



SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 136 Vincent Street Beverley, on Wednesday 27 March 2024.

Program

3.00pm – 5.00pm Ordinary Meeting

A handwritten signature in black ink, appearing to read "S. Gollan", written over a horizontal line.

Stephen Gollan
Chief Executive Officer

22 March 2024

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Beverley warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Beverley for any act, omission or statement or intimation occurring during a Council meeting.



27 March 2024

ORDINARY MEETING

AGENDA

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1. OPENING

The Presiding Member to declare the meeting open.

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

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

Mr SP Gollan	Chief Executive Officer
Mr SP Vincent	Manager of Works
Mr BS de Beer	Manager of Planning and Development Services
Mrs A Lewis	Executive Assistant

2.3 Observers and Visitors

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

3. DECLARATIONS OF INTEREST

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. CONDOLENCES

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

VEITCH	Kathleen Mavis Pearson	27 February 2024
LANE	Glenys Helen	8 March 2024
MOURISH	Trevor	13 March 2024
HOBBS	William (Billy) Heard	15 March 2024

7. CONFIRMATION OF MINUTES

7.1 Minutes of The Ordinary Council Meeting Held 28 February 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Wednesday 28 February 2024 be confirmed.

7.2 Minutes of The Works Committee Meeting Held 11 March 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Works Committee Meeting held Monday 11 March 2024 be received.

Please refer to items: 8.1, 8.2 and 8.3

7.3 Minutes of The Bush Fire Advisory Committee Meeting Held 20 March 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Beverley Bush Fire Advisory Committee Meeting held Wednesday 20 March 2024 be received.

Please refer to item: 12.4

MINUTES

**SHIRE OF BEVERLEY BUSH FIRE ADVISORY COMMITTEE
AS AUTHORISED BY THE BUSH FIRES ACT 1954
WEDNESDAY 20th MARCH 2024
COUNCIL CHAMBERS 7.00PM**

1. DECLARATION OF OPENING

- 1.1 The meeting was declared open at 7:00pm

2. RECORD OF ATTENDANCE & APOLOGIES

- ## 2.1 Attendance List (positions held at start of meeting)

Bill Cleland	Chief Bush Fire Control Officer (CBFCO)
Deane Aynsley	Deputy CBFCO
Brett Shaw	BFCO South East
Paul Schilling	BFCO Dale West BFB
Andrew Shaw	BFCO Avondale BFB
Adam Smith	BFCO North East
Chad Atkinson	
Travis Boyle	BFCO Beverley Central
Justin Mann	BFCO Avondale BFB
Jack Barrett-Lennard	BFCO Dale Kokeby
Stephen Gollan	Shire Chief Executive Officer
David White	Shire President
Troy Granville	Shire Community Emergency Service Manager

- 2.2 Apologies
Nil

3. CONFIRMATION OF PREVIOUS MINUTES

M1/0324

Moved: Brett Shaw Seconded: Adam Smith
That the Minutes of the Bush Fire Advisory Committee meeting held
on the 28 September 2023 be confirmed.

CARRIED 10/0

4. MATTERS ARISING FROM PREVIOUS MINUTES

Nil

5. BRIGADE REPORTS

- 5.1 Avondale Brigade
Busy season, lightning natural causes for most fires.
- 5.2 Beverley North East Brigade
Less busy than the West. 1 Fire at Walgy Road.

- 5.3 Central Brigade
Busy season.
- 5.4 Dale - Kokeby Brigade
Lightning strike fires and Roki's structure fire were significant.
- 5.5 Dale West Brigade
Lightning strike fires.
- 5.6 South East Brigade
Bassetts start of the season. Lightning in January, big area to cover with not many people to cover it. Need more water. Call for bulk water tank early.

6. ELECTION OF FIRE CONTROL OFFICERS

6.1 Beverley Chief Bush Fire Control Officer (CBFCO)

Bill Cleland nominated and accepted.

6.2 Beverley Deputy CBFCO

Brett Shaw nominated and accepted.

Thanks to Deane Aynsley who stepped down out of this role.

6.3 Avondale FCO

Andrew Shaw nominated and accepted.

Justin Mann nominated and accepted.

(Dual position)

6.4 Beverley Central FCO

Travis Boyle nominated and accepted.

6.5 Beverley South East FCO

Adam Smith nominated and accepted.

6.6 Beverley North East FCO

Chad Atkinson nominated and accepted.

6.7 Dale Kokeby FCO

Jack Barrett-Lennard nominated and accepted.

6.8 Dale West FCO

Paul Schilling nominated and accepted.

7. DISCUSSION TOPICS

7.1 AFDRS issues after second season of implementation. Correcting the calculations for High Fire Danger during the Permit to Burn seasons.

Fire Fuel Loadings for Beverley have been adjusted and reflect accordingly in the greater number of Moderate Fire Danger Ratings (FDR's) Beverley has been experiencing over the past few weeks compared to other neighbouring Shires in the Avon District. A lower fuel load per hectare lowers the Fire Behaviour Index (FBI) all other things remaining unaltered.

The fuel loading can be changed at the state level by the DFES Bushfire Technical Services Branch.

What cannot be changed is the FBI trigger of High which is 24. This is set at a national level...

0-11 NO RATING

12-23 MODERATE

24-49 HIGH

50-99 EXTREME

100+ CATASTROPHIC

The FBI is calculated using an algorithm incorporating ambient temperature, relative humidity, wind speed, curing rate, fuel loadings...

The District and Sub-District FDR is a **forecast** for a 24 hour period from midnight to midnight and is updated twice a day by BOM at 4am & 4pm.

What also cannot be changed at a local level is the Bushfires Act 1954 which states that all Permits to Burn are cancelled on days where the fire danger rating for that locality is High or above.

Breaching that condition is breaching State law and subject to enforcement sanctions and penalties. Secondly because State law has been breached all insurance covers are voided leaving the Permit to Burn holder unprotected against civil property damages claims should a burn escape causing damage. Fines range from a \$250 On The Spot Infringement to prosecution leading to a Penalty of \$4,500 for a first offence and \$10,000 for any subsequent offence.

Changing State Legislation is a task for your local member of Parliament and doesn't happen overnight.

Outcome - Meeting discussed at length, no further action at this time.

7.2 Minimum training Standard required for registered BFB members.

Bushfire Safety Awareness (6hrs)

All Volunteer BFB firefighters who crew the appliances must complete Fire Fighting Skills before operating on an appliance.

Fire Fighting Skills (2 days or 3 x 5hr sessions)

Outcome - Troy to organise a training day.

7.3 Fire Break Notice Annual Review for 2024-2025 Year.

M2/0324

Moved: Bill Cleland

Seconded: Jack Barrett-Lennard

That the Firebreak Order information (presented below in red) as endorsed by the Bush Fire Advisory Committee be presented to Council for consideration.

CARRIED 11/0

RURAL LAND	REQUIREMENTS
All Rural Holdings	Mobile firefighter with 600L+ capacity
Small Rural Holding <100 Ha	2.20m firebreak and mobile firefighter with 600L+ capacity.
Haystacks	4.0m firebreak and 60m+ away from buildings/dwellings
Bulldozed Bush	20m firebreak
Stationary Pumps/ Motors	4.0m Firebreak
Plantations	6.0m Firebreak on all boundaries.
Harvesting, Hay and Straw Bailing Operations	Mobile firefighter with 600L+ capacity within 400m of paddock
Operation of Plant and Machinery	Must be fitted with a fire extinguisher during RESTRICTED and PROHIBITED Burning Period.
Paddock Burns	2.20m firebreak and Mobile firefighter with 600L+ capacity. PERMIT TO BURN MAY BE REQUIRED.

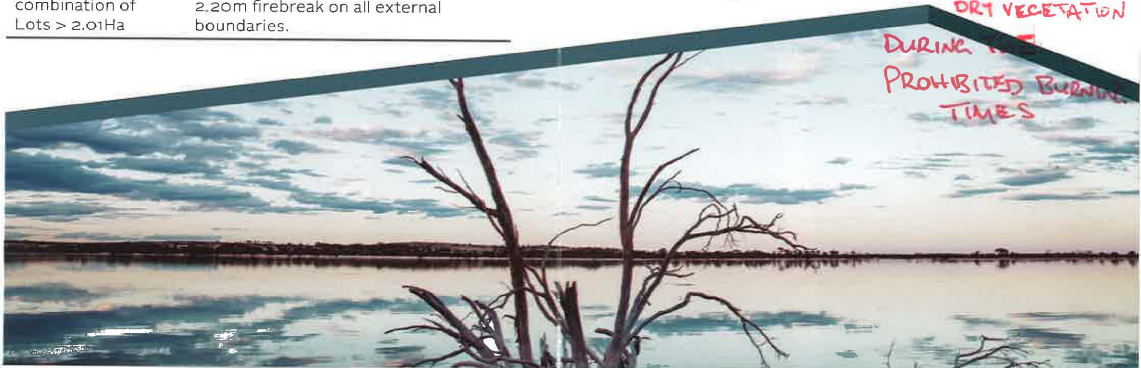
TOWNSITE LAND	REQUIREMENTS
All Lots 2.01Ha or Less	Clear of inflammable material or grass height of 15cm or less.
All Lots or combination of Lots > 2.01Ha	Clear of inflammable material or 2.20m firebreak on all external boundaries.

+
SLASHING

GENERAL	REQUIREMENTS
ACCESS	All access driveways to and from buildings must be kept clear of obstructions 3m wide + 4m high
Fuel Dumps	Flammable free ground must be maintained at least 4.0m outside the perimeter of any drum, stack of drums or drum ramp or bulk storage tank
Variations to Requirements	Application must be made to the Shire no later than 14 days prior to the date fire-breaks are required.
Penalty for Non-Compliance	Fines up to \$1,000 and firebreak works costs recouped.
Burning	To be carried out in accordance with the relevant provisions of the Bush Fires Act 1954.
Angle Grinders/ Welders	Equipment to be used cautiously with an operational firefighting appliance at the ready. The use of this equipment is not permitted on days on which a fire ban has been declared.

MOWING/SLASHING

THERE IS A BAN ON THE USE OF BLADE SLASHERS OR MOWERS ON ANY DRY VEGETATION DURING THE PROHIBITED BURNING TIMES



7.4 Beverley South East 4.4 Dual Cab Tatra replacement appliance is scheduled to be delivered in November/December of 2024 at this stage. *Outcome - Information only.*

7.5 Discussion regarding slashing operations in regard to timings and limitations. *Outcome - covered by the fire break order information above.*

7.6 Potential to vary BFAC meeting intervals. *Outcome - CBFCO may call meetings as required. Use of WhatsApp is positive and helpful.*

8. GENERAL BUSINESS

8.1 Letters to be sent to landholders who contravene Fire Break Notice or breach the Bush Fires Act.

8.2 Matter of landholder inspections – unsure about the effectiveness and cost to Council. More about people's actions rather than firebreaks.

8.3 Consider moving the Fire Shed at Morbinning to Caroline Bally Bally Reserve or Poison Hill Reserve. These locations have more people around them that can man the tender easier.

9. NEXT MEETING

The next meeting is scheduled to be held late September 2024.

10. MEETING CLOSURE

Meeting is declared closed at 8:45pm.

8. TECHNICAL SERVICES

8.1 Regional Road Group 5 Year Program

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	13 March 2024
Applicant:	Administration
File Reference:	ADM 0169
Author and Position:	Steve Vincent, Manager of Works
Previously Before Council:	Occurs Annually
Disclosure(s) Of Interest:	None
Attachments:	Regional Road Group 5 Year Program

SUMMARY

Council to consider endorsing the reviewed Regional Road Group (RRG) 5 Year Program.

BACKGROUND

A review of the of the RRG 5 year program is required to help inform the Shire's road program and determine which roads receive future funding for 2027/28 – 2028/29.

COMMENT

The Works Committee met on Monday 11 March 2024 to discuss and review the Regional Road Group (RRG) 5 Year Program. Attached is the final RRG 5 Year program after being amended by the works committee.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Future Budgets

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
4. Civic Leadership

Strategic Priorities: 1.1 Safe, efficient and connected transport network
4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

It is considered that endorsing the RRG has insignificant risks. Not endorsing the RRG program has the potential to not receive vital funding.

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

WORKS COMMITTEE RECOMMENDATION

That Council endorse the reviewed the Regional Road Group 5 Year Program.

SHIRE OF BEVERLEY								
RRG - 5 YEAR PROGRAM								
						\$1,873,126	\$936,554	\$ 2,809,690
2025/26								
Rd No	Road	Section		Job Description				
		from	to			RRG	LG	Total
0167	Mawson Rd	18.10	20.10	Final seal last years primer seal		\$57,187	\$28,593	\$ 85,780
0167	Mawson Rd	20.10	22.10	Reconstruct, realign, stabilise to 7m		\$215,366	\$107,682	\$ 323,050
0166	Westdale Rd	0.95	1.30	Hot Mix Approx 2850m² INT to CBH		\$100,638	\$50,319	\$ 150,958
					TOTAL	\$ 373,192	\$ 186,594	\$ 559,787
2026/27								
Rd No	Road	Section		Job Description				
		from	to			RRG	LG	Total
0167	Mawson Rd	20.10	22.10	Final seal last years primer seal		\$61,981	\$30,990	\$ 92,972
0166	Westdale Rd	11.88	14.38	Reseals 2.5 km		\$68,400	\$34,200	\$ 102,600
0167	Mawson Rd	22.1	24.18	SLK 22.10 to 24.18 Cement stabilise and Widen to 7m		\$217,168	\$108,583	\$ 325,752
0166	Westdale Rd	0.00	0.95	Reseal SLK 0.00 TO 0.95		\$27,067	\$13,533	\$ 40,600
					TOTAL	\$ 374,616	\$ 187,306	\$ 561,924
2027/28								
Rd No	Road	Section		Job Description				
		from	to			RRG	LG	Total
0003	York Williams Rd	0.00	0.78	Reconstruct, cement stab, hot mix .00 to 0.78		\$117,985	\$58,992	\$ 176,978
0166	Westdale Rd	14.38	19.38	Reseals 5 km		\$139,000	\$69,499	\$ 208,500
0166	Westdale Rd	13.54	13.54	Hot Mix Approx 1800m² intersection		\$60,197	\$30,098	\$ 90,296
0167	Mawson Road	22.10	24.18	Final seal last years primer seal		\$59,197	\$29,598	\$ 88,796
					TOTAL	\$ 376,380	\$ 188,188	\$ 564,570
2028/29								
Rd No	Road	Section		Job Description				
		from	to			RRG	LG	Total
0166	Westdale Rd	19.38	21.88	Reseals 2.5 km		\$68,400	\$34,200	\$ 102,600
0166	Westdale Rd	36.88	36.88	Hot Mix Approx 1800m² intersection		\$60,197	\$30,098	\$ 90,296
0167	Mawson Rd	4.18	4.18	Hot Mix Approx 1800m² intersection		\$60,197	\$30,098	\$ 90,296
0167	Mawson Rd	7.84	7.84	Hot Mix Approx 1800m² intersection		\$60,197	\$30,098	\$ 90,296
0003	York Williams Rd	0.00	0.78	Final seal last years primer seal		\$24,360	\$12,180	\$ 36,540
0167	Mawson Rd	3.26	4.06	Reconstruct and stabilise from SLK 3.26 to 4.06 Woods Rd		\$99,056	\$49,528	\$ 148,585
					TOTAL	\$ 372,408	\$ 186,202	\$ 558,612
2029/30								
Rd No	Road	Section		Job Description				
		from	to			RRG	LG	Total
0167	Mawson Rd	0.9	2.1	Reconstructed cement stabilise SLK .9 to 2.1		\$104,000	\$51,999	\$ 156,000
0008	Top Beverley Road	3.45		Hot Mix Approx 1800m² intersection		\$60,197	\$30,098	\$ 90,296
0167	Mawson Rd	0.7	4.06	Reseal		\$130,667	\$65,333	\$ 196,000
0166	Westdale Rd	1.3	3.8	Reseal		\$81,667	\$40,833	\$ 122,500
						\$0	\$0	
					TOTAL	\$ 376,531	\$ 188,263	\$ 564,796

8.2 5 Year Road Construction Program

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	13 March 2024
Applicant:	Administration
File Reference:	ADM 0309
Author and Position:	Steve Vincent, Manager of Works
Previously Before Council:	Occurs Annually
Disclosure(s) Of Interest:	None
Attachments:	Proposed 2024/25 – 2028/29 Road Program

SUMMARY

Council to consider endorsing the Five Year Road Construction Program as recommended by the Works Committee.

BACKGROUND

The forward road program is reviewed annually to inform future budgets and planning.

COMMENT

Attached is the final draft Road Program after it was reviewed by the Works committee at its meeting of 11 March 2024.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Future Budgets.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
4. Civic Leadership
Strategic Priorities: 1.1 Safe, efficient and connected transport network
4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Formulating the 5 year road program assists Council with budgeting and ensures our road network remains safe and to standard.

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

WORKS COMMITTEE RECOMMENDATION

That Council receive the reviewed Five Year Road Program.

FROM slk	TO SLK	total	ROAD NAME	RESEAL / FINAL SEAL	WIDEN	DRAINAGE & PREP	CONSTRUCT & SEAL	GRAVEL SHEET	OTHER	Updated 12/3/2024	Estimated Only
11.50	13.50	2.00	MORBINNING ROAD	24						final seal	70,000
4.14	6.00	1.86	WATERHATCH RD	24						Final seal	65,100
12.83	14.29	1.46	WATERHATCH RD		24	24	24			widen seal to 7m (kokendin rd to deer farm)	131,400
7.00	9.00	2.00	KOKEBY EAST RD (to first corner)		24	24	24			widen and seal to 7m	180,000
3.16	4.33	1.17	EDISON MILL RD					24		east of bill clelands gate	40,950
2.04	2.04		BREMNER RD						24	Bridge Replacement 3205	1
1.98	3.00	1.02	BREMNER RD				24	24	24	reconstruct and seal to 7m 1km over bridge 3205	112,200
11.70	14.70	3.00	YENYENING LAKES ROAD			23		23		gravel sheet carry over	105,000
6.40	7.40	1.00	MAITLAND ROAD					24		Gravel sheet	35,000
22.77	22.77	0.00	WEST DALE RD (RRG)						24	Hotmix intersection York Williams Road	128,312
15.10	18.10	3.00	MAWSON RD (RRG)	24						Final seal	105,000
20.35	20.35	0.00	MAWSON RD (RRG)		24				24	replace culvert and widen road over floodway	20,000
18.10	20.10	2.00	MAWSON RD (RRG)		24		24		24	Widen to 7m & cement stab	190,000
0.54	0.83	0.29	BARTRAM ST		24	24	24			construct and seal southth end	36,250
0.00	0.90	0.90	Aerodrome Road				24	24		construct and seal to club house	85,500
										2024 / 2025	1,304,713
6.80	9.00	2.20	WATERHATCH RD		25	25	25			widen seal to 7m (Mann Rd to Dale River)	198,000
12.83	14.29	1.46	WATERHATCH RD	25						final seal (kokendin rd to deer farm)	51,100
7.00	9.00	2.00	KOKEBY EAST RD (to first corner)	25						final seal	70,000
9.00	11.30	2.30	KOKEBY EAST RD (to kilpatrick rd)		25	25	25			widen and seal to 7m	207,000
1.98	3.00	1.02	BREMNER RD	25						second coat seal	35,700
0.00	1.66	1.66	NORTHBOURNE RD						25	Wyalgima Rd to Piccadilly Rd	58,100
0.00	5.12	5.12	BALKULING RD						25	gravel sheet	179,200
0.95	1.30	0.35	WEST DALE RD (RRG)						25	hot mix intersections and repairs Dale CBH	200,000
18.10	20.10	2.00	MAWSON RD (RRG)	25						Final seal	70,000
20.1	22.1	2	MAWSON RD (RRG)		25		25		25	Widen to 7m & cement stab	190,000
0	0.48	0.48	CANNON HILL ROAD				25		25	seal , kerb steep section	28,800
0	0.95	0.95	LITTLE HILL ROAD				25		25	seal , kerb steep section	57,000
0.54	0.83	0.29	BARTRAM ST	25						reseal	10,150
0.00	0.90	0.90	Aerodrome Road	25							31,500
										2025/2026	1,386,550
0.00	1.13	1.13	MORBINNING ROAD		26						67,800
6.80	9.00	2.20	WATERHATCH RD	26						final seal (Mann Rd to Dale River)	77,000
9.40	11.81	2.41	WATERHATCH RD		26	26	26			widen seal to 7m	216,900
5.25	7.00	1.75	KOKEBY EAST RD		26	26	26			widen and seal to 7m	157,500
9.00	11.30	2.30	KOKEBY EAST RD (to kilpatrick rd)	26						final seal	80,500
0.00	0.95	0.95	WEST DALE RD (RRG)	26						Reseal	33,250
11.88	15.38	3.50	WEST DALE RD (RRG)	26						Reseal	122,500
36.88	36.88	0.00	WEST DALE RD (RRG)						26	Hotmix intersection Maitland Road	80,000
4.18	4.18	0.00	MAWSON RD (RRG)						26	Hotmix intersections Potts	80,000
7.84	7.84	0.00	MAWSON RD (RRG)						26	Hotmix intersection Greenhills South Road	80,000
20.10	22.10	2.00	MAWSON RD (RRG)	26						Final seal	70,000
22.10	24.18	2.08	MAWSON RD (RRG)		26		26		26	Widen to 7m & cement stab	197,600
0.00	0.48	0.48	CANNON HILL ROAD	26						final seal	16,800
0.00	0.95	0.95	LITTLE HILL ROAD	26						final seal	33,250
										2026/2027	1,313,100
0.00	1.13	1.13	MORBINNING ROAD	27						final seal	39,550
13.50	15.50	2.00	MORBINNING ROAD				27			Reconstruct and seal to 7 metres	120,000
15.50	17.50	2.00	MORBINNING ROAD		27	27				Reconstruct shoulders to 9 metres	60,000
9.40	11.81	2.41	WATERHATCH RD	27						final seal	84,350
0.00	0.78	0.78	YORK-WILLIAMS RD (RRG)			27	27		27	Reconstruct and cement stabilise	74,100
5.45	5.64	0.19	YORK-WILLIAMS RD (RRG)						27	Repair failure	20,000
3.50	5.25	1.75	KOKEBY EAST RD		27	27	27			widen and seal to 7m	157,500
5.25	7.00	1.75	KOKEBY EAST RD	27						final seal	61,250
0.5	4	3.5	BALLY-BALLY RD						27	Gravel Sheet	122,500
0.60	3.60	3.00	POTTS RD						27	Gravel Sheet	105,000
2.40	2.90	0.50	JACOBS WELL RD				27				10,000
13.54	13.54	0.00	WEST DALE RD (RRG)						27	hot mix intersection Butchers Road	80,000
15.38	22.70	7.32	WEST DALE RD (RRG)	27						Reseal	256,200
22.10	24.18	2.08	MAWSON RD (RRG)	27						Final seal	72,800
										2027/2028	1,263,250
13.50	15.50	2.00	MORBINNING ROAD	28						final seal	70,000
15.50	17.50	2.00	MORBINNING ROAD				28			Reconstruct and seal to 7 metres	120,000
17.50	19.65	2.15	MORBINNING ROAD		28	28				Reconstruct shoulders to 9 metres	64,500
0.00	0.78	0.78	YORK-WILLIAMS RD (RRG)	28						reseal	27,300
5.45	5.64	0.19	YORK-WILLIAMS RD (RRG)	28						reseal	11,650
0.00	1.75	1.75	KOKEBY EAST RD		28	28	28			widen and seal to 7m	131,250
3.50	5.25	1.75	KOKEBY EAST RD	28						final seal	61,250
2.50	5.15	2.65	TALBOT WEST RD		28	28	28			widen and seal	238,500
2.85	3.76	0.91	BARRINGTON RD						28	gravel sheeting	31,850
3.76	7.76	4	BARRINGTON RD						28	From Greenhills South to Glencoe Rd	140,000
3.60	7.60	4.00	POTTS RD						28	gravel sheet	140,000
2.40	2.90	0.50	JACOBS WELL RD	28							17,500
0.00	4.65	4.65	EWERTS RD						28	Gravel sheet to Fisher Rd	162,750
										2028/2029	1,216,550

8.3 10 Year Plant Replacement Program

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	13 March 2024
Applicant:	Administration
File Reference:	ADM 0176
Author and Position:	Steve Vincent, Manager of Works
Previously Before Council:	Occurs Annually
Disclosure(s) Of Interest:	None
Attachments:	10 Year Plant Replacement Program

SUMMARY

Council to consider receiving the Shire's Ten (10) Year Plant Replacement Program.

BACKGROUND

A review of the 10 Year Plant Replacement is conducted annually to determine which plant should be replaced or deferred.

Consequently, each financial year the program requires reviewing and updating to ensure previously identified machinery are still required and operating to our satisfaction.

COMMENT

After being reviewed by the Works Committee at its 11 March meeting, the final 10 Year Plant Replacement Program is attached for the Council's reference.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Future Budgets

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy

4. Civic Leadership

Strategic Priorities: 1.1 Safe, efficient and connected transport network

4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

The plant program informs the budget and is reviewed annually. It reduces the risk of missing plant renewal and identifies when renewal can be deferred.

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

WORKS COMMITTEE RECOMMENDATION

That Council receive the reviewed 10 Year Plant Program.

SHIRE OF BEVERLEY - 10 YEAR PLANT REPLACEMENT PROGRAMME																		
							311000	40000	382000	547000	370000	285000	350000	415000	316000	265000	300000	170000
PLANT ITEM		AGE	REG NO	current	Ave KM/HR per Year	Suggested CHANG EOVER	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35
Sedans & Utilities		####		Feb-24														
CEO's Vehicle (Mazda CX9)	2022	2	BE - 1			30000	10000		20000		20000		20000		20000		20000	
Deputy CEO's Vehicle (Mazda CX7)	2022	2	BEV - 0					20000			20000			20000			20000	
Doctor Vehicle (Holden Commodore)	2018	6	BEV - 464					20000			20000			20000			20000	
CESM Vehicle (Holden Colorado 4X4)	2018	6	BEV - 000	168000	28,000				50000		20000			20000			20000	
W/Super Vehicle (Holden Trail Blazer 4X4)	2023	1	BE - 020	19000	19,000	90000			20000			20000			20000			20000
Mechanic (Holden Rodeo 4X4 Tray top)	2022	2	BE- 024	20945	10,473	80000						20000						
Mtce Grader (Triton 4 x 2 Manual Diesel Utility)	2023	1	BE- 035	8702	8,702	80000					20000					20000		
Gardeners (Rodeo 4 x 2 Manual Diesel Utility)	2010	14	BE-015	144512	10,322	80000				20000								
Builders (Holden Rodeo 4X2 Tray top)	2022	2	BE-022	24900	12,450	80000					20000							
Gardeners (Rodeo 4 x 2 Manual Diesel Utility)	2014	10	BE-031	57847	5,785	80000	12000											
Construction (Colorado 4x4 Dual Cab tray top)	2020	4	BE-016	73593	18,398	80000	12000				20000				20000			
Emergency Ute (Triton 4x4 Club Cab Diesel Utility)	2017	7	BE-541	108249	15,464	80000	12000						20000					
Trucks																		
Isuzu Giga Tandem Tip Truck	2013	11	BE-013	253303	23,028	180000			142000								150000	
Isuzu Tip Truck	2022	2	BE-028	28019	14,010	140000									70000			
Hino Tandem Tip Truck	2014	10	BE-012	201627	20,163	180000				142000								150000
Hino FM 2632 Water Truck	2019	5	BE-010	45477	9,095	180000							90000					
Hino Maintenance Truck	2020	4	BE-037	78496	19,624	120000				70000							70000	
Side tipping trailer	2006	18	BE-3514	0	0													
Side tipping trailer	2008	16	BE-3635	0	0													
Plant Trailer	2007	17	BE-3579	0	0													
Tractors																		
John Deere 4066 R Tractor	2019	5	BE-008	804	161					40000								
Kubota 4x2 Turf Tractor	2016	8	BE-023	1518	190				40000						40000			
Loaders, Graders & Backhoes																		
John Deere 670 GP Grader	2021	3	BE-001	1946	649	6000				245000				245000				
John Deere 670G Grader	2017	7	BE-029	7207	1,030	6000												
John Deere 670B Grader	2023	1	BE-003	775	775							245000				245000		
John Deere 544K Loader	2009	15	BE-036	6079	405	5000							160000					
Komatsu Steel Wheel Loader	1998	26	BE-004	4053	156						50000							
Case 721FXT Loader	2019	5	BE-032	1229	246	5000					180000							
Case 590ST Backhoe	2016	8	BE-030	2799	350	5000	110000								110000			
Case175 SR skid steer loader	2019	5	BE-021	1405	281	4000				30000								
Rollers & Compactors																		
Hamm Tyred Roller	2021	3	BE-026	1232	411									110000				
Bomag BW211D Vibrating Roller	2016	8	BE-033	2689	336				110000							11000		
Other Plant																		
Kubota Ride on Mower	2016	8	BE-423	665	83		25000								25000			
Mitsubishi Roasa Bus	2023	1	BEV 0	751	751		130000											
Squirrel Cherry Picker	2017	7	BE-027	453	65								60000					
Cement Mixer																		
ingersol Rand Compressor			BE-1727	0														
TOTAL PLANT CHANGEOVER							311000	40000	382000	547000	370000	285000	350000	415000	316000	265000	300000	170000

9. PLANNING SERVICES

9.1 Development Application: Turner Gully Sand Drags – Lot 83 Butchers Rd

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	8 March 2024
Applicant:	Black and White Enterprises
File Reference:	BUT 51004
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	24 September 2013, 25 September 2018, 23 August 2022, 28 February 2023 and 28 March 2023.
Disclosure(s) Of Interest:	None
Attachments:	Application Documentation

SUMMARY

An application for special events on Lot 83 Butchers Road, Westdale – (the Turner Gully Sand Drags), had been received. The application is recommended for approval.

BACKGROUND

A new comprehensive application has been received from *Black & White Enterprise Pty Ltd* (David Harrison/Anthony Shepherd), inclusive of a revised *Event Risk Management Plan*. A copy of the application documentation is attached to this report.

The applicant submits that the events are ‘*test & tune*’ events designed to allow local and interstate competitors in all age brackets the opportunity to demonstrate and/or tune their machines within this controlled purpose built ¼ mile venue. The applicant submits that the venue has been designed to National Standards with state-of-the-art electronic timing equipment and is the benchmark for such events in Western Australia. The proposal also includes a Burnout Competition.

It is proposed to conduct the *Turner Gully Sand Drags* on the following dates:

- 10th to 12th May 2024

The *Turner Gully Sand Drags* event is proposed to operate with the first day being setup with a test and tune session from 12h00 to 24h00 and the second day being competition day between the hours of 09h00 to 02h00 the following morning.

As per previous events, there is proposed to be an overnight demarcated camping area with food and non-alcoholic drinks stalls.

The subject site (Lot 83 Butchers Road, Westdale), is approximately 49 ha in area, zoned *Rural* and contains existing buildings and event specific infrastructure.

Previous years have seen a patronage of approximately 1,500 persons and organisers do not expect this to change.

COMMENT

Pursuant to the Shire of Beverley’s Local Planning Scheme No. 3 (LPS 3) the proposed event is considered a *use not listed*. Clause 18 of LPS 3 states as follows:

- (4) *The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -*
- (a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
 - (b) determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
 - (c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

In previous years the events have attracted a substantial number of out-of-town visitors.

Given that the proposed use will not preclude agricultural use (grazing) of the property for the remainder of the year and provides entertainment options not normally available in Beverley, it will be recommended Council determine that the proposed use may be consistent with the objectives and purpose of the Rural Zone.

CONSULTATION

Below is an extract from internal consultation that was had with the Shire's *Building Surveyor & Environmental Health Officer* on a previous application. The comments received are quoted below:

- 1. Any Public Event that charges an entry fee is required to have a "Public Building", (Public Event) Approval under the Public Health Act 2016.*
- 2. Any Public Event applications are to be lodge three, (3), months prior to the event commencing, to allow sufficient time for assessment and approval.*
- 3. Any application for a Public Event shall address, where applicable, each requirement under the Department of Public Health, "Concerts and Mass Gatherings Guidelines".*
- 4. Any associated, event or live entertainment, is to address any additional, relevant requirements listed in the "Concerts and Mass Gatherings Guidelines".*
- 5. Any required Liquor Licensing is to be addressed and approved where applicable.*
- 6. Any requirements of Police or Emergency Services are to be addressed and complied with, where applicable.*
- 7. Fire and Bushfire risks including requirements for emergency evacuation are to be addressed in the application. Particular attention should be given to minimising fire risk from surrounding grass and vegetation and having appropriate fire-fighting facilities to extinguish fire from these risks/sources.*
- 8. A site plan indicating all facilities, attractions, medical and first aid provision, emergency points, fire-fighting equipment, drinking water provision, toilet facilities, shower facilities, camping facilities, parking and other relevant information is to be submitted with the application.*
- 9. Temporary structures and stages information is to be provided in detail, including engineer's certification, erection manuals, certificates of insurance and certificates of installation by a competent person once installed.*
- 10. Temporary electrical installations are to be certified by a licensed electrician prior to use.*
- 11. Any food sold, must be by a business or group who is registered with a Local Government as a Food Business under the Food Act 2008, or if not currently registered must be*

registered with the Shire of Beverley at least one, (1), month prior to the event and have approved food preparation premises or facilities.

12. *Any event/event organisers, are to be affiliated with the relevant official motorsport body, such as Motorcycling Western Australia, (9371 5333,) and are to have evidence of approval and endorsement from that body.*

13. *Motor sports are inherently dangerous and the Health Act 1911 defines those that have spectator viewing as public buildings. Spectators must be protected from competition vehicles and any debris that may emanate from the race area. The types of barriers will vary significantly between the different sports.*

There are critical safety elements to be considered and addressed in any proposal, including and not limited to:

- Spectator safety.*
- Competitor safety.*
- Officials safety.*
- Vehicle safety.*

Should Council resolve to approve this application, it will be recommended that the above comments be taken into consideration when framing conditions of planning approval and advice notes.

Public Notification:

It is not considered that another round of advertising would attract any substantially additional concerns than those that the Shire are already aware of. As a result of this Council will be required to determine the application pursuant to Clause 18(4)(a) of LPS 3 quoted above.

Event Risk Management Plan

The proposal contains an Event Risk Management Plan. Should Council approve the application it will be recommended the Event Risk Management Plan be implemented as a condition of approval.

Medical Emergency & Evacuation Plan

As components of the application, a fire risk, precaution and evacuation plan have been submitted. To cater for first aid at events, an ambulance and three staff were to be on duty during the duration of previous events. Shire planner considers similar first aid arrangements should occur from this event. Should Council approve the application, it will be recommended the Event Risk Management Plan as submitted, be adhered to as a condition of approval.

Traffic Management Plan

Should Council approve the application, it will be recommended the submitted traffic management plan be made a condition of approval.

Conclusion

The application to conduct the Turner Gully Sand Drags at Lot 83 Butchers Road, Westdale is supported due to:

1. Diversification of economic activity;
2. Economic benefit to the local economy.

It will therefore be recommended the proposal be considered a land use that is consistent with the objectives of the Rural Zone and Council grant planning approval.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
4. Civic Leadership
Strategic Priorities: 1.3 Beverley attractions and experiences are promoted
4.3 Responsible Planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has moderate 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

That Council resolve:

- that the use is consistent with the objectives of the Rural Zone, pursuant to Clause 18(4)(a) of LPS 3;
- To grant planning approval for the Turner Gully Sand Drags event at Lot 83 Butchers Road, Westdale, subject to the following conditions and advice notes:

Conditions:

- Planning approval for the event at Lot 83 Butchers Road, Westdale, is valid for the 10, 11 & 12 May 2024 only. These dates include a setup day and a pack-up day.
- The event test and tune activities (inclusive of Burnout Activities), are to be held only between the hours of 12h00 to 24h00 strictly on the relevant day only.

3. The event competition activities (inclusive of Burnout Activities), are to be held only between the hours of 09h00 to 02h00 (the following day) strictly only.
4. 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.
5. As the Water Corporation reticulated sewer is not available, acceptable ablution facilities are to be provided for the entire period of this approval, to the satisfaction of the Shire's Environmental Health Officer.
6. The submitted Event Risk Management Plan (Event Emergency Management, Fire Precautions, Event Medical Plan, Crowd Control, Camping, Liquor Control, Temporary Food Stalls & Traffic Management Plan) are to be complied with at all times, for the entire period of this approval.
7. An ambulance and three staff qualified in first aid are to be available on-site between the hours of 11h30 am to 00h30 am (the following day) on the test and tune event day, and 8h30 to 02h30 (the following day) on the competition event day.
8. Prior to the event all boundary fire breaks shall be graded to a minimum width of 5 meters.
9. An internal fire break shall be placed around the main parking and spectator area as a buffer in the event a fire starts within this 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 for all structures on the property and prior to commencement of any building works.
- Note 3: The applicant is advised that any Public Event that charges an entry fee is required to have a "Public Building", (Public Event) Approval under the Public Health Act 2016.
- Note 4: The applicant is advised that any Public Event applications are to be lodge three (3) months prior to the event commencing, to allow sufficient time for assessment and approval.
- Note 5: The applicant is advised that any required Liquor Licensing is to be addressed and approved where applicable.
- Note 6: The applicant is advised that any temporary structures and stages information is to be provided in detail, including engineer's certification, erection manuals, certificates of insurance and certificates of installation by a competent person once installed.

- Note 7: The applicant is advised that temporary electrical installations are to be certified by a licensed electrician prior to use.
- Note 8: The applicant is advised that any food sold, must be by a business or group who is registered with a Local Government as a Food Business under the Food Act 2008, or if not currently registered must be registered with the Shire of Beverley at least one (1) month prior to the event and have approved food preparation premises or facilities.
- Note 9: The applicant is advised that any event/event organisers, are to be affiliated with the relevant official motorsport body and are to have evidence of approval and endorsement from that body.
- Note 10: The applicant is advised to submit written proof to the Shire of sufficient Public Liability Insurance for the event, one week prior to the event occurring.
- Note 11: The applicant is advised that motor sports are inherently dangerous and the Health Act 1911 defines those that have spectator viewing as public buildings. Spectators must be protected from competition vehicles and any debris that may emanate from the race area. The types of barriers will vary significantly between the different sports. There are critical safety elements to be considered and addressed in any proposal, including and not limited to:
- Spectator safety.
 - Competitor safety.
 - Officials safety.
 - Vehicle safety.
- Note 12: The applicant is advised to consider potential Air Pollution in the context of the Air Quality Index from the Department of Environment Regulation in relation to activities associated with the event.
- Note 13: The applicant is advised that emitted noise must comply with *Environmental Protection (Noise) Regulations 1997* at all times.
- Note 14: 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.

Turner Gully Dirt Drags

2024



Event Risk Management Plan

Forward

The development and implementation of this Risk Management Plan is essential to the safe management of the **Turner Gully Dirt Drags** and the safety of all persons who attend the event whether it be participants, spectators, volunteers, and organisers.

It is intended that this plan will be reviewed every year, unless there are alterations to the event.

Event Overview

Due to continued interest within the “Off Road” sporting community and continuing success of similar events throughout Australia, Wildcard Promotions seeks the opportunity to stage Turner Gully Sand Drags 2024.

Turner Gully Dirt Drags is a proposed Test and Tune event designed to allow local and interstate competitors, in all age brackets, the opportunity to demonstrate and/or tune their machines within this controlled, purpose built, ¼ mile venue. This venue has been designed to National Standards with state of the art electronic timing equipment and as such is the benchmark in Western Australia for this type of event. The proposal also includes a Burnout Demonstration.

The proposed Turner Gully Sand Drags event is to be held on a portion of 49ha of private land located at Lot 83 “Dale” Butcher Road within the Shire of Beverley on the 10th May 12:00hrs, Gates Open, Test & Tune Concludes 24:00hrs, 11th May Competition Start 09:00hrs, 12th May Competition Concludes 02:00hrs.

The event will be hosting a “Burnout Competition” which will occur during the same hours.

Previous years have seen a patronage of approximately 1500 persons and organisers do not expect this to alter.

Throughout the day patrons will be able to purchase non-alcoholic beverages.

Previous years have seen a patronage of approximately 1500 persons and organisers do not expect this to alter.

Throughout the day patrons will be able to purchase food and non-alcoholic beverages.

Secure parking and overnight camping areas have been provided to prevent fatigued patrons and competitors driving on public roads.

Track Construction

The competition track is 200 metres in length and 25 metres wide. The track is constructed of clean soil free of any stones that could become projectiles as competitor's traverse down the track reducing any risk to spectators, support crew or event volunteers.

On both sides of the track are bordered with plastic water filled Crash Attenuators compliant to Australian Standards 3845:1999.

These have been implemented should a sand drag motorcycle leave the track the Crash Attenuators will reduce the risk of an uncontrolled motorcycle careering further through the wooden post and wire fence which spectators view the event.



Event Risk Management

This document has been developed utilising the Risk Management Principles of AS ISO 31000:2009 Risk Management – Principles and Guidelines.

Identified risks are as follows and addressed within this document: -

- Fire Risk
- Medical Emergency
- Emergency Evacuation
- Dirt Drags safety
- Burnout Competition Safety

Version 5

Issued Date 24th September 2014

Reviewed Date 12th September 2022

To ascertain the level of risk during this event organisers have utilised Public Health Event Risk Classification Tool, Medical Risk Classification Tool and conducted a targeted Risk Assessment.

As a result of those risk assessments the following have been completed: -

- Turner Gully Dirt Drags Competitor Safety Rules
- Turner Gully Dirt Drags Non-Competitor Safety Rules
- Turner Gully Dirt Drags Competitor and Non-Competitor Safety Rules Burnouts 2022

There will be no professional photographers permitted to enter any of the event "Hot Areas" and is unlikely any professional photographers will attend the event.

PUBLIC HEALTH EVENT RISK CLASSIFICATION TOOL

This Public Health Event Risk Classification Tool deals with factors that have Public Health significance. From a Health perspective the overarching goal of the Event Risk Classification Tool is to prevent injury. Please email completed form to Public.Events@health.wa.gov.au.

Events Risk Classification

Number of patrons attending	
More Than 10,000	40
5000 – 10000	30
1000 – 5000	20
500 to 1000 persons	15
200 to 500 persons	5
100 to 200 persons	2
Less than 100 persons	1
Less than 50	0
Entry Restrictions	
Open to general public; free or prior numbers not known, general admission	4
Function for select membership – non-related persons presold tickets & allocated seating	2
Private "family" function i.e., Birthday, Wedding etc mostly related persons	1
Crowd Dynamics	
Harsh environment crowd pushing and competition almost always occurs	15
Hostile elements – reasonable possibility of crowd pressures at some stage (Sporting fixtures etc)	7
Elderly, mobility impaired, require assistance and close supervision	4
Young children requiring close supervision	2
Healthy, predominantly good mobility – static crowd	0
Lighting	
Lighting dimmed or extinguished	10
Normal lighting	2
Held during the day (daylight hours) – open air or building with windows	1
Duration	
Greater than eight hours	10

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Between four and eight hours	4
Between two and four hours	2
Between one and two hours	1
Up to one hour	0
Structures	
Spectator stand Temporary (score per stand)	10
Temporary facilities or one-off event	5
Stage and support system - temporary - complex (score per stage)	4
Stage permanent or temporary simple	2
Marquee - Large area greater than 200m ² (multiply score by No. of marquees)	4
Marquee - Medium 55m ² to 200m ² (multiply score by No. of marquees)	2
Marquee or stall - Small Less than 55m ² in area (multiply score by No. of marquees)	1
Egress	
Multi storey building or basement with only stair access to open space	10
2 storey building	6
Complex single storey building, multiple areas	4
Simple single storey building – one area	1
Open Air	0
Type of Use	
Pyrotechnical display (fireworks)	10
Entertainment with amplified music	10
High Risk activities – crowd interaction	2
Medium Risk activities	1
Low risk activities	0
TOTAL	
Drugs & Alcohol - Multiplier – Multiply above TOTAL	
BYO Alcohol; Alcohol is sold / provided & or illicit drug use likely	X2
Alcohol banned or traditionally consumed in moderation	X1
SCORE	37

Risk Rating	Score	Likelihood	Approval	Surveillance Frequency
Low risk	0 – 11	Serious incident unlikely	Formal approval in accordance with Council policy Provide guidance notes to operator/owner to advise building limitations and capacity.	Inspect in accordance with to operator/owner to advise building limitations and capacity.
Medium Risk	11 – 50	Serious incident will occur at some time	Formal approval required. Issue Certificate of Approval. Provide Events – inspect guidance notes to operator/owner to set-up. advise building limitations and capacity.	

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Issued Date 24th September 2014Reviewed Date 12th September 2022

High Risk	50 – 100	Serious incidents often occur	Formal Approval Required – Certificate Events – inspect and of approval mandatory monitor
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The final calculation of the overall Health risk for an event is calculated as follows:

Classification Tool /Factor	Score	Rating
Medical Risk Classification	40	Medium
Public Health Event Risk Classification	36	Medium
Other factors		
Final Score/Rating for event	76	High

Medical Risk Classification Tool

Event organisers utilise this tool to determine the specific medical risks, the location and medical resources available to the public, and determines the level of medical planning required for the event, and the need for a medical intervention plan.

On completion the completed form will be email to dpmu@health.wa.gov.au

Category	Grouping	Allocation	Event Scoring
Event Description	Cat 1 - e.g. Classic Music / Children's concert / Youth camps	1	
	Cat 2 - e.g. Family events & shows / local sporting events / Schoolies	2	
	Cat 3 – e.g. Festivals/ Major sporting event /	4	
	Cat 4 – e.g. Rock Concert / Extreme Sporting events	8	8
Number of people	<2000	1	1
	2001-5000	2	
	5001-10,000	4	
	10,001 - 50,000	8	
	50,001 - 100,000	16	
	>100,000	32	
Type of people attending	Families	1	1
	Fan clubs / support groups	2	
	International stars / competitors / visitors	3	3
	VIPs	4	
Age group	30-65 inc family	1	1

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Issued Date 24th September 2014

Reviewed Date 12th September 2022

	>65 / 0 - 12	2	
	12 - 16	3	
	16-30	4	
Event location / confinement	Outside - open area	1	1
	Outside - confined area	2	
	Inside - space	3	
	Inside - crowded	4	
Available Health Resources Note: Tertiary health facilities ONLY exist in Perth	Tertiary Hospitals Regional / general hospitals Integrated district health services Small hospital Multi-purpose centre	1 2 3 4 5	2
Category	Grouping	Allocation	
Distance to Local Health Resources	< 10kms 10 – 50kms 50 – 100kms < 100kms	1 2 4 8	2
Time to Tertiary Health Resources Note: Tertiary health facilities ONLY exist in Perth	< 30mins 31 – 60 mins 61 – 90 mins 91 – 120 mins 121 – 152 mins > 153 mins	1 2 4 8 16 32	4
Duration of event	<1 hour 2 - 4 hours 4 – 8 hours 8 -12 hours 12 -24 hours	1 2 3 4 5	4
Alcohol	None Restricted Readily available No Controls	1 2 4 8	2
Probability of drugs	None Possible Probable	1 2 4	2
Time of event	Morning Afternoon Evening All day	1 2 3 4	4
Season of event	Spring/Autumn Summer/Winter	1 2	1
Aggregate Score	Min – 13 Max - 120	This event	36

Medical Risk Categories

Based on the 'Event Scoring' column total in the Medical Risk Classification Tool.

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Low	< 13
Medium	14 – 49
High	50 - 85
Extreme	86 +

Action Required Based on The Medical Risk Score

Action / Risk Score	Low	Medium	High	Extreme
Notify local SJA of event	Yes	Yes	Yes	Yes
Notify local hospital / health care provider	Yes	Yes	Yes	Yes
Notify DPMU	No	Yes	Yes	Yes
Minimal notification period to all agencies	4 weeks	10 weeks	20 weeks	28 weeks
Provision of transport arrangement	Yes	Yes	Yes	Yes
Provision of first aiders	Yes	Yes	Yes	Yes
Provision of first aid centres	Yes	Yes	Yes	Yes
Provision of qualified paramedics	No	No	Yes	Yes
Provision of adequately equipped medical centres	No	No	Yes	Yes
Provision of onsite medical teams	No	No	No	Yes
Public information and health notices	No	Yes	Yes	Yes
Medical Plan required	No	Yes	Yes	Yes
Health risks included in Risk Management Plan	Yes	Yes	Yes	Yes

Westdale Dirt Drag Competitor Safety Rules 2022

Wildcard Promotions organisers of the Turner Gully Dirt Drags wish to advise competitors that motorsport activities are inherently dangerous recreational activities and there is a risk of injury, disability or death. If you do not wish to be exposed to such risks, then you should not participate in this motorsport activity.

Rider Protective Equipment Requirements

Competitors minimum safety clothing and equipment requirements to race: -

- Long sleeve shirt
- Long Pants
- Boots
- Lanyard attached to kill switch
- Helmet

Credential Sign In

Entrant Sign-On (Scrutineering)

- All competitors and crew MUST have photo ID to sign in
- Competitors must complete ALL required indemnity forms before they can sign in before they can compete.

Machine Safety Requirements

To ensure the safety of competitors, officials and spectators: -

- All competing machines must be presented for scrutineering to be registered and receive a number.
- **ALL METHANOL BIKES/CARS/BUGGIES NEED TO NOTIFY SCUTINEERS**
- Please be aware of the Alphabetic prefix before your number as this is your division class and will be called as you're required to the pre-stage area in preparation for your race
- Please always follow instructions of the officials as this is for your safety and will allow for the smooth operation of the event. **This is not negotiable and failure to do so may result in your being disqualified from your race.**
- Riders and drivers will be required to attend the riders/drivers meeting before racing commences. Failure to do so may result in you being unable to compete.

Changes After Scrutineering

- No changes to be made after the machine has been scrutineered unless it is to be checked by a scrutineer again.
- If a competitor changes anything after scrutineering, they may face disqualification.
- If a competitor entering in a non-NOS class and is found to have engaged a Nitrous Oxide system after scrutineering, they may be disqualified.

Nitrous Oxide Regulations: Competitors are reminded of the dangers associated with the incorrect use of Nitrous Oxide. It is highly recommended that

systems are sourced in complete form, from a recognised manufacturer. The following regulations apply; Nitrous Oxide lines must be outside of driver's compartment, except where the bottle is mounted in the driver's compartment, in which case the lines must be plumbed outside the compartment as near as possible to the bottle outlet. Where lines pass a torque converter or Flywheel, they must be encased in 3.0 mm (1/8 inch) minimum thickness Steel tubing. High pressure rated hose of minimum 1500 psi is required for plumbing Nitrous Oxide lines, and a sintered bronze or Stainless Steel (Industry Standard) filter, fit for purpose, must be fitted in the gas supply line.

Bottle Mounting: Bottles must be mounted outside of the engine compartment. Any bottle located in the driver's compartment must be mounted with metal brackets secured to a structural point of the vehicle, and a relief valve, vented outside the driver's compartment, to the atmosphere.

Bottles should be mounted to manufacturer's specification.

Bottles must be equipped with on/ off taps.

Bottle shut-offs requiring special keys are not acceptable.

Bottles used must be purpose built for use with Nitrous Oxide.

Electronic devices used for raising the temperature of Nitrous Oxide bottles must be used if produced for that purpose by an industry manufacturer, they may not be modified in any way.

Switching: Both solenoids must operate from a common switch and the system must be capable of being switched off by three means;

- Throttle closed switch.
- Solenoid power arming switch.
- Vehicle ignition switch.

Markers: All vehicles using Nitrous Oxide must display markers located on the outside of the vehicle, in the vicinity of the supply bottle and in the top left corner of the front windscreen. The marker shall be a yellow diamond, with N20 printed in black letters.

Warning Light: A prominent blue warning light must indicate when the system is armed. This light must be visible to the driver of the vehicle when in a racing position.

SPECIAL NOTE FOR ROAD REGISTERED VEHICLES ONLY:

The Western Australian laws pertaining to Nitrous Oxide installations in road-registered street cars while driving on WA roads: ***Nitrous oxide injection systems must not be fitted. This prohibition includes a partial installation or a disconnectable nitrous oxide system that is fitted to the vehicle ready for use.***

Start line procedure

- Officials will direct you to the pre-stage area
- You will be ushered to the start line on track
- You will be guided to the start beam and stopped just short
- You will then creep forward till you see 2 white lights at the top of the tree and stop
- If you go too far, please go back far enough that you are out of the beams and try again
- Once the white lights are on **STOP AND DO NOT MOVE** you are now staged and ready for the starter
- The starter will start the tree counting down once he can see both lanes staged
- The tree will count down 1 2 3 ambers then the green, green means GO
- If you go too early or move the **RED** light at the bottom comes on and you lose. This will end your racing in eliminations

Final Qualifying

QUALIFYING: - You will get a short qualifying session early, so listen for your Alphabetic prefix for your division class to be called.

In qualifying it doesn't matter if you win or lose its just to practice and get familiar with the procedure.

ELIMINATIONS: -This is the important part of the day if you lose here that's the end of racing for you.

Eliminations will end with all the finalists running their race from Nitro Harley to the Pee Wee's.

Trophy presentations will occur in the VIP area after the days racing.

Dirt Drag Classes

Whilst every effort will be made to cater for entrants in their nominated Dirt Drag category/class at events, the organisers have the discretion to properly assign the appropriate class that vehicles will participate in.

Nitro Harley - V-twin nitro fuelled.

V8 Bike - V8 purpose-built sand drag machine.

Harley Unlimited - Any purpose built, or factory framed machines with non-factory forced induction i.e.: NOS/supercharger/turbo. Allowed to run extended swing arm and paddle/knobby tire.

Harley Competition - Factory framed machine running factory induction, no forced induction allowed i.e.: NOS/supercharger/turbo. Allowed to run extended swing arm and paddle/knobby tyre. Engine capacity up to 127 cube inch, engines of larger capacity will push machine into Harley unlimited.

Harley Street - Any road registered factory-built Harley running any induction. Must have street type rear tyre.

Sportster - Any factory framed sportster or purpose-built machine powered by a sportster engine. Forced or factory induction allowed. Extended swing arm and paddle/ knobby tire allowed.

Open Unlimited - Any non-Harley purpose built, or factory framed machine running non factory forced induction i.e. NOS/supercharger/turbo. Extended swing arm allowed; paddle/ knobby tyre allowed.

Open Competition - Any non-Harley powered factory framed machine running factory induction only. Not allowed to run forced induction, i.e. NOS/supercharger/turbo, allowed to run extended swing arm and knobby/paddle tyre.

Open Street - Any road registered non-Harley powered factory-built bike running any induction. MUST have street tyre rear tire.

Trike - Any three wheeled machine. No engine restrictions. No induction restrictions. No tyre restrictions.

Senior MX - Age limit 16 Years and Upward (Unless specified bikes must be factory)

- **MX 250 Any** MX bike 2 stroke or 4 stroke up to 250cc.
- **Mx Open Any** MX bike 2 stroke and 4 stroke 251cc upwards
- **Quads/Trikes 250** Any quad up to 250cc.

- **Quads/Trikes OPEN** Any quad from 251cc upwards.
- **Outlaw Quad** Any factory built or purpose-built machine with any engine capacity and forced induction i.e., Supercharger/NOS/Turbo. Any machine that is extensively modified so as to be deemed excessively competitive in its conventional class, thereby warranting its placement with machines of similar competitiveness.

Junior MX - Age limit 8-15 years (Unless specified bikes must be factory)

- **MX150** MX bikes up to 125cc 2 stroke and 150cc 4 stroke.
- **MX250** MX bikes 151cc 2 stroke and 4 stroke up 250cc.
- **MX OPEN** MX bikes 251cc and upward 2 and 4 stroke.
- **Quads/Trike 255** Any quad or trike 2/4 stroke up to 250cc.
- **Quads/Trikes OPEN.** Any quad or trike 2/4 stroke 251cc upwards bikes.

PEE WEE - Age under 8 years (Unless specified bikes must be factory)

- **PEEWEE** 2-wheeler and quad 50cc and under.

Car/Buggy

- **Car** Any purpose-built vehicle running any engine/driveline combination. NOT allowed to run NOS/Supercharger/Turbo.
- **Buggy** Any purpose built non factory machine with any engine/driveline combination. NOT allowed to run NOS/Supercharger/Turbo/
- **Unlimited** Any factory-built car or purpose-built buggy running any engine/driveline combination, NOS/Supercharger/Turbo ALLOWED.

Westdale Dirt Drag Non-Competitor Safety Rules 2022

Stewards – Dirt Drags

All Dirt Drag event staging stewards are to be wearing minimum Personal Protective Equipment: -

- High visibility top,
- Safety glasses (AS/NZS 1337.1:2010)
- Gloves. (AS/NZS2161)

Once the competitors have been staged the stewards are to relocate behind water filled crash attenuator positioned to the side of the start line.

- Water Filled Crash Attenuator (AS 3845:1999 Water Filled Crash Attenuator)

Prior to start ensure positive communication from staging stewards to track controller situated in the control tower

Race Crew

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All race crews assisting their rider/driver in the pre-staging and staging area are to be wearing minimum Personal Protective Equipment: -

- Long pants
- Boots
- Safety glasses (AS/NZS 1337.1:2010)

Once their rider/driver has indicated that they are ready for staging the crew are to move the rear of the lane or as directed by stewards

Spectators

All spectators are to remain in the designated areas for race viewing and within safe areas in the pit area.

Spectators are not permitted within "Hot Areas". "Hot Areas" are as follows: -

- Marshalling area
- Pre-staging area
- Staging area
- Racing lanes
- Finish runoff area

Events stewards and crowd controllers are to be alert for spectators entering these areas and remove spectators to a safe area.

In the unlikely event that a spectator does enter the staging area or race lane the impending race is to be stopped until the spectator is removed. **The only exception to this rule is if the spectator has been invited by stewards.**

Should a competitor/crew wish to invite a spectator to the "Hot Area" this must be cleared by the steward. The spectator will then be required to wear the minimum Personal Protective Equipment as if they were a crew member.

Turner Gully Dirt Drags Competitor and Non-Competitor Safety Rules & Burnout Rules

Driver and Passenger Protective Equipment Requirements

Naturally Aspirated & OEM Power Adders using, Petrol (pump) fuel.

- Open-faced or full-face helmet
- All clothing must be of fire-resistant material as a minimum
- Long sleeve top & full-length trousers as a minimum (no nylon).
- No holes, including fashion cut outs.
- Sleeves must be down before and during burnout.
- Enclosed shoes and socks above the ankles.

Non-OEM Power Adders and/or Alcohol-Based fuel (e.g. Ethanol or Methanol).

- Open-faced or full-face helmet meeting AS / NZS 1698 or ECE 22.05 as a minimum.
- However, if an open-faced or *full faced without visor helmet is worn, a balaclava meeting SFI 3.3 or FIA 88562000 is mandatory.
- Fire suit meeting SFI 3.2A / 5 or FIA 8856-2000 as a minimum.
- Gloves meeting SFI 3.3 / 5 or FIA 8856-2000 as a minimum.
- Shoes / boots meeting SFI 3.3 of FIA 8856-2000 as a minimum.
- Balaclava meeting SFI 3.3 or FIA 8856-2000 recommended.
- Socks and underwear meeting SFI 3.3 or FIA 8856-2000 recommended.

****A Motocross helmet will be classed as open-face helmet.***

One (1) passenger is allowed with a minimum age of 18 years applicable for both driver and passenger. The passenger must be afforded the same measure of protection afforded to the driver as per the rules above.

Stewards Protective Equipment Requirements

All Burnout event stewards are to be wearing minimum Personal Protective Equipment: -

- High visibility top,
- Safety glasses (AS/NZS 1337.1:2010)
- Gloves. (AS/NZS2161)

Once the competitors have been staged in the burnout pad entry the stewards are to relocate behind water filled crash attenuator positioned.

- Water Filled Crash Attenuator (AS 3845:1999 Water Filled Crash Attenuator)

Prior to start ensure positive communication from staging stewards to track controller situated in the control tower.

Stewards are only to enter the burnout pad to remove debris once the competitor has finished their burnout and left the pad. Gloves must be worn when removing debris.

Spectator Safety

Stewards are to ensure NO spectator is to enter the burnout pad during competition. Spectators are to remain behind the safety fence.

In the unlikely event that a spectator does enter the burnout pad, the competition is to stop, and the spectator is removed by stewards.

Burnout Vehicle Classes

Whilst every effort will be made to cater for entrants in their nominated Burnout category/class at Events, the organisers have the discretion to properly assign the appropriate class that Burnout vehicles will participate in.

PRO Class

- Engine: Any number of cylinders permitted.
- Aftermarket Supercharged, aftermarket Turbocharged, Nitrous Oxide.
- Fuel: Diesel, Petrol, E85, Ethanol or Methanol.

OPEN CLASS

- **Engine:** Any number of cylinders permitted.
- Naturally Aspirated or standard OEM Supercharged / Turbocharged (i.e. factory standard LSA, XR6 Turbo etc.).
- **Fuel:** Diesel, Petrol, E85, Ethanol or Methanol.

SPORTSMAN CLASS

- **Engine:** Must be less than 8 cylinders.
- Naturally Aspirated only.
- **Fuel:** Diesel, Petrol, E85, Ethanol or Methanol.

Nitrous Oxide is not permitted in OPEN CLASS and SPORTSMAN CLASS.
(Note: Minimum 12-month suspension for competitors caught illegally using Nitrous in Open Class).

If an OPEN CLASS or SPORTSMAN CLASS competitor places in the top 5 at a bona fide Burnout Competition Event, they may enter the next class above at future Burnout Competition Event

Vehicles

1. Vehicle - General

- Vehicle means – Any four wheeled Sedan, Coupe, Wagon, Ute, Van or Commercial.
 - Convertibles must compete with top up and must be surely fastened - open vehicles are not permitted.
 - Vehicles do not have to be Street Registered.
- Vehicles of both monocoque construction and Space-Frame chassis are permitted.
- The front firewall/bulkheads may be modified were required to allow room for the fitment of alternative engine/gearbox assemblies. Any holes in the Firewall must be plugged. Modified Floor pan/Fire wall and Tunnel to be inspected by Burnout Competition Stewards for approval
- Tubbing of the rear fender wells and relocation of suspension mounts for fitment of tyres is permitted.
- Bonnets Optional where no mechanical fan is present.

- However, any vehicle without a bonnet must have a presentable engine bay and must have radiator top tank and/or expansion tank securely covered.
- Radiator to be in original location for engine used.
- Additional radiators, tanks and hoses must be located outside the driver's compartment
- Radiator top tank and/or expansion tanks must be covered if open.

Burnout Vehicles with highly modified* non-original firewall/floor pan and/or non-OEM power adders such as Superchargers / Turbochargers, Nitrous Oxide and/or using Methanol or Ethanol as a fuel will be required to undergo a Westdale Sand Drags/Burnout Vehicle Technical Inspection.

Highly modified firewalls can be determined by Burnout Competition Stewards.

2. Presentation and Appearance

- All vehicles must have a front windscreen and windows.
- Doors must be able to be securely latched, outer door handles must be visible and operative.
- While not mandatory, paintwork should be in neatly presented condition. Body and all external accessories to be fitted neatly.
- Any vehicle that is presented with excessive rubber marks from a previous burnout event may be moved forward in the seeding and may be placed in the first session at subsequent burnout events regardless of overall result.

3. Interior

- Complete interiors are recommended however if any Trim is removed, all sharp edges must be covered. (Door trims or fabricated cover should be fitted)
- Driver and passenger doors must remain operative.
- Minimum lap sash seat belt for driver and passenger (Lap sash should be 3-point fully operative)
- Seats to be in good supportive condition and have all mounting bolts fitted.

4. Batteries

All wet cell batteries must be located outside of the driver or passenger compartments and must be securely mounted. Dry Cell or Lithium Polymer (LiPo) battery packs may be located in passenger compartment area providing they are encased in a sealed box that is securely mounted to the vehicle and is vented externally of the vehicle. Box must be made of a minimum 3 mm Aluminium (or other material of equal or greater strength) and may have a panel or lid fitted for access providing the lid or panel has an air-tight seal and is securely fastened to the box. A 75 mm (3 inch) equilateral triangle, coloured blue, or another contrasting colour where necessary, is required on all vehicles fitted with a battery or batteries to accurately indicate their location/s.

5. Fluids

- Engine and Underbody must be free from any oil or coolant leaks.
- Minimum 600ml capacity coolant overflow Tank/Bottle that must be held securely in place.
- Fuel cells/tanks and battery's must be isolated from driver and passenger compartment.
- No liquid/fluids to run through cabin area unless fully enclosed in steel housing and approved by Stewards.
- No sprayers to be used anywhere on the vehicle, including, but not limited to, tyres, radiators, or intercoolers.

6. Mechanical

- Vehicles with automatics gearboxes must have an operational neutral safety switch.
- Battery to be secured with a clamp or bracket (it is a requirement to have a clearly marked isolation switch).
- Cars with aftermarket power adder must have a transmission shield or blanket – (highly recommended for other classes).
- Tail shaft Loop with 360-degrees of enclosure, minimum 3mm thickness and 50mm width, installed within 150mm from front universal joint.
- Rear wheels must be in reasonable condition free from cracks and/or excessive wear. Wheels nuts must be the type designed for the wheel used. Steel Rims highly recommended
- Bald tyres will not be permitted. A minimum of 1.0mm of tread is required.
- Driven Wheels must be covered by standard mudguard fitment as a minimum.
- Hubcaps/trims/wheel weights MUST be removed from driven wheels.
 - Wheel nuts must be standard for the wheel used.
 - Mag wheel nuts not permitted on steel rims.
 - No flammable gases may be used to inflate tyres.

7. Exhaust/Muffler

- Exhaust may terminate at the Header Collector flange.
- Mufflers optional.
- No side pipes or side outlets permitted.
- Aftermarket Turbocharged vehicles may have the exhaust exit through the bonnet, but it must be vertical.

8. Additional Considerations for Power Added High (Supercharged, Turbocharged, Nitrous Oxide) High Performance Vehicles

- Supercharger belt guard, approved restraint system from a known manufacturer and aluminium shear-mounting studs are required for all 'out-of-bonnet' aftermarket Superchargers.
- Harmonic balancer, meeting SFI 18.1 requirements and must be surely retained using a bolt.
- Manual transmissions are highly recommended to have a clutch shield or steel Bell Housing.
- Mechanical fuel injection must have fuel shut off that is operational from driver's compartment.
- A 4 Litre engine oil puke tank Minimum.

9. Changes After**Scrutineering**

- No changes to be made after the vehicle has been scrutineered unless vehicle is to be checked by a scrutineer again.
- If a competitor changes their exhaust system after scrutineering, they may face disqualification and/or suspension.
- If a competitor entering in Sportsman Class or Open Class is found to have engaged a Nitrous Oxide system after scrutineering, they may be suspended.

10. Nitrous Oxide Regulations

Competitors are reminded of the dangers associated with the incorrect use of Nitrous Oxide. It is highly recommended that

systems are sourced in complete form, from a recognised manufacturer. The following regulations apply; Nitrous Oxide lines must be outside of driver's compartment, except where the bottle is mounted in the driver's compartment, in which case the lines must be plumbed outside the compartment as near as possible to the bottle outlet. Where lines pass a torque converter or Flywheel, they must be encased in 3.0 mm (1/8 inch) minimum thickness Steel tubing.

High pressure rated hose of minimum 1500 psi is required for plumbing Nitrous Oxide lines, and a sintered bronze or Stainless Steel (Industry Standard) filter, fit for purpose, must be fitted in the gas supply line.

Bottle Mounting:

Bottles must be mounted outside of the engine compartment. Any bottle located in the driver's compartment must be mounted with metal brackets secured to a structural point of the vehicle, and a relief valve, vented outside the driver's compartment, to the atmosphere.

Bottles should be mounted to manufacturer's specification.

Bottles must be equipped with on/ off taps.

Bottle shut-offs requiring special keys are not acceptable.

Bottles used must be purpose built for use with Nitrous Oxide.

Electronic devices used for raising the temperature of Nitrous Oxide bottles must be used if produced for that purpose by an industry manufacturer, they may not be modified in any way.

Switching:

Both solenoids must operate from a common switch and the system must be capable of being switched off by three means;

- 1) Throttle closed switch.
- 2) Solenoid power arming switch.
- 3) Vehicle ignition switch.

Markers:

All vehicles using Nitrous Oxide must display markers located on the outside of the vehicle, in the vicinity of the supply bottle and in the top left corner of the front windscreen.

The marker shall be a yellow diamond, with N2O printed in black letters.

Warning Light:

A prominent blue warning light must indicate when the system is armed. This light must be visible to the driver of the vehicle when in a racing position.

SPECIAL NOTE FOR ROAD REGISTERED VEHICLES ONLY:

The Western Australian laws pertaining to Nitrous Oxide installations in road-registered street cars while driving on WA roads: ***Nitrous oxide injection systems must not be fitted. This prohibition includes a partial installation or a disconnectable nitrous oxide system that is fitted to the vehicle ready for use.***

Credential Sign In

11. Competitors Sign-On (Scrutineering)

- All Drivers and Passengers MUST have photo ID to sign in
- Driver and Passenger must complete ALL required indemnity forms before they can sign in before they can compete.

Conduct

13. Competitor Courtesy and Driving Standards

- Every competitor deserves the right to compete on a relatively dry, debris-free pad. Therefore, each competitor is expected to have a level of respect for their fellow burnout competitor.
- If you know your car is about to leave oil or coolant all over the pad, please exit as soon as possible.
- Once any competitor has entered the pad via the entrance road for their competitive burnout skid, the boundaries of the burnout pad are the walls and the entry and exit chutes.
- Penalties may apply for any infractions until a competitor has completely left the pad.
- Any competitor performing a burnout on the return road or pit area may result in disqualification and/or suspension.
- A competitor must begin their burnout at their scheduled position. Failure to do so and doing their burnout out of order will result in a points penalty.
- If a burnout goes longer than two (2) minutes, it is at the steward's discretion to end the session.
- A driver and passenger must keep their torso within the confines of the vehicle. The passenger must remain in a position to be restrained by the seatbelt. The passenger cannot go any further than the left armpit past the windowsill and some part of the helmet must stay within the confines of the car. If the entire helmet exits the confines of the vehicle, the competitor may result in disqualification and/or points penalty.
- No components of the vehicle may be disconnected or opened during the burnout. Breach of this rule may result in points reduction and/or suspension.
- If the driver behaves erratically on the pad the Burnout may be stopped and future passengers may not be approved.

Event Emergency Management

Fire Risk

The expected fire risk at the time of the event is considered negligible due to seasonal change within that period and the date of the event falls outside the “fire ban” period. The area designated for use within the property boundaries consists of gently undulating pasture with small hills and ridges interspersed with smooth stone outcrops. There are few trees within the designated area until it meets the rising eastern boundary which is lined with low scrub and gum.

A risk assessment conducted a fire where the causal factor was a fuel incident with controls implemented has a residual risk rating of Moderate.

A grass fire resulting from a campfire with controls implemented has a low residual risk rating.

To assist in the mitigation of a fire the below fire precautions are implemented.

Fire Precautions

Event organisers will implement a 5 metre bare earth fire break around the property of Lot 83 Butcher Road, Beverley thus further reducing the potential risk of a fire spreading to neighbouring properties as directed by the Shire of Beverley Fire Control Officer. Organisers have also implemented a 10 metre bare earth perimeter around the Burn Out Pad as additional fire protection.

Fire resources located at the event and strategically placed are: -

1. Fast Attack fire unit
2. Large Fire tender with water spray bars
3. Purpose built firefighting unit with new pump, spray bar and retractable fire hose reel
4. 5 x ABE Foam Fire Extinguishers
5. 8 x Powder Fire Extinguisher
6. 1 x Fire Blanket

In the event of a fire, event organisers have the following to assist in constructing containment lines:

- 1 x Komatsu WA 480 Front End Loader
- 1 x Caterpillar 14G Grader
- 2 x Skid steer (1 x Caterpillar, 1 x T-Rex)

In addition, there will be 6-8 event staff as Safety/Area Fire Wardens who will be in continual communication via two-way radios, and each will have all terrain mobility.

Event organisers have also engaged the services of licensed security officers provided by Astute

Security Services who will be on duty throughout the event and all will be designated as “Safety/Fire Warden”. They too will be in continual communication with event organisers via 2-way radios provided to them.

Event Organisers will establish a liaison with Emergency Services to enable correct and immediate response to any critical incident that may arise during the event.

Water for fire control will be sourced from an on-site dam with water tankers on standby and can be mobilised at short notice. However, in the likelihood of a major fire situation it is

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anticipated that an evacuation will be conducted, and the incident control would be handled by the Department of Fire and Emergency Services.

A site inspection of the facility will be conducted in the week preceding the event to re-evaluate any potential fire risk.

Emergency Evacuation

In the unlikely event other than a medical emergency where it is deemed by organisers that there is potential to threaten the safety of event staff and patrons a general evacuation of the site will be called.

This will involve the use of the Public Address System to announce a General Evacuation which the following will be said "Evacuate, Evacuate, Evacuate".

Designated and appropriately trained Fire Marshalls with loud hailers will direct persons away from the emergency to the designated Evacuation Assembly Point.

In the case of an evacuation the route will be by way of the main access road and persons will be mustered outside the main gate toward Butchers Road (west). This route will be familiar to all persons who have entered the property.

If necessary, an alternative or extra route may be accessed through the public parking area.

If an evacuation is necessitated at NO POINT will any person be permitted to attempt to evacuate their vehicles and/or possessions until such time that it has been deemed safe by attending Emergency Services.

Given the property is bounded by standard stock fence along with specific areas within the event area being fenced off, a risk assessment conducted indicate that they pose a low risk in the case of an evacuation.

A risk assessment has been undertaken, taking into consideration the open area of where the event is to held with controls implemented the residual risk rating has been deemed as Low.

Event Medical Plan

Medical Emergency

Medical and Public Health Event Risk Assessments have been undertaken utilising the “Medical Risk Assessment Tool” contained in the Guidelines for concerts, events and organised gatherings, December 2009 provided by the Department of Health, Public Health Unit.

The combined score of those assessments for this event is 76 (Medical Risk Assessment 40 and Public Health Event Risk Assessment 36) which places this in the category of “High” risk. A “High” risk rating indicates that there is a likelihood that a serious incident will occur at some time.

To address this risk a Paramedics from Medic Aid will be on-site to attend to any medical incidents that may arise. Their location will be strategically placed to ensure full accessibility.

Should a significant incident occur whereby the ambulance on site must leave the event, all racing will cease until such time as a replacement ambulance has arrived on site.

Prior to the event, organisers will liaise with staff at the Beverley Hospital to ensure that they are aware of the event allowing the hospital to engage its own preparations should their assistance be called upon.

In the event that there is an incident where it is not feasible to road transport a critically injured patient and that patient requires to be airlifted to a Tertiary Hospital via the RAC Rescue Helicopter an area has been set aside for this.

The GPS co-ordinates of -32.323215S, 116.741146E will be conveyed to the pilot of that aircraft via the onsite Medic Aid paramedic.

A risk assessment has been conducted in relation to a medical emergency through either a racing incident or a general medical incident with controls implemented has a residual risk rating of High. As a result of this risk rating Medic Aid has been engaged.

Medical Event Plan below.

References

AS ISO 31000:2009 Risk Management – Principles and Guidelines

AS 3745:2010 Planning for Emergencies in Facilities

AS 1841 Portable Fire Extinguishers

AS 3845:1999 Water Filled Crash Attenuators

Guidelines for concerts, events and organised gatherings December 2009

PO Box 177, Bindoon. WA 6502
 Mobile: 0427 987 597
 Email: medicaidwa@bigpond.com



MAWA POLICY NUMBER:	MAWA052 . Medical Response Plan for Turner Gully Dirt Drags/Burnouts 2024
OWNER OF POLICY:	General Manager.
CONTACT PERSON:	Operations Manager.
REVIEWED BY:	Operations Manager / General Manager.
REVIEW REGULARITY:	Annual review.
APPROVAL BY:	General Manager.
EXPLANATION:	This policy and procedure is written and followed to ensure that all operations during Westdale Dir Drags are carried out in a manner that is as safe as practicably possible to all staff and any other individual involved in the process.
POLICIES RELATING TO THIS POLICY:	All policies and procedures relate back to this area of Policy and its Procedures.
DOCUMENTS OR FORMS RELATING TO THIS POLICY:	All documents relate back to this policy and procedure in some manner.
TO WHOM DOES THIS POLICY RELATE:	This policy relates to all staff of Off-Road Racing operations at MAWA. Event Management of Westdale Dirt Drags and Assistants
POLICY:	<p>Policy Statement:</p> <p>In any sport, it is essential to have rules regulating its conduct. This is particularly so in the case of motorcycling, where safety is vital for participants and spectators. This document is designed to outline the provision of care for competitors, officials and the general public at club, state and national level motocross competitions.</p> <p>Legal Compliance:</p> <p>Medic Aid, staff and Management will comply with the requirements of the following:</p> <ul style="list-style-type: none"> • Occupational Health and Safety Act 2000 • Occupational Health and Safety Regulation 2001 • Workplace Injury Management and Workers' Compensation Act 1998 • Workplace Injury Management and Workers' Compensation Regulation 2002 • Poisons Act 1964 <p>All personnel will also adhere to all relevant codes of practice.</p> <p>Poisons Permit Codes of Practice:</p> <p>This Code of Practice sets out the responsibilities in regards to the Health Services and Poisons Permit for Medical Treatment. Medical treatment is for the diagnosis, and ongoing treatment of illness and disease. This Permit for medical treatment also covers emergency administration of medicines.</p> <p>Medical Response Plan:</p> <p>This Plan has been developed to help ensure compliance with <i>Part 4, Division 3 "Emergency Preparation" of the WA Mines Safety and Inspection Regulations 1999</i>, and more specifically <i>Regulation 4.30 "Preparation of emergency plan"</i>. Regulation 4.30 requires the principal employer or manager to prepare an emergency plan that:</p>

Name of document:	MAWA 0052: Medical Response Plan for Westdale Promoted Paramedical Events - 2018 - 2024		
Version Number: 3.0	Location:		
Reviewed: 8 th of February 2022.	Next review due: 8 th of February 2024.		
RTO Number:	Written by: Curriculum Development Coordinator.		Page 1 of 7



- Identifies the hazards that might cause an emergency;
- Assess the risk of an emergency occurring; and
- Includes means for dealing with such emergencies.
- Response to such emergency
- Training for such emergency

This plan must also consider the means for managing and controlling an emergency situation, as required under Regulation

4.30 (2) (c), including the provision of training, equipment, facilities, personnel and procedures.

Clinical Skills Guidelines:

The Primary Clinical Care Manual provides Clinical Care Guidelines and Health Management Protocols. These CPGs are the principal clinical reference tool and policy document for health professionals working in rural and remote WA. It contains Health Management Protocols that support the advanced practice of authorised MAWA Practitioners. These Health Management Protocols set out the; circumstances, conditions and restrictions under which treatment and drugs listed in the Drug Therapy Protocols can be used. MAWA staff working in rural and remote ambulatory care settings use the Clinical Medical Director guidelines.

Emergency Vehicle Authorisation (EVA):

Under the *Road Traffic Code 2000* Medic Aid WA is authorised to administer the use of an emergency vehicle, as defined

in Regulation 3 ...

(c) *being an ambulance, answering an urgent call or conveying any injured or sick person to any place for the provision of urgent treatment;*

Medical Indemnity

These guidelines and authorisations ensure compliance with current insurance during all events.

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MAWA POLICY NUMBER: [MAWA010](#). Motocross Policy and Procedures (continued).

PROCEDURE:

ABBREVIATIONS

SP Senior Paramedic
 EMT Emergency Medical Technician
 RRT Rapid Response
 Team
 RRV Rapid Response
 Vehicle

Qualification and Manning Requirements:

Based on a joint MAWA and Medical Director risk assessments the minimum qualification and manning levels should apply;

Turner Gully Burnout/Dirt Drags - 2 Paramedics, 2 EMTs and 2 first aid officers

Friday 10th May – setup, 1 Paramedic, 1 EMT, 1 on-site ambulance, 1 on-site treatment trailer and RRV.

Saturday 11th May event duration and demobilization - 2 Paramedics, 2 EMTs and 2 Transport Officers, 2 on-site ambulance, 1 on-site treatment trailer and RRV.

All on-site Paramedics are to have current Registration

Paramedics
 Keith Ferguson PAR0002319996
 Jessica Devlin PAR0002229559

Personnel Protective Equipment (PPE):

All personnel are to be attired appropriately. Consult the MAWA PPE matrix. The following items at a minimum:

- Closed in shoes, preferably boots
- Long trousers Hi-Vis
- MAWA shirt/jacket
- MAWA Hi-Vis vest
- MAWA Cap, or large brimmed hat
- Suitable wet weather gear for inclement weather.

Arrival:

Medical crew will arrive 30 minutes prior to the allocated time for setup and venue review. SP is to review the racetrack and surrounds in 'cold' condition. This will serve to highlight and correct any safety related issues. The SP is to communicate any such points to the EM.

Equipment:

MAWA will utilise our own portable on-site medical room. Medical equipment installed to include; 1 fully equipped trauma/resuscitation bay
 2 fully equipped treatment bays
 Treatment licence to include a full range of scheduled drugs S3, S4 & S8s, including but not limited to Pentrox, Morphine, Adrenaline, Diazepam, Midazolam, Anti-emetics and OTC drugs

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All equipment should be inspected, tested and accounted for at the start and end of every shift. It is the responsibility of each Medic Aid WA group to ensure they have enough resources at all times. Personnel are to take note if equipment is missing. If personnel's notice that certain stock is being depleted throughout the event, they are to request additional stock through the Medic Aid WA Operations Manager.

Communications:

Various forms of communication are utilised during both event. **Two-way radios** form the basis of most of the communication during the event/meeting. It is the primary form of communication between EM and the SP. Two-way radios should be checked for operation and locked to avoid accident channel shift. Two-way radios should be monitored for positive communications.

In the event of radio communications breakdown the backup plan will be the use of Mobile phone. SP and EM to exchange mobile phone numbers on arrival. (Confirmed telecommunication signal on-site)

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All personnel are to also carry personal mobile telephones for communication. They are only to be used for **pertinent** communications. Examples of these are communication with outside agencies as well as additional communication with SP, EM and team members.

Please note that due to the loud nature of the racing and or event, it may not always be possible to establish positive communication either by radio, telephone or verbally. MAWA personnel must still respond to all incidents and positive communication established as soon as practicable.

Rapid Response Vehicle (RRV):

Medic Aid WA is equipped with rapid response emergency off road vehicles. The RRV is the **primary** means of response to a Critical Incident. The vehicle is equipped with advanced lifesaving equipment along with spinal immobilisation. The vehicle is also equipped with basic firefighting equipment. The vehicle is **only** to be operated by authorised personnel in accordance with Medic WA safe work guidelines. Utilisation of the RRV must be undertaken with extreme caution. There are changeable factors that will affect the performance of the RRV during a race meeting and or general property conditions; examples of these are inclement weather, changing track surface from normal race usage, etc. It is the responsibility of the MAWA personnel to evaluate property and track conditions constantly throughout the event and drive to conditions.

Note; all RRT staff and patients are either to be seated in the front or on the rear seat or secured on stretcher of the RRV at all times on mobilisation.

Rapid Response Team (RRT):

The Medic Aid WA rapid response team is responsible for safely responding to all event incidents involving injury or illness. The RRT also mans the Rapid Response Vehicle. The RRT is to observe the track and event in general from a vantage point that offers the best view of the race and venue. Positive communication between the RRT, SP and EM must be maintained.

Activation of the RRT can be by any or all of the following means:

- Radio call
- Mobile Phone EM or SP
- Witnessed accident/INCIDENT by RRT

Operations on a live racetrack (Incident Response)

- Only approved and designated personnel are to enter a live track
- In the event medical assistances is required the RRT will inform the SP of intent to respond and location, in the event positive communication cannot be established with EMT the RRT should respond with **caution**.
- Activate **EMERGENCY BEACONS** on RRV before entering a live track at all times
- Based on earlier track assessment the RRT will respond to an incident via the safest route. Live tracks should only be crossed when **SAFE AND EXPEDIENT TO DO SO**. It is imperative that crossing a live track is completed safely. Considerations need to include but are not limited to:

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Designated crossing points where applicable
 Only cross a track AFTER RACING HAS STOPPED
 Locate RRV as close to patient as practicably possible, this will minimise patient movement and limit manual handling lifting and carrying on uneven surfaces
 Extraction of an injured rider that has sustained significant injury should be the safest & smoothest route, inform the EM of extraction plan

Foot response:

A foot response is **only** to be carried out by MAWA personnel under the following circumstances:

- RRV has no access to the sick or injured person.
- More than one casualty at different locations
- Direction from SP

RRT member responding will only access the track to assist the fallen rider if it is **safe** to do so. RRT member responding on foot will **always** carry a responder grab bag. Positive lines of communication with SP and EM **must** be maintained the provision of redeploying RRV.

RRT member shall only cross a live track on foot if they have a clear view of oncoming race traffic. If the event the view is limited or obstructed the RRT member must engage with and implement secondary control measures. In the event this process is unattainable then the RRT member will not cross the track,

EVENT SPECIFIC NOTES

Personnel Support and Welfare:

All personnel are to be advised that, should the need arise; personnel support services will be available. Please contact the Medic Aid WA Operations Manager who will assist in arranging chaplain or counselling sessions, if required.

Media:

Medic Aid WA Personnel are not to engage with any media. Should the media approach requesting Medic Aid WA comment please apologize and refer them to Medic Aid WA Director, Keith Ferguson on 0427987597

Presentations on the day:

All presentations on the day are to be documented on a Medic Aid WA Patient Care Record Form or Medic Aid WA First Aid Only Form. At all National and State Controlling Body events all presentations will require the completion of medical injury report (medical officials). This form is to be completed by appropriate medical staff and forwarded to the steward at the conclusion of the event in a sealed envelope mark "Private and Confidential"

Patient Care (Clinical)

Regardless of location or condition, all casualties will have been documented on an MAWA Patient Care Record unless it is a nonclinical treatment. As a guide, all clinical patients should have at least 2 sets of vital signs documented to establish a trend. Time critical patients should have vitals recorded every 5 minutes and non-time critical at least every 10 minutes.

Non-Clinical Treatments

MAWA personnel are to complete a 'First Aid Only Patient Care Record for all non-clinical treatments. This is to record instances where customers/patients request information or

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facilities to attend their own clinical needs, including self-treatment products, which includes;

- ice packs
- adhesive strips for self-management (e.g. band aids)
- sunscreen
- self-treatment items

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Emergency Transportation

MAWA will operate with 2 on-road ambulances. Transport of patients to the Beverley Districts Hospital. (36 km's) will be provided by a MAWA paramedical crew. In the event Beverley District Hospital is on by-pass all transports will be conveyed to York District Hospital. In the event the 2nd MAWA ambulance is required to leave site, event management are to be notified and racing or event will be suspended until an ambulance has returned to site.

If the transportation is time critical MAWA personnel will provide transportation conducted under the EVA licence to the nearest ED facility.

Evacuation & Emergency Procedures

MAWA personnel will take all direction from the client as per the event evacuation procedures. These procedures will be made available from the client upon request.

Emergency Response Resource List

DEFES, Rescue Helicopter, SJAA and SES contact
 via 000 or 112 Beverley District Hospital contact via 08
 9646 3200 or
 York District Hospital contact via 08 9641 0200

Rescue Helicopter coordinates: 32-
 321157 116-741152



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**NOTE:**

For continued improvement this document will be reviewed every twelve months.

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Crowd Control

A risk assessment has been undertaken and in the unlikely event there is civil unrest at the event, or a spectator enters a "Hot Area" with implemented controls the residual rating has been deemed as Medium and Low respectively.

We have increased security personnel and extended security hours at venue from 18:00 Friday afternoon (set up day) concluding at 08:00 Sunday (pack up day). Please find quote attached.



4 July 2022

Westdale Dirt Drags

ATT : ANTHONY SHEPHERD

Dear Sir

RE : WESTDALE DIRT DRAG SECURITY QUOTATION

Thank you for the opportunity to provide a quotation for the supply of Security Guard labour for the Westdale Dirt Drags to be held in October 2022.

As per your requirements, I am pleased to provide the following quotation:

6 x Security Guards for the duration commencing Friday 14th October 2022 at 1800, and concluding on Sunday 16th October at 0800.

228 hrs of Labour (38 hrs per Guard) @ \$57.50 per hour plus GST	\$13,110.00
12 hours of Travel @ \$40.00 per hour plus GST	\$480.00
GST Applicable	\$1,359.00
TOTAL COST FOR EVENT :	\$14,949.00

The above quoted value allows for Guard accommodation to be provided by Westdale Dirt Drags. Should accommodation not be provided by the customer, Astute Security Services Pty Ltd reserve the right to back charge the additional cost of 2 x Winnebagos, at market rate, plus GST.

It should be noted that all of our guards are fully licensed and certified.

We pride ourselves on being able to provide the highest level of security for your event in a professional, efficient and cost effective manner.

Should you have any queries or concerns, please don't hesitate to contact me directly on 0413 675 648.

Kind regards

Ross McDonnell
Owner/Director
Lic # 00520

Camping

Event organisers have previously liaised with the Shire of Beverley in 2018 regarding camping at the event suggesting that this wasn't the legislative intent of Caravan Parks and Camping Grounds Regulations 1997 given this was a short-term event.

After some liberation, the Shire of Beverley conceded this.

The event organisers offer camping to ensure that after full day at the event it provides an opportunity for those who are tired to stay and not drive home tired which has potential for them to be a danger to themselves and other road users.

This is in line with the state governments road safety message "Yawning is a Warning, don't drive Tired". Event organisers wish to be proactive in this message.

Liquor Control

Liquor is not sold at these events and as there is no intention of changing this, event organisers will not be seeking a Liquor License which would be required as per the Liquor Control Act 1988.

Temporary Food Stalls

Event organisers have gained the services of Smashed As Burger operated by Jason Meldrum for the event.

A certificate of registration of a food business and relevant insurance has been provided, see below.



Food Act 2008

Section 110(6)

Rockingham

where the coast
comes Co life

CERTIFICATE OF REGISTRATION OF A FOOD BUSINESS

This is to certify that the business:- Smashed As Burger Co

operated by:- Mr Jason Meldrum is registered as a Food Vehicle

Vehicle Registration No:- ITUL 673

CONDITIONS:-

- o It is an offence to o Operate a food business in contravention of the Food Act 2008.
- o Make changes to the nature or activity of this food business without notifying the City first.
- o The food business has been approved to conduct those activities that were specified in the Registration / Notification Form.
- o A copy of the Certificate of Registration must be made available to an Authorised Officer.

NB: Operation of a Food Stall (at an event or market) is subject to an additional fee..

Signed By: _____

MANAGER HEALTH & BUILDING
SERVICES

Delegate of CITY OF ROCKINGHAM

Dated: 9 July 2021

PBH/2669
See Plan on back of page.

PRODUCED BY AN AUTODESK STUDENT VERSION

General Notes

Vehicle housed at;
24A Crompton Road
ROCKINGHAM WA 6168

SMOKER

WORK BENCH

PREP FRIDGE

CHEST

DISHES

VEG

CUPBOARDS

HOT PLATE

DEEP-FRYER

RANGE HOOD

File Name and Address

Project Name and Address

Project Name

Project Date

Project Time

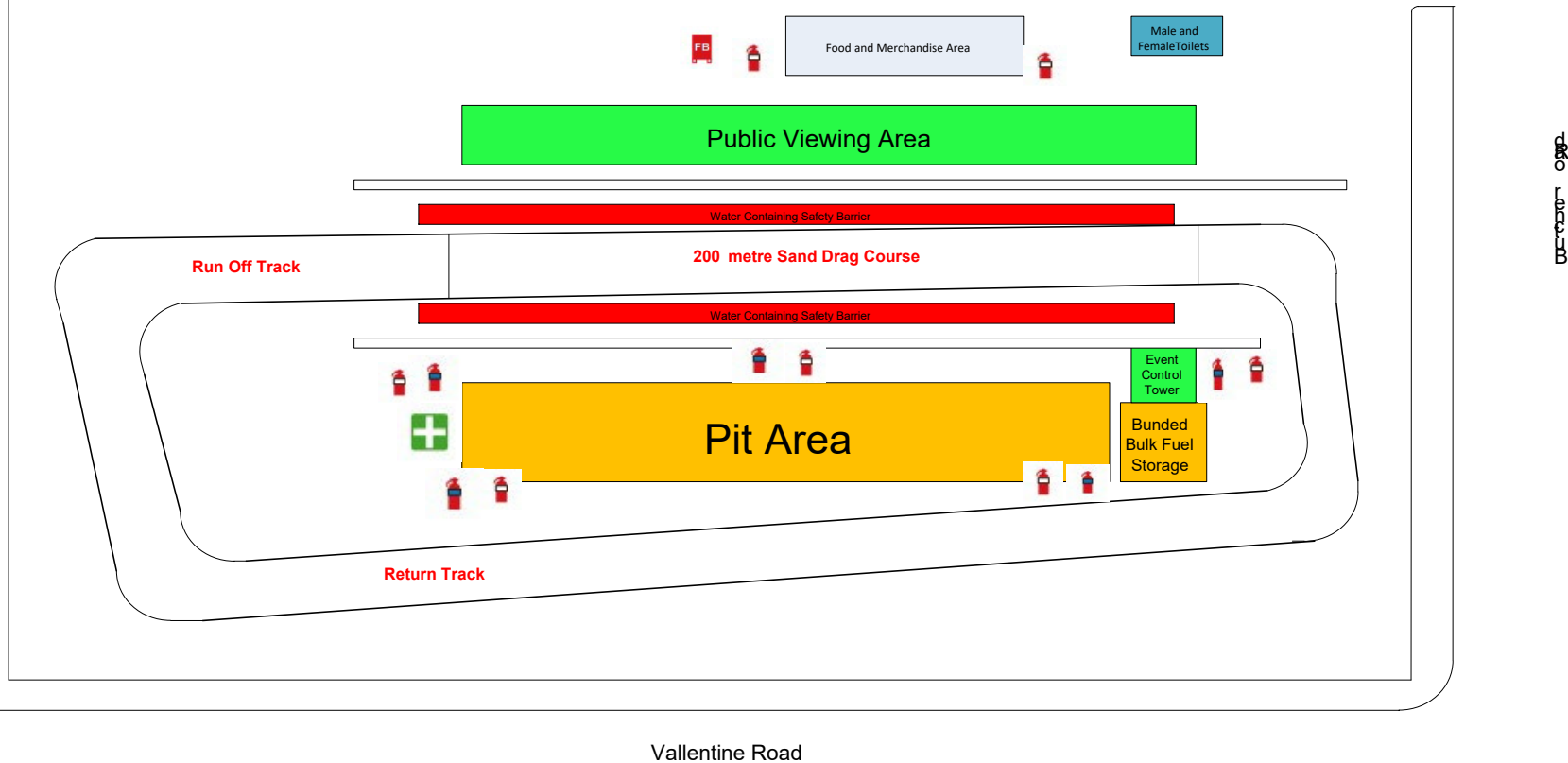
PRODUCED BY AN AUTODESK STUDENT VERSION

Version 5

Issued Date 24th September 2014Reviewed Date 12th September 2022



Turner Gully Dirt Drags Site Plan Lot 83 "Dale" Butcher Road, Shire of Beverley



Legend



Emergency Assembly Area



Ambulance/First Aid Area



Foam Extinguisher



Powder Extinguisher



CO2 Extinguisher



Issued on 17th September 2014
Reviewed on 30th January 2018

Not to Scale

Version 5

Issued Date 24th September 2014Reviewed Date 12th September 2022

DIRT DRAGS TARGETED RISK ASSESSMENT [TRA]

Event or Venue	Westdale Dirt Drags Turner Gully Dirt Drags	Area / Location	Butchers Road, Westdale
Name of Official		Date	

<p style="text-align: center;">Risk Rating:</p> <div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: red; margin-right: 5px;"></div> <p>Extreme: Stop Activity Immediate action required.</p> </div> <div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: orange; margin-right: 5px;"></div> <p>High: Prioritised action required</p> </div> <div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: yellow; margin-right: 5px;"></div> <p>Medium: Planned action required</p> </div> <div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: green; margin-right: 5px;"></div> <p>Low: Action when possible</p> </div>	<p>Four Risk Treatments</p> <p><input type="checkbox"/> Avoid: Don't Do the Activity</p> <p><input type="checkbox"/> Treat: Reduce - use controls</p> <p><input type="checkbox"/> Accept: If low or if consequences are tolerable</p>	<p>Levels of Control Methods</p> <p><input type="checkbox"/> Avoid</p> <p><input type="checkbox"/> Substitute</p> <p><input type="checkbox"/> Isolate</p> <p><input type="checkbox"/> Reduce by physical controls</p> <p><input type="checkbox"/> Reduce - admin warning and rules</p> <p><input type="checkbox"/> Use PPE</p>
---	---	---

Risk Calculator			LIKELIHOOD				
CONSEQUENCE 1. How severely could it hurt someone (riders, officials or public)? And what impact will it have?			2. How likely is it to happen?				
	PERSONAL INJURY	ADMINISTRATIVE	Almost certain Will occur	Likely Could happen frequently	Possible Could happen occasionally	Unlikely Could happen but only rarely	Rare Could happen, but its unforeseeable that this will occur
Catastrophic	Life threatening injuries, death or multiple fatalities	Major hardship to organisation. Huge financial loss.	Extreme	Extreme	Extreme	High	High
Major	Extensive (Serious) injuries resulting in major medical treatment. Hospital.	Significant hardship to organisation. Major financial loss	Extreme	Extreme	High	High	High
Moderate	Moderate injuries - medical treatment required (broken bones). Hospital.	Moderate hardship to organisation. Medium – High financial loss	High	High	Medium	Medium	Medium
Minor	First aid injury. No ongoing medical attention.	Some hardship to organisation. Minor financial loss	Medium	Medium	Medium	Low	Low
Insignificant	No injury.	Localised assessment of affected issue to be considered. 0 – Low financial loss	Medium	Low	Low	Low	Low

Description of identified Risks	Likelihood (Describe word)	Consequence (Describe word)	Risk (Describe word)	Controls / Treatment What has been done about it?	Residual Risk	Responsible person	Person responsible for review	Who was notified?
Fire –Fuel	Unlikely	Major	High	➤ Appropriate Fire Extinguishers placed at keys location	Medium			
Fire – Grass	Rare	Moderate	Medium	➤ Strictly no campfires	Low			
Racing Crash	Possible	Catastrophic	Extreme	➤ Competitors wearing appropriate safety equipment. Safety briefing. ➤ Competitors to adhere to safety rules ➤ Medics and Ambulance onsite	High			
Spectators enter “Hot Areas”	Unlikely	Catastrophic	High	➤ Crowd controllers and stewards to be alert to spectators ➤ Dirt drag race/Burnout competition to stop immediately	Low			
Civil Unrest	Rare	Major	High	➤ Specific groups by invite only ➤ Crowd controllers to be advised and aware of unwelcome guests	Medium			
Medical Emergency	Possible	Catastrophic	Extreme	➤ Medics and Ambulance onsite ➤ Medical plan compiled and in place	High			
Emergency Evacuation (Other than medical emergency)	Unlikely	Minor	Low	➤ Implemented evacuation plan	Low			
Safety Barrier Failure	Rare	Major	Low	➤ Visual Inspection carried out before event	Low			

Consultation Register – Who did you liaise with				
Date	Name	Position	Experience	Signature
Completed by:		Signed:		Date:

Document Control History

Version	Date	Revision Author	Description
1	17/09/2014	CG	Created
2	30/01/2018	CG	Updated event date, Site plan and TRA included in the document, earthmoving equipment
3	20/08/2018	CG	Updated to include 121 Racing, Turner Gully Dirt Drag event as requested by the Shire of Beverley
4	04/07/2022	AS	
5	12/09/2022	CG	Updated to include Westdale Dirt Drag Competitor, Non Competitor Rules, Westdale Dirt Drag Competitor and Non Competitor Rules, Medical Event Plan, Medical Risk Classification Tool, Public Health Event Risk Classification Tool

Distribution List

Date	Location
24/09/2014	Wildcard Promotions
30/01/2018	Wildcard Promotions
20/08/2018	Wildcard Promotions

Disclaimer

Every effort has been taken to ensure that all risks are identified and mitigations are appropriate for consideration and implementation by the recipient. Any recommendation, advice and information contained within this plan is given in good faith and is based on sources believed to be reliable and accurate at the time of preparation and publication of this plan. The author does not accept legal liability or responsibility for the content of the recommendations, advice and information; nor does accept responsibility for any consequential loss or damage arising from its application, use and reliance. It is recommended that the recipient undertakes their own due diligence.

Improvements for 2022

Burnout Pad

A 10m bare earth fire break completely surrounding burnout pad has been constructed.



Fire Fighting Unit

A purpose made fire fighting unit with new pump, spray bar and retractable fire hose reel.

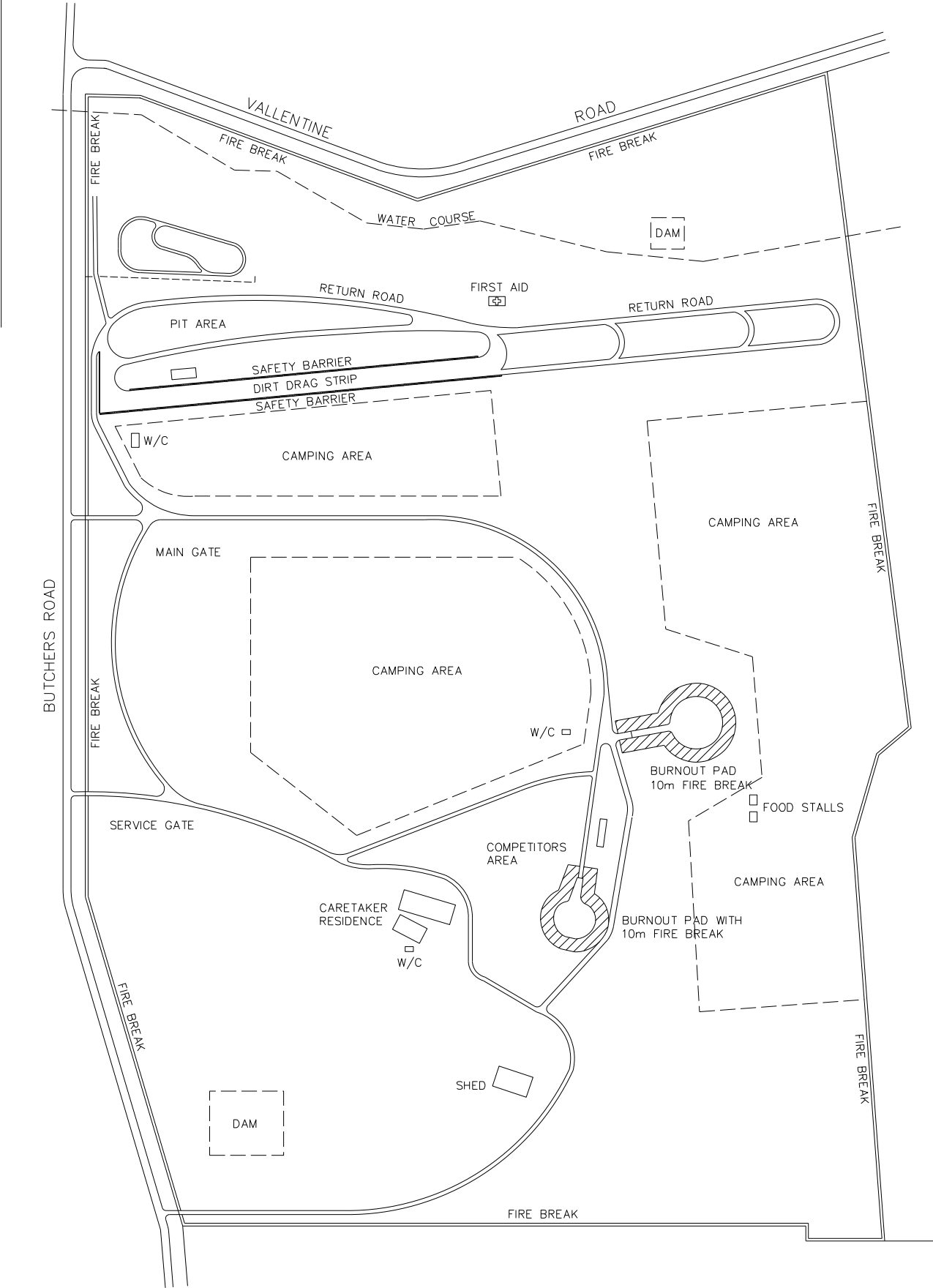


Medical



We have increased our medical staff /ambulance to be at the venue from setup day (Friday), competition day (Saturday) and pack up day (Sunday). Please find quote attached.

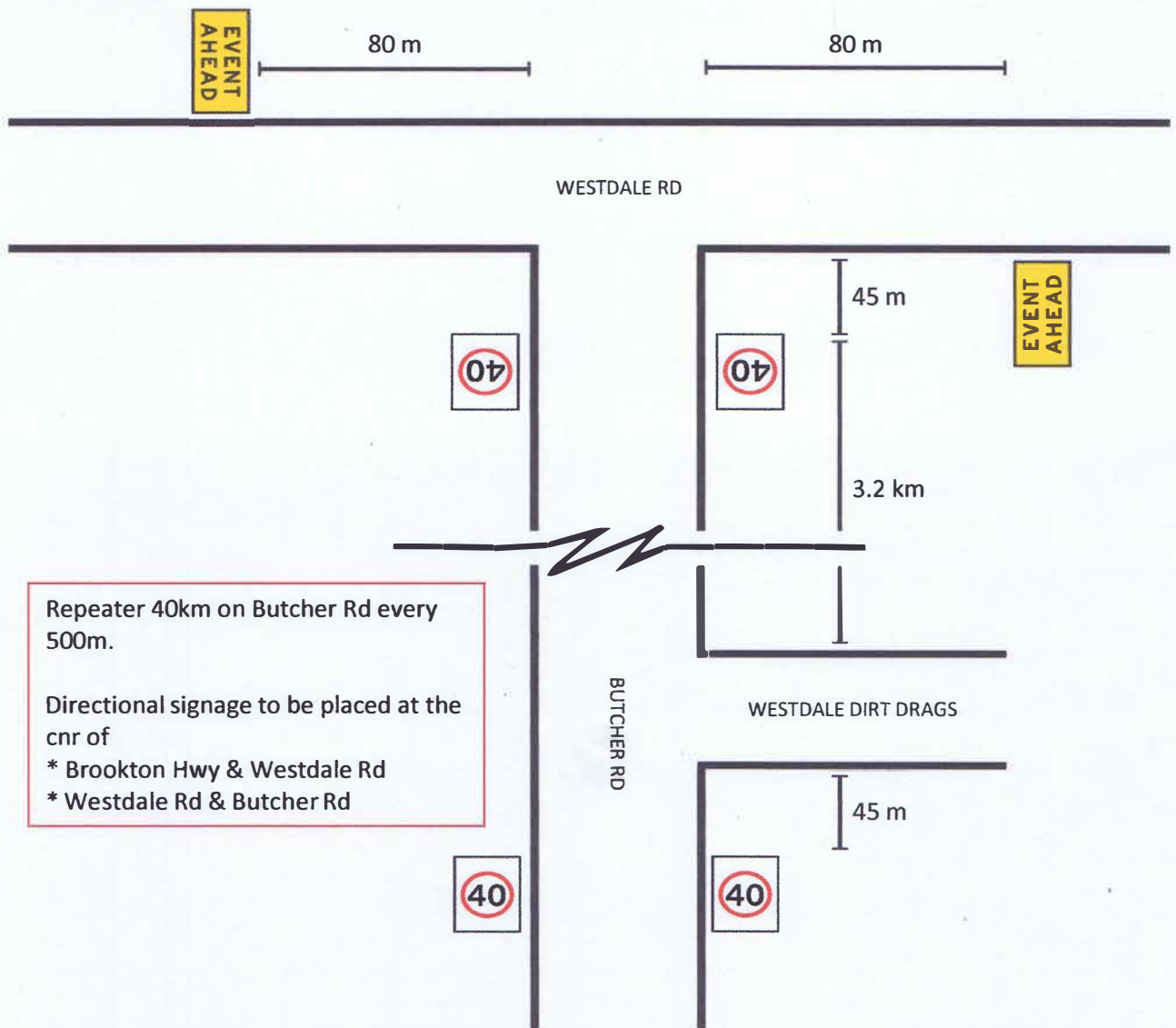
Security


We have increased security personnel and extended security hours at venue from 18:00 Friday afternoon (set up day) concluding at 08:00 Sunday (pack up day). Please find quote attached.



SITE PLAN
1 : 5000

				PINEFIELD'S OF YORK		DIRT DRAGS			SITE PLAN			
				GARY W. BYFIELD PO BOX 326 YORK W.A. 6302		CLIENT : WESTDALE DIRT DRAGS LOT 83 BUTCHER ROAD WESTDALE WA 6304			DRAWN	GWB	SCALE 1 : 5000	
A	ISSUED FOR REVIEW	NOV '23		75					DATE	OCT 2023	REVISION A	
	REVISION	DATE		MOBILE 0414 885 338 EMAIL gwb151@gmail.com					JOB No BW-18-23/24		SHEET 01	A2

**Turner Gully Dirt Drags****10th & 12th May 2024**

Date:	2/09/2018	Scale:	NTS	REV No:	0	TCD No:	001	
Drawn by:	Alan Stevens	Client:	Turner Gully dirt drags.		Title:		Dirt drag racing event	
AWTM No:	KTS-AWTM-17-04254-06							
Contact:	0428 141 238							

9.2 Development Application – Viewing Deck – Lot 29705 (Reserve 32745), Bremner Road, Beverley Airfield

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	14 March 2024
Applicant:	Paul Croft (Beverley Soaring Society)
File Reference:	BRE 32745
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	N/A
Disclosure(s) Of Interest:	None
Attachments:	Application Documentation

SUMMARY

An application has been received for the construction of a Viewing Deck adjacent Runway 16 at the Beverley Airfield. The application will be recommended for approval.

BACKGROUND

The Shire has received a proposal to construct a Viewing Deck at the Beverley Airfield, within the agreed *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, viewing platforms and glider hangars.

COMMENT

This application is for planning approval for the construction of a Viewing Deck associated with *Beverley Soaring Society* activities, as per the submission received and attached hereto.

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: 1. Economy
4. Civic Leadership
Strategic Priorities: 1.3 Beverley attractions and experiences are promoted
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

That Council grant Planning Approval for the construction of a Viewing Deck on Lot 29705 (Reserve 32745), Bremner Road, Beverley, 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. Where applicable, no trees are to be removed without the prior approval of the appropriate authorities.

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, where applicable.

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.

Proposed 16 Viewing Deck

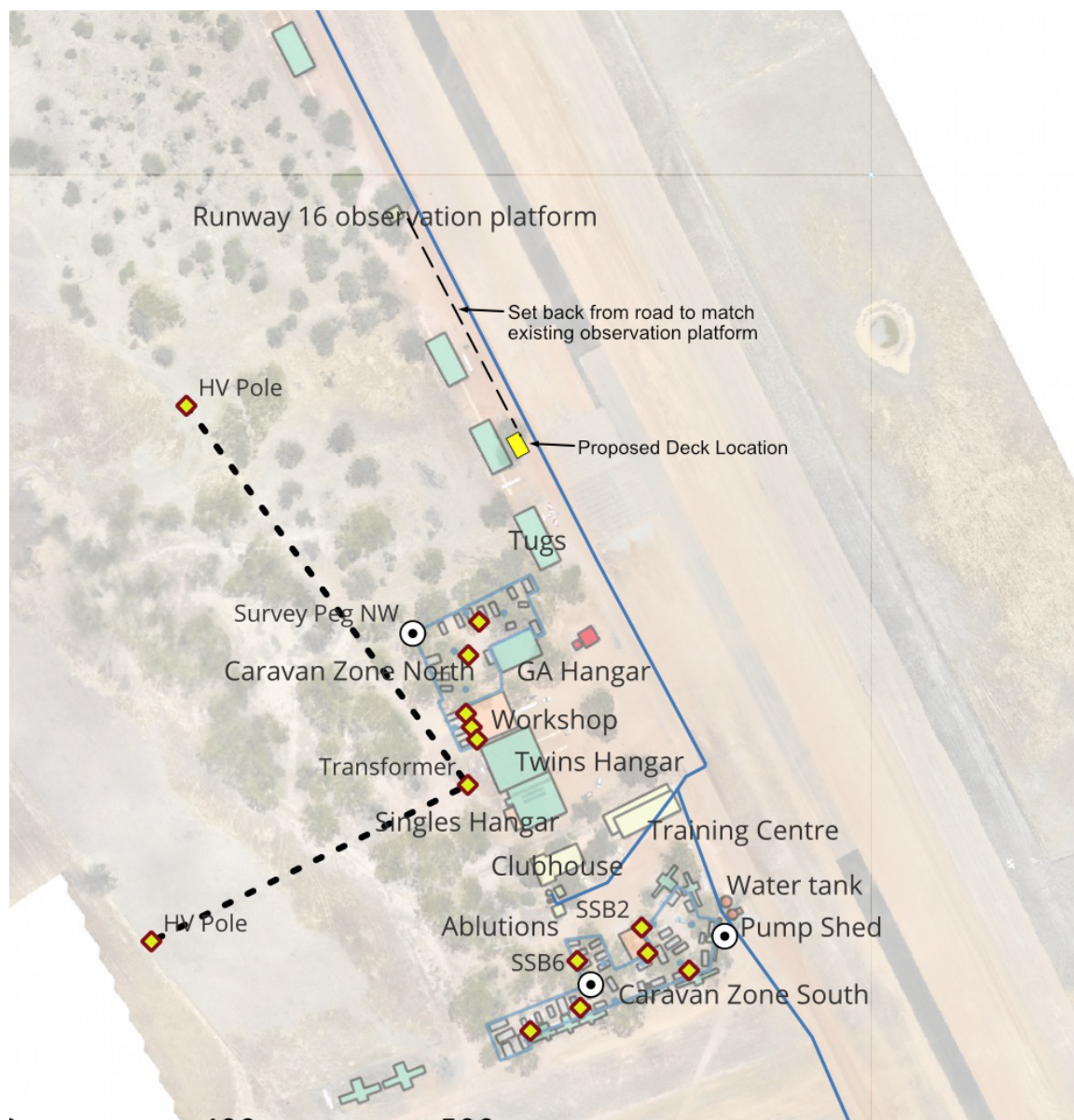
Beverley Soaring Society

Purpose:

A low profile 32 sq.m. Viewing Deck at the new Runway 16 launch point will provide a practical and aesthetic platform for members and visitors to watch the flying activities.

Location:

The deck will be set 3.5m in front of and 650mm north of the southeast corner of the first privately owned hanger on the northwest side of the airstrip. It will be set back from the roadway by the same distance as the existing observation platform further north and in front of the existing tree to provide natural shade.



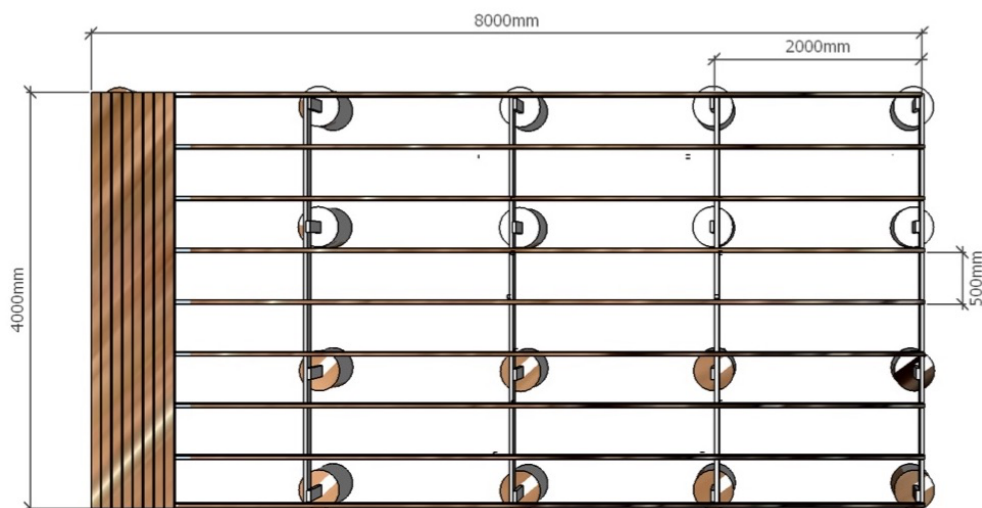


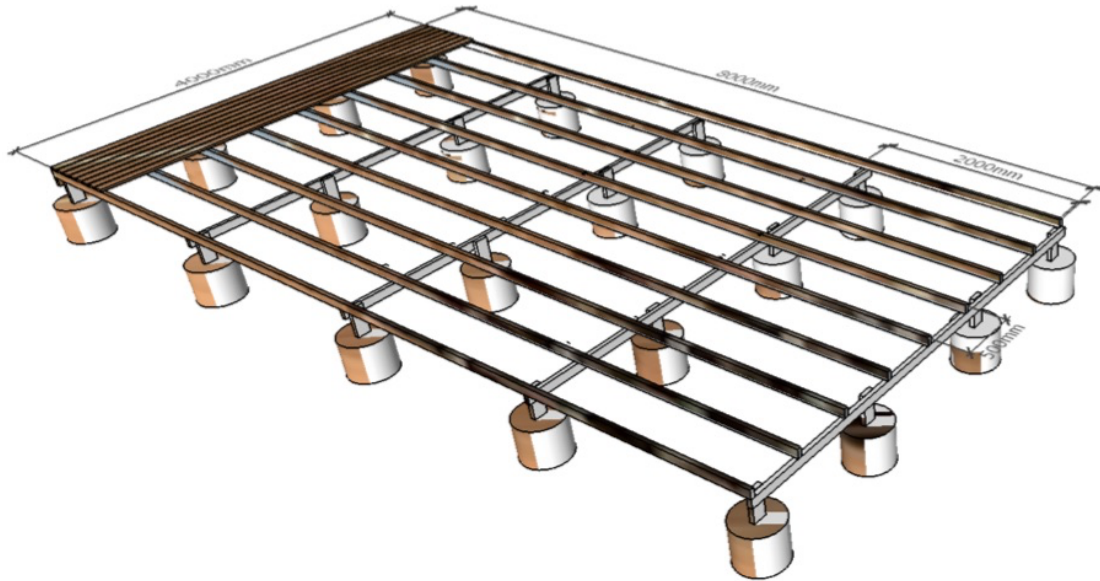
Size:

The Deck will be 4m x 8m, with a height of approximately 250mm above ground level.

Construction:

Posts will be set in concrete pads 400mm diameter @ 600mm depth. Post centres spaced evenly: 4 per bearer in 5 rows with 9 x joists at 500mm centres with welded and painted connections. Posts, bearers and joists are 38x75x1.9 galvanised patio tubes. The decking material is 90x22mm reeded treated timber.





Construction cost:

Approximately \$5,000.

9.3 Proposed Road Closure – Unconstructed Road Reserve off Edison Mill Road, Dale

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	14 March 2024
Applicant:	Frank Ripper
File Reference:	RO 005
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Application Email, Locality Map

SUMMARY

A request has been received from an affected landowner (Frank Ripper) that a portion of unconstructed Road Reserve be closed. It will be recommended that Council resolve to initiate closure of the subject section of the unconstructed road reserve.

BACKGROUND

Council received a written request for Road Closure from an affected landowner. The application email and mapping are attached to this report.

The applicant submits that the closure is requested to address land management considerations on his property, being 936 (lot 21) Edison Mill Road, Dale.

COMMENT

It is submitted that the closure of the section of unconstructed road reserve will address the matters as raised by the applicant.

CONSULTATION & ADVERTISING

Should Council initiate the Road Closure, public advertising must be conducted for a minimum of 35 days.

STATUTORY ENVIRONMENT

Roads are closed pursuant to Section 58 of the *Land Administration Act 1997* in compliance with *Land Administrative Regulations 1998*.

FINANCIAL IMPLICATIONS

The road closure process will require advertising.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 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 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

That Council initiate the closure of a section of unconstructed Road Reserve off Edison Mill Road as depicted in the attached drawing and instruct the Shire Planner to commence with the required advertising for road closure.

Proposed Road Closure

DP215753:28714
299.8563 ha

D87045:21
179.7475 ha

Section of
unconstructed road
reserve to be
closed

Shire of
Beverley

DP124376:8471
72.6219 ha

974

936

D85496:19
97.3917 ha

R47883
46415.1154 ha

DP36442:3060
45959.7137 ha

Edison

M44

R4



Created: 14 March 2024 from Map Viewer Plus: <https://maps.landgate.wa.gov.au/maps-landgate/registered/>

9.4 Application for Exploration Licence 70/6612

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	20 March 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 Search Resources 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 gold, copper, lithium and nickel.

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.

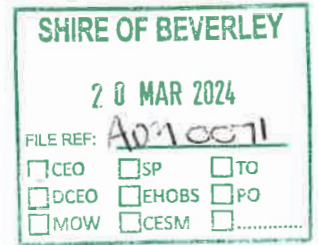
VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council acknowledges the application for an exploration licence 70/6612 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.



15 March 2024

Shire of Beverley
PO Box 20
Beverley WA 6304

Attention: Chief Executive Officer

Registered Post:
RPP44 63800 09400 54249 66600

Dear Sir/Madam,

RE: APPLICATION FOR EXPLORATION LICENCE 70/6612

On behalf of our client, Search Resources 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

A handwritten signature in blue ink, appearing to read 'Ella Ng-Binning', with a stylized, looping flourish at the end.

Ella Ng-Binning
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	(a) Exploration Licence		No. E 70/6612
(b) Time & Date marked out (where applicable)	(b) a.m./p.m. / /		(c) SOUTH WEST
(c) Mineral Field			
For each applicant:	(d) and (e)		(f) Shares
(d) Full Name and ACN/ABN	SEARCH RESOURCES PTY LTD (ACN: 150 879 486)		100
(e) Address	C/- MCMAHON MINING TITLE SERVICES PTY LTD, PO BOX 6301, EAST PERTH, WA, 6892		
(f) No. of shares			(g) Total 100
(g) Total No. of shares			
DESCRIPTION OF GROUND APPLIED FOR:	(h) AVON		
(For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(i) 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 km ²)	(k) 81 BL		
(l) Signature of applicant or agent (if agent state full name and address)	(l) Amy Probert PO BOX 6301, EAST PERTH, WA, 6892		Date: 08/03/2024

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 12th day of April 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	15:39:03	on	8 March	2024	with fees of
Application	\$1,743.00				
Rent	\$13,041.00				
TOTAL	\$14,784.00				
Receipt No:	41817606943				

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.

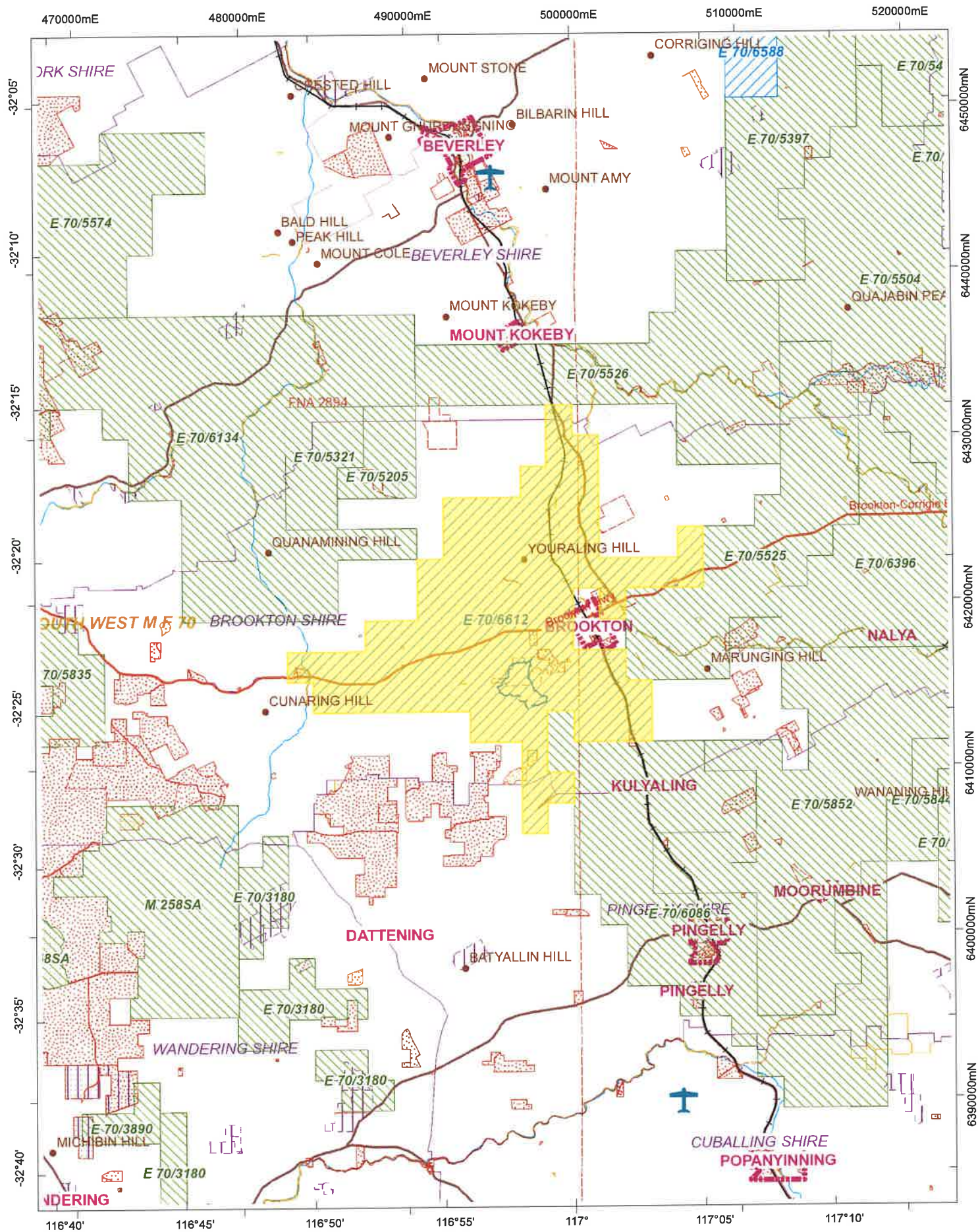
Note 4: ALL APPLICATIONS OVER PRIVATE LAND

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. 70/6612					
THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS					
LOCALITY: AVON					
BLOCK IDENTIFIER (All three sections must be completed)					
1:1,000,000 PLAN NAME		PRIMARY NUMBER	GRATICULAR SECTION		
ALBANY		252	ekopqrstuvwxyz		
ALBANY		253	flqvz		
ALBANY		322	u		
ALBANY		323	eknopqrstuvwxyz		
ALBANY		324	abcdefghijklmnopqrstuvwxyz		
ALBANY		325	abcdegqrwx		
ALBANY		396	bcdjopt		
ALBANY		397	abc		
TOTAL BLOCKS:			81		



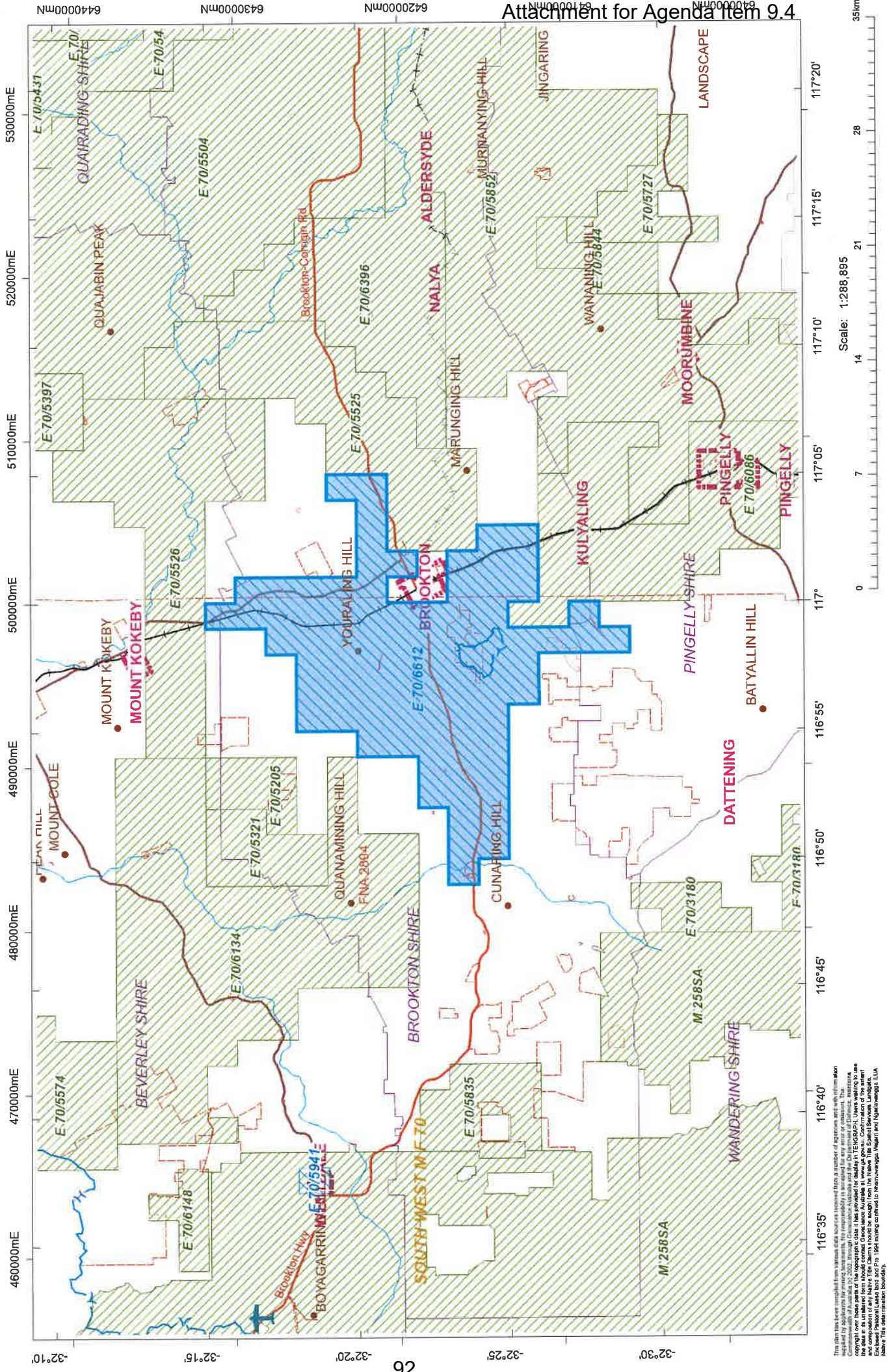
E 70/6612, Quick Appraisal Plan



The plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining leases. No responsibility is accepted for the accuracy or omission. The Commonwealth of Australia (© 2002), through Geoscience Australia and the Department of Defence, maintains copyright over this information. All rights reserved. This data provided for display in the TEMSAPP. Users wishing to use the data in a non-authorized 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 Service/Services Landcare. Enclosed Pleistocene Lease land and Pre 1994 mining is confined to Nitangwanga Wiyem and Nitangwanga Kija. Native Title determination boundary

Scale: 1:288,895

91



10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	19 March 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:	February 2024 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 29 February 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 29 February 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: 4.3 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

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

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 29 February 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	288,808.00	440,320.89	151,512.89	Workers compensation insurance reimbursement \$48,262 and Financial Assistance and Road Grants \$49,130 higher than anticipated. 58 John St, 5 Short St, Op Shop and Depot Crib Room ceiling repair insurance claim \$41,718 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	623,828.00	629,529.78	5,701.78	
Interest Earnings	166,267.00	130,368.00	135,445.78	5,077.78	
Other Revenue	592,112.00	214,887.00	208,331.61	(6,555.39)	
Non-Operating Grants, Subsidies and Contributions	6,597,683.00	481,872.00	557,426.31	75,554.31	MRWA Emergency Repair Bridge Funding \$34,628 unbudgeted. GHD contribution to Vincent Street remediation \$30,000 unbudgeted. MG Group contribution to Vincent Street remediation \$9,090 unbudgeted.
Total Operating Revenue	11,993,822.00	4,990,934.00	5,238,901.46	247,967.46	
Operating Expenditure					
Employee Costs	(2,448,524.00)	(1,496,513.00)	(1,635,713.31)	(139,200.31)	Workers Compensation expense (\$126,584) 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)	(1,179,790.00)	(1,176,144.09)	3,645.91	
Utilities	(222,075.00)	(161,436.00)	(178,124.02)	(16,688.02)	Public standpipe water expense (\$10,353) greater than anticipated offset by user charges. Harvest Ban and Emergency SMS alerts (\$4,890) unbudgeted.
Depreciation On Non-Current Assets	(2,455,402.00)	(1,636,880.00)	(1,796,127.73)	(159,247.73)	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.
Interest Expenses	(67,594.00)	(33,795.00)	(38,268.78)	(4,473.78)	
Insurance Expenses	(286,484.00)	(285,798.00)	(286,064.79)	(266.79)	
Other Expenditure	(84,001.00)	(50,629.00)	(56,572.89)	(5,943.89)	
Loss On Asset Disposal	(6,300.00)	(4,456.00)	0.00	4,456.00	
Loss on Revaluation of Non-Current Assets	0.00	0.00	0.00	0.00	
Total Operating Expenditure	(7,845,469.00)	(4,849,297.00)	(5,167,015.61)	(317,718.61)	
Net Operating	4,148,353.00	141,637.00	71,885.85	(69,751.15)	

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
29 February 2024

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
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)	
Capital Expenditure					
Land and Buildings	(3,343,000.00)	(447,000.00)	(439,822.67)	7,177.33	
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)	(1,831,837.00)	(1,693,685.27)	138,151.73	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)	(187,000.00)	(187,643.90)	(643.90)	
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)	(92,320.00)	(92,320.24)	(0.24)	
Total Capital Expenditure	(11,562,100.00)	(2,829,994.00)	(2,667,696.35)	162,297.65	
Net Capital	(10,297,700.00)	(2,784,594.00)	(2,627,241.81)	157,352.19	
Adjustments					
Depreciation Written Back	2,455,402.00	1,636,880.00	1,796,127.73	159,247.73	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.
Movement in Leave Reserve Cash Balance	0.00	0.00	5,274.91	5,274.91	
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	6,836.60	6,836.60	
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	327,043.00	327,222.81	179.81	
Opening Surplus/(Deficit)	2,626,304.00	2,626,304.00	2,626,304.21	0.21	
Total Adjustments	6,149,346.00	4,579,327.00	4,755,379.55	176,052.55	
CLOSING SURPLUS/(DEFICIT)	(1.00)	1,936,370.00	2,200,023.59	263,653.59	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 29 February 2024		
Description	Actual 2022/23	YTD Actual 2023/24
Current Assets		
Cash at Bank	1,627,645.56	1,357,582.76
Cash - Unrestricted Investments	1,271,666.73	2,071,802.13
Cash - Restricted Reserves	2,280,553.31	1,953,330.50
Cash on Hand	700.00	700.00
Accounts Receivable	663,428.06	980,823.50
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	9,932.34	15,400.73
Total Current Assets	5,853,926.00	6,379,639.62
Current Liabilities		
Accounts Payable	(652,689.79)	(1,944,018.35)
Loan Liability - Current	(117,135.16)	(24,814.92)
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)	(2,407,824.70)
Adjustments		
Less Restricted Reserves	(2,280,553.31)	(1,953,330.50)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	144,612.74	149,887.65
Add Loan Principal Expense	117,135.16	24,814.92
Total Adjustments	(2,018,805.41)	(1,778,627.93)
NET CURRENT ASSETS	2,626,304.21	2,193,186.99

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
29 February 2024

Description	Actual 2022/23	YTD Actual 2023/24	Movement
Current Assets			
Cash and Cash Equivalents	5,180,565.60	5,383,415.39	202,849.79
Accounts Receivable	465,875.06	810,589.50	344,714.44
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	15,400.73	5,468.39
Total Current Assets	5,853,926.00	6,379,639.62	525,713.62
Current Liabilities			
Accounts Payable	(527,898.79)	(1,497,111.35)	(969,212.56)
Contract Liability - Current	(124,791.00)	(446,907.00)	(322,116.00)
Loan Liability - Current	(117,135.16)	(24,814.92)	92,320.24
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)	(2,400,988.10)	(1,192,171.72)
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	29,100,651.24	(48,530.73)
Plant and Equipment	2,369,732.12	2,377,635.15	7,903.03
Furniture and Equipment	98,756.30	105,982.78	7,226.48
Infrastructure	140,931,963.00	141,703,708.17	771,745.17
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	172,771,985.43	173,510,329.38	738,343.95
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	175,435,350.85	71,885.85

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
29 February 2024**

Equity			
Accumulated Surplus	(47,528,324.75)	(47,927,433.41)	(399,108.66)
Reserves - Cash Backed	(2,280,553.31)	(1,953,330.50)	327,222.81
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(175,363,465.00)	(175,435,350.85)	(71,885.85)

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 29 February 2024						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	149,887.65				
	Plant	207,311.38				
	Emergency Services	30,796.38				
	Building	174,908.03				
	Recreation Ground	672,320.85				
	Cropping Committee	67,845.71				
	Infrastructure	282,187.93				
	Senior Housing	240,133.02				
	Avondale Mach Museum	64,675.47				
	ITC Renewal Reserve	63,264.08	1,953,330.50	4 mnths	4.76%	24/06/2024
4671053	Term Deposit Bendigo	306,358.24		4 mnths	4.76%	24/06/2024
4579678	Term Deposit Bendigo	515,443.89		6 mnths	4.96%	27/05/2024
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
			2,071,802.13			
	Total		4,025,132.63			

11.2 Accounts Paid by Authority

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	20 March 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:	February 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 February 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: 4.1 Community and customer focus
4.3 Responsible planning

POLICY IMPLICATIONS

Policy AF007: 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

That the List of Accounts as presented, be received:

February 2024:

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

Cheque vouchers

29 Feb 2024 1910-1910 (1) \$ 15,509.13 (authorised by CEO S Gollan and Pres D White)

Total of cheque vouchers for February 2024 incl \$ 15,509.13 previously paid.

EFT vouchers

06 Feb 2024 EFT 10068-10068 (1) \$ 7,469.59 (authorised by CEO S Gollan and DCEO S Marshall)

09 Feb 2024 EFT 10071-10103 (33) \$ 232,366.53 (authorised by CEO S Gollan and DCEO S Marshall)

12 Feb 2024 EFT 10104-10105 (2) \$ 11,834.15 (authorised by CEO S Gollan and DCEO S Marshall)

14 Feb 2024 EFT 10106-10113 (8) \$ 73,492.04 (authorised by CEO S Gollan and DCEO S Marshall)

14 Feb 2024 EFT 1-36 (36) \$ 61,666.28 (authorised by CEO S Gollan and DCEO S Marshall)

16 Feb 2024 EFT 10114-10126 (13) \$ 17,834.68 (authorised by CEO S Gollan and DCEO S Marshall)

19 Feb 2024 EFT 10127-10128 (2) \$ 8,067.00 (authorised by CEO S Gollan and DCEO S Marshall)

28 Feb 2024 EFT 1-36 (36) \$ 61,579.30 (authorised by CEO S Gollan and DCEO S Marshall)

29 Feb 2024 EFT 10129 - 10142 (14) \$ 58,736.66 (authorised by CEO S Gollan and Pres D White)

Total of EFT vouchers for February 2024 incl \$ 533,046.23 previously paid

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

Cheque vouchers

Nil vouchers

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

EFT vouchers

09 Feb 2024 EFT 10069-10070 (2) \$ 95,806.85 (authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for February 2024 incl \$ 95,806.85 previously paid.

(3) Direct Debit Payments totalling \$ 71,110.86 previously paid.

(4) Credit Card Payments totalling \$ 1,330.36 previously paid.

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1910	29-Feb-2024	Water Corporation	Water use x 3: 22 Nov 23 - 14 Feb 24	(15,509.13)	(15,509.13)
EFT Pymt	EFT 10068	06-Feb-2024	Beverley Dome Fuel and Hire (BDF)	3,997 L Diesel @ \$1.8688/L GST incl	(7,469.59)	(7,469.59)
EFT Pymt	EFT 10071	09-Feb-2024	Avon Trading Pty Ltd	2024-01 Jan Hardware Purchases	(993.55)	
EFT Pymt	EFT 10072	09-Feb-2024	Avon Waste	2,079 Bin Collection FE 19, 26 Jan 24 inc Recycling Bins & 4 x Recycling Collections	(5,511.42)	
EFT Pymt	EFT 10073	09-Feb-2024	BOC Limited	2024-01 Jan Cylinder Rental: Medical oxygen C size	(6.92)	
EFT Pymt	EFT 10074	09-Feb-2024	BSL - DMIRS Dept Mines, Industry Reg	2024-01 Jan 24 Collections x 1 (Lics 23/24: 24)	(56.65)	
EFT Pymt	EFT 10075	09-Feb-2024	BT Equipment P/L ta Tutt Bryant Equipr	BE033 (PROL03): Replacement parts	(150.69)	
EFT Pymt Cancelled	EFT 10076	09-Feb-2024	Beverley Gas and Plumbing Services -	Drs surgery: Investigate water damage	(230.75)	
EFT Pymt	EFT 10077	09-Feb-2024	Beverley Station Arts Inc	Sponsorship for 2024 Beverley Easter Art Prize and Exhibition	(2,600.00)	
EFT Pymt	EFT 10078	09-Feb-2024	Beverley Supermarket & Liquor (IGA)	2024-01 Jan Purchases	(690.66)	
EFT Pymt	EFT 10079	09-Feb-2024	Beverley Tyre Service - BTS	2024-01 Jan Tyre Purchases	(875.00)	
EFT Pymt	EFT 10080	09-Feb-2024	Blackwoods	Various: Cleaning products	(241.67)	
EFT Pymt	EFT 10081	09-Feb-2024	Bluejay Ag Solutions	2024-02 Feb (Ed 472) Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 10082	09-Feb-2024	Bunnings Building Supplies P/L	Vincent St Streetscape Project-Roadworks: Hardware purchases	(495.92)	
EFT Pymt	EFT 10083	09-Feb-2024	Country Copiers Northam (DA Gardner	Stationery: A4 & A3 copy paper	(2,682.80)	
EFT Pymt	EFT 10084	09-Feb-2024	Department of Transport (DoT)	Payment of rejected DoT direct debit from 30 Jan 2024 transactions	(2,259.90)	
EFT Pymt	EFT 10085	09-Feb-2024	Desert Telephone and Power Services	Bridge 3203 - Kokeby East Rd: Cable location	(385.00)	
EFT Pymt	EFT 10086	09-Feb-2024	Focus Networks	LBS2401 - Civic Centre Network setup: 50% deposit	(2,632.85)	
EFT Pymt	EFT 10087	09-Feb-2024	Geofabrics Australasia P/L	Various: Supplies	(1,470.15)	
EFT Pymt	EFT 10088	09-Feb-2024	Gronbek Security	Rec Centre Changerooms: Security locks	(863.70)	
EFT Pymt	EFT 10089	09-Feb-2024	HC Construction Services Pty Ltd	LBS2401 - Civic Centre Upgrade: Progress pymt 1	(158,407.02)	
EFT Pymt	EFT 10090	09-Feb-2024	Hutton and Northey Sales	BE021 (PLDR05): Parts	(715.50)	
EFT Pymt	EFT 10091	09-Feb-2024	ITR WA	BE036 (PLDR03): Parts	(62.70)	
EFT Pymt	EFT 10092	09-Feb-2024	John Patrick McMullan	Rates refund (Sale of property) for Ass 1279 - 2818 Quairading York Road, East Beverl	(146.31)	
EFT Pymt	EFT 10093	09-Feb-2024	Landgate	Valuation Fees (Rural UV Interim Shd): R2023/06: 05 Aug - 22 Dec 2023	(122.10)	
EFT Pymt	EFT 10094	09-Feb-2024	Michael Wilson	2024-02 Feb (Ed 472) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 10095	09-Feb-2024	Perth Patio Magic Pty Ltd	LBS2405 - Caravan Park, Picnic Shelter: Final payment	(3,840.00)	
EFT Pymt	EFT 10096	09-Feb-2024	RJ Jas - All Mechanical and Electronics	Various: Repairs & supplies	(1,916.40)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10097	09-Feb-2024	Resonline Pty Ltd	2024-01 Jan Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 10098	09-Feb-2024	Tredwell Management Services Pty Ltd	Consultancy: Shire of Bev Trails Master Plan: 2nd progress payment	(13,172.50)	
EFT Pymt	EFT 10099	09-Feb-2024	WA Contract Ranger Services Pty Ltd	Ranger services: 08, 23 Jan 2024	(653.13)	
EFT Pymt	EFT 10100	09-Feb-2024	WAEC - WA Electoral Commission	Management fees for the 2023 Local Government Election	(17,186.02)	
EFT Pymt	EFT 10101	09-Feb-2024	Wheatbelt Arborist Service Professiona	Refuse Site Management fees: Dec 2023 - Jan 2024	(10,800.00)	
EFT Pymt	EFT 10102	09-Feb-2024	Workhouse Advertising Pty Ltd	DAIP: Design of information booklet	(1,188.00)	
EFT Pymt	EFT 10103	09-Feb-2024	York Laundromat	16 - 30 Jan 2024 Onsite Cabins Laundry fees	(517.22)	(232,366.53)
EFT Pymt	EFT 10104	12-Feb-2024	Department of Transport (DoT)	Payment of rejected DoT direct debit from 31 Jan 2024 transactions	(664.15)	
EFT Pymt	EFT 10105	12-Feb-2024	Perth Patio Magic Pty Ltd	LBS2404 - Admin Office, Patio: Final payment	(11,170.00)	(11,834.15)
EFT Pymt	EFT 10106	14-Feb-2024	ATO - Australian Tax Office	2024-01 Jan BAS Obligation	(47,053.00)	
EFT Pymt	EFT 10107	14-Feb-2024	Australia Post	2024-01 Jan Postage	(900.80)	
EFT Pymt Cancelled	EFT 10108	14-Feb-2024	Beverley Gas and Plumbing Services -	Various jobs: Plumbing works	(389.41)	
EFT Pymt	EFT 10109	14-Feb-2024	CBA - Commonwealth Bank of Australia	Reimbursement of rejected direct debit 5353109691796975 Trust acct	(20.00)	
EFT Pymt	EFT 10110	14-Feb-2024	Contract Aquatic Services - CAS	4 of 5 (Feb 2024) 23/24 Contract Man Fee & adjustment for undercharging	(21,560.00)	
EFT Pymt	EFT 10111	14-Feb-2024	Department of Transport (DoT)	Payment of rejected DoT direct debit from 01 Feb 2024 transactions	(2,137.00)	
EFT Pymt	EFT 10112	14-Feb-2024	Kleen West Distributors	Various: Cleaning products	(1,262.83)	
EFT Pymt	EFT 10113	14-Feb-2024	The Red Vault	Catering: Beverley 2035 Councillor Workshop, 17 Jan 2024	(169.00)	(73,492.04)
EFT Pymt	EFT 10114	16-Feb-2024	AITs Specialists Pty Ltd	2024-01 Jan Fuel Tax Credits	(274.34)	
EFT Pymt	EFT 10115	16-Feb-2024	Beverley Post News and Gifts (BPNG)	2024-01 Jan Newspaper Subscription & Stationery Purchases	(211.53)	
EFT Pymt	EFT 10116	16-Feb-2024	Beverley Soaring Society	Contribution re costs of surveying boundaries for power upgrade application	(3,300.00)	
EFT Pymt	EFT 10117	16-Feb-2024	Chronicle Rip Pty Ltd	2024/2025 Chronicle software licenses renewal	(1,236.71)	
EFT Pymt	EFT 10118	16-Feb-2024	Country Copiers Northam (DA Gardner DX 8795 & DX C3730 Copier Charges: 09 Jan - 05 Feb 24		(385.10)	
EFT Pymt	EFT 10119	16-Feb-2024	Department of Planning Lands and Heri	Feb 2024: 23/24 Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 10120	16-Feb-2024	Industrial Automation Group Pty Ltd	Standpipe Access Cards	(440.00)	
EFT Pymt	EFT 10121	16-Feb-2024	Node One Pty Ltd	2024-03 Mar NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 shares)	(89.00)	
EFT Pymt	EFT 10122	16-Feb-2024	Synergy	Self read accts 25 Nov 23 - 29 Jan 24 & Street Lights: 25 Oct 23 - 24 Jan 24	(10,159.44)	
EFT Pymt	EFT 10123	16-Feb-2024	Turn It Up Electrical	49B Dawson St: Repairs to garage door	(198.00)	
EFT Pymt	EFT 10124	16-Feb-2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 31 Jan, 6 Feb 2024	(627.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10125	16-Feb-2024	York Laundromat	06 - 13 Feb 2024 Onsite Cabins Laundry fees	(403.04)	
EFT Pymt	EFT 10126	16-Feb-2024	Zircodata Pty Ltd	2024-01 Jan: Storage of Archives 155 x A1 Storage Boxes	(120.95)	(17,834.68)
EFT Pymt	EFT 10127	19-Feb-2024	Avon Valley Toyota	BE020 (PUTE18): 15,000 km service	(435.00)	
EFT Pymt	EFT 10128	19-Feb-2024	Beverley Dome Fuel and Hire (BDF)	4,000 L Diesel @ \$1.9080/L GST incl	(7,632.00)	(8,067.00)
EFT Pymt	EFT 10129	29-Feb-2024	ASB Marketing P/L	Uniforms: Admin staff	(90.84)	
EFT Pymt	EFT 10130	29-Feb-2024	Avon Waste	4,164 Bin Collection ME 16, 23 Feb 24 inc Recycling Bins & 4 x Recycling Collections	(11,257.70)	
EFT Pymt	EFT 10131	29-Feb-2024	Beverley Dome Fuel and Hire (BDF)	4,000 L Diesel @ \$1.8899/L GST incl	(7,559.60)	
EFT Pymt	EFT 10132	29-Feb-2024	Host Auto Repairs	BE000 (PUTE12): Follow-up from 160,000 km service 21 Dec 2023	(2,759.60)	
EFT Pymt	EFT 10133	29-Feb-2024	Hutton and Northey Sales	Various: Parts	(430.98)	
EFT Pymt	EFT 10134	29-Feb-2024	Northam Autos Pty Ltd ta Northam Hol	BEV0 (PSDN16): Parts	(4.10)	
EFT Pymt	EFT 10135	29-Feb-2024	PBF Australia	2024 PBF Corporate Membership x 34 employees	(2,176.00)	
EFT Pymt	EFT 10136	29-Feb-2024	Services Australia (Child Support - D J	Payroll deductions	(1,023.40)	
EFT Pymt	EFT 10137	29-Feb-2024	Staff - Stefan de Beer	Reimbursements: Jan - Feb 2024 Landline & Internet costs	(68.25)	
EFT Pymt	EFT 10138	29-Feb-2024	Team Global Express Pty Ltd (nee Toll	Freight charges: 16 Jan - 06 Feb 2024	(78.55)	
EFT Pymt	EFT 10139	29-Feb-2024	Valley Airconditioning & Refrigeration	Admin Bldg (SFO's Office): Replacement air con unit	(2,110.00)	
EFT Pymt	EFT 10140	29-Feb-2024	Vanguard Publishing Pty Ltd	Area promotion of Beverley Caravan Park & Cabins in Aust Golden Outback Map & Gui	(599.50)	
EFT Pymt	EFT 10141	29-Feb-2024	Vines Medical Practice	Pre Employment Medical: Stephen Adams	(150.00)	
EFT Pymt	EFT 10142	29-Feb-2024	WA Treasury Corporation	Loan 121 (Vincent St S/scape) Deb 05 of 40, Feb 2024	(30,428.14)	(58,736.66)
Direct Debit	DD 4475.01	13-Feb-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4475.02	13-Feb-2024	National Mutual Retirement Fund	Superannuation contributions	(148.51)	
Direct Debit	DD 4475.03	13-Feb-2024	Cbus Super Fund	Superannuation contributions	(56.38)	
Direct Debit	DD 4475.04	13-Feb-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(510.31)	
Direct Debit	DD 4475.05	13-Feb-2024	Australian Super	Superannuation contributions	(1,481.63)	
Direct Debit	DD 4475.06	13-Feb-2024	Aware Super Pty Ltd	Superannuation contributions	(6,829.78)	
Direct Debit	DD 4475.07	13-Feb-2024	Australian Retirement Trust (Super func	Superannuation contributions	(425.09)	
Direct Debit	DD 4475.08	13-Feb-2024	MLC MasterKey Personal Super	Superannuation contributions	(150.68)	
Direct Debit	DD 4475.09	13-Feb-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4475.10	13-Feb-2024	AMP Lifetime Super	Superannuation contributions	(216.92)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4475.11	13-Feb-2024	UniSuper	Superannuation contributions	(261.82)	
Direct Debit	DD 4475.12	13-Feb-2024	Prime Super P/L	Superannuation contributions	(275.96)	(11,777.48)
Direct Debit	DD 4485.01	27-Feb-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4485.02	27-Feb-2024	National Mutual Retirement Fund	Superannuation contributions	(160.23)	
Direct Debit	DD 4485.03	27-Feb-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(542.23)	
Direct Debit	DD 4485.04	27-Feb-2024	West State Super	Superannuation contributions	(203.54)	
Direct Debit	DD 4485.05	27-Feb-2024	Australian Super	Superannuation contributions	(1,481.63)	
Direct Debit	DD 4485.06	27-Feb-2024	Aware Super Pty Ltd	Superannuation contributions	(6,940.75)	
Direct Debit	DD 4485.07	27-Feb-2024	Australian Retirement Trust (Super func	Superannuation contributions	(427.35)	
Direct Debit	DD 4485.08	27-Feb-2024	MLC MasterKey Personal Super	Superannuation contributions	(171.87)	
Direct Debit	DD 4485.09	27-Feb-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4485.10	27-Feb-2024	AMP Lifetime Super	Superannuation contributions	(208.51)	
Direct Debit	DD 4485.11	27-Feb-2024	UniSuper	Superannuation contributions	(263.67)	
Direct Debit	DD 4485.12	27-Feb-2024	Prime Super P/L	Superannuation contributions	(292.01)	(12,112.19)
Direct Debit	102	06-Feb-2024	12 - ANZ - BPAY	ANZ - BPAY	(93.23)	(93.23)
Direct Debit	102	06-Feb-2024	8 - ANZ Transactive	ANZ Transactive	(77.00)	(77.00)
Direct Debit	102	06-Feb-2024	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	102	12-Feb-2024	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(373.15)	(373.15)
Direct Debit	102	16-Feb-2024	1 - Bank Charges	Bank Charges - Account Service Fee	(22.00)	(22.00)
Direct Debit	102	28-Feb-2024	1 - Bank Charges	Bank Charges	7.09	7.09
Direct Debit	102	06-Feb-2024	3 - Payment for DoT	Payment for DoT	(1,000.80)	
Direct Debit	102	07-Feb-2024	3 - Payment for DoT	Payment for DoT	(5,548.35)	
Direct Debit	102	08-Feb-2024	3 - Payment for DoT	Payment for DoT	(1,608.25)	
Direct Debit	102	09-Feb-2024	3 - Payment for DoT	Payment for DoT	(147.50)	
Direct Debit	102	12-Feb-2024	3 - Payment for DoT	Payment for DoT	(1,014.70)	
Direct Debit	102	14-Feb-2024	3 - Payment for DoT	Payment for DoT	(3,363.20)	
Direct Debit	102	15-Feb-2024	3 - Payment for DoT	Payment for DoT	(2,629.30)	
Direct Debit	102	16-Feb-2024	3 - Payment for DoT	Payment for DoT	(8,851.90)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	102	19-Feb-2024	3 - Payment for DoT	Payment for DoT	(3,025.45)	
Direct Debit	102	20-Feb-2024	3 - Payment for DoT	Payment for DoT	(4,081.35)	
Direct Debit	102	21-Feb-2024	3 - Payment for DoT	Payment for DoT	(2,360.05)	
Direct Debit	102	22-Feb-2024	3 - Payment for DoT	Payment for DoT	(2,825.10)	
Direct Debit	102	23-Feb-2024	3 - Payment for DoT	Payment for DoT	(1,115.75)	
Direct Debit	102	26-Feb-2024	3 - Payment for DoT	Payment for DoT	(337.00)	
Direct Debit	102	27-Feb-2024	3 - Payment for DoT	Payment for DoT	(2,209.80)	
Direct Debit	102	28-Feb-2024	3 - Payment for DoT	Payment for DoT	(2,245.15)	
Direct Debit	102	29-Feb-2024	3 - Payment for DoT	Payment for DoT	(4,222.25)	(46,585.90)
Direct Debit	EFT 10143	23-Feb-2024	Credit Card - Shire of Beverley	2024-01 Jan Credit Card Purchases	(1,330.36)	(1,330.36)
PAYMENTS RAISED IN CURRENT MONTH					(497,751.00)	(497,751.00)

PAYMENTS & SALARIES

EFT Pymt	14-Feb-2024	Wages & Salaries	FE - 13 February 2024	(61,666.28)	
EFT Pymt	28-Feb-2024	Wages & Salaries	FE - 27 February 2024	(61,579.30)	
WAGES & SALARIES				(123,245.58)	(123,245.58)

UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT

Cheque #	1910	29-Feb-2024	Water Corporation	Water use x 3: 22 Nov 23 - 14 Feb 24	15,509.13	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					15,509.13	15,509.13

PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS

PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	0.00	0.00
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OTHER AMENDMENTS/GENERAL JOURNALS

Direct Debit	02-Feb-2024	ANZ Bank	Dishonour fee (repaid back into the Muni account on 02 Feb 2024)	(37.70)	
Direct Debit	05-Feb-2024	ANZ Bank	Dishonour fee (repaid back into the Muni account on 05 Feb 2024)	(37.70)	
Direct Debit	06-Feb-2024	ANZ Bank	Dishonour fee (repaid back into the Muni account on 06 Feb 2024)	(37.70)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit		06-Feb-2024	ANZ Bank	Dishonour fee (repaid back into the Muni account on 06 Feb 2024)	(37.70)	
Direct Debit		06-Feb-2024	ANZ Bank	Dishonour fee (repaid back into the Muni account on 06 Feb 2024)	(37.70)	
Direct Debit	102	28-Feb-2024	1 - Bank Charges	Bank Charges (reversal of entry as a credit in the bank statement)	(7.09)	
OTHER AMENDMENTS/GENERAL JOURNALS					(195.59)	(195.59)

INVESTMENTS

TOTAL EXPENDITURE for MUNICIPAL ACCOUNT	(605,683.04)	(605,683.04)
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CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT**CEO - STEPHEN GOLLAN**

Credit card	REC#00750438	29-Dec-2023	X Convenience Alkimos	BE1 (PSDN17) - 64.31 L @ \$1.560/L GST incl	100.52	
Credit card	#0010300340540	03-Jan-2024	Atlas Fuel Ascot	BE1 (PSDN17) - 41.62 L @ \$1.629L GST incl	67.80	
Credit card	#0010401440255	14-Jan-2024	Atlas Fuel Ascot	BE1 (PSDN17) - 60.30 L @ \$1.599/L GST incl	96.42	
Credit card	35956	15-Jan-2024	Shredder Sales Aust	Admin - 5L DDX shredding oil	231.00	
Credit card	TRAN:1207444	21-Jan-2024	7 Eleven Ascot	BE1 (PSDN17) - 64.27 L @ \$1.619/L GST incl	104.05	
Credit card	#0040402440055	24-Jan-2024	Atlas Fuel Sawyers Valley	BE1 (PSDN17) - 32.66 L @ \$1.689/L GST incl	55.16	
Credit card	IV6K7TSLSXONGLRIQ	27-Jan-2024	Fastspring.com.au (Infuse)	2024-01 Jan Website subs for events calendar on beverleywa.com	8.61	
Credit card	TULIIZCY204 ANNUAL_FEES_2024	29-Jan-2024	ANZ BANK	2024 Annual fees	150.00	813.56

CEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)**0.00****CWO - STEPHEN VINCENT**

Credit card	117122	10-Jan-2024	Battery King	BE033 (PROL03): Battery replacement as stolen	319.00	
Credit card	BEV1/JAN.02	24-Jan-2024	DoT	BEV1 (PCB01): Plate Change: Mitsubishi Rosa bus (BEV1 -> 1IBE731)	18.90	
Credit card	BEV 1/JAN24.01	24-Jan-2024	DoT	BEV1 (PCB02): Plate Change: Toyota Coaster bus (1IBE731 -> BEV1)	18.90	
Credit card	PTL13-240124	24-Jan-2024	Telstra Ltd	0461 383 055 - Prepaid data fee for signage trailer	160.00	516.80

January 2024 transactions presented on 23 February 2024 (EFT 10143), Shire of Beverley Municipal Bank account**1,330.36**

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - FEBRUARY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
EFT Pymt	EFT 10069	09-Feb-2024	MG Group	Inv: 2341 - Balance of retention fee (12 month defect liability period)	(85,806.85)	
EFT Pymt	EFT 10070	09-Feb-2024	Shire of Beverley	Inv: 2341 - Commercial settlement from MG Group Retention fee (12 month defect liabil	(10,000.00)	(95,806.85)
Direct Debit		16-Feb-2024	ANZ Bank	Account servicing fee	(22.00)	(22.00)
Direct Debit		26-Feb-2024	ANZ Bank	Account servicing fee	(7.09)	(7.09)
PAYMENTS RAISED IN CURRENT MONTH					(95,835.94)	(95,835.94)
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						(95,835.94)
TOTAL EXPENDITURE as reconciled to the FEBRUARY 2024 BANK STATEMENTS						
Municipal Account Expenditure					(605,683.04)	
Trust Account Expenditure					(95,835.94)	
TOTAL EXPENDITURE for FEBRUARY 2024						(701,518.98)

12. ADMINISTRATION

12.1 Employee Code of Conduct Annual Review

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	14 March 2024
Applicant:	Administration
File Reference:	ADM 0457
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	28 March 2023 (occurs annually)
Disclosure(s) Of Interest:	Shire of Beverley Executive Staff Member
Attachments:	Code of Conduct

SUMMARY

Council to review the Code of Conduct for Employees.

BACKGROUND

The *Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021* (collectively the New Regulations) were gazetted on Tuesday 2 February 2021 and took effect on 3 February 2021.

The Code of Conduct for Employees was adopted at the 27 July 2021 Ordinary Council Meeting.

COMMENT

The Shire of Beverley Code of Conduct for Employees remains compliant with the *Local Government (Model Code of Conduct) Regulations 2021* and management suggest no changes be made.

Review of the Code serves as best practise and acts as a reminder to all of appropriate conduct.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Administration) Amendment Regulations 2021

CONSULTATION

Shire Staff

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Shire of Beverley Council has a long history of successful and effective operation and conduct. Review of the Code of Conduct mitigates and reminds elected members of their conduct obligations.

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

That the Shire of Beverley Code of Conduct for Employees be received and review be recorded.



Shire of Beverley

Code of Conduct for Employees

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1 Introduction

The Shire of Beverley Code of Conduct (the Code) provides employees with clear guidelines for the standards of professional conduct expected of them in carrying out their functions and responsibilities.

The Code addresses the broader issue of ethical responsibility and encourages transparency and accountability. The Code expresses the Shire of Beverley's commitment to high standards of ethical and professional behaviour and outlines the principles in which individual responsibilities are based.

The Code is complementary to the principles adopted in the *Local Government Act 1995* (the Act) and associated regulations, which incorporate four fundamental aims:

- (a) *better decision-making by local governments;*
- (b) *greater community participation in the decisions and affairs of local governments;*
- (c) *greater accountability of local governments to their communities; and*
- (d) *more efficient and effective local government.*

1.1 Statutory environment

The Code addresses the requirement in section 5.51A of the Act for the CEO to prepare and implement a code of conduct to be observed by employees of the Local Government, and includes the matters prescribed in Part 4A of the *Local Government (Administration) Regulations 1996*.

The Code should be read in conjunction with the Act and associated regulations. Employees should ensure that they are aware of their statutory responsibilities under this and other legislation.

1.2 Application

For the purposes of the Code, the term employees includes persons employed by the Shire of Beverley or engaged by the Shire of Beverley under a contract for services. The Code applies to all employees, including the CEO, while on the Local Government's premises or while engaged in Local Government related activities. Clause 3.15 of this Code (Gifts), does not apply to the CEO.

2 Shire of Beverley Values and Vision

Our Vision: 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!

We Value:

- The contributions made by our community towards an inclusive, active, diverse and friendly community

- Our natural resources and our place in the natural environment
- Economic diversity and opportunistic growth
- Forward thinking leadership and good governance

3 Code of Conduct

3.1 Role of Employees

The role of employees in Local Government is determined by the functions of the CEO as set out in section 5.41 of the Act.

5.41. Functions of CEO

The CEO's functions are to:

- (a) *advise the council in relation to the functions of a local government under this Act and other written laws;*
- (b) *ensure that advice and information is available to the council so that informed decisions can be made;*
- (c) *cause council decisions to be implemented;*
- (d) *manage the day to day operations of the local government;*
- (e) *liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;*
- (f) *speak on behalf of the local government if the mayor or president agrees;*
- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*
- (h) *ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.*

Local Government Act 1995

3.2 Principles affecting employment by the Shire of Beverley

The principles set out in section 5.40 of the Act apply to the employment of the Shire of Beverley's employees:

5.40. Principles affecting employment by local governments

The following principles apply to a local government in respect of its employees —

- (a) *employees are to be selected and promoted in accordance with the principles of merit and equity; and*

<p>(b) <i>no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and</i></p> <p>(c) <i>employees are to be treated fairly and consistently; and</i></p> <p>(d) <i>there is to be no unlawful discrimination against employees or persons seeking employment by the City on a ground referred to in the Equal Opportunity Act 1984 or on any other ground; and</i></p> <p>(e) <i>employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984; and</i></p> <p>(f) <i>such other principles, not inconsistent with this Division, as may be prescribed.</i></p> <p style="text-align: right;"><i>Local Government Act 1995</i></p>

3.3 Personal Behaviour

Employees will:

- (a) act, and be seen to act, properly, professionally and in accordance with the requirements of the law, the terms of this Code and all policies of the Shire of Beverley;
- (b) perform their duties impartially and in the best interests of the Shire of Beverley, uninfluenced by fear or favour;
- (c) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Shire of Beverley and the community;
- (d) make no allegations which are improper or derogatory (unless true and in the public interest);
- (e) refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
- (f) always act in accordance with their obligation of fidelity to the Shire of Beverley.

3.4 Honesty and Integrity

Employees will:

- (a) observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- (b) be frank and honest in their official dealing with each other; and
- (c) report any dishonesty or possible dishonesty on the part of any other employee to their Manager or the CEO in accordance with this Code and the Shire of Beverley's policies.

3.5 Performance of Duties

While on duty, employees will give their whole time and attention to the Shire of Beverley's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the Shire of Beverley.

3.6 Compliance with Lawful and Reasonable Directions, Decisions and Policies

- (a) Employees will comply with any lawful and reasonable direction given by any person having authority to make or give such an order, including but not limited to their Manager or the CEO.
- (b) Employees will give effect to the lawful decisions and policies of the Shire of Beverley, whether or not they agree with or approve of them.

3.7 Administrative and Management Practices

Employees will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

3.8 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Shire of Beverley upon its creation unless otherwise agreed by separate contract.

3.9 Recordkeeping

Employees will ensure complete and accurate local government records are created and maintained in accordance with the Shire of Beverley's Recordkeeping Plan.

3.10 Dealing with Other Employees

- (a) Employees will treat other employees with respect, courtesy and professionalism, and refrain from behaviour that constitutes discrimination, bullying or harassment.
- (b) Employees must be aware of, and comply with their obligations under relevant law and the Shire of Beverley's policies regarding workplace behaviour and occupational safety and health, including policies S001 – Equal Opportunity, S004 – Dress Code and Hygiene, S005 – Protective Clothing, S007 – Injury Management and Rehabilitation, S009 – Occupational Health and Safety, S010 – Discrimination, Harassment and Bullying, S016 – No Smoking, S021 – Grievance, Investigations and Resolutions, S027 – Drug and Alcohol and S028 Social Media.
- (c) Employee behaviour should reflect the Shire of Beverley's values and contribute towards creating and maintaining a safe and supportive workplace.

3.11 Dealing with community

- (a) Employees will treat all members of the community with respect, courtesy and professionalism.
- (b) All Shire of Beverley services must be delivered in accordance with relevant policies and procedures, and any issues resolved promptly, fairly and equitably.

3.12 Professional Communications

- (a) All aspects of communication by employees (including verbal, written and electronic), involving the Shire of Beverley's activities should reflect the status, values and objectives of the Shire of Beverley.
- (b) Communications should be accurate, polite and professional.

3.13 Personal Communications and Social Media

- (a) Personal communications and statements made privately in conversation, written, recorded, emailed or posted in personal social media, have the potential to be made public, whether intended or not.
- (b) Employees must not, unless undertaking a duty in accordance with their employment, disclose information, make comments or engage in communication activities about or on behalf of the Shire of Beverley, its Council Members, employees or contractors, which breach this Code. Employees should refer to policies EM003 – Media Statements and S028 – Social Media.
- (c) Employee comments which become public and breach the Code of Conduct, or any other operational policy or procedure, may constitute a disciplinary matter and may also be determined as misconduct and be notified in accordance with the *Corruption, Crime and Misconduct Act 2003*.

3.14 Personal Presentation

Employees are expected to comply with professional, neat and responsible dress standards at all times, in accordance with the Shire of Beverley's relevant policies S004 – Corporate Uniform, Dress Code and Hygiene at Work, and S005 – Protective Clothing.

3.15 Gifts

- (a) Application

This clause does not apply to the CEO.

- (b) Definitions

In this clause –

activity involving a local government discretion has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

activity involving a local government discretion means an activity —

- (a) that cannot be undertaken without an authorisation from the local government; or
- (b) by way of a commercial dealing with the local government;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

associated person has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

associated person means a person who —

- (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
- (b) it is reasonable to believe, is intending to undertake an activity involving a local government discretion

[r.19AA of the *Local Government (Administration) Regulations 1996*]

gift has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

gift —

- (a) has the meaning given in section 5.57 [of the *Local Government Act 1995*]; but
- (b) does not include —
 - (i) a gift from a relative as defined in section 5.74(1); or
 - (ii) a gift that must be disclosed under the *Local Government (Elections) Regulations 1997* regulation 30B; or
 - (iii) a gift from a statutory authority, government instrumentality or non-profit association for professional training; or
 - (iv) a gift from WALGA, the Australian Local Government Association Limited (ABN 31 008 613 876), the Local Government Professionals Australia WA (ABN 91 208 607 072) or the LG Professionals Australia (ABN 85 004 221 818);

[r.19AA of the *Local Government (Administration) Regulations 1996*]

gift means —

- (a) a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money's worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or
- (b) a travel contribution;

travel includes accommodation incidental to a journey;

travel contribution means a financial or other contribution made by 1 person to travel undertaken by another person

[Section 5.57 of the *Local Government Act 1995*]

relative, in relation to a relevant person, means any of the following —

- (a) a parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant of the relevant person or of the relevant person's spouse or de facto partner;
- (b) the relevant person's spouse or de facto partner or the spouse or de facto partner of any relative specified in paragraph (a),

whether or not the relationship is traced through, or to, a person whose parents were not actually married to each other at the time of the person's birth or subsequently, and whether the relationship is a natural relationship or a relationship established by a written law;

[Section 5.74(1) of the *Local Government Act 1995*]

prohibited gift has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

prohibited gift, in relation to a local government employee, means —

- (a) a gift worth the threshold amount or more; or
- (b) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth the threshold amount or more;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

reportable gift means:

- (i) a gift worth more than \$50.00 but less than \$300.00; or
- (ii) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth more than \$50.00 but less than \$300.

threshold amount has the meaning given to it in the *Local Government (Administration) Regulations 1996*, subject to the CEO's determination under subclause (c);

threshold amount, for a prohibited gift, means —

- (a) a gift worth the threshold amount or more; or
- (b) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth the threshold amount or more;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

(c) Determination

In accordance with Regulation 19AF of the *Local Government (Administration) Regulations 1996* the CEO has determined \$300.00 as the threshold amount for prohibited gifts is \$300.00

- (d) Employees must not accept a prohibited gift from an associated person.
- (e) An employee who accepts a reportable gift from an associated person is to notify the CEO in accordance with subclause (f) and within 10 days of accepting the gift.
- (f) The notification of the acceptance of a reportable gift must be in writing and include:

- (i) the name of the person who gave the gift; and
- (ii) the date on which the gift was accepted; and
- (iii) a description, and the estimated value, of the gift; and
- (iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and
- (v) if the gift is one of two or more accepted from the same person within a period of one year:
 - (1) a description;
 - (2) the estimated value; and
 - (3) the date of acceptance,of each other gift accepted within the one year period.
- (g) The CEO will maintain a register of reportable gifts and record in it details of notifications given to comply with subclause (f).
- (h) The CEO will arrange for the register maintained under subclause (g) to be published on the Shire of Beverley's official website.
- (i) As soon as practicable after a person ceases to be an employee, the CEO will remove from the register all records relating to that person. The removed records will be retained for a period of at least 5 years.

3.16 Conflict of Interest

- (a) Employees will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- (b) Employees will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Shire of Beverley, without first disclosing the interest to the CEO. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- (c) Employees will lodge written notice with the CEO describing an intention to undertake a dealing in land which is within the district of the Shire of Beverley, or which may otherwise be in conflict with the Local Government's functions (other than purchasing the principal place of residence).
- (d) Employees who exercise a recruitment or any other discretionary function will disclose any actual (or perceived) conflict of interest to the CEO before dealing with relatives or friends and will disqualify themselves from dealing with those persons.
- (e) Employees will conduct themselves in an apolitical manner and refrain from political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity.

3.17 Secondary Employment

An employee must not engage in secondary employment (including paid and unpaid work) without receiving the prior written approval of the CEO.

3.18 Disclosure of Financial Interests

- (a) All employees will apply the principles of disclosure of financial interest as contained within the Act.
- (b) Employees who have been delegated a power or duty, have been nominated as 'designated employees' or provide advice or reports to Council or Committees, must ensure that they are aware of, and comply with, their statutory obligations under the Act.

3.19 Disclosure of Interests Relating to Impartiality

- (a) In this clause, **interest** has the meaning given to it in the *Local Government (Administration) Regulations 1996*.

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- (b) includes an interest arising from kinship, friendship or membership of an association.

[r.19AA of the *Local Government (Administration) Regulations 1996*]

- (b) An employee who has an interest in any matter to be discussed at a Council or Committee meeting attended by the employee is required to disclose the nature of the interest:
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the meeting immediately before the matter is discussed.
- (c) An employee who has given, or will give, advice in respect of any matter to be discussed at a Council or Committee meeting not attended by the employee is required to disclose the nature of any interest the employee has in the matter:
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the time the advice is given.
- (d) A requirement described under (b) and (c) excludes an interest referred to in Section 5.60 of the Act.
- (e) An employee is excused from a requirement made under (b) or (c) to disclose the nature of an interest because they did not know and could not reasonably be expected to know:
 - (i) that they had an interest in the matter; or
 - (ii) that the matter in which they had an interest would be discussed at the meeting and they disclosed the nature of the interest as soon as possible after the discussion began.
- (f) If an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of (b) or (c), then:

- (i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (ii) at the meeting the person presiding must bring the notice and its contents to the attention of persons present immediately before a matter to which the disclosure relates is discussed.
- (g) If:
 - (i) to comply with a requirement made under item (b), the nature of an employee's interest in a matter is disclosed at a meeting; or
 - (ii) a disclosure is made as described in item (e)(ii) at a meeting; or
 - (iii) to comply with a requirement made under item (f)(ii), a notice disclosing the nature of an employee's interest in a matter is brought to the attention of the persons present at a meeting,the nature of the interest is to be recorded in the minutes of the meeting.

3.20 Use and Disclosure of Information

- (a) Employees must not access, use or disclose information held by the Shire of Beverley except as directly required for, and in the course of, the performance of their duties.
- (b) Employees will handle all information obtained, accessed or created in the course of their duties responsibly, and in accordance with this Code, the Shire of Beverley's policies and procedures.
- (c) Employees must not access, use or disclose information to gain improper advantage for themselves or another person or body, in ways which are inconsistent with their obligation to act impartially and in good faith, or to improperly cause harm, detriment or impairment to any person, body, or the Shire of Beverley.
- (d) Due discretion must be exercised by all employees who have access to confidential, private or sensitive information.
- (e) Nothing in this section prevents an employee from disclosing information if the disclosure:
 - (i) is authorised by the CEO or the CEO's delegate; or
 - (ii) is permitted or required by law.

3.21 Improper or Undue Influence

- (a) Employees will not take advantage of their position to improperly influence Council Members or employees in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body.
- (b) Employees must not take advantage of their position to improperly influence any other person in order to gain undue or improper (direct or indirect) advantage or gain, pecuniary or otherwise, for themselves or for any other person or body.
- (c) Employees must not take advantage of their positions to improperly disadvantage or cause detriment to the local government or any other person.

3.22 Use of Shire of Beverley Resources

- (a) In this clause –

Shire of Beverley resources includes local government property and services provided or paid for by the Shire of Beverley;

local government property has the meaning given to it in the Act.

local government property means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of, the local government

[Section 1.4 of the *Local Government Act 1995*]

- (b) Employees will:

- (i) be honest in their use of the Shire of Beverley resources and must not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- (ii) use the Shire of Beverley resources entrusted to them effectively, economically, in the course of their duties and in accordance with relevant policies and procedures; and
- (iii) not use the Shire of Beverley's resources (including the services of employees) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so under policy S019 – Staff Use of Shire Equipment, with the appropriate forms are completed and any relevant payments are made (as determined by the policy) and/or policy S014 – Council Vehicles.

3.23 Use of Shire of Beverley Finances

- (a) Employees are expected to act responsibly and exercise sound judgment with respect to matters involving the Shire of Beverley's finances.
- (b) Employees will use Shire of Beverley finances only within the scope of their authority, as defined in their Position Descriptions, Delegated Authorisations and policy AF 007 – Purchasing and Procurement.
- (c) Employees with financial management responsibilities will comply with the requirements of the *Local Government (Financial Management) Regulations 1996*.
- (d) Employees exercising purchasing authority will comply with the Shire of Beverley's Purchasing and Procurement Policy AF 007, and the systems and procedures established by the CEO in accordance with regulation 5 of the *Local Government (Financial Management) Regulations 1996*.
- (e) Employees will act with care, skill, diligence, honesty and integrity when using local government finances.

- (f) Employees will ensure that any use of Shire of Beverley finances is appropriately documented in accordance with the relevant policy and procedure, including the Shire of Beverley's Recordkeeping Plan.

3.24 Reporting of Suspected Breaches of the Code of Conduct

Employees may report suspected breaches of the Code to any Manager or the Deputy CEO, in accordance with the Shire of Beverley's Grievance, Investigations and Resolutions Policy.

3.25 Handling of Suspected Breaches of the Code of Conduct

Suspected breaches of the Code will be dealt with in accordance with the relevant Shire of Beverley's Grievance, Investigations and Resolutions Policy, depending on the nature of the suspected breach.

3.26 Reporting Suspected Unethical, Fraudulent, Dishonest, Illegal or Corrupt Behaviour

- (a) Employees may report suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour to their supervisor, Manager, or the CEO in accordance with Shire of Beverley's Staff Induction Manual.
- (b) In accordance with the *Corruption, Crime and Misconduct Act 2003*, if the CEO suspects on reasonable grounds that the alleged behaviour may constitute misconduct as defined in that Act, the CEO will notify:
 - (i) the Corruption and Crime Commission, in the case of serious misconduct; or
 - (ii) the Public Sector Commissioner, in the case of minor misconduct.
- (a) Employees, or any person, may also report suspected serious misconduct to the Corruption and Crime Commission or suspected minor misconduct to the Public Sector Commissioner.
- (d) Employees, or any person, may also make a Public Interest Disclosure to report suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour, using the Shire of Beverley's Public Interest Disclosure Procedures, published on the Shire of Beverley's website.

3.27 Handling of Suspected Unethical, Fraudulent, Dishonest, Illegal or Corrupt Behaviour

Suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour will be dealt with in accordance with the appropriate Shire of Beverley's policies and procedures, and where relevant, in accordance with the lawful directions of the appropriate statutory body.

Document Control Box							
Document Responsibilities:							
Owner:	Executive Assistant			Owner Business Unit:			
Reviewer:	Chief Executive Officer			Decision Maker:	CEO		
Compliance Requirements:							
Legislation:	Local Government Act 1995 Local Government (Administration) Regulations 1996						
Other:							
Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Annual	Next Due:	March 2024	Records Ref:	ADM
Version #	Decision Reference:		Synopsis:				
1.	27 July 2021		Adopted by Council				
2.	28 March 2023		Annual Review by Council – No changes made				
3.							

12.2 Use of the Common Seal

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	20 March 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. Deed of Renewal of Lease, Lot 50 Westdale Road (Dale Hall Exchange), between Shire of Beverley and Amplitel Pty Ltd.

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

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

- Deed of Renewal of Lease, Lot 50 Westdale Road (Dale Hall Exchange), between Shire of Beverley and Amplitel Pty Ltd.

12.3 Trails Master Plan

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	20 March 2024
Applicant:	Tredwell Management Services (on behalf of Shire)
File Reference:	N/A
Author and Position:	Jacinta Murray, Tourism Officer
Previously Before Council:	28 February 2024
Disclosure(s) Of Interest:	Nil
Attachments:	Shire of Beverley Trails Master Plan

SUMMARY

Council to endorse the Trails Master Plan receive the Action Plan for future budget and planning consideration.

BACKGROUND

The Shire of Beverley's original 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.

In the development of the new 2024 draft Shire of Beverley Trails Master Plan, Community consultation 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.

The draft Trails Master Plan was presented to Council and at the 28 February 2024 Ordinary Council Meeting it was resolved to receive the Draft Masterplan and advertise the plan for public comment.

COMMENT

Advertising of the draft Trails Master Plan took place from 1 March 2024 via Social Media (Facebook and Instagram), on the Shire's website and in the March issue of the Beverley Blarney.

At the close of submissions, 4pm Wednesday 20 March 2024, no public comment was received. It should be noted that considerable public consultation took place in the development of the plan.

The final Trails Master Plan is attached for Council's consideration.

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 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

That Council;

1. Endorses the Shire of Beverley Trails Master Plan; and
2. Receives the proposed Action Plan for future budget and planning consideration.

MARCH 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

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:

Tredwell Management Services

TREDWELL

T: (08) 82346387

E: admin@tredwell.com.au

W: www.tredwell.com.au

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00 Executive Summary



00 Executive Summary

The Shire of Beverley Trails Master Plan (Trails Master Plan) has been developed to focus on a strategic approach, with identification of potential trail initiatives, projects, and funding opportunities. The Trails Master Plan assessed the Shire of Beverley's (Shire) network of existing trails and identified potential future trail opportunities through a desktop and on-ground trail assessment and was informed by community consultation and stakeholder engagement.

Over the past five years trail use and development has evolved and matured within the Australian context, as noted in the WA Strategic Trails Blueprint 2022-2027. Several industry trends and observations have been identified:

Participation: Growth in popularity of trails, increase in female participation and the need to develop inclusive trails and trail experiences for people of all abilities.

Trail Experience: Introduction of trails for transportation, integration of E-rideables and E-bikes, development of multi-modal long-distance trails and the increasing popularity of trail running and multi-sport adventure races and events.

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.

A successful trails network requires trails of different levels of significance in order to meet the needs of different user group/market segments. 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.

00 Executive Summary

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 are listed below, and the associated actions provided within Chapter 7.

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.

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.

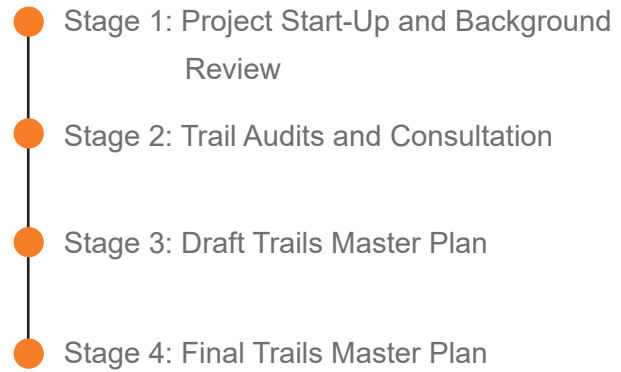
The project required a review and re-development of the Shire of Beverley's (Shire) existing Trails Master Plan which was developed in 2014. The re-developed Shire of Beverley Trails Master Plan (Trails Master Plan) focused on a strategic approach, with the identification of potential trail initiatives, 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.

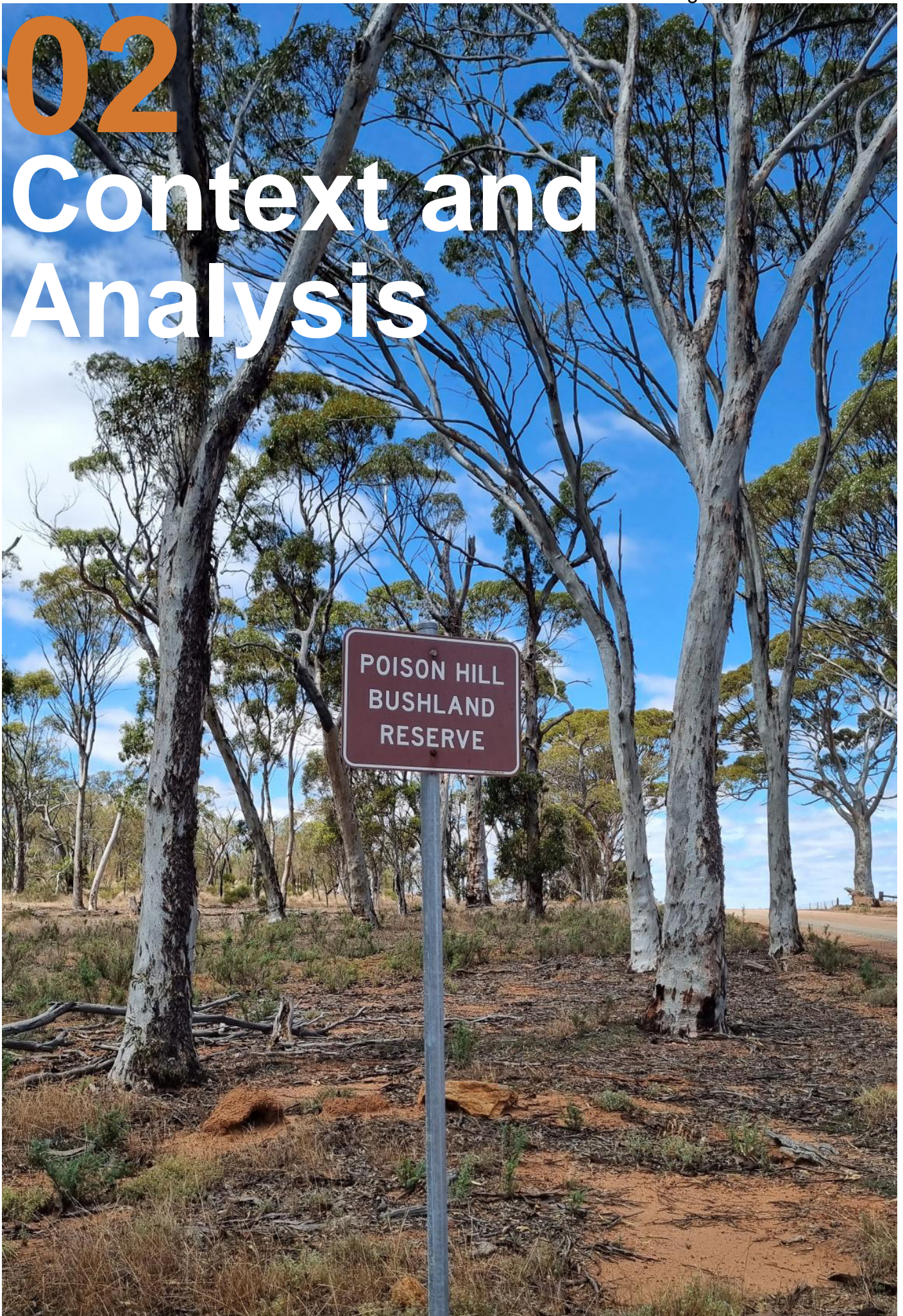
Project Methodology

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

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 Colguler (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.

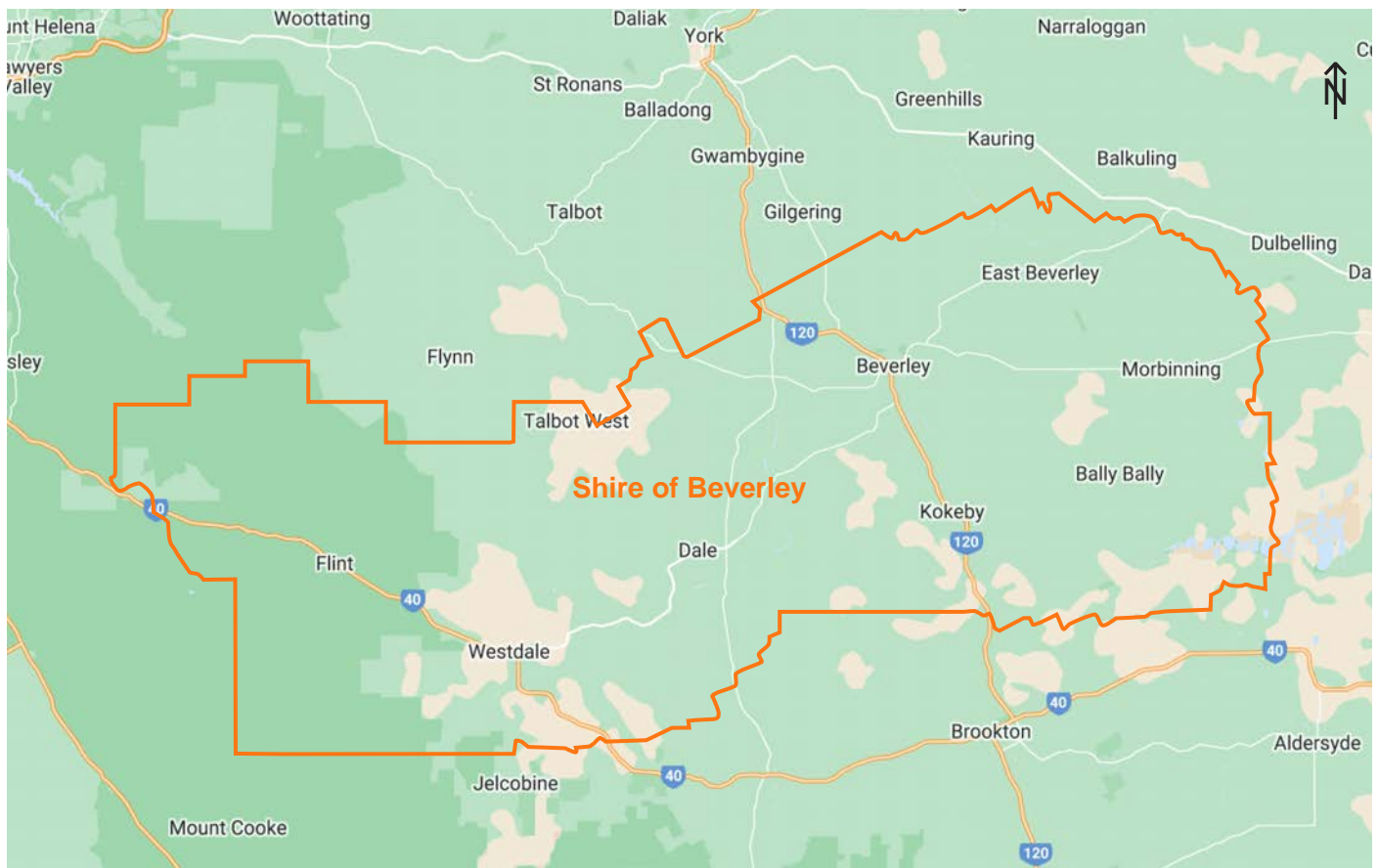


Image: Location Map

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)

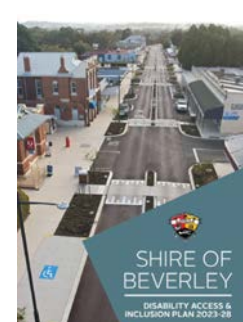
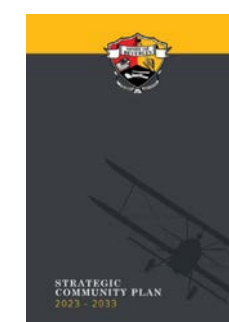
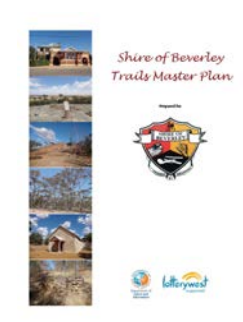
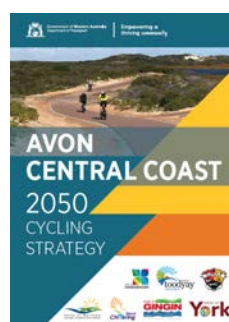
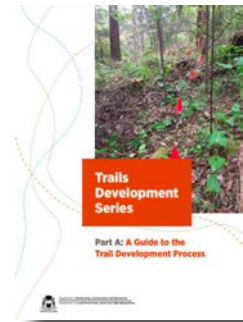
Local Level Documents

- 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 - Literature 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.

02 Context and Analysis

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

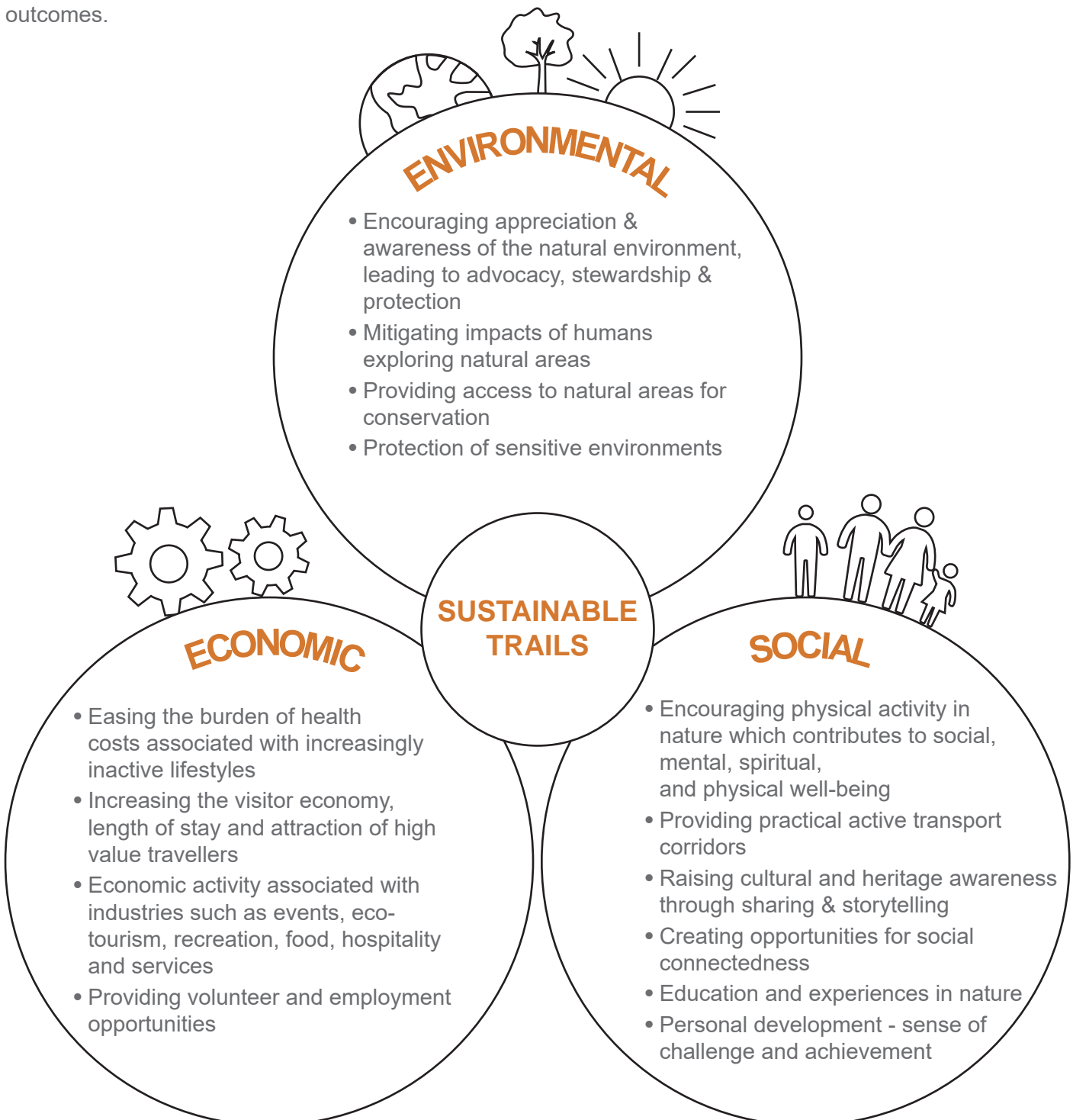
Demographic Indicator	Shire of Beverley (2016)	Shire of Beverley (2021)	Inner Regional WA (2021)	WA (2021)
Population	1,745	1,694	231,450	2,660,026
Median Age	53	55	43	38
Households	921	966	105,752	1,147,872
Family Households	67.8%	67.1%	72.5%	71.2%
Single Person Households	30.5%	31.3%	24.9%	25.4%
Families	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.

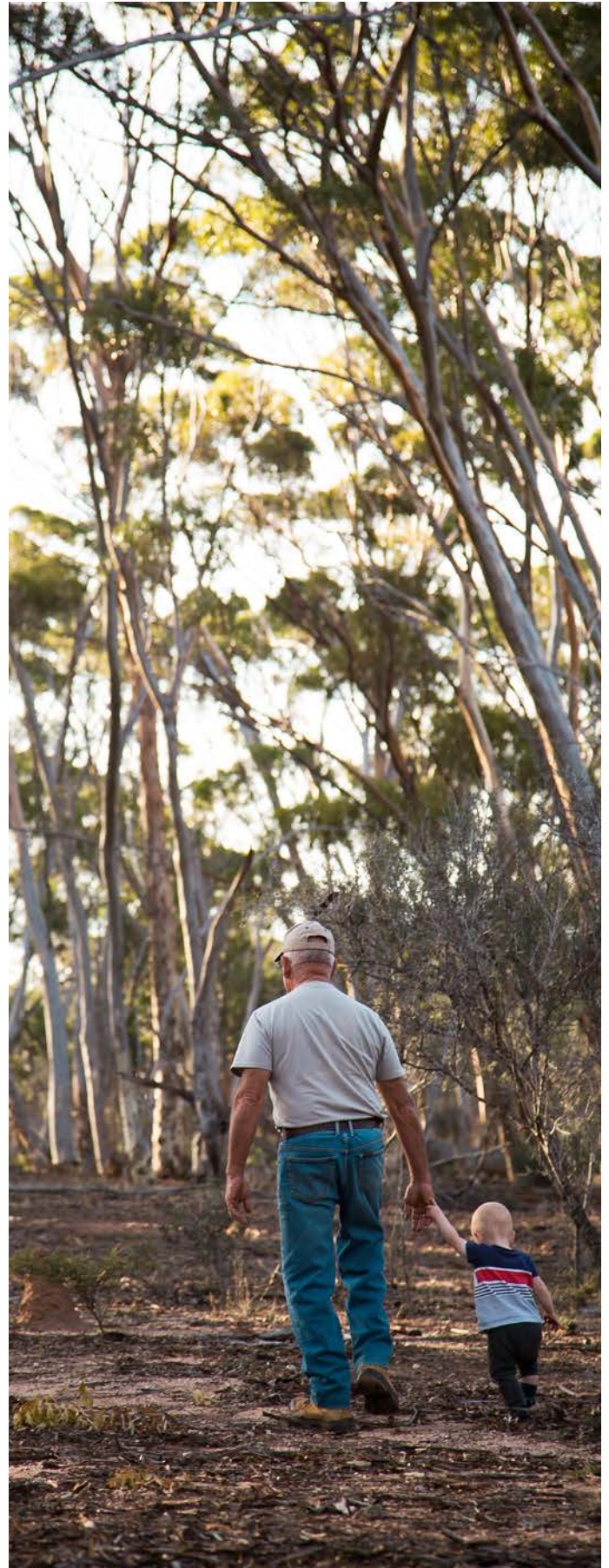
02 Context and Analysis

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 Shire's 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 include:

- Bibbulum Track (Kalamunda to Albany) which traverses the Shire
- Munda Biddi Trail (Mundaring to Albany).

Regional trails

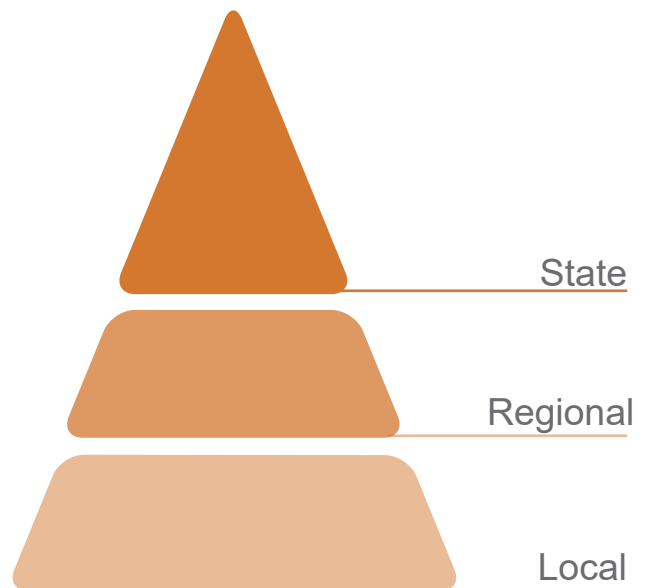
A major trail or trail network that services a population centre or large regional community, with facilities and services of a standard and appeal that could attract visitors from outside the region. Examples of a Regional trail include:

- 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 include:

- 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.

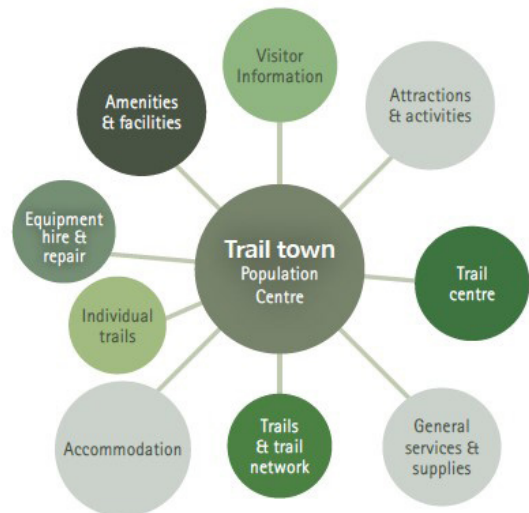
Trail Network

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

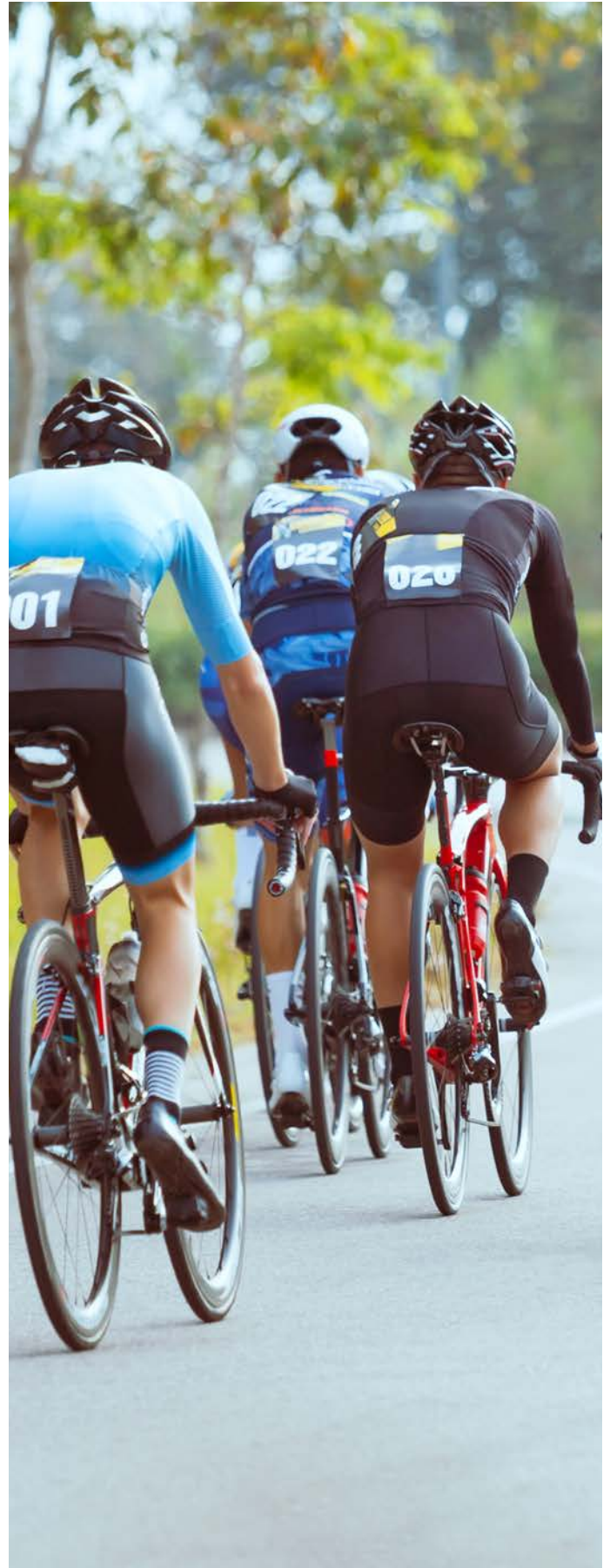
Cycling Infrastructure Standards

The Government of Western Australia Department of Transport has a web page 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.

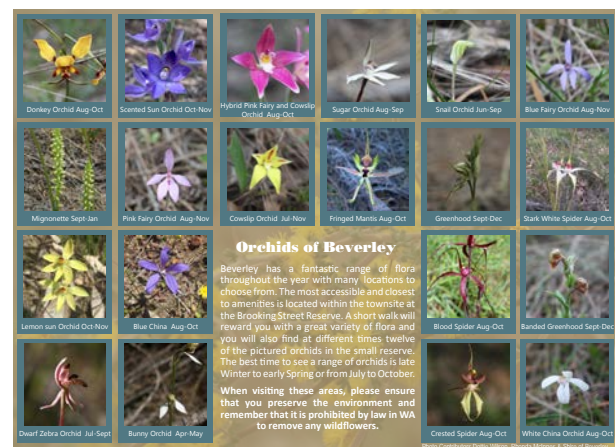


Programs, Events and Online Platforms

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.

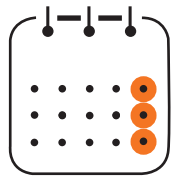


Community Online Survey Summary

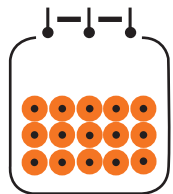
A summary of the key findings from the community online survey are below.



65
Responses

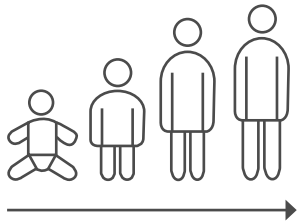


57% Have used trails within the past 12 months



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. Yenyening 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 Yenyening 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

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

- 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.

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.

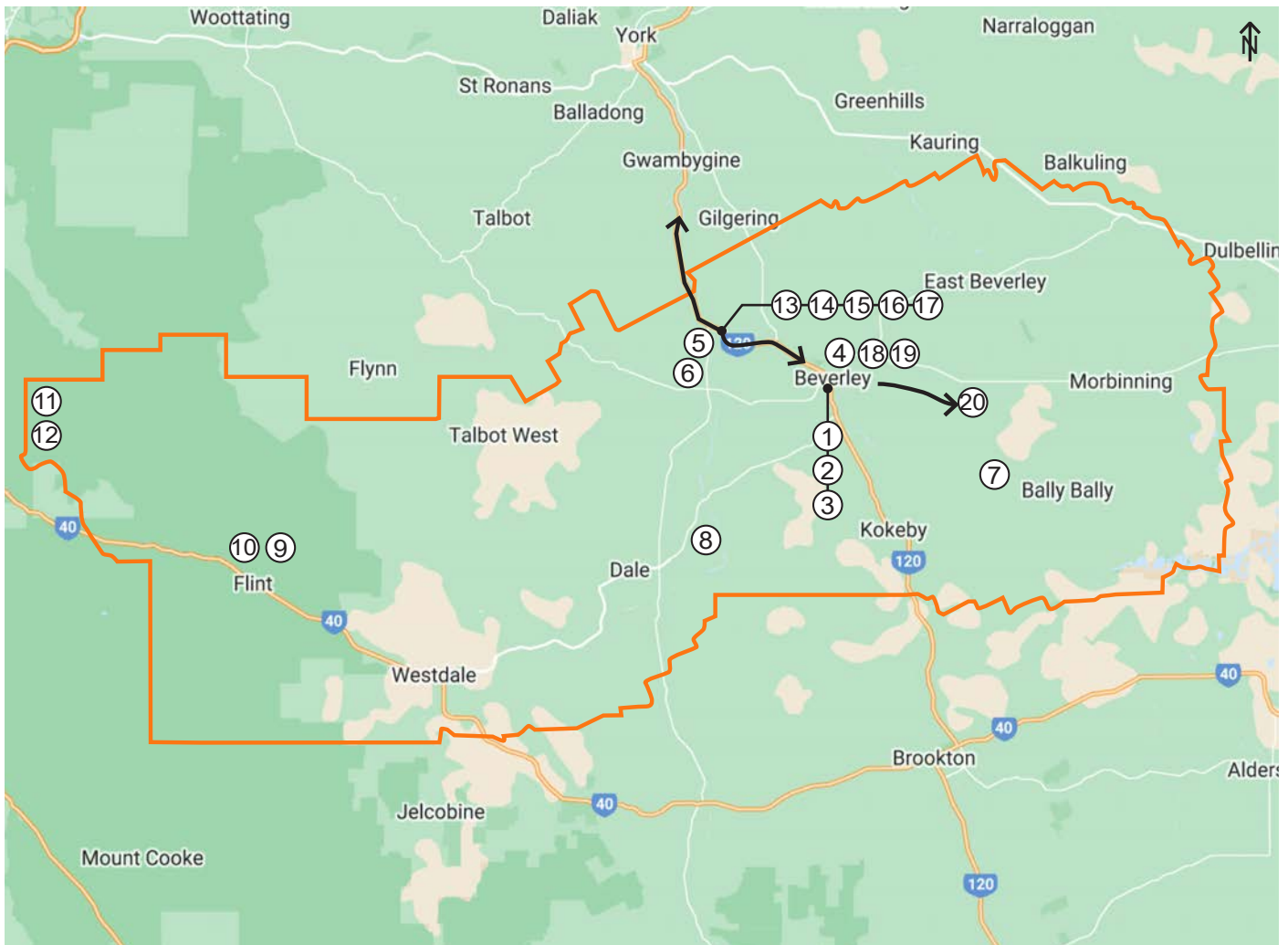
The trails include:

- 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:

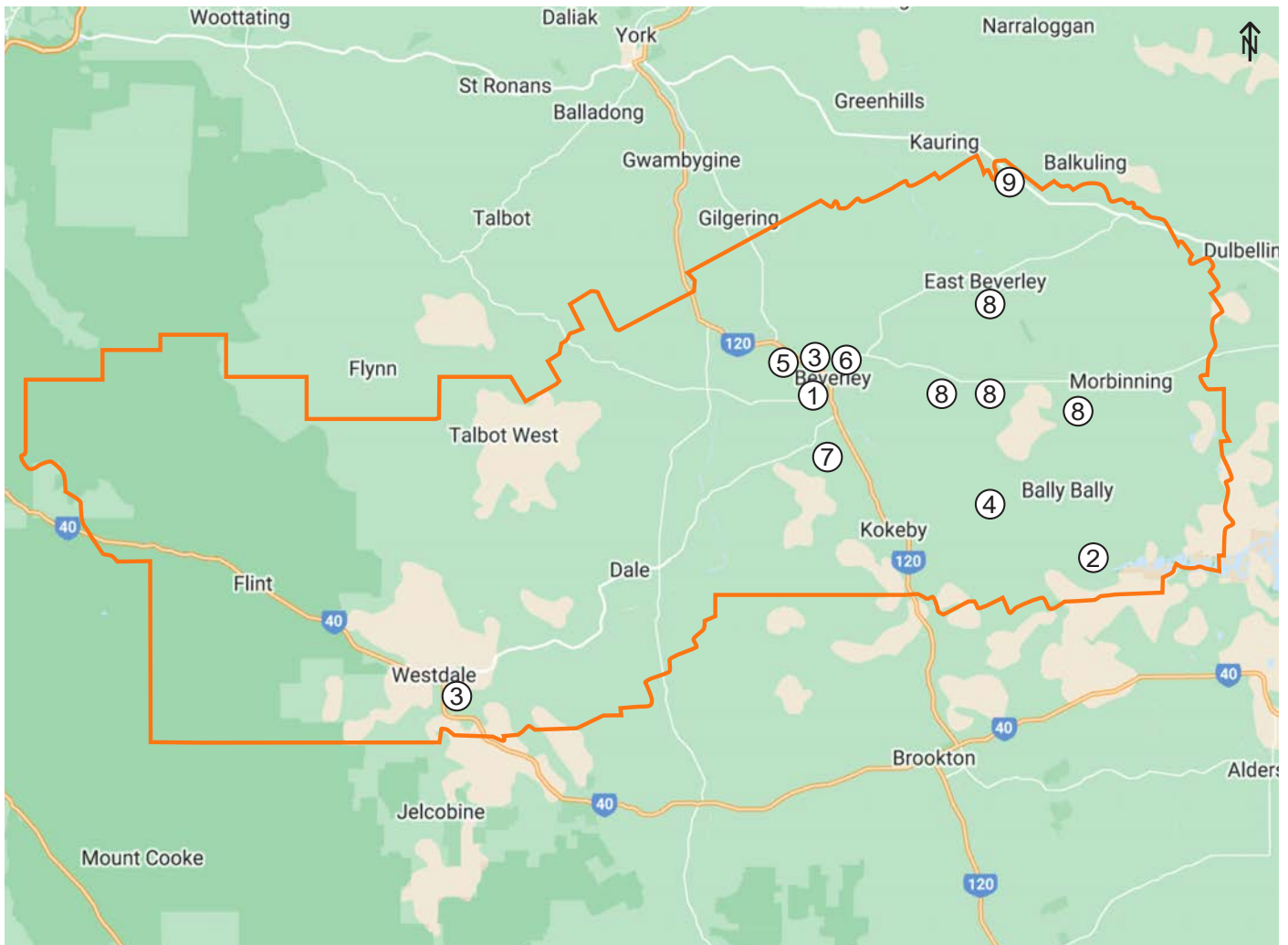
- Wildflower Drive
- Yenyening Lakes Walk & Paddle Trail
- Mountain Bike Trail Network
- County Peak
- On-Road Cycling Routes
- Avon River Walk Trail
- Commonage Stone Walls Trail
- Bushland Reserves
 - Poison Hill Reserve Walk Trail
 - Caroling-Bally Bally Rd Reserve Trail
 - Morbinning Reserve Walk 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

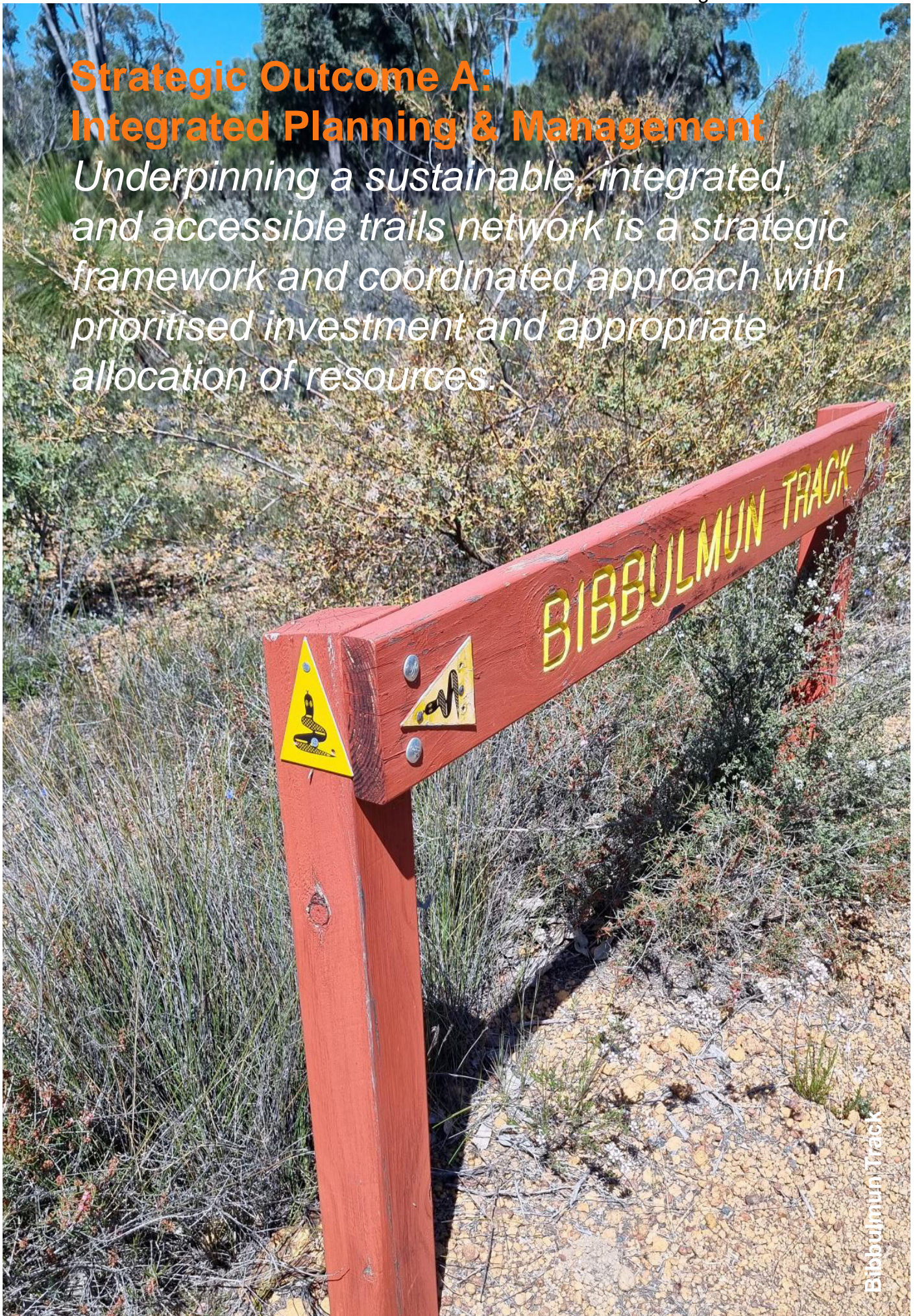
There are various complexities surrounding trail planning and development, including multiple land tenure, cross government boundary/regional projects involving multiple government departments, and the diverse, and sometimes conflicting aspirations of community stakeholders. Recognising this, Council 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

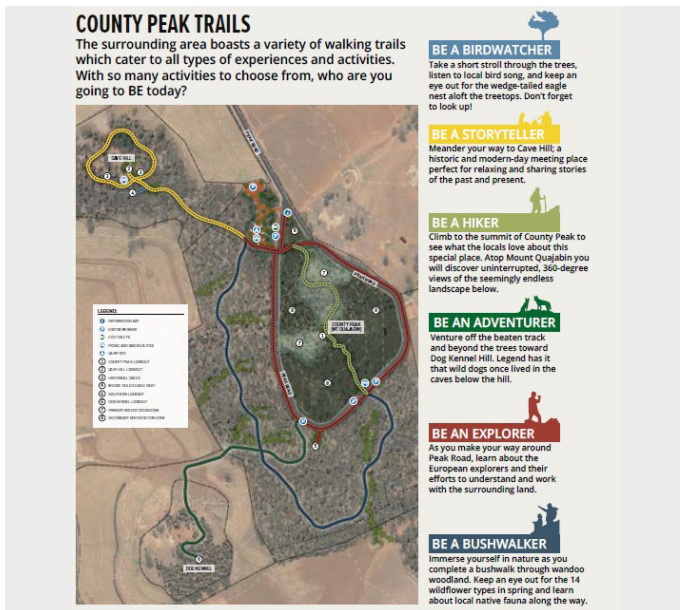
The Shire has a pump track in Moort Wabiny Park in Beverley alongside a nature play area, skate park and basketball court. However, there is currently no formalised opportunities for mountain bike riding off road. While the presence of mountains is limited across the Shire of Beverley topography - there 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
On Road
Cycling

GRADE /
DIFFICULTY
NA

TRAIL
LENGTH
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	GRADE / DIFFICULTY	TRAIL LENGTH
Walk /Cycle	2/Easy	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 A2.8 - 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.

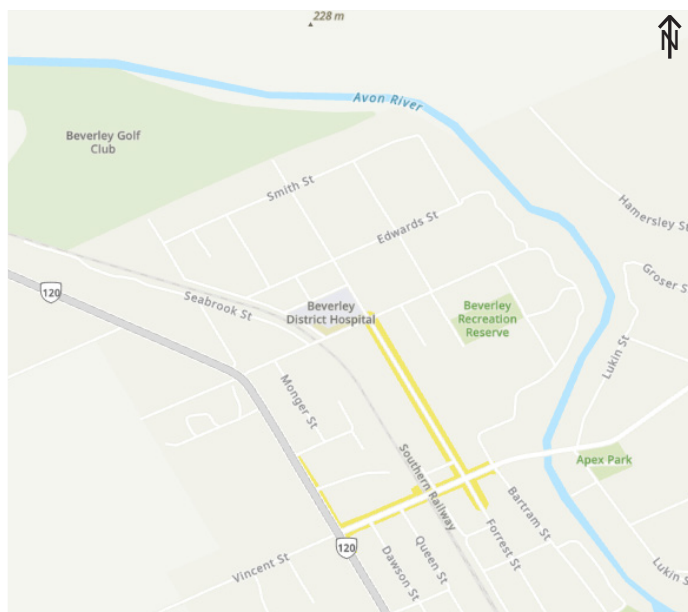
Scan the QR code for more information



Vincent Street Heritage Walk

07 Strategy and Action Plan

Beverley Town Heritage Trail



PRIMARY USE/S

Walk

GRADE / DIFFICULTY

2

TRAIL LENGTH

3.2km

TRAIL DESCRIPTION

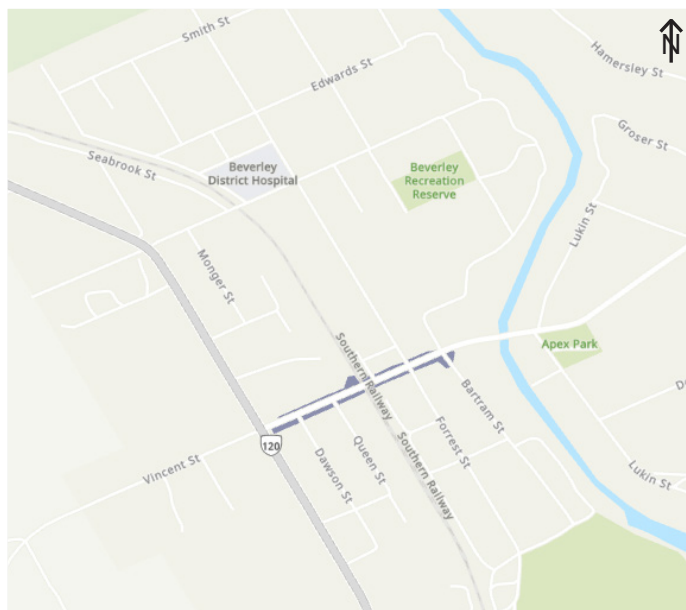
The Beverley Town Heritage Trail is an urban walk trail which starts at the Dead Finish Museum, built in 1872 and traverses around the heritage buildings in the Beverley Town Centre. The trail takes around an hour to complete.

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

Vincent Street Heritage Walk



PRIMARY USE/S	GRADE / DIFFICULTY	TRAIL LENGTH
Walk	2	1.2km

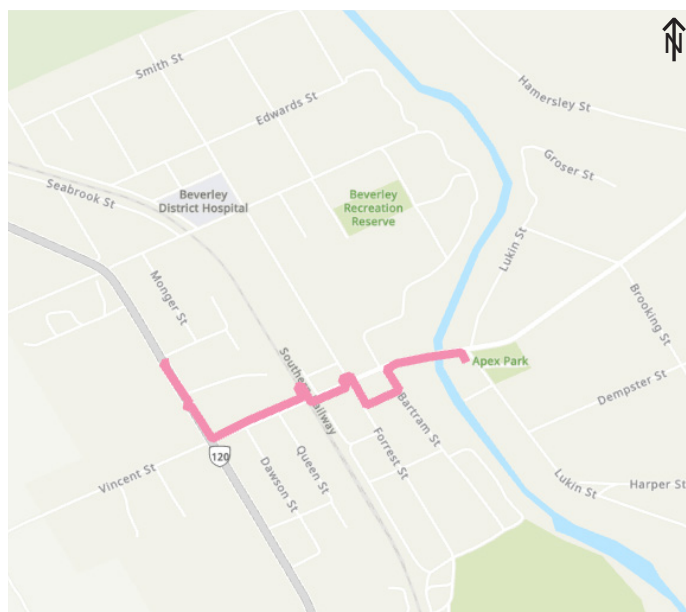
TRAIL DESCRIPTION

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

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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

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

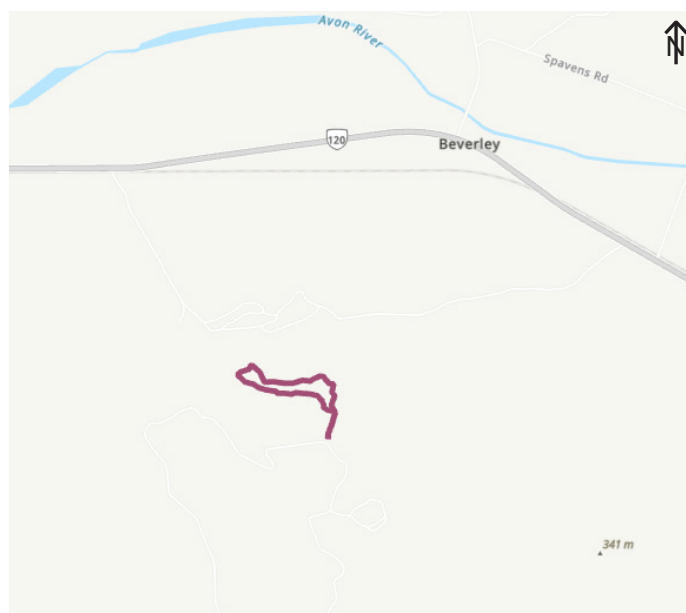
The Brooking Street Reserve Trail is a short bushwalk through sheoak woodland and consists of two short loops. The reserve is within walking distance to the Beverley Town Centre. The reserve is known for its wildflowers, including over 12 native orchid species through the months of April to November. 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

07 Strategy and Action Plan

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

07 Strategy and Action Plan

Avondale Drive Trail



PRIMARY USE/S

Drive

GRADE / DIFFICULTY

Easy

TRAIL LENGTH

5km

TRAIL DESCRIPTION

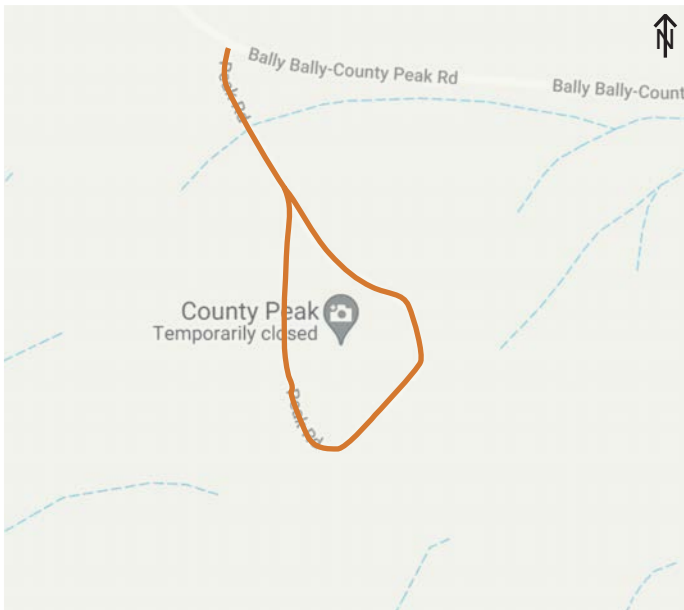
The Avondale Farm Drive Trail at Avondale Farm is 5km, however this will take longer than expected with a speed limit of 15kph. The drive trail highlights sustainable farming practices, including minimum tillage to avoid soil erosion, the rotation of crops, provision of shelter belts that encourage wildlife 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

07 Strategy and Action Plan

County Peak 'Mount Quajabin' Drive Trail



PRIMARY USE/S	GRADE / DIFFICULTY	TRAIL LENGTH
Drive	Easy	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

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

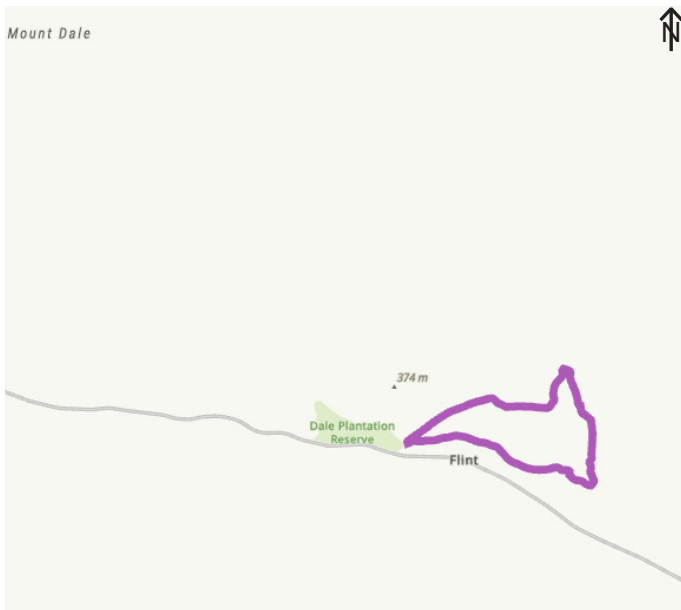
The Dale River Reserve Trails consist of the Wildflower Loop (Djet Dordung) and the River Walk (Bilya Djena Koorliny). The Wildflower Loop is a short 320m loop trail. The best time to walk the route is spring when orchids are flowering. The River Walk is a 900m walk along the banks of the Dale River. 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

Christmas Tree Well Walk



PRIMARY
USE/S

Bushwalk

GRADE /
DIFFICULTY

4

TRAIL
LENGTH

13km

TRAIL DESCRIPTION

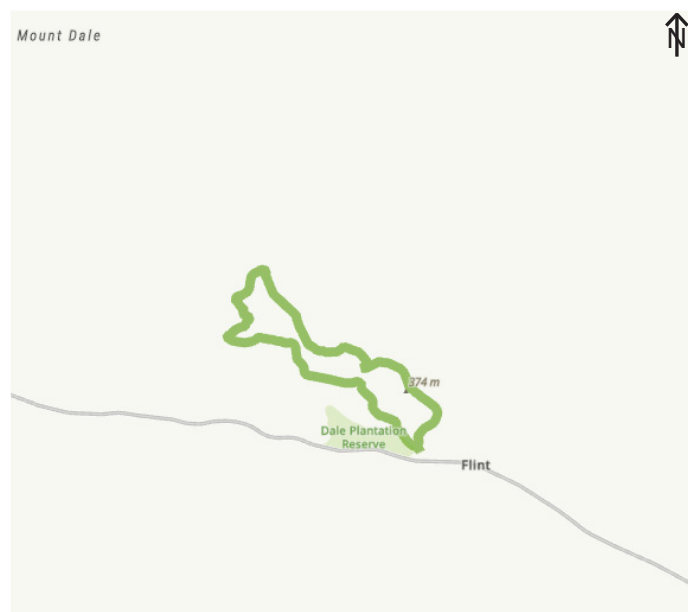
The Christmas Tree Well Walk is situated in Helena National Park on the edge of a Pine Forest, west of Beverley. The trail features picturesque views and interesting wandoo bushland. There is a picnic area and an informal parking area near the start of a trail. The trail is not well marked or defined, 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

Running Brook Walk



PRIMARY
USE/S

Bushwalk

GRADE /
DIFFICULTY

4

TRAIL
LENGTH

16km

TRAIL DESCRIPTION

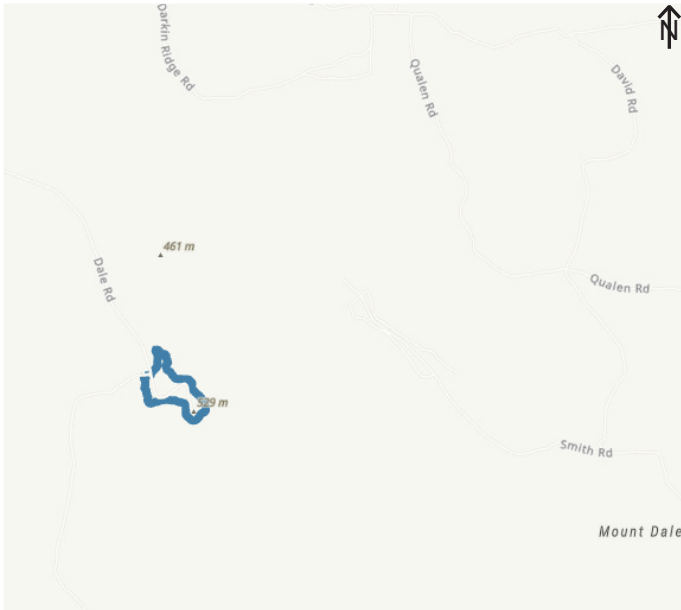
The Running Brook Walk is situated in Helena National Park, adjacent to the Christmas Tree Well Walk and features wandoo woodland and a variety of terrain and views of Mount Dale. The trail starts from the same parking area as the Christmas Tree Well Walk. The trail is not well marked or defined, however 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

Mount Dale Walk Trail Circuit



PRIMARY USE/S

Bushwalk

GRADE / DIFFICULTY

2

TRAIL LENGTH

2.5km

TRAIL DESCRIPTION

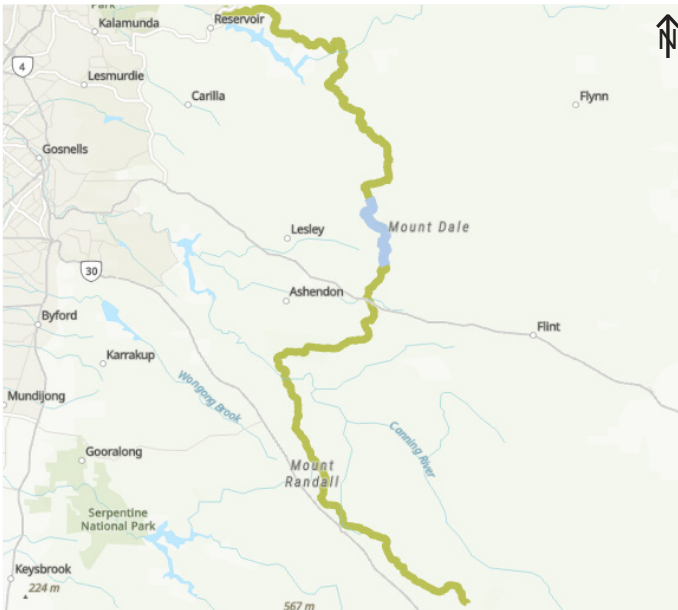
The Mount Dale Walk Trail is located adjacent to the Bibbulmun Track in the Helena National Park and is managed by DBCA. The trail traverses through jarrah forest and follows the contours of Mount Dale to its peak, where there are panoramic views of the Darling Ranges and Mount Cooke. There are two parking 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

Bibbulmun Track



PRIMARY USE/S

Bushwalk

LOCATION

Kalanunda to
Dwellingup

TRAIL LENGTH

211km

TRAIL DESCRIPTION

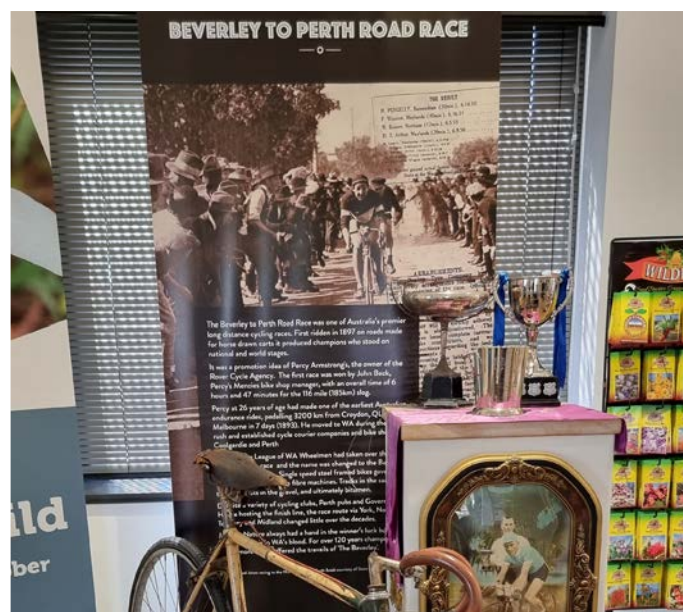
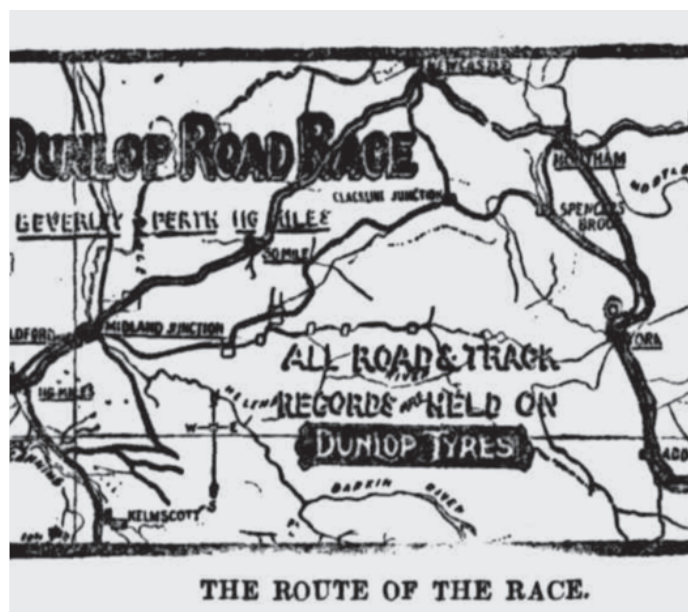
The Darling Range Section of the Bibbulmun Track passes through the Shire boundary (refer blue alignment on the map). This section is located in Helena National Park and is managed by DBCA. The Darling Range Section provides opportunities for day walkers and weekenders. The track passes through a mix 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

Beverley to Perth Road Race Route

PRIMARY
USE/S

Cycle

GRADE /
DIFFICULTY

NA

TRAIL
LENGTH

185km

TRAIL DESCRIPTION

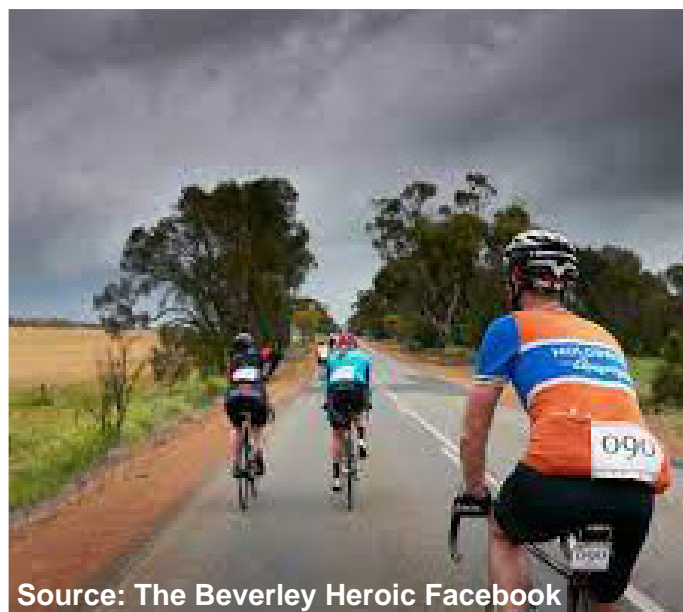
The Beverley to Perth Road Race is a historical out and back route which dates back to 1897. The route starts at Beverley and passes through the towns of York and Northam before passing through Midland on route to Perth.

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

Beverley Heroic Cycle Routes



Source: The Beverley Heroic Facebook

PRIMARY
USE/S

Cycle

GRADE /
DIFFICULTY

N/A

TRAIL
LENGTH

~250km

TRAIL DESCRIPTION

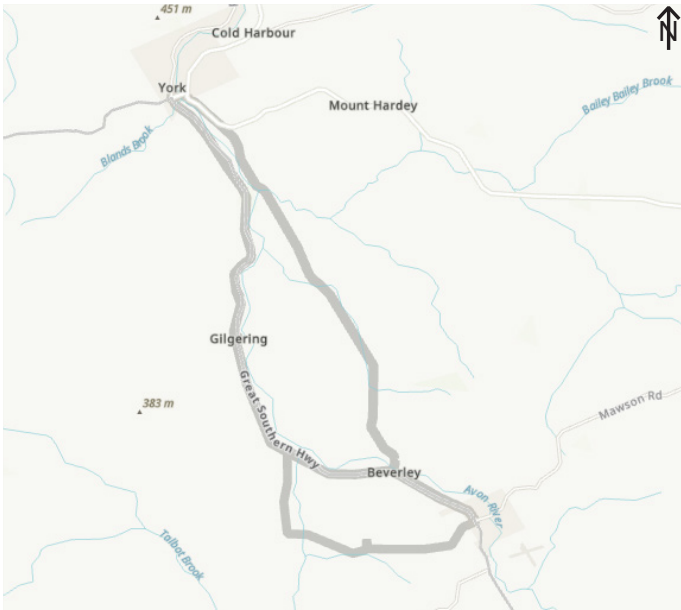
The Beverley Heroic Cycle Routes traverse along undulating and quiet rural roads. There are several different routes including both gravel and bitumen. These routes can be found on Ride with GPS. The Beverley Heroic event which featured the Heroic Race, Heroic Retro Bike Show, Heroic Cross, Heroic Classic 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

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

York Self Drive West Route



Source: Trails WA

PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

N/A

TRAIL
LENGTH

75km

TRAIL DESCRIPTION

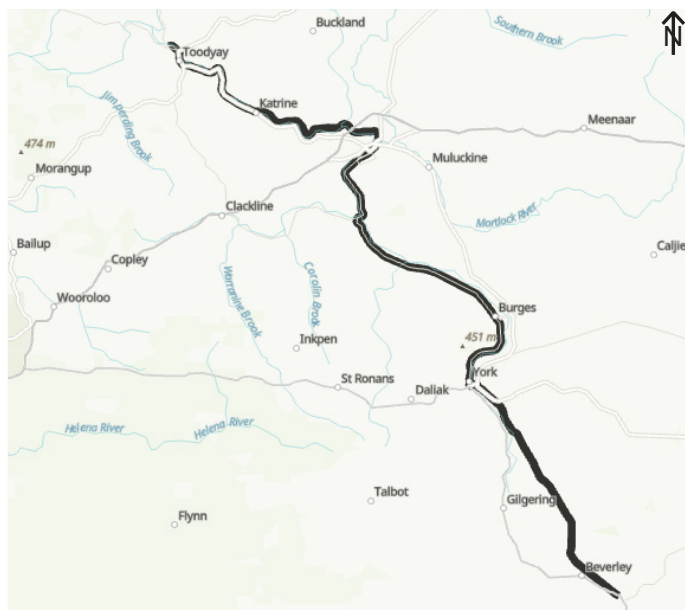
The York Self Drive West Route is a scenic drive through undulating farmland, with spectacular granite outcrops crowned by wandoos and salmon gums. The route passes through Beverley and stops at St Paul's Church and Avondale Farm.

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

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

Beverley Art Trail



Source: Trails WA

PRIMARY USE/S

Walk

GRADE / DIFFICULTY

2

TRAIL LENGTH

2.5km Return

TRAIL DESCRIPTION

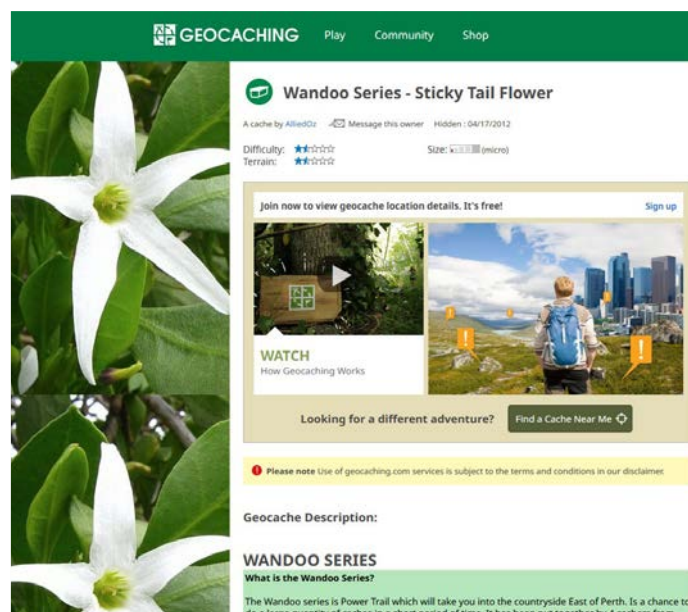
The Beverley Art Trail encompasses a route throughout the town centre, connecting galleries, studios, murals, sculptures, theatre and venues. The trail is approximately 2.5km return from the Beverley Visitor Centre.

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

Geocaching - Wandoo Series & FOTT Go Bush



PRIMARY
USE/S

Drive

GRADE /
DIFFICULTY

NA

TRAIL
LENGTH

300km

TRAIL DESCRIPTION

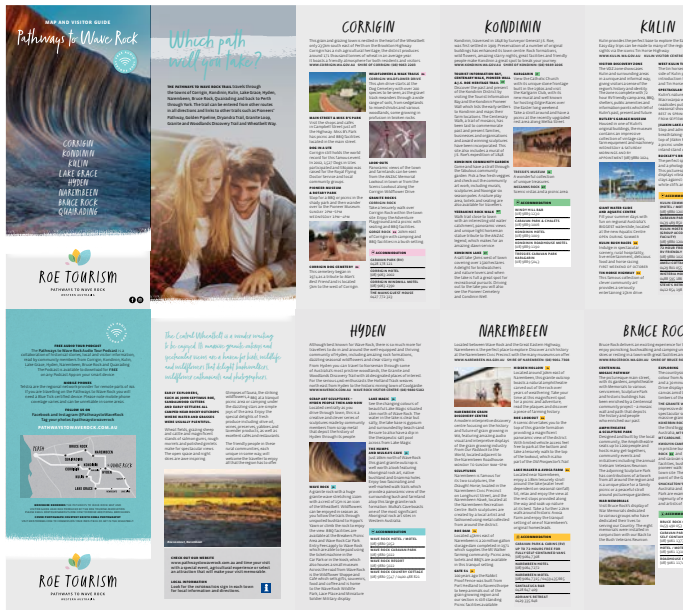
There are two Geocaching experiences - Wandoo Series and FOTT Go Bush. The Wandoo Series is a trail over sealed road and gravel tracks from Karragullen to Beverley and York. The FOTT Go Bush is through the Wandoo Bushland with varying levels of terrain, some requiring 4WD.

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

07 Strategy and Action Plan

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, Narembeeen 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

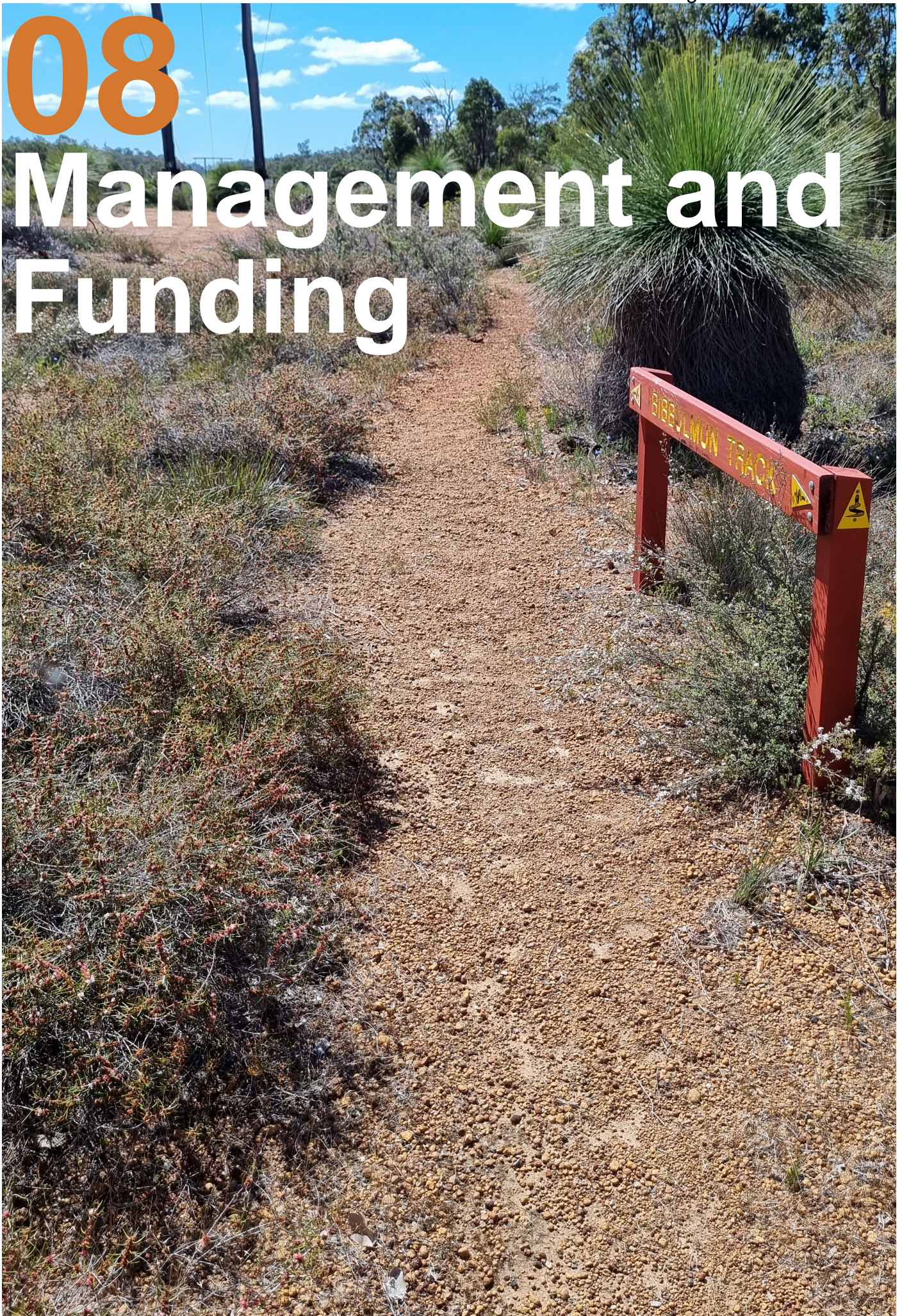
Strategic Outcome D: Community, Tourism & Economic Development

Strategy D1: Utilise trails and associated activities as a tool to meet objectives for community, tourism and economic development.

Action	Priority / Timeframe	Key Partners	Cost Range
D1.1 Work with event organisers to ensure the ongoing sustainability of programs and events (i.e. Beverley Heroic, Wildflower Guided Tours)	Ongoing	SoB Cmty	L
D1.2 - 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
D1.3 - 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
D1.4 - 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
D1.5 - 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
D1.6 - 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/>

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.

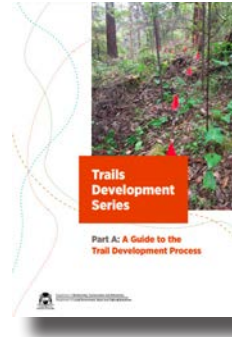
The strategies outlined in the Blueprint which relate to this Trails Master Plan include the following.

- 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.

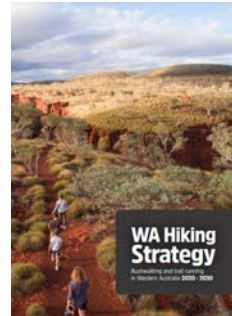
The Trail Development Process is widely considered best practice for all types of recreational trails. It is referenced in many contemporary guidelines and strategies across Australia. Adhering to these guidelines is the expectation of the WA Government and aligning with this process will assist trail 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.

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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.

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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:

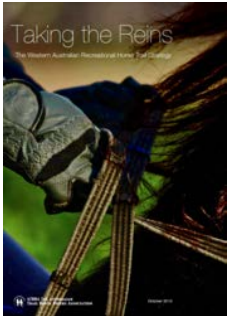
- Cross country
- All mountain/enduro
- Downhill
- Freeride
- Park
- Touring
- Gravel
- Cyclocross.

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

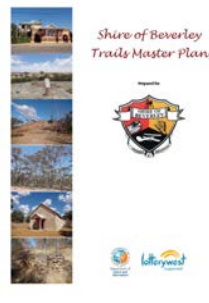
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of Aboriginal history, culture and heritage through showcasing seasons and song lines and recognising important aspects of the area.

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.

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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

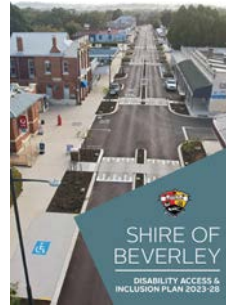
Environment

- 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.

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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



T: (08) 82346387

E: admin@tredwell.com.au

W: www.tredwell.com.au

12.4 Amendment to the Shire of Beverley Firebreak Order and Budget Brochure

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	21 March 2024
Applicant:	Beverley Bush Fire Advisory Committee
File Reference:	ADM 0077
Author and Position:	Troy Granville, Community Emergency Services Manager
Previously Before Council:	Last Amendment May 2023
Disclosure(s) Of Interest:	None
Attachments:	Fire Break Order

SUMMARY

Council to consider an amendment to the Fire Break Order and Budget Brochure as per the Fire Control Officers Meeting held on 20 March 2024.

BACKGROUND

Fire Control Officers regularly review the Fire Break Order and Budget Brochure to make sure it suits the needs of the community, meets statutory requirements and is the best practice for Officers and Volunteers. The Budget Brochure has a summary of the Fire Break Order and is sent out with the Rates Notice every year.

COMMENT

The current Fire Break Order summary from the Budget Brochure is attached below with suggested additions in red for Council's reference.

RURAL LAND	REQUIREMENTS
All Rural Holdings	Mobile firefighter with 600L+ capacity
Small Rural Holding <100 Ha	2.20m firebreak and mobile firefighter with 600L+ capacity.
Haystacks	4.0m firebreak and 60m+ away from buildings/dwellings
Bulldozed Bush	20m firebreak
Stationary Pumps/ Motors	4.0m Firebreak
Plantations	6.0m Firebreak on all boundaries.
Harvesting, Hay and Straw Baling Operations	Mobile firefighter with 600L+ capacity within 400m of paddock
Operation of Plant and Machinery	Must be fitted with a fire extinguisher during RESTRICTED and PROHIBITED Burning Period.
Paddock Burns	2.20m firebreak and Mobile firefighter with 600L+ capacity, PERMIT TO BURN MAY BE REQUIRED.

+
SLASHING

TOWNSITE LAND	REQUIREMENTS
All Lots 2.01Ha or Less	Clear of inflammable material or grass height of 15cm or less.
All Lots or combination of Lots > 2.01Ha	Clear of inflammable material or 2.20m firebreak on all external boundaries.

GENERAL	REQUIREMENTS
ACCESS	All access driveways to and from buildings must be kept clear of obstructions 3m wide + 4m high
Fuel Dumps	Flammable free ground must be maintained at least 4.0m outside the perimeter of any drum, stack of drums or drum ramp or bulk storage tank
Variations to Requirements	Application must be made to the Shire no later than 14 days prior to the date fire-breaks are required.
Penalty for Non-Compliance	Fines up to \$1,000 and firebreak works costs recouped.
Burning	To be carried out in accordance with the relevant provisions of the Bush Fires Act 1954.
Angle Grinders/ Welders	Equipment to be used cautiously with an operational firefighting appliance at the ready. The use of this equipment is not permitted on days on which a fire ban has been declared.

MOWING/SLASHING

THERE IS A BAN ON THE USE OF BLADE SLASHERS OR MOWERS ON ANY DRY VEGETATION DURING THE PROHIBITED BURNING TIMES

To be added to the Firebreak Order is:

Rural Land – add in the word *Slashing* at the beginning of Harvesting, Hay and Straw Bailing Operations.

The full Fire Break Order is attached, with the amendment in red.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

Local Government Act 1995

CONSULTATION

Troy Granville, Community Emergency Services Manger

Beverley Bush Fire Advisory Committee

Council

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 3. Environment

4. Civic Leadership

Strategic Priorities: 3.2 Well prepared for adverse natural events

4.3 Responsible planning

POLICY IMPLICATIONS

NIL

RISK IMPLICATIONS

Low (4) - It is considered that the amendments have minor risks to implement but will significantly help to mitigate unnecessary and accidental fires.

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

That Council adopt the amended Fire Break Order as attached and make the following amendments to the Bush Fire information in the Budget Brochure:

1. Rural Land – add in the word *Slashing* at the beginning of Harvesting, Hay and Straw Bailing Operations.
2. General – Add in the word Access to the first ruling.
3. General – Add in an additional ruling called Mowing and Slashing. Requirements: There is a ban on the use of blade slashers or mowers on any dry vegetation during the Prohibited Burning times.



FIRE-BREAK ORDER BUSH FIRES ACT 1954

All owners and occupiers of land are required on or before 1 November each year to provide and thereafter maintain fire breaks free of all inflammable material or fuel load reduction works until 15 April of the following year as stipulated in the manner described in the following schedule.

SCHEDULE

RURAL LAND

- **Rural Holdings:** ALL rural properties are required to provide on the property, an operational independent mobile water filled firefighting unit with the water capacity of not less than 600 litres to be at the ready throughout the Prohibited and Restricted burning period.
- **Small Rural Holdings:** All rural properties equal to or less than 100 hectares in size are required to have constructed and maintained a 2.2 metre firebreak clear of all flammable material along all external boundaries along an operational independent mobile water filled firefighting unit with the water capacity of not less than 600 litres to be at the ready throughout the Prohibited and Restricted burning period.

Note: An exemption applies when the small landholding is managed by neighbouring/adjoining landholder for agricultural purposes and this information is to be provided to the Shire in writing by the landowner.

- **Buildings and Haystacks:** A fire break of at least 4 metres wide and not more than 60 metres from the perimeter of all buildings (including temporary dwelling e.g. caravans) and/or haystacks or groups of buildings and/or haystacks so as to completely surround the building, haystacks and/or fuel dumps.
- **Bulldozed Bush:** A fire break 20 metres wide shall be maintained immediately inside the external boundaries of all land which has been bulldozed, chained or prepared in any similar manner for clearing by burning (whether it is intended to burn the bush or not).
- **Stationary Pumps/Motors:** A fire-break 4 metres wide shall be cleared and maintained around all stationary pumps and motors.
- **Plantations:** All plantation firebreaks must be maintained. All new plantations and extensions to current plantations must have a minimum 6 metre firebreak installed on all boundaries of the plantation.
- **Slashing, Harvesting, Hay and Straw Baling Operations:** During the period when harvesting and hay / straw baling operations are being conducted, there shall be provided in the same paddock or within 400 metres of that paddock, an operational independent mobile firefighting unit having a water capacity of not less than 600 litres. The tank of the unit shall be kept full of water at all times during the harvest and hay/straw baling operations.
- **Operation Of Plant and Machinery:** During the restricted and prohibited burning times, **ALL MACHINERY AND TRUCKS** shall not be operated on rural land unless fitted with a fire extinguisher.

On days of **HARVEST BANS** there shall be no movement of any vehicles within paddocks. Please note that this does not apply to a TOTAL FIRE BAN which has separate restrictions (see DFES website).

There is a ban on the use of metal blade slashers or mowers on any dry vegetation during the PROHIBITED BURNING PERIOD.

- **Paddock Burns:** At any time throughout the year, where a landowner intends to burn paddocks, the following must be provided to prevent the escape of fire:
 1. A fire-break 2.2 metres wide clear of all inflammable material completely surrounding the area to be burnt.
 2. An operational fire-fighting unit having a capacity of not less than 600 litres.
 3. Permits to burn may be required. Refer to the Shire of Beverley website for Permit Application requirements.

TOWNSITE LAND

- All lots with an area of 2.012ha (5 acres) or less, shall be clear of all flammable material or have grass mown to a height no greater than 15cm.
- All lots or combination of lots that comprise of one holding and having an area greater than 2.012ha (5 acres) shall be either clear of all flammable material or have a firebreak 2.2 metres wide free of all flammable material inside and along all external boundaries.

GENERAL INFORMATION

- **Fuel Dumps:** You shall remove all flammable materials or material likely to become flammable during summer from land occupied by bulk storage tanks and/or drums used for storage of liquid fuel whether the bulk storage tanks and/or drums contain fuel or not. This includes the land on which the ramps for holding the drums are constructed. The flammable free ground must be maintained to a distance of 4 metres outside the perimeter of any drum, stack of drums or drum ramp or bulk storage tank.
- **Variations to Requirements:** For permission to provide fire-breaks in alternative positions or by an alternative date or to take alternative action to abate fire hazards on the land, an application must be made no later than 14 days prior to the date that fire-breaks are required. If permission is not granted by the Shire or its duly authorised officer, you shall comply with the requirements of this notice.
- **Penalty for Failure to Comply:** The penalty for failing to comply with this notice is a fine of up to \$1000. If the owner or occupier fails to carry out the works required by this Fire-break Order the Shire of Beverley may enter the land and prepare the fire-breaks at the cost of the owner or occupier.
- **Burning:** If the requirements of this notice are carried out for burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act 1954.
- **Angle Grinders and Welders:** The use of Angle Grinders, Welders or similar equipment should be undertaken with extreme caution and there shall be in attendance an operational fire fighting appliance. **(The use of this equipment is not permitted on days of which a fire ban has been declared.)**
- **Access:** All access driveways to and from buildings must be kept clear of obstructions 3.0m wide and 4.0m high

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

14. CONFIDENTIAL ITEMS

14.1 Meeting Closed to the Public

Council to consider a confidential item –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

That the meeting be closed to the public and staff for Council to discuss the Chief Executive Officer Salary Review.

14.2 Chief Executive Officer Performance Review and Salary Determination

Submission To:	Ordinary Council Meeting 27 March 2024
Report Date:	20 March 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:	Confidential

14.3 Meeting Open to the Public

RECOMMENDATION

That the meeting re-open to the public and announce any decisions made.

15. NEW BUSINESS ARISING BY ORDER OF THE MEETING

New Business of an urgent matter only arising by order of the meeting.

16. CLOSURE

The Chairman to declare the meeting closed.