support for e-bike hire providers.

Avon Central Coast 2050 bike networks aim to recognise the potential of e-bikes as well as ensuring the facilities provided cater for all ages and abilities.

CASE STUDY: E-bike tourism – Mornington Peninsula, Victoria

Located within Victoria, just 85 km southeast of Melbourne's CBD, Arthurs Seat is a small mountainous locality on the Mornington Peninsula. Guided e-bike tours operate within this Peninsula, allowing for an exploration of Arthurs Seat Skate Park, Merricks Village and the serene Red-Hill Rail trail.

E-bikes allow for tour riders to quickly traverse hills, conserving their energy whilst being shown the best ways to visit the spots on the tour.



*e-Bike riders in the Mornington Peninsula.
Credit: Viator*

5.3 Supporting healthy, active, and safe communities

Regular bike riding is a great way to help improve physical and mental health, reduce risks of heart disease, and decrease stress and anxiety levels. It is a low impact exercise and can be enjoyed by all ages and socio-economic groups. Encouraging more bike riding within local communities can also improve air quality and reduce traffic noise as well as private vehicle dependence.

5.3.1 Opportunity: Encouraging travel behaviour change

Targeting behaviour change by encouraging people to choose to cycle requires that the existing bike riding facilities and routes appeal to riders. To enable potential cyclists to choose to positively adopt changes, routes need to be safe, accessible and convenient.

Opportunities exist for schools and communities to educate children, youth and less experienced riders in simple ways to improve their skills and confidence, increase their mobility and reduce private vehicle use.

The Your Move³⁴ program run by DoT assists people finding simple ways to get active and connected. The program is free and provides information to individuals, schools and workplaces to support more active and healthy transportation through planned activities. Although the program is concentrated in the metropolitan area, there is an appetite to expand to the regions. Many of the principles and initiatives from the program can be adapted to the local environment.

Resources range from specific online information regarding how to get more people riding to the workplace, to bike safety workshops at schools where students can learn about road rules for bike users. In addition, there is the ability to earn points and redeem awards such as bike promotion packs or bike racks.

5.3.2 Opportunity: Mid-trip facilities and heat stress management

The term 'mid-trip facilities' describes facilities and infrastructure such as water fountains, rest spots, seating, shelter and camping facilities provided along a route to support users undertaking their journey and aiding in creating a pleasant and comfortable riding experience.

Many of the trails potentially involve journeys of significant distance with limited supporting infrastructure³⁵. Access to public drinking water on transport trails and paths in the Avon Central Coast region is particularly relevant as the region can experience extreme heat and sun exposure conditions³⁶. For this reason, many residents prefer to exercise and recreate during the cooler conditions in the early morning and early evening.

Feedback revealed Avon and Central Coast residents would like to see:

- vegetation and built shelters to provide shade, buffer winds and help manage heat stress;
- water stations with drinking fountains to ensure riders remain hydrated and limit heat stress;

- electric bike charging stations and bike maintenance stands to allow riders to safely maintain their bike;
- rest spots, including benches, tables, picnic facilities and public restrooms so riders can take a break and can shelter from the sun, essential for long-distance trips;
- camping and shelter locations that encourage use for overnight stays to reduce incidents of incidental camping that can be destructive to forest areas;
- lighting of paths to improve safety and comfort of bike riding outside daylight hours;
- wayfinding signage and interpretation signs with tourism and heritage points of interest to contribute to the trail use experience; and
- bicycle parking racks at trailheads and rest spots so riders can temporarily secure their bikes.

CASE STUDY: Dandaragan's Cervantes Sculptures

Construction of a shared path along the foreshore increased accessibility within the Cervantes townsite. Sculptures along the path encourage visitors to explore the path.

Rest stops to support those using the path have been installed along the path. These range from simple bike racks, shelters, and one incorporating a unique shark bike rack, shelter and repair station. Solar lighting along the path allows for travel in cooler conditions in the evening to effectively manage heat stress.



Shark design bike rack and repair station in Cervantes. Credit: Department of Transport

CASE STUDY: Fleet and loan bike facilities and programs

It is becoming more and more popular for organisations to provide their staff with fleet bicycles for use for business trips and on work campuses. Some of the most prominent tech companies in the world, including Apple, Facebook, Google and LinkedIn, have provided employees with campus bikes for years, and closer to home, a growing number of WA-based organisations and government agencies are providing bikes for staff to use. The City of Vincent provides staff pool electric bicycles as well as a Community Bike Library that includes a wide range of well-maintained bikes for the community to access on a short-term basis. The City's view is that these resources greatly reduce the barriers for people to try cycling. The Bike Library includes a ZAP electric cargo bike with seats, Zap step through electric bikes, standard adult and kids bikes, a cargo trailer and a kiddie trailer with seats and seatbelts for two children. Many commercial accommodations now also provide bicycles and bike equipment as standard amenities for guests, promoting local paths, trails and destinations to visitors.³⁷



Fleet and loan bikes in the City of Vincent. Credit: Department of Transport

5.3.3 Opportunity: Improving maintenance of infrastructure

The overall maintenance of infrastructure can significantly impact on a person's perceptions, with isolated issues such as broken glass, broken edges, fallen vegetation or washaways along a key route causing them to change their view on the entire network³⁸.

It is important to provide cyclists with an environment which is attractive for bike riding. Opportunities across key and popular routes within the Avon Central Coast region could include better maintenance and cleaning of roads and paths to ensure that the overall user-experience is of the highest quality.

Whilst the maintenance of routes is the responsibility of the asset owner, this is mainly managed by local governments or Main Roads WA. Discussions could look at introducing maintenance programs along popular key routes across both the subregions.

5.4 Family friendly bicycle routes and experiences

Bike riding is a great way to experience the outdoors and is highly accessible, fun, cheap and easy for people of all ages and abilities³⁹. Bike riding promotes healthier lifestyles and provides a range of diverse experiences for all user groups.

To promote bike riding for all ages and abilities, it is important to understand a person's motivation for change. Behaviour change programs are a powerful tool in reducing car use and encouraging more active forms of travel such as bike riding.

To motivate people to adapt to change and choose to cycle, bike routes need appropriate bike riding infrastructure that caters to a range of users such as new and experienced riders, those with disability, seniors and recreational riders. For example, installing protected bike lanes and safe intersections could see an increase in children choosing to cycle to school or the aging population choosing to travel by bike within a town. Implementing inclusive designs will ultimately deliver a range of social and health benefits for communities.

5.4.1 Opportunity: Creating safe routes to school

Over the past 40 years the national rate of active travel to school has declined from 75 to 25 per cent⁴⁰. Getting more kids walking and riding to school has many benefits including improving overall health, reducing congestion during peak school pick-up and drop-off times, and will help to establish lifelong healthy habits.

Safe cycle routes for children are essential, especially within towns where local schools are located along major roads, with regular heavy vehicles travelling through. Protected and separated infrastructure makes riding to and from schools more appealing in encouraging parents to allow children to cycle. Community consultation highlighted the importance of providing dedicated crossing opportunities and slower speeds through towns, especially around school sites.

Whilst schools across the Avon Central Coast region are relatively accessible within the existing network, there are opportunities to enhance routes for children to use. These include:

- Linking Northam Senior High school with Northam Primary School;
- Constructing a path on Trews Road between York District High School to Trews Court; and
- Encouraging local governments in the region to apply for grants to improve local riding infrastructure.

Regular ridership will see higher levels of active, healthy, independent and resilient children. Programs such as Your Move can educate children and explore ways in which they can be motivated and supported when choosing to cycle to and from school.

5.4.2 Opportunity: Linking to skill-building facilities

Learning the basics of riding a bike is important for a rider to feel safe and confident. In most instances, new or first-time riders, such as children, are not taught the fundamentals of owning a bike, including upkeep, servicing and maintenance.

To assist in gaining more physical experience, there are opportunities to extend the range of the existing skill building facilities across the Avon Central Coast region to teach skills which would assist them in on-road bike riding. Small skills parks at local park areas can provide opportunities for younger inexperienced riders to learn and gain confidence in a safe fun environment away from traffic.



Bike skills track in Shepherd's Bush Park in Kingsley. Credit: Department of Transport

CASE STUDY: Bike skills tracks

Shepherd's Bush Park in Kingsley is an example of an all ages and abilities bike skills facility. It provides a track for smaller and less experienced riders to get a feel for riding with line markings and sign postings to educate riders to the road environment. This is a popular outing for children in Perth's northern suburbs. There are also pump track facilities for beginners and more experienced riders to learn how to ride in all environments.

5.4.3 Opportunity: Considering mobility options for the ageing population

The ageing population is one of the most vulnerable user groups. In many instances they have different travel and mobility needs and aspirations to other age groups.

Feedback revealed that several respondents were discouraged from riding due to their age, and that supporting infrastructure was needed to encourage them to cycle to keep fit and healthy. Providing good facilities that enhance bike riding also improves the environment for other mobility devices and walking.

Across the Avon and Central Coast region, there are many opportunities to cater to the needs of residents living within existing retirement and lifestyle villages by creating easily accessible, safe and well-connected travel routes.

Catering for all ages and abilities encourages multi-user options including gophers, tricycles, bike riding and other forms of active travel. It provides a sense of independence and can encourage healthy and social lifestyles. Community consultation revealed that seniors aged 65 and over were more interested in bike riding for social reasons than any other age group⁴¹. Routes from retirement villages can be more appealing if they connect residents to key locations they like to visit such as local shops, parks and coastal paths.

There are also opportunities to support local programs that allow people with limited coordination or mobility to experience the joy of bike riding through programs such as Cycling Without Age⁴².

CASE STUDY: Cycling Without Age

Cycling Without Age is a global not-for-profit charity founded in Copenhagen, Denmark. It has been active in Australia since 2016. Piloted by volunteers, elderly people and those with disability are taken out for bike rides in specially made trishaw bikes. Bikes are free of charge with the overall mission of Cycling Without Age being to prevent loneliness and social isolation, allowing elderly to remain active within their community. It's estimated that within Australia there are 500 volunteers within 25 chapters, with six chapters in WA. This program is easily transferrable. It operates in a variety of riverside and coastal routes within metropolitan and regional centres. York is currently one of the locations this service operates.



A group of Cycling Without Age riders. Credit: Cycling Without Age

5.5 Planning for resilient communities

Climate change is putting immense pressure on the natural environment and is causing adverse effects such as greenhouse gas release, warming global temperature, rising sea level, coastal erosion and inundation. Motor vehicle transportation contributes to a large portion of human-generated greenhouse gas emissions. On the other hand, bike riding is a low impact, pollution-free and energy-efficient transport option with a range of environmental benefits including reduced air and noise pollution, greenhouse gas emissions and land use efficiency⁴³.

To mitigate against the effects of climate change, and to ensure future cycle infrastructure is sustainable and durable, the Strategy aims to identify opportunities to develop infrastructure that is appropriately designed and constructed.

5.5.1 Opportunity: Develop durable cycle infrastructure along coastal routes

A basic understanding of coastal processes is important for understanding the issues and constraints associated with managing the hazards of sea level rise and coastal erosion. The coastal shires within the Avon Central Coast region have addressed their concerns by developing Coastal Hazard Risk Management and Adaption Plans . These identify risks and propose short, medium and long-term measures to reduce the risks associated with coastal processes impacted by climate change.

The approach proposes triggers for relocating threatened infrastructure which include:

- Distance of the asset from the Horizontal Shore Datum being less than the 100 year storm event level (S1) (i.e. 41 m for CE 31⁴⁴);
- Loss of legal access to property; or
- Loss of essential services.

These factors should be considered in the planning for infrastructure associated with coastal bike riding routes, so that triggers that may impact on replacement or repair are enhancing regional connectivity.

5.5.2 Opportunity: Connecting towns within the region

Due to the relative proximity of towns and settlements in the Avon Central Coast region, it is well suited to long-distance inter-regional bike riding. As the economy and population continues to grow, it is imperative that significant locations of employment, education, health, major activity centres and metropolitan areas are adequately connected.

Community feedback indicated that a major deterrent to bike riding within and to the region is a lack of safe, legible and direct routes connecting regional centres and communities. Some preferred links have been identified as having non-existent infrastructure or being unsuitable or unsafe for cyclists, due to potential risks associated with people riding on-road along routes where there are combinations of high speed and Restricted Access Vehicle traffic.

Improving regional connectivity will have a range of benefits including:

- boosting economic resilience in local towns with more people visiting the region and supporting local businesses;
- encouraging recreational family and friend cycle trips;
- reduction in motor vehicle dependency and greenhouse gas emissions; and
- promotion of physical activity and improving health and wellbeing through active transport.

Creating direct and continuous connections between towns within the region will enable people to cycle between towns as a way of visiting popular destinations for events, weekend getaways, accessing rail trails and for fitness, social and recreational purposes. This will have a range of benefits such as boosting tourism and attracting cycle touring visitors.

Generally, the most practical way to connect people between towns is along major urban roads. Secondary routes are typically located within these corridors and can take the form of either on-road (protected) bike lanes or off-road shared paths.

Opportunities which have been identified for creating connections between towns include:

- Linking West Toodyay to Spencers Brook and York via Northam along a primary route (74 km) will provide an attractive route along the Avon River, allowing exploration of the Valley as well as creating a longer ride for connecting key towns and attractions. Shorter portions of the primary route will encourage local commuting.
- Creating a connection from York to Beverley via a transport trail (30 km). This will create a tourist attraction allowing for day trips to experience both the riverine attractions as well as the heritage of the area and farming hinterland. This will also provide opportunities to enhance the knowledge of Aboriginal history, culture and heritage through showcasing seasons and song lines, and recognising important aspects of the area.
- Extending the Turquoise Way path to connect Jurien Bay to Cervantes and the Pinnacles (44 km). As well as providing the base for loop rides around Jurien Bay and Cervantes, this will provide a link between towns and tourist hot spots.
- Linking Clackline to Toodyay via the rail corridor (21 km), providing a connection between the small locality and the larger regional town and capitalising on the potential of cycle-tourism. Creating this connection within the region will also encourage inter-regional connectivity to the Perth metropolitan area. People could choose to cycle from Perth along the future Eastlink route and existing Kep Track trail to Clackline and then continue to cycle north along the unique rail trail into Toodyay.

CASE STUDY: Brookfield to Margaret River via the Wadandi Track

The Wadandi Track is a trail situated on the alignment of the former Busselton-Flinders Bay railway. The track has become increasingly popular with both locals and visitors, providing opportunities for recreational rides as well as scenic food and wine tours with several wineries located within easy reach of the track. Other than recreational benefits, the trail also aims to showcase the area's cultural and heritage significance ranging from the history of local industries to Indigenous values. The long-term vision is for the Wadandi Track to connect Busselton to Augusta, a total distance of 110 kilometres, providing a link between communities and further supporting spur trail developments.



Riders on the Wadandi Track, Margaret River. Credit: K. Stevens

5.5.3 Opportunity: Linking Perth metro to the Central Coast

Long distance bike riding routes cater for the needs and aspirations of experienced riders cycling long distances for recreational and fitness purposes. For this user group, distances of 100 km or more are achievable. This type of bike riding is often carried out on rural and semi-rural roads as a way of minimising the number of disruptions, with sections that may follow busier roads and end up in built-up areas.

Whilst already being popular with a range of bike riding groups, longer distance inter-regional routes also have the potential to attract tourists, given the picturesque scenery encompassing a diverse range of landscapes and numerous connections to accommodation and small local businesses throughout the region.

Inter-regional routes which have been identified include:

- Creating a connection from Perth to Guilderton up to Lancelin via coastal route (122 km). With the current coastal path finishing at Two Rocks, there is an opportunity to continue the path to connect to Guilderton. Another 40 km will connect to Lancelin and include towns of Seabird and Ledge Point. The connection to Guilderton also opens the possibility of longer tourist links through Bindoon and the Avon, ultimately providing a coastal link from Augusta to Jurien Bay and an inland link from Guilderton to Beverley.
- Linking Perth metro to Muchea and Bindoon via a transport trail (33 km). The Northlink Principal Shared Path (PSP) from Ellenbrook in Perth metro currently terminates at Muchea in the Shire of Chittering. Feedback revealed strong interest in extending this route. A transport trail from Muchea to Bindoon would open the opportunity for cycle tourism highlighting the history of the area, as well as linking up with the transport trails linking Toodyay to the east and Gingin and Guilderton to the west. These links will provide potential longer multi-day itineraries that could encourage local stays and promote local stopovers.
- Linking Perth to Northam via Eastlink and the Kep Track (95 km). The proposed new section of the Eastlink, Perth Adelaide National Highway, will provide a direct link between Roe Highway / Toodyay Road intersection and Great Eastern Highway in the Shire of Northam.

This section of the Eastlink will provide a safe, direct route for cyclists to travel from Perth to Northam, replacing a series of existing local distributor routes with little to no cycle infrastructure. Developing Eastlink will require the Kep Track to be upgraded and partially realigned.

CASE STUDY: Munda Biddi Trail

The Munda Biddi Trail is a 1,000 km long track connecting Mundaring to Albany, providing an off-road bike riding experience through an undeveloped natural habitat. Being one of the longest trails in the world, the entire trail can take anywhere from a few days to a few weeks to complete end to end.

The trail connects numerous south-western towns including Collie, Denmark, Nannup, Pemberton and Walpole. The Bunbury-Wellington and Leeuwin-Naturaliste 2050 Cycling Strategies both identify ongoing opportunities to improve connectivity of towns within close proximity to the Munda Biddi Trail, either through new connections (e.g. to Busselton), or through realignments to include towns such as Donnybrook.

Frequently mentioned in the top 10 bike riding holidays globally, the trail is growing in popularity, attracting cycle tourists from both interstate and overseas. The trail features a 'Sea to Summit End 2 End' club as well as hall of fame, providing a further competitive and rewarding incentive to fitness and off-road enthusiasts. Alternatively, the route also provides shorter family friendly and beginner rides, as well as opportunities to learn about the regions and Aboriginal culture and history.



Rider on the Munda Biddi Trail.
Credit: Department of Transport

Map 24: Inter Regional Cycling Connections



5.6 Broader consideration of active transport

The provision of infrastructure and programs to enhance bike riding inherently relate to increasing active transport and urban mobility for all ages and abilities. All urban design, planning and construction of transport infrastructure should consider all forms of transport including walking, bike riding, e-rideables, wheelchairs, prams and gophers, as well as private vehicles, public transport and freight. Transport to and planning for the location of and access to activities, attractions, jobs, services and accommodation is key to the provision of accessibility. A connected and safe environment will lead to increased confidence and use by all active transport users.

5.6.1 Opportunity: Considering links with major transport projects

This Strategy contributes to making WA a place where riding is a safe, connected, convenient and widely accepted form of transport. Appropriate infrastructure is vital to encouraging the community to give riding a go. Paths along major road or rail routes can be used for long trips, but they are also suitable for less experienced riders, pedestrians and short trips connecting communities.

The expansion of the long-term cycling network will be delivered as part of State-wide major transport infrastructure projects, such as Northlink, Eastlink and other major regional projects. Planning and construction of these and other regional projects should consider the overall transport needs including active transport.

5.6.2 Opportunity: Considering links with new development

Retrofitting bike riding infrastructure to existing urban areas can be slow and expensive. Therefore, it is critical that new urban growth areas incorporate dense and interconnected networks of bike riding facilities from the outset. When planning the street networks of urban developments, consideration should be given to providing:

- primary routes alongside all main roads, railways and water courses;
- secondary routes along all urban arterials to provide access to local shops, schools and community facilities; and
- local routes along all local access streets.

There are opportunities throughout the Avon Central Coast region to ensure planning for greenfield developments considers appropriate local and regional connections within the LTCN.

5.7 Developing road cycling routes

There is an opportunity to develop road cycling routes for local and visiting road cyclists within the Avon Central Coast region. Road cycling routes are typically conducive to rural and semi-rural roads which have low traffic volumes, scenic landscapes and changes in elevation. The road cycling user group does not typically require (or use) dedicated or protected bike riding infrastructure along these routes, such as shared paths. There is an opportunity to review the key routes being used by road cyclists to improve safety and the overall user experience, as identified in the action plan⁴⁵.

Potential safety enhancements along popular routes could include advisory signage and shoulder widening (particularly on uphill sections).

Further consideration is required to identify the location and preferred treatments for road cycling routes throughout the Avon Central Coast region, as outlined in [Section 6](#) of this Strategy.

5.7.1 Opportunity: Sealing shoulders program

There are several popular road cycling routes in the Avon Central Coast region which have sections of narrow shoulder or no shoulders at all. This can cause the potential for conflict between different road user groups, particularly on heavy vehicle haulage routes and where speed differentials are greatest, such as uphill sections.

Sealed shoulders provide significant safety benefits to all road users by reducing 'run off road' crashes. They also offer maintenance benefits to asset owners. There was a significant input to sealing shoulders on major roads within the region including Brookton Highway, Northam to Toodyay Road, Northam to York Road, Toodyay Road, Great Northern Highway and Indian Ocean Drive.

There is still an opportunity for the Shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York along with Main Roads WA to target the provision of sealed shoulders on road cycling routes in a manner that also reduces conflicts between cyclists and other road users.

5.7.2 Opportunity: Increasing awareness of road cycling routes through signage and delineation

Clear signage and delineation of popular road cycling routes can help to reduce actual and perceived levels of conflict between road users. The Shire of Busselton installed static and interactive roadside signage to trial its effectiveness in spreading the message that the road is a shared asset and that cyclists are a legitimate road user⁴⁶.

Signage and delineation can be used to highlight known conflict areas (for example, where bike riding routes cross major haulage routes) as well as informing motorists that they are likely to encounter cyclists along these routes. Delineating road cycling routes is also helpful for visitors and could be tied to a promotional campaign to attract more road cyclists to the area, or to encourage them to stay longer.

Several initiatives can be introduced including:

- Installing 'share the road' or 'road cycling route' type signage along popular bike riding routes;
- Installing warning signs where cycle groups regularly cross or join major haulage routes; and
- Trialling activated warning lights or signs at pinch points.

Such initiatives would need to be progressed by the Shires of Beverley, York, Chittering, Gingin, York, Dandaragan and Northam with Main Roads WA and the Road Safety Commission.

Case Study: The Wolf Pack Route, Geraldton

The Road Safety Commission worked with the City of Greater Geraldton and Shire of Chapman Valley to improve outcomes for sports cyclists along the Wolf Pack Route. The initiative has involved installing static 'share the road' signage along sections of the route to help raise awareness of cyclists and prevent and reduce conflict between cyclists and drivers.

Outcomes of the initiative will be evaluated by the Road Safety Commission and may result in the signage being installed along the entire route. There may also be opportunities to install more sophisticated measures in the future, such as shoulder widening (particularly on uphill sections) and activated warning lights.



*Wolf Pack riders in Geraldton.
Credit: City of Greater Geraldton*

6. Action Plan

This section outlines the strategic priorities that are proposed to be progressed over the next five years. This approach will help enable the Avon Central Coast region to realise its long-term bike riding potential over time. The priorities have been informed by community and stakeholder consultation throughout the project, as summarised in Appendix C.

A key consideration for new paths and trails in this region is the location of public drinking water source areas. Appropriate consultation should be undertaken with DWER prior to development. Similarly transport trails and new routes through reserve areas should be referred to the DBCA at an early stage of the design process.

The Action Plan outlined is aspirational. In many cases, local governments may have limited funds or internal capacity to progress projects. The intent of the Action Plan is to highlight the opportunities in the region so as if and when finances and capacity permits, or when alternative funding opportunities arise, readily identified projects may be able to be progressed. In addition, the ongoing maintenance of new infrastructure which is regional in nature, may be a burden on a small local government. Consideration of future funding sources for regional assets to be maintained needs to be explored.

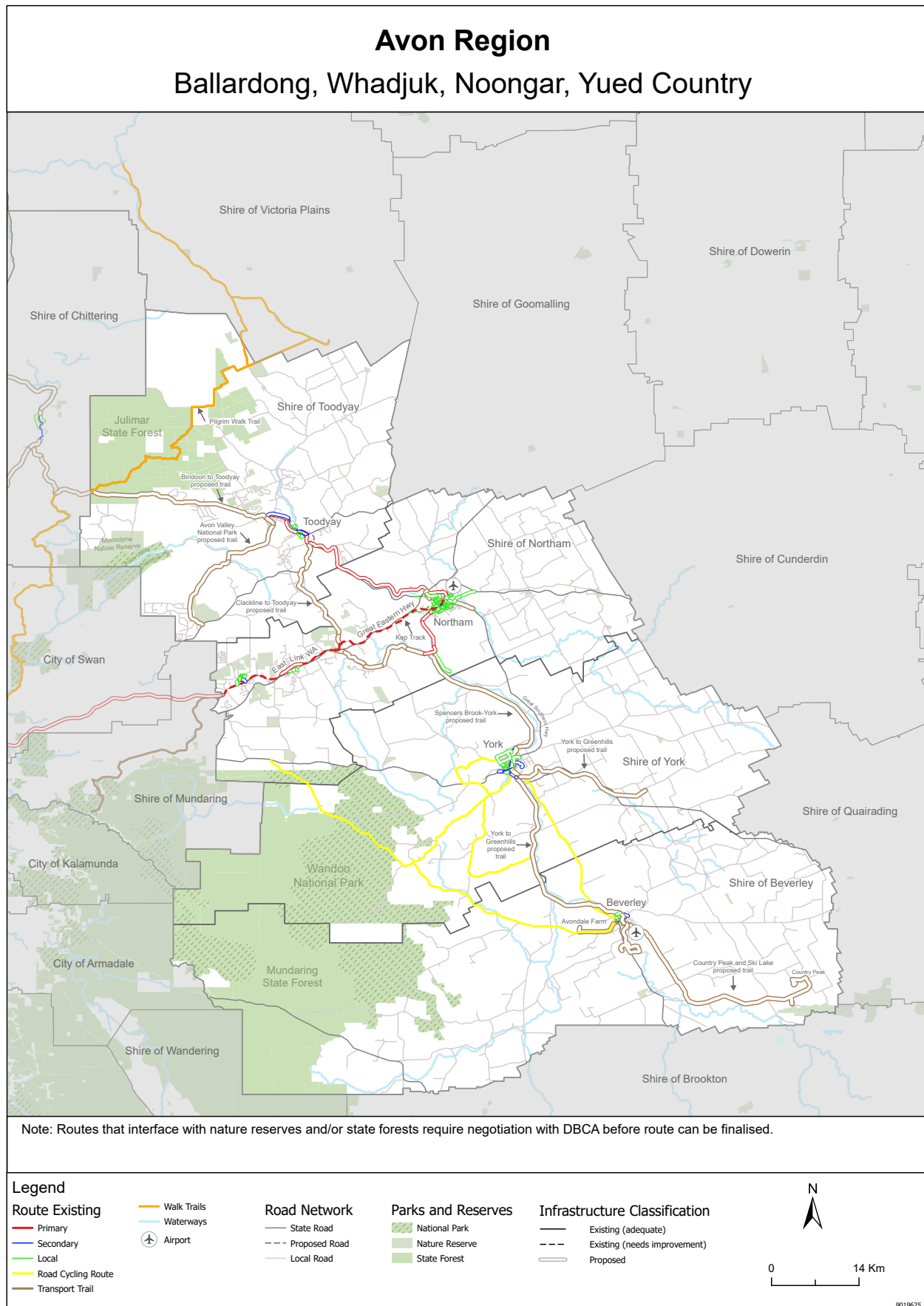
6.1 The existing cycling networks

To inform the action plan's strategic priorities, each route within the 2050 cycling network was classified as one of the following:

- **Existing (adequate)** – the level of service reflects current best practice for this type of bike riding route (as defined in the route hierarchy);
- **Existing (needs improving)** – although possible to cycle along this corridor, the level of service provided does not reflect current best practice for this type of bike riding route (as defined in the route hierarchy); or
- **Non-existent (proposed)** – it is either not possible to cycle along this route due to the corridor being non-existent, or, because of existing road conditions, most people are unable to cycle comfortably.

These classifications are reflected in the maps on the following pages, with each route classified as either existing (adequate), existing (substandard) or non-existent (proposed), and considered in the context of the five-year timeframe of this action plan.

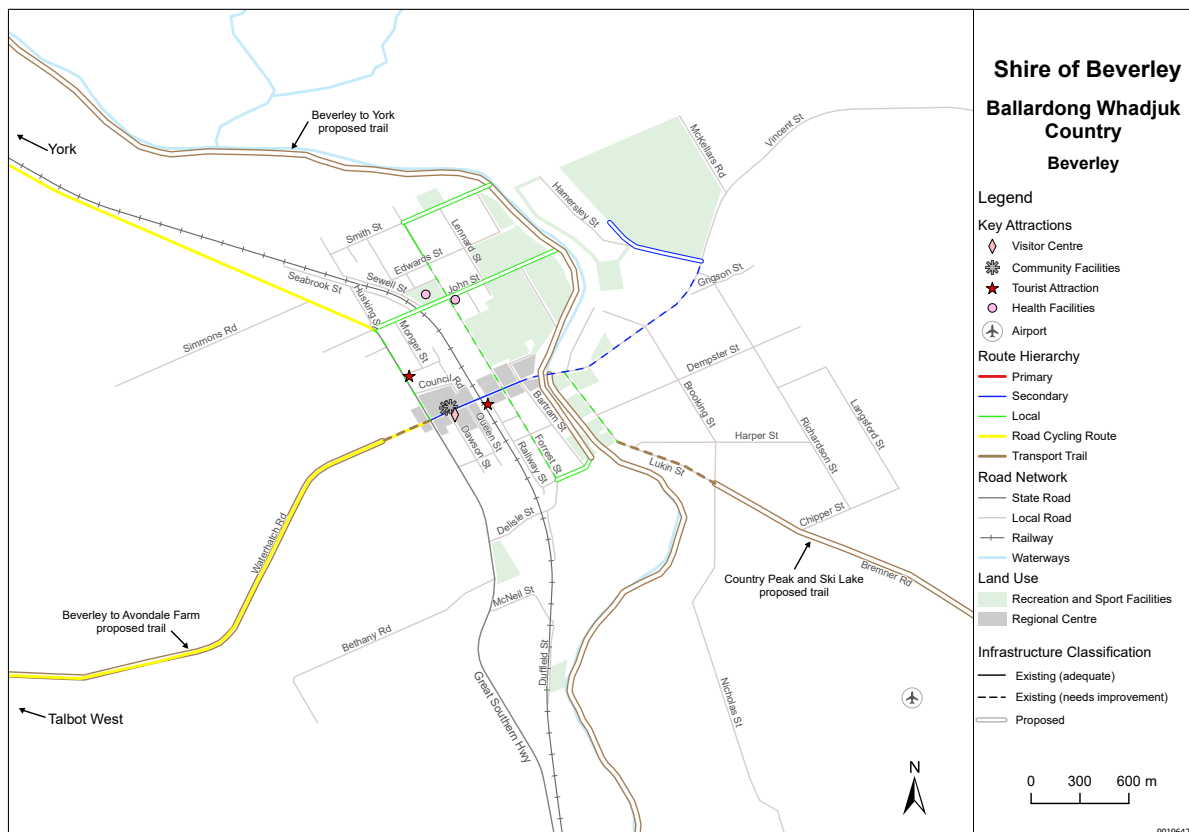
Map 25: Infrastructure Classification – Avon Region



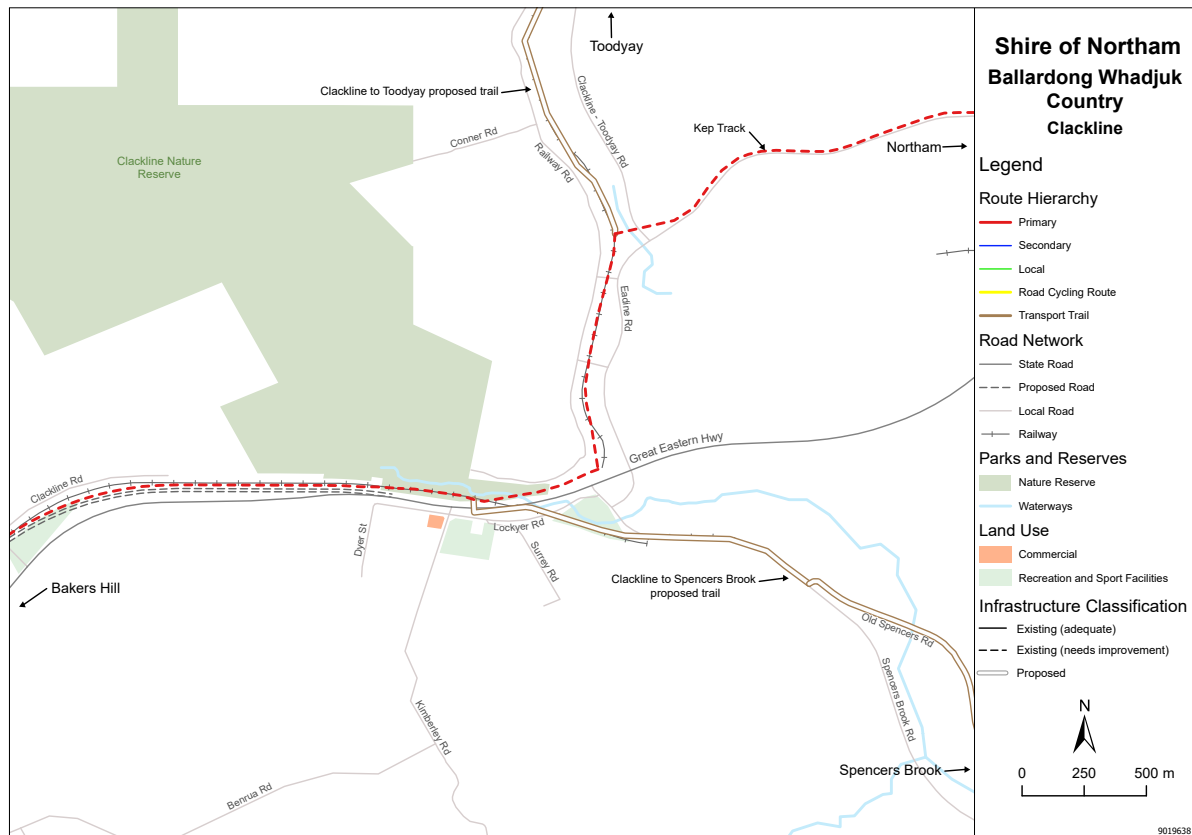
Map 26: Infrastructure Classification – Bakers Hill (Ballardong, Whadjuk Country)



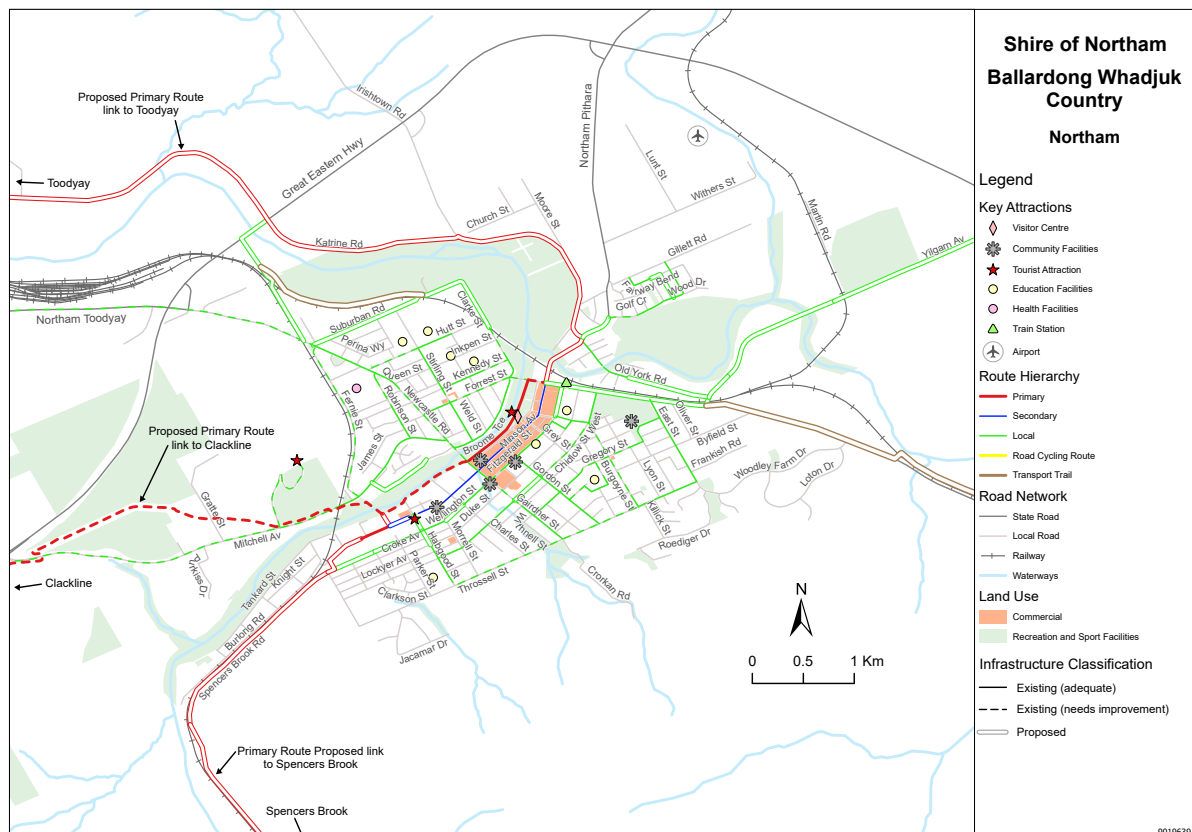
Map 27: Infrastructure Classification – Beverley (Ballardong, Noongar Country)



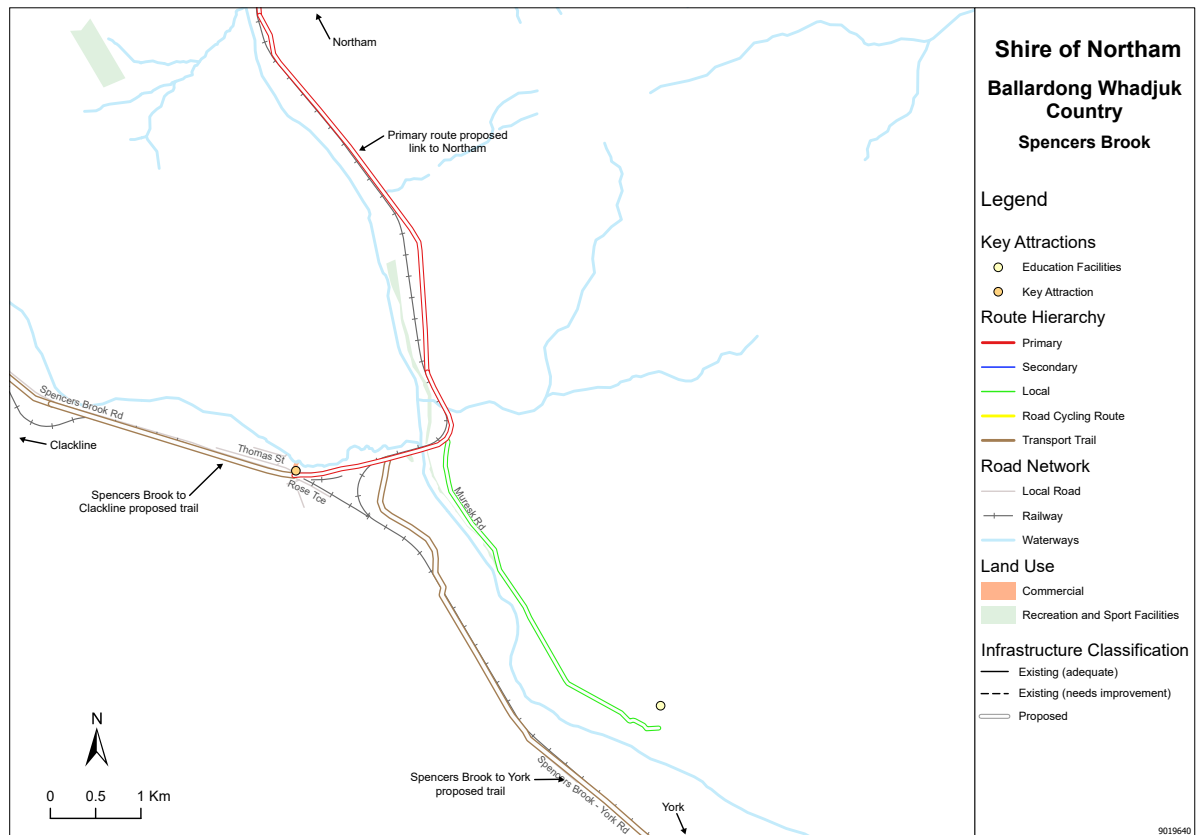
Map 28: Infrastructure Classification – Clackline (Ballardong, Whadjuk Country)



Map 29: Infrastructure Classification – Northam (Ballardong, Whadjuk Country)



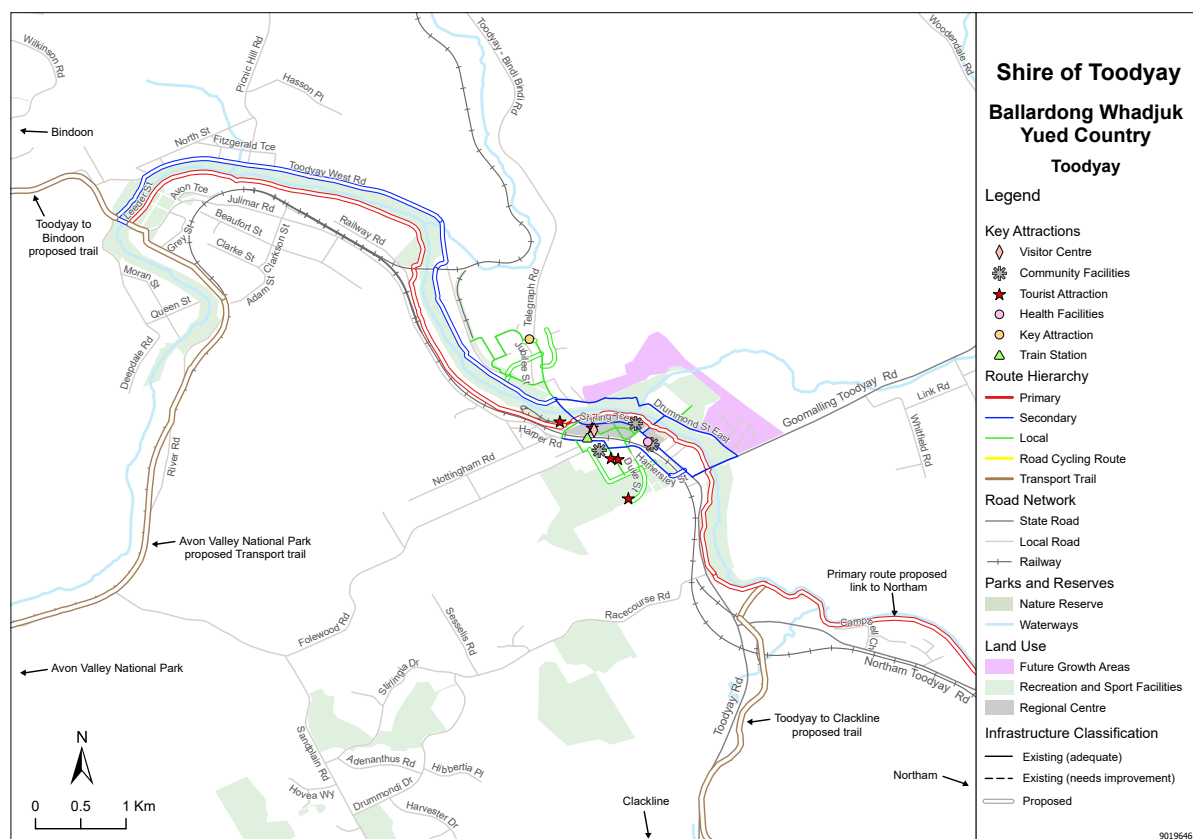
Map 30: Infrastructure Classification – Spencers Brook (Ballardong, Whadjuk Country)



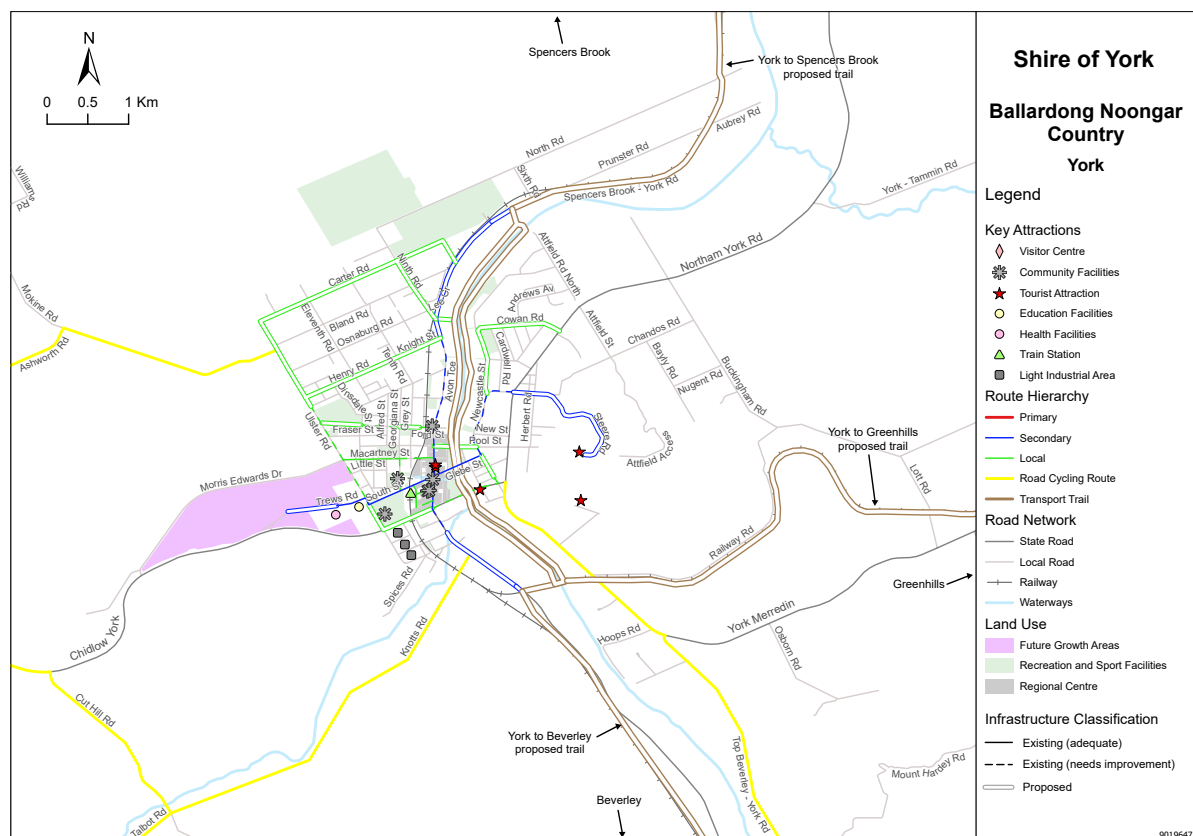
Map 31: Infrastructure Classification – Wundowie (Ballardong, Whadjuk Country)



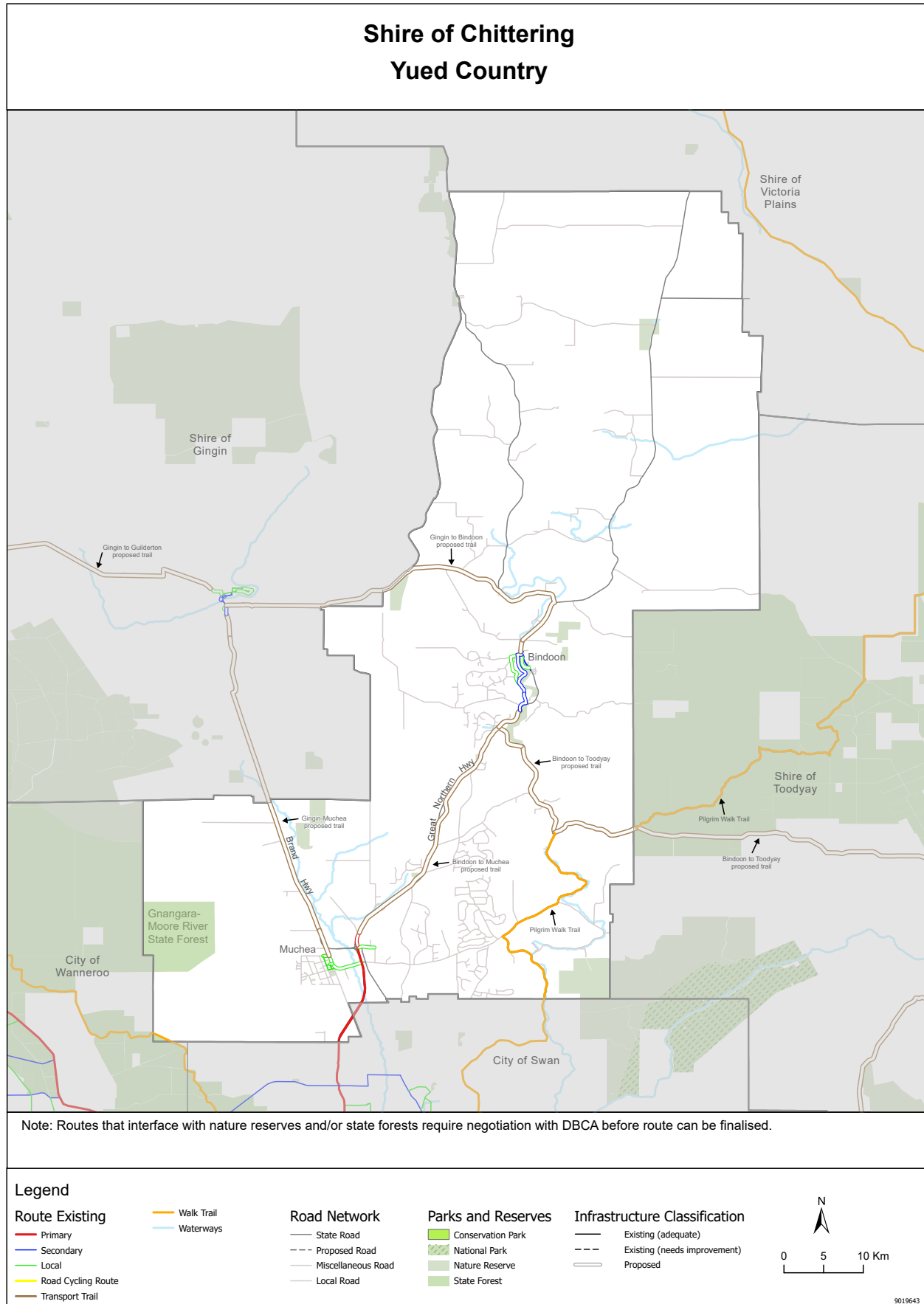
Map 32: Infrastructure Classification – Toodyay, (Ballardon, Yued, Whadjuk Country)



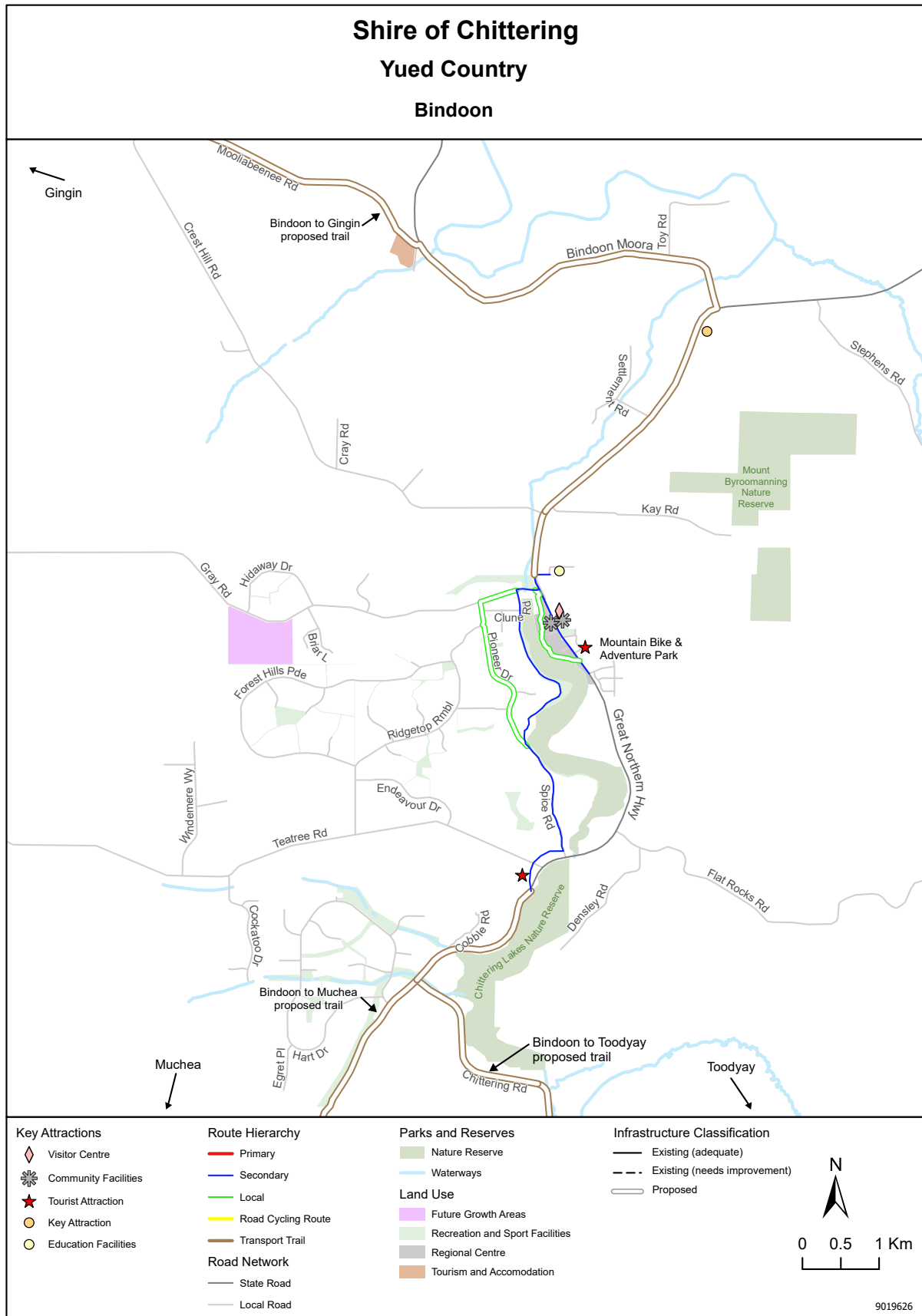
Map 33: Infrastructure Classification – York (Ballardong, Noongar Country)



Map 34: Infrastructure Classification – Shire of Chittering (Yued Country)



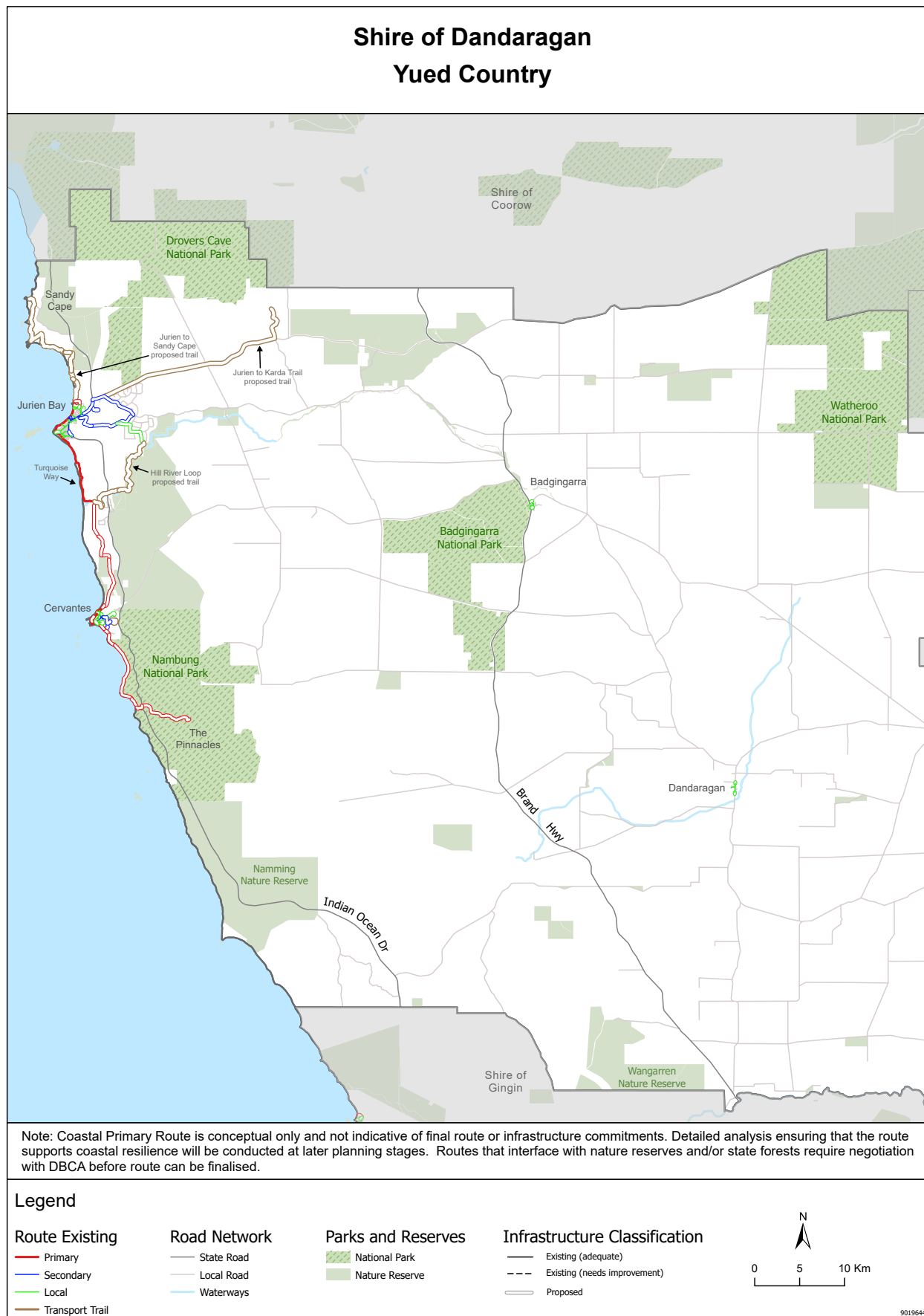
Map 35: Infrastructure Classification – Bindoon (Yued Country)



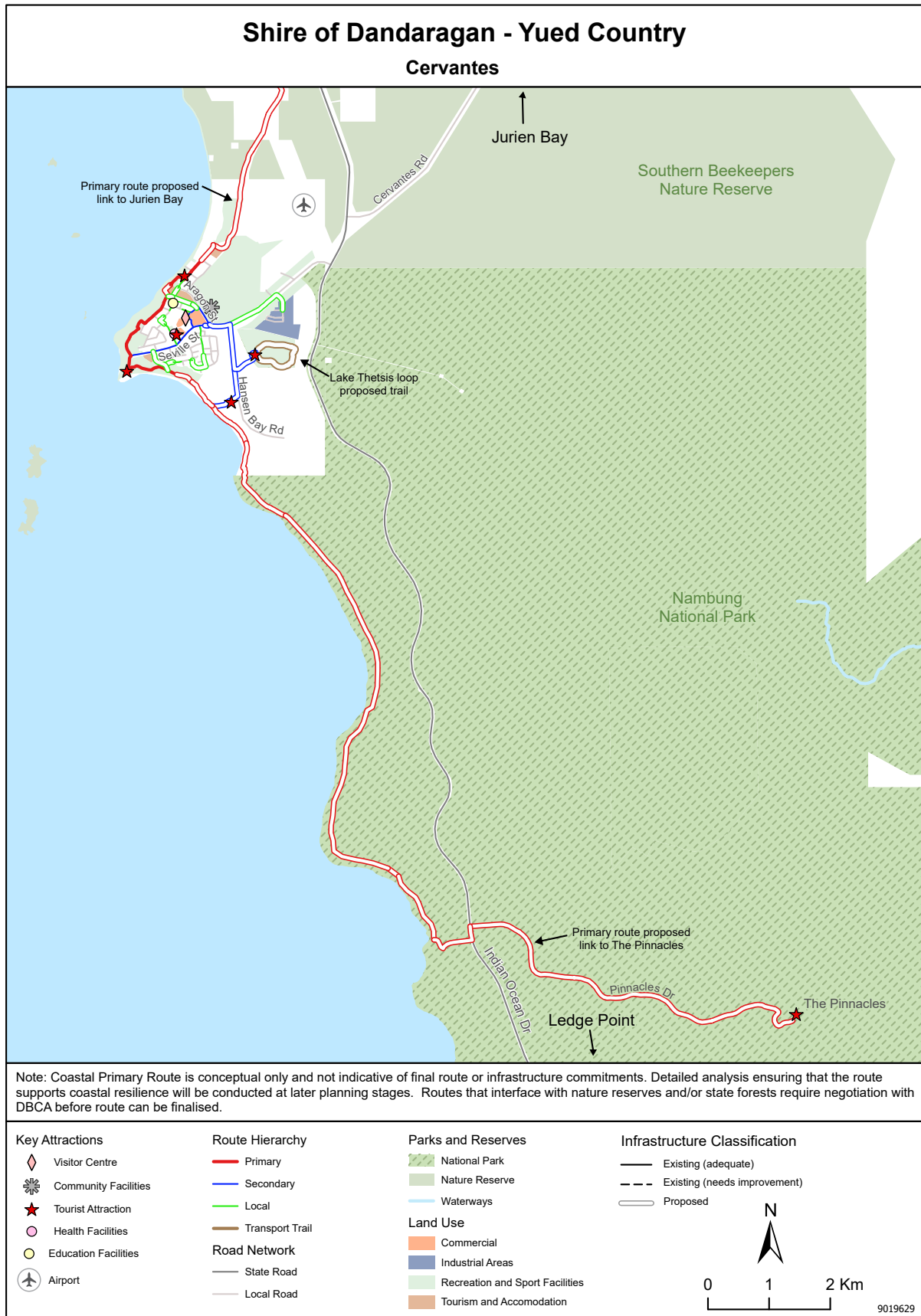
Map 36: Infrastructure Classification – Muchea (Yued Country)



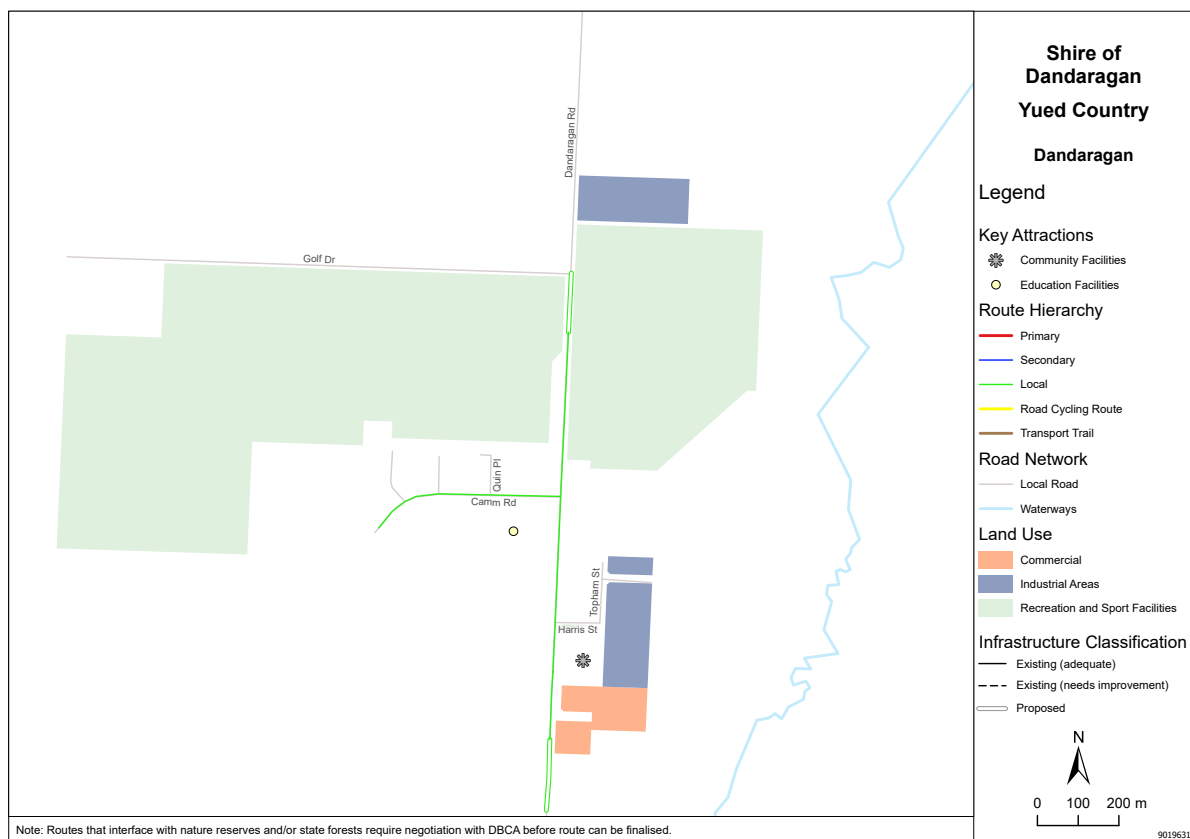
Map 37: Infrastructure Classification – Shire of Dandaragan (Yued Country)



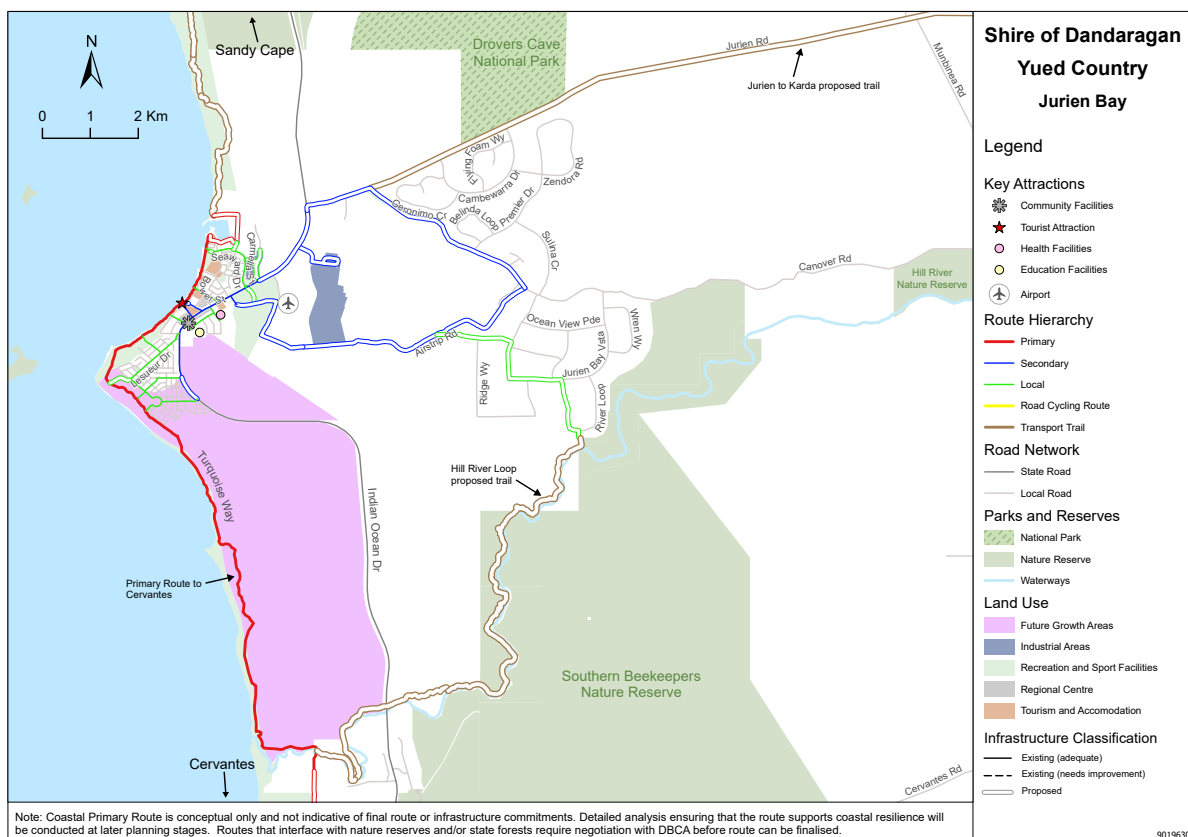
Map 38: Infrastructure Classification – Cervantes (Yued Country)



Map 39: Infrastructure Classification – Dandaragan (Yued Country)



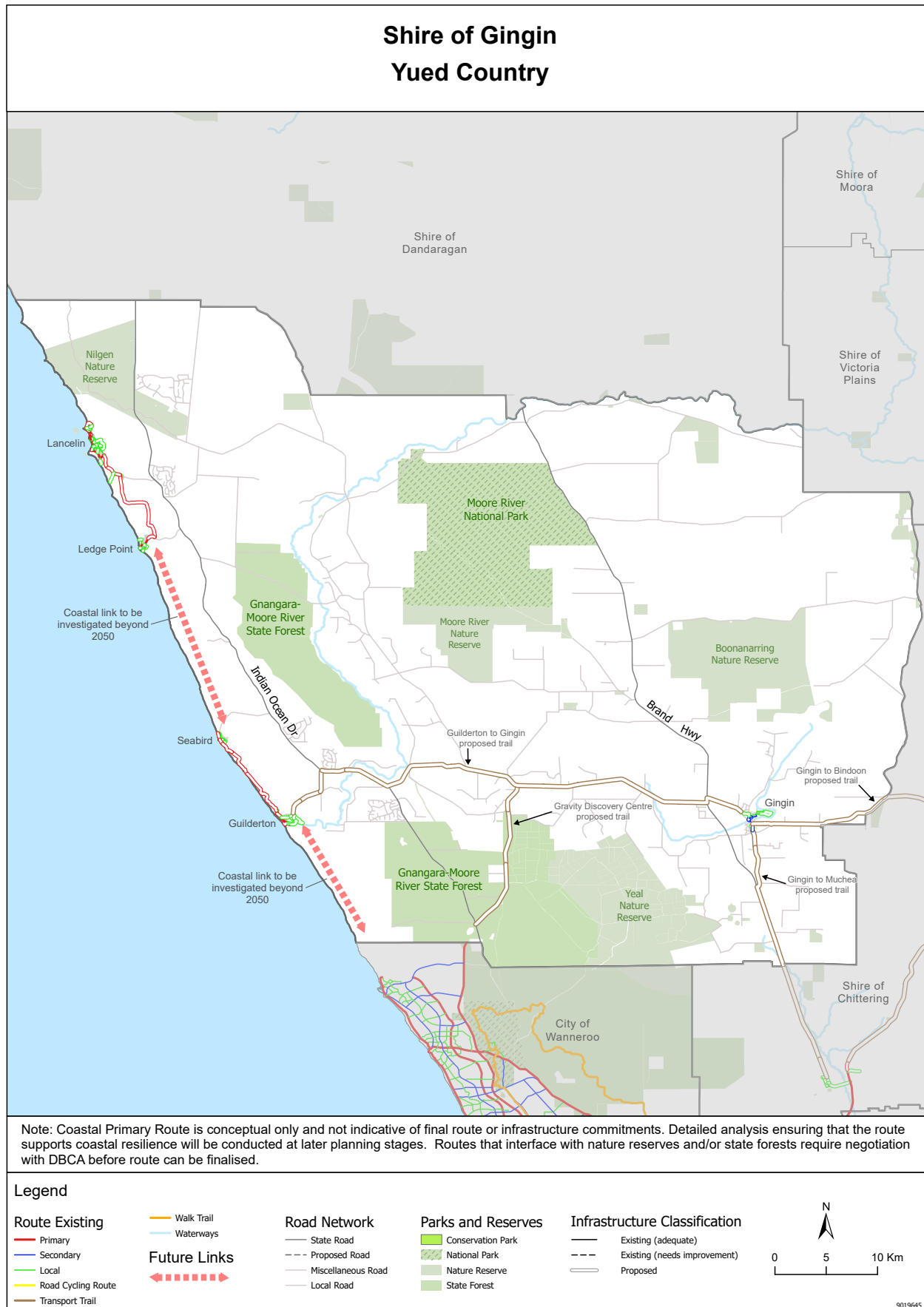
Map 40: Infrastructure Classification – Jurien Bay (Yued Country)



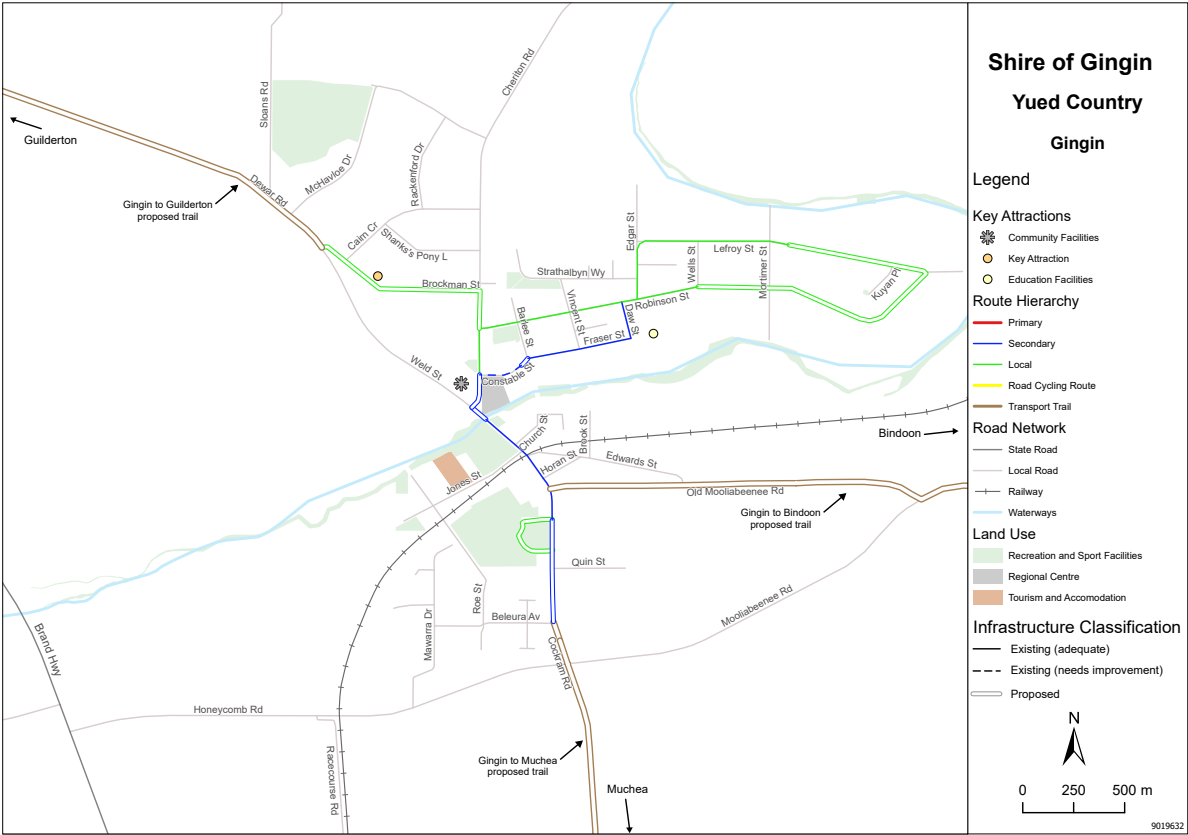
Map 41: Infrastructure Classification – Badgingarra (Yued Country)



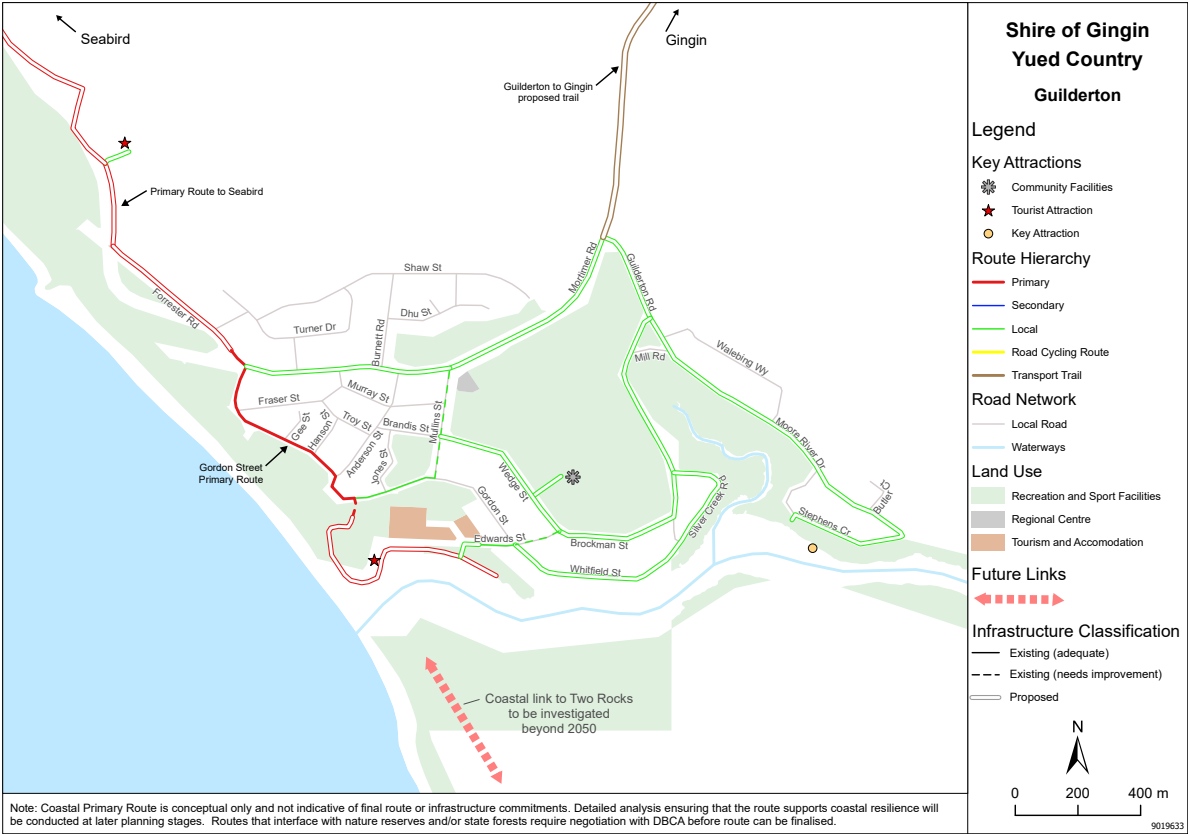
Map 42: Infrastructure Classification – Shire of Gingin (Yued Country)



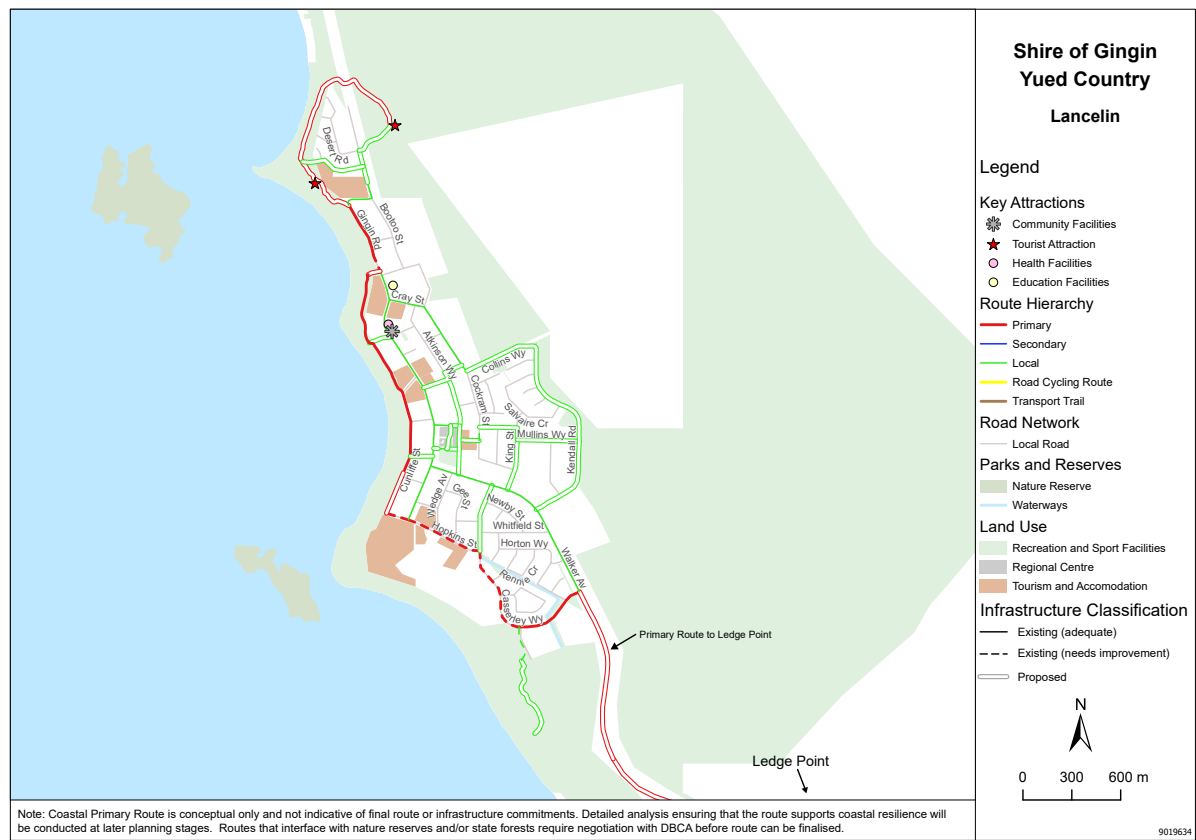
Map 43: Infrastructure Classification – Gingin (Yued Country)



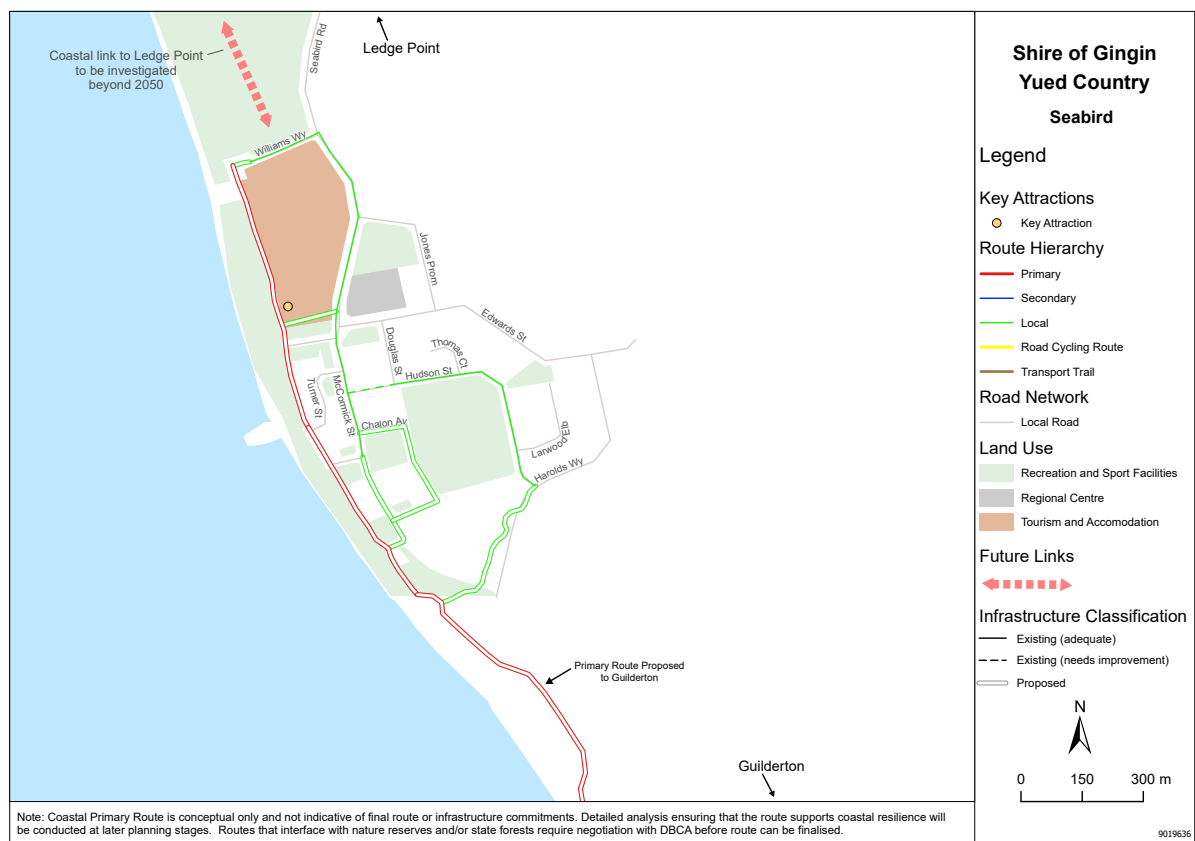
Map 44: Infrastructure Classification – Guilderton (Yued Country)



Map 45: Infrastructure Classification – Lancelin (Yued Country)



Map 46: Infrastructure Classification – Seabird (Yued Country)



6.2 Priority projects

The following tables identify the strategic priorities for bike riding in the Avon Central Coast region, if and when organisational and funding capacity permits. Broadly categorised as:

- Short term (to commence within 1-3years);
- Medium term (to commence within 4-5 years); and
- Long term (to commence in 5+ years).

6.2.1 Shire of Beverley (Ballardong, Noongar Country)

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	B1	York – Bruce Rock Rail Trail	Feasibility	Collaborate with DoT and Shires of York, Quairading and Bruce Rock to support the feasibility study of a transport trail between York and Bruce Rock.	Transport trail
Short term	B2	Beverley Trails Study	Feasibility	Undertake a feasibility study to determine route staging and priorities across all trails in the Shire.	Transport trails
Short term	B3	Beverley Heroics Road Cycling Route	Feasibility	Collaborate with DoT and WestCycle to undertake feasibility to provide warning signage and wayfinding to show road cycling route and consider options to provide increased safety.	Road cycling route
Short term	B4	Commonage Hill Trail	Design	Design of Commonage Hill to connect historical precinct to Commonage Hill recreation trails via river side trail.	Transport trails
Short term	B5	Beverley Trails Network Stage 1	Design	Design Stage 1 of 3 of transport trails.	Transport trail
Short term	B6	Commonage Hill Trail	Construct	Construct Commonage Hill Trail.	Transport trails
Short term	B7	Beverley Trails Network Stage 1	Construct	Construct Stage 1 of 3 of transport trails.	Transport trails
Short term	B8	Beverley to Mundaring Road Cycling Route	Feasibility / Design / Construct	Collaborate with DoT to provide warning signage and wayfinding to show road cycling route along Talbot Road West and consider options to provide increased safety.	Road cycling route
Medium term	B9	Beverley Trails Network Stage 2	Design	Design Stage 2 of 3 of transport trails.	Transport trails
Medium term	B10	Beverley Trails Network Stage 2	Construct	Construct Stage 2 of 3 of transport trails.	Transport trails

Shire of Beverley (Ballardong, Noongar Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Long term	B11	Beverley Trails Network Stage 3	Design and construct	Design and construct Stage 3 of 3 of transport trails.	Transport trails
Long term	B12	Toodyay to Beverley Avon River Trail	Feasibility, design and construct	Collaborate with DoT and the Shires of Northam, Toodyay and York to conduct feasibility, design and construct a transport trail between York and Beverley.	Transport trail
Long term	B13	Upgrading Hunt Road (John Street to Vincent Street)	Design and construct	Design and construct path infrastructure upgrades on Hunt Road between John Street and Vincent Street to improve access to shopping areas and caravan parks and accommodation.	Local
Long term	B14	Smith Street (Forrest Street to York to Beverley Trail)	Design and construct	Design and construct path on Smith Street between Forrest Street and Beverley Trail to improve local residential connectivity and provide access to recreational trail.	Local
Long term	B15	Taylor Street (Forrest Street to York to Beverley Trail)	Design and construct	Design and construct path on Taylor Street between Forrest Street to provide access to recreational trail.	Local
Long term	B16	Hamersley Street (Vincent Street to Beverley Racecourse)	Design and construct	Design and construct path on Hamersley Street between Vincent Street and Beverley Racecourse to provide access to recreational destination.	Secondary

6.2.2 Shire of Chittering (Yued Country)

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	C1	Muchea to Bindoon	Feasibility	Conduct a feasibility study of a trail between Muchea and Bindoon.	Primary, Transport trail
Short term	C2	Muchea to Bindoon Stage 1	Design	Design Stage 1 of 3 of Muchea to Bindoon trail.	Primary, Transport trail
Short term	C3	Granary Drive (Tonkin Highway to Edwards Place)	Construct	Collaborate with Main Roads WA to construct a path on Granary Drive between Tonkin Highway and Edwards Place to improve connection and create an 'anchor' between established Muchea town commercial area and Tonkin Highway / Great Northern Highway.	Local
Short term	C4	Muchea to Bindoon Stage 1	Construct	Construct Stage 1 of 3 of Muchea to Bindoon trail.	Transport trail
Short term	C5	Muchea to Bindoon Stage 2	Design	Design Stage 2 of 3 of Muchea to Bindoon trail.	Transport trail
Short term	C6	East Lake Needoonga Path (Gray Road to Great Northern Highway after Casuarina Close)	Design and construct	Design and construct a path, east of Lake Needoonga between Gray Road and Great Northern Highway after Casuarina Close. This link will provide a link between the shopping area, health facility and Lake Needoonga.	Local
Medium term	C7	Muchea to Bindoon Stage 2	Construct	Construct Stage 2 of 3 of Muchea to Bindoon trail.	Transport trail
Medium term	C8	Muchea to Bindoon Stage 3	Design	Design Stage 3 of 3 of Muchea to Bindoon trail.	Transport trail
Medium term	C9	Great Northern Highway (Binda Place to Learners Way)	Design and construct	Design and construct a path on Great Northern Highway between Binda Place and Learners Way to complete the missing link along the route and improving access between key destinations.	Secondary
Medium term	C10	Muchea to Bindoon Stage 3	Construct	Construct Stage 3 of 3 of Muchea to Bindoon trail.	Transport trail

Shire of Chittering (Yued Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Long term	C11	Muchea PSP to Muchea Bike Path	Design and construct	Construct a path from the PSP on Tonkin Highway / Great Northern Highway to Muchea BP stop and future growth area.	Local
Long term	C12	Chittering Street (Granary Drive to Carl Street)	Design and construct	Design and construct a path on Chittering Street between Granary Drive and Carl Street to improve access to recreational destination.	Local

6.2.3 Shire of Dandaragan (Yued Country)

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	D1	Turquoise Way Path Extension	Feasibility	Conduct feasibility study to extend coastal path from Hill River to Cervantes.	Primary
Short term	D2	Turquoise Way Path Extension Stage 1	Design	Design Stage 1 of 2 of coastal route between Jurien Bay to Cervantes.	Primary
Short term	D3	Linking Jurien Bay town centre to residential estates, Alta Mare and Jurien Heights	Design	Design paths linking Jurien Bay town centre to residential estates.	Secondary, Local
Short term	D4	Cervantes to the Pinnacles	Feasibility	Undertake feasibility study of coastal route between Cervantes and the Pinnacles.	Primary
Short term	D5	Turquoise Way Path Extension Stage 2	Design	Design Stage 2 of 2 of coastal route between Hill River to Cervantes.	Primary
Short term	D6	Dandaragan Road Path Extension	Design and construct	Design and construct path to complete missing link between last house and recreational facility.	Local
Medium term	D7	Hansen Bay Road (Cervantes Road to Hansen Bay Lookout)	Design and construct	Design and construct path to Hansen Bay Lookout and connect to proposed coastal route.	Secondary
Medium term	D8	Linking Jurien Bay town centre to residential estates, Alta Mare and Jurien Heights	Construct	Construct paths linking Jurien Bay town centre to residential estates.	Secondary, Local
Medium term	D9	Cervantes to the Pinnacles	Design	Design coastal route between Cervantes and the Pinnacles.	Primary
Long term	D10	Turquoise Way Path Extension Stage 1	Construct	Construct Stage 1 of 2 of coastal route between Hill River to Cervantes.	Primary
Long term	D11	Turquoise Way Path Extension Stage 2	Construct	Construct Stage 2 of 2 of coastal route between Hill River to Cervantes.	Primary
Long term	D12	Cervantes to the Pinnacles	Construct	Construct coastal route between Cervantes and the Pinnacles.	Primary

Shire of Dandaragan (Yued Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Long term	D13	Jurien Bay to North Head and Sandy Cape	Feasibility	Conduct feasibility, of coastal route between Jurien Bay and Sandy Cape.	Transport trail
Long term	D14	Hill River Trail	Feasibility	Conduct feasibility of a transport trail along Hill River linking to Turquoise Trail and Jurien Bay residential estates.	Transport trail
Long term	D15	Lake Thetis loop	Feasibility, design and construct	Conduct feasibility of a tourist loop trail around Lake Thetis.	Transport trail
Long term	D16	Jurien Road Karda Trail	Feasibility	Conduct feasibility of route from Jurien Bay town centre to Karda	Transport trail

6.2.4 Shire of Gingin (Yued Country)

Note - the Shire of Gingin does not currently support the actions outlined below due to ongoing operational and budget constraints. They remain in this strategy to provide an indication of aspirational routes subject to changes in organisational and funding capacity.

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	G1	Coastal Route Guilderton to Seabird	Feasibility	Undertake a feasibility study on coastal route between Guilderton to Seabird.	Primary
Short term	G2	Coastal Route Ledge Point to Lancelin	Feasibility	Undertake a feasibility study on coastal route between Ledge Point and Lancelin.	Primary
Short term	G3	Lancelin Town to Lancelin Recreational Centre	Feasibility	Undertake feasibility of route between Lancelin Town centre and Lancelin Recreation Centre/Lancelin South	Primary, Local
Short term	G4	Guilderton Road / Moore River Drive / Stephens Crescent Shared Path	Feasibility	Undertake feasibility of a shared path in Guilderton to improve local residential access and connection to Moore River Estuary access.	Local
Medium term	G5	Robertson Road, Ledge Point beach access	Feasibility	Undertake feasibility of path on Robertson Road to provide access to the beach.	Local
Medium term	G6	Lancelin Plaza	Feasibility	Undertake feasibility of path on Lancelin Plaza to improve access along shopping area and to recreational destinations.	Local
Long term	G7	Chalon Avenue, Seabird	Feasibility	Undertake feasibility of path on Chalon Avenue to improve connectivity to recreational facilities.	Local

6.2.5 Shire of Northam (Ballardong, Whadjuk Country)

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	N1	Clackline to Toodyay Rail Trail	Feasibility	Collaborate with DoT and Shire of Toodyay to conduct a feasibility study of the potential to use disused Clackline to Toodyay Rail for the purposes of a tourist trail.	Transport trail
Short term	N2	Northam Recreational Shared Path	Feasibility	Conduct a feasibility study of a recreational shared path as recommended in the Long-Term Network Plan in the Shire of Northam's Local Bike Plan.	Primary, Local
Short term	N3	Mitchell Avenue between Mount Ommanney Road and Keating Street	Design and construct	Design and construct a shared path to connect the Eco Village, Lookout and mountain bike tracks on Mount Ommanney to Recreational Shared Path.	Primary, Local
Short term	N4	East Street between Frankish Road and Throssell Street	Design and construct	Design and construct a shared path to connect the suburban network.	Local
Short term	N5	Kennedy Street between Hampton Street and Clarke Street	Design and construct	Design and construct a shared path to connect the education facilities to the suburban network.	Local
Short term	N6	Avon River Trail (West Toodyay to Beverley)	Feasibility	Collaborate with DoT, DBCA and Shires of Beverley, Toodyay and York to conduct a feasibility study of trail along Avon River from West Toodyay to York.	Primary, Transport trail
Short term	N7	Northam Recreational Shared Path Design Stage 1	Design	Design Stage 1 of 3 of recreational shared path as recommended in the Long-Term Network Plan in the Shire of Northam's Local Bike Plan.	Primary, Local
Short term	N8	Clarke Street, Inkpen Street to Forrest Street.	Design and construct	Design and construct a shared path to connect the Northam residential College to the suburban network.	Local
Short term	N9	Clarke Street, Suburban Road to Inkpen Street.	Design and construct	Design and construct a shared path to connect the recreation facilities to the suburban network.	Local

Shire of Northam (Ballardong, Whadjuk Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	N10	Suburban Road Rail Line to Clarke	Design and construct	Design and construct a shared path to connect the recreation facilities to the suburban network.	Local
Short term	N11	Suburban Rd, Newcastle Rd to Mudulla Rd	Design and construct	Design and construct a shared path to connect the recreation facilities to the suburban network.	Local
Short term	N12	Fitzgerald Street between Gordon Street and Grey Street	Design and construct	Design and construct a shared path to connect missing links.	Secondary
Short term	N13	Linking Wundowie to Eastlink	Design and construct	Design and construct paths on McMullen Road and Hawke Avenue to connect Wundowie townsite to Eastlink.	Secondary, Local
Short term	N14	Avon River Trail (West Toodyay to Beverley) – N3 Stage 1	Design	Design Stage 4 of 9 of trail along Avon River in Shire of Northam.	Primary, Transport trail
Short term	N15	Northam Recreational Shared Path Design Stage 1	Construct	Construct Stage 1 of 3 recreational shared path as recommended in the Long- Term Network Plan in the Shire of Northam's Local Bike Plan.	Primary, Local
Short term	N16	Clackline to Toodyay Rail Trail – N1	Design	Collaborate with the Shire of Toodyay to design rail trail between Clackline and Toodyay.	Transport trail
Medium term	N16	Northam Recreational Shared Path Design Stage 2	Design	Design Stage 2 of 3 recreational shared path as recommended in the Long- Term Network Plan in the Shire of Northam's Local Bike Plan.	Primary, Local
Medium term	N17	Avon River Trail (West Toodyay to Beverley) – N3 Stage 1	Construct	Construct Stage 4 of 9 of trail along Avon River in Shire of Northam.	Primary, Transport trail
Medium term	N20	Avon River Trail (West Toodyay to Beverley) – N3 Stage 2	Design	Design Stage 2 of 3 of trail along Avon River in Shire of Northam.	Primary, Transport trail
Medium term	N21	Clackline to Toodyay Rail Trail – N1	Construct	Collaborate with the Shire of Toodyay to construct the Clackline to Toodyay Rail Trail.	Transport trail

Shire of Northam (Ballardong, Whadjuk Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Medium term	N22	Fermoy Avenue from Gregory Street to Lance Street	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N23	Goomalling Road, Old York Road to Wood Drive	Design and construct	Design and construct a shared path to connect missing links.	Primary, Local
Medium term	N24	East Street from Byfield Street to Frankish Road	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N26	Gordon Street, between Burnside Avenue and Selby Street	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N27	Boronia Avenue Wundowie from Banksia Avenue (West) to Banksia Avenue (East)	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N28	Wellington Street between Morell Street and Charles Street	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N30	Wellington Street, Grey Street to Peel Street	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N31	Wellington Street, Gordon to Gairdner	Design and construct	Design and construct a shared path to connect missing links.	Local
Medium term	N32	Wellington Street (Gairdner Street to Charles Street)	Design and construct	Design and construct recommended 'Priority Works' project listed in Northam Bike Plan on Wellington Street between Gairdner Street and Charles Street to improve access to recreation and sport facilities.	Local
Medium term	N33	Taylor Street, from Old York Road to Peel Terrace	Design and construct	Design and construct a shared path to connect missing links.	Primary

6.2.6 Shire of Toodyay (Ballardong, Yued, Whadjuk Country)

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	T1	Clackline to Toodyay Rail Trail	Feasibility	Collaborate with the Shire of Northam to conduct a feasibility study of the potential to use the disused Clackline to Toodyay rail corridor for a transport trail.	Transport trail
Short term	T2	Jubilee Street (Reserve Street to Toodyay Old Newcastle Public Cemetery) and Connor Street Shared Path	Design and construct	Design and construct shared paths to improve local residential connectivity.	Local
Short term	T3	Avon River Trail (West Toodyay to Beverley)	Feasibility	Collaborate with DBCA, DoT and the shires of Beverley, Northam and York to conduct a feasibility study of a trail along Avon River from West Toodyay to Beverley.	Primary, Transport trail
Short term	T4	Settlers Ridge	Design and construct	Design and construct a shared path on Settlers Ridge to improve local residential connectivity.	Local
Short term	T5	Clackline to Toodyay Rail Trail – T1	Design	Collaborate with the Shire of Northam to design rail trail between Clackline and Toodyay.	Transport trail
Short term	T6	Avon River Trail (West Toodyay to Beverley) – T3 Stage 1	Design	Design Stage 1 of 9 of trail along Avon River from West Toodyay to Beverley within the Shire of Toodyay.	Primary
Medium term	T7	Avon River Trail (West Toodyay to Beverley) – T3 Stage 1	Construct	Construct Stage 1 of 9 of trail along Avon River from West Toodyay to Beverley within the Shire of Toodyay.	Primary
Medium term	T8	Avon River Trail (West Toodyay to Beverley) – T3 Stage 2	Design	Design Stage 2 of 9 of trail along Avon River from West Toodyay to Beverley within the Shire of Toodyay.	Primary

Shire of Toodyay (Ballardong, Yued, Whadjuk Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Medium term	T9	Railway Crossing Hamersley Street (Hamersley Street to Stirling Terrace)	Design and construct	Design and construct a railway crossing (standard maze crossing) on Hamersley Street as recommended in Shire of Toodyay Bike Plan, to improve safety and access across railway (east – west connection).	Secondary
Medium term	T10	Clackline to Toodyay Rail Trail – T1	Construct	Collaborate with the Shire of Northam construct rail trail between Clackline and Toodyay.	Transport trail
Long term	T11	Avon River Trail (West Toodyay to Beverley) – T3 Stage 2	Construct	Construct Stage 2 of 3 of Avon River Trail within the Shire of Toodyay.	Primary
Long term	T12	Avon River Trail (West Toodyay to Beverley) – T3 Stage 3	Design and construct	Design and construct Stage 3 of 3 of Avon River Trail within the Shire of Toodyay.	Primary
Long term	T13	Avon River Trail (West Toodyay to Swan Valley)	Feasibility, design and construct	Conduct feasibility, design and construct transport trail along Avon River from West Toodyay to Swan Valley via Avon National Park.	Transport trail

6.2.7 Shire of York (Ballardong, Noongar Country)

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	Y1	Forrest Street (South Street to Great Southern Highway) and Henrietta Street (Forrest Street to Avon Terrace) Shared Use Path Project	Design	Design completing missing local links and providing access to recreational and educational facilities.	Local
Short term	Y2	Beverley Heroics Road Cycling Route	Feasibility	Collaborate with DoT and WestCycle to undertake feasibility to provide warning signage and wayfinding to show the road cycling route and consider options to provide increased safety.	Road cycling route
Short term	Y3	Avon River Trail (West Toodyay to Beverley)	Feasibility	Collaborate with DoT, DBCA and shires of Beverley, Toodyay and Northam to conduct a feasibility study of trail along Avon River from West Toodyay to York.	Primary, Transport trail
Short term	Y4	Trews Road (York District High School to Trews Court)	Design	Design shared path to complete the missing link between York town site and educational facility and future growth area.	Secondary
Short term	Y5	Suburban Road (Glebe Street to Ballardong Street)	Design and construct	Design and construct shared path to complete missing link on Suburban Road.	Local
Short term	Y6	Avon River Trail (West Toodyay to Beverley) – Y3 Stage 7	Design	Design Stage 7 of 9 of trail along Avon River from West Toodyay to York within the Shire of York.	Primary, Transport trail
Short term	Y7	Trews Road (York District High School to Trews Court)	Construct	Construct shared path to complete the missing link between York town site and educational facility and future growth area. (Designed Year 2 (Y3))	Secondary
Short term	Y8	Beverley to Mundaring Road Cycling Route	Feasibility / Design / construct	Collaborate with DoT and Shire of Beverley to provide warning signage and wayfinding to show route Road Cycling Route along Talbot Road West and consider options to provide increased safety.	Road cycling route

Shire of York (Ballardong, Noongar Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Short term	Y9	York – Bruce Rock Rail Trail	Feasibility	Collaborate with DoT and Shires of Beverley, Quairading and Bruce Rock to conduct feasibility study of transport rail trail between York and Bruce Rock.	Transport trail
Medium term	Y10	Avon River Trail (West Toodyay to Beverley)	Construct	Construct Stage 7 of 9 of trail along Avon River from West Toodyay to York.	Transport trail
Medium term	Y11	Steere Road (Pioneer Road to Mount Brown Lookout)	Design and construct	Design and construct shared path to provide access to Mount Brown Lookout and recreational and mountain biking trails.	Secondary
Medium term	Y12	York – Bruce Rock Rail Trail Stage 1	Design	Design Stage 1 of the rail trail between York and Bruce Rock.	Transport trail
Medium term	Y13	Knight Street / Henry Road	Design and construct	Design and construct path on Knight Street / Henry Road to improve local residential connectivity.	Local
Long term	Y14	Avon River Trail (West Toodyay to Beverley) Stage 8 and 9	Design and construct	Design and construct Stages 8 and 9 of trail along Avon River from West Toodyay to Beverley within the Shire of York.	Transport trail
Long term	Y15	York to Beverley Trail	Feasibility, design and construct	Shire of York in collaboration with DoT and the Shire of Beverley to conduct feasibility, design and construct a transport trail between York and Beverley.	Transport trail
Long term	Y16	Christie Retreat (Avon Terrace to Avon Suspension Bridge) and Pool Street (Avon Suspension Bridge to Suburban Road) Shared Paths	Design and construct	Design and construct shared paths to provide access to the Avon Suspension Bridge and improve east-west connectivity.	Local

Shire of York (Ballardong, Noongar Country) continued

Year	Reference	Project	Project type	Objective / Justification	Hierarchy
Long term	Y17	Great Southern Highway Path extension and upgrade	Feasibility, design and construct	Conduct feasibility, design and construct Great Southern Highway path extension and upgrade to connect to future York to Beverley Transport trail.	Secondary
Long term	Y18	Forrest Street (South Street to Great Southern Highway) and Henrietta Street (Forrest Street to Avon Terrace) Shared Use Path Project	Construct	Construct completing missing local links and providing access to recreational and educational facilities.	Local
Long term	Y19	York – Bruce Rock Rail Trail	Construct	Construct rail trail between York and Bruce Rock.	Transport trail

6.3 Plan maintenance

Progress on the priority actions identified in [Section 6](#) of this Strategy will be reported to DoT on an annual basis by the region's local governments, using a DoT issued reporting form.

The strategic priorities will be reviewed every five years to ensure current conditions are reflected and relevant projects are prioritised. This review will include reassessing each route's classification as either existing (adequate), existing (needs improving), or non-existent (proposed) and updating the existing network maps.

The Avon Central Coast 2050 cycling network should remain consistent over the medium term. A review of the overarching strategy document every 8-10 years will allow new opportunities to be identified and incorporated into a revised document.

Appendix A: Route hierarchy summary

Western Australian Cycling Network Hierarchy

The Western Australian Cycling Network Hierarchy designates routes by their function, rather than built form. Function considers the type of activities that take place along a route, and the level of demand (existing and potential). The built form of a route is based on the characteristics of the environment, including space availability, topography, traffic conditions (speed, volumes), primary users and so on.

When considering appropriate built forms for primary, secondary and local routes, an all ages and abilities design philosophy should be adopted.

	1. PRIMARY ROUTE	2. SECONDARY ROUTE	3. LOCAL ROUTE
Function	Primary routes are high demand corridors that connect major destinations of regional importance. They form the spine of the cycle network and are often located adjacent to major roads, rail corridors, rivers and ocean foreshores. Primary routes are vital to all sorts of bike riding, including medium or long distance commuting / utility, recreational, training and tourism trips	Secondary routes have a moderate level of demand, providing connectivity between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities. Secondary routes support a large proportion of commuting and utility type trips, but are used by all types of bike riders, including children and novice riders.	Local routes experience a lower level of demand than primary and secondary routes, but provide critical access to higher order routes, local amenities and recreational spaces. Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.
Design Philosophy	An all ages and abilities design philosophy is about creating places and facilities that are safe, convenient for as many people as possible. By planning for and designing infrastructure that caters for the youngest and most vulnerable users, we create a walking and bike riding network that everyone can use. At the heart of this approach is fairness and enabling all people to use the network regardless of age physical ability or the wheels they use.		
Form	All routes can take a number of different forms and are designed to suit the environment in which they are located. These forms include: <ul style="list-style-type: none"> • Bicycle only, shared and/or separated paths; • Protected bicycle lanes (uni or bi-directional, depending on the environment; and • Safe active streets. Principal Shared Paths (PSPs) are often built along primary routes. A PSP is a high quality shared path built to MRWA PSP standard which generally means the path will be 4 m wide, have adequate lighting and be grade separated at intersections (where possible). In some locations, quiet residential streets incorporating signage and wayfinding may be appropriate for local routes.		

Road Cycling Routes and Transport Trails form part of the complementary network, supporting more select user groups, primarily for recreational, sport and/or tourism purposes.

	ROAD CYCLING ROUTE	TRANSPORT TRAIL
Function	Road cycling routes are designated routes for bike riders undertaking long distance rides in (predominantly) on-road environments, for training, sports, or recreational purposes.	Transport trails provide long-distance, off-road (predominantly unsealed) riding experiences through natural settings, away from motorised traffic. They often support recreational and tourism trips between towns and regions.
Form	<p>Road cycling routes are predominantly located on lower order rural or semi-rural roads on the outskirts of cities and towns. Sections may follow busier roads, particularly as road cycling routes typically begin and end in built up areas and often follow scenic roads popular with other road users.</p> <p>These routes support bike riders undertaking challenging longer distance rides by raising awareness and encouraging safe behaviour by all road users.</p> <p>This is achieved through advisory signage, warning technology and other road safety initiatives.</p>	<p>Transport trails are typically located within underutilised transport and service corridors in rural areas. Due to their relatively gentle gradients, former railways and certain utility corridors make excellent candidates for these trails.</p> <p>Transport trails should be constructed from materials appropriate to the environment and level of service required. Well drained, compacted gravel with supporting infrastructure such as wayfinding signage is a common form.</p> <p>In some instances transport trails will be sealed, such as where they intersect with busy roads or run through town sites. They will often change classification to a primary or secondary route when they pass through a town, reflecting the more holistic role they perform in the transport network in these situations.</p>

Appendix B: Desktop analysis

B1. Analysis of pedestrian and cyclist crash data (2018-2022)

Figure B1.1 illustrates the breakdown in severity of pedestrian and cyclist crashes occurring across the Avon and Central Coast between January 2018 and December 2022. Figure B1.1 provides a breakdown of the crashes by severity:

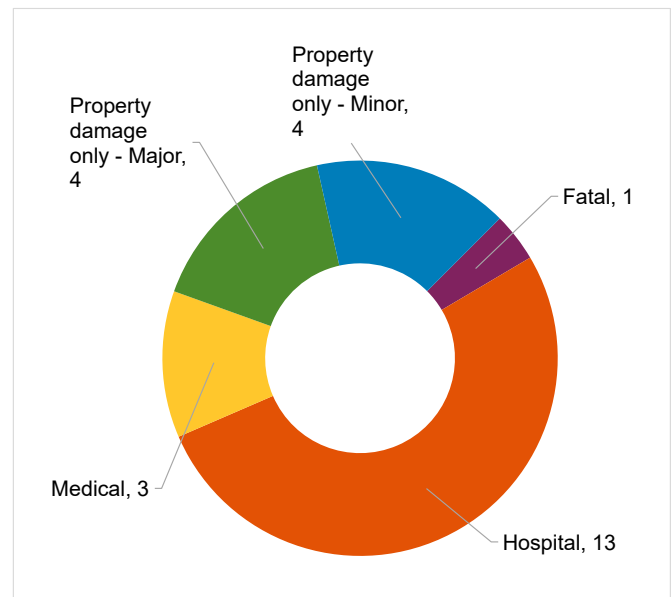
On reviewing the crash data, the following findings were noted:

- One fatal crash involving a pedestrian was recorded in Gingin over the five-year period.
- There was a higher number of recorded pedestrian crashes (20) than cyclist crashes (5).
- Northam and Gingin had the overall highest number of identified pedestrian and cyclist crashes.
- The Shires of Toodyay and York are the only two locations which had no records of crashes over the five-year period.
- Across the Avon Central Coast region the total recorded pedestrian and cyclist crashes were relatively low (25).

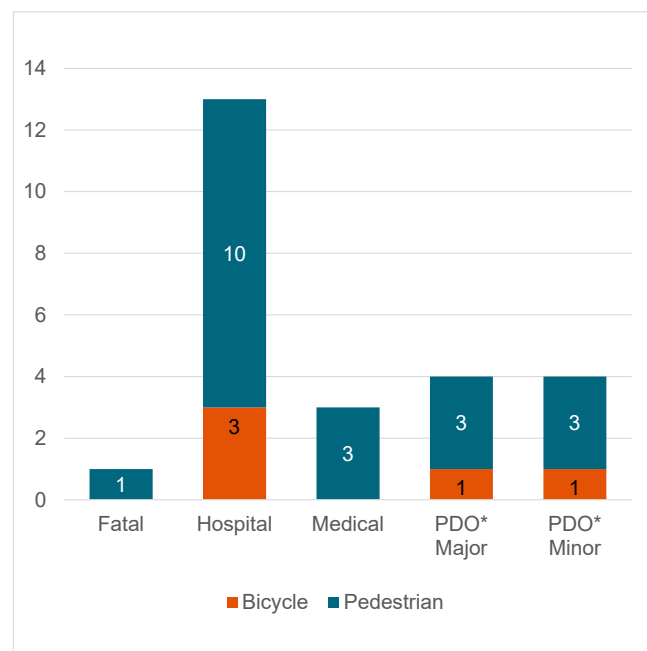
As mentioned above, the available data set covers the period between 2018 and 2022 only. It also captures reported incidents. Currently there is no reliable data available on near misses, accidents between cyclists and pedestrians, or single cyclist crashes in the Avon and Central Coast. It has been estimated that bike riding incidents reported to WA Police make up only 20 per cent of all bike riding related incidents that result in hospitalisation.

Figure 71: Avon and Central Coast cyclist and pedestrian crashes by severity (2018-2022).
Note “PDO” refers to “Property Damage Only”.

Total crashes involving people walking and riding bicycles showing severity.



Crashes involving people walking and riding bicycles



B2. Analysis of GPS travel data

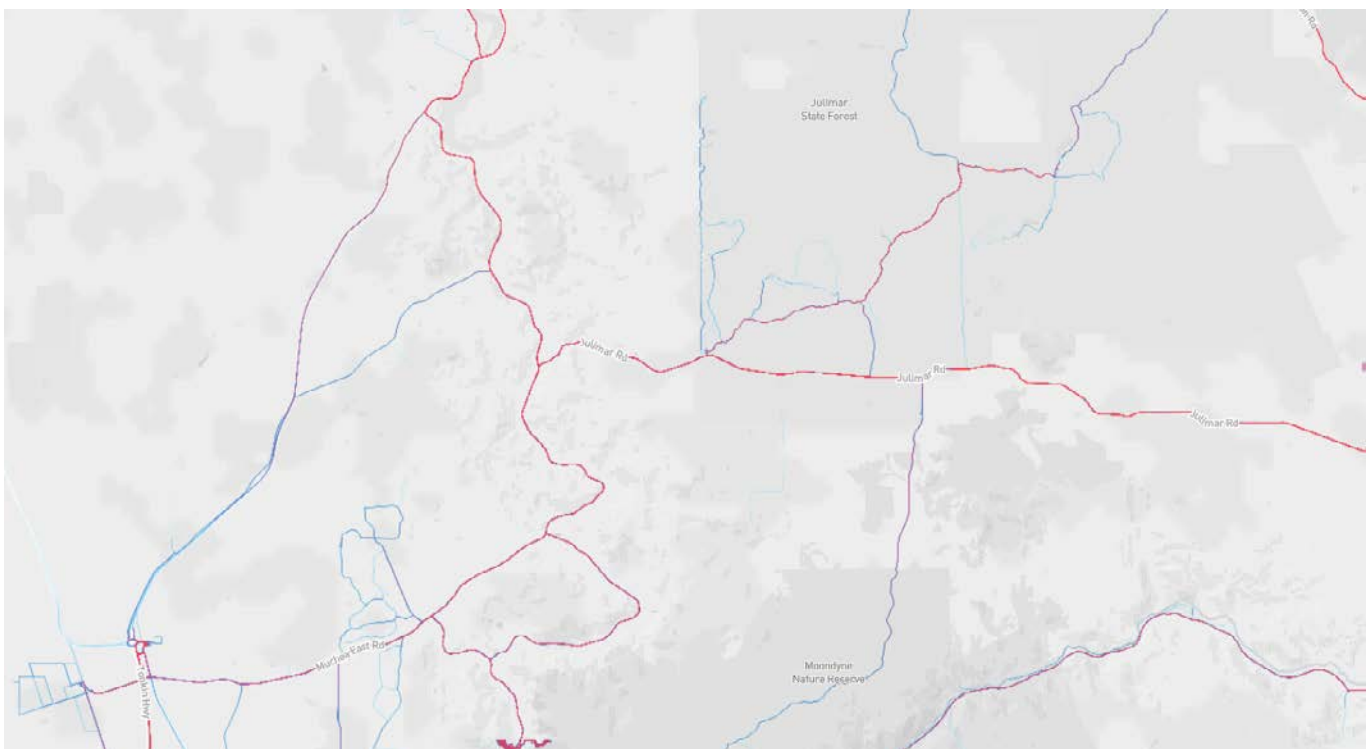
The GPS mapping tool, Strava Labs, was employed to better understand which parts of the Avon and Central Coast roads and path networks are the most heavily utilised by cyclists. The maps shown below highlight popular bike riding routes throughout the Avon Central Coast region.

Strava is a website and mobile app used to track athletic activity via GPS. Despite the usefulness of this information, it should be noted that GPS travel data is typically representative of people who cycle for training or high-intensity recreational purposes.

The following trends/generalisations were noted with respect to the GPS travel data:

- Bike riding in Gingin appeared to not be a popular choice amongst residents, with the only cycle routes used being Dewar Road and Weld Street.
- York, Dandaragan, Northam, Chittering and Toodyay were the most popular locations for long distance bike riding.
- Julimar Road, Muchea-East Road and Chittering Road in Chittering were the most used.
- Toodyay West Road, Telegraph Road, Toodyay Road and Northam-Toodyay Road in Toodyay were the most used.
- Great Eastern Highway, Yilgarn Avenue, Northam Toodyay Road and Katrines Road in Northam were the most used.
- Dandaragan Road and Midlands Road in Dandaragan were the most used.
- Spencers Brook York Road, Great Southern Highway and Knotts Road in York were the most used.
- Cycle routes were popular along the Avon River (George Street) and Steere Road, Northam Cranbrook and York Merredin.
- Northam appears to be the most popular location for in-town bike riding.
- Significant long distance travel to and from townsites is evident.

Map 48: Chittering Strava



Map 49: Beverley Strava

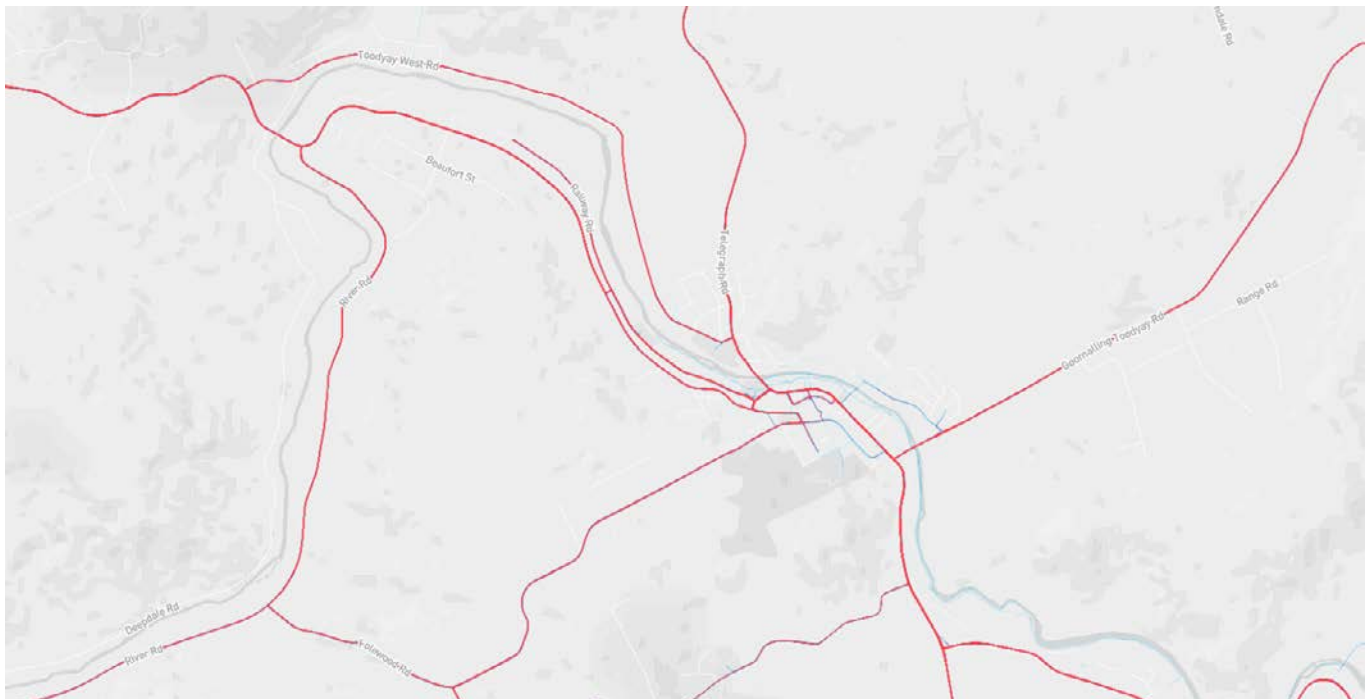


Map 50: Dandaragan Strava

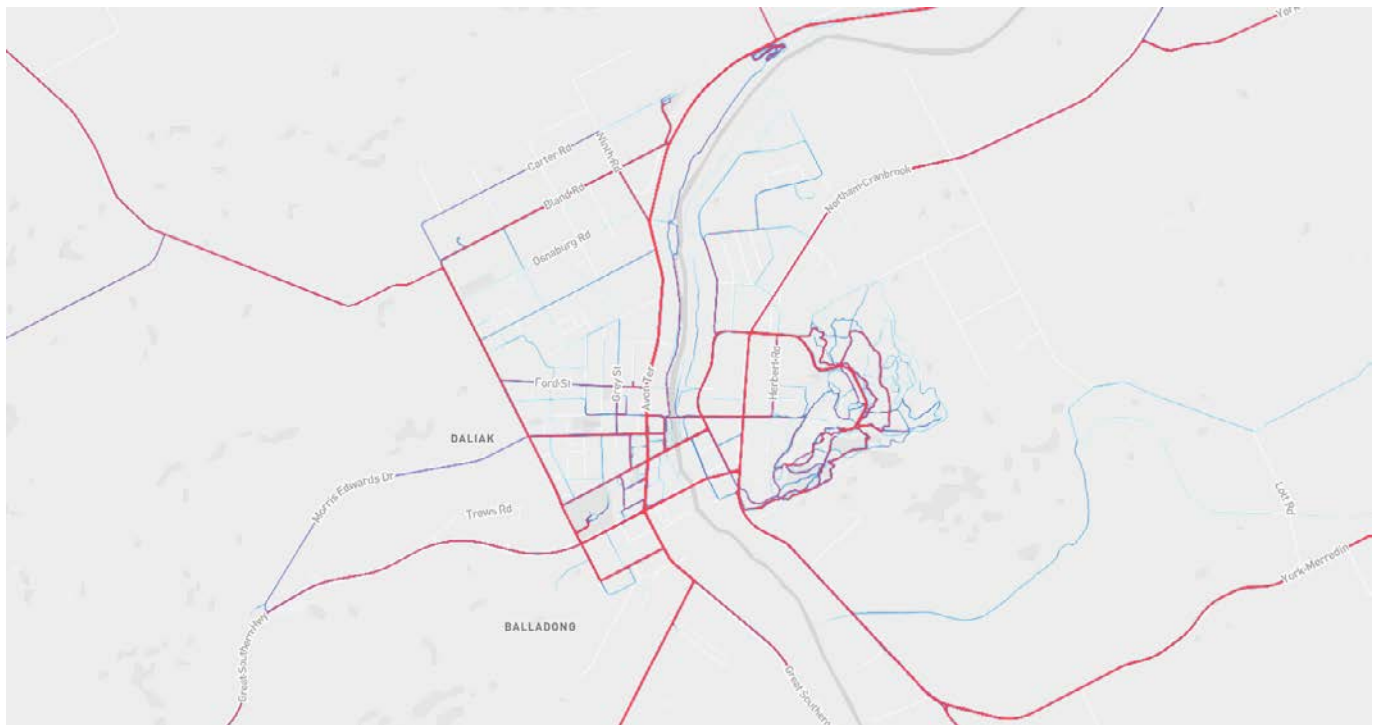
Map 51: Northam Strava

Map 52: Gingin Strava

Map 53: Toodyay Strava



Map 54: York Strava



B3. Document review

A number of documents have been considered as part of the background review. This includes, but is not limited to the following:

Shire of Beverley (Ballardong, Noongar Country)

- Local Planning Strategy (2014)
- Trails Master Plan (2014)
- Tourism Plan (2016)
- Strategic Community Plan 2017-2027 (2017) (Updated 2021)

Shire of Chittering (Yued Country)

- Trails Network Master Plan 2013-2023 (2013)
- Mountain Bike Trials Master Plan (2016)
- Muchea Employment Node Local Structure Plan (2016)
- Strategic Community Plan 2017-2027 (2017) (Updated 2022)
- Local Planning Strategy (2019)

Shire of Dandaragan (Yued Country)

- Jurien Bay Regional Centre Strategy Plan (2012)
- Local Tourism Strategy (2012) (Updated 2020)
- Jurien Bay Regional Centre Growth Plan (2014)
- Bike Network Plan (2015)
- Envision 2029 Strategic Community Plan (2019) (Updated 2020)
- Local Planning Strategy (2019) (Updated 2021)

Shire of Gingin (Yued Country)

- Local Planning Strategy (2012)
- Strategic Community Plan 2017-2027 (2017) (Updated 2022)
- Trails Master Plan (2018)

Shire of Northam (Ballardong and Whadjuk Country)

- Northam Regional Growth Centre Plan (2012) (Strategy replaced in 2018)
- Local Planning Strategy (2013)
- Strategic Community Plan 2017-2019 (2017) (New Community Plans created 2020)

Shire of Toodyay (Ballardong, Yued and Whadjuk Country)

Bike Plan (2013)

Corporate Business Plan (2016) (Updated 2019)

Strategic Community Plan – Toodyay 2028 (2018)

Local Planning Strategy (2018)

Shire of York (Ballardong, Noongar Country)

- Road Development Standards 2005-2015 (2005)
- Local Planning Strategy (2007) (Updated 2020)
- Integrated Bike & Trails Master Plan Volume I (2014)
- Integrated Bike & Trails Master Plan Volume II (2014)
- Integrated Bike & Trails Master Plan Volume III (2014)
- Strategic Community Plan 2016-2026 (2016) (Updated 2020)
- Markyt Community Scorecard (2018) (Updated 2023)
- Trails Master Plan Draft (2019)

State and regional planning documents

- Main Roads WA Policy for Cycling Infrastructure (2000)
- State Planning Policy 2.6 – Coastal Planning (2013)
- State Planning Strategy 2050 (2014)
- Western Australian Mountain Bike Strategy 2022-2032 (2020)
- Regional Development Strategy 2016-2025 (2016)
- Cycling Aspects of Austroads Guides (2017)
- Western Australian Strategic Trails Blueprint 2017-2021 (2017) (Updated 2022)
- Western Australian Cycle Tourism Strategy (2018)

Wheatbelt Development Commission

- Avon Sub-Regional Economic Strategy (2013)
- Central Midlands Sub-Regional Economic Strategy (2014)
- Central Coast Sub-Regional Economic Strategy (2014)
- Wheatbelt Snapshot Series: Land Based Transport (2014)
- Wheatbelt Snapshot Series: Tourism (2014)
- Wheatbelt Blueprint (2015)

Appendix C: Community and stakeholder consultation

C1 Engagement overview

An engagement strategy was developed in partnership with the seven local governments of the Avon Central Coast region.

The strategy was designed to maximise input from the local community and stakeholders and seek feedback on the preliminary cycle networks, key features, and opportunities identified through scoping.

Engagement objectives and methods:

1. Disseminate information to stakeholders, residents and visitors to raise their **awareness** of the project. Information was made available online via DoT and local government social media, DoT's My Say Transport platform, and in hard copy at shire administration offices. Promotion of the engagement was supported by local industry, community groups, schools and local advocates.
2. Increase **understanding** of the regional cycling strategy, including its context, aims, opportunities and constraints. Outreach methods included community drop-in sessions, informational materials, My Say Transport project page, social and local media articles and meetings with key stakeholders.
3. **Collect feedback** from stakeholders, residents and other impacted groups to inform project development and ensure that outcomes meet the needs of the people impacted. Feedback requested specifically sought to:
 - (a) identify any existing barriers and constraints to the uptake of bike riding as a transport mode;
 - (b) discover initiatives that would support people to cycle more frequently;
 - (c) establish the themes, opportunities and projects that are most prioritised by the community; and
 - (d) develop aspirational, big picture ideas for the future of bike riding across the region.

4. **Provide updates** about the community consultation outcomes, to keep stakeholders informed.
5. Demonstrate that the Project Team has obtained equitable **levels of feedback** from residents and organisations across the region through;
 - three drop-in sessions;
 - widespread distribution of the two consultation information sheets (Avon subregion and Central Coast subregion) and associated preliminary network maps;
 - 800 total visits to the My Say Transport project page;
 - a series of social and local media articles; and
 - a series of stakeholder meetings.

Participants were encouraged to identify their existing bike riding routes, as well as any constraints they faced bike riding in the region, and ideas for expanding or improving the existing network.

The engagement was promoted through various DoT and local government media, and via direct contact with a wide range of local stakeholder groups who promoted the sessions and online engagement platform to their internal networks. Over 800 people engaged online and in-person.

Note that initial community and stakeholder consultation was undertaken between 2019 and 2020. The impacts of COVID-19 and DoT staff resourcing resulted in a hiatus in the finalisation of the Strategy. The preparation of the Strategy was reignited with an outreach to key stakeholders, undertaken in 2022, to ensure information was still relevant and to update status of key projects.

C2 Community comment summary

Survey results summary

How often do you ride a bike?

Frequency	Percentage of respondents
3-6 times per week	28.2%
A few times a month	24.4%
1-2 times per week	19.1%
Daily	12.2%
Less than once a month	11.5%
Rarely/never	4.6%

Reflections:

- A majority of respondents reported riding 2-3 times per week. This is above the average (use data from WA Participation Survey). This should inform the 'Avon Central Coast in context' / 'Need for a long-term strategy' sections. This should also inform future discussions with Main Roads WA and other agencies (to demonstrate existing demand).
- There is clearly an appetite for bike riding across the region just based on how many times respondents are cycling per week/month.

Why do you ride a bike?

Please select all that apply.

Reason	Percentage of respondents
Leisure/recreation	27.0%
Fitness	25.8%
Social	14.8%
Environmental sustainability	11.2%
Tourism	10.0%
Commute	8.1%
Competition	3.1%

Reflections/response:

- Recreation (27%), closely followed by fitness (25%) were the most selected reasons respondents selected for 'why they ride a bike'. This aligns with an overall indication that many people ride for leisure and training across the region and should inform central themes and opportunities i.e., we have altered 'Developing unique cycling tourism experiences' theme to 'Promoting a unique visitor experience by bicycle' and 'Developing multi-user trails' to 'Developing multi-user trails and recreation experiences'. Also need to highlight that many people stated postcodes outside of the area –this indicates that many people are visiting the region to participate in bike riding and will ultimately need to shape the final strategy themes and opportunities
- Almost 15% of respondents selected 'social' reasons for riding a bike, which will be supported by connecting people to where they live, work, learn and play as well encouraging healthy, active and safe communities and planning for resilient communities (focusing on the social infrastructure element also).
- Competition was selected by 3% of respondents. Consideration should be given to identifying opportunities to encourage competitive events in collaboration with WestCycle and other organisers.
- Consideration needs to be given to expanding a theme or creating a new theme to emphasise the recreation, fitness and competition elements e.g. expand 'Developing multi-user trails' to 'Developing multi-user trails and recreation experiences'.

What type of cycle facilities do you feel most comfortable riding on?

Type of cycle facility	Percentage of respondents
Off-road shared paths	29.2%
Off-road cycle-only paths	41.6%
On-road protected bike lanes	15.7%
On-road painted lanes	9.0%
On the road in a shared space	3.6%
Other (please specify)	0.9%

Reflections/responses:

- It is well reported one of the main barriers to increasing participation in cycling is lack of safe, connected, convenient cycle networks. This is reinforced by the comments received on the survey regarding factors that prevent people from riding a bike more often, and factors that would encourage them to ride a bike more often.
- Historically, marginalisation of cycling in many urban and regional centres – as well as between them – has resulted in significant challenges to governments seeking to realise increases in bike riding by different users and for different transport, recreation, and tourism purposes.
- Attitudes vary amongst experienced bike riders and inexperienced bike riders, and an individual's attitude and comfort can also vary based on the types of trips they are undertaking and/or who they are travelling with. An experienced rider may, for example, be comfortable cycling alone with traffic, but may not be comfortable riding the same route if accompanied by a friend or family member.
- The WA Cycling Network Hierarchy is based on an all ages and abilities philosophy across the primary, secondary and local routes. While these routes are function over form, in order to cater for a wide range of ages and abilities, many routes will be off-road.

Who do you most regularly ride with?

Who they ride with	Percentage of respondents
By myself	36.6%
As a duo with a partner/spouse, friend, or child	29.8%
In a group with friends and/or family (including children)	12.2%
In a group with friends and/or family (not including children)	11.7%
In a cycle club/group	5.4%
With a colleague or colleagues	3.9%
Other (please specify)	
(only one respondent selected 'other' and listed 'racing' as comment; covered by 'club/group')	0.5%

Reflections:

- Over a third of respondents indicated they most regularly ride by themselves. This can be considered in the themes and opportunities providing for people riding for recreation, fitness, etc.
- Need to ensure emphasis on 'family' is reflected in themes e.g. expand 'Safe routes to school' to 'Family friendly bicycles routes and experiences'.
- There is a clear need to support clubs – include in opportunities under 'Developing multi-user trails and recreation experiences' and 'Linking Perth metro to the Central Coast'. Could potentially ask WestCycle for input.

Comment	Response/action
<p>Several specific links were recognised or requested by survey participants, including:</p> <ul style="list-style-type: none"> - Completing the link between Jurien Bay and Cervantes, which was one of the most-mentioned specific routes. - Extending the Northlink PSP to connect with towns of Muchea, Lower Chittering, Bindoon and Gingin, which could support local businesses and tourism destinations in the area. - Linking Jurien Bay town centre and surrounding residential estates (Alta Mare and Jurien Heights). - Connecting Toodyay, Northam and York, as well as Spencers Brook, and connecting towns to the Avon River. - Utilising the Kep Track to connect Perth and Northam. - Developing a trail north of Jurien Bay to North Head and Sandy Cape. - Connecting Perth metropolitan area to Lancelin. - Connecting Lancelin and Sea View Park. - Developing the path network in Badgingarra. - Promoting connectivity in Bindoon by providing dedicated crossing opportunities at Great Northern Highway, and slower speeds through the town. - Extending the path network in Bindoon, including Gray Road. 	<p>Many of these locations or routes are features of the preliminary network map.</p>
<p>The bulk of comments received related to the path infrastructure throughout the region as being either non-existent, particularly off the coast, or disconnected, with existing networks having gaps that make people feel unsafe when riding or walking. Without paths, people reported discomfort when sharing the road while riding due to cramped environments, road conditions, number and frequency of heavy vehicles and driver behaviour. People also reported some discomfort at using crowded shared paths.</p>	<p>Network gap analysis</p> <p>Share the road campaign</p> <p>Keep left/respectful path usage signage on paths</p>
<p>Respondents specified the type of trip facilities that would encourage them to ride more. Suggestions included path lighting, water taps, bike parking, shelters and dedicated stopping points along routes, electric bike charging opportunities, bike repair stations, public art and incorporation of Aboriginal heritage along routes, as well as wayfinding.</p>	<p>Recommend network expansion initiatives incorporate activation principles</p>
<p>Survey respondents noted that destinations to ride to were also important, commenting that they would love to ride to cafés, pump tracks and picnic spots.</p>	<p>Local destination mapping</p> <p>Kids and skills building (pump track comment – pony club fire break for local kids?)</p>
<p>A number of responses highlighted the potential for cycling tourism in the region, including developing rail trails, cycling events, and connections to unique locations including agritourism locations and renewable energy farms, developing 'bed and bike' accommodation or cycle camping spots. Several participants raised the opportunity that e-bikes bring to riding generally, including for tourism.</p>	<p>Local governments to empower local business</p>

Comment	Response/action
Survey participants were enthusiastic about the potential for trails throughout the region, particularly rail trails throughout the Avon area, to support recreation and longer transport trips, as well as tourism. Some participants expressed support for gravel trails in particular.	Several trails have been identified in the Strategy
Several respondents expressed their disappointment that public transport serving the region does not adequately cater for their demand to transport their bikes via train.	Liaison with Perth Transport Authority to explore solutions.
A few responses from people riding horses, roller blading and walking highlighted the multi-use demand for trails.	Noted and recognised that many trail opportunities cater for several mobility options.
Some people responding indicated they would be more likely to ride if there were more community-organised, social bike riding events (similar to park run), in particular women-specific events, as well as more bike education opportunities, especially for children.	Support. Your Move for schools and WestCycle opportunities recognised.
A number of responses requested more dedicated areas of mountain biking. While this is outside the scope of this Strategy, there may be opportunities to provide links to mountain biking destinations.	Icon at identified trail heads? Local/recreation destination
A few comments indicated dissatisfaction with upkeep and maintenance of existing routes, including sweeping for debris.	Noted in Strategy and encouraging the need for maintenance to be included in the lifecycle planning of projects.
Several participants expressed concern regarding coastal hazard and the planning of coastal paths.	DoT is working to ensure future planning of built assets for the cycling strategy is in alignment with both the State Planning Policy 2.6 – State Coastal Planning Policy, and Shire of Gingin's Coastal Hazard Risk Management and Adaptation Plan.
Several respondents indicated that, in general, they were discouraged from riding by their age, and that infrastructure is needed so that seniors can keep fit and healthy.	The network is designed to support mobility for all ages and abilities.

Endnotes

- 1 National Native Title Tribunal 2014 Ballardong Native Title Claimant Applications and Determination Areas as per the Federal Court 20/08/2014). Available at: [Layout \(www.wa.gov.au\)](http://www.wa.gov.au)
- 2 National Native Title Tribunal 2014 Yued Native Title Claimant Applications and Determination Areas as per the Federal Court 29/10/2014). Available at: [Layout \(www.wa.gov.au\)](http://www.wa.gov.au)
- 3 National Native Title Tribunal 2014 Whadjuk Native Title Claimant Applications and Determination Areas as per the Federal Court 20/08/2014). Available at: [Layout \(www.wa.gov.au\)](http://www.wa.gov.au)
- 4 AIATSIS 1996 Map of Indigenous Australia Available at: <https://aiatsis.gov.au/explore/map-indigenous-australia>
- 5 [Evaluating Active Transport Benefits and Costs \(vtpi.org\)](http://vtpi.org)
- 6 Cycling RACWA <https://rac.com.au/about-rac/advocating-change/cycling>
- 7 The climate change mitigation effects of daily active travel in cities - ScienceDirect <https://www.sciencedirect.com/science/article/pii/S1361920921000687#ab010>
- 8 [Rural & remote Australians Overview - Australian Institute of Health and Welfare \(aihw.gov.au\)](http://aihw.gov.au)
- 9 [Regional and rural health is suffering - James Cook University Australia](http://jcu.edu.au)
- 10 [Evaluating Active Transport Benefits and Costs \(vtpi.org\)](http://vtpi.org)
- 11 [The \(very good\) economic case for riding a bike in 2023 | Bicycle Network](http://bicycle-network.org.au)
- 12 The Australian Cycling and e-Scooter Economy in 2022. Available at weride.org.au
- 13 [Longitudinal associations of active commuting with wellbeing and sickness absence - ScienceDirect](https://www.sciencedirect.com/science/article/pii/S1361920921000687#ab010)
- 14 [The relationship between transport and disadvantage in Australia | Australian Institute of Family Studies \(aifs.gov.au\)](http://aifs.gov.au)
- 15 [Transport Disadvantage, Car Dependence and Urban Form | SpringerLink](http://springerlink.com)
- 16 [The climate change mitigation effects of daily active travel in cities - ScienceDirect](https://www.sciencedirect.com/science/article/pii/S1361920921000687#ab010)
- 17 Wheatbelt Development Commission Central Coast Sub Regional Economic Strategy 2014: [Report Master Template \(wheatbelt.wa.gov.au\)](http://wheatbelt.wa.gov.au)
- 18 ABS 2021 Census data [Search Census data | Australian Bureau of Statistics \(abs.gov.au\)](http://abs.gov.au).
- 19 Shire of Dandaragan Strategic Community Plan https://www.dandaragan.wa.gov.au/Profiles/dandaragan/Assets/ClientData/Documents/Strategies_and_Plans/20220131_SoD_Community_Strategic_Plan_-_Draft_8pdf.pdf accessed July 2022
- 20 Refer to the Strategic Community Plan published by each local government.
- 21 Australian Bureau of Statistics estimated residential population <https://dbr.abs.gov.au/> accessed July 2022
- 22 Shire of Dandaragan Strategic Community Plan https://www.dandaragan.wa.gov.au/Profiles/dandaragan/Assets/ClientData/Documents/Strategies_and_Plans/20220131_SoD_Community_Strategic_Plan_-_Draft_8pdf.pdf accessed July 2022
- 23 Shire of Chittering Strategic Community Plan [strategic-community-plan-2022-2032 \(chittering.wa.gov.au\)](http://chittering.wa.gov.au) accessed July 2022
- 24 [Wheatbelt Development Commission: Wheatbelt Blueprint 2015](http://wheatbelt.wa.gov.au)

- 25 [Wheatbelt Development Commission: Wheatbelt Blueprint 2015](#)
- 26 [Western Australian Bicycle Network Plan - 2017 update \(transport.wa.gov.au\)](#)
- 27 Strengthening the Human Infrastructure of Cycling: White Paper 2019, BYCS
[SFGelderland_210929web-2.pdf \(bycs.org\)](#) accessed July 2022
- 28 Sharrows are a wayfinding tool that also assist cyclists in road positioning and alert motorists to the presence of people on bikes.
- 29 Road Traffic Code 2000 Part 11 Division 3 r124A *A driver of a motor vehicle must pass a bicycle travelling in the same direction at a safe distance (1 m on roads with a posted speed limit of ≤ 60 km/h and 1.5 m on roads > 60 km/h.) While legislation for passing safely has always existed in WA, these amendments to the Road Traffic Code 2000 clarify the minimum distance a driver must keep between their vehicle and a bicycle when overtaking.*
- 30 Toodyay Bike Plan Priority 6/7/8
- 31 WA Mountain Bike Strategy 2022-32
- 32 2018 Westcycle - Western Australian Tourism Strategy
- 33 *Western Australian Cycle Tourism Strategy*
- 34 [Your Move: More Ways to Get There - Department of Transport](#)
- 35 Tourism WA
- 36 The Department of Water and Environment
- 37 City of Vincent staff e-bicycle Source: www.yourmove.org.au/city-of-vincent/staff-e-bikes/
- 38 WA Bike Network Plan 2012
- 39 Tourism WA
- 40 https://www.transport.wa.gov.au/mediaFiles/active-transport/AT_P_Declining_Rate_walking_cycling_to_school_in_Perth.pdf
- 41 Appendix B
- 42 [Welcome - Cycling Without Age](#)
- 43 Department of Transport, 2012, WA Bicycle Network Plan 2017
- 44 Cardno, Coastal Hazard Risk Management and Adaption Plan (CHARMAP) Shire of Dandaragan
21 June 2018
- 45 refer to [Section 6](#)
- 46 https://yoursay.busselton.wa.gov.au/sharing-rural-roads/survey_tools/sharing-rural-roads

Contact

Department of Transport
140 William Street
Perth WA 6000
Telephone: (08) 6551 6000
Website: www.transport.wa.gov.au

12.3 Regulation 17 Review

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	22 February 2024
Applicant:	N/A
File Reference:	ADM 0163
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2023 Risk Profile Summary

SUMMARY

Council to consider receiving the Risk Management Regulation 17 Review as recommended by the Audit and Risk Committee.

BACKGROUND

Under regulation 17 of the *Local Government (Audit) Amendment Regulations 2013*, the Chief Executive Officer is to review the appropriateness and effectiveness of the Shire of Beverley's systems and procedures in relation to risk management, internal control and legislative compliance.

COMMENT

The Chief Executive Officer and HR/Payroll Officer have conducted a review using the Risk Management template provided by Council's Insurers, LGIS.

Attached is the summary of control results covering identified risk areas including:

- Misconduct;
- Business and Community disruption;
- Environmental management;
- Errors, omissions and delays;
- External theft and fraud;
- IT and Communication systems;
- Statutory compliance;
- Safety and security;
- Providing advice and information;
- Employment practices;
- Records management;
- Project/Change management;
- Engagement practices;
- Supplier management;
- Asset sustainability practices; and
- Facility management.

Each identified risk was considered individually with risk ratings being applied based on the following risk matrix:

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Following the risk determination, improvement initiatives were formulated and enacting timeframes set with the aim of improving overall future risk ratings.

STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (Audit) Amendment Regulations 2013* requires that:

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

RISK IMPLICATIONS

Failure to review the appropriateness and effectiveness of a local government's systems and procedures would result in non-compliance *Local Government (Audit) Amendment Regulations 2013*. Approval of this item will mitigate the consequence.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

2.3 Risk Management

VOTING REQUIREMENTS

Simple Majority

AUDIT & RISK COMMITTEE'S RECOMMENDATION & COUNCIL RESOLUTION M21/0224

Moved Cr Davis

Seconded Cr Maxwell

That the 2023 Regulation 17 review conducted by the Chief Executive Officer be received.

CARRIED 8/0

Shire of Beverley Risk Dashboard Report December 2023

Executive Summary

Being the Shire's third report under the introduced risk management framework , focus is on embedding and driving continual improvement. Future reports will continue to provide relevant insight and recommendations to assist governance activities for the Senior Management Team. It is supported by the attached documents that were produced through a workshop on the 18th December 2023.

1. Risk Profiles for the 16 themes discussed.
2. Risk Management Policy amendments and Procedures.

Recommendations

Embedding

1. Arrange for the attached Policy amendments and Procedures to be endorsed and adopted.

Risk Profiles

1. Discuss and review the attached Risk Profiles and approve all Risk Profiles (from a Risk & Control perspective).
2. Confirm Current Issues / Actions / Treatments (Responsibility & Due Date)

<u>Misconduct</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Carry out new employee Induction process	On Going	HR	
Follow up Performance Review process	On Going	CEO/MOW/DCEO	
Councillor training	On Going	CEO/Council	
<u>Business & community disruption</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Recovery Plans	Jun-24	CESM	
Seek Mitigation Works Funding and coordinate works	Jun-24	CESM	
Ensure volunteers and staff are trained in line with WHS legislation requirements	On Going	CESM	
<u>Inadequate environmental management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review of Landfill Remaining Life	Jun-24	EHO/MOW	
Long Term Landfill Plan	Dec-24	EHO/MOW	
<u>Errors, omissions & delays</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review and expand documented procedures for main activities	On Going	DCEO	
<u>External theft & fraud (inc. Cyber Crime)</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Raise awareness of IT Security (eg. Opening emails)	On Going	DCEO	
Review Depot Security	On Going	MOW	
Review IT Security	On Going	DCEO	
Review Admin Office Security	On Going	DCEO	
<u>Failure of IT &/or communication systems and infrastructure</u>		Risk	Control
		High	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review IT Disaster Recovery Plan and test data recovery	Jun-24	DCEO	
Test Generator Backup	Jun-24	DCEO	
Conduct Vulnerability Scan and fix where required	Jun-24	DCEO	
Review ITC Operating Expenses	On Going	DCEO	
<u>Failure to fulfil statutory, regulatory or compliance requirements</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Corporate Business Plan and Long Term Financial Plan.	Jun-24	CEO	
Investigate Internal Audit function	Jun-24	CEO	
<u>Inadequate safety and security practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Prepare required training register and training plans	On Going	HR/OHS	
Implement Quarterly Workplace Safety Inspections	On Going	OHS	
Maintain Contractor Inductions	On Going	OHS	
Conduct evacuation roleplay	Jun-24	DCEO	
<u>Providing inaccurate advice / information</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement a 'performance review' process for Executive Staff	Jun-24	CEO	
Monitor complaint register	On Going	DCEO	
<u>Ineffective employment practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement Performance Review Process	Jun-24	CEO	
Review Workforce Plan (Risks & Action Plans) for inclusion where relevant	Dec-24	CEO	
Monthly Staff Meetings (Inside)	Jun-24	DCEO	
<u>Inadequate document management processes</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Explore implementation of Electronic Document Records Management System (EDRMS)	Jun-24	RO	
Include shift to EDRMS in LTFP	Jun-24	DCEO	
<u>Inadequate project / change management</u>		Risk	Control
		High	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct fortnightly project management meetings (or more often as appropriate)	On Going	CEO	
Monitor volume of projects to ensure available resources are not stretched	On Going	CEO	
Comply with funding requirements where applicable	On Going	DCEO	
<u>Inadequate engagement practices</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Social Media Policies, Procedures & Feedback	On Going	Tourism	
<u>Inadequate supplier / contract management</u>		Risk	Control
		Moderate	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Explore implementing Contract Review process at large project (\$1M+) close out	On Going	DCEO	
<u>Inadequate asset sustainability practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Asset Management Plans	Jun-24	DCEO	
Review Residential Housing Policy	Jun-24	DCEO	
Develop Bridge Maintenance Program	Jun-24	MOW	
Deliver Footpath Replacement Program	On Going	MOW	
<u>Ineffective management of facilities / venues / events</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

12.4 2023 Compliance Audit Return

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	22 February 2024
Applicant:	N/A
File Reference:	ADM 0237
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2023 Compliance Audit Return

SUMMARY

Council to consider adopting the 2023 Compliance Audit Return (CAR) as distributed by the Department of Local Government (DLG), in relation to activities undertaken by the local authority in the preceding calendar year.

BACKGROUND

In 2006, participation in the program was made compulsory for all local authorities.

COMMENT

The CAR is distributed by the Department of Local Government, in relation to activities undertaken by the local authority in the preceding calendar year.

Attached is a copy of the CAR for Committee's consideration. As required, the Audit and Risk Committee reviewed the document at its 21 February 2024 committee meeting. It is now recommended that Council adopt and forward to the Department of Local Government (no later than the 31st March each year).

This year DLG has not requested any other attachments, it is again using a new portal, so the CAR is presented differently from previous years.

The answers and any comments are in **Red** on the attachment.

STATUTORY ENVIRONMENT

Local Government Act 1995 and Regulation 13 of the *Local Government Audit Regulations*, Clauses 14 and 15

14. Compliance audit return to be prepared

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3) A compliance audit return is to be
 - (a) presented to the council at a meeting of the council;
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.

15. Completion of compliance audit

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with:

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c) and
- (b) any additional information explaining or qualifying the compliance audit

is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

- (a) the mayor or president; and
- (b) The CEO

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete the Compliance Audit Return would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Approval of this item will mitigate the consequence.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

**AUDIT AND RISK COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION
M22/0224**

Moved Cr Maxwell

Seconded Cr Martin

That Council;

- 1. adopt the 2023 Compliance Audit Return; and**
- 2. authorise the Chief Executive Officer and Shire President to sign and submit the 2023 Compliance Audit Return to the Department of Local Government.**

CARRIED 8/0

Compliance Audit Return 2023

Commercial Enterprises by Local Governments		
No	Reference	Question
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023? N/A
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2023? N/A
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023? N/A
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023? N/A
5	s3.59(5)	During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority? N/A

Delegation of Power/Duty		
No	Reference	Question
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority? N/A
2	s5.16 (2)	Were all delegations to committees in writing? N/A
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ? N/A
4	s5.18	Were all delegations to committees recorded in a register of delegations? N/A
5	s5.18	Has council reviewed delegations to its committees in the 2022/2023 financial year? YES
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ? NO
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority? YES
8	s5.42(2)	Were all delegations to the CEO in writing? YES
9	s5.44(2)	Were all delegations by the CEO to any employee in writing? YES
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority? N/A
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees? YES
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year? YES
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19? YES

Disclosure of Interest		
No	Reference	Question
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter? YES
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local

		Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting? YES
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made? YES
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day? YES
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023? YES
6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return? YES
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ? YES
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28? YES
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person? YES
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return? YES
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A? YES
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website? YES
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people? YES
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure? YES
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report? YES
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application? N/A
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) of the Local Government Act 1995 recorded in the minutes of the council meeting at which the decision was considered? N/A
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct? YES
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ? NO
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website? YES
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website? YES

Disposal of Property

No	Reference	Question
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the <i>Local Government Act 1995</i> (unless section 3.58(5) applies)? N/A
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the <i>Local Government Act 1995</i> , did it provide details, as prescribed by section 3.58(4) in the required local public notice for each disposal of property? N/A

Elections

No	Reference	Question
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997? YES
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997? N/A (No disclosures received)
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997? YES

Finance

No	Reference	Question
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995? YES
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority? N/A
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023? YES
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters? YES
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government? N/A
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website? YES
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit? YES

Integrated Planning and Reporting		
No	Reference	Question
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section? YES - 28/11/2023
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section? YES - 24/02/2014
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)? NO

Local Government Employees

No	Reference	Question
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A? N/A
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate? N/A
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ? N/A
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee? N/A
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so? N/A

Official Conduct

No	Reference	Question
1	s5.120	Has the local government designated an employee to be its complaints officer? YES
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ? YES
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ? YES
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website? YES

Optional Questions		
No	Reference	Question
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December 2023? YES If yes, please provide the date of council's resolution to accept the report. 25/7/2023
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023? YES If yes, please provide date of council's resolution to accept the report. 28/2/2023
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act? N/A
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events? YES
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ? YES
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members? YES
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023? YES
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023? YES
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income? YES

Tenders for Providing Goods and Services		
No	Reference	Question
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less? YES
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations? YES
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)? YES
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract? N/A
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation? YES
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16? YES

7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website? YES
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender? N/A
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept? YES
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted? YES
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22? N/A (No EOI's called)
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice? N/A
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer? N/A
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24? N/A
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE? NO
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation? N/A
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application? N/A
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG? N/A
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications? N/A
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept? N/A
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application? N/A
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F? N/A

12.5 Trails Masterplan

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	14 February 2024
Applicant:	Tredwell Management Services (on behalf of Shire)
File Reference:	N/A
Author and Position:	Jacinta Murray, Tourism Officer
Previously Before Council:	Information Bulletin
Disclosure(s) Of Interest:	Nil
Attachments:	Draft Shire of Beverley Trails Master Plan

SUMMARY

Council to consider the principles of the Draft Shire of Beverley Trails Master plan and receive the proposed Strategy and Action Plan for future budget and planning consideration. Council to approve circulation of the draft for public comment.

BACKGROUND

The Shire of Beverley's existing Beverley Trails Master Plan developed in 2014 was identified for review to align with current trends and demands in the trails industry.

The rapid change and developments in the last 10 years along with the completion of some projects in the current plan commanded the revision with a focussed approach to identify potential trail initiatives, projects, and funding opportunities.

The compilation of regional plans including the Avon Central Coast 2050 Cycling Strategy highlight the demand for developments in the trails industry.

COMMENT

Community consultation in the development of the Shire of Beverley Master Plan indicated that there is considerable work to be done in the Beverley Shire in regard to signage, information, number and diversity of trails as well as other facilities associated with trails.

Obtaining feedback from key users of trails in the Shire is necessary in the direction and planning of our trail network.

STATUTORY ENVIRONMENT

Nil

CONSULTATION

Council
Community
Shire of Beverley Staff

FINANCIAL IMPLICATIONS

There is no immediate commitment to Council to deliver all, or any part of the Draft Shire of Beverley Trails Master Plan. However, there will be future budget and planning considerations to be made should Council wish to proceed with all or part of the plan.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy

2. Community

3. Environment

4. Civic Leadership

Strategic Priorities: 1.3 Beverley attractions and experiences are promoted

2.3 Active and healthy community

3.1 Diverse recreation and leisure activities amongst our natural assets

4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Low (4) - There is insignificant risk to releasing the Shire of Beverley Trails Master Plan to the public for comment.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M23/0224

Moved Cr Ridgway

Seconded Cr Sattler

That Council

- Council approves the circulation of the Draft Shire of Beverley Trails Master Plan for final comments; and**
- Receives the draft proposed Action Plan for future budget and planning consideration.**

CARRIED 8/0

DRAFT REPORT

FEBRUARY 2024

SHIRE OF BEVERLEY TRAILS MASTER PLAN



Acknowledgments

The Shire of Beverley and Tredwell Management acknowledge the Traditional Owners of the land, the Ballardong People. We pay our respects to Elders past and present.

Tredwell would like to thank the following people and/or organisations for their contribution to the development of the Trails Master Plan:

- Shire of Beverley Councillors
- Shire of Beverley Council Officers
- Beverley & Surrounds Community Members

Revision	Date	Details
R0	01/02/2024	Trails Master Plan DRAFT
R1	16/02/2024	Trails Master Plan DRAFT

Disclaimer

We make every reasonable effort to ensure the information we source for your report is true, correct and accurate and that we fully and properly represent our findings to you.

We endeavour only to work with reputable and experienced partners to obtain information and prepare our findings. Despite these efforts, the content and information provided by any third party is outside of our control and we do not make any warranty, representation or guarantee that such information is true, correct and free from errors or omissions.

We will take all reasonable steps to verify any information obtained by us from third parties however we are not liable, whether directly or indirectly, for any loss, cost, expense, claim or inconvenience arising as a result of your use of such information.

For further information:

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00 Executive Summary



00 Executive Summary

Executive Summary

To be completed



Vision

Crafting a premier trails network for the Shire of Beverley, rooted in history as one of WA's oldest settlements.

Our vision: an integrated, diverse trail system showcasing natural beauty—waterways, lakes, valleys, and the Wheatbelt's vibrant wildflowers.

Celebrating Indigenous and European heritage, promoting active lifestyles, fostering community bonds, and driving economic growth, these trails will be a legacy of stewardship for generations.

01 Introduction



Project Background and Scope

The trails space in Western Australia (WA) has changed significantly over the past 10 years and there have been several recent plans completed by industry including the *WA Strategic Trails Blueprint 2022-2027*, *WA Hiking Strategy: Bushwalking & Trail Running in Western Australia 2020-2030*, *WA Mountain Bike Strategy Mountain Biking & Off Road Cycling in WA 2022-2032*, and the *Trail Development Series* to guide strategic trail planning.

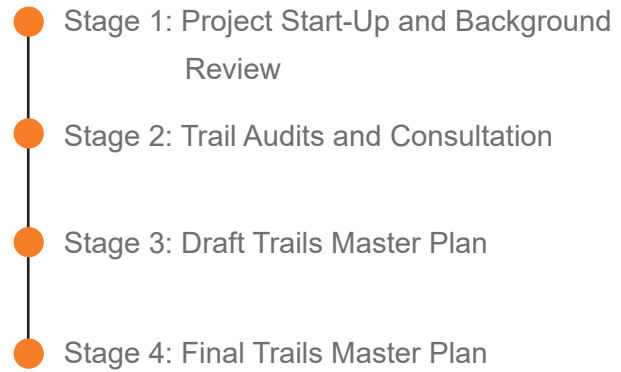
The project required a review and re-development of the Shire of Beverley's (Shire) existing Trails Master Plan which was developed in 2014. The re-developed Shire of Beverley Trails Master Plan (Trails Master Plan) focused on a strategic approach, with the identification of potential trail initiatives, projects and funding opportunities.

The Trails Master Plan assessed the Shire's network of existing trails and identified potential future trail opportunities through a desktop and on-ground trail assessment. The following scope of works was completed:

- Review of background documents and standards, including the existing Trails Master Plan
- Trends and demographic analysis
- Desktop analysis of the existing and potential trails
- On-ground trail audit and assessment of the existing trails
- Consultation, including a community online survey, internal stakeholder workshop and interviews with key stakeholders
- Identification of key opportunities and constraints
- Preparation of mapping for the existing and proposed trails
- Preparation of a strategy and action plan
- Identification of funding opportunities and management options.

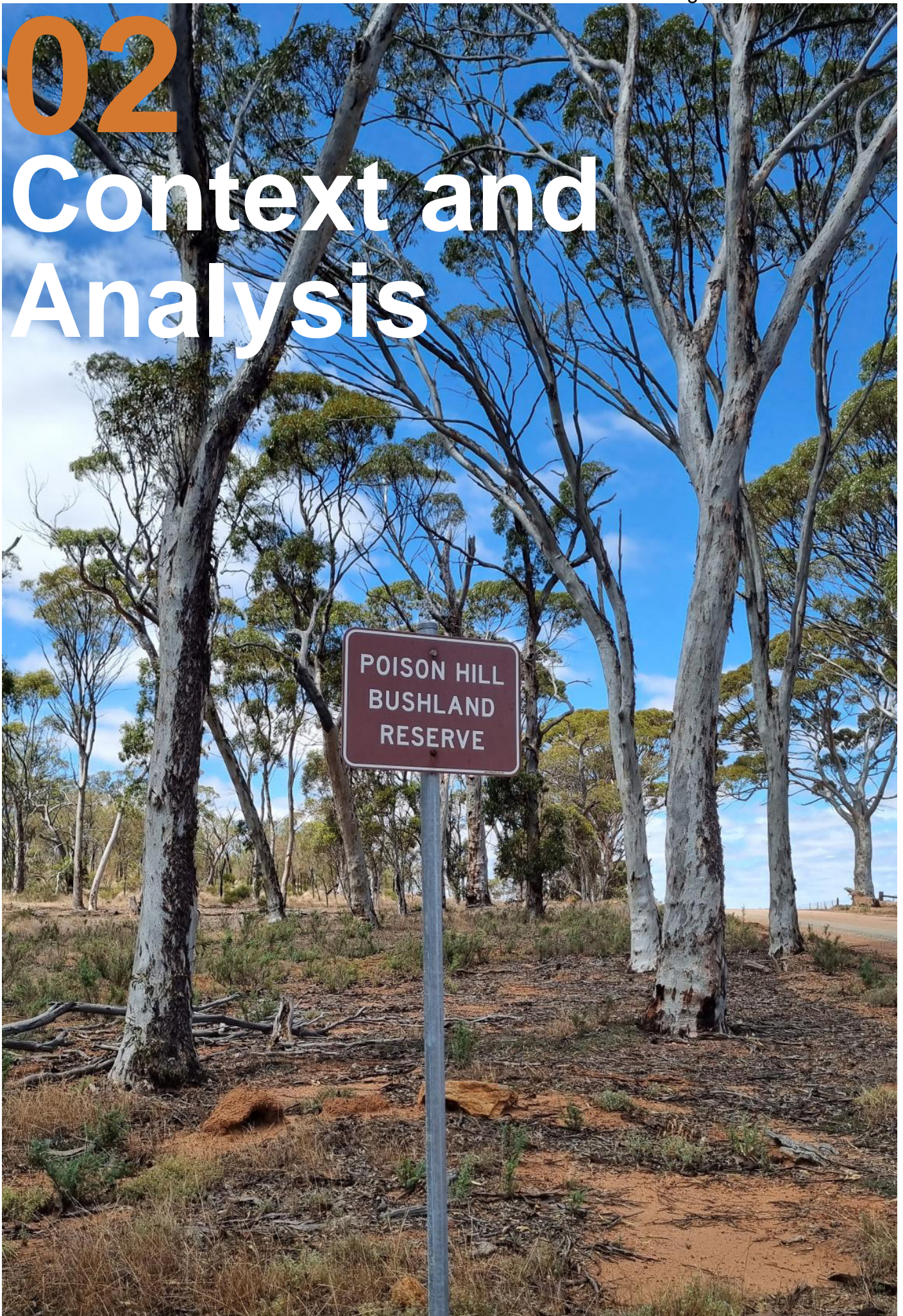
Project Methodology

The following methodology was used to ensure that the project incorporated relevant consultation, research and planning processes while meeting the project brief requirements. The project was conducted in line with the following approach.



02

Context and Analysis



02 Context and Analysis

Shire of Beverley Overview

Officially founded in 1838, Beverley is one of WA's oldest settlements and was one of the first areas in WA opened for agriculture after a glowing report to Governor Stirling by Ensign Dale. Official survey of Beverley took place in 1843. The Beverley townsite was established around 1868. Other communities arose as more land was developed. Localities such as Dale, Mount Kokeby, East Beverley, Morbinning and Bally Bally had their own schools and district halls, however the only halls which remain are Morbinning, Bally Bally and Dale.

The Beverley Road Board was one of the 19 local authorities established in 1871 by the colonial government. In 1892, the Beverley townsite became a separate municipality and in 1895, East Beverley Road Board was instituted. These entities were short lived, with both absorbed back into the Beverley Road Board by 1913. The change of name to the Shire of Beverley occurred in 1961.

The Shire is located in the Wheatbelt region of WA, 130 kilometres east of Perth (one and a half hours drive) on the Colgater (Avon River). The Beverley

townsite is located in a shallow basin, with the Avon River running north-south and an intersected valley running east-west. For thousands of years, the Ballardong people lived along the Avon River. Early explorers mentioned the grassy park-like appearance of the land in the river valley which was a result of regular controlled burning. Beverley is known as Wergijan to the Ballardong people.

The Shire covers an area of approximately 2,310 square kilometers and is known for its quiet, safe and peaceful lifestyle. The predominant industry in the Shire is broad acre agriculture. Beverley is the rural service centre to the local farming community which produces wheat and coarse grains as well as livestock. Other supporting industries, such as farm suppliers, steel fabricators, financial services and general retail are found in the main townsite. There is a relatively large number of newcomers to the townsite and rural areas, with a large number of 'drive in, drive out' workers.

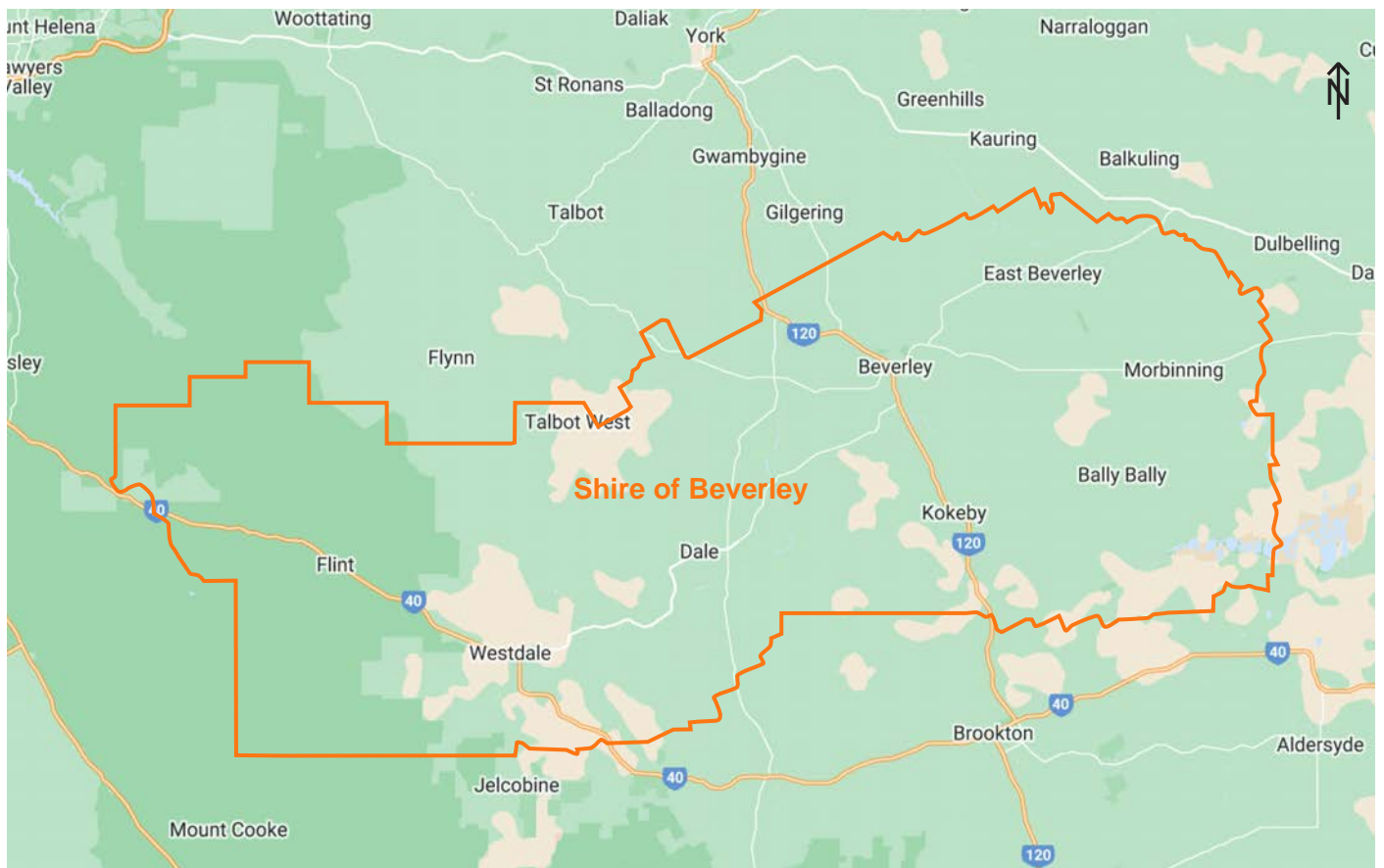


Image: Location Map

02 Context and Analysis

Literature Review Summary

A wide range of background information has been reviewed to inform the development of the Trails Master Plan and ensure alignment with wider objectives across the state, regional and local levels. The key documents which have been reviewed are listed below.

State Level Documents

- Western Australian Strategic Trails Blueprint 2022-2027
- Western Australian Trail Development Series (2019)
- WA Hiking Strategy: Bushwalking and Trail Running in Western Australia 2020-2030
- Western Australian Mountain Bike Strategy: Mountain Biking and Off-Road Cycling in Western Australia 2022-2032
- Taking the Reins: The Western Australian Recreational Horse Trail Strategy (2015)
- More People More Active Outdoors: A Framework for Outdoor Recreation in Western Australia (DLGSC, 2019)

Regional Level Document

- Avon Central Coast 2050 Cycling Strategy Draft (2023)

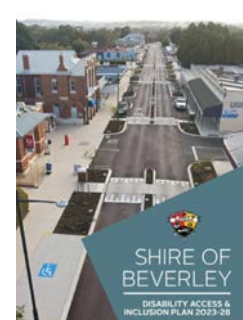
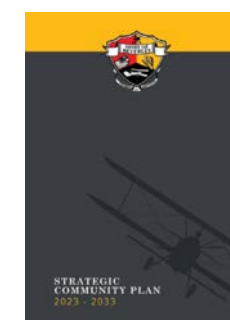
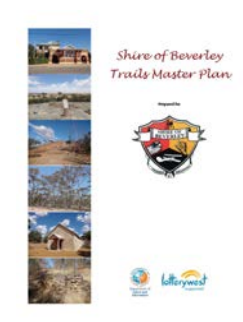
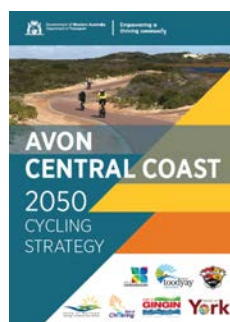
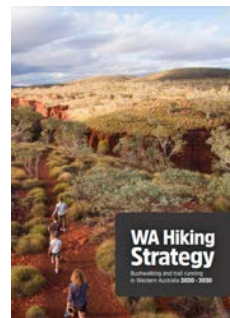
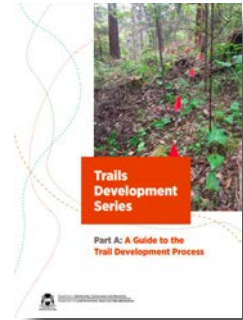
Local Level Documents

- Shire of Beverley Trails Master Plan (2014)
- Shire of Beverley Strategic Community Plan 2023 - 2033
- Shire of Beverley Disability Access & Inclusion Plan 2023 - 28
- Shire of Beverley Tourism Plan (2016)
- County Peak Trails Signage Content (2020)

Relevant information from each of these documents is included in Appendix A: Background Review.

Trail-specific documents have been reviewed to inform the inventory of existing trails and potential future trail opportunities.

A number of concepts/proposals/submission from community members and groups have also been reviewed, as part of the community consultation process.



02 Context and Analysis

Trends in Trail Use and Development

Over the past five years trail use and development has evolved and matured within the Australian context. A number of industry trends and observations have been noted in the *WA Strategic Trails Blueprint 2022-2027*. These are outlined below.

Participation

Growth in popularity of trails

Participation in outdoor recreation activities including recreational walking, bushwalking and mountain biking has been growing since 2017. The COVID-19 pandemic supercharged this growth, with many land managers reporting record trail use in 2020 and 2021.

Land managers have also noted that many participants venturing onto the trail during the pandemic are inexperienced which has also led to an increase in incidents.

According to recent AusPlay data many Australians are favouring participation in informal recreation over structured sport. Trails offer more flexibility than traditional sports, as users can participate in a variety of different ways, independently or with variable group sizes, at times that suit them. Many trail users are drawn to trails to connect to nature and experience physical and mental health benefits.

Increase in female participation

Female participation in outdoor recreation activities has increased over recent years, particularly in bushwalking which now has more female participants than male in Australia.¹ AusPlay research indicates females are increasingly drawn to trail experiences that provide opportunities to spend time in nature and harness the physical and mental health benefits.

Inclusion and accessibility

Visiting outdoor places and spaces, including trails, can be more challenging for people living with a disability. The need to develop inclusive trails and trail experiences for people of all abilities is becoming more widely recognised, with trails catering to a range of abilities being incorporated into new trail development projects. Additional infrastructure and equipment including high contrast signage, accessible canoe launches, all terrain and beach wheelchairs and adaptive mountain bikes are just some of the equipment in use, improving the accessibility of the outdoors and trails.

Trail experiences

Trails for transportation

Trails have the potential to be integrated into active transport routes to work, school, retail precincts, community and recreation facilities. Integration between other transport services such as trains and buses, will be key in encouraging more people to use trails for commuting.

E-rideables and E-bikes

There is an increased use of e-bikes, e-scooters and other e-transportation on trails and paths. Financial year 2021 saw record sales of e-bikes in Australia and e-cargo bikes are increasing in popularity for short trips and commuting.² The challenge moving forward is adapting trail planning, design, construction and maintenance to suit these new modes of trail use whilst also addressing the potential safety issues and conflict with other trail users.

Multi-modal long distance trails

There is an emerging trend for multi-modal long distance trails such as rail trails, offering trail users options to tailor experiences to their preference including mode of transport and length of experience. Bike packing, cycle touring and multi-day walking routes also provide opportunities for small business development to support these activities and users.

Events and trails

Trail running and multi-sport adventure races and events are becoming more popular as people look to 'get off the beaten track' and challenge themselves in demanding and diverse terrain.

02 Context and Analysis

Funding

Revenue models

Revenue models to support trail development, maintenance and provision of supporting infrastructure have diversified in recent years to include user pays, shuttle services, commercial operators, trail sponsorship and/or merchandise sales.

Increased trails investment

In response to the 2019/2020 summer bushfires and the COVID-19 pandemic, many state and territory governments have invested in projects that enhance community resilience, restore wellbeing and stimulate economic growth. Many such projects throughout Australia are trail projects and include new mountain bike destinations, walking/hiking trails, rail trails and interpretive trail experiences. Several states are developing iconic trails of national significance to attract interstate and international visitation. Western Australia has an opportunity to package and promote its trail experiences under one cohesive brand to cement its status as a premier outdoor adventure destination in Australia.

Digital communication

Digital apps

Social media and the use of apps is commonplace in today's society including within the outdoor recreation and trails industry. Digital apps are available for navigation, performance monitoring, training, marketing and promotion. Trail users are increasingly using digital apps in preference to paper maps and guidebooks as a source of information. Apps present an opportunity to assist in promotion of trails, awareness of environmental and cultural heritage values, capture important participation data, allow users to report maintenance issues, and improve safety on trails.

Digital apps can also create safety issues if relied on for navigation without backup options that can be used in the event of a disruption to the electronic system such as a flat battery.

Social media and bloggers

Trail users and tourists are turning to social media pages and blog posts to connect with community groups and share information on their trail experience. This has on occasion led to a location

'going viral' and an unexpected influx of visitors to a location, causing issues with overcrowding and safety. Blog posts often provide key sources of detailed information regarding trails. Proliferation of user-created or 'open source' digital information presents challenges for trail managers, as information can be incorrect/misleading and dilute official information sources.

Safety

Safety education

Increased participation particularly during COVID-19 has anecdotally seen an increase in incidents and injury. Many of these new trail users may be unfamiliar with the risks associated with the Western Australian landscape or how to prepare to ensure their safety and that of others. Education of participants in safety and preparation is needed to ensure all trail users, including the growing number of less experienced trail users, are well equipped.

Emergency response

Climate change is creating more extreme weather events including bushfires, severe storms, flooding, and extreme temperatures. It is important that emergency services can advise trail users of trail closures, weather conditions or bushfires that may pose a risk and trail users can communicate their plans and reach for help in an emergency. Emergency services and navigation apps are increasingly being used to share trail issues and emergency information with trail users.

Participation Trends

Understanding the rates of participation in trail related activities allows for the development of a forward-thinking Trails Master Plan which can effectively plan for the future.

The latest release of AusPlay Participation Survey (2022) for WA found that walking (recreational) is the most popular physical activity among Western Australian adults (40.1% participation rate), with strong participation from both males (29.7%) and females (50.5%).

Athletics including running and jogging (15.3% participation rate), cycling (15.2% participation rate) and bush walking (7% participation rate) are also included in the top ten most popular activities among Western Australian adults.

This illustrates the importance of providing suitable trail opportunities which cater to the needs of a variety of trail users. The table below displays the top physical activities and associated participation rates for Western Australian adults.

Table 1: Top Activities - WA Adults 2022

No.	Activity	Male	Female	Total
1	Walking (Recreational)	29.7%	50.5%	40.1%
2	Fitness/Gym	34%	40%	37%
3	Swimming	18%	22.2%	20.1%
4	Athletics, track and field (includes jogging and running)	17.8%	12.8%	15.3%
5	Cycling	18.6%	11.9%	15.2%
6	Bush walking	4.8%	9.3%	7%
7	Golf	10.7%	2.8%	6.7%
8	Pilates	1.5%	10.7%	6.1%
9	Yoga	1.7%	10.1%	5.9%
10	Football/soccer	7.9%	2.9%	5.4%

Source: AusPlay Participation Survey (2022)

In addition, the most popular physical activities among WA children are more associated with organised sport rather than trail related activities, however athletics including running and jogging (7.3% participation rate) is included in the top ten physical activities among Western Australian children. The table below displays the top physical activities and associated participation rates for Western Australian children.

Table 2: Top Activities - WA Children 2022

No.	Activity	Male	Female	Total
1	Swimming	29.2%	26.5%	28%
2	Basketball	18.8%	11%	15.4%
3	Australian football	21.2%	2.5%	12.9%
4	Football/soccer	11%	8.3%	9.8%
5	Dancing (Recreational)	0.9%	18%	8.5%
6	Gymnastics	4.5%	11.9%	7.8%
7	Athletics, track and field (includes jogging and running)	5.7%	9.5%	7.3%
8	Cricket	8.0%	3.5%	6%
9	Netball	0.6%	11.6%	5.5%
10	Hockey	3.8%	6.8%	5.2%

Source: AusPlay Participation Survey (2022)

02 Context and Analysis

Demographic Analysis

An analysis of the demographic data (Australian Bureau of Statistics, 2021 Census) from the Shire was conducted to gauge trends that are relevant to the planning and provision of the new aquatic facility. The demographic data assessed includes the following:

- Population
- Age Structure
- Households
- Families
- Education
- Volunteering
- Cultural Heritage
- Need for Assistance
- Income & Socio-Economic Indexes for Areas (SEIFA).

Population

In 2021, the population of the Shire was 1,694, which slightly decreased since 2016. However, it is important to note that the highest growth scenario forecasts that the Shire's population will increase to 1,955 people by 2031 (+261 people). This growth is likely to steadily increase the service demand for new recreational trails in the future.

Age Structure

In 2021, the top five age groups in the Shire were:

1. 65-69 years (10.8%)
2. 60-64 years (10%)
3. 70-74 years (9.7%)
4. 55-59 years (7.3%)
5. 50-54 years (7%).

The median age of the Shire was 55, which is significantly higher than the average age for Inner Regional WA (43) and WA (38), indicating an older age profile. Therefore, it is important to provide trails which are highly accessible and functional to ensure that all age groups and abilities are catered for.

Households

In 2021, there were 966 households in the Shire, which has increased by 45 households since 2016. In relation to household composition, 67.1% were family households and 31.3% were single person households. There was a higher proportion of single person households in the Shire compared to Inner Regional WA (24.9%) and WA (25.4%). This indicates that residents may be experiencing a higher level of inequality and poverty (e.g. higher cost of living), especially for forced single person households. Access to trails is a low cost recreational activity which can be utilised regardless of socio-economic status.

Families

In 2021, there were 458 families in the Shire, which has slightly increased by one family since 2016. In relation to family composition, 56.1% were couple families without children and 32.8% were couple families with children. There was a higher proportion of couple families without children in the Shire compared to Inner Regional WA (44.4%) and WA (38.8%) which is likely reflective of the higher age profile of the Shire. It is important to ensure that a range of trail opportunities are available for both couple families with children and couple families without children.

Volunteering

In 2021, 23.5% of the population aged 15 years and over did voluntary work through an organisation or group in the Shire, which was a higher proportion than Inner Regional WA (18.4%) and WA (15.9%). However, this has decreased by 5.3% since 2016. Volunteers are recognised as an invaluable resource for trail maintenance and management, particularly community based trail groups/organisations.

Need for Assistance

In 2021, 6.8% of the population in the Shire reported needing help in their day-to-day lives due to disability, which has slightly increased by 0.3% since 2016. There was a higher proportion of people needing help in their day-to-day lives due to disability in the Shire compared to WA (4.6%). This highlights the Shire's trail network needs to place a high importance on accessibility, inclusion and practicality for people with a disability (e.g. a suitable range of Class 1 trails).

02 Context and Analysis

Cultural Heritage

In 2021, Aboriginal and/or Torres Strait Islander People made-up 2.8% of the Shire's population, which is a decrease of 1.6% since 2016. This is slightly lower than the average for Inner Regional WA (3.2%) and WA (3.3%). In addition, 22.3% of residents in the Shire had both parents born overseas, which is an increase of 1.4% since 2016. The top five countries of birth (excluding Australia) in the Shire include:

1. England (7.9%)
2. New Zealand (2.5%)
3. Philippines (1.1%)
4. Netherlands (0.8%)
5. Germany (0.6%).

It is important that trail opportunities in the Shire cater for people from different cultural backgrounds to ensure that everyone can enjoy trail-based activities. For example, Indigenous people are more likely to use trails which acknowledge cultural significance, and new arrivals to Australia are likely to require higher levels of information relating to safety requirements in Australia's natural areas.

Income & SEIFA

In 2021, the median weekly household income in the Shire was \$1,053, which has increased slightly since 2016. The median weekly household income in the Shire was lower than the average for Inner Regional WA (\$1,525) and WA (\$1,815).

In addition, the Socio-Economic Indexes for Areas (SEIFA) score for the Shire is 956, which is lower than the average for WA (1,011), indicating a higher level of relative socioeconomic disadvantage. It is important that trails are promoted as a free physical activity and are accessible to people across the region regardless of their level of socio-economic disadvantage. It is also important to ensure that any new trail development is cost effective and sustainable for future generations.

A summary of the demographic data is presented in Table 3.

Table 3: Demographic Analysis

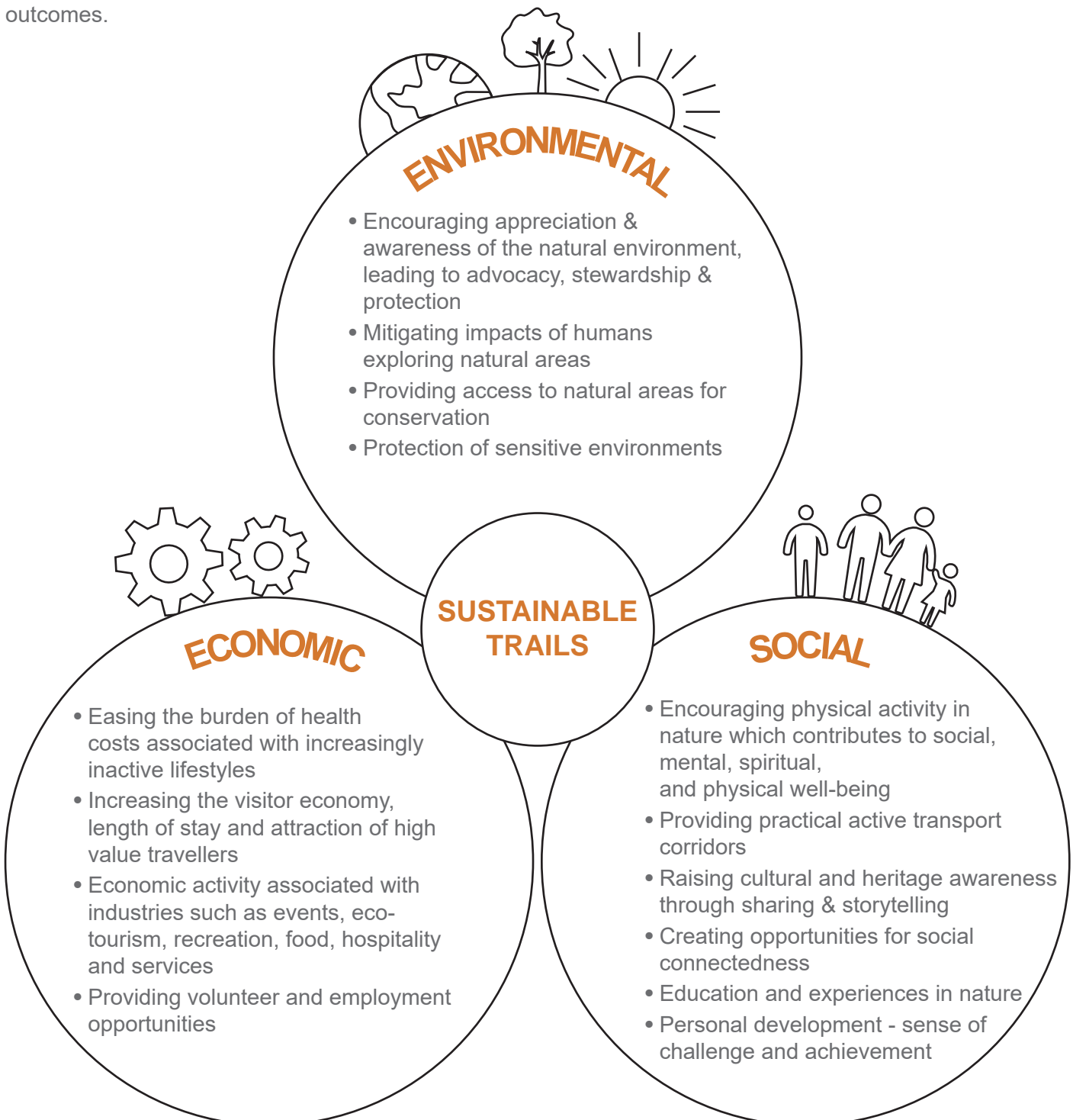
Demographic Indicator	Shire of Beverley (2016)	Shire of Beverley (2021)	Inner Regional WA (2021)	WA (2021)
Population	1,745	1,694	231,450	2,660,026
Median Age	53	55	43	38
Households	921	966	105,752	1,147,872
Family Households	67.8%	67.1%	72.5%	71.2%
Single Person Households	30.5%	31.3%	24.9%	25.4%
Families	457	458	61,871	703,130
Couple Families Without Children	56.7%	56.1%	44.4%	38.8%
Couple Families With Children	32	32.8%	39.8%	44.6%
Bachelor Degree or Above	9%	10.8%	14.2%	23.8%
Studying in Tertiary Education	7.3%	9%	12.5%	21.3%
Voluntary Work	28.8%	23.5%	18.4%	15.9%
Aboriginal and Torres Strait Islander People	4.4%	2.8%	3.2%	3.3%
Both Parents Born Overseas	20.9%	22.3%	24.9%	41.6%
Need For Assistance	6.5%	6.8%	-	4.6%
Median Weekly Income	\$991	\$1,053	\$1,525	\$1,815
SEIFA	-	956	-	1,011

02 Context and Analysis

Benefits of Sustainable Trails

Trails and natural areas are an integral component of the lifestyle on offer across the Shire, and are a key drawcard for visitors. Spending time in nature in the picturesque Shire offers the opportunity to establish a connection with the natural environment and cultural heritage.

A sustainable trails network facilitates a wide range of benefits across the triple bottom line incorporating positive environmental, economic and social outcomes.



02 Context and Analysis

Growing the Visitor Market and Return on Investment

Growing the Visitor Economy

In recent years, Western Australia has seen a fluctuation in national and international visitors, motivating many local and State government departments to seek new opportunities for growth. Increasingly, communities around the state and the country are identifying unique natural areas, and creating accessible tourism products that cater for local demand as well as new visitor markets. According to the World Tourism Organisation, consumers are increasingly seeking authentic, exciting outdoor experiences. There are few regions in the world with the diversity of WA. The WA Hiking Strategy identified that there is an opportunity to harness this advantage and create opportunities to promote unique trail and hiking experiences that contribute to WA as a premier trail destination.

In contrast to fluctuating international visitor rates, recent years have seen Western Australians increasingly holidaying at home. This presents an opportunity to re-circulate the dollar through regional economies. It is estimated that Bibbulmun Track hikers account for \$13.1 million in annual direct expenditure, much of this in regional communities. In 2014-15, 93% of Bibbulmun Track hikers were Western Australians (WA Hiking Strategy, 2020).

Encouraging day trippers to extend to overnight stays, and overnight stays to longer stays helps grow the visitor economy. To be successful in attracting visitors, however, there must be a large drawcard and sufficient infrastructure to support the increased visitation.

Destinations such as Tasmania and New Zealand attract visitors seeking adventure, wilderness, and experiences that provide a sense of discovery and personal achievement. Western Australian landscapes and wilderness areas offer a different experience to the alpine areas of New Zealand and Tasmania. The untouched wilderness of much of the State could be an attraction for adventure seekers. This should be considered in future planning and marketing. There should also be active efforts to harness interest within the State, negating the desire to travel interstate and abroad.

Iconic experiences appeal to local, national and international markets. Western Australia is unique in many ways and it is important this is conveyed to potential visitors, including trail participants.

Creating alluring experiences requires consideration of:

- Aboriginal tourism and heritage values
- high-quality, diverse, iconic and scenic trails
- events
- accessibility, accommodation, attractions and activities
- revenue generation opportunities
- a positive destination image
- partnerships and political support
- marketing and promotion - 'experience' packaging.

There are many locations throughout Western Australia already providing a combination of these qualities. Some locations are emerging destinations and will take time to establish sufficient infrastructure and supporting services required to attract significant visitor numbers. However, with targeted investment, these can be developed and marketed as world-class experiences attracting national and international markets.

Commercial Opportunities

Commercial opportunities in trail provision include, but are not limited to:

- tour guiding
- off and on-trail accommodation
- drop off and pick up services
- food and beverage offerings including restaurants, pubs, cafes, mobile food trucks and vans
- fuel and outdoor adventure supplies
- associated outdoor adventure and recreation activities.

Online Resources - Social Media, Websites, Blogs and Other Online Media

Social media consists of websites and applications that allow trail users to interact (including Facebook, Instagram, Strava, Trailforks and All Trails).

Accessing the great outdoors electronically through a computer or mobile phone encourages more people to get outdoors, be motivated and inspired by others, and remove some of the fears that are barriers for participation.

02 Context and Analysis

Social media is a powerful tool in the 21st century. Trail-related groups and advocates of trail activities in WA have an active presence on social media platforms. Social media is not only a useful tool for residents of the State to research trail opportunities, but also helps attract national and international visitors.

A dynamic marketing campaign for a region should contain a selection of content from imagery on social media platforms, formulated familiarisation tours with journalists, articles in specific publications, and direct engagement of bloggers and other influencers to reach a targeted market.

Return on Investment in Trails

High-quality trails and associated activities support public health priorities and the development of nature/adventure-based tourism, resulting in a positive economic impact.

A number of studies have aimed to quantify the return on investment in trails. Through various quantitative methods, the following study by AusCycling in 2021 identified the potential for high quality trails to bring significant tourism and public health benefits.

Mountain bike riding, and cycle tourism more broadly, is one of the fastest growing recreational tourism activities globally. The popularity and increasing growth of mountain biking has been trending over recent decades and the economic impacts of this have been highlighted through the study entitled Mountain Biking in Australia: An Economic and Participation Analysis (2021), published by AusCycling.

This study establishes a baseline of the current levels of participation in mountain biking at a national level, and where possible quantifies the value, of the economic, social and environmental benefits of the activity.

Between 2014 and 2019, Mountain Bike Australia, memberships increased by 60% to reach 17,625 members nationwide. Participation more broadly (including non-members) is estimated to include approximately 341,900 people across Australia, who are estimated to directly spend a total of \$630.8 million per annum and support 6,095 full time employees annually through riding at their local trails.

The study quantified the social values of mountain biking, as follows:

- Health benefits: The personal and health system benefits due to healthier, active individuals = \$1.58 per km ridden
- Productivity benefit: Improved workplace productivity through decreased absenteeism and presenteeism = \$7.59 per ride
- Human capital uplift: Positive association between sport and physical recreation and educational outcomes = \$2.50 per ride
- Consumer surplus: The satisfaction people derive from participating in sport and active recreation = \$25.98 per ride
- Criminal and social justice benefit: Benefits from decreased crime rates due to increased engagement from sport and recreation = 0.78 per ride
- Civic/volunteering benefit: The value people place on volunteering and enjoying sport and recreation activities: \$3,214 per volunteer per year.

The expenditure breakdown is shown below:

Component	Spend \$
Transport to and from trails	\$12.35
Meals and beverages	\$6.25
Purchase from supermarkets or other retail shops	\$7.40
Bike rental hire	\$1.10
Average Expenditure Per Ride	\$27.10

In addition to the \$27.10 per ride, there are also several other larger more infrequent purchase items. It was found that Mountain Bike Australia members on average spend \$5,991, whilst non-members spend \$8,875 on larger items such as a new bike purchase, services, equipment, clothing & spare bike parts per year.

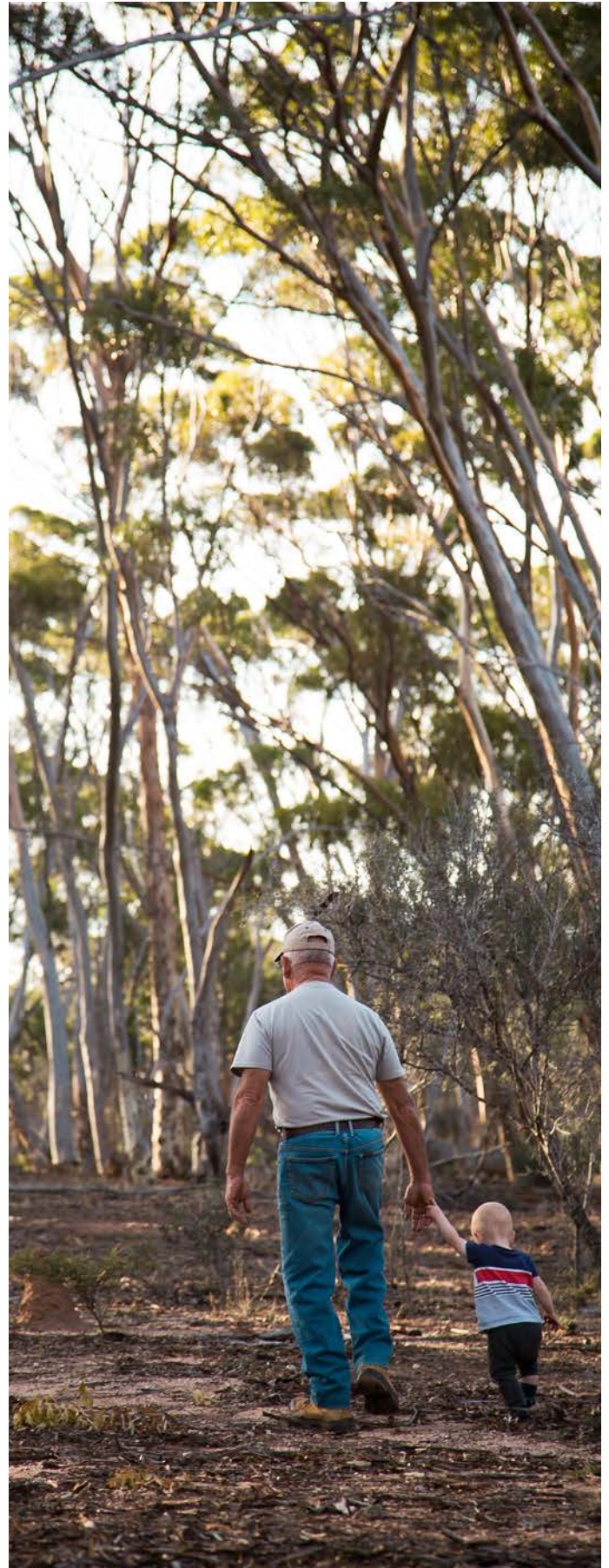
02 Context and Analysis

Opportunities for the Shire of Beverley

Whilst the Shire currently has only a basic level of provision of trails throughout, the implementation of this plan will create opportunities to provide high quality and accessible trail experiences only one and a half hours drive from metropolitan Perth which have the potential to provide economic and commercial benefits to the Shire.

This will be achieved through:

- Identifying Aboriginal tourism and heritage values
- Providing high-quality, diverse, iconic and scenic trails
- hosting of trail events
- improved accessibility
- provision of accommodation on and off trail
- identifying trail related attractions and activities
- leveraging commercial and revenue generation opportunities such as tour guiding, off and on-trail accommodation, drop off and pick up services
- food and beverage offerings including restaurants, pubs, cafes, mobile food trucks and vans
- fuel and outdoor adventure supplies
- associated outdoor adventure and recreation activities
- creating a positive destination image
- working collaboratively with partnerships and advocating for political support for trail investment
- marketing and promotion - 'experience' packaging including an engaging social media and online presence.



03

Trail Planning and Standards



03 Trail Planning and Standards

The strategic alignment towards the WA Strategic Trails Blueprint 2022 - 2027 signifies the Shires commitment to integrating its strategies and actions with the broader state vision and guiding principles.



WA Strategic Trails Blueprint 2022 - 2027 Vision

By 2027, Western Australia's trails will connect more people to Country through shared experiences in diverse landscapes, resulting in greater community, social, cultural, economic, environmental, health and wellbeing outcomes for Western Australia.

Guiding Principles

- Access, equity and inclusion
- Aboriginal Leadership and collaboration
- Engagement
- Quality trails
- Sustainability
- Environment and Culture
- Community benefit
- Customer focus
- Consistency
- Innovation
- Visitor economy contribution
- Evidence base



Adaptive Hiking Program.
Image courtesy of Break the Boundary

03 Trail Planning and Standards

Eight Stage Trail Planning Process

The Western Australia Government in 2019, published a Trails Development Series, Part A to D comprehensively detailing the trail planning process for all types of recreational trails. It is referenced in many contemporary trail planning guidelines and strategies across Australia.

Trails are like any other asset or facility development and as such, are subject to a formal planning and approval process. A robust trail development process moves trail development away from a purely design and construction approach to a more

considered and planned approach. Working within a standardised methodology is especially important for trails with numerous stakeholders and those in high conservation areas. Building rigour into the development process will ensure that project proposals are transformed into professionally built and sustainable assets.

The Trail Development Process encompasses a constant evaluation, review and improvement process as trails are being developed, maintained, extended or renewed.

1. Proposal

The proposed area is either supported in principle for trail development, or is not supported due to environmental, social or cultural constraints. Or the proposal may identify suitable areas.

2. Framework

A project outline is developed by the project steering group (stakeholders), including: project objectives, project management model, stakeholder roles, target market, requirements, standards, execution, and ongoing trail management model.

3. Site Assessment

A broad scale study of the area is undertaken which identifies constraints, soil types, vegetation etc.

4. Concept Planning

Opportunities are identified and conceptual trail plan is prepared including infrastructure requirements. Broad trail corridors are physically flagged in the field.

5. Corridor Evaluation

Detailed assessment of trail corridor.

6. Detailed Design and Approvals

Detailed trail design is produced and physically flagged in the field, including: trail classifications, technical trail features, construction types and specifications. Planning for the use of Sustainable Trail Building Techniques to mitigate potential environmental impacts.

Approval processes may include: environmental approvals (refer Legislative Context in Section 02), Development Application (DA), Construction Certificate (CC), and/or Complying Development Certificate (CDC). Where works are proposed within a road reserve, formal approval must be obtained as required under Section 138 of the Roads Act 1993.

7. Construction

Trail is constructed in line with the detailed design.

8. Management

The Trail Management Plan is implemented detailing maintenance and monitoring requirements.

03 Trail Planning and Standards

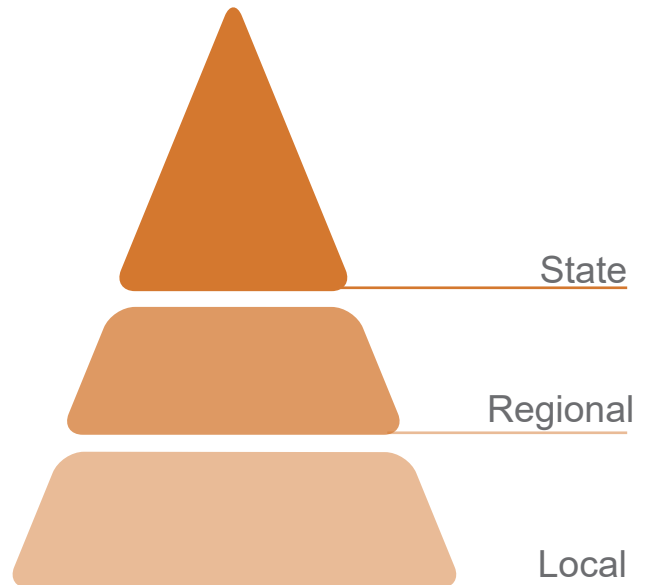
Trails Hierarchy

A successful trails network requires trails of different levels of significance in order to meet the needs of different user group/market segments.

The trails hierarchy provides a guide for the level of infrastructure required for trails to meet the needs of their intended users and to ensure that an appropriate standard of facilities is provided.

A trail's level on the hierarchy indicates the partnerships required to successfully manage the trail, the level of promotion likely to be appropriate and the infrastructure which can be expected by users.

The following hierarchies have been developed from the from the WA Strategic Trails Blueprint 2022-2027.



State trails

An extended trail or trail network that is of sufficient quality and with appropriate facilities, products and services to be recognised beyond the State and to attract visitors to Western Australia. Examples of a State trail:

- Bibbulmun Track (Kalamunda to Albany) which traverses the Shire
- Munda Biddi Trail (Mundaring to Albany)

Regional trails

A major trail or trail network that services a population centre or large regional community, with facilities and services of a standard and appeal that could attract visitors from outside the region.

Examples of a Regional trail:

- Wadandi Track, Margaret River
- Railway Reserves Heritage Trail, Perth Hills

Local

A trail that services the local community and provides facilities suited to local use. Some local trails may have potential for development to regional status. Examples of Local trails:

- Brooking Street Bushland Reserve (Cowslip Orchid Loop and Fringed Mantis Loop)
- Vincent Street Heritage Walk



Hierarchy

The trails hierarchy provides a guide for the level of infrastructure required for trails to meet the needs of their intended users and to ensure that an appropriate standard of facilities is provided.

03 Trail Planning and Standards

Trail Clusters

In Western Australia, the experience of trails for both locals and visitors is enriched through the creation of interconnected trail clusters within specific areas. These trail clusters are categorised in the WA Strategic Blueprint 2022-2027 as follows:

Trail Towns

A population centre which has been assessed and accredited as a destination for its trails offering through the provision of high quality:

- Trails (single or mixed use)
- Outdoor experiences that encourage extended visitation
- Trail-user related facilities and services (including accommodation)
- Trail related businesses
- Trail branding and signage

Trail Centre

A managed multiple trail facility with dedicated visitor services supported by high quality:

- Trails (single or mixed use)
- Outdoor experiences that encourage single day visitation
- Trail-user related services
- Trail branding and signage

A Trail Centre can stand alone in an individual location or may be positioned within a Trail Town.

Trail Network

A multiple trail facility with limited or no visitor services, supported by high quality:

- Trails (single or mixed use)
- Outdoor experiences that encourage single or part day visitation
- Trail branding and signage

A Trail Network may be a stand alone facility or from part of a Trail Town or Trail Centre.

The Shire currently has a Trail Network with a series of individual trails and outdoor experiences. Currently there is no consistent trail branding or signage. There is potential for the Shire to strive to have a Trail Centre based at Beverley. There are very limited Trail Towns in WA as they require substantial investment and need to offer outstanding outdoor experiences with significant trail related facilities and services, including accommodation and established trail related businesses.



Individual trail



Trail network



03 Trail Planning and Standards

Trail Classification Systems

Trail classifications allow land managers to develop trails that are appropriately designed for the anticipated trail users and to provide suitable levels of facilities and management.







Trail grading systems are a primary means of informing people about the features of trails and assists in their marketing and promotion.

Grading systems are designed to assist people to make informed decisions on route selection to ensure they match their skill level to the difficulty of the trail.

Walking Trails

Walking trails are classified according to the Australian Standard 2156.1-2001 Walking Tracks – Classification and Signage.

The aim of this system is to encourage people who are not regular or confident bushwalkers to get out there and give it a go. It is specifically designed to reassure entry level walkers, particularly persons with a disability or people walking with children, that a particular trail is suitable for their skill level. Under this system, walking trails are graded on a difficulty scale from grades one to five, as outlined below.








Class	Description	Track Conditions	Experience Level	Risk Mitigation
Class 1 	No bushwalking experience required. Flat even surface with no steps or steep sections. Suitable for wheelchair users with assistance. Walks no greater than 5km.	Generally, a broad, hardened surfaced track suitable for wheelchair use. Width: 1200mm or more. Well maintained with minimal intrusions. Grades in line with AS1428. Steps must have alternate ramp.	Users need no previous experience and are expected to exercise normal care regarding their personal safety.	Inspection interval: 30 days or less.
Class 2 	No bushwalking experience required. The track is a hardened or compacted surface, may have gentle hill section or sections and occasional steps. Walks no greater than 10km.	Generally, a modified or hardened surface. Width: 900mm or more. Well maintained with minimal intrusions. Generally, no steeper than 1:10. Minimal use of steps.	Users need no previous experience and are expected to exercise normal care regarding their personal safety.	Inspection interval: 90 days or less.
Class 3 	Suitable for most ages and fitness levels. Some bushwalking experience recommended. Tracks may have short steep hill sections a rough surface and many steps. Walks up to 20km.	Generally, a modified surface, sections may be hardened. Width: Variable and generally less than 1200mm. Kept mostly clear of intrusions/obstacles. Gradient may exceed 1:10 but generally no steeper than 1:10. Steps may be common.	Users need no bushwalking experience and a minimal level of specialised skills. May encounter natural hazards such as steep slopes unstable surfaces and minor water crossings. Users responsible for their own safety.	Inspection interval: 6 months or less.
Class 4 	Bushwalking experience recommended. Tracks may be long, rough, and very steep. Directional signage may be limited.	Generally distinct without major modification to the ground. Encounters with fallen debris and other obstacles are likely.	Users require a moderate level of specialised skills such as navigation skills. May require maps & navigation equipment. Users need to be self-reliant, particularly for first aid/weather hazards.	Inspection interval: 6 to 12 months.
Class 5 	Very experienced bushwalkers with specialised skills, including navigation and emergency first aid. Tracks are likely to be very rough, very steep and unmarked. Walks may be more than 20km.	Limited modification to natural surfaces and track alignment may be indistinct in places. Minimal cleaning. Debris along the track.	Users require a high degree of specialised skills, may require maps and navigation equipment. Users need to be self-reliant, particularly for first aid/weather hazards.	Inspection interval: 6 to 18 months.
Class 6 	Very experienced bushwalkers with specialised skills, including navigation and emergency first aid. No defined track.	No modification of the natural environment.	Experience in the outdoors and a high level of specialised skills/equipment required. Need to be self-reliant, particularly for first aid/weather hazards.	Tracks will not be managed for public risk.

03 Trail Planning and Standards

Mountain Bike Trails

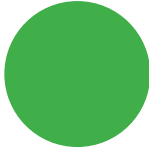


The International Trail Marking System is used universally on ski fields and has been adapted by the International Mountain Bicycling Association (IMBA) for mountain bike trails.

The Australian Mountain Bike Management Guidelines (2019) adopted the IMBA system with some additions and further interpretations, as outlined below.

Classification	Description
Very Easy 	Wide trail, no obstacles. Suitable for beginners
Easy 	Wide trail, some obstacles. Suitable for beginners with off-road bikes.
Easy with intermediate Sections 	Single trail, some obstacles. Suitable for mountain bike riders.
Intermediate 	Single trail, obstacles. May include steep sections. Suitable for skilled mountain bike riders.
Intermediate with Difficult Sections 	Challenging & variable, some steep climbs/descents, loose surfaces, & unavoidable obstacles. Suitable for competent mountain bike riders.
Difficult 	Dangerous & unavoidable obstacles, some sections will be easier to walk. Navigation & personal survival skills are highly desirable. Suitable for experienced mountain bike riders.
Extreme 	Dangerous, severe trails & unavoidable obstacles, extreme levels of risk, some sections will be easier to walk. Navigation & personal survival skills are highly desirable. Suitable for experienced mountain bike riders.

Horse Riding Trails

The Horse Trail Difficulty Rating System includes a description of horse trail classifications, as outlined below.

Classification	Description
Easy 	Most suitable for novices seeking a relatively short distance trail requiring a basic level of skill and horse & rider fitness. Most likely to be fire roads or wide single tracks with a gentle grade (not exceeding 10%) and a relatively obstacle free, hardened natural surface. Likely to be shared-use.
Intermediate 	Most suitable for riders seeking a short to medium distance trail requiring moderate levels of skill/fitness. Most likely to be a combination single trail and/or fire road with obstacles, variable surface, and a moderate slope. Likely to be shared-use.
Difficult 	Suitable for riders seeking a very challenging trail requiring a high level of skill, fitness, and basic navigation skills. Most likely to consist of challenging single trail and/or fire road with many obstacles, variable surface, and steep sections. Some trail routes may not be marked at all. Likely to be shared-use, however may located in remote areas where encounters with others may be minimal.

+ Grading systems

Designed to assist people to make informed decisions on route selection to ensure they match their skill level to the difficulty of the trail.

03 Trail Planning and Standards

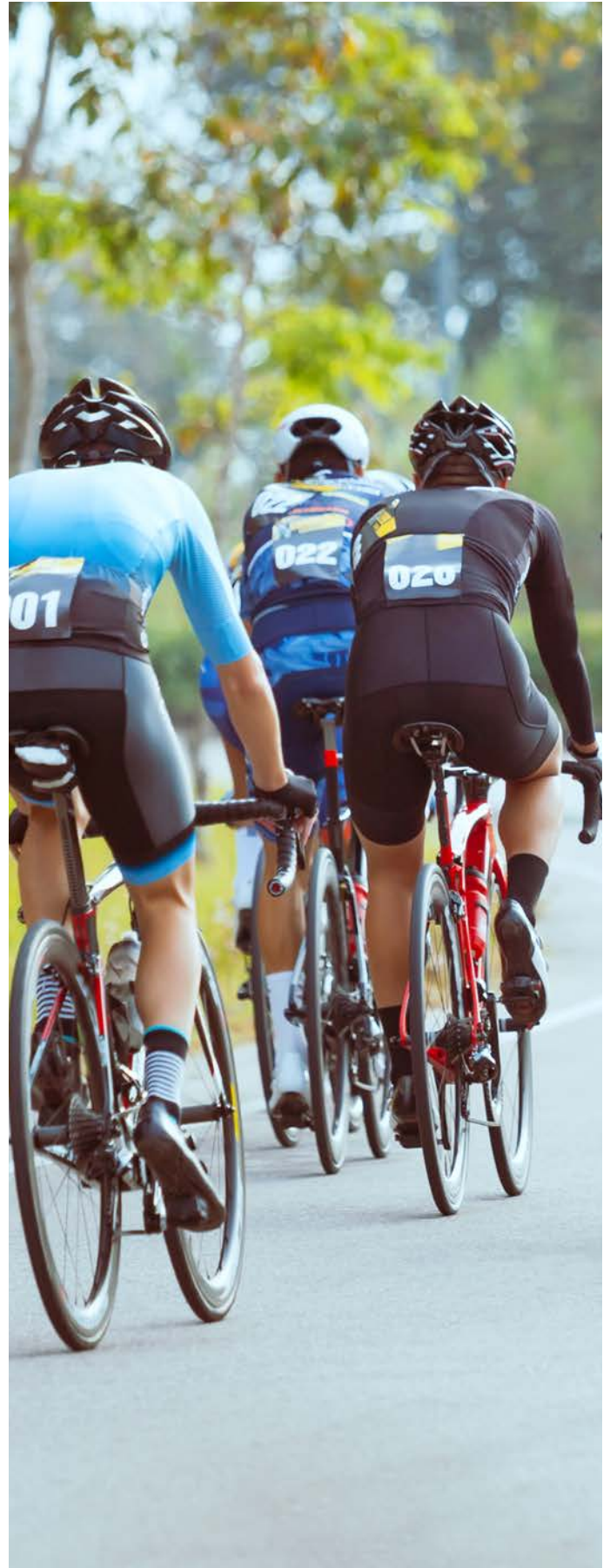
Cycling Infrastructure Standards

The Government of Western Australia Department of Transport has a webpage dedicated to Planning and designing for active transport. The suite of guidance provides information to local government (LGA's) and reflects current industry best practice so that active solutions are designed for people of all ages and abilities.

The document list includes:

- All ages and abilities contextual guidance: selecting and designing high comfort bicycle facilities
- Shared and separated paths
- Local Area Traffic Management (LATM)
- Interim guidance for local bike planning
- Inter-modal hierarchical prioritisation

Refer: www.transport.wa.gov.au/activetransport/planning-and-design-guidance.asp



03 Trail Planning and Standards

Activating Trails

Access For All

To increase rates of physical activity and the use of trails across the region, it is imperative that all people can access the trails network. If trails are designed inclusively, the benefits of trails will have greater positive impact within the local community.

The Australian Walking Tracks Grading System identifies that Grade 1 trails are those which are accessible to people in a wheelchair with assistance.

While not all trail classification systems account for universally accessible grades, it is important that universal design practices are integrated where possible in all trail developments and programs.

Trails provide opportunities for physical activity which should be available to all people including both physical and non-physical disabilities. While the development of accessible trail infrastructure is important, it is also vital that trail-related programs and events are accessible for all.

Physical activity programs and events which are inclusively designed and raise awareness of issues in the wider community can significantly help improve participation rates and connections among the community.



Programs, Events and Online Platforms

Programs and events play an important role in promoting active participation, influencing the level of usage for trails and related infrastructure and contributing to the region's economy. Modern day programs and events are often integrated with online interactive platforms (e.g. phone apps). There is a wide range of platforms available which provide the opportunity to increase active participation in local communities by allowing trail users to track their activity, share their experience and compete with other users. Many platforms also provide incentives to get active (and to use their platform), such as challenges where users compete with others across their local community, or even across different states and countries. Key popular online platforms include mapmyfitness, Strava & Trailforks. The following examples of a program, event and online platform are provided below.

Orchids of Beverley

Beverley has a fantastic range of flora throughout the year with many locations to choose from. Guided walks are also offered in some reserves.



Beverley Heroic

Beverley Heroic was last held October 2023 and is a cycling race and event weekend. The Heroic Gravel is a gravel grinding event that is also part of the Beverley Heroic.

Pathways to Wave Rock

The Pathways to Wave Rock self drive trail links the Shires of Beverley, Bruce Rock, Corrigin, Kondinin, Kulin, Lake Grace, Narembeen and Quairading and offers a range of unique experiences across the region. www.pathwaystowaverock.com.au

03 Trail Planning and Standards

Crime Prevention

Crime Prevention through Environmental Design (CPTED) is a crime prevention strategy that focuses on planning & design to reduce opportunities for crime. The WA State Government promotes the use of these strategies and provides the guidelines on their website www.wa.gov.au which are accessible to Council staff. Use of these principles reduces the likelihood of essential crime ingredients (law, offender, target, opportunity) from intersecting in time & space. All CPTED strategies aim to create the perception or reality of capable guardianship. The four key strategies of CPTED are:

- Territorial Re-enforcement
- Space/Activity Management
- Surveillance
- Access Control

Code of Conduct

Establishing a Code of Conduct for each trail and/or the entire trail network is an appropriate way to manage the impacts of trail use on other trail users, the natural environment and trail infrastructure. The essential messages conveyed by various codes of conduct seek to promote environmentally sound and socially responsible trail use. The Code of Conduct should be displayed on trailhead signage and accessible online, and may include:

- Permitted trail use (e.g. walk, bike and/or horse)
- Environmental/heritage impacts & mitigation measures (e.g. do not feed wildlife, take rubbish away, respect culturally significant places)
- Risks of using the trail/s (e.g. bushfire risk, risk of falling rocks) & mitigation measures/safety advice (e.g. bushfire awareness)
- Emergency procedures & contact details (e.g. fire, ambulance, police)
- Trail managers contact details (e.g. Council)
- Trail user etiquette.

Trail Stewardship and Leave No Trace

By caring for the trails they use, trail stewards promote and encourage others to do the same - which benefits everyone in the long-term via more sustainable and low-impact usage.

The Seven Leave No Trace Principles are:

1. Plan and prepare.
2. Travel and camp on durable surfaces.
3. Dispose of waste properly.
4. Leave what you find.
5. Minimise campfire impacts (be careful with fire).
6. Respect wildlife.
7. Be considerate of other visitors.

04 Consultation



Consultation Process

The development of the Trails Master Plan was informed by community consultation and stakeholder engagement. This process was organised and managed through the development of a Consultation & Engagement Plan. A series of consultation mechanisms were used to engage with the wider community and key stakeholders. These mechanisms were:

- Online Community Survey
- Internal Stakeholder Meeting
- Key External Stakeholder Meeting
- Targeted stakeholder interviews (phone, emails, meetings)

Information was provided to stakeholders and the wider community through an informative flyer. The flyer was distributed via email to the stakeholder database, and via Council's Facebook page.

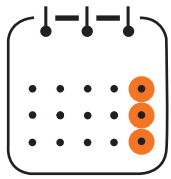


Community Online Survey Summary

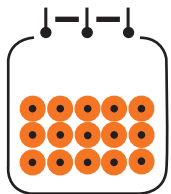
A summary of the key findings from the community online survey are below.



65
Responses

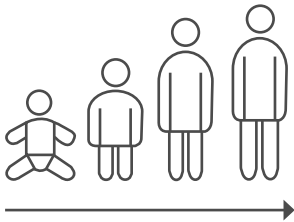


57% Have used trails within the past 12 months



43% Have not used trails within the past 12 months

Age Group



2% 18-24
12% 25-34
44% 35-49
25% 50-64
17% 65+

Township

69% Beverley
10% Dale
4% Bally Bally
4% East Beverley
4% Kokeby
4% Morbinning
2% Flint

Top Trail Activities



76% Walking



62% Bushwalking



38% Nature Appreciation



16% Bird Watching



15% Paddling (Canoe/Kayak)



9% Mountain Bike Riding



9% Road Cycling



9% Gravel Cycling






7% Horse Riding



5% Trail Running

Existing Trail Features










Rated ‘Good’

-  Maintenance of Trails
-  Safety And Security
-  Trail User Conduct

Overall Trail Experience Rating

- Excellent 
- Very Good 
- Good 
- Fair 
- Poor 

Rated ‘Poor’

-  Signage (Condition, Type, Amount)
-  Information (Brochures, Maps, Websites)
-  Promotion/Awareness of Trails
-  Connectivity (Linkages)
-  Number And Diversity of Trails
-  Accessibility (Mobility Devices, Prams)
-  Support Facilities (Toilets, Shelters, Seats)
-  Car Parking
-  Contribution to tourism/visitor offerings

Why Trails are Important

Trails hold significant importance to people due to various reasons. The primary considerations revolve around trails that:

- Preserve the history of the Shire
- Offer opportunities to appreciate nature
- Are cost effective
- Facilitate fitness activities
- Safeguard the flora & fauna (e.g. orchids)
- Ensure safety for all trail users

Outlined below are a selection of specific responses that directly illustrate these reasons.

- *‘Exercise, relaxation, unplug from life and technology’*
- *‘Walking amongst nature is relaxing and helps with mental health’*
- *‘Regional WA has some amazing flora and fauna. Walking, hiking and biking trails are a great way to experience what nature around us has to offer’*
- *‘Trails provide an opportunity to connect with the history of the Shire and appreciation of the natural environment’.*

Frequently Used Trails

The most frequently used trails in the Shire are:

1. River Walks

(e.g. Dale River Reserve also referred to as Deep Pool Reserve, Caudle Rd to River, River trail near the oval, River from school to south end of town, track along the Avon River etc)

2. Brooking St Reserve

3. County Peak

4. Yenyleneing Lakes

5. Poison Hill

Improvements

Desired enhancements for the current trails included:

- Enhanced signage (wayfinding, interpretation)
- Additional promotional efforts (advertising, marketing, brochures, guides)
- Heightened maintenance
- Extra infrastructure enhancements (i.e toilets, seats, bins etc)
- Improvements links / connections

Proposals or Ideas

Trail proposals and ideas (in no particular order) included:

- Avon River Trail (e.g. main town bridge to St Edwards Crossing)
- Gravel Trail (stops at Discovery Centre, connect into Pingelly, Cuballing, Narrogin venues and north to York)
- Drive and Walk Trail (Brooking St Reserve to Dongerdilling old School site, onto Poison Hill, drive to Carolling Bally Bally Reserve then drive to County Peak onto Yenyleneing Lakes).

A number of other general ideas included:

- Heritage or cultural trails
- Mountain biking tracks
- Booklet of the trails in Beverley area

Other Comments

Other final comments included:

- Enhanced signage and advertising
- Better promotion
- Use compact gravel and timber paths for water crossing
- Love to see dirt bike track
- Development of a marketing plan
- Support an integrated cycling, road, gravel, mountain bike trail from Perth to Narrogin
- Longer trails

Internal Stakeholder Workshop Findings

Key themes and findings derived from the internal stakeholder workshop which was held in October 2023 have been summarised below.

Key Themes

- County Peak Walk Trail
- Wildflower Walks
- Day Trip and Overnight Visitor Markets
- Avon River Walk Trail
- Half Day Loop Walks
- Trail Development in Shire Reserves
- Commonage Hill Walk Trail
- Art/Sculpture Trail
- Cycle Friendly Routes
- QR Codes and Technology on Signage and Promotional Material

- Potential to develop an art/sculpture trail within close proximity to the Town Centre, noting that Beverley is known for its local artists
- Potential to create dual purpose cycle friendly routes for locals and visitors.
- It is important to incorporate QR codes and the latest technology onto trail signage and other future promotional/marketing material.

Key Findings

- Land tenure is a key obstacle which restricts trail planning and development in the Shire
- The development of the County Peak Walk Trail is the most significant trail opportunity within the Shire; there are ongoing negotiations with regard to land tenure and funding.
- It is important to provide a point of difference between trails in the Shire and trails in other local government areas (e.g. wildflower walks)
- A key positive is the Shire's proximity to Perth, which has the potential to attract the day trip and overnight visitor markets (particularly in the localities of Flint and Westdale)
- Opportunity to develop a walk trail along the Avon River utilising existing fire/vehicle access tracks. This trail could link into the Town Centre
- Opportunity to develop half day loop walks (e.g. figure eight/stacked loops)
- Opportunity to utilise the most suitable existing reserves which are vested in the Shire for trail development
- Opportunity to consider trails which appeal to different user types such as paddle trails and horse trails
- Potential to develop a walk trail from the Town Centre to Commonage Hill, featuring the old stone walls

05 Trails Audit



Trail Audit Methodology

Existing and potential trails were audited through a process involving desktop research and on-ground assessments. Trails were identified through the following information sources:

- Literature review documents
- Shire website
- Trails WA
- AllTrails
- WalkGPS
- Ride with GPS
- Online Survey
- Internal Stakeholder Workshop

The on-ground assessment of trails across the Shire was undertaken over a one week period in October 2023, using the ArcGIS Collector application to collect a range of information including georeferenced alignments, points and images for both existing and potential trails.

Trail Types

As defined in the WA Strategic Trails Blueprint the trails covered include non-motorised and motorised trails based on land and water and include the following trail types:

- Bushwalking / Urban Walking
- Trail running
- Mountain bike
- Cycle
- Equestrian
- Paddle
- Snorkel and dive
- Trail bike
- Drive trails (2wd)
- Drive trails (4wd)

Existing Trails

The identified existing trails have been mapped, with their general location identified on the Existing Trails Map on the following page. The audit identified that there are currently 20 existing recreational trails across the Shire. These trails are in varying condition, with some being formalised or defined trails and others being informal tracks. These trails all have some information publicly available online.

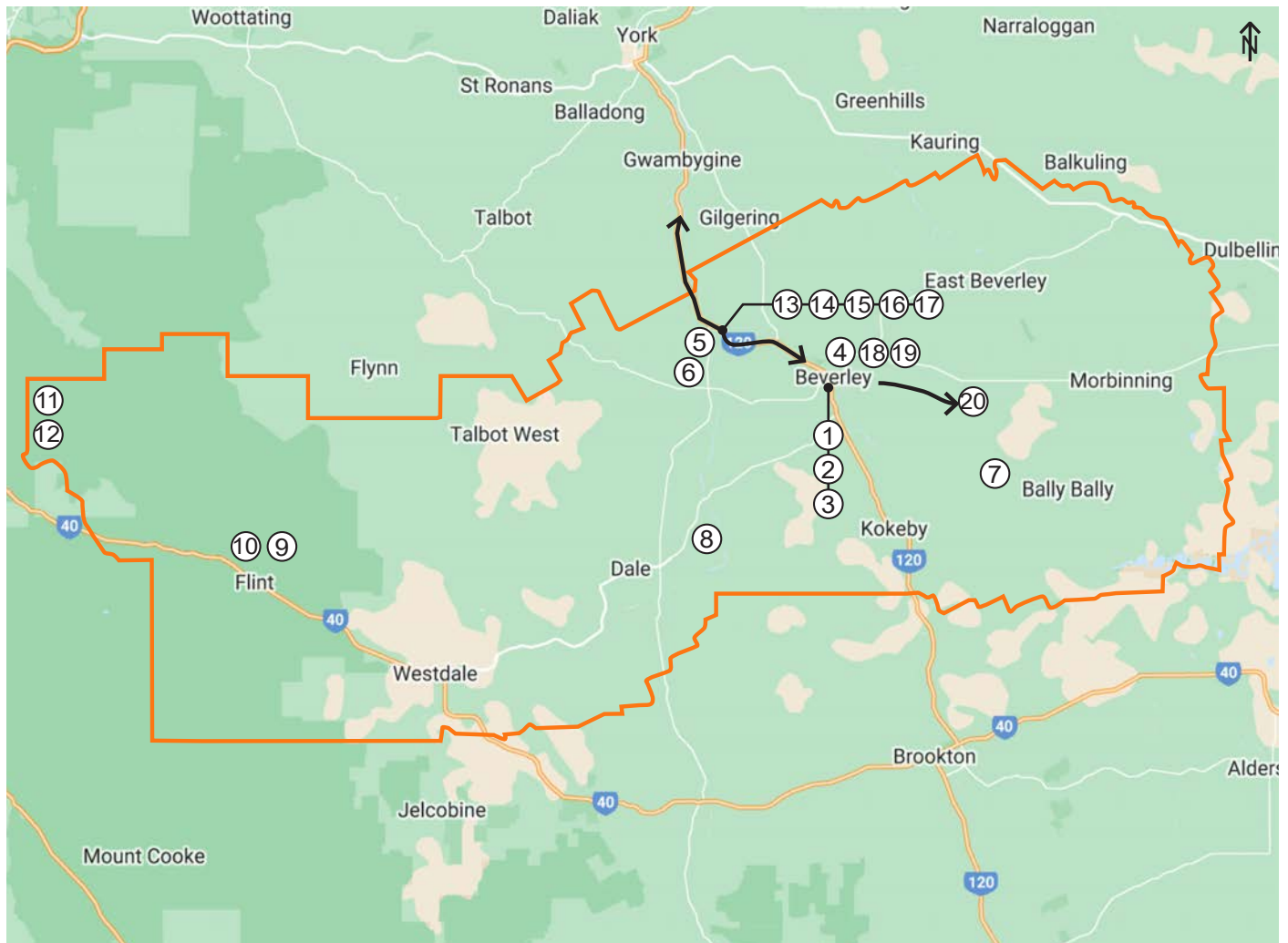
The trails include:

- Beverley Town Heritage Trail
- Vincent Street Heritage Walk
- Beverley Play Trail
- Brooking Street Reserve Trails
- Avondale Bush Reserve Walk Trail
- Avondale Drive Trail
- County Peak Drive Trail
- Dale River Reserve Trails
- Christmas Tree Well Walk
- Running Brook Walk
- Mount Dale Walk Trail Circuit
- Bibbulmun Track
- Beverley to Perth Road Race Route
- Beverley Heroic Cycle Routes
- York Self Drive South Route
- York Self Drive West Route
- Avon Historic Tourist Drive Trail
- Beverley Art Trail
- Geocaching - Wandoo Series & FOTT Go Bush
- Pathways to Wave Rock

Management of Trails

A number of the existing trails listed above are owned and managed by Parks and Wildlife Services, DBCA, National Trust of WA and are not Council controlled. These trails have been considered in the Trails Master Plan, however it is noted that the focus of this study is the development and improvement of Council controlled trail.

Existing Trails Map



LEGEND

- | | |
|--------------------------------------|---|
| ① Beverley Town Heritage Trail | ⑮ York Self Drive South Route |
| ② Vincent Street Heritage Walk | ⑯ York Self Drive West Route |
| ③ Beverley Play Trail | ⑰ Avon Historic Tourist Drive Trail |
| ④ Brooking Street Reserve Trails | ⑱ Beverley Art Trail |
| ⑤ Avondale Bush Reserve Walk Trails | ⑲ Geocaching (Wandoo Series & FOTT Go Bush) |
| ⑥ Avondale Drive Trail | ⑳ Pathways to Wave Rock |
| ⑦ County Peak Drive Trail | ↔ Long Distance Drive/Cycle Links |
| ⑧ Dale River Reserve Trails | — Shire of Beverley LGA |
| ⑨ Christmas Tree Well Walk | |
| ⑩ Running Brook Walk | |
| ⑪ Mount Dale Walk Trail Circuit | |
| ⑫ Bibbulmun Track | |
| ⑬ Beverley to Perth Road Race Routes | |
| ⑭ Beverley Heroic Cycle Routes | |

Potential Trails

The identified potential trails have been mapped, with their general location identified on the Potential Trails Map on the following page. The audit identified that there are currently 9 potential recreational trails across the Shire. These trails are either informal tracks with no signage and infrastructure or Shire Reserves and natural areas which are suitable for trail development based on their existing values (e.g. location, natural environment, terrain, points of interest).

The trails include:

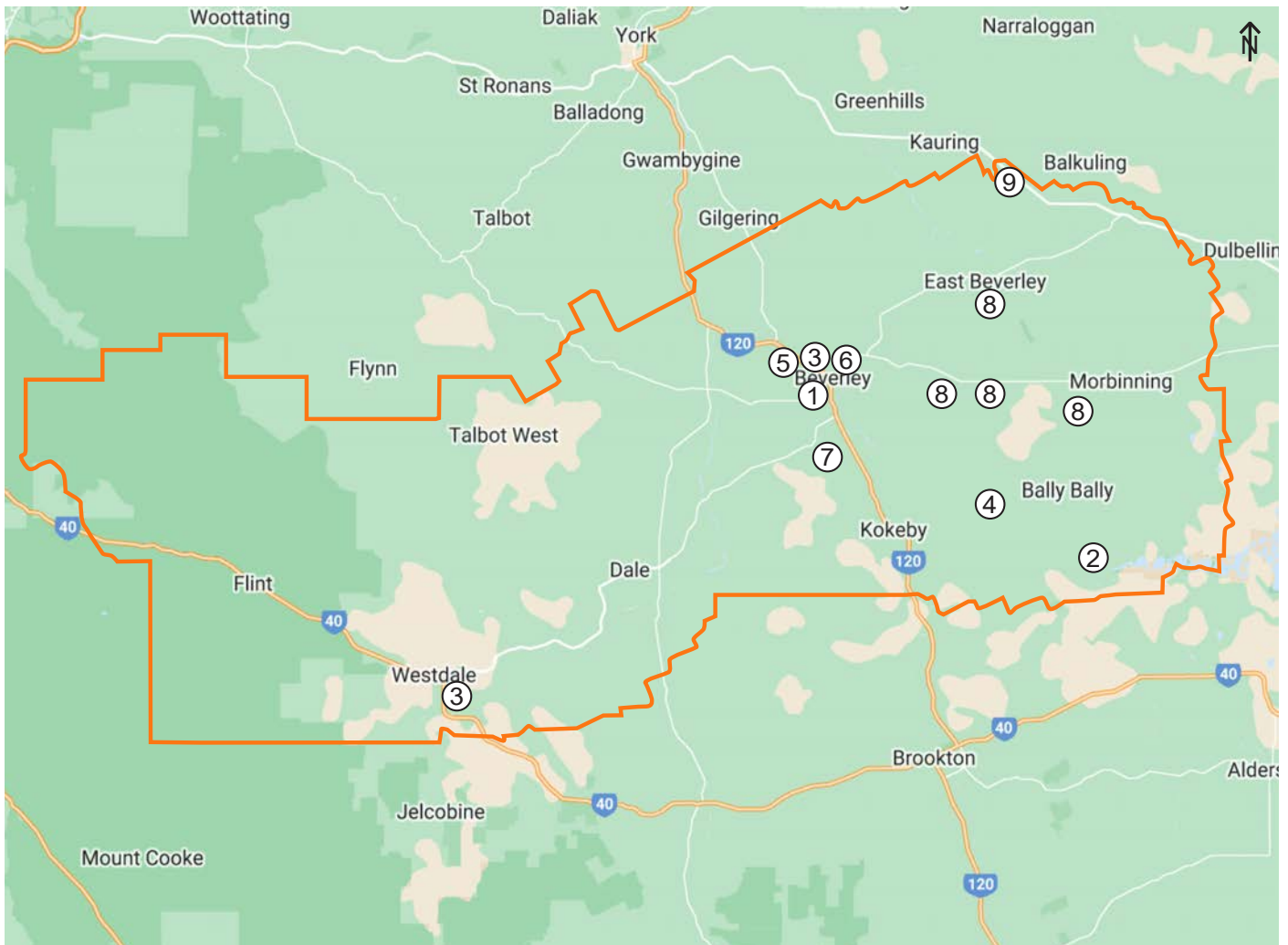
- Wildflower Drive
- Yenyening Lakes Walk & Paddle Trail
- Mountain Bike Trail Network
- County Peak
- On-Road Cycling Routes
- Avon River Walk Trail
- Commonage Stone Walls Trail
- Bushland Reserves
 - Poison Hill Reserve Walk Trail
 - Caroling-Bally Bally Rd Reserve Trail
 - Morbinning Reserve Walk Trail
 - Dongerdilling Rd Reserve Trail
- York - Bruce Rock Rail Trail

Non Council Controlled Trails

A number of the existing trails listed above are owned and managed by Parks and Wildlife Services, DBCA, National Trust of WA, The Public Transport Authority and are not Council controlled.

It is noted that consultation and approval would need to occur with the landowner and manager prior to any trail development at these sites.

Potential Trails Map



LEGEND

- ① Wildflower Drive
- ② Yenyening Lakes Walk & Paddle Trail
- ③ Mountain Bike Trail Network
- ④ County Peak
- ⑤ On Road Cycling Routes
- ⑥ Avon River Walk
- ⑦ Commonage Stone Walls Trail
- ⑧ Bushland Reserves
 - Poison Hill Reserve
 - Caroling-Bally Bally Rd Reserve
 - Morbinning Reserve
 - Dongerdilling Rd Reserve
- ⑨ York - Bruce Rock Rail Trail
- Shire of Beverley LGA

06

Opportunities and Constraints



06 Opportunities and Constraints

SWOT Analysis

The Strengths, Weaknesses, Opportunities and Threats (SWOT) associated with the Trails Master Plan are identified in this section. These attributes are derived from the key findings of the preceding sections of this report.

Strengths	Opportunities
<ul style="list-style-type: none"> • Strong community interest and support for trails (i.e. Friends of the Dale River) • Local culture of outdoor recreational activities • A solid historical presence (i.e. Vincent Street Heritage Walk, formerly held Perth to Beverley Road Race) • Fantastic range of flora (i.e. Beverley Wildflower Guide) • Regional and coordinated approach to Tourism (i.e. Pathways to Wave Rock, Welcome to the Eastern Wheatbelt) 	<ul style="list-style-type: none"> • High/increasing participation in walking and cycling • Improving wellbeing of the community • Provision of low cost, easily accessible recreation and physical activity opportunities • Integration with existing and new local businesses/ industries to service trail use • Enhancing connectivity of trails/active transport • Enhanced community awareness, appreciation & stewardship of trails & natural areas • Development of themed trail experiences to showcase the region (e.g. heritage) • Synergies across Council, government & community objectives (e.g. Health, Social) • Integration of trails with Indigenous cultural heritage • Increasing tourism & population numbers.
Weaknesses	Threats
<ul style="list-style-type: none"> • Lack of coordinated approach to providing information about trails within the region • Inconsistent range of signage styles/condition. • Limited & inconsistent signage, mapping & promotional material • Limited availability and quality of trail information at Visitor Information Centre. 	<ul style="list-style-type: none"> • Potential impacts upon environmental and cultural heritage values • Limited capability of landowners to financially contribute to trail development & management • Private land crossing key strategic trail corridors • Competing funding priorities.

07 Strategy and Action Plan



07 Strategy and Action Plan

Strategic Planning Pyramid

The establishment of a common vision for the Trails Master Plan provides a goal for Council, other organisations and the wider community to coordinate initiatives towards.

As illustrated below, the vision facilitates the development of associated strategic outcomes, which in turn provide the framework for the development of Strategies (specific approaches to achieve the strategic outcomes and fulfill the vision). Individual Actions are then identified to deliver on each of the Strategies and address the relevant issues identified during the research and consultation phases.

Utilising this approach produces a strategic plan with clearly articulated actions, responsibilities assigned, and an estimate of likely resources required - resulting in a clear and actionable implementation plan to deliver the overall vision.



Vision

The following vision has been developed based on the findings of the Trails Master Plan development process, informed by the issues and opportunities that emerged during community and key stakeholder consultation, background research and on-ground assessments.



Vision

Crafting a premier trails network for the Shire of Beverley, rooted in history as one of WA's oldest settlements.

Our vision: an integrated, diverse trail system showcasing natural beauty—waterways, lakes, valleys, and the Wheatbelt's vibrant wildflowers.

Celebrating Indigenous and European heritage, promoting active lifestyles, fostering community bonds, and driving economic growth, these trails will be a legacy of stewardship for generations.

07 Strategy and Action Plan

Vision Map



Regional Trails (Aspirational)

- County Peak Walk Trail
- Mountain Bike Track
- Commonage Stone Walls / Avon River Walk
- Cycling Trail Links (i.e. Road and Gravel)
- Wildflower Drive (Link Existing Trails/Reserves)
- Yenyening Lakes (Formal Paddle & Walk Trails)
- Vincent Street Heritage Walk (Additional POI)
- York - Bruce Rock Rail Trail

Regional Trails and Attractions (Existing)

- Bibbulmun Track
- Christmas Tree Well
- Historic Tourist Trails (i.e. Drive, Vincent St)
- Gravel Riding (i.e. Heroic)
- Self Drives (i.e. Wonders of the West, Pathways to Wave Rock)
- Yenyening Lakes
- Wildflowers (Brooking Street, Avondale, Dale River Reserve etc)

07 Strategy and Action Plan

Trail Planning Principles

The following trail planning principles are broadly based on the best-practice trail planning guidelines and have been tailored to guide trail planning in the Trails Master Plan. These principles have been outlined below and underpin the Trails Master Plan.

1. Ensure socially, economically and environmentally sustainable trail development and management
2. Provide trails which are readily accessible, provide links between key destinations and promote active lifestyles
3. Provide a diverse range of trail opportunities and encourage the broadest possible community participation
4. Maximise use of existing trails where they are appropriately located and have the capacity to sustain additional use
5. Manage trails professionally, effectively and equitably
6. Provide safe trails through adherence to relevant legislative and activity safety requirements
7. Ensure that universal design principles are embedded into trail design and development
8. Maximise the opportunity to attract trail-related programs and events
9. Encourage community involvement in the planning and design of trails
10. Involve local Indigenous People in the planning, design & interpretation; of trails which have Aboriginal heritage values
11. Support, promote and advocate for trail users in relation to relevant issues within the region
12. Develop & maintain partnerships to provide trails and associated facilities

Strategic Outcomes

In order to deliver the vision, the following series of Strategic Outcomes have been developed.

A. Integrated Planning & Management

Underpinning a sustainable, integrated and accessible trails network in a strategic and coordinated approach to trail planning through key stakeholder collaboration and prioritised & targeted investment.

B. Quality, Safe and Sustainable Trails Network

Initial focus on upgrading the existing trails network to deliver sustainable and accessible trails within identified existing trail activity areas. Build upon the improved existing trail network to provide additional recreational trail opportunities, maximising the potential of the region to cater for a wide range of recreational trail users and aiming to deliver outstanding trail experiences.

C. Information, Marketing and Programs

Encourage strong local community and visitor participation in recreational trail activities through effective promotion and marketing of the region's trails and the associated programs and experiences available.

D. Community, Tourism & Economic Development

Capitalise on the opportunities presented by a well-designed trails network for health, environmental, cultural, economic and transportation/livability benefits.

07 Strategy and Action Plan

Overview

A Strategy and Action Plan has been prepared to enable a staged approach to the enhancement of trails across the Shire toward the achievement of the Vision. The Strategies and Actions are listed below, with detailed actions provided over the pages following.

Strategic Outcome A: Integrated Planning and Management	
A1	Implement an integrated framework for the planning and management of recreational trails across the Shire region.
A2	Develop new signature trails which provide exceptional experiences and showcase the regions varied and distinct landscape.
Strategic Outcome B: Quality, Safe and Sustainable Trails Network	
B1	Decommission the Beverley Town Heritage Trail
B2	Continue to enhance the Vincent Street Heritage Walk to showcase Beverley's European and Indigenous heritage.
B3	Enhance Beverley Play Trail to provide an accessible Grade 1 Walking Trail Experience.
B4	Enhance and progressively develop the trail and support infrastructure at Brooking Street Bushland Reserve for recreational use, conservation of the environment and as a tourism drawcard.
B5	Work collaboratively with the National Trust of WA to strategically review, enhance and develop the Avondale Bush Reserve Walk Trail.
B6	Work Collaboratively with National Trust of WA to promote the Avondale Drive Trail
B7	Continue to enhance and promote the County Peak 'Mount Quajabin' Drive Trail
B8	Enhance and progressively develop the trail and support infrastructure at Dale River Reserve for recreational use, conservation of the environment and as a tourism drawcard.
B9	Work collaboratively with Parks and Wildlife Services to promote the Christmas Tree Well Walk.
B10	Work collaboratively with Parks and Wildlife Services to promote the Running Brook Walk.
B11	Work collaboratively with Parks and Wildlife Services to promote the Mt Dale Circuit
B12	Work collaboratively with DBCA to promote the Bibbulmun Track
B13	Continue to recognise the heritage value of the historic Beverley to Perth Road Race.
B14	Maintain ongoing support for the Beverley Heroic Cycling Event (informal event).
B15	Strive to enhance and sustain the appeal of the York Self Drive South Route in order to support and cultivate the drive tourism market.
B16	Strive to enhance and sustain the appeal of the York Self Drive West Route in order to support and cultivate the drive tourism market.
B17	Strive to enhance and sustain the appeal of the Avon Historic Drive Trail in order to support and cultivate the drive tourism market.
B18	Strategically promote and facilitate the activation of the Beverley Art Trail to foster the exploration and appreciation of local arts, crafts and culture.
B19	Promote Geocaching experiences in the Beverley region, to engage participants in outdoor exploration and foster appreciation for the natural and cultural heritage of the area.
B20	Promote the Pathways to Rock Self Drive Trail as a signature regional experience, fostering collaboration among neighbouring Shires to showcase the diverse attractions and unique experiences available across the region.
Strategic Outcome C: Information, Marketing and Programs	
C1	Improve health and wellbeing across the Shire through programs and events which promote regular physical activity and active lifestyles.
C2	Provide consistent and reliable information relating to the region's trails.
Strategic Outcome D: Community, Tourism and Economic Development	
D1	Utilise trails and associated activities as a tool to meet objectives for community, tourism and economic development.

07 Strategy and Action Plan

Project Assessment & Timeframe

In order to effectively focus available funding (private, local, state, federal) to deliver a quality walking and cycling network across the Shire, a phased and prioritised approach is required. Potential projects have been identified and broadly prioritised based on:

- **Need/Demand:** field observation, professional judgment and input from Council staff.
- **Feasibility:** project size, resource requirements/ cost, social, economic or environmental constraints, likelihood of successful implementation.
- **Location:** Proximity to residential populations, proximity to existing trails networks, identified gaps in current provision, connectivity, proximity to significant visitor/tourist attractions.
- **Benefit:** Overall benefit to the region and community (social, environmental, economic).

It is anticipated that implementation of the Trails Master Plan will include consultation with stakeholders and the wider community. Levels of community interest in a project should further inform prioritisation. A potential project that generates a high level of public interest and is relatively easy to implement at reasonable cost should be prioritised above a project requiring substantial funding, has significant constraints and limited public interest.

Each action has an indicative timeframe for implementation:

- Short (2024 - 2027)
- Medium (2028 - 2033)
- Longer (2033+)
- Ongoing

These timeframes should be reviewed periodically.

Council will work with its partners towards implementation, acknowledging that timeframes and priorities will be influenced by various factors such as funding priorities. Key projects requiring initial feasibility studies, design development and/or cross-agency collaboration will likely take multiple years. Some actions will be reliant on the successful completion of other actions.

Implementation will be staged as it is not feasible to deliver all identified trail projects at the same time.

Indicative Cost Estimates

An estimate of the resources required to implement each action has been identified to inform Council with its budget processes. These are broad estimates and should be reviewed prior to implementation or as part of annual business and budget planning. The following indicative cost estimates have been used:

Cost	Estimated Cost Range
Low (L)	<\$100,000
Medium (M)	\$100,000 - \$500,000
High (H)	>\$500,000

Partners

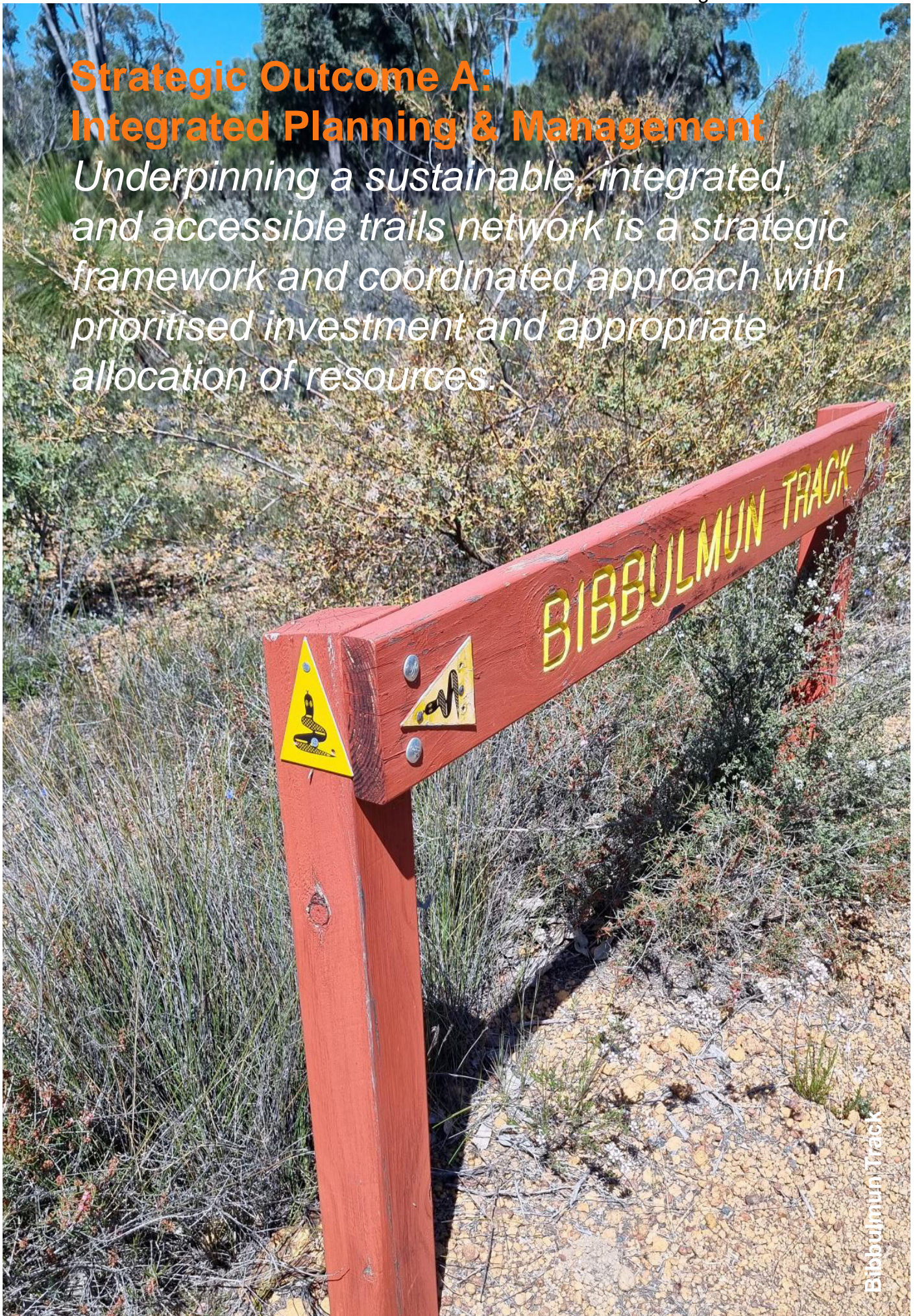
There are various complexities surrounding trail planning and development, including multiple land tenure, cross government boundary/regional projects involving multiple government departments, and the diverse, and sometimes conflicting aspirations of community stakeholders. Recognising this, Council will need to collaborate with a variety of partners, noting that some of the identified actions may not be deliverable without such support.

Partners include:

- Shire of Beverley (SoB)
- Government of Western Australia (GoWA)
- Department of Biodiversity, Conservation and Attractions (DBCA)
- Parks and Wildlife Services (PWS)
- Department of Transport (DOT)
- Traditional Owners (TO)
- Private Land Owners (PLO)
- Neighbouring Councils (NC)
- Shire of York (SoY)
- Nature Play WA (NPWA)
- PaddleWA
- Friends of Groups (FoG)
- Volunteers (Vol)
- The Beverley Heroic (BH)
- National Trust WA (NT)
- Beverley Ski Club (BSC)
- Wheatbelt NRM (WBNRM)
- Visitor Information Centre (VIC)
- Roe Tourism Association (RTA)
- Community (Cmty)

Strategic Outcome A: Integrated Planning & Management

Underpinning a sustainable, integrated, and accessible trails network is a strategic framework and coordinated approach with prioritised investment and appropriate allocation of resources.



Bibbulmun Track

07 Strategy and Action Plan

Strategy A1: Implement an integrated framework for the planning and management of recreational trails across the Shire of Beverley region.

Action	Timeframe	Key Partners	Cost Range
A1.1 Integrated Planning: Embed trails into broader planning and budget processes (e.g. tourism plans/destination management plans, strategic plans, development plans, sport, recreation and open space plans).	Ongoing	SoB	L
A1.2 Project Working Group: Establish a Trails Project Working Group with representation from relevant departments within Council and key stakeholders (e.g. Department of Biodiversity, Conservation and Attractions [DBCA], Traditional Owners and Friends of Groups etc).	Short	SoB DBCA TO FoG / Vol	L
A1.3 Cross-Tenure Collaboration: Formalise mechanisms and continually strengthen partnerships with land managers for development of the regional trail network (e.g. DBCA, private landowners, neighbouring councils).	Short	SoB DBCA TO PLO NC	L
A1.4 Volunteers: Acknowledge the significant contribution of volunteer organisations to the trail network and encourage the involvement of new/ other volunteer groups across the region.	Short	SoB	L
A1.5 Trail Stewardship Programs: Establish and maintain trail stewardship programs to build capacity for volunteers to meaningfully and continually contribute to trail management/ maintenance activities.	Short	SoB	L
A1.6 Funding and Resources: Utilise the Trails Master Plan to advocate for funding and resources towards the implementation of the Strategy and Action Plan and the ongoing development and maintenance of the SoB trail network.	Ongoing	SoB	L
A1.7. Audits and Assessments: Integrate trail audits and assessments into regular ongoing programs of works and inspections, in line with the inspection intervals for each grade outlined in AS2156.1.	Short	SoB	L
A1.8. Compliance: Ensure that all trail signage, infrastructure, maintenance and communication comply with Australian Standards (i.e. AS2156.1 Walking Tracks Classification and Signage) or Guidelines (i.e. Australian Mountain Bike Trail Guidelines, Horse Trail Infrastructure Guidelines).	Ongoing	SoB	L

07 Strategy and Action Plan

Strategy A2: Develop new signature trails which provide exceptional experiences and showcase the regions varied and distinct landscape.

Action	Timeframe	Key Partners	Cost Range
A2.1 - Wildflower Drive: Develop a Wildflower Drive Trail that links established flora trails across the Shire.	Short	SoB DBCA TO	L
A2.2 - Yenyening Lakes: Work collaboratively with DBCA to consider enhancing and progressively develop the walking and paddling opportunities at Yenyening Lakes.	Medium	DBCA SoB, BSC PaddleWA	L
A2.3 - Mountain Bike: Determine the feasibility of developing a mountain biking trail network at Westdale to provide a regional level and sustainable mountain bike park.	Medium	SoB Cmty	L
A2.4 - County Peak: Initiate negotiations with the private landowner to secure access rights for the trail, ensuring proper agreements are established for the trail's presence on private property.	Short	SoB PLO	L
A2.5 - On-road Cycling Routes: Formalise on-road cycling routes (road & gravel) to highlight the best riding experiences across the region.	Medium	SoB NC BH	L
A2.6 - Avon River Walk: Enhance the informal trails and firetracks from Vincent St, north along the Avon River, around the Beverley Golf Course to Barnsley St for recreational use.	Short	SoB	L
A2.7. - Commonage Stone Walls Trail: Develop a concept plan from Apex West Park, south along the Avon River to Commonage Hill, establishing it as a half-day walking experience.	Medium	SoB	M
A2.8 - Bushland Reserves: Formalise short loop trails through the reserve to manage visitor impacts and enhance the wildflower experience at: <ul style="list-style-type: none"> • Dongerdilling Rd Reserve • Poison Hill Reserve • Caroling-Bally Bally Rd Reserve • Morbinning Reserve • Mann Ave Reserve 	Medium	SoB Cmty	M

*Refer to the following pages for further information on each action

07 Strategy and Action Plan

Wildflower Drive Trail



TRAIL TYPE	TRAIL NAME	DISTANCE
Drive	Wildflower Drive	NA

TRAIL DESCRIPTION

The Shire region has a wide range of spectacular locations available for different wildflowers throughout the year, with the best opportunity to see wildflowers from August to October. The development of a formalised drive trail experience would facilitate effective promotion of the regions wildflowers, and provide clearly defined and safe experiences.

Strategy A2.1 - Wildflower Drive: Develop a Wildflower Drive Trail that links established flora trails across the Shire (i.e. Brooking St Reserve to Dongerdilling old School site, onto Poison Hill, drive to Carolling Bally Bally Reserve then drive to County Peak onto Yenyening Lakes).

Action	Timeframe	Key Partners	Cost Range
A2.1.1 - Establish a Project Working Group for the development of the trail concept plan, with representation from DBCA and other key stakeholders.	Short	SoB DBCA	L
A2.1.2 - Develop a trail concept plan proposal for the development of the Wildflower Drive Trail, in line with the 8 Stages Trail Development Process.	Short	SoB DBCA	L
A2.1.3 - Implement the corresponding actions for the walk trails at bushland reserves (Refer Strategy A2.5, A2.9, B4, B5, B8)	Ongoing	SoB DBCA PLO TO	M

07 Strategy and Action Plan

Yenyening Lakes Walk & Paddle Trail



TRAIL TYPE	TRAIL TYPE	LANDOWNER
Bushwalk	Paddle	DBCA

TRAIL DESCRIPTION

Yenyening Lakes is managed by DBCA. The large salt lakes are not always full as generous rainfall is needed to fill them each year. There are already existing vehicle tracks located around the lakes as well as an informal car parking area. Recreational use of the Lakes (water skiing, camping, canoeing, kayaking, surfcat sailing, windsurfing and birdwatching) has been enjoyed since the 1960's. The lakes are used by the Yenyening Lakes Ski Club. There is the potential for short walks and paddle trails to be formalised or developed at Yenyening Lakes to enhance its appeal as a key tourism attraction.

Strategy A2.2 - Yenyening Lakes: Work collaboratively with DBCA to consider enhancing and progressively develop the walking and paddling opportunities at Yenyening Lakes.

Action	Timeframe	Key Partners	Cost Range
A2.2.1 - In partnership with key stakeholders develop a concept plan for walk trails for recreational use, conservation of the environment and protection of Aboriginal heritage.	Medium	DBCA SoB BSC	L
A2.2.2 - In partnership with key stakeholders formalise a paddle trail and promote widely, including Paddle WA.	Short	DBCA SoB BSC	L
A2.2.3 - Formalise a Trail Management Agreement to clearly articulate roles and responsibilities for trail management.	Medium	DBCA SoB	L

07 Strategy and Action Plan

Mountain Bike Trail



PRIMARY
USE/S

MTB

GRADE /
DIFFICULTY

NA

TRAIL
LENGTH

NA

TRAIL DESCRIPTION

The Shire has a pump track in Moort Wabiny Park in Beverley alongside a nature play area, skate park and basketball court. However, there is currently no formalised opportunities for mountain bike riding off road. While the presence of mountains is limited across the Shire of Beverley topography - there are a wide range of mountain bike/off-road cycling disciplines which can be developed across undulating landscapes, such as cross-country (XC) trails. Development of formal trails could provide more sustainable, clearly defined and safe experiences to cater for the current and projected increase in demand.

Strategy A2.3 - Mountain Bike: Determine the feasibility of developing a mountain biking trail network at Westdale to provide a regional level and sustainable mountain bike park.

Action	Timeframe	Key Partners	Cost Range
A2.3.1 - Develop a concept plan for the preferred mountain bike park location (i.e. Mann Avenue Reserve) to meet the needs of the community and visitors, if feasible.	Medium	SoB	M

07 Strategy and Action Plan

County Peak Walk Trail



TRAIL NAME	TRAIL NAME	TRAIL NAME	TRAIL NAME	TRAIL NAME	TRAIL NAME
Be a Bushwalker	Be a Birdwatcher	Be a Storyteller	Be a Hiker	Be an Adventurer	Be an Explorer

TRAIL DESCRIPTION

The County Peak Walk Trail site is located on private land, however it is understood that the site is still accessed by the community. There are currently no formal trails at the site, apart from a narrow goat track which traverses up the side of County Peak. From the summit of County Peak, seven Shires can be seen including Beverley, Brookton, Pingelly, Corrigin, Quairading, Kellerberrin and York as well as the expansive Yenyening Lakes. Extensive planning work has been completed including a Trails and Signage Plan, Signage Content, Rehabilitation Planting Plan and Signage Layout and Content. This work suggests the development of six trails, Be a Bushwalker, Be a Birdwatcher, Be a Storyteller, Be a Hiker, Be an Adventurer and Be an Explorer.

Strategy A2.4 - County Peak: Initiate negotiations with the private landowner to secure access rights for the trail, ensuring proper agreements are established for the trail's presence on private property.

Action	Timeframe	Key Partners	Cost Range
A2.4.1 - In partnership with key stakeholders review the existing planning work to develop the walking trail. Consider consolidating the trail network to include only one 'hero experience' offering spectacular views and an iconic climb to one of the highest points in the region.	Short	SoB LO	M
A2.4.2 - Formalise a Trail Management Agreement to clearly articulate roles and responsibilities for trail management.	Short	SoB LO	L
A2.4.3 - Ensure that all trail signage, infrastructure & maintenance comply with Australian Standards (i.e. AS2156.1 Walking Tracks Classification and Signage).	Medium	SoB	L

07 Strategy and Action Plan

On-Road Cycling Routes



PRIMARY USE/S	GRADE / DIFFICULTY	TRAIL LENGTH
On Road Cycling	NA	Vary

CYCLING DESCRIPTION

Advancements in bike technology (e.g. e-bikes and gravel bikes) is contributing to increased popularity of road cycling, particularly on iconic routes with points of interest (i.e. scenic views) and light traffic levels. There is also a growing awareness of the importance of physical activity and that cycling is low-impact and accessible to people of various fitness levels and ages.

Strategy A2.5 - On-road Cycling Routes: Formalise on-road cycling routes (road & gravel) to highlight the best riding experiences across the region.

Action	Timeframe	Key Partners	Cost Range
A2.5.1 - Embrace opportunities and priority projects outlined in the Avon Central Coast 2050 Cycling Strategy (i.e. John St with east west connections, Beverley to Mundaring etc)	Medium	SoB, DOT	L - H
A2.5.2 - Install road signage to raise driver awareness of the presence of cyclists along key cycling routes and conflict points.	Ongoing	SoB	M
A2.5.3 - Promote key road cycling routes showcasing the region's landscapes and towns, including the provision of reliable and consistent online and printed information.	Short	SoB	L
A2.5.4 - Encourage towns and businesses across SoB to foster a 'bike friendly' culture, including provision of bike hire, racks, storage, bike transport options, repair stations and e-bike charging points at key points.	Medium	SoB	L
A2.5.5 - Encourage use of the region's unsealed roads for gravel riding, promoting key safe and appealing routes for use by residents and visitors.	Ongoing	SoB	L
A2.5.5 - Implement the corresponding actions for the cycling trails (Refer Strategy B13, B14)	Ongoing	SoB	L

07 Strategy and Action Plan

Avon River Walk Trail



PRIMARY
USE/S

Walk /Cycle

GRADE /
DIFFICULTY

2/Easy

TRAIL
LENGTH

2km

TRAIL DESCRIPTION

There are existing firebreaks along the Avon River to the north-east of the Beverley Town Centre which could be formalised into a dual-use pedestrian and cycle trail. These firebreaks avoid private land access constraints. There is potential for the trail to start at the Vincent Street Bridge, follow the Avon River north to the Beverley Golf Course, and loop around the perimeter to Barnsley St.

Strategy A2.6 - Avon River Walk: Enhance the informal trails and firetracks from Vincent St, north along the Avon River, around the Beverley Golf Course to Barnsley St for recreational use.

Action	Timeframe	Key Partners	Cost Range
A2.6.1 - Install a trailhead sign to meet AS2156.1 at the Avon River entrance off Vincent Street.	Short	SoB	L
A2.6.2 - Install wayfinding or distance markers and safety signage at key points along the trail (i.e. distance markers at 1km and 2km points and safety signage at vehicle crossing points)	Short	SoB	L
A2.6.3 - Establish & support a fitness programs, such as Parkrun (Refer Strategy C1.1)			
A2.6.4 - Inspect trail in line with recommended maintenance intervals (walk AS2156.1 Grade 2: 90 days or less).	Ongoing	SoB	L

07 Strategy and Action Plan

Commonage Stone Walls Trail



PRIMARY
USE/S

Walk + Cycle

GRADE /
DIFFICULTY

TBC

TRAIL
LENGTH

TBC

TRAIL DESCRIPTION

There is an opportunity to formalise the existing tracks which traverse from Apex Park, along the Avon River and through to Commonage Hill. Sections of this route are currently unformed and a river crossing would need to be developed to allow safe crossing over the Avon River. The stone structures on the commonage were convict built, During World War II, to make drains for the new aerodrome on the east bank of the Avon River.

Strategy A2.7 - Commonage Stone Walls Trail: Develop a concept plan from Apex West Park, south along the Avon River to Commonage Hill, establishing it as a half-day walking experience.

Action	Timeframe	Key Partners	Cost Range
A2.7.1 - Assess the viability of the concept to establish the Commonage Stone Walls Trail with a focus on: <ul style="list-style-type: none"> Land ownership Safety Physical Access Existing Uses (i.e. Rifle Range, Beverley Off Road Motorsports Association, Motocross etc.) 	Medium	SoB	L
A2.7.2 - Design and construct Commonage Hill Trail, if and when organisational and funding capacity permits as outlined in the Avon Central Coast 2050 Cycling Strategy.	Medium	SoB	M

07 Strategy and Action Plan

Bushland Reserves

Poison Hill Reserve

Poison Hill Reserve offers impressive views of the surrounding farmland and hills. There is an informal gravel access track which leads to the base of Poison Hill. The reserve is located on land owned by DBCA, however initial discussions with DBCA indicate that they may be supportive of a walk trail.



Caroling-Bally Bally Rd Reserve

Rock sheoak woodland; high habitat value; many wildflowers (esp. orchids); good condition, some disturbance - gravel pit, roadwork waste dumping.



Potential for a short wildflower walk. Already an existing access track. Vested with the Shire.

Morbinning Reserve

Morbinning Reserve has a variety of vegetation communities with high conservation value. The land around the building is mostly cleared. Vested with the Shire. Morbinning Catchment Group management. Potential to link in with Bally Bally Rd Reserve, Poison Hill and Dongerdilling.



Dongerdilling Rd Reserve

Very diverse vegetation communities; -historic school site; Good example of natural regeneration in former gravel pit. Potential for a short historical walk trail. There are already some existing informal goat tracks in the reserve. Vested with the Shire.



Strategy 2.8 - Bushland Reserves: Formalise short loop trails through the reserve to manage visitor impacts and enhance the wildflower experience at Poison Hill Reserve, Caroling-Bally Bally Rd Reserve, Morbinning Reserve and Dongerdilling Rd Reserve.

Action	Timeframe	Key Partners	Cost Range
2.8.1 - Incorporate trail experiences into bushland reserves to provide a high quality visitor experience, with a focus on connectivity, signage, waymarking, safety & management. Prioritise Caroling-Bally Bally Rd Reserve and Poison Hill Reserve.	Short	SoB, DBCA, TO, FoG, Vol	L
2.8.2 - Actively encourage continued volunteer involvement and stewardship of the trail and surrounding environment in each reserve.	Ongoing	SoB, Vol	L
2.8.3 - Seek opportunities to promote the reserves and maintain high quality promotional materials (online).	Ongoing	SoB, DBCA	L
2.8.4 - Explore the possibility of installing public sculptures across the Shire's Reserves to enhance the Wildflower experience and Art Trail (Refer Strategy A2.1, B18).	Longer	SoB, Cmty	M

07 Strategy and Action Plan

York - Bruce Rock Rail Trail



**PRIMARY
USE/S**
Walk, Cycle,
Horse

**GRADE /
DIFFICULTY**
Easy

**TRAIL
LENGTH**
TBC

TRAIL DESCRIPTION

The Avon Central Coast 2050 Cycling Strategy, identified through community consultation an enthusiasm for rail trails for tourism, recreational and event use. The report highlighted the potential to re-purpose many of the existing network of non operational railways. The proposed York to Greenhills route will extend into the Shire of Beverley at its northern terminus, potentially offering users the prospect of diverse recreational experiences including cycling, walking, running and horse riding.

Strategy A2.9 - York to Bruce Rock Rail Trail: In collaboration with DoT and Shires of York, Quairading and Bruce Rock support the feasibility study of a rail trail between York and Bruce Rock.

Action	Timeframe	Key Partners	Cost Range
A2.9.1 - Ensure consideration of horse riding opportunities throughout the feasibility study process for the development of the York to Bruce Rock Rail Trail.	Short	SoB, DoT, NC	L

Strategic Outcome B: Quality, Safe, and Sustainable Trails Network

Existing trails are enhanced to provide quality, safe, and sustainable opportunities for residents and visitors with a range of interests and abilities.

5

Vincent Street
HERITAGE
Walk



National Bank

1917 - 1926
1926 - 2021
1917 - c.2000

NATIONAL BANK
ANZ BANK
BANK MANAGER'S RESIDENCE

The National Bank's opening of its new building in 1917 was celebrated with a 'smoke social' attended by 80 men at the Mechanics Institute. Much was made of the building as a symbol of the future prosperity of the town of Beverley once the 'present calamitous war' was over.

The 'smoke social' was a predominantly Australian form of male only social event in late nineteenth and early twentieth century.

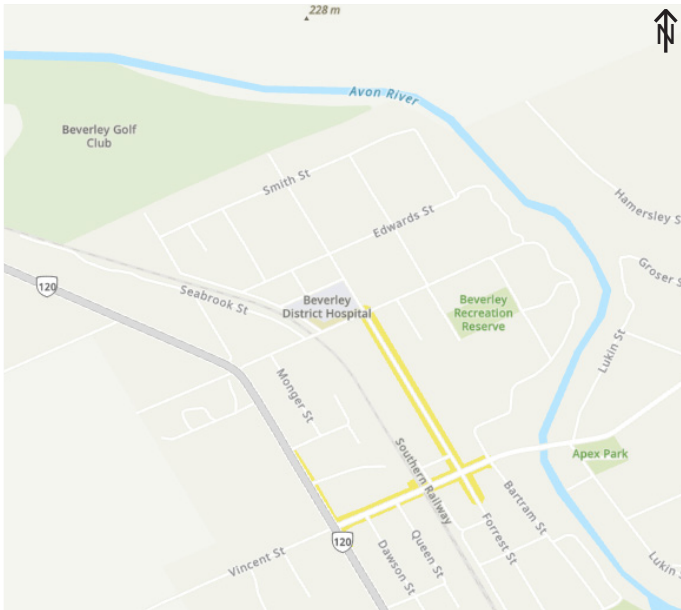
Scan the QR code for more information



Vincent Street Heritage Walk

07 Strategy and Action Plan

① Beverley Town Heritage Trail



PRIMARY
USE/S

Walk

GRADE /
DIFFICULTY

2

TRAIL
LENGTH

3.2km

TRAIL DESCRIPTION

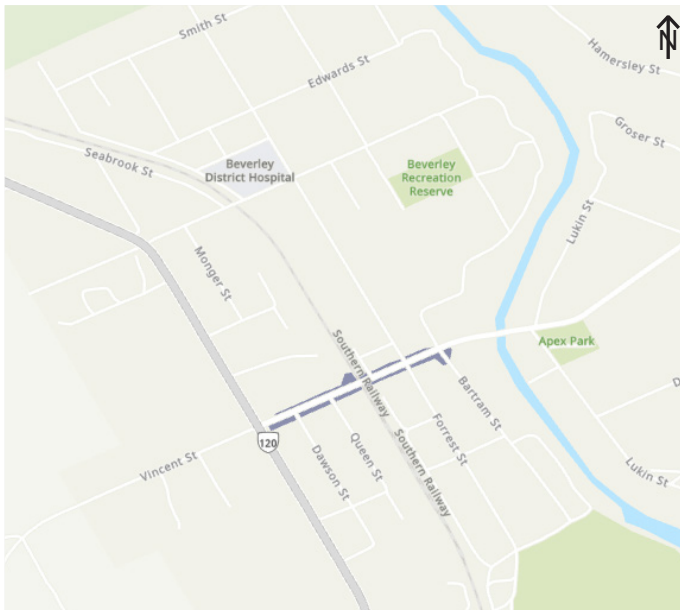
The Beverley Town Heritage Trail is an urban walk trail which starts at the Dead Finish Museum, built in 1872 and traverses around the heritage buildings in the Beverley Town Centre. The trail takes around an hour to complete.

Strategy B1: Decommission the Beverley Town Heritage Trail

Action	Timeframe	Key Partners	Cost Range
B1.1 - Consider incorporating the Beverley Hospital, Cullen House, Dead Finish Museum, White Hart Hotel etc. into the Vincent Street Heritage Walk (Refer to B2.2).	Short	SoB	L

07 Strategy and Action Plan

② Vincent Street Heritage Walk



PRIMARY
USE/S

Walk

GRADE /
DIFFICULTY

2

TRAIL
LENGTH

1.2km

TRAIL DESCRIPTION

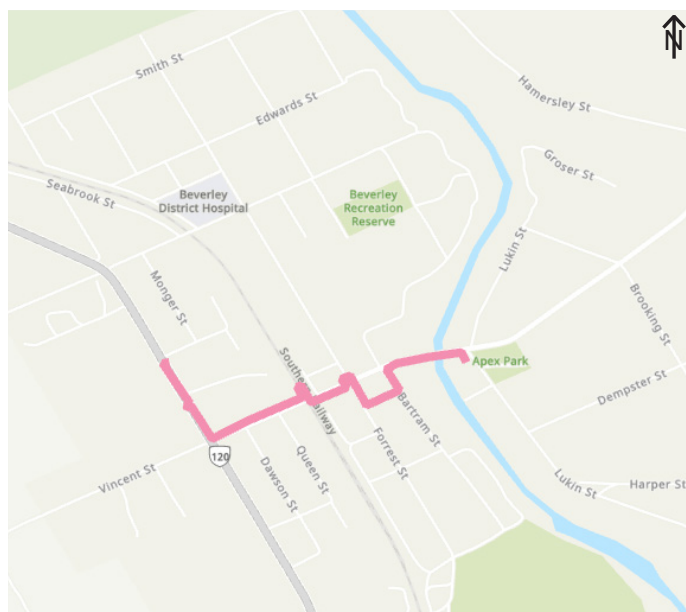
The Vincent Street Heritage Walk is an urban walk trail down the main street of Beverley and provides an opportunity to learn about the many places of cultural significance in Beverley. There are interpretative signs at each location which provide information about the different heritage structures. There is a QR code on each sign, however the QR code links are currently not functioning correctly.

Strategy B2: Continue to enhance the Vincent Street Heritage Walk to showcase Beverley's European and Indigenous heritage.

Action	Timeframe	Key Partners	Cost Range
B2.1 - Ensure that the QR codes featured on the signage and promotional materials are verified for functionality but also kept up to date.	Short	SoB Vol	L
B2.2 - Consider the inclusion of the additional sites incorporated as a part of the Beverley Town Heritage Trail as an optional extension of the Vincent St Heritage Walk (Refer B1.1)	Short	SoB Vol	L
B2.3 - Update Primary Trailhead Sign to include additional sites and install interpretation signage at new points of interest.	Medium	SoB	L
B2.4 - Update promotional material including online information (i.e. Trails WA)	Medium	SoB	L
B2.5 - Inspect trail in line with recommended maintenance intervals (in AS2156.1) Grade 2: 90 days or less	Ongoing	SoB Vol	L

07 Strategy and Action Plan

③ Beverley Play Trail

PRIMARY
USE/S

Walk

GRADE /
DIFFICULTY

2

TRAIL
LENGTH

2.5km return

TRAIL DESCRIPTION

The Beverley Play Trail follows eight points in the Beverley Town Centre and highlights historical sites, community assets and public art. The trail takes around an hour and a half to complete. There is a mobile application available to download which maps out each site along the trail. The app allows you to unlock content, complete challenges and score points. The trail is a collaboration with Nature Play WA.

Strategy B3: Enhance Beverley Play Trail to provide an accessible Grade 1 Walking Trail Experience.

Action	Timeframe	Key Partners	Cost Range
B3.1 - Progressively upgrade trail to meet requirements of a Grade 1 trail (i.e. footpath improvement to Hunt Rd, north eastern side to ensure 'access for all' to Vampire Jet Plane and Dead Finish Museum)	Short	SoB	L
B3.2 - Ensure the QR Code for the Play Trails Flyer link works on www.beverleywa.com/trails.html and all promotional material is current	Short	SoB	L
B3.3 - Consider improving pedestrian safety of road crossing point through the installation of safety signage at Hunt Rd (Great Southern Hwy) / Vampire Jet Plane.	Ongoing	SoB	L
B3.4 - Continue to work with Nature Play WA to provide a unique and fun way to explore the outdoors.	Ongoing	SoB NPWA	L

07 Strategy and Action Plan

④ Brooking Street Bushland Reserve Trails



PRIMARY USE/S	GRADE / DIFFICULTY	TRAIL NAME	TRAIL LENGTH	TRAIL NAME	TRAIL LENGTH
Bushwalk	2	Cowslip Orchid	220m Loop	Fringed Mantis	273m Loop

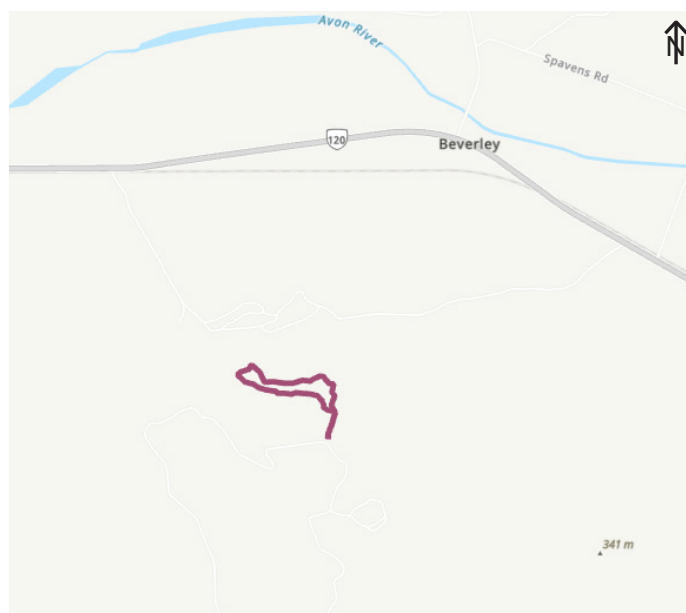
TRAIL DESCRIPTION

The Brooking Street Reserve Trail is a short bushwalk through sheoak woodland and consists of two short loops. The reserve is within walking distance to the Beverley Town Centre. The reserve is known for its wildflowers, including over 12 native orchid species through the months of April to November. It is generally well marked, with a trailhead sign at the start of the trail and there are some steeper sections with steps.

Strategy B4: Enhance and progressively develop the trail and support infrastructure at Brooking Street Bushland Reserve for recreational use, conservation of the environment and as a tourism drawcard.

Action	Timeframe	Key Partners	Cost Range
B4.1 - Upgrade the trailhead sign to comply with AS2156.1 standards at the expiration of the current signage Life Cycle (i.e. ensure Classification/Grade, Distance/Time, Map)	Longer	SoB	L
B4.2 - Progressively upgrade/replace interpretation signs, waymarking signs and remove obsolete signage	Ongoing	SoB	L
B4.3 - Create a Trail Management Agreement to define roles and responsibilities for trail management and promotion, including tasks like removing debris, promoting regeneration, & scheduling volunteers for guided weekend wildflower walks.	Short	SoB	L
B4.4 - Progressively upgrade infrastructure along the trail to meet community need/expectation (i.e. trail surface, seating)	Ongoing	SoB	L
B4.5 - Consider incorporating Brooking St Bushland Reserve into the proposed Wildflower Drive Trail that links established flora trails across the Shire (Refer A2.1)	Short	SoB, DBCA, TO	L
B4.6 - Inspect trail in line with recommended maintenance intervals (in AS2156.1) Grade 2: 90 days or less.	Ongoing	SoB	L

⑤ Avondale Bush Reserve Walk Trail

PRIMARY
USE/S

Bushwalk

GRADE /
DIFFICULTY

3

TRAIL
LENGTH

1.8km

TRAIL DESCRIPTION

The Avondale Bush Reserve Trail is a marked trail with a natural earth surface and short hill sections generally no steeper than 1:10. Abundant wildflowers can be seen in spring. The trail can only be accessed via an appointment with the National Trust of WA. The area is a working farm which restricts public access and is closed over the summer months due to bushfire risk.

Strategy B5: Work collaboratively with the National Trust of WA to strategically review, enhance and develop the Avondale Bush Reserve Walk Trail.

Action	Timeframe	Key Partners	Cost Range
B5.1 - Work collaboratively with the National Trust of WA and other key stakeholders to ensure that visitor information and promotion is accurate and consistent.	Short	NT SoB	L
B5.2 - Consider incorporating Avondale Bush Reserve into the proposed Wildflower Drive Trail that links established flora trails across the Shire (Refer A2.1)	Short	SoB, DBCA, TO	L

⑥ Avondale Drive Trail

PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

Easy

TRAIL
LENGTH

5km

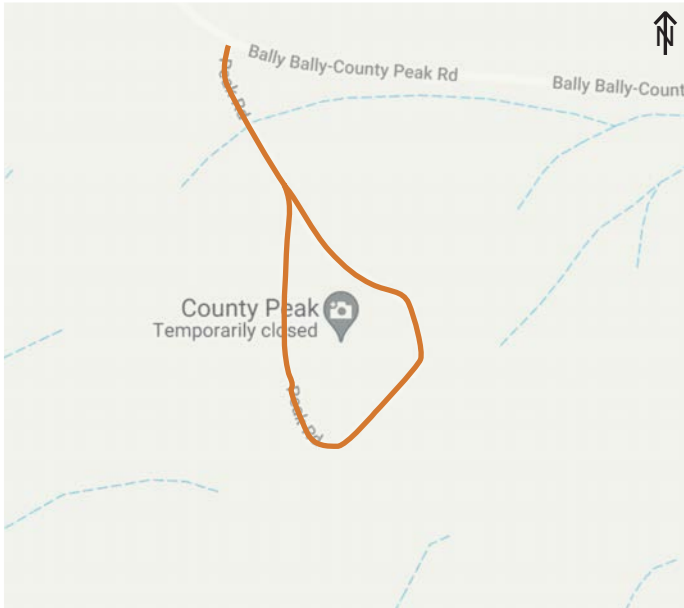
TRAIL DESCRIPTION

The Avondale Farm Drive Trail at Avondale Farm is 5km, however this will take longer than expected with a speed limit of 15kph. The drive trail highlights sustainable farming practices, including minimum tillage to avoid soil erosion, the rotation of crops, provision of shelter belts that encourage wildlife and sensitive use of soil and landforms. There are also several cattle grids along the route. The drive trail is also by appointment with the National Trust of WA.

Strategy B6: Work Collaboratively with National Trust of WA to promote the Avondale Drive Trail

Action	Timeframe	Key Partners	Cost Range
B6.1 - Work collaboratively with the National Trust of WA and other key stakeholders (Tourism WA) to ensure that visitor information and promotion is accurate and consistent.	Medium	NT SoB	L

⑦ County Peak ‘Mount Quajabin’ Drive Trail



PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

Easy

TRAIL
LENGTH

1.8km

TRAIL DESCRIPTION

The County Peak Drive Trail is a gravel drive trail which loops around the impressive County Peak, also known as ‘Mount Quajabin’. The name Quajabin is derived from the Aboriginal word Quabin, which means ‘good camp’. There is no formal walk trail to the summit due to the land being in private ownership. There is an informal walking track that the public access. Refer to County Peak Walk Trail for additional information.

Strategy B7: Continue to enhance and promote the County Peak ‘Mount Quajabin’ Drive Trail

Action	Timeframe	Key Partners	Cost Range
B7.1 - Progressively upgrade the signage (entrance, wayfinding and interpretation) at County peak with consideration of opportunities to incorporate Indigenous context ‘Mount Quajabin’.	Short	SoB TO LO	L
B7.2 - Determine the feasibility of formalising the walk trail to the summit (lookout) with consideration of land tenure, impact on environment and safety. Refer to County Peak Walk Trail	Short	SoB LO TO	L

07 Strategy and Action Plan

⑧ Dale River Reserve Trails



PRIMARY USE/S	GRADE / DIFFICULTY	TRAIL NAME	TRAIL LENGTH	TRAIL NAME	TRAIL NAME
Bushwalk	2	River Walk (Bilya Djena Koorliny)	900m	Wildflower Walk (Djet Dordung)	320m

TRAIL DESCRIPTION

The Dale River Reserve Trails consist of the Wildflower Loop (Djet Dordung) and the River Walk (Bilya Djena Koorliny). The Wildflower Loop is a short 320m loop trail. The best time to walk the route is spring when orchids are flowering. The River Walk is a 900m walk along the banks of the Dale River. The trail features a variety of bird and tree species. Both trails are well marked and feature a trailhead sign and informal gravel parking area.

Strategy B8: Enhance and progressively develop the trail and support infrastructure at Dale River Reserve for recreational use, conservation of the environment and as a tourism drawcard.

Action	Timeframe	Key Partners	Cost Range
B8.1 - Create a Trail Management Agreement to define roles and responsibilities for trail management and promotion, including tasks like track maintenance, removing vegetation debris, promotional activities etc.	Short	SoB FoG WBNRM	L
B8.2 - Progressively upgrade signage (i.e. waymarking, interpretation in line with AS1256.1)	Medium	SoB FoG	L
B8.3 - Progressively upgrade trail infrastructure (i.e. picnic table, seats, car park, trail surface etc)	Medium	SoB FoG	M
B8.4 - Consider incorporating Dale River Reserve Trails into the proposed Wildflower Drive Trail that links established flora trails across the Shire (Refer A2.1)	Short	SoB, DBCA, TO	L
B8.5 - Inspect trail in line with recommended maintenance intervals (in AS2156.1) Grade 2: 90 days or less.	Ongoing	SoB FoG	L

07 Strategy and Action Plan

⑨ Christmas Tree Well Walk

PRIMARY
USE/S

Bushwalk

GRADE /
DIFFICULTY

4

TRAIL
LENGTH

13km

TRAIL DESCRIPTION

The Christmas Tree Well Walk is situated in Helena National Park on the edge of a Pine Forest, west of Beverley. The trail features picturesque views and interesting wandoo bushland. There is a picnic area and an informal parking area near the start of a trail. The trail is not well marked or defined, however a route exists on AllTrails and WalkGPS.

Strategy B9: Work collaboratively with Parks and Wildlife Services to promote the Christmas Tree Well Walk.

Action	Timeframe	Key Partners	Cost Range
B9.1 - Work collaboratively with Parks and Wildlife Services and other key stakeholders to promote the Christmas Tree Well Walk ensuring the delivery of accurate and consistent information.	Longer	PWS SoB	L

07 Strategy and Action Plan

⑩ Running Brook Walk

PRIMARY
USE/S

Bushwalk

GRADE /
DIFFICULTY

4

TRAIL
LENGTH

16km

TRAIL DESCRIPTION

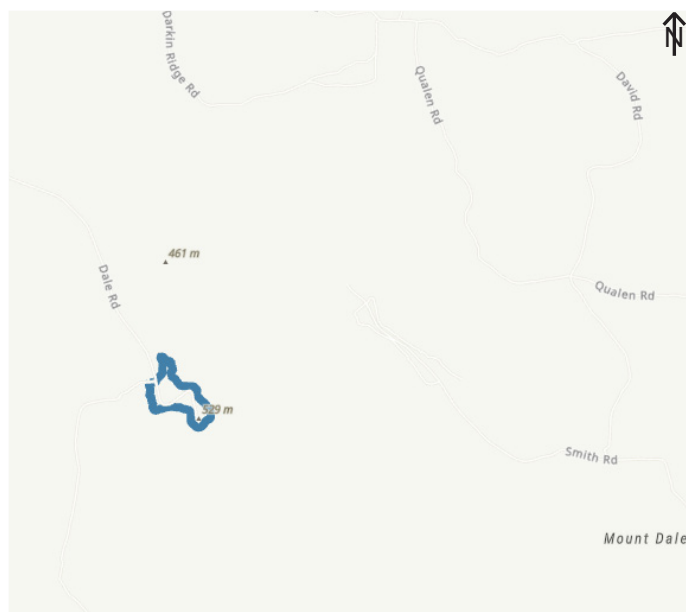
The Running Brook Walk is situated in Helena National Park, adjacent to the Christmas Tree Well Walk and features wandoo woodland and a variety of terrain and views of Mount Dale. The trail starts from the same parking area as the Christmas Tree Well Walk. The trail is not well marked or defined, however a route also exists on WalkGPS.

Strategy B10: Work collaboratively with Parks and Wildlife Services to promote the Running Brook Walk.

Action	Timeframe	Key Partners	Cost Range
B10.1 - Work collaboratively with Parks and Wildlife Services and other key stakeholders to promote the Running Brook Walk, ensuring the delivery of accurate and consistent information.	Longer	PWS SoB	L

07 Strategy and Action Plan

⑪ Mount Dale Walk Trail Circuit



Source: Walk GPS

PRIMARY
USE/S

Bushwalk

GRADE /
DIFFICULTY

2

TRAIL
LENGTH

2.5km

TRAIL DESCRIPTION

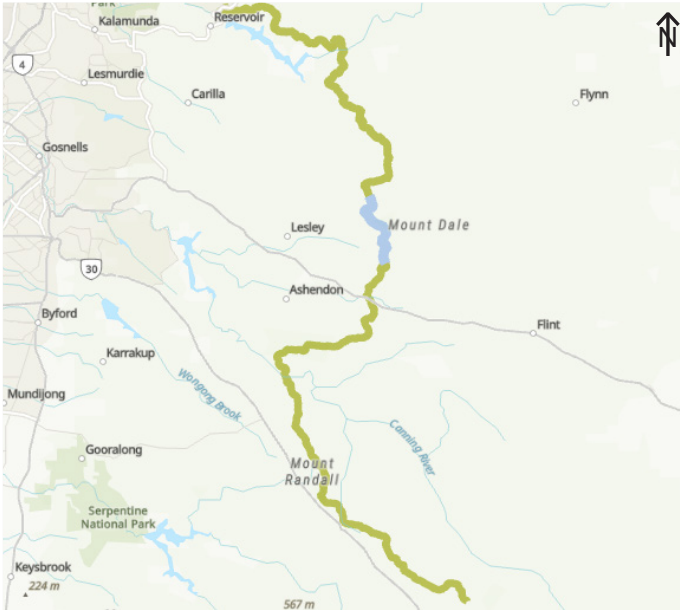
The Mount Dale Walk Trail is located adjacent to the Bibbulmun Track in the Helena National Park and is managed by DBCA. The trail traverses through jarrah forest and follows the contours of Mount Dale to its peak, where there are panoramic views of the Darling Ranges and Mount Cooke. There are two parking areas, one at the start of the trail and one at the lookout. The area is prolific with wildflowers in spring.

Strategy B11: Work collaboratively with Parks and Wildlife Services to promote the Mt Dale Circuit

Action	Timeframe	Key Partners	Cost Range
B11.1 - Work collaboratively with Parks and Wildlife Services and other key stakeholders to promote the Mt Dale Circuit, ensuring the delivery of accurate and consistent information.	Longer	PWS SoB	L
B11.2 - Consider incorporating the Mt Dale Circuit into the proposed Wildflower Drive Trail that links established flora trails across the Shire (Refer A2.1)	Short	SoB PWS	L

07 Strategy and Action Plan

⑫ Bibbulmun Track

PRIMARY
USE/S

Bushwalk

LOCATION

Kalanunda to
DwellingupTRAIL
LENGTH

211km

TRAIL DESCRIPTION

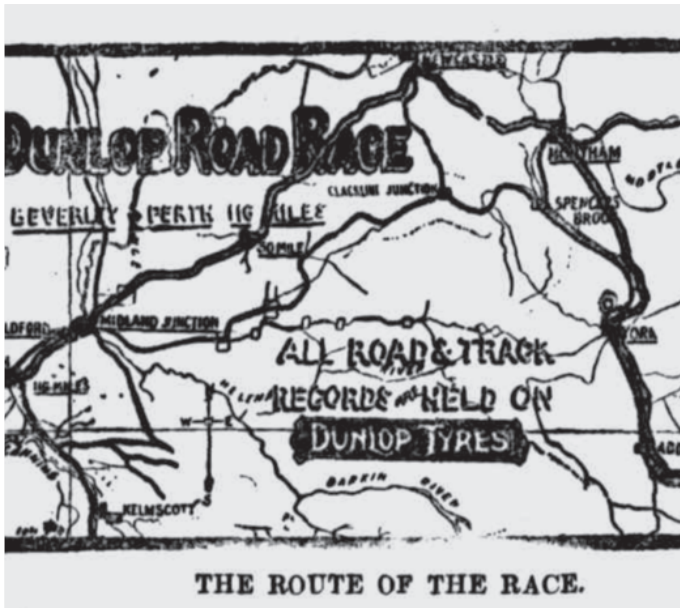
The Darling Range Section of the Bibbulmun Track passes through the Shire boundary (refer blue alignment on the map). This section is located in Helena National Park and is managed by DBCA. The Darling Range Section provides opportunities for day walkers and weekenders. The track passes through a mix of jarrah, marri and wandoo forests. The track is marked and passes by the Mount Dale Walk Trail.

Strategy B12: Work collaboratively with DBCA to promote the Bibbulmun Track

Action	Timeframe	Key Partners	Cost Range
B12.1 - Work collaboratively with DBCA and other key stakeholders to promote the Darling Range Section (Kalamunda to Dwellingup)	Longer	DBCA SoB	L

07 Strategy and Action Plan

⑬ Beverley to Perth Road Race Route

PRIMARY
USE/S

Cycle

GRADE /
DIFFICULTY

NA

TRAIL
LENGTH

185km

TRAIL DESCRIPTION

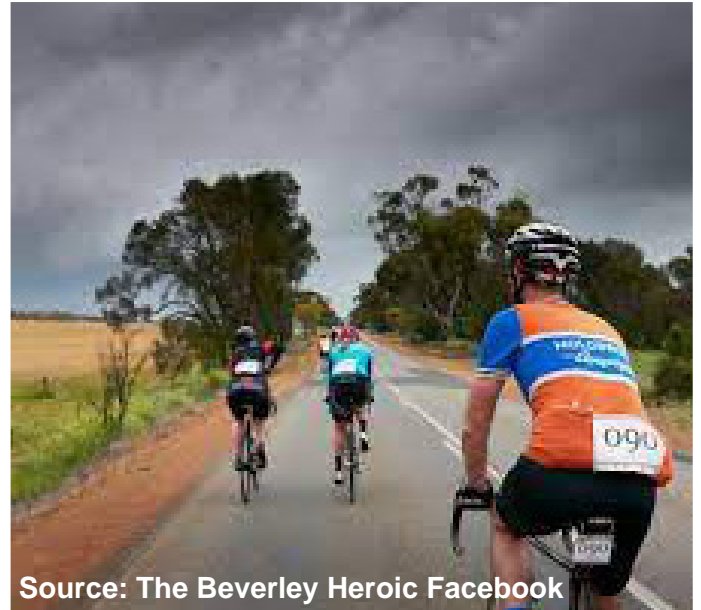
The Beverley to Perth Road Race is a historical out and back route which dates back to 1897. The route starts at Beverley and passes through the towns of York and Northam before passing through Midland on route to Perth.

Strategy B13: Continue to recognise the heritage value of the historic Beverley to Perth Road Race.

Action	Timeframe	Key Partners	Cost Range
B13.1 - Continue to support the historic display in the visitor information centre and promote widely to encourage visitors to appreciate the history and significance of the event.	Ongoing	SoB VIC	L

07 Strategy and Action Plan

14 Beverley Heroic Cycle Routes



Source: The Beverley Heroic Facebook

PRIMARY
USE/S

Cycle

GRADE /
DIFFICULTY

N/A

TRAIL
LENGTH

~250km

TRAIL DESCRIPTION

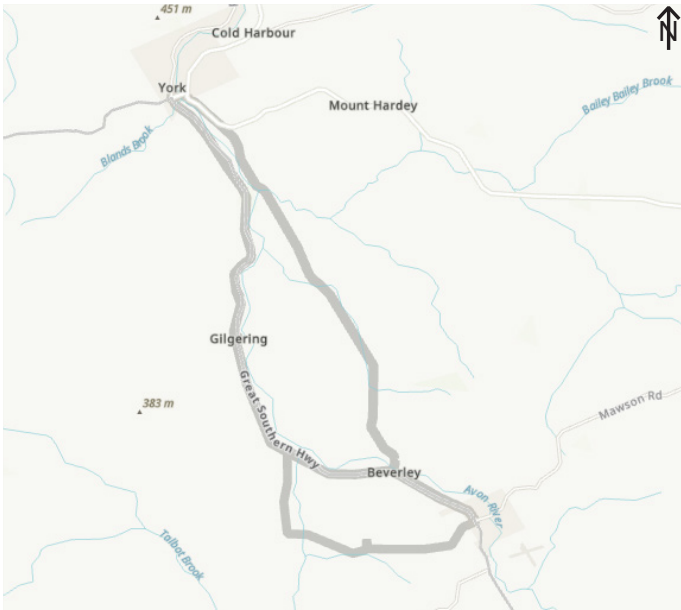
The Beverley Heroic Cycle Routes traverse along undulating and quiet rural roads. There are several different routes including both gravel and bitumen. These routes can be found on Ride with GPS. The Beverley Heroic event which featured the Heroic Race, Heroic Retro Bike Show, Heroic Cross, Heroic Classic and Heroic Gravel last took place in 2020. The Beverley Heroic Cycling Routes currently operate as an informal event, allowing for flexible exploration, providing cyclists with an independent and enjoyable riding experience.

Strategy B14: Maintain ongoing support for the Beverley Heroic (Informal Event)

Action	Timeframe	Key Partners	Cost Range
B14.1 - Collaborate with DoT and WestCycle to undertake feasibility to provide warning signage and wayfinding to show road cycling route and consider options to provide increased safety.	Short	DoT, WestCycle, SoB	L

07 Strategy and Action Plan

⑮ York Self Drive South Route



PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

N/A

TRAIL
LENGTH

94km

TRAIL DESCRIPTION

The York Self Drive South Route follows the Avon River through to Beverley and returns along a highly scenic route. The route stops at key landmarks in Beverley including Avondale Farm, Beverley Visitor's Centre and St Paul's Church.

Strategy B15: Strive to enhance and sustain the appeal of the York Self Drive South Route in order to support and cultivate the drive tourism market.

Action	Timeframe	Key Partners	Cost Range
B15.1: Continue to implement a marketing campaign that highlights the unique attractions and scenic beauty along the York Self Drive South Route	Short	SoB SoY	L
B15.2 - Consider offering special promotions or travel packages to incentivise visitors to stay overnight within the Shire.	Short	SoB	L

07 Strategy and Action Plan

⑯ York Self Drive West Route



Source: Trails WA

PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

N/A

TRAIL
LENGTH

75km

TRAIL DESCRIPTION

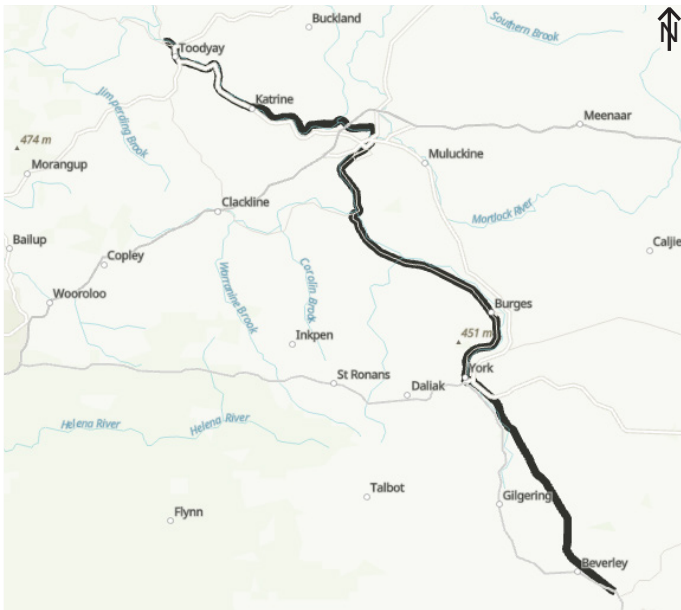
The York Self Drive West Route is a scenic drive through undulating farmland, with spectacular granite outcrops crowned by wandoo and salmon gums. The route passes through Beverley and stops at St Paul's Church and Avondale Farm.

Strategy B16: Strive to enhance and sustain the appeal of the York Self Drive West Route in order to support and cultivate the drive tourism market.

Action	Timeframe	Key Partners	Cost Range
B16.1: Continue to implement a marketing campaign that highlights the unique attractions and scenic beauty along the York Self Drive West Route	Short	SoB SoY	L
B16.2 - Consider offering special promotions or travel packages to incentivise visitors to stay overnight within the Shire.	Short	SoB	L

07 Strategy and Action Plan

⑰ Avon Historic Tourist Drive Trail



Source: Trails WA

PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

N/A

TRAIL
LENGTH

98km

TRAIL DESCRIPTION

The Avon Historic Tourist Drive Trail is a scenic route through the Avon Valley and surrounding countryside. The route traverses alongside the Avon River from Toodyay to Northam to York and finishing in Beverley.

Strategy B17: Strive to enhance and sustain the appeal of the Avon Historic Drive Trail in order to support and cultivate the drive tourism market.

Action	Timeframe	Key Partners	Cost Range
B17.1 - Continue to implement a marketing campaign that highlights the unique attractions and scenic beauty along the York Self Drive West Route	Short	SoB	L
B17.2 - Consider offering special promotions or travel packages to incentivise visitors to stay overnight within the Shire.	Short	SoB	L

07 Strategy and Action Plan

18 Beverley Art Trail



Source: Trails WA

PRIMARY
USE/S

Walk

GRADE /
DIFFICULTY

2

TRAIL
LENGTH

2.5km Return

TRAIL DESCRIPTION

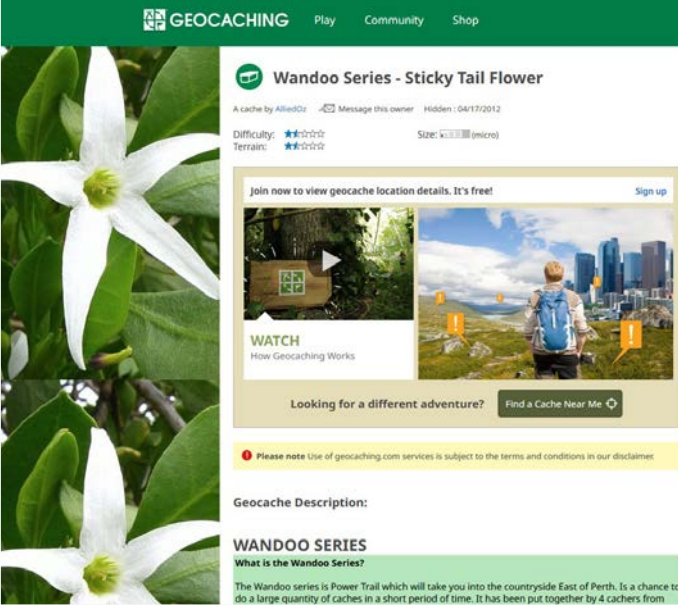
The Beverley Art Trail encompasses a route throughout the town centre, connecting galleries, studios, murals, sculptures, theatre and venues. The trail is approximately 2.5km return from the Beverley Visitor Centre.

Strategy B18: Strategically promote and facilitate the activation of the Beverley Art Trail to foster the exploration and appreciation of local arts, crafts and culture.

Action	Timeframe	Key Partners	Cost Range
B18.1 - Identify partnerships, cooperative marketing and promotional opportunities for the Beverley Art Trail.	Ongoing	SoB Cmty	L
B18.2 - Continue to collaborate with local artists, artisans and community groups to create and install additional artworks that reflect the unique heritage, culture and natural environment of Beverley.	Medium	SoB Cmty	L
B18.3 - Establish a regular maintenance schedule to ensure that artworks and associated infrastructure are well maintained, preserved and accessible to all trail visitors.	Ongoing	SoB Cmty	L

07 Strategy and Action Plan

19 Geocaching - Wandoo Series & FOTT Go Bush



The screenshot shows a Geocaching.com page for a cache named 'Wandoo Series - Sticky Tail Flower'. The page includes a green header with the Geocaching logo and navigation links (Play, Community, Shop). On the left is a close-up image of a white flower. The main content area displays the cache name, owner (AlliedOz), creation date (04/17/2012), difficulty (3 stars), terrain (2 stars), and size (0.33 km). It features a 'Join now to view geocache location details. It's free!' banner with a 'Sign up' button. Below this is a 'WATCH' section titled 'How Geocaching Works' with a video player. A 'Looking for a different adventure? Find a Cache Near Me' button is also present. A disclaimer states: 'Please note Use of geocaching.com services is subject to the terms and conditions in our disclaimer'. The 'Geocache Description' section is titled 'WANDOO SERIES' and 'What is the Wandoo Series?' and describes the Wandoo series as a Power Trail in the countryside East of Perth, involving a large quantity of caches in a short period of time.

PRIMARY USE/S	GRADE / DIFFICULTY	TRAIL LENGTH
Drive	NA	300km



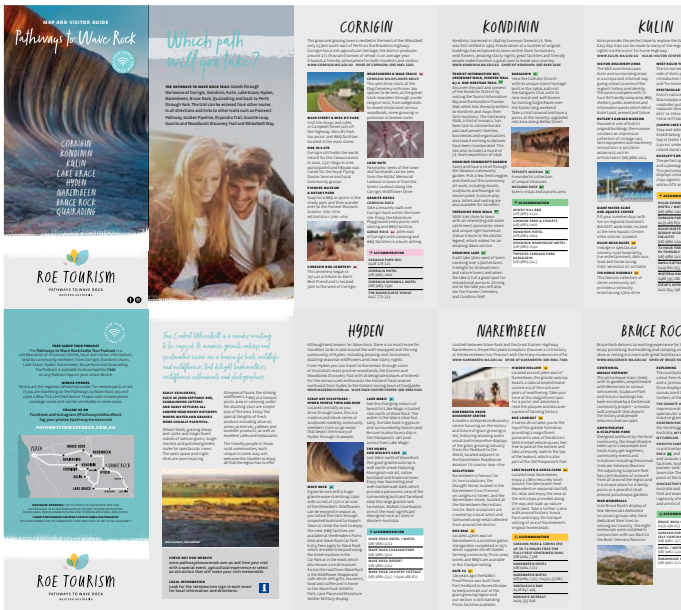
TRAIL DESCRIPTION

There are two Geocaching experiences - Wandoo Series and FOTT Go Bush. The Wandoo Series is a trail over sealed road and gravel tracks from Karragullen to Beverley and York. The FOTT Go Bush is through the Wandoo Bushland with varying levels of terrain, some requiring 4WD.

Strategy B19: Promote Geocaching experiences in the Beverley region, to engage participants in outdoor exploration and foster appreciation for the natural and cultural heritage of the area.

Action	Timeframe	Key Partners	Cost Range
B19.1 - Ensure that the QR codes featured on the Beverley website (www.beverleywa.com/trails) are verified for functionality and regularly updated to reflect the latest information for promotional purposes	Ongoing	SoB	L
B19.2 - Promote Leave No Trace principles and encourage geocachers to minimise their environmental impact.	Ongoing	SoB	L
B19.3 - Encourage geocachers to share their experiences and discoveries on social media and online forms, fostering a sense of community and camaraderie among participants, while also aiding in the maintenance of geocaches.	Ongoing	SoB Cmtty	L

20 Pathways to Wave Rock Self-Drive Trail



PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

NA

TRAIL
LENGTH

Perth to Wave
Rock

TRAIL DESCRIPTION

The Pathways to Wave Rock self-drive trail links the Shires of Beverley, Bruce Rock, Corrigin, Kondinin, Kulin, Lake Grace, Narembene and Quairading and offers a range of unique experiences across the region.

Strategy B20: Promote the Pathways to Rock Self Drive Trail as a signature regional experience, fostering collaboration among neighbouring Shires to showcase the diverse attractions and unique experiences available across the region.

Action	Timeframe	Key Partners	Cost Range
B20.1 - Advocate for the inclusion of Beverley Shire's attractions, landmarks and tourism offerings within the brochure's content to provide visitors with a comprehensive understanding of the region's diverse attractions.	Short	SoB RTA NC	L
B20.2 - Conduct regular monitoring and evaluation of the effectiveness of promotional efforts and visitor engagement initiatives with key stakeholders, to inform future decision-making and strategic planning efforts.	Ongoing	SoB RTA NC	L

07 Strategy and Action Plan

Strategic Outcome C: Participation, Promotion and Marketing

Strategy C1: Improve health and wellbeing across the Shire through programs which promote regular physical activity and active lifestyles.

Action	Priority / Timeframe	Key Partners	Cost Range
C1.1 - Work with service providers and local communities to establish regular and low cost programs which promote healthy and active lifestyles (i.e. Heart Foundation Walking Group, Parkrun)	Short	SoB Cmty	L
C1.2 - Investigate opportunities to expand current volunteer programs to promote local community involvement in trail events, management, promotion and maintenance - ensuring that volunteers are effectively supported, recognised and valued in their roles.	Short	SoB Cmty	L

Strategy C2: Provide consistent and reliable information relating to the region's trails.

Action	Priority / Timeframe	Key Partners	Cost Range
C2.1 - Ensure all trail signage adheres to established standards (i.e. Trail Classification System) to allow prospective users to make an informed decision to enter trail with knowledge about the trail's level of difficulty, time & risks.	Short	SoB DBCA, PWS, PLO, FoG	L
C2.2 - Continue to seek opportunities for dual place naming and inclusion of information about Traditional Custodians.	Ongoing	SoB, TO	
C2.3 - Maintain the www.beverleywa.com/trails webpage that provides details of the best trail opportunities. Ensure currency of downloadable resources and links.	Short	SoB	L
C2.4 - Update and maintain information about the region's trails on third-party information platforms (e.g. TrailsWA, Strava, Trailforks). Continually assess relevance and reliability of information provided by users, and engage with new and emerging platforms as appropriate.	Ongoing	SoB	L
C2.5 - Develop and maintain a contemporary trail resource (downloadable and printed in Visitor Information Centre). Ensure Visitor Information Staff and Volunteers provide accurate and reliable information to visitors.	Short	SoB	L

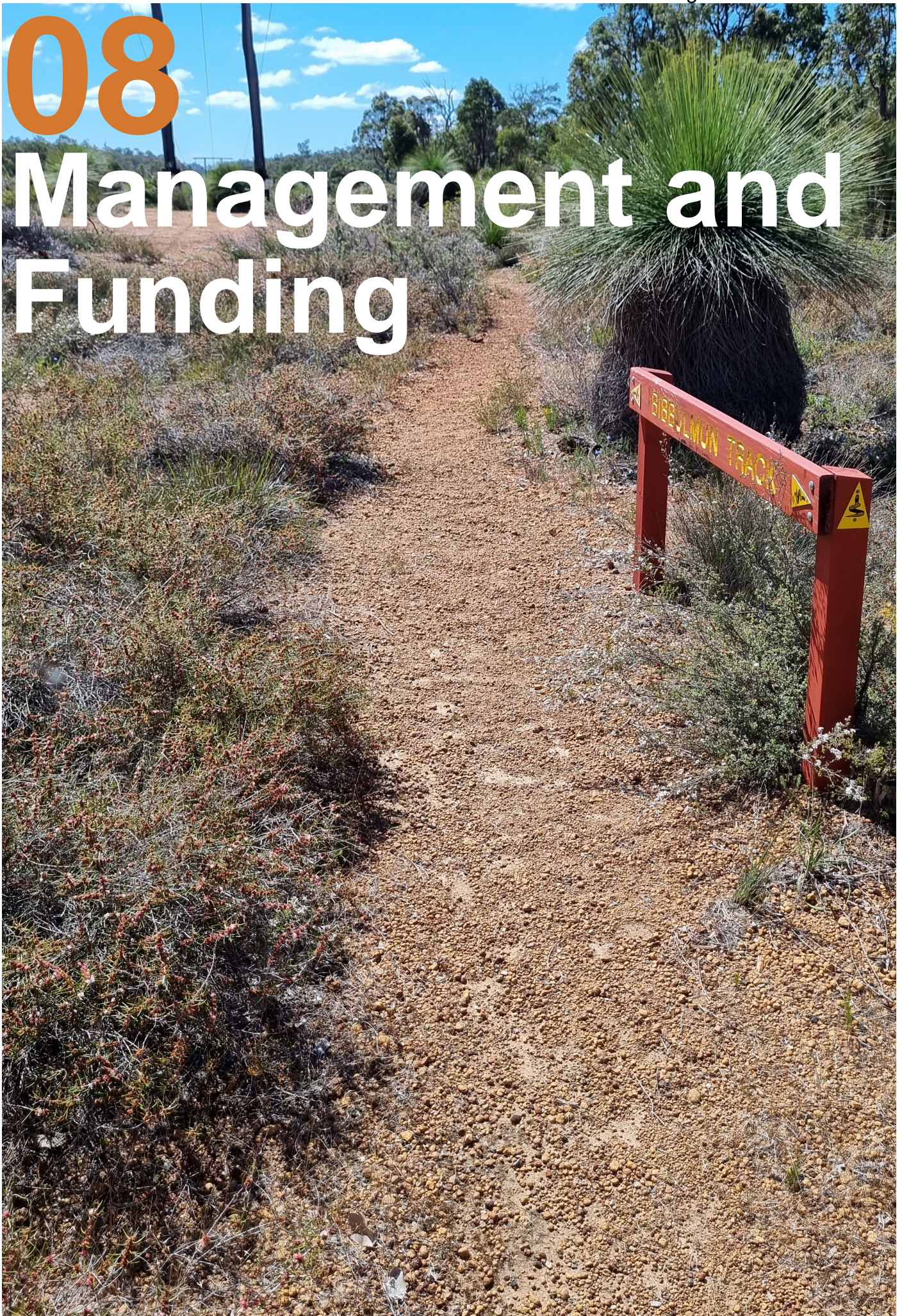
07 Strategy and Action Plan

Strategic Outcome D: Community, Tourism & Economic Development

Strategy E1: Utilise trails and associated activities as a tool to meet objectives for community, tourism and economic development.			
Action	Priority / Timeframe	Key Partners	Cost Range
E1.1 Work with event organisers to ensure the ongoing sustainability of programs and events (i.e. Beverley Heroic, Wildflower Guided Tours)	Ongoing	SoB Cmty	L
E1.2 - Establish and maintain partnerships with neighbouring Councils and event organisers to link compatible destinations via cross border programs and events (e.g. York Self Drive Trail, Avon Historic Tourist Drive, Bibbulmun Track)	Ongoing	SoB NC	L
E1.3 - Develop and maintain collaborative and informative working relationships with other trail managers (i.e. DCBA, Parks and Wildlife Services, Forestry, Private Landowners)	Ongoing	SoB DBCA, PWS	L
E1.4 - Collaborate with local trail enthusiasts and user groups to develop trails and associated activities, ensuring that the initiatives fosters economic development.	Ongoing	SoB Cmty	L
E1.5 - Encourage townships and businesses connected to existing/future trails network to become actively appealing and welcoming to trail users and to promote trail experiences on offer.	Ongoing	SoB Cmty	L
E1.6 - Integrate awareness and appreciation of the regions Aboriginal cultural values into trails where supported by Traditional Owners (e.g. interpretation signage, dual naming)	Ongoing	SoB TO	L

08

Management and Funding



08 Management and Funding

Management

Across the Shire, there are many trails which involve a range of stakeholders, and in some cases, multiple land owners. Formalised trail governance models provide clarity about who key stakeholders are and helps to clearly articulate the service levels provided to that trail, as well as stakeholder roles and responsibilities. In many cases, community groups have been formed to help care for a particular reserve or trail, such as 'Friends of Groups.

Formalised governance models should be considered for trails across the region to ensure that desired service levels are met, volunteer involvement is encouraged and trail stewards are empowered in their roles.

Resourcing

An ongoing commitment of funds and resources will be required to achieve the objectives of the Strategy. A range of funding options will need to be considered, together with the sourcing of potential grant programs.

Opportunities to form partnerships with other potential stakeholders will need to be sought where this would deliver synergies and successful outcomes assisting in the completion of the Action Plan.

Potential external funding sources are available through federal and state government programs which could support the development of trail projects. In addition to government funding programs, private and commercial sector opportunities may also be available. Government funding programs continually change so it is recommended that the relevant websites are frequently reviewed.

The Shire of Beverley may contribute funding to the development of the trail network due to the recreational, health and tourism benefits the project will create for the local community.

The Department of Local Government, Sport and Cultural Industries offers the Trail Planning Grants Program which is to ensure trail developments across the state are well informed, substantiated and supported by a consistent planning approach as outlined in the Trail Development Process of the Trail Development Series (Part A).

www.dlgsc.wa.gov.au/funding/sportand-recreation-funding/trail-planning-grantsprogram.

Lotterywest Grants are available for community initiatives such as trails, which have been funded in the past.

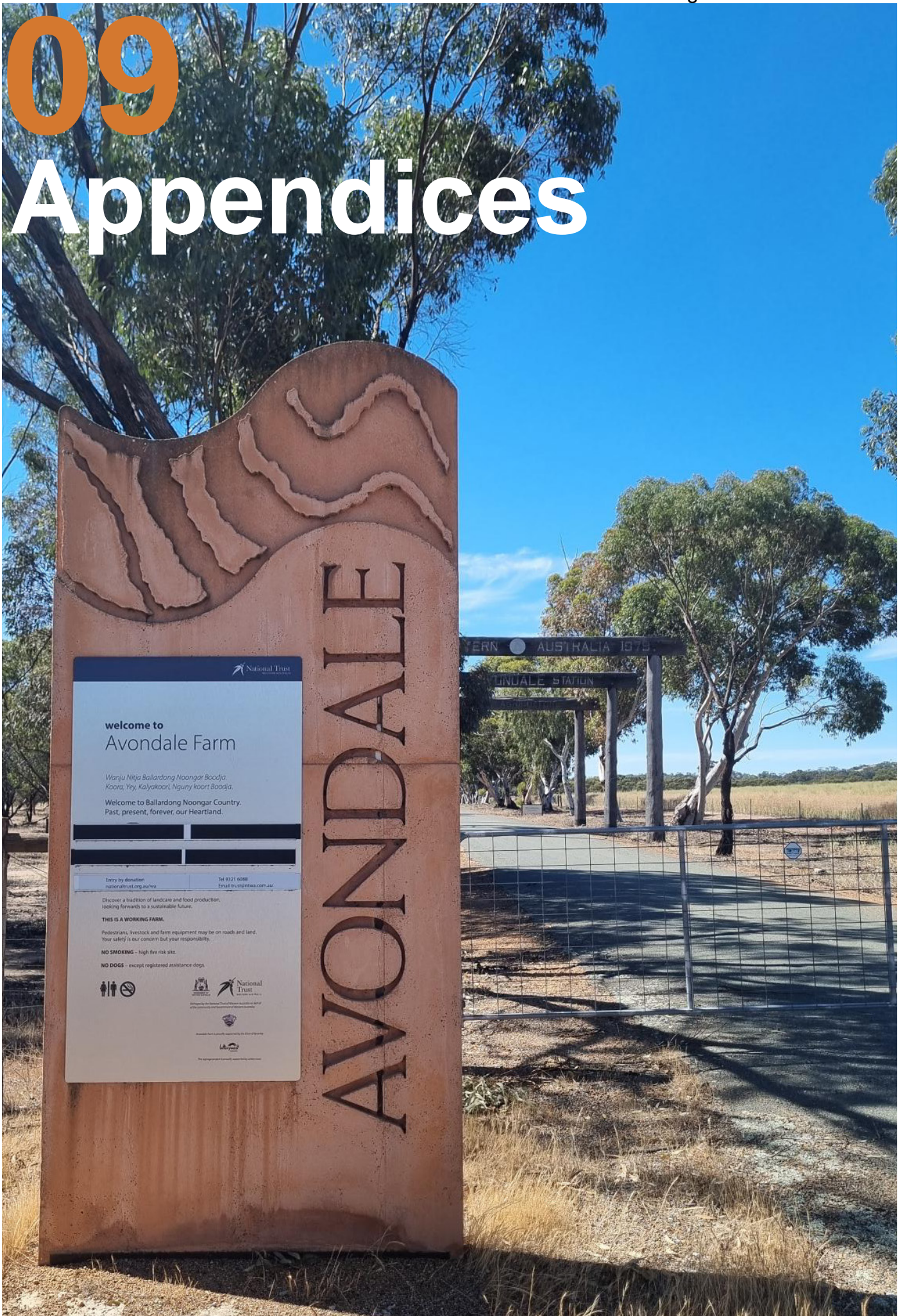
www.lotterywest.wa.gov.au/grants/grant-opportunities

Other grant programs may also become available and these should be monitored online through grant portals such as Grant Connect

<https://help.grants.gov.au/>

09

Appendices



List of Appendices

Appendix A - Literature Review

Appendix A Literature Review

Literature Review Summary

A wide range of background information has been reviewed to inform the development of the Trails Master Plan and ensure alignment with wider objectives across the state, regional and local levels. The key documents which have been reviewed are listed below.

State Level Documents

- Western Australian Strategic Trails Blueprint 2022-2027
- Western Australian Trail Development Series (2019)
- WA Hiking Strategy: Bushwalking and Trail Running in Western Australia 2020-2030
- Western Australian Mountain Bike Strategy: Mountain Biking and Off-Road Cycling in Western Australia 2022-2032
- Taking the Reins: The Western Australian Recreational Horse Trail Strategy (2015)
- More People More Active Outdoors: A Framework for Outdoor Recreation in Western Australia (DLGSC, 2019)

Regional Level Document

- Avon Central Coast 2050 Cycling Strategy Draft (2023)

Local Level Documents

- Shire of Beverley Trails Master Plan (2014)
- Shire of Beverley Strategic Community Plan 2017-2027
- Shire of Beverley Disability Access & Inclusion Plan 2018-2023
- Shire of Beverley Tourism Plan (2016)
- County Peak Trails Signage Content (2020)

Documents of key strategic relevance for the region have been detailed over the following pages. Trail-specific documents have been reviewed to inform the inventory of existing trails and potential future trail opportunities.

A number of concepts/proposals/submission from community members and groups have also been reviewed, as part of the community consultation process.

Western Australian Strategic Trails Blueprint 2022-2027



The *Western Australian Strategic Trails Blueprint 2022-2027* is an overarching guide for consistent and coordinated planning, development and management of quality trails and trail experiences across WA.

The vision of the Blueprint is:

“By 2027, WA’s trails will connect more people to Country through shared experiences in diverse landscapes, resulting in greater community, social, cultural, economic, environmental, health and wellbeing outcomes for WA”.

The Blueprint sets out the following guiding principles.

- Access, equity and inclusion
- Aboriginal leadership and collaboration
- Engagement
- Quality trails
- Sustainability
- Environment and culture
- Community benefit
- Consumer focus
- Consistency
- Innovation
- Visitor economy contribution
- Evidence base

Trails and participation in trail related activities provide a range of social, health, economic and environmental benefits for individuals, communities, key stakeholders and governments, including:

- Low-cost and accessible facilities for recreation
- Low-cost transportation alternative to motor vehicles or public transport

Appendix A Literature Review

- Opportunities to implement placemaking
- Transforming public spaces to strengthen connections between people and these public spaces
- Opportunities to improve the liveability of a community, city or region
- Opportunities for social interaction and development of community identity through participation in trail activities, maintenance and land conservation
- Economic benefits from employment and business opportunities in trail development, management, maintenance, events and supporting products and services
- Economic benefits through increased tourism and spend in communities
- Opportunities for Aboriginal people to share their culture, values and stories through on country learning experiences and alternative approaches to education
- Opportunity for informal education, improved awareness and appreciation of the natural environment and support for its conservation and protection
- Opportunities to foster environmental, cultural and trail stewardship
- Environmental benefits through contributions to conservation efforts and preservation of natural areas
- Access to natural areas increasing the amount of open space available and accessible to the public
- Social and health benefits through improved physical and mental health, increased community cohesion and connection
- Increase opportunities to engage in an active and healthy lifestyle which can result in reduced health care costs, and enhanced productivity.

New and improved trail experiences, improved access, better promotion of trail opportunities and a growing trend towards nature based activities has contributed to increased participation. The demand for trails and trail experiences continues to increase across a number of trail activities. Where this demand is unmet, it has triggered the development of unsanctioned trails causing negative

environmental and cultural impacts. This highlights the need for a coordinated approach to trail planning, design, construction and management that is responsive to current demand and trends. The Blueprint found that:

- Recreational walking is the most popular form of exercise in Australia
- The primary motivators for recreational walking are fun/enjoyment, physical health or fitness, psychological/mental health benefits, to be outdoors/in nature and to walk the dog
- Mountain biking saw the greatest percentage increase in participation of trails based sports in Australia, with 174,000 new participants to the sport between 2017 and 2020
- In 2021, 11 million adult Australians, or 51.9%, regularly went for a vigorous stroll. This was an increase of over 850,000 (+8.5%) on a year earlier.

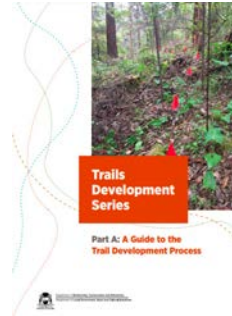
The strategies outlined in the Blueprint which relate to this Trails Master Plan include the following.

- Strategy A1: Grow participation and reduce barriers to maximise the positive benefits of getting communities outdoors.
- Strategy A2: Support safe and responsible trail use through provision of adequate facilities, resources and education
- Strategy A3: Build the capacity of trail-focused events to increase participation and trail led economic stimulus
- Strategy A4: Establish an effective coordinated system for trail communication, promotion and marketing
- Strategy A5: Increase coverage of WA trails in all forms of media, including social media
- Strategy B1: Continue the development and implementation of an integrated and consistent approach to trail planning at the state, regional and local levels
- Strategy D1: Encourage community stewardship for trails by supporting and facilitating improvements in volunteer trail development, maintenance and management
- Strategy D2: Encourage environmental stewardship through participation in trail related training and programs

Appendix A Literature Review

- Strategy D3: Enhance opportunities for community development through participation in trail experiences, activities and programs
- Strategy D4: Identify and engage with Aboriginal people to collaborate in the trail development process and ensure cultural values are integrated across all stages of trail development.
- Strategy E1: Investigate and evaluate trail use and trail technology trends to inform decision making on new trail developments, trail maintenance and trail uses
- Strategy E2: Improve the availability of trail related data and research for use in trail planning, development, management, funding and safety
- Strategy F3: Develop sustainable governance models for trails and/or trail networks
- Strategy G2: Investigate and encourage the adoption and expansion of a range of sustainable funding options for the development, maintenance and management of trails
- Strategy H5: Identify locally and regionally significant trails with the potential to stimulate tourism economies through increased intrastate visitation.

Western Australian Trail Development Series (2019)



The *Western Australian Trails Development Series* (2019) provides best practice guidance to any trail proponent and is presented in four parts:

- Part A - A Guide to the Trail Development Process
- Part B - A Guide to Community Consultation
- Part C - A Guide to using Multi-Criteria Decision Analysis (MCDA)
- Part D - Checklists and Templates

A robust trail development process moves trail development away from a purely design and construction approach to a more considered and planned approach. The Trail Development Process involves eight stages and encompasses a constant evaluation, review and improvement process as trails are being developed, maintained, extended, or renewed. Where possible, each stage should be completed before moving on to the next stage, although some overlaps may occur.

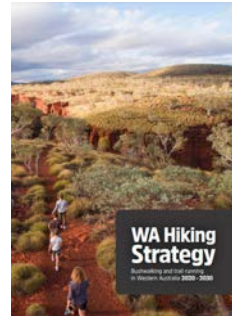
The Trail Development Process is widely considered best practice for all types of recreational trails. It is referenced in many contemporary guidelines and strategies across Australia. Adhering to these guidelines is the expectation of the WA Government and aligning with this process will assist trail projects in attaining inter-agency support.

The Trail Development Process is a scalable process, suitable for the development of a local trail for a small community, through to the development of a large national trail centre or a long-distance trail, and the level of detail for each stage determined where appropriate.

Appendix A Literature Review

The process recommends engaging expert knowledge at various stages. Building rigour into the process will ensure trail proposals are transformed into high-quality, low-maintenance assets. Working within this standardised methodology is the expectation for all trails across WA and is particularly important in high conservation areas where trail planning, design and construction needs to be completed effectively.

WA Hiking Strategy: Bushwalking and Trail Running in Western Australia 2020-2030



The *WA Hiking Strategy: Bushwalking and Trail Running in Western Australia 2020-2030* provides a strategic direction for hiking in WA. The Strategy identifies the potential social, cultural, economic, environmental, health and wellbeing outcomes for WA and articulates a direction for realising these. It also seeks to maximise the opportunity for all Western Australians and visitors to benefit from access to an appropriate range of hiking experiences and will guide the sustainable development of hiking activities and associated trails infrastructure.

The vision of the Strategy is for:

“All Western Australians and visitors to have the opportunity to connect to country and explore natural landscapes through bushwalking and trail running”.

The following objectives are outlined in the Strategy. These objectives will need to be considered in the development of this Trails Master Plan.

- Objective 1 Maximise Participation Outcomes: Encourage participation at all levels and capitalise on the benefits of trail running and bushwalking
- Objective 2 Grow the Visitor Economy: Grow visitation by increasing the reputation of WA's new and existing experiences, including commercial enterprises, events and activities
- Objective 3 Sustainable Trail Development and Maintenance: Develop and manage sustainable hiking opportunities in WA
- Objective 4 Effective Governance and Advocacy: Increase and optimise the management and resourcing of hiking activities in WA through strong governance and advocacy.

Appendix A Literature Review

Western Australian Mountain Bike Strategy: Mountain Biking And Off-Road Cycling In Western Australia 2022-2032



The purpose of the *Western Australian Mountain Bike Strategy: Mountain Biking And Off-Road Cycling In Western Australia 2022-2032* is to provide an updated strategic direction for mountain biking in WA.

The Strategy identifies the current and emerging key challenges and opportunities facing mountain biking and provides a series of strategies and supporting recommendations aimed at maximising the potential for social, cultural, economic, environmental, health and wellbeing outcomes for WA. It seeks to maximise the opportunity for all Western Australians and visitors to benefit from access to an appropriate range of mountain biking experiences and will guide the sustainable development of mountain biking activities and associated trails infrastructure.

The vision for mountain biking in WA is:

“More Western Australians and visitors can access and participate in mountain bike opportunities that are sustainable and provide long term health, economic, social, cultural and environmental benefits to the community”.

The Strategy defines the following five mountain biking user markets/types.

- Leisure
- Enthusiast
- Sport
- Independent
- Gravity.

Different types of mountain biking users require different types of trails, which are usually defined by the terrain. The Strategy defines the following eight types of mountain bike trails:

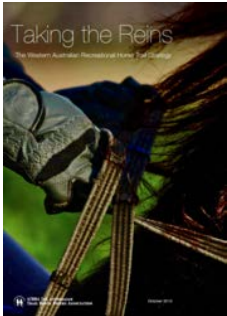
- Cross country
- All mountain/enduro
- Downhill
- Freeride
- Park
- Touring
- Gravel
- Cyclocross.

The Strategy sets out the following four focus areas which will need to be considered in the development of this Trails Master Plan.

- Focus Area 1 Governance And Planning: Implement effective governance and planning processes to ensure a coordinated and sustainable approach to mountain biking in WA
- Focus Area 2 Sustainable Trail Development and Management: Develop and manage sustainable mountain biking trails and experiences in WA
- Focus Area 3 Participation: Grow participation by improving opportunities for all the community to access mountain bike experiences
- Focus Area 4 Mountain Bike Marketing, Tourism and Economic Impact: Maximise the benefits that mountain biking can deliver to our communities.

Appendix A Literature Review

Taking the Reins: The Western Australian Recreational Horse Trail Strategy (2015)



The focus of *The Western Australian Recreational Horse Trail Strategy* (2015) is to provide clear guidance for decision makers, land managers, trail planners and the horse trail community. It is a coordinated and structured approach to horse trail development and management.

The vision of the Strategy is for:

“WA to have the opportunity to enjoy diverse and quality horse trail experiences”.

The five strategic priorities outlined in the Strategy are:

- Trails Inventory - A state-wide network of diverse, well located, sustainable, managed, maintained and connected trails that meets the demand and range of experiences
- Trails Access - Easily located trails, with current and accurate trail information, that are safely accessed
- Facilities and Infrastructure - Facilities and infrastructure, suitable for horse use and appropriately maintained
- Education and Advocacy - Enhance a mutual understanding of horse trail riding and other trail activities to maximise safety, enjoyment and trail harmony and minimise impacts
- Management and Governance - Establish a strong, sustainable and coordinated approach to the management and governance.

More People More Active Outdoors: A Framework for Outdoor Recreation in Western Australia (DLGSC, 2019)



Outdoor recreation, nature-based tourism and adventure recreation make a significant contribution to the health, wealth, wellbeing and happiness of individuals and communities in WA. The purpose of the framework is to guide local and regional outdoor recreation planning by government, corporate and community stakeholders. It is also intended to encourage cross agency and organisational collaboration to maximise the benefits of outdoor recreation for participants and service providers.

The five pillars which support the benefits of outdoor recreation include:

- Personal development, challenge and enjoyment
- Improved health and wellbeing
- Outdoor learning
- Connection to nature
- Economic development.

The current issues associated with outdoor recreation include:

- Pathways to participation
- Access to outdoor places
- Managing risk
- Pathways to employment.

Results from a previous community perceptions survey regarding sport and recreation in WA found that:

- 8 in 10 people feel it is important to have local places to be active in nature and only 2 in 3 are satisfied that these spaces are available

Appendix A Literature Review

- 8 in 10 people feel that it is important to have places for adventure sports and outdoor recreation to grow and develop and only around 2 in 3 are satisfied that these spaces are currently available.

To guide action planning, it is suggested that project partners consider the four fundamental objectives of valuing, encouraging, enabling and developing outdoor recreation.

Avon Central Coast 2050 Cycling Strategy Draft (2023)



The *Avon Central Coast 2050 Cycling Strategy Draft* (2023) sets out a long-term vision of creating safe, resilient, vibrant and integrated communities across the Avon and Central Coast regions, encompassing the shires of Beverley, Chittering, Dandaragan, Gingin, Northam, Toodyay and York. The Strategy aims to create an overall integrated network throughout the Avon and Central Coast regions that is safe, comfortable and direct to encourage users of all ages and abilities.

The Strategy found that the population of the Avon Central Coast region to forecast to double from 35,500 to 71,000 by 2050. Avon is expected to experience a more robust and sustained rate of population growth over the next decade given its relative proximity to the Perth Metropolitan Area.

Coordinated wayfinding, promotion and trail friendly towns and businesses can all contribute to the attractiveness of long and short distance trails. The Strategy identifies the Beverley Heroic route as a key long distance cycling trail. Providing linking infrastructure provides opportunities to promote an integrated trail from the coast (Guilderton) to Beverley. The State Government's Long-Term Cycle Network proposes cycle routes for Beverley, including constructing a path along John Street, with east-west connections north of the town centre. John Street provides an important link for residents to workplaces in the town centre, the Beverley District High School and other community facilities.

Another key cycle route outlined in the Strategy is creating a connection from York to Beverley via a transport trail. This will create a tourist attraction allowing for day trips to experience both the riverine attractions as well as the heritage of the area and farming hinterland. This will also provide opportunities to enhance the knowledge

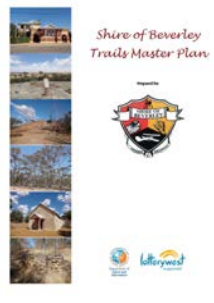
Appendix A Literature Review

of Aboriginal history, culture and heritage through showcasing seasons and song lines and recognising important aspects of the area.

The Strategy outlines the following strategic priorities for cycling in the Shire. These will need to be considered in the development of the Trails Master Plan.

- Beverley Heroics Road Cycling Route – Provide warning signage and wayfinding to show road cycling route and consider options to provide increased safety
- Commonage Hill Trail – Design Commonage Hill to connect historical precinct to Commonage Hill recreation trails via river side trail
- Beverley to Mundaring Road Cycling Route – Provide warning signage and wayfinding to show road cycling route along Talbot Road West and consider options to provide increased safety
- York to Beverley Trail – Conduct a feasibility, design and construct of a transport trail between York and Beverley
- Upgrading Hunt Road – Design and construct path infrastructure upgrades on Hunt Road between John Street and Vincent Street to improve access to shopping areas, caravan parks and accommodation
- Smith Street – Design and construct a path on Smith Street between Forrest Street and Beverley Trail to improve local residential connectivity and provide access to recreational trail
- Taylor Street – Design and construct a path on Taylor Street between Forrest Street to provide access to recreational trail
- Hamersley Street – Design and construct a path on Hamersley Street between Vincent Street and Beverley Racecourse to provide access to recreational destination.

Shire of Beverley Trails Master Plan (2014)



The *Shire of Beverley Trails Master Plan* (2014) provides a framework to direct the planning of trails in the Shire to ensure they are well planned, managed, resourced, promoted and maintained and, where practical, linked to external trail networks and wider regional trails. The purpose of the previous Trails Master Plan was to identify existing trails and assist in forward planning for the provision of new trails throughout the Shire.

The previous Trails Master Plan recommended the following eight specific trails projects.

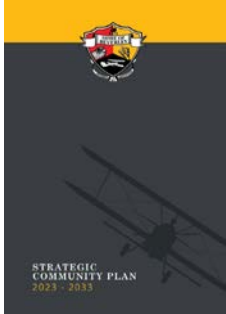
- Projects 1 and 2: Beverley Town Heritage Trails (Design and Development Project)
- Projects 3 and 4: Dale Trail – Stage 1 (The GeoTrails) (Design and Development Project)
- Project 5: Beverley Pioneers Trail at County Peak (Design and Development Project)
- Project 6A: Avondale Bushland Trail (Re-development Project)
- Project 6B: Avondale Link Trail (Design and Development Project)
- Projects 7 and 8: Drive Trails Project (Design and Development Project)

In addition to the above projects, the previous Trails Master Plan recommends that the deficiencies associated with the Mt Dale Circuit are brought to the attention of DBCA. The Plan also recommends the implementation of a Trails Marketing and Promotion Program.

It is important to consider the outcomes of the previous Trails Master Plan in the development of this Trails Master Plan to identify any gaps in existing information and consider any outstanding priority trails projects. It is noted that the previous Trails Master Plan was developed in 2014 and some of the information may be outdated.

Appendix A Literature Review

Shire of Beverley Strategic Community Plan 2023 - 2033



The *Shire of Beverley Strategic Community Plan 2023-2033* is a Council visionary document for the next 10 years and will guide decision making.

The vision of the Plan is *“A vibrant and progressive community which values its history in a welcoming and friendly place to live, work and visit. Beverley is the place to BE!”*

The Plan sets out four strategic pillars - economy, community, environment and civic leadership. Each pillar has an aspiration and desired outcomes. The strategic priorities are:

Economy

- 1.1 Safe, efficient and connected transport network
- 1.2 Reliable and fast telecommunications
- 1.3 Attractions & experiences are promoted
- 1.4 Stable increase in resident population
- 1.5 Local business growth
- 1.6 Locals can participate in the workforce

Community

- 2.1 High quality arts and cultural experiences
- 2.2 Preservation and protection of local heritage
- 2.3 Active and healthy community
- 2.4 Older residents feel safe and connected

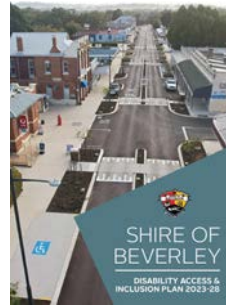
Environment

- 3.1 Diverse recreation and leisure activities amongst our natural assets
- 3.2 Well prepared for adverse natural events
- 3.3 Natural resources are sustainably managed

Civic Leadership

- 4.1 Community and customer focus
- 4.2 Continuous organisational improvement
- 4.3 Responsible planning

Shire of Beverley Disability Access & Inclusion Plan 2023 - 28



The seven outcomes of the *Shire of Beverley Disability Access & Inclusion Plan 2023 -28* include:

1. People with disability have the same opportunities as other people to access the services of, and any events organised by the Shire of Beverley
2. People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Beverley
3. People with disability receive information from the Shire of Beverley in a format that will enable them to access the information as readily as other people are able to access it
4. People with disability receive the same level and quality of service from the employees of the Shire of Beverley as other people receive
5. People with disability have the same opportunities as other people to make complaints to the Shire of Beverley
6. People with disability have the same opportunities as other people to participate in any public consultation by a public authority
7. People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Beverley.

With the largest age group in Beverley being 65 years and over and recognition that disability comes in many forms, the Shire is committed to ensuring it meets the required legislation and promotes a proactive approach to Disability Access and Inclusion into the culture and daily routine of the Shire of Beverley.

Appendix A Literature Review

Shire of Beverley Tourism Plan (2016)



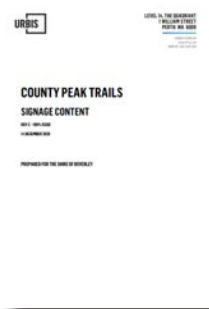
The *Shire of Beverley Tourism Plan* (2016) was developed to:

- Facilitate decision making by Council
- Support economic growth
- Provide direction for tourism stakeholders
- Encourage community collaboration
- Enable integrated planning and review processes
- Support the achievement of a standard level of sustainable and quality products, services and experiences.

The Plan identifies the following existing and potential areas of interest to the tourism market in the Shire. These areas of interest will be considered in the development of this Trails Master Plan as potential areas for trail development.

- Avon River
- County Peak
- Yenyening Lakes
- Deep Pool
- Commonage
- Avondale Bushland
- Trails Bushland Reserves.

County Peak Trails Signage Content (2020)



The *County Peak Trails Signage Content* (2020) was prepared by Urbis and identifies a variety of walk trails which have the potential to be developed at County Peak. The name and description of these trails is provided below.

- Be a Birdwatcher Trail (26 metres): Take a short stroll through the trees, listen to local bird song, and keep an eye out for the wedge-tailed eagle nest aloft the treetops. Don't forget to look up
- Be a Storyteller Trail (800 metres): Meander your way to Cave Hill; a historic and modern-day meeting place perfect for relaxing and sharing stories of the past and present
- Be a Hiker Trail (525 metres): Climb to the summit of County Peak to see what the locals love about this special place. Atop Mount Quajabin you will discover uninterrupted, 360-degree views of the seemingly endless landscape below
- Be an Explorer Trail (1350 metres): As you make your way around Peak Road, learn about the European explorers and their efforts to understand and work with the surrounding land
- Be a Bushwalker Trail (1350 metres): Immerse yourself in nature as you complete a bushwalk through wandoo woodland. Keep an eye out for the 14 wildflower types in spring and learn about local native fauna along the way
- Be an Adventurer Trail (715 metres): Venture off the beaten track and beyond the trees toward Dog Kennel Hill. Legend has it that wild dogs once lived in the caves below the hill.

Tredwell Management Services

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12.6 Avon Valley Memorandum of Understanding (Tourism)

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	14 February 2024
Applicant:	Administration
File Reference:	ADM 0469
Author and Position:	Jacinta Murray, Tourism Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Author - Area of Employment
Attachments:	Avon Valley Memorandum of Understanding

SUMMARY

Council to consider endorsing Avon Valley Memorandum of Understanding 2024-2027. The MOU is an agreement between the five Shires: Northam, York, Toodyay, Goomalling, and Beverley.

BACKGROUND

The five Shires have been working in collaboration for the development of the Avon Valley tourism region since the collapse of the Avon Tourism Inc. The Avon Valley region is a sub region of the Destination Perth Regional Tourism Organisation (RTO).

The five Shires were members of Avon Valley Tourism Inc which folded in 2019. The collapse of the sub region left marketing and promotion to be solely marketed by "Destination Perth" which is our Regional Tourism Organisation.

An informal working group formed in 2019 between representatives of the five Shires: Northam, York, Toodyay, Goomalling, and Beverley to work together on projects on the region to keep the Avon Valley on the map. The officers from the Shires met and worked on projects including trails, brochures, and a stand at the Caravan & Camping Show in 2020 (with March 2019 being the final stand organised by Avon Tourism Inc). Representatives from Victoria Plains and Chittering were not interested in partaking in these activities.

In our efforts to keep the Avon Valley as a tourism sub region we were able to obtain a corporate partnership package with Destination Perth which includes all shires paying 1/5 of the membership. As part of this membership, we have over the last few years achieved many things including new branding, booklets, the caravan & camping is now coordinated by Destination Perth and many marketing activities and famils. This has resulted in a suite of photographs and many social media mentions from industry.

This partnership is limited in the activities that can be progressed without a formal agreement in place. Destination Perth are solely a marketing organisation and the Avon Valley do not have a designated website or social media accounts.

COMMENT

The five collaborating shires have identified an initial objective to progress tourism in the region, is to develop a strategic plan. This would identify our steps forward in a coordinated approach. It is anticipated that an administration role would be needed to coordinate marketing and a website.

Currently, there is no official Avon Valley website or social media platforms to promote the region. The partnership forged with Destination Perth two years ago between the Shires has provided a landing page on the Destination Perth website and the RTO continues to work with the group to promote the region through the Corporate Partnership.

The proposed MOU would give an outcome similar to the alliance in the Pioneers Pathway or Roe Tourism, which involves a MOU between adjoining shires to work together to promote the Pioneer Pathway and Pathway to Wave Rock routes. This formal partnership alliance in the form of a MOU will allow the group to access grants and funding for activities including the development of a Strategic Plan.

The prompt agreement by the participating Shires would allow budgeting and planning allocations for the 2024/25 financial year.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

Council

Shire of Beverley Staff

FINANCIAL IMPLICATIONS

The approved Memorandum of Understanding would commit Council to a maximum of \$2,500 per annum on any given year. Any additional funding over this amount would require unanimous agreement between the five shires to contribute to a specified project. No monies will be held on account.

Any changes to the expected financial commitment are to be communicated by March each year to allow budgetary considerations to Member Councils.

STRATEGIC IMPLICATIONS

Strategic Pillar:

1. Economy
2. Community
3. Environment
4. Civic Leadership

Strategic Priorities:

- 1.3 Beverley attractions and experiences are promoted
- 2.3 Active and healthy community
- 3.1 Diverse recreation and leisure activities amongst our natural assets
- 4.3 Responsible planning

POLICY IMPLICATIONS

Nil

RISK IMPLICATIONS

Low (4) - It is considered that signing the Memorandum of Understanding has low risk.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M24/0224

Moved Cr Ridgway

Seconded Cr Sattler

That Council endorses the partnership between the Shires of Northam, York, Toodyay, Goomalling, and Beverley in the form of the attached Memorandum of Understanding 2024-2027.

CARRIED 8/0



MEMORANDUM OF UNDERSTANDING

2024 -2027

FOR: AVON VALLEY TOURISM REGION

BETWEEN: SHIRE OF BEVERLEY

SHIRE OF GOOMALLING

SHIRE OF NORTHAM

SHIRE OF TOODYAY

SHIRE OF YORK



1. PARTIES TO THE AGREEMENT

This document represents an agreement between the following parties (to be known as Member Councils):

- SHIRE OF BEVERLEY
- SHIRE OF GOOMALLING
- SHIRE OF NORTHAM
- SHIRE OF TOODYAY
- SHIRE OF YORK

2. PREAMBLE

- 2.1 Memorandum of Understanding (MOU) covering the period of 1 July 2024 – 30 June 2027, in place to provide funding to continue to collaboratively develop tourism in the region through the development, promotion and marketing of the Avon Valley as a sub region of Destination Perth.
- 2.2 The alliance between the five (5) partner organisations are all Local Government Authorities under the Local Government Act 1995 (as amended). Governed by the RTA Constitution, adopted on 15 October 2018.
- 2.3 The parties of this MOU understand and acknowledge the strategic nature of this MOU.
- 2.4 This MOU may be renegotiated or renewed by further agreement between the parties to this MOU.
- 2.5 The parties to this MOU have recorded their understandings and obligations and as signatories to this document agree to the following as outlined in this document.

3. AVON VALLEY REGION MEMBER COUNCIL REPRESENTATIVES

- 3.1 To be an independent advisory body for the Member Councils served by the Avon Valley Region.
- 3.2 To maximise the economic return from the visitor economy through promoting and developing the tourism industry of the region.
- 3.3 To implement Strategic Plans and Marketing Plans for the region.

4. AVON VALLEY REGION MEMBER COUNCIL REPRESENTATIVES' ROLE

- 4.1 The role of the Avon Valley Region Representatives for the duration of this MOU will be to:
 - I. Develop and oversee a Strategic Plan.
 - II. Develop and oversee the delivery of the yearly activity and Marketing Plan for the Avon Valley Region.
 - III. Ensure that industry relationships are nurtured and developed through communication channels, activities, events, professional development, and other appropriate mechanisms.
 - IV. Ensure regular and formal communication with key stakeholders including Member Councils, Local Tourism Associations, peak industry bodies and relevant government agencies.

5. MEMBER COUNCILS

- 5.1 The role of the Member Council for the duration of the MOU will be to
- I. Acknowledge the role of the representatives and actively promote the Avon Valley Region
 - II. Annually nominate a staff member to be Member Council Representative
 - III. Work collaboratively on projects.
 - IV. Support the involvement of representatives in projects and promotions.
 - V. Work with stakeholders to develop tourism at a local level.

6. FINANCIAL CONTRIBUTIONS

- 6.1 Member Councils are required to make financial contributions that are equal between each Shire with the intention of the contribution to be towards specified projects or initiatives for the group.
- 6.2 External Funding may be sought for the group.
- 6.3 Annual financial contribution information is to be communicated to Member Councils in March each year for budgetary considerations.
- 6.4 In the event there is employment of an officer to coordinate and manage the marketing and development of the group there will be a revision of this MOU to include annual salary contributions.

7. WITHDRAWAL OF MEMBER COUNCILS

- 7.1 A member Council may at any time withdraw from the MOU upon giving twelve (12) months' written notice of its intention to withdraw.
- 7.2 The withdrawal of a Member Council shall take effect from the end of the financial year, in which the notice of withdrawal under 7.1 is given.
- 7.3 The Member Council shall still be liable for its financial contribution to full membership costs for the duration of the notice period.

8. ADMITTING NEW MEMBERS

- 8.1 Section 3.65 of the Local Government Act 1995 is to apply if a Regional Local Government is established.
- 8.2 Prospective new Member Councils shall be required to submit an application in writing to the alliance for full membership.
- 8.3 Prospective new Member Councils may be admitted to join, subject to unanimous agreement of the current members.
- 8.4 If a new member Council applies to join, the partner Member Councils shall determine and consider any additional 'entry' costs incurred for updating website, alterations to MOU, printing of promotional materials and any other associated costs.
- 8.5 On entry, a new Member Council shall be liable to pay the determined 'entry' cost, in addition to the annual Full member fee.

9. COMMUNICATION AND EXCHANGE OF INFORMATION

- 9.1 Information dissemination is largely via email. Records are to be retained as per the record keeping plan of the respective local government. Agendas and minutes are to be retained by each local government.
- 9.2 All member councils recognise the importance of regular communication – both formal and informal to the success of the tourism region and commit to open and regular dialogue.
- 9.3 Member councils will ensure that delegates attend all meetings or nominate a proxy as necessary.

10. INTELLECTUAL PROPERTY

- 10.1 Rights of the intellectual property produced will be retained by the group.

11. DISPUTE RESOLUTION

- 11.1 If any dispute arises between the parties carrying out the principles of the MOU, the parties will seek genuine resolution to resolve the difference or dispute between them.

12. TERMS OF THE MOU

- 12.1 The Memorandum of Understanding lapses on the 30 June 2027.
- 12.2 The agreement may be extended upon mutual agreement of all signatories.

The Parties to this Memorandum of Understanding are:

SHIRE OF BEVERLEY

Chief Executive Officer	_____	_____
	Print Full Name of Authorised Person	Signature

Shire President	_____	_____
	Print Full Name of Authorised Person	Signature

SHIRE OF GOOMALLING

Chief Executive Officer	_____	_____
	Print Full Name of Authorised Person	Signature

Shire President	_____	_____
	Print Full Name of Authorised Person	Signature

SHIRE OF NORTHAM

Chief Executive Officer	_____	_____
	Print Full Name of Authorised Person	Signature

Shire President	_____	_____
	Print Full Name of Authorised Person	Signature

SHIRE OF TOODYAY

Chief Executive Officer	_____	_____
	Print Full Name of Authorised Person	Signature

Shire President	_____	_____
	Print Full Name of Authorised Person	Signature

SHIRE OF YORK

Chief Executive Officer	_____	_____
	Print Full Name of Authorised Person	Signature

Shire President	_____	_____
	Print Full Name of Authorised Person	Signature

SCHEDULE A: 2024- 2027 PERFORMANCE INDICATORS

Areas of priority for the Avon Valley Region for the life of this MOU are:

- Developing and maintaining a website
- Developing tourism products
- Marketing our region and products

The strategic priorities will be outlined in further detail in the proposed Strategic Plan.

SCHEDULE B: MEMBER COUNCIL INVESTMENT

The annual investment by Member Councils for the life of this MOU is set out below. It is noted that all amounts are exclusive of GST.

- The Financial commitment of \$2,500 per annum is the maximum requested on any given year unless unanimously agreed upon by parties. Investment will be contributed on a per project basis, with no monies held on account.
- Any changes to the expected financial commitment are to be communicated by March each year to allow budgetary considerations at Member Councils.

SCHEDULE C: IN KIND SUPPORT

- Meeting space and catering as required.
- Support for the delivery of key activities through communication channels, utilising existing staffing, participation in meetings and appropriate activities.
- Assistance with staffing regional tourism promotions and events i.e. annual Caravan & Camping Expo.

Additional in-kind support may be sought over the life of the MOU. Requests can be accepted or rejected by member councils.

SCHEDULE D: TERMS OF REFERENCE, MEMBER COUNCIL REPRESENTATIVES

Member Council Representative will commit to:

- Attend all meetings, and if necessary, nominate a proxy to attend.
- Share all communications with all representatives, in an open and honest manner.
- Make timely decisions and undertake required actions accurately and meaningfully to not hold up the implementation of activities.
- Any financial decisions that exceed or are beyond the agreed Member council investment are to be taken back to Member Councils for approval before proceeding.
- Notify Members as soon as practical, if any matter arises which may be deemed to affect the alliance and the projects outlined in this MOU.
- A meeting quorum will be three (3) member representatives. Decisions will be made by consensus.
- There will be a minimum of 3 meetings per year for 2 hours hosted on rotation by each member council.
- The host of the meeting will provide the Agenda and provide minutes post meeting to all members in a timely manner.
- Additional meetings may be called during project planning and implementation. The arranged time will be convenient to all members.
- Order of meetings:
 - I. Goomalling
 - II. Northam
 - III. Toodyay
 - IV. York
 - V. Beverley

12.7 Beverley Station Arts – Lotterywest Grant Application

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	22 February 2024
Applicant:	Beverley Station Arts
File Reference:	ADM 0312
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	No
Attachments:	Auspice Template

SUMMARY

Council is requested to auspice a Lotterywest grant funding application for the Beverley Station Arts.

BACKGROUND

Beverley Station Arts (BSA) would like to apply to Lotterywest for grant funding to improve lighting within the gallery extension; Platform Theatre – sound, audio visual and staging upgrading; and restoration and renovation of the train carriage. The total project is approximately \$200,000.00. The auspice is required as BSA are not registered for GST and grant applications for infrastructure projects over \$15,000.00 also require the auspice of the asset owner, being the Shire of Beverley.

COMMENT

Both Station Arts and the Shire of Beverley met with Lotterywest representatives (separately) on Thursday 15 February 2024. Lotterywest appear to be very supportive of the Beverley Station Arts project providing the Shire of Beverley will be the Auspice for the grant.

The Shire of Beverley will receive the grant funding, pay the invoices and acquit the grant on behalf of Beverley Station Arts. Shire administration does not have the staffing capacity to complete the application detail, so this will fall to the responsibility of the Beverley Station Arts.

Preliminary information provided by BSA for their application:

Gallery Extension Lighting 30K Approx.

This is to assist us with the fit out of the Gallery Extension. Due to the cost increases incurred over the delays with this project we need to find extra funding for some of the fit out and in particular the special lighting/ lighting tracks required to make the space adaptable for various uses.

Platform Theatre Lighting, Sound, Audio Visual and Staging upgrade \$100K Approx.

Currently the 10-year-old lighting is not fit for many purposes, and it means that we are limited to what we can show at the platform, reliant on touring companies to supply and therefor costs are higher and in the case of our Beverley Amateur Dramatics performances our lighting is simply substandard.

In terms of the sound equipment, the upgrade would mean that we would have a permanent/fixed sound setup and alleviate the need to spend a huge amount of

money and resource setting up for shows. It will also provide a safer set up as we won't have to be running cables across the seating area.

With the addition of a permanent Audio-Visual system, this will not only allow the Platform to host regular movie nights but also mean we can live stream with ease Performing Arts events similar to the Opera the BSA live streamed in Feb 2023. Audio Visual systems are widely now used as backdrops, so whilst increasing the visual experience for the audiences, decreases the need to build copious amounts of sets.

We are also aiming to increase the staging functionality of the Platform Theatre by adding in curtain tracks and runners to actually have stage curtaining.

This upgrade will really add to scope of works that the Beverley Amateur Dramatics can consider when planning productions as well as the BSA overall.

Train Carriage restoration & renovation \$70K Approx.

The train carriage is firstly in need of the roof being re-tared and this needs to occur before winter – this is urgent.

The renovation of the carriage will see us turn this already very popular tourist attraction into a valuable addition to the Station Arts Garden precinct.

Plan is to convert the carriage into a multiuse area by adding a raised Bar, Seating and it will be used to showcase the history of the Station from being almost demolished to saved and restored as it is today. A small museum for railway memorabilia adding another place of interest for community and tourists alike.

STATUTORY ENVIRONMENT

Local Government Act 1995

CONSULTATION

Beverley Station Arts
Lotterywest
Council

FINANCIAL IMPLICATIONS

The Shire of Beverley will receive the grant funding, pay the invoices and acquit the grant on behalf of Beverley Station Arts.

In accordance with the *Local Government Act 1995*, Council must approve all income and expenditure. If the application is submitted prior to 30 June 2024, the unbudgeted expenditure will need to be approved by Council resolution.

A formal resolution to amend the budget will be brought to Council once the final costs for the application are known.

STRATEGIC IMPLICATIONS

- Strategic Pillar: 1. Economy
2. Community
4. Civic Leadership
- Strategic Priorities: 1.3 Beverley attractions and experiences are promoted
2.1 High quality arts and cultural experiences
2.2 Preservation and protection of local heritage
2.3 Active and healthy community
4.1 Community and customer focus
4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Lotterywest have introduced a formal Auspicing Agreement to mitigate risk to the auspicing organisation and ensuring the targeting project and associated community group remain accountable.

There is a small risk that the partnership between Beverley Station Arts and Shire of Beverley to complete the project may have difficulties, this could be due to internal issues such as staffing and volunteers or external issues such as material supply. However, both the Shire and Station Arts have a strong history of completing grant funding projects. There is a risk that if BSA do not receive funding to make improvements the Platform Theatre and gallery may not be suitable for visiting performances and shows.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M25/0224

Moved Cr Ridgway

Seconded Cr Davis

That Council authorise the auspicing of the Lotterywest grant on behalf of the Beverley Station Arts, providing:

- 1. The Beverley Station Arts develop the grant information and seek the required quotes for the application; and**
- 2. The final cost is brought back to Council in order to amend the 2023/24 budget or make allocation in the 2024/25 budget.**

CARRIED 8/0

AUSPICING AGREEMENT

1. Defined Terms:

The Auspicor (the organisation providing support to the Auspicee)

[insert name and address]

The Auspicee (the organisation who is receiving support and guidance)

[insert name and address]

The Project

[insert details of the Project]

The Funds/Funding A Lotterywest grant of *[insert amount]* for the Project
(or such other grant amount agreed to be provided by
Lotterywest)

2. In the event that Funding is approved, the Auspicee will:

- a) Deliver the Project within the agreed time frame as set out in the Grant Approval Schedule (which is provided in the approval letter sent to the Auspicor);
- b) Only use the Funds for the Project;
- c) Take all reasonable steps to comply with relevant terms and conditions of the [Lotterywest Conditions of Grant](#) and the Grant Approval letter as if the Auspicee were the recipient of the grant;
- d) Provide sufficient information and take all reasonable steps to enable the Auspicor to comply with the [Lotterywest Conditions of Grant](#);
- e) Nominate *[insert name and position]* as the contact person for the Project;
- f) Notify the Auspicor of any issues concerning the Project (including any fraudulent events or other events or omissions that could affect the Project) and provide progress reports when requested by the Auspicor;
- g) If requested, provide to the Auspicor in a timely manner all accounts, tax invoices and receipts showing expenditure of the Funding for the Project;
- h) Be responsible for any shortfall in funds necessary to carry out the Project;
- i) Where relevant, be responsible for the return to the Auspicor of any Funds not expended for the Project;
- j) Be able to terminate this agreement by giving notice in writing if the Auspicor does not disburse the Funding as required or is in breach of an obligation under this agreement and has failed to remedy the breach within 30 days of notice of the breach;

- k) Make announcements and communicate to the media in relation to the Project only as permitted or directed by the Auspicor and Lotterywest;
 - l) After the end of this agreement and in accordance with relevant statutory record keeping periods, permit access to its accounts and records, relating to the Project, and to any of its offices or buildings where that information may be held, to the Auspicor and its duly authorised agents and employees, for the purpose of verifying the expenditure of the Funding for the Project and to take copies of all such information.
 - m) *[Optional – delete if not required]* Indemnify the Auspicor in respect of any loss or damage in connection with the Project and its delivery;
 - n) *[Optional – delete if not required]* Obtain all necessary licences, permits and insurances to complete the Project and provide evidence of such as directed by the Auspicor;
 - o) *[Optional – delete if not required]* Comply with all State, Territory and Commonwealth law (including the Working with Children (Criminal Record Checking) Act 2004 (WA)) relating to the employment or engagement of people who work or volunteer with children, including mandatory reporting and working with children checks under that legislation;
 - p) *[Optional – delete if not required]* Own the intellectual property produced as part of the Project (Intellectual Property) unless otherwise agreed by the Auspicor and Lotterywest;
 - q) *[Optional – delete if not required]* Grant the Auspicor a licence to use the Intellectual Property but only for the purposes of promotion of the Project;
 - r) *[Optional – delete if not required]* In consideration of the services provided by the Auspicor under this agreement, allow the Auspicor to deduct and retain the administration fee set out in clause 4(j) from the Funding for the Project where relevant;
 - s) *[Optional – include additional term/s as required]*
3. The Auspicee and Auspisor will not:
- a) Infringe the intellectual property rights of third parties.
4. The Auspisor will:
- a) Apply for Lotterywest Funding for the Project;
 - b) Receive the Funding from Lotterywest on behalf of the Auspicee;

- c) Disburse the Funding, less any administration and/or project support fee set out in clause 4(j), as required including payment of invoices and providing receipts as required;
- d) Comply with the terms and conditions of the Lotterywest Grant including managing GST for the Funding;
- e) Provide information and reports as required by Lotterywest in relation to the progress of the Project and the acquittal of Funds;
- f) Nominate *[insert name and position]* as the contact person for the Project;
- g) Be responsible for the return to Lotterywest of any Funds not expended for the Project;
- h) Be able to terminate this agreement by giving written notice if the Funding is terminated, the Auspicee cannot deliver the Project or is in breach of an obligation under this agreement and has failed to remedy the breach within 30 days of notice of the breach;
- i) Make announcements and communicate to the media in relation to the Project only as permitted or directed by Lotterywest.
- j) *[Optional – delete if not required]* If required, charge an administration and/or project support fee of *[insert percentage or amount]* of the total Funds;
- k) *[Optional – delete not required]* Provide the benefit of the Auspicor's insurance cover to the Auspicee for the purposes of the Project where appropriate and agreed with the Auspicee;
- l) *[Optional – delete if not required]* Provide premises, facilities and resources as follows if appropriate: *[insert details]*
- m) *[Optional – include additional term/s as required]*

5. The Auspicee and Auspicee:

- a) Must agree in writing to any amendment of this agreement and notify Lotterywest;
- b) Respect the confidentiality of information of the other party;
- c) Must meet and confer in relation to any dispute arising under this agreement to attempt to resolve the dispute;
- d) Acknowledge that no relationship of partnership or employer and employee is intended to arise;
- e) Agree that this agreement continues until:

- (i) all Funds have been acquitted and/or audited to the satisfaction of Lotterywest; or
- (ii) until it is otherwise terminated in accordance with this agreement, whichever comes first.

Signed:

Signed for and on behalf of the **Auspikor** by its authorised signatory/signatories.

Signed: Name:

Dated: Position:

Signed: Name:

Dated: Position:

Signed for and on behalf of the **Auspicee** by its authorised signatory/signatories.

Signed: Name:

Dated: Position:

Signed: Name:

Dated: Position:

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil

14. CONFIDENTIAL ITEMS

14.1 Meeting Closed to the Public

Council to consider two confidential items – Contribution to Legal Fees to Manage Sector Industrial Relations Issues and Chief Executive Officer Performance Review and Salary Determination in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995.

This matter is considered to be confidential under Section 5.23(2)a of the Local Government Act 1995 and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees.

RECOMMENDATION & COUNCIL RESOLUTION

M26/0224

Moved Cr Sattler

Seconded Cr Lawlor

That the meeting be closed to the public and staff for Council to discuss the Contribution to Legal Fees to Manage Sector Industrial Relations Issues and Chief Executive Officer Salary Review.

CARRIED 8/0

14.2 Contribution to Legal Fees to Manage Sector Industrial Relations Issues

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	8 February 2024
Applicant:	N/A
File Reference:	ADM 0286
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Council Briefing 31 October 2024
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to formally consider the request from WALGA to contribute financially to an Industrial Relations Transition Fund.

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M27/0224

Moved Cr Sattler

Seconded Cr Martin

That Council, noting the unbudgeted expense, contribute \$5,000.00 to the WALGA Industrial Relations Transition Fund.

CARRIED BY ABSOLUTE MAJORITY 8/0

14.3 Chief Executive Officer Performance Review and Salary Determination

Submission To:	Ordinary Council Meeting 28 February 2024
Report Date:	21 February 2024
Applicant:	N/A
File Reference:	Personnel
Author and Position:	CEO Performance Review Committee
Previously Before Council:	Occurs Annually
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

RECOMMENDATION

Nil

Council discussed the proposed process. It is planned that an item will be presented at the 27 March 2024 Ordinary Council Meeting.

14.4 Meeting Open to the Public

RECOMMENDATION & COUNCIL RESOLUTION

M28/0224

Moved Cr Davis

Seconded Cr Martin

That the meeting re-open to the public and announce any decisions made.

CARRIED 8/0

4:01pm – The meeting reopened, there were no members of the public however the Shire President read the decisions made.

14. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

15. CLOSURE

The Presiding Member declared the meeting closed at 4:02pm

I hereby certify these Minutes as being confirmed in accordance with Section 5.22 of the Local Government Act 1995.

PRESIDING MEMBER:

DATE: