



AGENDA

26th of June 2024

ORDINARY COUNCIL MEETING

To be held at the Shire of upper Gascoyne's Administration Building located at 4 Scott Street, Gascoyne Junction, commencing at 10.45am

DISCLAIMER

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

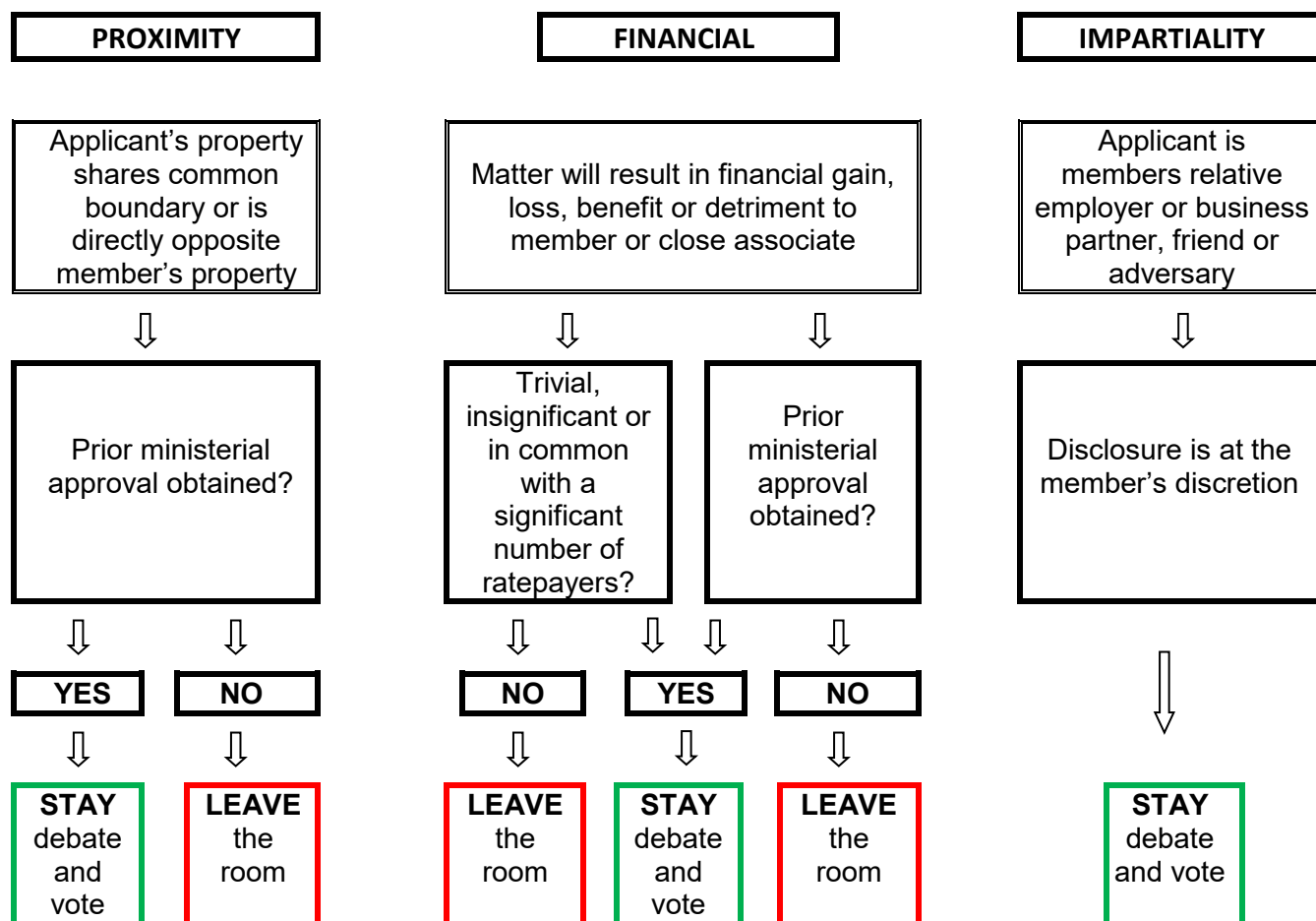
Please note this agenda contains recommendations which have not yet been adopted by Council.

No responsibility whatsoever is implied or accepted by the Shire of Upper Gascoyne for any act, omission, statement or intimation occurring during the Council/Committee meetings or during formal/informal conversations with staff. The Shire of Upper Gascoyne disclaims any liability for any loss whatsoever and however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Upper Gascoyne during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Upper Gascoyne. The Shire of Upper Gascoyne warns that anyone who has an application lodged with the Shire of Upper Gascoyne must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attached to the decision made by the Shire of Upper Gascoyne in respect of the application.


John McCleary, JP
CHIEF EXECUTIVE OFFICER

* Declaring an Interest



Local Government Act 1995 - Extract

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(Penalties apply).

(2) It is a defense to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply).

'Local Government (Administration) Regulations 1996 – Extract

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Table of Contents

<u>1.</u>	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS	4
<u>2.</u>	APOLOGIES AND APPROVED LEAVE OF ABSENCE	4
<u>3.</u>	APPLICATION FOR LEAVE OF ABSENCE	4
<u>4.</u>	PUBLIC QUESTION TIME	4
<u>5.</u>	DISCLOSURE OF INTEREST	5
<u>6.</u>	PETITIONS/DEPUTATIONS/PRESENTATIONS	5
<u>7.</u>	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	5
<u>8.</u>	MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS	5
<u>9.</u>	CONFIRMATION OF MINUTES FROM PREVIOUS MEETING	5
<u>10.</u>	REPORTS OF OFFICERS	5
	10.1 MANAGER OF FINANCE AND CORPORATE SERVICES REPORT	6
	10.2 WORKS MANAGER REPORT	8
	10.3 CEO REPORT	9
	10.4 ACCOUNTS AND STATEMENTS OF ACCOUNTS	10
	10.5 MONTHLY FINANCIAL STATEMENTS	13
	10.6 REVIEW OF REGULATION 17 - LOCAL GOVERNMENT (AUDIT) REGULATIONS	15
	10.7 PROVISION OF PLANT AND LABOUR HIRE FOR AGRN 1062	18
	10.8 2023 FINANCIAL MANAGEMENT SYSTEM REVIEW	23
	10.9 D.O.T GASCOYNE REGIONAL 2050 CYCLING STRATEGY - ENDORSEMENT	27
<u>11.</u>	MATTERS BEHIND CLOSED DOORS	30
<u>12.</u>	MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	30
<u>13.</u>	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	30
<u>14.</u>	ELECTED MEMBERS REPORT	30
<u>15.</u>	STATUS OF COUNCIL RESOLUTIONS	30
<u>16.</u>	STATUS OF SHIRE PROJECTS	30
<u>17.</u>	MEETING CLOSURE	30

SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT THE MOUNT
AUGUSTUS TOURIST PARK ON THE 26TH OF JUNE 2024 COMMENCING AT 10.45AM

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Shire President welcomed those present and declared the meeting open at ____am

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Shire President
Cr H. McTaggart	Deputy Shire President
Cr B. Walker	Councillor
Cr R. Hoseason-Smith	Councillor
Cr P. Windie	Councillor (Via Zoom)
Cr A. McKeough	Councillor
Cr W. Baston	Councillor (Via Zoom)

Staff

John McCleary JP	Chief Executive Officer
Andrea Pears	Executive Manager of Finance and Corporate Services
Jarrold Walker	Executive Manager of Works and Services
Cherie Walker	Senior Corporate Services Officer

Visitors

Joshua Kirk	Greenfield Technical Services
Paul Brennan	Delta Lithium

2.2 Absentees

2.3 Leave of Absence previously approved

Nil

3. APPLICATION FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

5. DISCLOSURE OF INTEREST

6. PETITIONS/DEPUTATIONS/PRESENTATIONS
7. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION
8. MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS
Nil
9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 22nd of May 2024.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01062024			
MOVED:	CR:	SECONDED:	CR:
That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 22 nd of May 2024 be confirmed as a true and correct record of proceedings.			
FOR: CR		AGAINST: CR	
F/A:			

10. REPORTS OF OFFICERS

Council Resolution No: 02062024			
MOVED:	CR:	SECONDED:	CR:
That Council receive the Executive Manager of Finance and Corporate Services Executive Manager of Works and Services and the Chief Executive Officer reports as read.			
FOR: CR		AGAINST: CR	
F/A:			

10.1 Manager of Finance and Corporate Services Report

We have now entered the final month of the financial year and our team will be focusing on getting final accounts for the year processed, completing the 2024/2025 Budget and the Regulation 17 and Financial Management Review managerial responses in readiness for adoption by Council. During

May 2024 we prepared a draft budget, which was adopted by council, required to support the Application for Differential Rates to the Department of Local Government, Sport and Cultural Industries, which was subsequently lodged and approved. Furthermore the Local Road and Community Infrastructure (LRCI) grant submission was lodged and subsequently approved for the Reverse Osmosis Water Treatment Plant and additional road works to commence construction in the 2024/25 financial year. Finally our insurance reviews and policies will be complete ensuring our coverage for the 2024/25 financial year.

All in all it has been another busy month in which the team has ensured the continuation of services to the community.



Community Resource Centre Update

Author – Ainsley Hardie, Tourism & Community Development Officer

May continued to see a steady stream of visitors both domestic and international through the Community Resource and Visitor Information Centre. Our library system has now been activated with all borrowings using Athenaeum. The CRC has continued with Social Tennis on Thursday afternoons and in May the Youth Group baked ANZAC biscuits which were enjoyed. Billie and Cherie have been planning a Bush Ball for July 20 and have launched ticket sales for this event. The ball will be a fundraiser for the Cancer Council in memory of Don and all Upper Gascoyne residents affected by cancer and will be held in place of our normal Biggest Morning Tea event.

Tickets have also gone on sale for the Gascoyne Food Festival events for 2024. Two events are being held in the Upper Gascoyne – Flavours of the Gascoyne at the Junction Pub & Tourist Park on August 24 and the Biggest BBQ at Mount Augustus on August 31.

In May I have attended the Australia's Golden Outback Board Meeting online and the s19 Gascoyne Local Advisory Group for WACHS. I also had a 1:1 meeting with the CEO of the Tourism Council of WA to discuss the tourism needs of our region and to learn about new resources available to us. I continue to work collaboratively with our neighbouring Gascoyne shires in developing our Dark Sky Tourism footprint as a region. Our Astrotourism signs are enroute to be installed. In partnership with Tourism WA the Shire hosted an Astrotourism stargazing training session in Gascoyne Junction with participants travelling to attend alongside Shire staff and local stakeholders. Training was conducting in how to present a night sky tour using lasers and most importantly training on how to setup and use the Shire telescope. This event was co funded by Tourism WA.

I attended a Primary Industry Forum hosted by the Shire of Carnarvon where discussion was held around collaborating as a region to establish a hub in our region and how to develop infrastructure to benefit growers and producers across the Gascoyne. This is the first step in working with the GDC and Gascoyne Food Council to work together. Whilst in Carnarvon I also visited GDC to continue working on the Upper Gascoyne Connect Mining Symposium to be held on September 4.

Finally I have just returned from the Western Australia Tourism Conference where I attended 2.5 days of sessions. The winners of the Tiny Tourism Town nominations were announced with Kalbarri being the Top Tiny Town followed by Dwellingup and Coral Bay. To be a finalist is a credit to Gascoyne Junction and we will continue to hold ourselves to the criteria of this award as part of our strategy and growth.

Printed at: 14/06/24

SHIRE OF UPPER GASCOYNE

Page No : 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options : Year 23/24, From Month 11, To Month 11, By Responsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING)

RespOf	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
	CRC INC\ 10841310	Commission Centrelink : CRC	-7,279.09	-741.60	-8,020.69
	CRC INC\ 10841330	Transport Commission: CRC	-1,286.60	-77.27	-1,363.87
	CRC INC\ 10841340	Postal Agency Commission: CRC	-6,687.84	-666.67	-7,354.51
	CRC INC\ 10841350	CRC Room Hire Income	-109.10	0.00	-109.10
	CRC INC\ 10841360	Income from Events Held	-22,362.73	-30,545.45	-52,908.18
	CRC INC\ 10841380	Postal Agency Sales	-820.07	-178.62	-998.69
	CRC INC\ 10841390	Sales: Books/Maps/Souvenirs/Sundries	-929.87	-215.89	-1,145.76
	CRC INC\ 10841500	Grant: CRC Operating	-48,000.00	0.00	-48,000.00
	CRC INC\ 10842590	Community Fund Monies Held in Trust Transferred to CRC	-462.26	0.00	-462.26
	CRC INC\ 10842600	CRC Income Misc.	-3,207.17	-9.56	-3,216.73
	CRC INC\ 10842610	CRC Merchandise Sales	-5,401.59	-1,159.72	-6,561.31
Total	CRC INCOME		-96,546.32	-33,594.78	-130,141.10
Total for division GEN			-96,546.32	-33,594.78	-130,141.10
Grand Total			-96,546.32	-33,594.78	-130,141.10

CUSTOMER SERVICES & ENQUIRIES		2023.2024 TOTAL	2022.2023 TOTAL	YTD DIFF	May-24	May-23	MAY DIFF
Admin Support	Faxes	1	0	1	0	0	0
	Photocopying/Printing/Scanning/Emailing	21	25	-4	2	4	-2
	Laminating/Binding	0	1	-1	0	2	-2
	Hot Office Bookings	4	1	3	0	0	0
	External Training and Course	1	0	1	0	0	0
CRC	1:1 Assistance to Community Members	43	30	13	4	3	1
	Computer/Internet Access	35	34	1	0	4	-4
	Community Education Events	1	2	-1	0	0	0
	Community Social Events	24	16	8	5	1	4
	Community Economic Seminars	2	1	1	0	0	0
	Department of Human Services	15	16	-1	2	3	-1
	Government Access Point	43	37	6	1	3	-2
	Use of Paid WIFI Services	3	3	0	0	0	0
	Use of FREE WIFI Hub	42	27	15	5	9	-4
	Road Condition Requests	500	830	-330	25	83	-58
Tourism	General Tourism Information	1472	1036	436	183	129	54
	Book Sales	22	29	-7	5	4	1
	CRC Merchandise Sales	292	308	-16	61	32	29
	Walking Tours	70	70	0	2	0	2
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	5	0	5	0	0	0
	Gassy Gossip Advertisement	0	0	0	0	0	0
Health	Video Conference/Telehealth	1	8	-7	0	0	0
	RFDS Support	29	11	18	0	0	0
	Medical Clinic Visits	112	82	30	27	0	27
Agencies	Library	109	93	16	12	8	4
	Postage Sales	114	94	20	14	8	6
	Postage Collection	68	68	0	49	40	9
	Department of Transport	43	34	9	0	1	-1
	Horizon Power	97	68	29	10	7	3
Total Customer Service Enquiries		3169	2924	245	407	341	66

10.2 Manager of Works and Services Report

General:

Staff Housing:

Modula have almost completed installing the new 3x2 home on Hatch Street. Driveway's and veranda slabs are in place and await the patio and carport structures. The newly acquired 3x1 on Hatch Street is also undergoing renovations and is expected to be complete by the end of July. Once both house are done we will complete the gardens and landscaping.

Office renovations:

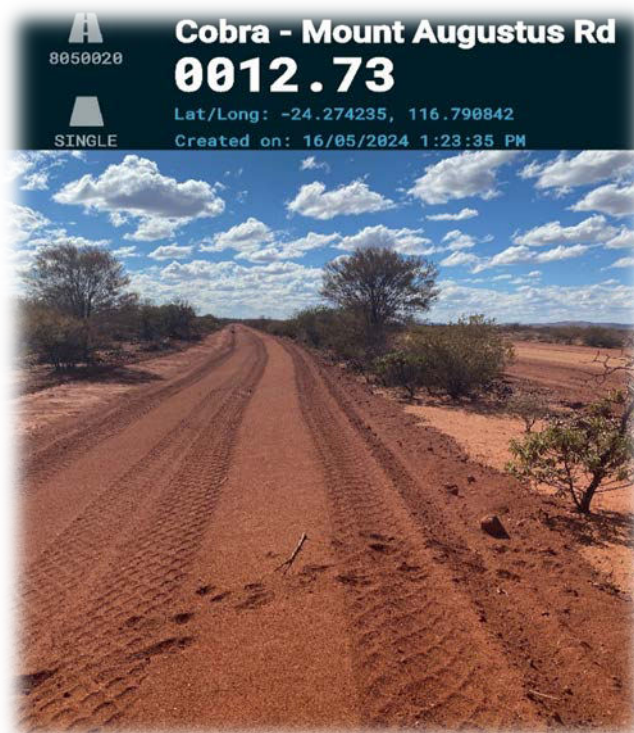
The main admin building has undergone another transformation. We have divided the old CEO into two separate offices and removed the remaining asbestos walls in the hall way. The new offices will cater for the Works Admin and a temporary CEO office which will be used by the new finance person once the new CEO's office is constructed sometime in the next financial year.

Maintenance grading:

Ray Hoseason Smith has been filling in for Thomas Fletcher while he is off work. Ray assisted Ian Golding in completing from Mount Augustus to Landor. Unfortunately Ian has left the Shire and returned to Geraldton. At the time of writing we are advertising to replace Ian. We have also advertised to fill the MC/All-rounder position and are currently shortlisting applicants.

Construction:

The crew have returned from a swing off on annual leave and will complete the remaining resheeting on Landor Mount Augustus road before the end of the financial year. The gravel in both pits has proved to be extremely good quality and provided a much improve running surface. With the added off-road drainage this section of road should have greater all weather access. This concludes our road projects for the 23-24 financial year. While we await the new budget adoption we will focus on road maintenance throughout the shire.



We engaged Onward Drilling to drill and construct a couple of bores on the C'von Mullewa road. Onward were working in the area and we seized the opportunity with good results. We now have a new bore producing good quality fresh water 3km's east of Dairy Creek and another lower yielding bore near the Coordewandy Creek further south. Onward also redrilled the failing bore at the Congo Creek and airlifted another bore near the Glenburgh homestead.



We will begin tendering for the Carnarvon Mullewa seal upgrade works this month. Unfortunately recent gravel samples from existing and proposed pit locations have been subpar and not conducive to meeting MRWA standards for base course. We have sampled alternative locations and await results. In the event the latest results are also not compliant, we will need to investigate different methodologies including cement stabilisation or concentrate on a different section.

10.3 Chief Executive Officers Report

This month has been a rather disjointed affair necessitating movement and relocation across multiple spaces in order to stay connected to our server whilst the office renovations have been taking place.

I have largely concentrated on reviewing the Regulation 17 and Financial Management Review recommendations contained within and have been systematically addressing these. You will see going forward there will be a greater emphasis on “risk” and new policies and procedures to give these recommendations effect.

The Town Planning Amendment for the commercial land is still progressing, albeit at glacier pace. The sub-division for the new house is nearing completion and this will enable Horizon Power to connect to the new home.

The new Council Chamber board room table has been installed we are currently working out how to reconnect the computer and audio equipment using the internal cable trays supplied which mitigates OH&S concerns raised as there are no longer a multitude of leads running all over the floor. It is hoped that this will be done before this meeting, however, if not we will revert back to paper for this meeting.

I was scheduled to undertake a road inspection with Kevin Pethick from Main Roads showing Kevin works undertaken to date on the Carnarvon to Meekatharra Road and works scheduled for 24/25 & 25/26, unfortunately I had to cancel the trip due to the rain.

We have received notification from the Department of Local Government that they have approved our application for differential rates. We now know the income from Roads to Recovery, Regional Roads,

and Rates, however, we are still waiting for confirmation of the Financial Assistance Grant and Local Roads, Community Infrastructure Grant.

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Andrea Pears
Date:	19 June 2024
Matters for Consideration:	To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 26th of Jun 2024 as attached – see Appendix 1. In addition to the List of Accounts and as part of this agenda report, Council are also requested to receive the Legal Expenses report. This report details all legal costs incurred to the end of this reporting period for both general legal and rates debt recovery expenses – refer to Appendix 1.
Background:	The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.
Comments:	The list of accounts are for the month of May 2024
Statutory Environment:	Local Government (Financial Management Regulations) 1996 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. (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; and (b) the amount of the payment; and (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; and (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.
Policy Implications:	Purchasing Policy
Financial Implications:	2023/2024 Budget
Strategic Implications:	SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation. Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning. Strategy 4.2.3 Comply with statutory and legislative requirements.

Risk:

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

Risk Category	Description	Rating	Mitigating Actions
Financial Impact	Payments are made without appropriate budget authority	2 / 2 – Low	
Health	N/A	N/A	
Service Interruption	N/A	N/A	
Compliance	N/A	N/A	
Reputational	N/A	N/A	
Property	N/A	N/A	
Environment	N/A	N/A	
Fraud	Accounting Fraud	4 / 1 - Low	Internal Controls are in place, including using Eftsure which checks the creditor to ensure bank, contact details, ABN are correct, matching PO's with invoices, sign off by responsible officers, bank payments to be authorised by two officers exclusive of the PO authorising officer.

Consultation:		Nil											
Voting requirement:		Simple Majority											
Officer's Recommendation:		<i>That Council endorse the payments for the period 1st of May 2024 to the 31st of May 2024 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 31st of May 2024.</i> <table border="1"> <tr> <td>Municipal Fund Bank EFTs</td> <td>\$ 1,460,270.67</td> </tr> <tr> <td>Cheque</td> <td>\$ 0.00</td> </tr> <tr> <td>Payroll</td> <td>\$ 98,436.90</td> </tr> <tr> <td>BPAY/Direct Debit</td> <td>\$ 21,636.34</td> </tr> <tr> <td>TOTAL</td> <td>\$ 1,580,343.91</td> </tr> </table>		Municipal Fund Bank EFTs	\$ 1,460,270.67	Cheque	\$ 0.00	Payroll	\$ 98,436.90	BPAY/Direct Debit	\$ 21,636.34	TOTAL	\$ 1,580,343.91
Municipal Fund Bank EFTs	\$ 1,460,270.67												
Cheque	\$ 0.00												
Payroll	\$ 98,436.90												
BPAY/Direct Debit	\$ 21,636.34												
TOTAL	\$ 1,580,343.91												
Council Resolution No: 03062024													
MOVED:	CR:	SECONED:	CR:										
FOR: CR		AGAINST: CR											
F/A: 0/0													

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Andrea Pears
Date:	11 June 2024
Matters for Consideration:	The Statement of Financial Activity for the period of May 2024, includes the following reports: • Statement of Financial Activity • Significant Accounting Policies • Graphical Representation – Source Statement of Financial Activity • Net Current Funding Position • Cash and Investments • Major Variances • Budget Amendments • Receivables • Grants and Contributions • Cash Backed Reserve • Capital Disposals and Acquisitions • Trust Fund see Appendix 2
Background:	Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.
Comments:	The Statement of Financial Activity is for the month of May 2024
Statutory Environment:	Local Government Act 1995 – Section 6.4 Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation. Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning. Strategy 4.2.3 Comply with statutory and legislative requirements.
Risk:	

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

Risk Category	Description	Rating	Mitigating Actions
Financial Impact	Stakeholders may withdraw funding if the statements are not prepared according to the regulatory framework	2 / 2 – Low	Financial statements are prepared on time and according to the applicable Legislation and Regulations.
Health	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	2 / 2 – Low	Ensure that the Financial Statements are prepared on time and according to the applicable Legislation and Regulations.
Reputational	N/A	N/A	High priority has been placed on preparing Statutory reporting within legislated timeframes.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	N/A	N/A	N/A

Consultation:		Nil	
Voting requirement:		Simple Majority	
Officer's Recommendation:		That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of May 2024.	
Council Resolution No: 04062024			
MOVED:	CR:	SECONDED:	CR:
FOR: CR		AGAINST: CR	
F/A: 0/0			

10. 6

REVIEW OF REGULATION 17 – LOCAL GOVERNMENT (AUDIT) REGULATIONS

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	3 June 2024
Matters for Consideration:	To review Regulation 17 report undertaken and prepared by AMD Chartered Accountants. Please refer to Appendix 3
Background:	To undertake a review of the appropriateness and effectiveness of risk management, internal controls and legislative compliance of the Shire in accordance with the <i>Local Government (Audit) Regulations 1996</i>, Regulation 17 for the period ended 31 December 2023 (the “Review”). The CEO is to review certain systems and procedures at least once every three (3) years. The Last review was undertaken for the period ended the 31st of October 2021. The findings included within the attached report are based on the site work completed by AMD from the 22 to 25 January 2024. Findings are based on information provided and made available to AMD during this site visit.
Comments:	The procedures performed and the findings on each of the focus areas are detailed in the following sections of the report: • Section 2 – Risk management; • Section 3 – Internal controls; and • Section 4 – Legislative compliance. Following the completion of our review and subject to the recommendations outlined within sections 2 to 4, AMD are pleased to report that in context of the Shire’s overall internal control environment, policies, procedures and processes in place are appropriate, and have been operating effectively at the time of the review. Findings reported are on an exceptions basis, and do not take into account the many focus areas tested during our review where policies, procedures and processes were deemed to be appropriate and in accordance with best practice.

Statutory Environment:	17.CEO to review certain systems and procedures (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to— (a) risk management; and (b) internal control; and (c) legislative compliance. (2) The review may relate to any or all of the matters referred to in sub regulation(1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years. (3) The CEO is to report to the audit committee the results of that review.
Policy Implications:	Nil
Financial Implications:	2023/24 Budget – An allocation has been made to engage a consultant to undertake the review.
Strategic Implications:	Objective 4: <i>To provide Good Governance and Leadership to the Upper Gascoyne Shire Region by:</i> • <i>Being strategically focused and effectively representing and promoting the Shire;</i> • <i>Providing professional and efficient services to the community;</i> • <i>Maintaining accountability and financial responsibility through effective planning;</i> • <i>Complying with statutory and legislative requirements; and</i> • <i>Fostering a positive, resilient, safe and progressive workplace.</i>

Risk Assessment:

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

Risk Category	Description	Rating	Mitigating Actions
Health	N/A	N/A	N/A
Financial Impact	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	Of the 12 issues raised only 2 relate to statutory compliance with the remainder referring to best practice.	2/4 Moderate	Various officers will be tasked with addressing each of the identified issues with Management reporting back to Audit Committee within 6 months, detailing progress made.
Reputational	No action on items listed would be minor in nature as it would be a low impact low news item	2/1 Low	Ensure identified issues are mitigated within a timely manner
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	N/A	N/A	N/A

Consultation:	AMD Chartered Accountants Manager of Finance & Corporate Services.		
Voting requirement:	Simple Majority		
Officer's Recommendation:	<i>That Council:</i> 1. <i>Receives the Regulation 17 Audit Report provided by AMD Chartered Accountants;</i> 2. <i>Endorses recommendations by the Audit Committee.</i>		
Council Resolution No: 05062024			
MOVED:		SECONDED:	

FOR: CR

AGAINST: CR

F/A:

10. 7 PROVISION OF PLANT AND LABOUR HIRE FOR AGRN 1062	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	10 June 2024
Matters for Consideration:	To accept / reject tender received to carry out work associated with AGRN 1062. Please refer to Appendix 4 for the full assessment report.
Background:	The Shire of Upper Gascoyne (Shire) seeks to engage a plant hire contractor to undertake road flood damage repairs within the Shire. The damage to the road assets was caused by a significant flooding event in March 2023. The event was declared a natural disaster event under the Disaster Recovery Funding Arrangements – WA (DRFAWA) and is known as AGRN1062. The works comprise various road repair and reconstruction activities including removal of silt, reforming and resheeting unsealed roads, repairs to sealed road surfaces as well as repairs to floodway's, culverts and other drainage and concrete structures. The Shire has submitted a funding submission to DFES to repair the damage and the scope of this funding submission has been approved. The work will be completed as one work package and all work is required to be completed by 30 June 2025.

Comments:	Greenfield Technical Services (Greenfield), acting on instruction from the Shire prepared the Request for Tender (RFT) documents for RFT 08 23-24 Provision of Plant and Labour Hire AGRN1062. The RFT was advertised in The West Australian newspaper on Saturday 18 May 2024. No tenderer addendums were issued. The RFT specified that all tenders were to be submitted no later than 2.00 pm AWST Tuesday 4 June 2024 to the Shire's electronic Tenderlink portal. The value of the works is linked to the funding allocated under the Shire's AGRN1062 funding submission; the total estimated value is approx. \$2M. This amount includes the costs for the road reconstruction contractor, project management, site assurance and financial administration. One (1) tender submission was received as follows: • THEM Earthmoving (THEM) Unfortunately, the Shire received a low level of interest in the work. However, the tender that was submitted was prepared by a contractor who has worked on numerous similar jobs for the job and has a good history of providing a good level of service and completing work to a high standard. THEM's tender response addressed the majority of the qualitative criteria and their pricing was relatively consistent with the schedule of rates they have submitted for other similar jobs with the Shire in recent years. Based on Greenfield's Tender Assessment Report the tender evaluation scores and the accompanying commentary provided within this report, and that the Shire only received one tender submission, Greenfield recommends that the Council award RFT 08 23-24 as follows: ▪ THEM EARTHMOVING for the estimated total cost of \$1,500,000 + GST
Statutory Environment:	Local Government (Functions and General) Regulations 1996 Reg 18 Rejecting and accepting tenders (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept. (5) The local government may decline to accept any tender.
Policy Implications:	Purchasing Policy

Financial Implications:	2024/25 Budget as an allocation for the Shire's contribution needs to be made. The rest of the payments are reimbursed by DFES.
Strategic Implications:	Key Objective 2 Economic Our Prosperity A growing local economy, encouraging commercial diversity Outcome 2.1: An appropriate transport network supporting local industry Strategy 2.1.1 Provide appropriate transport network infrastructure, supporting our community, local pastoral and mining industries and tourism

Risk Assessment:

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

Risk Category	Description	Rating	Mitigating Actions
Health	N/A	N/A	N/A
Financial Impact	Nil – as this is funded on a reimbursement basis	N/A	N/A
Service Interruption	Given the time between the damage and repairs the functionality of the roads will remain operational	1/2	Support the officer's recommendation
Compliance	N/A	N/A	N/A
Reputational	The Shire prides itself on well maintained road networks.	2/2	Failure to repair roads to an acceptable standard causes reputational harm.
Property	Localised damage requiring external resources to rectify.	3/2	Engage external contractor
Environment	N/A	N/A	N/A
Fraud	N/A	N/A	N/A

Consultation:	Manager of Works and Services
Voting requirement:	Simple Majority
Officer's Recommendation:	That Council award RFT 08 23-24 to THEM EARTHMOVING for the estimated total cost of \$1,500,000 + GST

Council Resolution No: 06062024

MOVED:

SECONDED:

FOR: CR

AGAINST: CR

F/A:

10. 8**2023 FINANCIAL MANAGEMENT SYSTEM REVIEW**

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	10 June 2024
Matters for Consideration:	To provide a Financial Management Review report to the Audit Committee for their consideration of the appropriateness and effectiveness of the financial management systems and procedures of the Shire of Upper Gascoyne.

Background:

The objective was to test the financial management system of the

	Extreme Risk	High Risk	Moderate Risk	Low Risk
Number of new issues reported	0	0	2	5

Shire of Upper Gascoyne and report on the appropriateness and effectiveness of the control environment within, as required by the Local Government (Financial Management) Regulation 5(2)(c).

The Shire engaged the services of RSM Australia to carry out the review and provide a report on their findings, please refer to [Appendix 5](#) (Financial Management Review Report) to the agenda.

Ref	Issue	Risk Rating
2.	Collection of money	
	We have no findings to raise in respect to the collection of money.	
3.	Custody and security of money	
	We have no findings to raise in respect to the custody and security of money	
4.	Maintenance and security of financial records	
	Key Register	
4.2.1	The key register is not complete and does not identity the number of and all keys allocated to employees.	Moderate
	Perfect Computer Solutions	
4.2.2	At the time of the review, there was no documented agreement in place with IT service provider, PCS.	Low
	Fixed Asset Physical Stocktake	
4.2.3	A review / stocktake of fixed assets has not been undertaken and is therefore required.	Low
5.	Accounting for municipal or trust transactions	
	Key Balance Sheet Reconciliations	
5.2.1	Month end checklists are not always signed as evidence of independent review.	Low
	Sundry Debtor Testing Exceptions	
5.2.2	No support was provided in respect of amounts charged on sundry debtor invoices.	Low
6.	Authorisation for incurring liabilities and making payments	
	Credit Card Exceptions	
6.2.1	Credit card policy may require updating. There is no signed credit card "Terms of Use Agreement" in place. The Shire credit card used by other Shire employees.	Moderate
7.	Maintenance of payroll, stock control and costing records	
	We have no findings to raise.	
8.	Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations	
	We have no findings to raise in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations.	

Comments:	At the time of writing this report the following issues have been rectified
Statutory Environment:	17.CEO to review certain systems and procedures (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to— (a) risk management; and (b) internal control; and (c) legislative compliance. (2) The review may relate to any or all of the matters referred to in sub regulation(1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years. (3) The CEO is to report to the audit committee the results of that review.
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	Key Objective 4 Governance Our Leadership Provide good governance and leadership Outcome 4.2: An efficient and effective organisation Strategy 4.2.1 Provide professional and efficient services to the community

Risk Assessment:

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

Risk Category	Description	Rating	Mitigating Actions
Health	N/A	N/A	N/A
Financial Impact	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance		2/2 Low	Support the Audit committee's recommendation.
Reputational		1/ 1 Low	Request monthly status report.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	N/A	N/A	N/A

Consultation:	AMD Consultant Accountants Staff		
Voting requirement:	Simple Majority		
Officer's Recommendation:	<i>That Council:</i> 1. <i>Receive the report from AMD Chartered Accountants;</i> 2. <i>Endorse the recommendations of the Audit committee; and</i> 3. <i>Receive monthly status reports on progress against recommendations.</i>		
Council Resolution No: 07062024			
MOVED:		SECONDED:	

10.9**D.O.T Gascoyne Regional 2050 Cycling Strategy - Endorsement**

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Sean Walker & Billie O'Sullivan
Date:	19 June 2024
Matters for Consideration:	To endorse the Department of Transport's Gascoyne Regional 2050 Cycling Strategy - Endorsement notes– Appendix 6 (Strategy, Endorsement notes, email regarding grant timeline) .
Background:	Background to the Regional 2050 Cycling Strategies: The Western Australia Bike Network (WABN) Plan 2014-2031 includes a key action to develop long term cycle strategies for Perth and Regional WA. The Department of Transport (DoT) have identified the need for twelve long-term cycling strategies across WA, including eleven Regional 2050 Cycling Strategies (Attachment One). These strategies create a shared long-term vision for cycling in the regions and guide delivery of safe and interconnected bicycle networks, along with associated facilities and travel behaviour change initiatives. Each strategy is developed in partnership with local government and is informed by multiple phases of stakeholder and community consultation. Positioned as aspirational strategies to 2050, each strategy highlights opportunities to encourage bike riding for transport, recreation and tourism across the region. Development of the Gascoyne 2050 Cycling Strategy began in mid-2022, with the shires of Carnarvon, Exmouth, Shark Bay and Upper Gascoyne working in partnership with DoT. Internal working groups for each local government provided input and guided the development of the document. These working groups included diverse representatives across engineering, works, planning, community development, community safety, communications, sustainability, tourism, and economic development.

Comments:	Development of the Gascoyne 2050 Cycling Strategy: The Council is requested to endorse the principles of the Gascoyne 2050 Cycling Strategy and receive the proposed action plan for future budget and planning consideration. Endorsement of the Gascoyne 2050 Cycling Strategy does not commit Council nor State Government agencies to deliver all, or any part, of the Gascoyne 2050 Cycling Strategy within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route or initiative within the Strategy. Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational Gascoyne 2050 Cycling Strategy over the longer term.
Statutory Environment:	Nil
Policy Implications:	Nil
Financial Implications:	Endorsement by the Council leads to eligibility for grant application as of July 2024. The grants are a 50/50 input; as part of the 24/25 budgetary process the Shire have made an allocation for footpaths, which will be subject to the Council's approval
Strategic Implications:	SCP - Key Objective – Social – Strategy 1.2.2 Ensure there is appropriate infrastructure, facilities and services to meet the current and future needs of our community.
Risk:	

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

Risk Category	Description	Rating	Mitigating Actions
Financial Impact	Failure to endorse may result in the Shire not being eligible for funding	4/ 4– High	Endorse the regional strategy
Health	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Reputational	N/A	N/A	N/A

<i>Property</i>	N/A	N/A	N/A
<i>Environment</i>	N/A	N/A	N/A
<i>Fraud</i>	N/A	N/A	N/A

Consultation:	D.O.T Gascoyne Regional 2050 Cycling Strategy – Appendix 6.
Voting requirement:	Simple Majority
Officer's Recommendation:	<i>That Council:</i> 1. <i>Endorses the principles of the Gascoyne 2050 Cycling Strategy; and</i> 2. <i>Receives the proposed Action Plan for future budget and planning consideration.</i>

Council Resolution No: 08062024			
MOVED:		SECONDED:	
FOR: CR AGAINST: CR F/A:			

11. MATTERS BEHIND CLOSED DOORS

Nil

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

14. ELECTED MEMBERS REPORTS

- 14.1 Cr J Caunt – Nil
- 14.2 Cr H McTaggart – Attended WALGA Zone and RRG Meeting 21st June 2024
- 14.3 Cr B Walker – Nil
- 14.4 Cr W Baston – Nil
- 14.5 Cr R Hoseason-Smith – Nil
- 14.6 Cr P Windie – Nil
- 14.7 Cr A McKeough – Nil

15. OUTSTANDING COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
			Close	

16. STATUS OF SHIRE PROJECTS

As per [Appendix 7](#)

17. MEETING CLOSURE

The Shire President closed the meeting at _____pm.

APPENDIX 1

(List of Accounts Paid Report for May 2024)

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Greenfield Technical Services					
EFT16688	03/05/2024	2nd Review of Hastings draft RUA - Recovery from Yangibana (Hastings)	1		1,570.80
INV INV-3945	26/04/2024	2nd Review of Hastings draft RUA	1	1,570.80	
Leanne Alys McKeough					
EFT16689	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr L McKeough	1		1,322.88
INV COUNCIL /24/04/2024		Meeting Fee for A McKeough, Travel Allowance, I.T Allowance	1	1,322.88	
Abbl Contracting & Maintenance					
EFT16690	03/05/2024	Transport Dolly from Geraldton to Shire Depot	1		2,259.84
INV INV-0095	23/04/2024	Transport dolly from Gero to Junction	1	2,259.84	
ABCO PRODUCTS PTY LTD					
EFT16691	03/05/2024	Cleaning Products for Shire Facilities	1		251.42
INV INV939482	08/04/2024	CODE 160347 Agar Spray & Wipe Cleaner Citra-Mist 5L Each, CODE 140307 3M Microfibre Cloth Scotch-Brite Blue Pack 10, , CODE 140542 Chux Heavy Duty Wipes Blue 45m Roll Each	1	251.42	
Blackwoods Atkins					
EFT16692	03/05/2024	Workshop Equipment	1		2,734.54
INV SI07457291	02/03/2024	01968948 SPECS RAZOR POLARISED 702-C8-PGBAR, 06666251 SPECS PROWLER BK FRM BLUE LENS 1626404, 082222295 - Whim Creek Polarised Glasses	1	479.09	
INV SI07873701	19/04/2024	2 x 06756912 - HEAVY DUTY QUICK ACTION F CLAMP 300MM, 1 x 07009800 - SQUARE ENGINEERS GRADE B 300MM, 1 x 01800908 - SQUARE COMB. CONTRACTOR 46.143 300MM, 1 x 07578603 - SQUARE RAFTER STEEL 45.530 610MM X 406MM, 1 x 05534403 - WRENCH ADJ JBS CHROME 450MM, 1 x 07367704 - WRENCH ADJ JBS CHROME 300MM, 1 x 07367403 - WRENCH ADJ JBS CHROME 150MM, 1 x 07890047 - SOCKET SET 64PCE MET/AF SIDCHROME 19120, 2 x 00516332 - SET HEX DRIVERS MILWAUKEE MAGNETIC PK4	1	1,178.82	
INV SI07876717	20/04/2024	2 x 03637171 - DRILL SET COBALT METRIC 25 PC 1.0-13MM, 1 x 01485838 - HEX KEY SET TAMPER TORX LONG 9PCE K5044, 1 x 07890013 - SCREWDRIVER SET INDUSTRIAL 14PCE STANLEY	1	808.23	
INV SI07876254	20/04/2024	1 x 00336128 - SANDER ORBITAL 125MM DEWALT DCW210N-XJ	1	268.40	
Blanche Maree Walker					
EFT16693	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr B Walker	1		1,115.84
INV COUNCIL /24/04/2024		Monthly meeting fee for B Walker, I.T Allowance	1	1,115.84	
Bt Equipment Pty Ltd T/as Tutt Byant Equipment					
EFT16694	03/05/2024	P89 - Roller: - Base and Lock	1		592.97
INV 008485369	24/04/2024	05932171 PUSH BUTTON HANDLE, 05932179 BASE, 05932191 LOCK	1	141.06	
INV 008485370	24/04/2024	05932171 PUSH BUTTON HANDLE, 05932179 BASE, 05932191 LOCK	1	354.00	
INV 008485371	24/04/2024	Freight on Bomag part Ex bomag Germany	1	97.91	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 2

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Carnarvon Auto Electrics					
EFT16695	03/05/2024	P41 - FUSO Truck - S95 Battery	1		668.01
INV 40000913	15/04/2024	P97 - Case 410 Bobcat - S80D26R Battery	1	198.00	
INV 40000949	18/04/2024	P41 - FUSO Truck - S95 Battery	1	470.01	
Carnarvon Timber & Hardware					
EFT16696	03/05/2024	2nd Hand 6x3m Marquee	1		250.00
INV 10872805	22/04/2024	2nd Hand 6x3m Marquee	1	250.00	
Carnarvon Growers Association Inc					
EFT16697	03/05/2024	RoundUp - Weed Killer	1		788.48
INV INV-41454217	04/2024	PRO ROUNDUP ULTRAMAX (570GM) 20LT (AGENCY), <9>UN3082	1	788.48	
Carnarvon Auto Service Pty Ltd t/a Carnarvon Tyres & Towing					
EFT16698	03/05/2024	P106 - CAT 140M Grader - Hailtrax 17.5-25 20PR Tyres	1		6,759.00
INV 0007030	22/03/2024	P106 - CAT 140M Grader - Hailtrax 17.5-25 20PR Tyres	1	6,759.00	
JW & JP Caunt					
EFT16699	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr J Caunt	1		3,818.17
INV COUNCIL /24	04/2024	Meeting Fee for J Caunt, Travel Allowance for J Caunt, Monthly IT Allowance, Monthly President Allowance	1	3,818.17	
Digga West & Earthparts Wa					
EFT16700	03/05/2024	P97 - Case 410 Bobcat - Replacement Brush	1		874.50
INV 64361	15/04/2024	BR-000684 Replcement Brush, Packaging	1	874.50	
DTM Tourism					
EFT16701	03/05/2024	Tourism Mentorning Project - 25% Claim 1	1		16,280.00
INV INV-0605	04/04/2024	Engagement Payment	1	8,140.00	
INV INV-0607	16/04/2024	2nd Payment Following OnSite Visit 08-12 APR 2024	1	8,140.00	
Jolly's Tyre Service					
EFT16702	03/05/2024	P57 - HT: Convertor Dolly - Tyres	1		453.00
INV 160731	18/04/2024	HIFLY 235/75R17.5, Puncture Repair Fork Lift / Tractor /	1	453.00	
The Trustee For Kempton Family Trust T/A The Junction Pub and Tourist Park					
EFT16703	03/05/2024	Administration Morning Tea - April	1		90.00
INV 5072013	22/04/2024	Administration Morning Tea - April	1	90.00	
Hamish McTaggart					
EFT16704	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr H McTaggart	1		1,571.44
INV COUNCIL /24	04/2024	Meeting Fee for H McTaggart, Travel Allowance, Deputy President Allowance, I.T Allowance	1	1,571.44	
Mt Augustus Station (1980) Pty Ltd Tourist Park					
EFT16706	03/05/2024	Accommodation For Jake Melcolm - Pridham Mechanical 18.04.2024	1		396.00

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 3

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Mt Augustus Station (1980) Pty Ltd Tourist Park					
INV 10638	18/04/2024	Self-Contained Cabin for one night (18/04/2024) for Jake - Pridham Mech	1	198.00	
INV 10645	24/04/2024	1 night accommodation for Hayden - 11th April 2024	1	198.00	
Mt Augustus Station (1980) Pty Ltd					
EFT16707	03/05/2024	Grader hire- washouts Landor Mt Augustus Rd	1		1,980.00
INV 1	26/04/2024	Grader hire- washouts Landor Mt Augustus Rd	1	1,980.00	
Midwest Turf Supplies					
EFT16708	03/05/2024	Town Oval Maintenance - Pressure Monitor	1		635.00
INV 00009138	18/04/2024	Danfoss Pressure transmitter - DST P140 8-32v 4-20 mA 3 pin plug end, 075G1029	1	635.00	
Nisbets Australia Pty Ltd					
EFT16709	03/05/2024	Pavillion Plate and Cutlery	1		604.01
INV 1908755	16/04/2024	HC538 - OLYMPIA BUCKINGHAM STEAK KNIFE (BOX 12), GM57 - OLYMPIA CONICAL WATER GLASSES 380ML (PACK OF 12), GH758 - AUSTRALIAN FINE CHINA BISTRO PLATES 305MM, Freight	1	604.01	
RepcO Pty Ltd					
EFT16710	03/05/2024	20T Air Jack	1		766.10
INV 4610573917	14/12/2023	TQBJ20TAS 20T air jack, inwards freight (5 xjacks)	1	396.50	
INV 4610578568	21/02/2024	2 x 151018 - YTX20L-BS KATANA	1	369.60	
RADO Electrical Services					
EFT16711	03/05/2024	Lot 51, 24 Hatch Street - Staff House - Conduct Electric repairs	1		5,750.00
INV 00007073	26/04/2024	Conduct electrical repairs, replacements, and testing.	1	5,750.00	
Ray Hoseason-Smith					
EFT16712	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr R Hoseason-Smith	1		1,341.51
INV COUNCIL /	24/04/2024	Meeting Fee for R Hoseason-Smith, Travel Allowance, I.T Allowance	1	1,341.51	
Team Global Express					
EFT16713	03/05/2024	Freight for the period 14.02.2024 to 21.03.2024	1		1,691.81
INV 1120-MWB/	24/03/2024	Admin Freight, Library Freight, Works Freight	1	1,691.81	
Westrac Pty Ltd					
EFT16714	03/05/2024	P130 - CAT 150M Grader - Glass Door & Seal	1		4,257.42
INV PI 9518176	16/04/2024	1R-1808 - FILTER AS - LU, 1R-0749 - FILTER AS FU, 256-8753 - FILTER AS SE, SE - YELL STD OILTESTKI, 360-1023 ELEMENT-ACL, 460-8259 ELEMENT-AIR, 358-3436 FILTER	1	710.89	
INV PI 9523048	17/04/2024	573-8719, GLASS	1	430.22	
INV PI 9544269	23/04/2024	357-9236 Glass-Door, 353-7114 CM SEAL-BULK	1	1,591.49	
INV SI 1761112	23/04/2024	Adjust Clutch Shaft - Labour 1.5hrs, Adjust Clutch Shaft - Travel to/from Machine, Adjust Clutch Shaft - Enviromentals	1	1,524.82	
William Baston					
EFT16715	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr W Baston	1		1,115.84

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 4

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
William Baston					
INV COUNCIL /24/04/2024		Meeting Fee for Will Baston, I.T Allowance,	1	1,115.84	
Peter Windie					
EFT16716	03/05/2024	Monthly Council Fees & Allowance April 2024 - Cr P Windie	1		1,243.66
INV COUNCIL /24/04/2024		Meeting Fee for P Windie, I.T Allowance, Travel Allowance for WALGA Training in Perth	1	1,243.66	
Wooramulla Eco Cultural Tours					
EFT16717	03/05/2024	Kennedy Range Tour - Tidy Towns Awards 05 May	1		1,600.00
INV INV-00001127/03/2024		Kennedy Range Tour - Tidy Towns Awards 05 May	1	1,600.00	
RSM Australia Pty Ltd					
EFT16718	10/05/2024	Accounting and Financial Services for 2023/2024 under RFT 01 22-23 - April 2024	1		9,135.05
INV GRI0086122/04/2024		Accounting and Financial Services for 2023/2024 under RFT 01 22-23 - April 2024	1	9,135.05	
John Leslie Mcleary					
EFT16719	10/05/2024	Breakfast and Lunch Meal Allowance Claim 6th May 2024 - RRG Meeting	1		63.55
INV MEALALL(09/05/2024		Breakfast and Lunch Meal Allowance Claim 6th May 2024 - RRG Meeting	1	63.55	
Aussie Sheds Group					
EFT16720	10/05/2024	(DFES) Fire Control - Supply and install shed as per attached quote #53867 - Final Claim 4	1		4,950.00
INV INV-0653	30/04/2024	Lot 40 Gregory Street - Supply and install shed as per attached quote #53867 Final Claim 4	1	587.50	
INV INV-0655	30/04/2024	Lot 50 Hatch Street - Supply and install shed as per attached quote #53868 Final Claim 4	1	587.50	
INV INV-0657	30/04/2024	(DFES) Fire Control - Supply and install shed as per attached quote #53867 - Final Claim 4	1	3,269.00	
INV INV-0656	30/04/2024	Lot 21 Gregory Street - Supply and install patio as per attached quote #53911- Final Claim 4,	1	244.50	
INV INV-0654	30/04/2024	Lot 40 Gregory Street - Supply and install patio as per attached quote #53910 - Final Claim 4,	1	261.50	
Ainsley Mia Hardie					
EFT16721	10/05/2024	EXPENSE CLAIM TIDY TOWNS	1		153.90
INV EXPENSEC09/05/2024		Temu - Table Decorations for Tidy Towns, Kmart - Table Clothes	1	118.26	
INV TRAVELCL09/05/2024		Kilometers Claim Tidy Towns May 2024 - \$0.99 x 36km	1	35.64	
Barry Evans Furniture & Floor Coverings					
EFT16722	10/05/2024	Lot 52 Hatch Street - Queen Size Bed	1		1,619.00
INV 36276	26/04/2024	1 x Queen Ensemble Base - Chino, 1 x Spinotech 6 Response QS Mattress	1	1,619.00	
Billie O'Sullivan					
EFT16723	10/05/2024	Expense Claim Tidy Towns	1		526.65
INV EXPENSEC09/05/2024		Kmart - Bedding for tidy towns	1	493.00	
INV MEALALL(09/05/2024		Lunch Meal Allowance Claim 6th May 2024 - Dropping Delegates off	1	33.65	
Carnarvon Timber & Hardware					
EFT16724	10/05/2024	Pavilion - Minor Furniture Plant & Equipment - Cutlery	1		380.00

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 5

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Carnarvon Timber & Hardware					
INV 10873920	15/04/2024	600599901 FORKS (544), 600599902 KNIVES (605), 600599900 SPOONS DESSERT (578), 600599904 SPOONS TEA (175)	1	380.00	
Carnarvon Electrics					
EFT16725	10/05/2024	P144 - Kings Caravan - Install Lighting and Weatherproof power points.	1		1,584.00
INV 13573	22/04/2024	LGT Oyster LED 8/16W 240VAC 3000/4000/6000K , 1160/1260/1200lm, Isolating Switch Surface W/P 3P 20A 440V ChemGry IP66, Hippo Weatherproff Power Point - double pole, LED Bulkhead Surf Mnt 14W TR-CCT Select Diff 110deg Blk IP6, INWARD FREIGHT RECOVERY, Tradesman	1	1,584.00	
JW & JP Caunt					
EFT16726	10/05/2024	50% reimbursement of Crossover, Lot 56, 9 Gregory Street, Gascoyne Junction WA 6705	1		2,392.50
INV 26042024	26/04/2024	50% reimbursement of Crossover, Lot 56, 9 Gregory Street, Gascoyne Junction WA 6705	1	2,392.50	
Cherie Jessica Walker					
EFT16727	10/05/2024	Reimbursement for Gwoonwardu Mia tour with Tidy Towns Delegates	1		353.65
INV EXPENSEC	09/05/2024	Reimbursement for Gwoonwardu Mia tour with Tidy Towns Delegates 32 @ \$10.00 each	1	320.00	
INV MEALALL	09/05/2024	Lunch Meal Allowance Claim 6th May 2024 - Dropping Delegates off	1	33.65	
Coerco					
EFT16728	10/05/2024	P79 - Camp Trailer - ST2000FS - 2,000 Litre Free Standing Liquid Transport Tank 1.00 plus freight	1		4,164.60
INV 116692/01	09/04/2024	P79 - Camp Trailer - ST2000FS - 2,000 Litre Free Standing Liquid Transport Tank 1.00, ****Stand alone tank option****, Tank Includes: -, - Poly Screw Lid, Rim & Seal, - 40mm Brass Threaded Outlet , - Sight Tube At Hatch End, - Set Of Mounting Pins, - 10 Year Warranty Guarantee, - Colour to be "Surfmist" , Freight Out X 1, This sales proposal is subject to Coerco Pty Ltd's Terms and Conditions -, available on request or online at -, https://www.coerco.com.au/trading-terms-and-condition	1	4,164.60	
Coolyou Pty Ltd t/a Dust Up Projects					
EFT16729	10/05/2024	Freight from Carnarvon to Gascoyne Junction 25.03.2024 to 17.04.2024	1		2,407.00
INV INV-337	27/04/2024	Freight from Carnarvon to Gacoyne Juntion - Youth Group, Works, and Staff Incentive Scheme	1	2,407.00	
Child Support Agency					
EFT16730	10/05/2024	Payroll deductions	1		391.12
INV DEDUCTIO	08/05/2024	Payroll Deduction		391.12	
Carnarvon Engineering					
EFT16731	10/05/2024	Fire Control - Fabricate Stainless Steel headworks, pipeworks, and associated equipment for bore.	1		9,293.46
INV INV-4668	16/04/2024	Fabricate Stainless Steel headworks, pipeworks, and associated equipment for bore.	1	9,293.46	
Cynthia Wright					
EFT16732	10/05/2024	Kilometers Claim Tidy Towns May 2024	1		49.50

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 6

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Cynthia Wright					
INV TRAVELCL	09/05/2024	Kilometers Claim Tidy Towns May 2024 - \$0.99 x 50km	1	49.50	
Gascoyne Office Equipment					
EFT16733	10/05/2024	Photocopying and Printing for March 2024	1		2,209.44
INV SOF5698-4228	03/2024	Printing and Photocopying Costs - Admin & Works, Printing and Photocopying Costs - CRC	1	1,080.16	
INV SOF5698-4330	04/2024	Printing and Photocopying Costs - Admin & Works, Printing and Photocopying Costs - CRC	1	1,107.33	
INV 108686	30/04/2024	Velcro Dots - Pack 40	1	21.95	
Geraldton Fuel Company T/as Refuel Australia					
EFT16734	10/05/2024	Supply Bulk Fuel April 2024	1		20,801.62
INV 30042024	30/04/2024	Fuel Card Purchases - P114 GU0 - CEO, Fuel Card Purchases - P113 GU31 - Works, Fuel Card Purchases - P85 GU28 - Town Maintenance	1	1,382.73	
INV 02540318	30/04/2024	Supply bulk fuel to P79 Camp Trailer with 4000 litre diesel tank - 3180 litres of diesel @ 1.7835 ex GST, Supply bulk fuel to P53 Camp Trailer with 4000 litre diesel tank - 750 litres of diesel @ 1.7835 ex GST, Supply bulk fuel to P50 Camp Trailer with 4000 litre diesel tank - 2170 litres of diesel @ 1.7835 ex GST, Supply Bulk Fuel to Mt Augustus Tank 1898 litres of diesel @ 1.7835 ex GST	1	19,418.89	
Autopro Carnarvon					
EFT16735	10/05/2024	3 x 12v Faucet Pump (MPFP11 124.5-6PSI Fuel Pump S/State)	1		208.02
INV 2087872	27/04/2024	P128 - ISUZU Service Truck - 1 x 12v Faucet Pump (MPFP11 124.5-6PSI Fuel Pump S/State), Workshop - Stock Purchases GEN - 2 x 12v Faucet Pump (MPFP11 124.5-6PSI Fuel Pump S/State)	1	208.02	
Jarrahbar Contracting					
EFT16736	10/05/2024	Freight from Carnarvon to Gascoyne Junction April 2024	1		1,191.30
INV INV-0569	30/04/2024	Freight for Pallets, Freight for Hot Water System	1	1,191.30	
Jarrold Lachlan Walker					
EFT16737	10/05/2024	Lunch Meal Allowance Claim 6th May 2024 - RRG Meeting	1		33.65
INV MEALALL	09/05/2024	Lunch Meal Allowance Claim 6th May 2024 - RRG Meeting	1	33.65	
Moore Australia (WA) Pty Ltd					
EFT16738	10/05/2024	Facilitate on site workshop with Council and Executive team in relation to the long term financial plan and rating methodology, Travel and Allowance	1		10,365.78
INV 435052	31/03/2024	Facilitate 2 x on site workshop with Council and Executive team in relation to the long term financial plan and rating methodology, Out of pocket expenses such as travel and accomodation,	1	6,933.78	
INV 4350551	31/03/2024	Review long term financial planning portion of the Strategic Resource Plan 2023-2038	1	3,432.00	
Mt Augustus Station (1980) Pty Ltd Tourist Park					
EFT16739	10/05/2024	Accomodation and Meals at Mt Augustus Tourist Park - Meetings	1		716.00
INV 10635	10/04/2024	Double self-contained Cabin for One Night (09/04/2024) for Jarrold Walker, 4 x \$30 per head - Meals (Works Crew), Double self-contained Cabin for One Night (09/04/2024) for Ainsley Hardie + 1x Meal @ \$30 per head	1	516.00	
INV 10643	22/04/2024	Catering Sundowner Pastoralist Event	1	200.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 7

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Mt Clere Station					
EFT16740	10/05/2024	Maintenance Grade on Mt Clere / Meekatharra Road, Landor Mt Clere Road & Waldburg Road,	1		38,500.00
INV 010524	24/04/2024	Maintenance Grade - Landor Mt Clere Road 10Days/10Hours a Day @ \$200per Hour, Maintenance Grade - Mt Clere - Meekatharra Road 10Days/10Hours a Day @ \$200per Hour, Maintenance Grade - Waldburg Road 10Days/10Hours a Day @ \$200per Hour	1	38,500.00	
Officeworks					
EFT16741	10/05/2024	Tripod Projector Screen and Freight	1		383.22
INV 613894081	19/04/2024	Deflecto Ballot/Donation Box A5 Landscape Clear, JP66601, Artline Supreme Highlighter Yellow, AR161007YW, Stabilo Boss Highlighters Yellow 4 Pack, JA275YW, Logitech MK345 Wireless Keyboard and Mouse Combo, INLOGMK345, Staedtler Textsurfer Classic Highlighters Assorted 6 Pack, ST364WP6	1	162.79	
INV 613896079	22/04/2024	Epson ELP-SC21B 80" Tripod Projector Screen Black, EP2H002S2, Delivery Fee large item	1	174.95	
INV 613913428	23/04/2024	Liviano A4 Colour Card 300gsm White 10 Pack, JA0419420	1	45.48	
Perfect Computer Solutions Pty Ltd					
EFT16742	10/05/2024	I.T Support for period 15.04.2024 to 30.04.2024	1		255.00
INV 28722	30/04/2024	Monthly fee for monitoring, management and resolution of disaster recovery options, I.T Support for Administration Office, I.T Support for CRC Office	1	255.00	
The Trustee For Perarda Family & Co T/A Pridham					
Mechanical					
EFT16743	10/05/2024	P45 - HT: Low Loader Dolly - Make new frame and mount points on Dolly	1		21,297.06
INV INV-1727	22/04/2024	P45 - HT: Low Loader Dolly - Make new frame and mount points on Dolly, MAKE NEW A FRAME & MOUNT POINTS ON DOLLY, REPLACE DOLLY A FRAME AND MOUNTS. MODIFY FRONT OF DOLLY TO SUIT OFFSET DRAWBAR., PLUMB AIR AND ELECTRICS TO FRONT OF DRAWBAR., P45 - HT: Low Loader Dolly, MAKE NEW A FRAME & MOUNT POINTS ON DOLLY, REPLACE DOLLY A FRAME AND MOUNTS. MODIFY FRONT OF DOLLY TO SUIT OFFSET DRAWBAR., PLUMB AIR AND ELECTRICS TO FRONT OF DRAWBAR.,	1	12,165.04	
INV INV-1740	22/04/2024	P132 - Ford Ranger Super Cab - Service - 14,553km, Change engine oil & filter, Change fuel filter, Change air filter, Inspect belts, Check all fluids, Check trans oil, Check gearbox oil, Check diff oils, Check drive train, Check suspension, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Inspect brakes, Check Tyre Pressure, Degrease and wash engine,	1	660.00	
INV INV-1741	22/04/2024	P133 - Ford Ranger 2022 Double Cab Chassis - Service - 37,503km, Change engine oil & filter, Change fuel filter, Change air filter, Inspect belts, Check all fluids, Check trans oil, Check gearbox oil, Check diff oils, Check drive train, Check suspension, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Inspect brakes, Check Tyre Pressure, Degrease and wash engine,	1	660.00	
INV INV-1742	22/04/2024	P137 - TOYOTA HILUX 4X4 2.8L DSL - Service 14,339km, Change engine oil & filter, Change fuel filter, Change air filter, Inspect belts, Check all fluids, Check trans oil, Check gearbox oil, Check diff oils, Check drive train, Check suspension, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Inspect brakes, Check Tyre Pressure, Degrease and wash engine,	1	660.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 8

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Perarda Family & Co T/A Pridham					
Mechanical					
INV INV-1743	22/04/2024	P108 - John Deere Zero Turn Mower (2020) - Service 381hrs, Change engine oil & Filter Change spark plugs Change fuel filter, Change cutting blades, Degrease and wash engine,	1	330.00	
INV INV-1744	22/04/2024	P113 - 2020 Toyota Hilux 4x4 2.8L DSL SR5 - service 168,432km, Change engine oil & filter, Change fuel filter, Change air filter, Inspect belts, Check all fluids, Check trans oil, Check gearbox oil, Check diff oils, Check drive train, Check suspension, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Inspect brakes, Check Tyre Pressure, Degrease and wash engine,	1	660.00	
INV INV-1734	22/04/2024	P53 - Camp Trailer (with 4000L fuel tank)Inspect genset, Start Genset but would only run for 30 seconds, Remove PLC screen and replace with spare, Plug diagnostic tool in and change oil pressure sensor, settings, PLC screen kept bring emergency stop button pressed, Check wiring from PLC screen to emergency stop, All wiring good, Spray contact cleaner into back of E stop, Button started working, Change programming for E stop PLC, Start engine and run, Check operation of E stop, Works correctly, Cut length of rubber to cover PLC screen from the sun	1	748.00	
INV INV-1731	22/04/2024	P110 - Drop Deck Widener Trailer - Supply Parts - Shock BPW	1	629.02	
INV INV-1733	22/04/2024	P109 - Rubbish Compactor Truck, Reweld lifter sections and pins, Inspect bin lifter intermitted fault, Suspect bin lifter is not ment to lift up and down, When all the way in, PTO is ok,	1	275.00	
INV INV-1735	22/04/2024	P131 - Ford Ranger CEO with 140litre Tank - Service, Change engine oil & filter, Change fuel filter, Change air filter, Change cabin filter, Inspect belts, Check all fluids, Check trans oil, Check gearbox oil, Check diff oils, Check drive train, Check suspension, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Inspect brakes, Check Tyre Pressure, Degrease and wash engine,	1	682.00	
INV INV-1736	22/04/2024	P36 - Prime Mover CAT - Service 292,901km - Service, Change engine oil & filter, Change fuel filter, Change air filter, Change cabin filter, Inspect belts, Check all fluids, Check trans oil, Check gearbox oil, Check diff oils, Check drive train, Check suspension, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Inspect brakes, Check Tyre Pressure, Degrease and wash engine, Remove RHS front brake booster, Cut new booster to length, Install new booster,	1	924.00	
INV INV-1737	22/04/2024	P111- Mack CH Tipper Truck 2007 Service 760,490km , Load up trailer and ute with stuff for Mt Augustus, Drive out to Mt Augustus, Change engine oil & filter, Change fuel filter, Change air filter, Inspect belts, Check all fluids, Check trans oil, Check diff oils, Check drive train, Check suspension, Check bushes for wear, Full grease up, Check all levels, Check front wheel bearings for play., Inspect and spray batteries., Inspect lights, Check Hub oils, Check Tyre Pressure, Degrease and wash engine, Drive back to Junction,	1	2,112.00	
INV INV-1739	22/04/2024	P74 - Grid Roller - Tremor Earthmoving - Unblock Grease Nipple, Make sure all grease nipples take grease	1	132.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 9

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Perarda Family & Co T/A Pridham					
Mechanical					
INV INV-1738	24/04/2024	P103 - Ford Ranger Super Cab 3.2L 4x4 2019 - Service 84,691km, Change engine oil & filter , Change fuel filter , Change air filter , Inspect belts , Check all fluids , Check trans oil , Check gearbox oil , Check diff oils , Check drive train , Check suspension , Full grease up , Check all levels , Check front wheel bearings for play. , Inspect and spray batteries. , Inspect lights , Inspect brakes , Check Tyre Pressure , Degrease and wash engine ,	1	660.00	
Brooke Soltoggio					
EFT16744	10/05/2024	Reimbursement toiletries supplied for Tidy Towns Delegates Bags	1		226.50
INV TRAVELCL	09/05/2024	Kilometers Claim Tidy Towns May 2024 - \$0.99 x 50km	1	49.50	
INV EXPENSEC	09/05/2024	Reimbursement toiletries supplied for Tidy Towns Delegates Bags	1	177.00	
Philip Swain					
EFT16745	10/05/2024	Contract EHO & Building Services - 08.11.2023 to 28.04.2024	1		7,243.99
INV REIMBURS	28/04/2024	Reimbursement of Accomodation, Mt Augustus 18.04.2024 to 21.04.2024	1	231.00	
INV 240402	28/04/2024	Contract EHO & Building Services - 08.11.2023 to 28.04.2024	1	7,012.99	
Raw Cattle Co Pty Ltd					
EFT16746	10/05/2024	Maintenance Grading, Cobra Dairy Creek Road, Ullawarra Road & Kennedy Range Road	1		7,307.30
INV INV-0062	23/04/2024	Cobra - Dairy Creek Road - Labour Hire - Grader Operator, 02 Ullawarra Road - Labour Hire - Grader Operator	1	7,307.30	
Shire Of Carnarvon					
EFT16747	10/05/2024	Contribution to the Community Emergency Services Manager 01.10.2023 to 31.03.2024	1		9,892.46
INV 48271	16/04/2024	Contribution to the Community Emergency Services Manager 01.10.2023 to 31.12.03	1	5,419.76	
INV 48274	16/04/2024	Contribution to the Community Emergency Services Manager 01.01.2024 to 31.03.2024	1	4,472.70	
Tropics Hardware					
EFT16748	10/05/2024	Shire Housing - Clothes Line	1		1,264.60
INV 638449	30/04/2024	9316487189871 BBQ 6 Burner Solid Hotplate Deluxe 2.0 LCC27 Grilled, 9316487185804 Cylinder Gas LCC27 Valve LPG 9kg with Gas	1	462.25	
INV 638448	30/04/2024	1 x 9349973000862 - Clothesline Rotary Everyday 47 Norfolk Pine Hills, 1 x 9349973000862 - Clothesline Rotary Everyday 47 Norfolk Pine Hills, 1 x 9312620101618 - Ground Socket Rotary Hills	1	779.00	
INV 638450	30/04/2024	9310086524309 Padbolt Zinc Plated 100 X 10mm, 9310086524323 Padbolt Zinc Plated 150 X 10mm, 9310086524354 Padbolt Long Shoot Zinc Plated 200x12mm	1	23.35	
Vanguard Print					
EFT16749	10/05/2024	Distribution and Transport of Brochures April 2024	1		189.43
INV 00042031	30/04/2024	Distribution and Transport	1	189.43	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 10

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Greenfield Technical Services					
EFT16750	10/05/2024	C3380 - State Initiative Program - Landor Meekatharra. Provision of engineering, project management of Landor Meekatharra Bitumen Upgrades 23-24 - 01.03.2024 to 31.03.2024	1		14,544.48
INV INV-3958	26/04/2024	C3380 - State Initiative Program - Landor Meekatharra. Provision of engineering, project management of Landor Meekatharra Bitumen Upgrades 23-24 - 01.03.2024 to 31.03.2024	1	14,069.00	
INV INV-3953	26/04/2024	C3380 - State Initiative Program - Landor Meekatharra. Provision of engineering, project management of Landor Meekatharra Bitumen Upgrades 23-24 - 01.03.2024 to 31.03.2024	1	475.48	
Gascoyne Earthmoving					
EFT16751	10/05/2024	C3368 - RRG - Cobra Mt Augustus - Dozer hire	1		47,740.00
INV INV-0074	17/04/2024	Cobra Mt Augustus Rd - Bull Dozer, Gravel points, Landor Mt Augustus Rd SLK 95.2 (12,000m3 gravel), Cobra Mt Augustus Rd SLK 21.00 (5000m3 gravel), Cobra Mt Augustus Rd SLK31.5 5000m3 gravel)	1	47,740.00	
Greenfield Technical Services					
EFT16752	10/05/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 - 01.03.2024 to 31.03.2024	1		54,206.15
INV INV-3965	18/04/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 - 01.04.2024 to 14.04.2024	1	23,693.33	
INV INV-3937	26/04/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 1 - 01.03.2024 to 31.03.2024	1	329.18	
INV INV-3938	26/04/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 - 01.03.2024 to 31.03.2024	1	30,183.64	
Them Earth Moving					
EFT16753	10/05/2024	AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024	1		518,562.00
INV 00001060	09/04/2024	AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 18.03.2024 to 31.03.2024 - Cobra/Dairy Creek Road - 8050001, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 18.03.2024 to 31.03.2024 - Dalgety Downs/Landor Road - 8050005, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 18.03.2024 to 31.03.2024 - Erong Road - 8050026	1	150,172.00	
INV 00001066	18/04/2024	AGRN - 1021- Supply plant and operators for road flood damage repairs for period 01.04.2024 to 14.04.2024 - Bingegaroo Road - 8050041, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Carey Downs Road - 8050008, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Cobra/Dairy Creek Road - 8050001, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Cobra/Gifford Creek Road - 8050007, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Dooley Downs Road - 8050025, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Erong Road - 8050026, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Lyndon/Minnie Creek Road - 8050048, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Potts Road - 8050046, AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 01.04.2024 to 14.04.2024 - Wanna Road - 8050015	1	368,390.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 11

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Gascoyne Earthmoving					
EFT16755	17/05/2024	C3357 - Landor Mt Augustus Rd - Bull dozer SLK 95.2 8,000m3 gravel	1		40,579.00
INV INV-0075	06/05/2024	C3357 - Landor Mt Augustus Rd - Bull dozer SLK 95.2 8,000m3 gravel	1	40,579.00	
Them Earth Moving					
EFT16756	17/05/2024	C3368 - RRG - Cobra Mt Augustus - Water Cart Hire - Cobra Mt Augustus 16.04.2024 to 23.04.2024	1		42,971.50
INV 00001080	02/05/2024	C3357 - Landor/Mount Augustus - Indigenous Access Road - Water Cart Hire - Landor Mt Augustus Rd - 16.04.2024 to 23.04.2024	1	4,416.50	
INV 00001083	02/05/2024	C3368 - RRG - Cobra Mt Augustus - Side Tipper - Cobra Mt Augustus - 16.04.2024 to 23.04.2024, Side Tipper Roadtrain hire inclusive of fuel and accommodation will be \$205.00/hour excluding GST. Mobilisation & Demobilisation to site and back again at hourly rates.,	1	2,480.50	
INV 00001082	02/05/2024	C3368 - RRG - Cobra Mt Augustus - Water Cart Hire - Cobra Mt Augustus 16.04.2024 to 23.04.2024,	1	31,113.50	
INV 00001081	02/05/2024	C3357 - Landor/Mount Augustus - Indigenous Access Road - Side Tippers - Landor Mt Augustus Rd - 16.04.2024 to 23.04.2024, Side Tipper Roadtrain hire inclusive of fuel and accommodation will be \$205.00/hour excluding GST. Mobilisation & Demobilisation to site and back again at hourly rates.,	1	4,961.00	
Greenfield Technical Services					
EFT16757	17/05/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 -15.04.2024 to 28.04.2024	1		19,705.97
INV INV-3973	30/04/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 -15.04.2024 to 28.04.2024	1	19,705.97	
Them Earth Moving					
EFT16758	17/05/2024	AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 15.04.2024 to 28.04.2024 Mt Augustus Road - 8050022	1		114,565.00
INV 00001078	30/04/2024	AGRN -1021 - Supply plant and operators for road flood damage repairs for period: 15.04.2024 to 28.04.2024 Mt Augustus Road - 8050022	1	114,565.00	
Andrea Pears					
EFT16759	17/05/2024	Reimbursement of Batteries purchased for Shire Event Tidy Towns.	1		44.10
INV REIMBURS03/05/2024		Reimbursement of Batteries purchased for Shire Event Tidy Towns.	1	44.10	
Canine Control A Division Of Trepheene Pty Ltd					
EFT16760	17/05/2024	Ranger Peter Smith - 30.04.2024 to 01.05.2024.	1		2,200.00
INV 4881	02/05/2024	Ranger Peter Smith - 30.04.2024 to 01.05.2024.	1	2,200.00	
Carnarvon Electrics					
EFT16761	17/05/2024	Supply and install floodlighting to the front of the Ampitheatre.	1		2,876.06
INV 13627	02/05/2024	Supply and install floodlighting to the front of the Ampitheatre.	1	2,876.06	
Geraldton Party & Events Hire					
EFT16762	17/05/2024	Tidy Towns - Erect 9m x 21m Clear Marquee & provide tables and chairs	1		10,290.50
INV INV-0003	06/05/2024	9m x 21m Clear Marquee, 70 White Folding Chairs, 9 Rustic Trestle Tables, 3m Long Wooden Bar, 4 Wine Barrels with Light Poles, 2 sets Festoon Lights, Travelling, Staff Trael	1	10,290.50	
Hersey's Safety Pty Ltd					
EFT16763	17/05/2024	Workshop & OHS Equipment	1		4,997.90

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 12

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Hersey's Safety Pty Ltd					
INV INV-2988	02/05/2024	Workshop Consumables as per quote #QU-0643	1	4,997.90	
Carnarvon IGA					
EFT16764	17/05/2024	Tidy Towns Event - 15 x Aussie Nat 15L Water Bottles	1		238.35
INV 05-1777	30/04/2024	15 x Aussie Nat 15L Water Bottles	1	238.35	
Industrial Power Equipment Pty Ltd T/A Garpen					
EFT16765	17/05/2024	P141 - Auxillary Diesel Water Pumps - SNB100 main pump housing & Elbows	1		262.00
INV SI-00217632	02/05/2024	P141 - Auxillary Diesel Water Pumps - SNB100 main pump housing, WPRS400ELBOWMF 4 INCH GALV ELBOW 90 DEG MALE / FEMALE,	1	262.00	
Jarrahbar Contracting					
EFT16766	17/05/2024	Freight for Mounted ute Fire Unit from Carnarvon	1		165.00
INV INV-0575	07/05/2024	Freight for Mounted ute Fire Unit from Carnarvon	1	165.00	
Perth Observatory Volunteer Group Inc					
EFT16767	17/05/2024	Stargazing Event National Tidy Towns Awards Fri 03 May 2024	1		4,050.00
INV INV23-2456	28/03/2024	Stargazing Event National Tidy Towns Awards Fri 03 May 2024	1	4,050.00	
Raw Cattle Co Pty Ltd					
EFT16768	17/05/2024	Fuel supplied for maintenance grading - 28.04.2024 to 01.05.2024	1		7,185.57
INV INV-0063	02/05/2024	Eudamullah Road labour hire - Labour Hire - grader operator 29.04.2024, Ullawarra Road - Labour Hire - grader operator 28.04.2024 to 01.05.2024	1	3,457.30	
INV INV-0064	02/05/2024	Diesel fro P130 grading Cobra Dairy Creek Road, diesel fro P130 grading Cvon Mullewa Road	1	3,728.27	
Shire Of Carnarvon					
EFT16769	17/05/2024	Street Sweeping - 24.04.2024	1		3,525.34
INV 48332	06/05/2024	Hire of street sweeper, Hire of street sweeper, Hire of street sweeper, Hire of street sweeper, Hire of street sweeper, Hire of street sweeper	1	3,525.34	
Team Global Express					
EFT16770	17/05/2024	Freight from Perth to Carnarvon 09.04.2024 to 15.04.2024	1		3,376.82
INV 1122-MWB	14/04/2024	Freight for Pool Chemicals, Freight for Pool Chemicals, P53 - Camp Trailer - Parts under warranty	1	101.62	
INV 1123-MWB	21/04/2024	Freight for administration signage, Freight for Banners, Fright from Harvey Norman - Oven, Freight from Harvey Norman - Fridge, Freight from Digga West	1	2,776.58	
INV 1124-MWB	28/04/2024	Freight from Mid West Turf, Freight from Blackwoods, Freight from Direction Design & Print, Freight from Tutt Bryant	1	498.62	
Town Planning Innovations Pty Ltd					
EFT16771	17/05/2024	Sub Division application - Prepared Lot 45 Subdivision Application. - Conditional Approval	1		577.50
INV 69-2024/4	06/05/2024	Sub division application - Prepared Lot 45 Subdivision Application. - Conditional Approval	1	577.50	
Horizon Power					
EFT16772	17/05/2024	Street Lighting - 01.04.2024 to 30.04.2024	1		350.61
INV 21 020 1216	01/05/2024	Street Lighting - 01.04.2024 to 30.04.2024	1	350.61	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 13

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Greenfield Technical Services					
EFT16773	17/05/2024	Procurement documentation for Kililli/C'von Mullewa intersection works - 50% Progress Invoice.	1		2,062.50
INV INV-4005	07/05/2024	Procurement documentation for Kililli/C'von Mullewa intersection works	1	2,062.50	
AIT Specialists Pty Ltd					
EFT16774	17/05/2024	Monthly fee for Determination of Fuel Tax Credits 2023/2024 - April 2024	1		636.68
INV INV-13375	13/05/2024	Monthly fee for Determination of Fuel Tax Credits 2023/2024 - April 2024,	1	636.68	
Boc Limited					
EFT16775	17/05/2024	BOC - Oxygen compressed UN1072	1		86.59
INV 4036380287	10/04/2024	BOC - Oxygen compressed UN1072,	1	86.59	
Gascoyne Plumbing Solutions (wa) Pty Ltd					
EFT16776	17/05/2024	Other Infrastructure - Fire Control GEN Install bore headworks, pipework, and associated equipment.	1		2,750.00
INV 3683	10/05/2024	Other Infrastructure - Fire Control GEN Install bore headworks, pipework, and associated equipment.	1	2,750.00	
House Legal Pty Ltd					
EFT16777	17/05/2024	Prepare an ILUA - Hatch Street Land Development - 30.04.2024	1		660.00
INV 2257	30/04/2024	Prepare an ILUA - Hatch Street Land Development	1	660.00	
Interact Digital					
EFT16778	17/05/2024	Digital Marketing - April 2024	1		2,750.00
INV 1536	10/04/2024	Advertising Management Fee, July - September 2023, October - November (no ads) , December 2023 - April 2024, May - June - (no ads) , , Advertising Social Media Monthly Targeted, July - September 2023, October - November (no ads) , December 2023 - April 2024, May - June - (no ads)	1	2,750.00	
Landgate					
EFT16779	17/05/2024	Consolidated Mining Tenement Roll - 03.05.2024	1		4,132.15
INV 392044	25/03/2024	Gross Rental Valuation Chargeable Schedule G2024/01 24.08.2019 to 01.03.2024	1	125.20	
INV 392608	19/04/2024	Rural UV General Revaluation 2023/24	1	798.00	
INV 393219	03/05/2024	Consolidated Mining Tenement Roll - 03.05.2024	1	3,208.95	
Moray & Agnew Lawyers					
EFT16780	17/05/2024	Prepare and finalise a Road Use Agreement between the SUG and Hastings for the use of Ullawarra / Carnarvon-Mullewa and Edmond Gifford Creek Roads.	1		5,452.92
INV 743891	22/03/2024	Prepare and finalise a Road Use Agreement between the SUG and Hastings for the use of Ullawarra / Carnarvon-Mullewa and Edmond Gifford Creek Roads., , Moray & Agnew may undertake the works on this basis and that Hastings/Yangibana Pty Ltd will be responsible for paying the account for the Shire	1	5,452.92	
Perfect Computer Solutions Pty Ltd					
EFT16781	17/05/2024	Annual office backup of Shire data to a Cloud based Storage from May 01.2024 to 30.04.2025 with quarterley testing of backups to be performed.	1		4,000.00
INV 28754	16/05/2024	Annual office backup of Shire data to a Cloud based Storage from May 01.2024 to 30.04.2025 with quarterley testing of backups to be performed.	1	4,000.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 14

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Raw Cattle Co Pty Ltd					
EFT16782	17/05/2024	Ullawarra Road, Minnie Creek Road & Lyndon - Minnie Creek Road Labour Hire - Grader Operator 02.05.2024 to 10.05.2024	1		5,005.00
INV INV-0066	11/05/2024	02 Ullawarra Road - Labour Hire - Grader operator - 02.05.2024 to 07.05.2024, , 16 Minnie Creek Road Labour Hire - Grader Operator - 06.05.2024, , 48 Lyndon - Minnie Creek Road Labour Hire - Grader Operator - 09 & 10.05.2024,	1	5,005.00	
Raw Creative					
EFT16783	17/05/2024	Tidy Towns - Design and Artwork Signage, Corflute and Spokes, Event Banner	1		2,296.00
INV 00004065	19/03/2024	Design and Artwork Under Gascoyne Skies Festival - Amendments	1	140.00	
INV 00004064	19/03/2024	TIDYTOWNS - Design and Artwork Tidy Town Map	1	315.00	
INV 00004100	29/04/2024	Invoice 4100 - Design and Artwork Signage, Corflute and Spokes, Event Banner	1	1,666.00	
INV 00004108	06/05/2024	Invoice 4108 - Final Artwork and Redesign Map and Signage	1	175.00	
Talis Consultants					
EFT16784	17/05/2024	Landfill Development - Soil Characterisation - Analysis of results	1		1,288.38
INV 31490	30/04/2024	Soil Characterisation - Analysis of results	1	1,288.38	
Team Global Express					
EFT16785	17/05/2024	Freight from Perth to Carnarvon 04.04.2024 to 01.05.2024	1		577.21
INV 1126-MWB	12/04/2024	Parts Freight - Westrac Stock Parts	1	161.12	
INV 1125-MWB	05/05/2024	Parts Freight - Blackwoods PO 7664, Freight from Raw Creative (Direction Designs) PO 7508, Library Freight, P141 Freight from Garpen PO 7715	1	416.09	
Westrac Pty Ltd					
EFT16786	17/05/2024	Parts - Stock: Ground Engaging Tools - 7D1158 cutting edge	1		7,220.43
INV SI 1764038	08/05/2024	P138 - CAT Loader - Initial 500 hr service filters and parts	1	1,383.39	
INV PI 9621932	14/05/2024	7D1158 cutting edge, 4f-7827cutting edge bolt, 2J-3506 cutting edge nut	1	2,475.14	
INV PI 9627055	15/05/2024	Parts - Stock: Ground Engaging Tools - 7D1158 cutting edge, 4f-7827cutting edge bolt	1	3,361.90	
Them Earth Moving					
EFT16787	17/05/2024	C3357 - Indigenous Access Road - Landor Mt Augustus Road - Side Tipper & Labour Hire/Operator 30.04.2024 to 08.05.2024	1		74,541.50
INV 00001086	10/05/2024	C3357 - Indigenous Access Road - Landor Mt Augustus Road - Side Tipper & Labour Hire/Operator 30.04.2024 to 08.05.2024, Side Tipper Roadtrain hire inclusive of fuel and accommodation will be \$205.00/hour excluding GST. Mobilisation & Demobilisation to site and back again at hourly rates.	1	36,080.00	
INV 00001087	10/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Water Cart & Labour Hire/Operator - 30.04.2024 to 08.05.2024	1	35,194.50	
INV 00001085	10/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Labour Hire/Operator - 30.04.2024 to 08.05.2024	1	3,267.00	
Woolworths Limited					
EFT16788	15/05/2024	Tidy Towns supplies for Welcome Party	1		910.77
INV TI-02EAA-115	04/2024	Meeting supplies - GST FREE, Meeting supplies - GST, Water - GST FREE	1	338.40	
INV TI-02EAA-121	04/2024	ANZAC Cookie supplies - GST FREE, Supplies - GST FREE, Supplies - GST	1	197.42	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 15

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Woolworths Limited					
INV TI-02EAA-129/04/2024		Tidy Towns supplies for welcome party - GST, Tidy Towns supplies for welcome party - GST FREE	1	374.95	
Commonwealth Mastercard					
EFT16789	02/05/2024	Starlink - Internet Costs for period 21.03.2024 to 16.04.2024	1		5,020.43
INV 31032024	31/03/2024	Bunnings - P131 - Ford Ranger CEO - Jump Starter Kincrome Power Pack KP1407	1	199.00	
INV 01042024	01/04/2024	Starlink Monthly Internet for Lot 17 Gregory Street, Starlink Monthly Internet for Lot 19 Gregory Street, Starlink Monthly Internet for Lot 50 Hatch Street, Starlink Monthly Internet for Administration, Starlink Monthly Internet for CRC, Starlink Monthly Internet for Moblies Vehicles and Graders, Starlink Monthly Internet for Lot 17 Gregory Street	1	1,565.00	
INV 1767836533	03/04/2024	Apple iCloud 50gb Data Storage	1	1.49	
INV 406286029	04/04/2024	20 x Hessian Table Runners, Round Mesh Backdrop Stand, 6 x 4 Pack Jar Lights, 6 x Reusable Black Tablecovers, 7 x BlackBoard Sign On Stand, Delivery	1	402.55	
INV 15442	08/04/2024	Botanica Items for Tidy Towns, Botanica Items for Tidy Towns (CRC COST OF SALES - STOCK)	1	646.02	
INV D12565	12/04/2024	Badge World - Councillor Name Badges	1	87.68	
INV AUBW3856	15/04/2024	Big W Order for Fly nets and Fly Spary for Tidy Towns Event, Big W Order for Fly nets and Fly Spary for Tidy Towns Event - Credit	1	273.93	
INV 407697950	15/04/2024	Towels Tidy Town Awards, Teaspoons	1	244.50	
INV D12568	15/04/2024	Badge World - Staff Name Badges	1	99.14	
INV 21722	18/04/2024	Department of Transport - P144 - 12 month rego for new works van	1	54.00	
INV 191315MN	29/04/2024	State Law Publisher - Rates Advert	1	156.00	
INV 69979103	01/05/2024	Spot Dvice Subscription for Works Crew - Annual Fee for 3 Services, Spot Dvice Subscription - Internation transaction fees	1	1,291.12	
Leanne Alys McKeough					
EFT16790	24/05/2024	Monthly Council Fees & Allowance for Cr L McKeough	1		1,919.15
INV COUNCIL M22	05/2024	Meeting Fee for A McKeough, Travel Allowance, I.T Allowance	1	1,919.15	
Blackwoods Atkins					
EFT16791	24/05/2024	2 x 01062113 - CLAMP G ECLIPSE ECE2010 - Workshop Equipment	1		230.15
INV SI08075645	14/05/2024	2 x 01051131 - CLAMP MAGNETIC CIGWELD LARGE	1	60.46	
INV SI08086619	15/05/2024	2 x 01062113 - CLAMP G ECLIPSE ECE2010	1	169.69	
Blanche Maree Walker					
EFT16792	24/05/2024	Monthly Council Fees & Allowance for Cr B Walker	1		1,115.84
INV COUNCIL M22	05/2024	Monthly meeting fee for B Walker, I.T Allowance	1	1,115.84	
Carnarvon Auto Electrics					
EFT16793	24/05/2024	P141 - Auxillary Diesel Water Pumps - Parts	1		468.71
INV 40001093	14/05/2024	MX20-3 PREDATOR YTX20L, 42B19LS ACDelco Battery S42B19LS, SU1R-60 ACDelco Battery SU1R-60, Freight (Overnight), 54405/10 IN LINE FUSE HOLDER STANDARD BLADE 1 WAY 30A	1	468.72	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 16

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Carnarvon Auto Electrics					
INV 400001093	14/05/2024	Invoice 400001093 Process 0.01 over invoice value	1	-0.01	
Carnarvon Growers Association Inc					
EFT16794	24/05/2024	TS02 - Two Rivers Memorial Park - Reticulation Supplies	1		814.16
INV INV-415789	15/05/2024	H2G250 - SOLVENT CEMENT PVC 250ml <3>UN1133, H2C250 - PRIMING FLUID PVC 250ml <3>UN1193, ITORS119-30-A - TELESCOPIC PVC SOCK/SOCK 80MM, HIP01980 - CAT19 - PVC TEE 80MM , , HIP00780-CAT7 - PVC COUPLING 80MM, , CLAMC9075 - COUPLER FEMALE X, CLAME2075 - ADAPTOR MALE X HOSE TAIL 75MM, H1BL80 - BLUE LAYFLAT 80MM (PER M), LCLBC079085 - SUPERCLAMP 79-85 MM (W4P), IPF7990-69500 - ALUMINUM WRENCH 40MM- 75MM	1	814.16	
JW & JP Caunt					
EFT16795	24/05/2024	Monthly Council Fees & Allowance for Cr J Caunt	1		3,818.17
INV COUNCIL	22/05/2024	Meeting Fee for J Caunt, Travel Allowance for J Caunt, Monthly IT Allowance, Monthly Deputy President Allowance	1	3,818.17	
Child Support Agency					
EFT16796	24/05/2024	Payroll deductions	1		391.12
INV DEDUCTIO	22/05/2024	Payroll Deduction		391.12	
Geraldton Fuel Company T/as Refuel Australia					
EFT16797	24/05/2024	Supply bulk fuel to P54 Camp Trailer with 4000 litre diesel tank - 3266.00 litres of diesel @ 1.9151 inc	1		11,744.71
INV 02546830	09/05/2024	Supply bulk fuel to P54 Camp Trailer with 4000 litre diesel tank - 3266.00 litres of diesel @ 1.9151 inc,	1	6,254.72	
INV 02546831	09/05/2024	Supply bulk fuel to Depot Self Bunded Tank - 2900 litres of diesel @ 1.8931 inc	1	5,489.99	
Harvey Norman Electronics & Kitchen - Joondalup					
EFT16798	24/05/2024	SH07 Lot 40 Gregory Street - GLEM 53cm S/S Italian gas cooker GB534GG - LPG	1		1,599.00
INV 2741097	07/12/2023	SH07 Lot 40 Gregory Street - GLEM 53cm S/S Italian gas cooker GB534GG - LPG	1	1,599.00	
Industrial Power Equipment Pty Ltd T/A Garpen					
EFT16799	24/05/2024	P141 - Auxillary Diesel Water Pumps - SNB100 Impeller Thread	1		46.00
INV SI-0021816	15/05/2024	P141 - Auxillary Diesel Water Pumps - SNB100 Impeller Thread	1	46.00	
Jarrahbar Contracting					
EFT16800	24/05/2024	Freight from Geraldton to Gascoyne Junction - Side Tipper Towed.- P73 - GU996	1		1,259.50
INV INV-0582	20/05/2024	Freight from Geraldton to Gascoyne Junction - Side Tipper Towed.- P73 - GU996	1	1,259.50	
Hamish McTaggart					
EFT16801	24/05/2024	Monthly Council Fees & Allowance for Cr H McTaggart	1		1,550.74
INV COUNCIL	22/05/2024	Meeting Fee for H McTaggart, Deputy President Allowance, I.T Allowance	1	1,550.74	
Raw Cattle Co Pty Ltd					
EFT16802	24/05/2024	Lyndon - Minnie Creek Road, Ullawarra Road & Mt Augustus Road - Maintenance Grade 13.05.2024-17.05.2024	1		3,234.00
INV INV-0067	18/05/2024	48. Lyndon - Minnie Creek Road - Maintenance Grade 13.05.2024, 02. Ullawarra Road - Maintenance Grade 13.05.2024, 22. Mt Augustus Road - Maintenance Grade 13.05.2024	1	3,234.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 17

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Ray Hoseason-Smith					
EFT16803	24/05/2024	Monthly Council Fees & Allowance for Cr R Hoseason-Smith	1		1,115.84
INV COUNCIL	22/05/2024	Meeting Fee for R Hoseason-Smith, I.T Allowance	1	1,115.84	
Westrac Pty Ltd					
EFT16804	24/05/2024	6Y-0309: R300 PENETRATION RIPPER TIP - Stock parts	1		2,667.94
INV PI 9598505	08/05/2024	6Y-0309: R300 PENETRATION RIPPER TIP	1	1,970.50	
INV PI 9598504	08/05/2024	6Y-0309: R300 PENETRATION RIPPER TIP, 351-9918: H3 70W Glass Halogen Lamp	1	697.44	
William Baston					
EFT16805	24/05/2024	Monthly Council Fees & Allowance for Cr W Baston	1		1,115.84
INV COUNCIL	22/05/2024	Meeting Fee for Will Baston, I.T Allowance,	1	1,115.84	
Peter Windie					
EFT16806	24/05/2024	Monthly Council Fees & Allowance for Cr P Windie	1		1,115.84
INV COUNCIL	22/05/2024	Meeting Fee for P Windie, I.T Allowance	1	1,115.84	
Pivotel Satellite Pty Ltd					
EFT16807	24/05/2024	Satellite Phone Charges - Usage 15.04.2024 to 14.05.2024 Service 15.05.2024 to 14.0.2024	1		630.00
INV 3834615	15/05/2024	Phone Costs:Satellite 0405 464 076:, , Phone Costs:Satellite 0405 468 286, , , Phone Costs:Satellite 0405 468 077, , , , Phone Costs:Satellite 0405 468 683, , , , , Phone Costs:Satellite 0405 491 973, , , , , Phone Costs:Satellite 0405 491 547, , , , , , Phone Costs:Satellite 0405 472 285, , , , ,	1	630.00	
Telstra Limited					
EFT16808	24/05/2024	Telstra Fixed Lines . - Usage Charges - 02.04.2024 to 01.05.2024 Service Charges 02.05.2024 to 01.06.2024	1		580.56
INV K 866 379	8.09/05/2024	Administration Phone, Fax, EFTPOS, , 08 9943 0557 CRC - Transport Dial Up, , 08 9943 0516 Lot 45 Gregory St, , 08 9943 0560 Duplex Nth, , , 08 9943 0840 Lot 17 Gregory St, , 08 9943 0840 Lot 21 Gregory St, , 08 9943 0972 Lot 19 Gregory St, , 08 9943 0508 Pavilion111145.333, , Rounding	1	580.56	
Water Corporation					
EFT16809	24/05/2024	Water Usage Lot 51, 24 Hatch Street - Water Consumption 11.03.2024 TO 13.05.2024 - Service Charges 01.05.2024 to 30.06.2024 63 Days	1		96.41
INV MAY 2024	14/05/2024	9017484540 , Water Usage Lot 51, 24 Hatch Street	1	96.41	
Water Corporation					
EFT16810	24/05/2024	Water Consumption 11.03.2024 TO 13.05.2024 - Service Charges 01.05.2024 to 30.06.2024 63 Days	1		16,156.51

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 18

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Water Corporation					
INV MAY 2024	14/05/2024	9006798210, Water Usage - CRC (25%) , , 9006798210, Water Usage - Office (25%), , 9006798210, Water Usage - Depot (50%), 9006798202, Water Usage - Depot, 9006798229, Water Usage & Service Charge - Lot 6 Scott St - Vacant, , 9006798237, Water Usage & Service Charge - Lot 17 Gregory St - CEO:, , , 9006798245, Water Usage & Service Charge - Lot 19 Gregory St - Works Supervisor:, 9006798296, Water Usage & Service Charge - Lot 23, 19 Gregory St - CSOF, 9006798261, Water Usage & Service Charge - Lot 22 , 21Gregory St - CSO, 9006798333, Water Usage & Service Charge - Lot 39 Gregory St - Road Crew: , , 9006798368, Water Usage & Service Charge - Sports Grounds , , , 9006798405, Water Usage & Service Charge - Lot 45 Gregory St - TCDO, , , , 9009451132, Water Usage & Service Charge - Town Oval, , , , 9010415040, Water Usage & Service Charge - Lot 40 Gregory St - Town Maintenance Crew, , , , , 9017484524, Water Usage & Service Charge - Lot 50 Hatch Street - MCORP, , , , 9017484567, Water Usage - Lot 52 Hatch Street - Works Admin, , , , 9018531257, Lot 48 Hatch St - Road Crew: Services Charge, , , , 9018531265, Lot 48 Hatch St Duplex - Road Crew: Services Charge, , , , 9018692333, Lot 48 Hatch St Duplex - Road Crew: Water Consumption, , , 9006798392, Water Usage & Service Charge -DBCA, , , , 9024508045, Water Usage & Service Charge - Roadhouse, , , , 9017484516 , Lot 49, 20 Hatch Street	1	16,156.51	
Ainsley Mia Hardie					
EFT16811	31/05/2024	Meal Allowance for Ainsley Harding - Mining Symposium & Primary Industry Forum 22 & 23.05.2024	1		164.94
INV MEAL ALL	23/05/2024	Meal Allowance for Ainsley Harding - Mining Symposium & Primary Industry Forum 22 & 23.05.2024	1	120.85	
INV REIMBURS	23/05/2024	Reimbursement of food purchased for Council Meeting - May 2024	1	44.09	
Australia Post					
EFT16812	31/05/2024	Freight and Postage - April 2024	1		47.33
INV 1013220552	03/05/2024	Freight and Postage - CRC, Freight and Postage - Administration	1	47.33	
Blacktop Materials Engineering Pty Ltd					
EFT16813	31/05/2024	Carnarvon / Mullewa Road - Gravel pit material sampling/testing	1		7,227.00
INV 00015623	20/05/2024	Carnarvon / Mullewa Road - Gravel pit material sampling/testing	1	7,227.00	
Carnarvon Pest Control					
EFT16814	31/05/2024	Treat Old Police Station at Gascoyne Junction for termites	1		1,424.50
INV INV001747	27/05/2024	Treat Old Police Station at Gascoyne Junction for termites	1	1,424.50	
GP CONDO & SM CONDO					
EFT16815	31/05/2024	Tidy Towns - Lunch Packages & Water	1		760.00
INV 1008	03/04/2024	Lunch Packages Tidy Town Event Friday 3 May, Water Bottles Tidy Town Event Friday 3 May	1	760.00	
Coolyou Pty Ltd t/a Dust Up Projects					
EFT16816	31/05/2024	Freight from Carnarvon to Gascoyne Junction 22.04.2024 to 06.05.2024	1		3,240.50

USER: Corporate Services
PAGE: 19

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Coolyou Pty Ltd t/a Dust Up Projects					
INV INV-371	11/05/2024	Freight from Carnarvon to Gacoyme Juntion - Workshop Equipment and Staff Incentive Scheme	1	2,012.50	
INV INV-383	22/05/2024	Freight from Carnarvon to Gacoyme Juntion - Parts - Stock: Ground Engaging Tools, Library, P141 - Auxillary Diesel Water Pumps, Corsign, Two Rivers Memorial Park Tourist Stop Gardens, and Staff Incentive Scheme	1	1,228.00	
Everywhere Travel					
EFT16817	31/05/2024	Carnarvon Motel booking - Ainsley Hardie	1		181.00
INV I000042906	23/05/2024	Carnarvon Motel booking - Ainsley Hardie	1	181.00	
Kennedy Vinciullo					
EFT16818	31/05/2024	Professional Legal Fees MOU for Medical Clinic with WACHS	1		1,006.50
INV 1883	31/03/2024	Professional Legal Fees MOU for Medical Clinic with WACHS	1	1,006.50	
The Trustee For Kempton Family Trust T/A The Junction Pub and Tourist Park					
EFT16819	31/05/2024	Tidy Towns - 4 Day Event Catering	1		25,546.00
INV 5072021	22/04/2024	Sandwich Platters for 50 people ANZAC Day 11.45am	1	600.00	
INV 5072017	22/04/2024	Tidy Town Volunteer Day, Office Operating Costs: Admin Building	1	446.50	
INV 5072022	22/04/2024	International Womens Day - Meeting	1	80.00	
INV 5072020	22/04/2024	Council Meetings: Lunches and Refreshments - April	1	286.00	
INV 5072014	21/05/2024	Dinner for 10 Members of Army Band and Dylan Hutchins Saturday May 4 Tidy towns	1	353.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 20

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Kempton Family Trust T/A The Junction					
Pub and Tourist Park					
INV 5072016	21/05/2024	Lyons 2 Bedroom Unit, Gascoyne 2 Bedroom Unit, 2 x 1 Bedroom Units for 3 Nights, 8 Single Quarters for 3 nights, 7 Powered Grass Sites for 7 Nights, 7 Unpowered Grass Sites for 7 Nights, 2 x Ensuite Caravan Sites for 3 Nights, Spare House Two Beds for 3 Nights	1	7,944.00	
INV 5072019	22/05/2024	Accommodation Thomas cabin check in 13th May Gavin (physio)	1	180.00	
INV 5072018	22/05/2024	Phil Swain - 1 bedroom cabin checking in Thursday 18th April checking out Friday 19th April.	1	180.00	
INV 5072015	22/05/2024	Tidy Towns Catering - Afternoon Tea Friday May 3 - Sandwich Platter/Hot Platter/Cheese Platter, Tidy Towns Catering - Breakfast Saturday May 4, Tidy Towns Catering - Lunch Saturday May 4, Tidy Towns Catering - Dinner Saturday May 4, Tidy Towns Catering - Breakfast Sunday May 5, Tidy Towns Catering - Dinner Sunday May 5, Tidy Towns Catering - Breakfast Monday May 6, Tidy Towns Catering - Drinks Dinner Saturday May 4 including in ticket price, Tidy Towns Catering - Shire Tab, Tidy Town Catering - Army Band Dinner Friday Night	1	14,596.50	
INV 23052024	23/05/2024	Drinks for Welcome Function Tidy Towns Awards - ordered on consignment	1	880.00	
Mt Augustus Station (1980) Pty Ltd Tourist Park					
EFT16820	31/05/2024	Mt Augustus Council Meeting, Accomodation and Food 22.05.2024	1		2,605.00
INV 10679	22/05/2024	Self - Contained Room 4 - CEO John McCleary, Self - Contained Room 6 - Cr Ray Hoeseaon-Smith, Self - Contained Room 7 - Cr Hamish McTaggart, Self - Contained Room 8 - Cr Jim Caunt, Self - Contained Room 9 - Cr Peter Windie, Studio Room Room 27 - Cherie Walker, Sundowner Nibbles 21st May 2024, Dinner and Dessert 21st May 2024, Breakfast 22nd May 2024, Morning Tea 22nd May 2024, Lunch 22nd May 2024, Refreshments	1	2,605.00	
Officeworks					
EFT16821	31/05/2024	Works Admin Office Desk	1		840.18
INV 614418152	21/05/2024	J.Burrows Wooden Stirring Sticks 500 Pack, JBAWST1000, CSR Raw Sugar Stick 3g 2500 Pack, SU40246, J.Burrows A4 Laminating Pouches Gloss 100 Pack, PEBL80MA4, J.Burrows Insert Binder A4 2 D-Ring 25mm Red, JBIB2422RD, Maped Greenlogic Scissors 21cm, PA8469010, Studymate Plastic Ruler 30cm Fluoro Pink, SM388560PK, Studymate Plastic Ruler 30cm Fluoro Blue, SM388560BE, Studymate Plastic Ruler 30cm Fluoro Green, SM388560GN	1	132.18	
INV 614420384	22/05/2024	Toro Credenza 1200mm Sliding Door Grey, JBTOCR12G, Toro Workstation 1500 x 1500mm Maple Grey, TOR15CWSKT	1	708.00	
Perfect Computer Solutions Pty Ltd					
EFT16822	31/05/2024	I.T Support 06.05.2021 to 21.05.2024	1		170.00
INV 28776	23/05/2024	I.T Support for Administation Office, I.T Support for CRC Office	1	170.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 21

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Perarda Family & Co T/A Pridham					
Mechanical					
EFT16823	31/05/2024	P63 - LT: Water Pump (6") & Trailer Inspect trailer for replacement parts Drive into town and pick up brake parts and bolts Remove old town tow hitch Clean up surfaces Install new town hitch and torque bolts to spec Remove wheels Disconnect and remove old brake calipers Attach wire rope and test stroke of brakes Reinstall wheels and torque to spec Install retorquer stocker Grease tow hitch Test operation of brakes	1		1,225.01
INV INV-1781	22/05/2024	P63 - LT: Water Pump (6") & Trailer, Inspect trailer for replacement parts, Drive into town and pick up brake parts and bolts, Remove old town tow hitch, Clean up surfaces, Install new town hitch and torque bolts to spec, Remove wheels, Disconnect and remove old brake calipers, Attach wire rope and test stroke of brakes, Reinstall wheels and torque to spec, Install retorquer stocker, Grease tow hitch, Test operation of brakes, , P63 - LT: Water Pump (6") & Trailer, Inspect trailer for replacement parts, ,	1	1,225.01	
Team Global Express					
EFT16824	31/05/2024	Freight from Perth to Carnarvon 09.05.2024 to 23.05.2024	1		664.70
INV 1127-MWB	19/05/2024	P141 - Auxillary Diesel Water Pumps - Freight, P134 - CAT 302 AC Mini Excavator - Freight	1	238.33	
INV 1128-MWB	26/05/2024	Works Freight, Library Freight - Book Returns, Suspense Freight - Keep Australia Beautiful - Banner Bags	1	426.37	
Telstra Limited					
EFT16825	31/05/2024	Shire Mobile Phones - Usage Charges - 02.04.2024 to 01.05.2024 Service Charges 02.05.2024 to 01.06.2024	1		486.92
INV MAY 2024	20/05/2024	Administration Mobile Phones, Ipad , , Message Boards an Road Cameras & Manager of Works and Town Maintenance Supervisor Mobile Phones, , CRC Mobile and WIFI	1	486.92	
Greenfield Technical Services					
EFT16826	31/05/2024	C3380 - State Initiative Program - Landor Meekatharra. Provision of engineering, project management of Landor Meekatharra Bitumen Upgrades 23-24 for period 01.04.2024 to 30.04.2024	1		9,032.38
INV INV-4002	27/05/2024	C3380 - State Initiative Program - Landor Meekatharra. Provision of engineering, project management of Landor Meekatharra Bitumen Upgrades 23-24 for period 01.04.2024 to 30.04.2024	1	8,849.50	
INV INV-3996	27/05/2024	C3380 - State Initiative Program - Landor Meekatharra. Provision of engineering, project management of Landor Meekatharra Bitumen Upgrades 23-24 01.04.2024 to 30.04.2024	1	182.88	
Abbl Contracting & Maintenance					
EFT16827	31/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Replace Cobra/Mt Augustus Boundary Grid	1		27,479.59
INV INV-0115	16/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Replace Cobra/Mt Augustus Boundary Grid	1	16,284.49	
INV INV-0119	20/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Relocate Road Closed Gates	1	4,839.30	
INV INV-0120	20/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Reinstall Grid SLK105.9,	1	6,355.80	
Gascoyne Earthmoving					
EFT16828	31/05/2024	C3357 - Landor/Mount Augustus - Indigenous Access Road - Dozer works	1		23,188.00
INV INV-0076	17/05/2024	C3357 - Landor/Mount Augustus - Indigenous Access Road - Dozer works	1	18,073.00	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 22

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Gascoyne Earthmoving					
INV INV-0078	23/05/2024	C3357 - Landor/Mount Augustus - Indigenous Access Road - Dozer works	1	5,115.00	
Them Earth Moving					
EFT16829	31/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Water Cart & Labour Hire/Operator - 08.05.2024 to 21.05.2024	1		52,409.50
INV 00001093	22/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Water Cart & Labour Hire/Operator - 08.05.2024 to 21.05.2024	1	26,559.50	
INV 00001092	22/05/2024	C3357 - Landor/Mount Augustus - Indigenous Access Road - Side Tipper hire - Landor Mt Augustus resheet 08.05.2024 to 21.05.2024	1	17,138.00	
INV 00001091	22/05/2024	C3368 - RRG - Cobra Mt Augustus Road - Labour Hire 08.05.2024 to 21.05.2024	1	8,712.00	
Greenfield Technical Services					
EFT16830	31/05/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 - 01.04.2024 to 30.04.2024	1		15,697.13
INV INV-4014	23/05/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 - 29.04.2024 to 12.05.2024	1	2,354.22	
INV INV-3986	27/05/2024	AGRN-1021 - Project Management Costs - March/April 2022 Flood Damage Event Package 2 - 01.04.2024 to 30.04.2024	1	13,342.91	
Department of Planning, Lands and Heritage					
EFT16831	31/05/2024	Easement of Part Reserve 27479 being Part Lot 78 on Deposited Plan 192412 - Shire of Upper Gascoyne	1		468.30
INV EASEMEN131/05/2024		Easement of Part Reserve 27479 being Part Lot 78 on Deposited Plan 192412 - Shire of Upper Gascoyne - Document Preparation Fee Variance from 2018, Easement of Part Reserve 27479 being Part Lot 78 on Deposited Plan 192412 - Shire of Upper Gascoyne - Registration Fee Variance from 2018	1	468.30	
Super Directions Fund					
DD11057.1	08/05/2024	Superannuation contributions	1		318.01
INV SUPER	08/05/2024	Super. for Nathaniel John Rogers 967644975 08/05/2024	1	318.01	
IOOF					
DD11057.2	08/05/2024	Superannuation contributions	1		459.80
INV SUPER	08/05/2024	Super. for Jamie Podmore 16574373 08/05/2024	1	459.80	
Retail Employees Superannuation Trust					
DD11057.3	08/05/2024	Superannuation contributions	1		171.33
INV SUPER	08/05/2024	Super. for Brooke Soltoggio 125432453 08/05/2024	1	171.33	
The Trustee For Aware Super					
DD11057.4	08/05/2024	Superannuation contributions	1		4,188.10
INV DEDUCTIO08/05/2024		Payroll Deduction for Thomas George Fletcher 08/05/2024	1	300.00	
INV DEDUCTIO08/05/2024		Payroll Deduction for Jarrod Lachlan Walker 08/05/2024	1	184.68	
INV DEDUCTIO08/05/2024		Payroll Deduction for John Leslie McCleary 08/05/2024	1	124.04	
INV DEDUCTIO08/05/2024		Payroll Deduction for Dameon Dwayne Whitby 08/05/2024, Payroll Deduction for Ian Douglas Golding 08/05/2024	1	488.18	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 23

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Aware Super					
INV SUPER	08/05/2024	Super. for Thomas George Fletcher 65322422 08/05/2024, Super. for Jarrod Lachlan Walker 65337760 08/05/2024, Super. for Jarrod Lachlan Walker 65337760 08/05/2024, Super. for John Leslie McCleary 65329048 08/05/2024, Super. for John Leslie McCleary 65329048 08/05/2024, Super. for Dameon Dwayne Whitby 65322126 08/05/2024, Super. for Dameon Dwayne Whitby 65322126 08/05/2024, Super. for David George Miller 65399810 08/05/2024	1	3,091.20	
Australian Retirement Trusts					
DD11057.5	08/05/2024	Superannuation contributions	1		742.48
INV DEDUCTIO	08/05/2024	Payroll Deduction for Cherie Jessica Walker 08/05/2024	1	176.78	
INV SUPER	08/05/2024	Super. for Cherie Jessica Walker 902432443 08/05/2024, Super. for Cherie Jessica Walker 902432443 08/05/2024	1	565.70	
MLC Masterkey Super					
DD11057.6	08/05/2024	Superannuation contributions	1		1,508.86
INV DEDUCTIO	08/05/2024	Payroll Deduction for Sean Wallace Walker 08/05/2024	1	354.00	
INV SUPER	08/05/2024	Super. for Sean Wallace Walker 4901151 08/05/2024, Super. for Sean Wallace Walker 4901151 08/05/2024	1	1,154.86	
ANZ Smart Choice Super					
DD11057.7	08/05/2024	Superannuation contributions	1		606.48
INV DEDUCTIO	08/05/2024	Payroll Deduction for Billie O'Sullivan 08/05/2024	1	144.40	
INV SUPER	08/05/2024	Super. for Billie O'Sullivan 016610240380065 08/05/2024, Super. for Billie O'Sullivan 016610240380065 08/05/2024	1	462.08	
CBUS					
DD11057.8	08/05/2024	Superannuation contributions	1		648.78
INV DEDUCTIO	08/05/2024	Payroll Deduction for Cynthia Ann Wright 08/05/2024	1	154.47	
INV SUPER	08/05/2024	Super. for Cynthia Ann Wright 6406493 08/05/2024, Super. for Cynthia Ann Wright 6406493 08/05/2024	1	494.31	
Australian Super					
DD11057.9	08/05/2024	Payroll deductions	1		278.85
INV DEDUCTIO	08/05/2024	Payroll Deduction for Andrea, Denise Pears 08/05/2024	1	278.85	
Super Directions Fund					
DD11089.1	22/05/2024	Superannuation contributions	1		318.01
INV SUPER	22/05/2024	Super. for Nathaniel John Rogers 967644975 22/05/2024	1	318.01	
IOOF					
DD11089.2	22/05/2024	Superannuation contributions	1		459.80
INV SUPER	22/05/2024	Super. for Jamie Podmore 16574373 22/05/2024	1	459.80	
Retail Employees Superannuation Trust					
DD11089.3	22/05/2024	Superannuation contributions	1		163.63
INV SUPER	22/05/2024	Super. for Brooke Soltoggio 125432453 22/05/2024	1	163.63	

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 24

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
The Trustee For Aware Super					
DD11089.4	22/05/2024	Superannuation contributions	1		3,984.68
INV DEDUCTIO	22/05/2024	Payroll Deduction for Thomas George Fletcher 22/05/2024	1	300.00	
INV DEDUCTIO	22/05/2024	Payroll Deduction for Jarrod Lachlan Walker 22/05/2024	1	193.64	
INV DEDUCTIO	22/05/2024	Payroll Deduction for Dameon Dwayne Whitby 22/05/2024, Payroll Deduction for Ian Douglas Golding 22/05/2024	1	488.18	
INV SUPER	22/05/2024	Super. for Thomas George Fletcher 65322422 22/05/2024, Super. for Jarrod Lachlan Walker 65337760 22/05/2024, Super. for Jarrod Lachlan Walker 65337760 22/05/2024, Super. for John Leslie McCleary 65329048 22/05/2024, Super. for Dameon Dwayne Whitby 65322126 22/05/2024, Super. for Dameon Dwayne Whitby 65322126 22/05/2024, Super. for David George Miller 65399810 22/05/2024	1	3,002.86	
Australian Retirement Trusts					
DD11089.5	22/05/2024	Superannuation contributions	1		742.48
INV DEDUCTIO	22/05/2024	Payroll Deduction for Cherie Jessica Walker 22/05/2024	1	176.78	
INV SUPER	22/05/2024	Super. for Cherie Jessica Walker 902432443 22/05/2024, Super. for Cherie Jessica Walker 902432443 22/05/2024	1	565.70	
MLC Masterkey Super					
DD11089.6	22/05/2024	Superannuation contributions	1		881.95
INV DEDUCTIO	22/05/2024	Payroll Deduction for Sean Wallace Walker 22/05/2024	1	209.99	
INV SUPER	22/05/2024	Super. for Sean Wallace Walker 4901151 22/05/2024, Super. for Sean Wallace Walker 4901151 22/05/2024	1	671.96	
ANZ Smart Choice Super					
DD11089.7	22/05/2024	Superannuation contributions	1		606.48
INV DEDUCTIO	22/05/2024	Payroll Deduction for Billie O'Sullivan 22/05/2024	1	144.40	
INV SUPER	22/05/2024	Super. for Billie O'Sullivan 016610240380065 22/05/2024, Super. for Billie O'Sullivan 016610240380065 22/05/2024	1	462.08	
CBUS					
DD11089.8	22/05/2024	Superannuation contributions	1		648.78
INV DEDUCTIO	22/05/2024	Payroll Deduction for Cynthia Ann Wright 22/05/2024	1	154.47	
INV SUPER	22/05/2024	Super. for Cynthia Ann Wright 6406493 22/05/2024, Super. for Cynthia Ann Wright 6406493 22/05/2024	1	494.31	
Australian Super					
DD11089.9	22/05/2024	Payroll deductions	1		278.85
INV DEDUCTIO	22/05/2024	Payroll Deduction for Andrea, Denise Pears 22/05/2024	1	278.85	
Australian Super					
DD11057.10	08/05/2024	Superannuation contributions	1		1,188.18
INV SUPER	08/05/2024	Super. for Alison Watson 702403355 08/05/2024, Super. for Andrea, Denise Pears 65519574 08/05/2024, Super. for Andrea, Denise Pears 65519574 08/05/2024	1	1,188.18	
AMP Flexible Super					
DD11057.11	08/05/2024	Superannuation contributions	1		743.78

Date: 19/06/2024
Time: 12:27:15PM

SHIRE OF UPPER GASCOYNE
List of Accounts Due and Submitted to Council - May 2024

USER: Corporate Services
PAGE: 25

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
AMP Flexible Super					
INV SUPER	08/05/2024	Super. for Ian Douglas Golding 953593995 08/05/2024, Super. for Ian Douglas Golding 953593995 08/05/2024	1	743.78	
NGS Super					
DD11057.12	08/05/2024	Superannuation contributions	1		382.54
INV SUPER	08/05/2024	Super. for Ainsley Mia Hardie 440111567 08/05/2024	1	382.54	
Australian Super					
DD11089.10	22/05/2024	Superannuation contributions	1		1,188.17
INV SUPER	22/05/2024	Super. for Alison Watson 702403355 22/05/2024, Super. for Andrea, Denise Pears 65519574 22/05/2024, Super. for Andrea, Denise Pears 65519574 22/05/2024	1	1,188.17	
AMP Flexible Super					
DD11089.11	22/05/2024	Superannuation contributions	1		743.78
INV SUPER	22/05/2024	Super. for Ian Douglas Golding 953593995 22/05/2024, Super. for Ian Douglas Golding 953593995 22/05/2024	1	743.78	
NGS Super					
DD11089.12	22/05/2024	Superannuation contributions	1		382.54
INV SUPER	22/05/2024	Super. for Ainsley Mia Hardie 440111567 22/05/2024	1	382.54	

TOTAL INVOICES BY PAYMENT TYPE

Direct Debit / BPAY	21,636.34
EFT	1,460,270.67

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	1,481,907.01
TOTAL		1,481,907.01
TOTAL CREDIT NOTES		0.00
TOTAL PAYMENTS LESS CREDIT NOTES		1,481,907.01

APPENDIX 2

(Monthly Financial Report for May 2024 Report.)



Shire of Upper Gascoyne

Lot 4 Scott Street

Gascoyne Junction WA 6705

T +61 (0) 8 9943 0988

www.uppergascoyne.wa.gov.au

SHIRE OF UPPER GASCOYNE

MONTHLY FINANCIAL REPORT

For the Period Ending 31 May 2024

*LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 May 2024
[CONTENTS PAGE](#)

General

Compilation Report
Contents Page
Executive Summary

Note

Financial Statements

Statement of Comprehensive Income by Nature or Type
Statement of Comprehensive Income by Program
Statement of Financial Activity
Statement of Financial Position
Statement of Capital Acquisitions and Funding

Notes to the Statement of Financial Activity

Significant Accounting Policies	Note 1
Explanation of Material Variances	Note 2
Net Current Funding Position	Note 3
Cash and Investments	Note 4
Trust Fund	Note 5
Receivables	Note 6
Cash Backed Reserves	Note 7
Capital Disposals	Note 8
Capital Acquisitions	Note 9
Rating Information	Note 10
Information on Borrowings	Note 11
Grants and Contributions	Note 12
Budget Amendments	Note 13

RSM Australia Pty Ltd

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Compilation Report

To the Council

Shire of Upper Gascoyne

Scope

We have compiled the accompanying special purpose financial statements.

The specific purpose for which the special purpose financial report has been prepared is to provide information relating to the financial performance and financial position of the Shire that satisfies the information needs of the Council and the *Local Government Act 1995* and associated regulations.

The responsibility of the Shire

The Shire is solely responsible for the information contained in the special purpose financial report and have determined that the accounting policies used are consistent and are appropriate to satisfy the requirements of the Council and the *Local Government Act 1995* and associated regulations.

Our responsibility

On the basis of information provided by the Shire, we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies adopted as set out in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Management provided, into a financial report. Our procedures do not include any verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Shire of Upper Gascoyne, may suffer arising from negligence on our part.

This report was prepared for the benefit of the Council of the Shire of Upper Gascoyne and the purpose identified above. We do not accept responsibility to any other person for the content of the report.



Signed at GERALDTON

RSM Australia Pty Ltd
Chartered Accountants

Date 18th June 2024

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity in any jurisdiction.

RSM Australia Pty Ltd ACN 009 321 377 atf Birdanco Practice Trust ABN 65 319 382 479 trading as RSM

Liability limited by a scheme approved under Professional Standards Legislation

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 May 2024
EXECUTIVE SUMMARY

Statement of Financial Activity

Statements are presented on page 8 showing a surplus/(deficit) as at 31 May 2024 of \$1,911,007

Significant Revenue and Expenditure

	Collected / Completed %	Annual Budget \$	YTD Budget \$	YTD Actual \$
Significant Projects				
State Initiative Program - Landor Meekatharra	91%	4,500,000	4,125,000	4,077,690
Bridges Renewal Program- Concrete Crossing: Dalget	97%	1,818,327	1,666,775	1,767,690
State Initiative Program - Carnarvon/Mullewa Upgrade	93%	2,372,488	2,174,777	2,217,930
	93%	8,690,815	7,966,552	8,063,310
Grants, Subsidies and Contributions				
Grants, Subsidies and Contributions	25%	11,750,951	10,816,036	2,931,819
Capital Grants, Subsidies and Contributions	89%	10,906,188	9,462,128	9,679,389
	56%	22,657,139	20,278,164	12,611,208
Rates Levied				
	100%	1,714,497	1,719,497	1,718,617

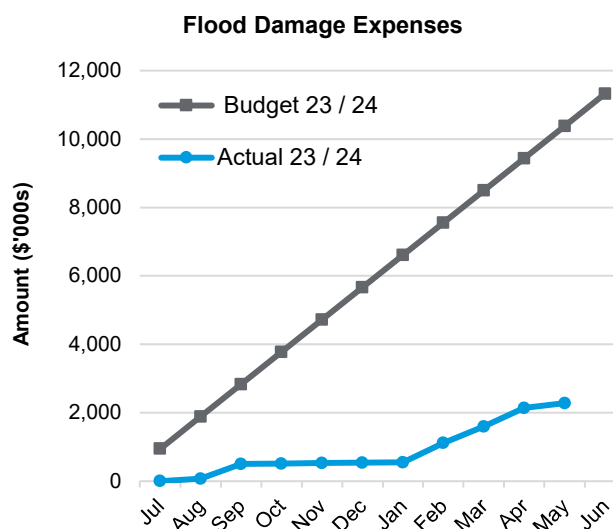
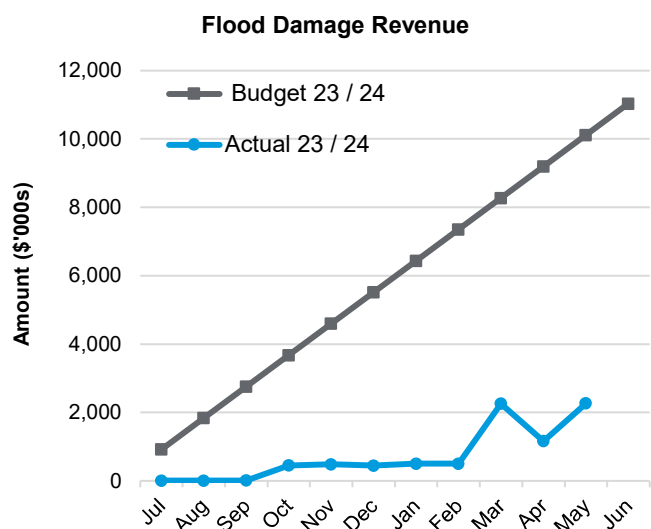
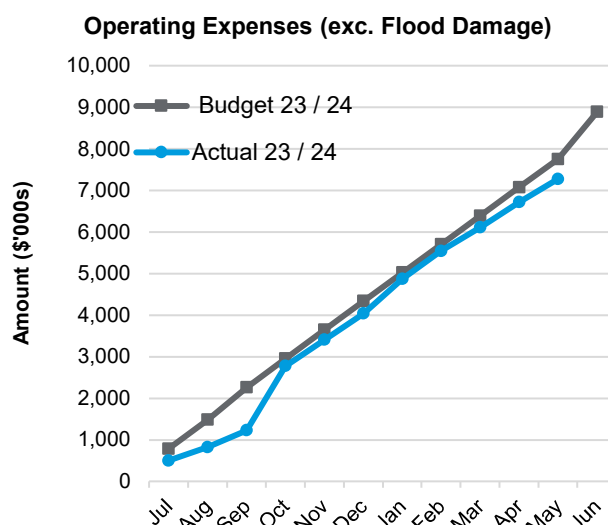
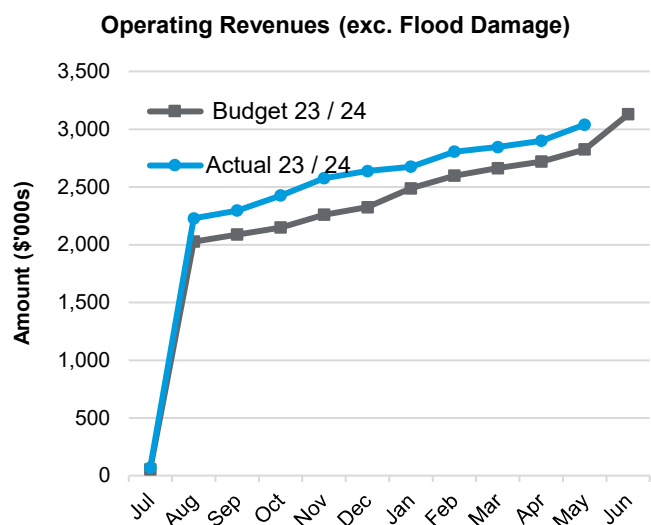
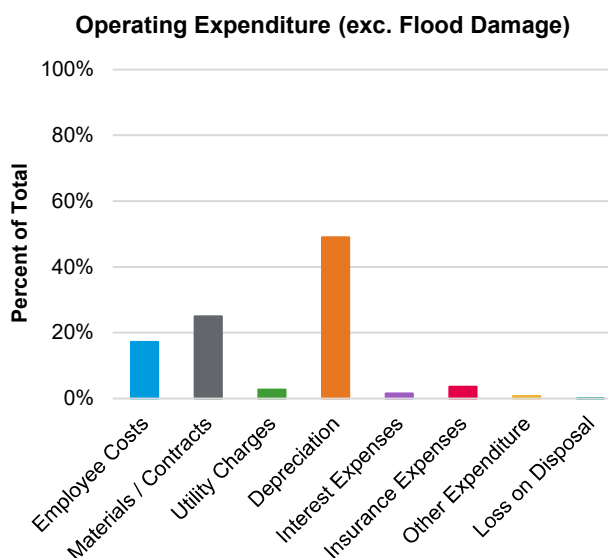
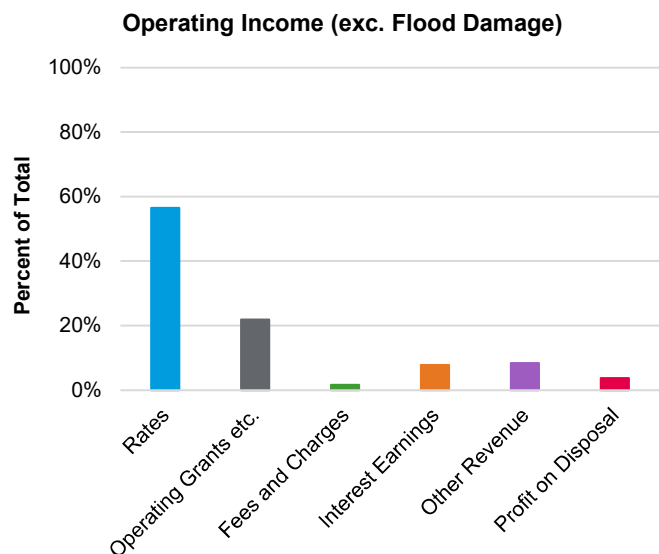
% - Compares current YTD actuals to the Annual Budget

Financial Position

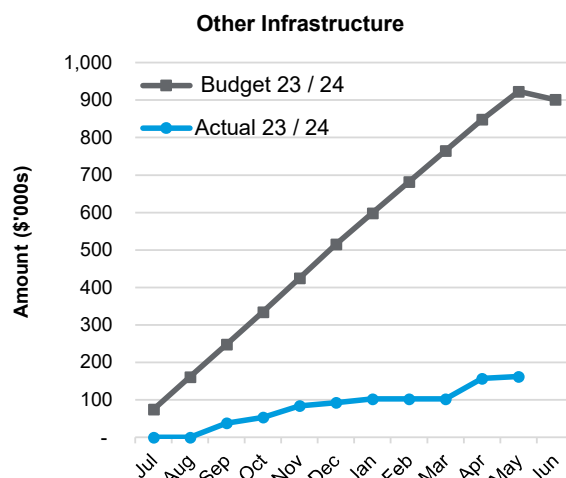
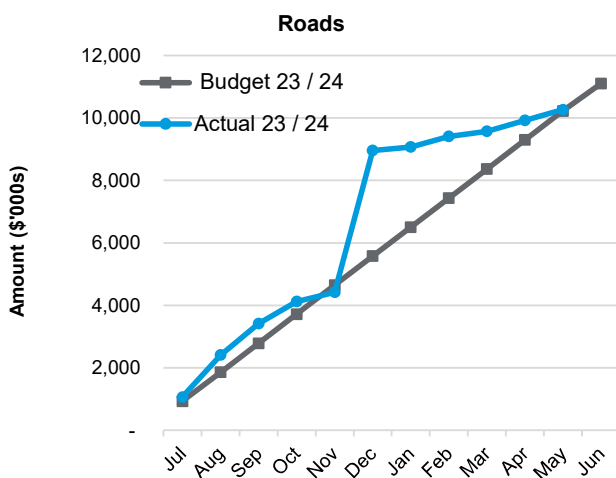
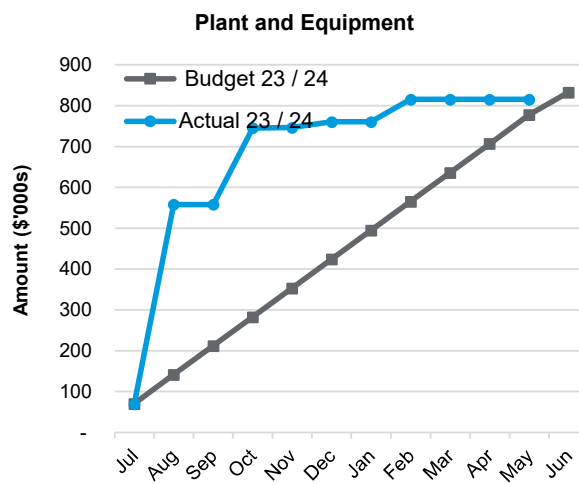
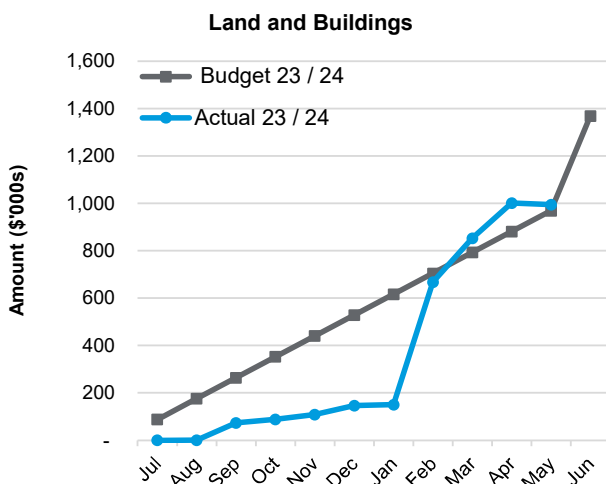
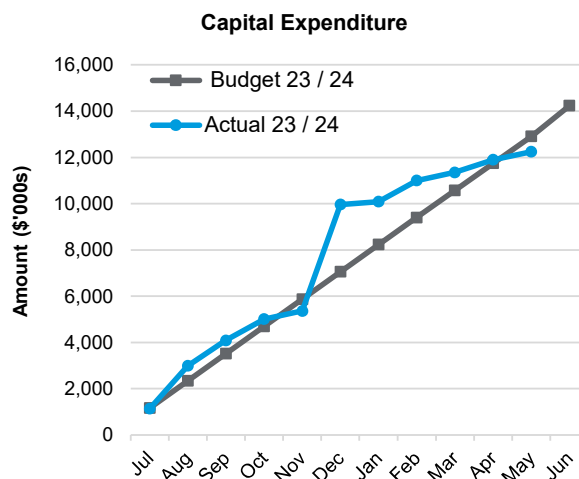
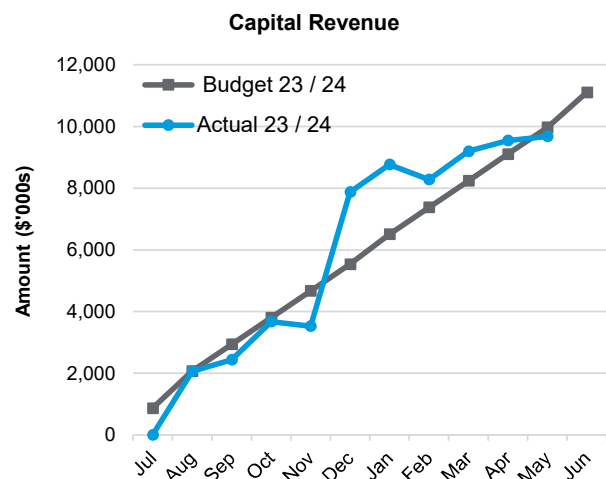
Account	Difference to Prior Year %	Current Year 31 May 24 \$	Prior Year 31 May 23 \$
Adjusted Net Current Assets	182%	1,911,001	(1,050,373)
Cash and Equivalent - Unrestricted	(1,196%)	2,639,963	(220,678)
Cash and Equivalent - Restricted	132%	2,071,180	1,566,977
Receivables - Rates	88%	154,494	176,375
Receivables - Other	79%	241,826	305,322
Payables	58%	(1,118,879)	(1,942,462)

% - Compares current YTD actuals to prior year actuals

SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 May 2024
SUMMARY GRAPHS - OPERATING



SHIRE OF UPPER GASCOYNE
MONTHLY FINANCIAL REPORT
For the Period Ending 31 May 2024
SUMMARY GRAPHS - CAPITAL



This information needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 31 May 2024

NATURE OR TYPE

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %	Var
Revenue							
Rates	10	1,714,497	1,719,497	1,718,617	(880)	(0%)	
Grants, Subsidies and Contributions	12(a)	718,417	702,889	664,686	(38,203)	(5%)	▼
Fees and Charges		34,460	30,666	50,368	19,702	64%	
Interest Earnings		206,820	199,820	238,552	38,732	19%	▲
Other Revenue		342,814	317,412	254,277	(63,135)	(20%)	▼
Profit on Disposal of Assets		113,248	113,248	113,248			
		3,130,256	3,083,532	3,039,748			
Expenses							
Employee Costs		(1,638,794)	(1,497,320)	(1,253,422)	243,898	16%	▲
Materials and Contracts		(2,631,542)	(2,458,682)	(1,820,939)	637,743	26%	▲
Utility Charges		(221,341)	(209,015)	(198,705)	10,310	5%	
Depreciation on Non-current Assets		(3,882,872)	(3,559,274)	(3,565,259)	(5,985)	(0%)	
Finance Cost		(112,284)	(110,733)	(108,859)	1,874	2%	
Insurance Expenses		(277,066)	(276,986)	(261,963)	15,023	5%	
Other Expenditure		(117,815)	(85,889)	(58,226)	27,663	32%	▲
		(8,881,714)	(8,197,899)	(7,267,371)			
Other Income and Expenses							
Capital Grants, Subsidies and Contributions	12(b)	10,906,188	9,462,128	9,679,389	217,261	2%	▲
(Loss) on Disposal of Assets	8	(6,818)	(6,248)	(6,818)	(570)	(9%)	
		10,899,370	9,455,880	9,672,571			
Flood Damage							
Reimbursements	12(c)	11,032,534	10,113,147	2,267,133	(7,846,014)	(78%)	▼
Materials and Contracts		(11,326,535)	(10,382,647)	(2,276,800)	8,105,847	78%	▲
		(294,000)	(269,500)	(9,666)			
Net Result							
		4,853,912	4,072,013	5,435,281			

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 31 May 2024
REPORTING PROGRAM

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %
Revenue						
Governance		106,000	97,163	6,039	(91,124)	(94%)
General Purpose Funding		2,082,588	2,080,161	2,113,490	33,329	2%
Law, Order and Public Safety		36,758	34,909	34,944	35	0%
Health		1,250	1,133	650	(483)	(43%)
Education and Welfare		165,586	154,853	144,057	(10,796)	(7%)
Community Amenities		10,760	10,347	6,320	(4,027)	(39%)
Recreation and Culture		37,100	32,214	24,203	(8,011)	(25%)
Transport		532,226	527,177	521,165	(6,012)	(1%)
Economic Services		97,098	89,370	100,556	11,186	13%
Other Property and Services		60,890	56,205	88,325	32,120	57%
		3,130,256	3,083,532	3,039,748		
Expenses						
Governance		(844,856)	(802,048)	(476,189)	325,858	41%
General Purpose Funding		(154,409)	(147,976)	(168,697)	(20,721)	(14%)
Law, Order and Public Safety		(125,012)	(94,656)	(132,187)	(37,531)	(40%)
Health		(22,955)	(20,988)	(18,206)	2,782	13%
Education and Welfare		(609,419)	(563,222)	(386,495)	176,727	31%
Housing		(486,600)	(451,812)	(487,556)	(35,744)	(8%)
Community Amenities		(112,354)	(102,971)	(87,529)	15,442	15%
Recreation and Culture		(573,579)	(526,908)	(521,552)	5,356	1%
Transport		(4,674,345)	(4,297,777)	(4,255,986)	41,791	1%
Economic Services		(988,405)	(915,179)	(654,276)	260,903	29%
Other Property and Services		(289,782)	(274,361)	(78,698)	195,664	71%
		(8,881,714)	(8,197,899)	(7,267,371)		
Other Income and Expenses						
Capital Grants, Subsidies and Contributions	12(b)	10,906,188	9,462,128	9,679,389	217,261	2%
(Loss) on Disposal of Assets	8	(6,818)	(6,248)	(6,818)	(570)	(9%)
		10,899,370	9,455,880	9,672,571		
Flood Damage - Transport						
Reimbursements	12(c)	11,032,534	10,113,147	2,267,133	(7,846,014)	78%
Materials and Contracts		(11,326,535)	(10,382,647)	(2,276,800)	8,105,847	78%
		(294,000)	(269,500)	(9,666)		
Net Result						
		4,853,912	4,072,013	5,435,281		

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes

SHIRE OF UPPER GASCOYNE
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

		Annual Budget	YTD Budget (a)	YTD Actual (b)	Var* (b) - (a) \$	Var* (b) - (a) / (a) %	Var
	Note	\$	\$	\$	\$	%	
Revenue from Operating Activities							
Rates		1,714,497	1,719,497	1,718,617	(880)	(0%)	
Grants, Subsidies and Contributions		11,750,951	10,816,036	2,931,819	(7,884,217)	(73%)	▼
Fees and Charges		34,460	30,666	50,368	19,702	64%	
Interest Earnings		206,820	199,820	238,552	38,732	19%	▲
Other Revenue		342,814	317,412	254,277	(63,135)	(20%)	▼
Profit on Disposal of Assets		113,248	113,248	113,248	0	0%	
		14,162,790	13,196,679	5,306,881			
Expenditure from Operating Activities							
Employee Costs		(1,638,794)	(1,497,320)	(1,253,422)	243,898	16%	▲
Materials and Contracts		(13,958,081)	(12,841,329)	(4,097,739)	8,743,590	68%	▲
Utility Charges		(221,342)	(209,015)	(198,705)	10,310	5%	
Depreciation on Non-current Assets		(3,882,872)	(3,559,274)	(3,565,259)	(5,985)	(0%)	
Finance Cost		(112,284)	(110,733)	(108,859)	1,874	2%	
Insurance Expenses		(277,067)	(276,986)	(261,963)	15,023	5%	
Other Expenditure		(117,815)	(85,889)	(58,226)	27,663	32%	▲
(Loss) on Disposal of Assets		(6,818)	(6,248)	(6,818)	(570)	(9%)	
		(20,215,073)	(18,586,794)	(9,550,989)			
Excluded Non-cash Operating Activities							
Depreciation and Amortisation		3,882,872	3,559,274	3,565,259			
(Profit) / Loss on Asset Disposal		(106,430)	(107,000)	(106,430)			
Movement in Employee Provision Reserve		881	171,078	1,804			
Net Amount from Operating Activities		(2,274,960)	(1,766,763)	(783,475)			
Investing Activities							
Inflows from Investing Activities							
Capital Grants, Subsidies and Contributions	12(b)	10,906,188	9,462,128	9,679,389	217,261	2%	▲
Proceeds from Disposal of Assets	8	165,383	124,037	165,383	41,346	33%	▲
		11,071,571	9,586,165	9,844,772			
Outflows from Investing Activities							
Payments for Land and Buildings	9(a)	(1,368,500)	(1,282,891)	(994,512)	288,379	22%	▲
Payments for Plant and Equipment	9(b)	(832,948)	(763,536)	(815,697)	(52,161)	(7%)	▼
Payments for Furniture and Equipment	9(c)	(35,000)	(35,000)	(5,921)	29,079	83%	▲
Payments for Infrastructure Assets - Roads	9(d)	(11,097,091)	(10,192,900)	(10,262,819)	(69,919)	(1%)	▼
Payments for Infrastructure Assets - Other	9(e)	(900,971)	(837,156)	(162,269)	674,887	81%	▲
		(14,234,510)	(13,111,482)	(12,241,216)			
Net Amount from Investing Activities		(3,162,939)	(3,525,317)	(2,396,444)			
Financing Activities							
Inflows from Financing Activities							
Proceeds from New Debentures	11	600,000	600,000	600,000	-	0%	
Transfer from Reserves	7	441,092	-	-	-		
		1,041,092	600,000	600,000			
Outflows from Financing Activities							
Repayment of Debentures	11	(155,279)	(155,279)	(155,279)	-	0%	
					-		
Principal payments of finance lease payments		(6,685)	-	-			
Transfer to Reserves	7	(136,807)	-	(49,375)	(49,375)		
		(298,771)	(155,279)	(204,653)			
Net Amount from Financing Activities		742,321	444,721	395,347			
Movement in Surplus or Deficit							
Opening Funding Surplus / (Deficit)	3	4,695,578	4,695,578	4,695,579			
Amount attributable to operating activities		(2,274,960)	(1,766,763)	(783,475)			
Amount attributable to investing activities		(3,162,939)	(3,525,317)	(2,396,444)			
Amount attributable to financing activities		742,321	444,721	395,347			
Closing Surplus / (Deficit)	3	0	(151,781)	1,911,007			

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF UPPER GASCOYNE
STATEMENT OF FINANCIAL POSITION
For the Period Ending 31 May 2024

	<u>NOTE</u>	<u>2024</u>	<u>2023</u>
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	4	4,710,757	8,978,409
Trade and other receivables	5	319,971	370,181
Other financial assets	4(a)	103,763	100,970
Inventories	6	222,507	218,795
Other assets	7	1,018,225	1,163,898
TOTAL CURRENT ASSETS		6,375,223	10,832,254
NON-CURRENT ASSETS			
Other financial assets	4(b)	40,745	40,745
Property, plant and equipment	8	12,760,809	11,757,885
Infrastructure	9	96,701,613	89,087,521
Right-of-use assets	11(a)	9,972	9,972
TOTAL NON-CURRENT ASSETS		109,513,139	100,896,122
TOTAL ASSETS		115,888,362	111,728,377
CURRENT LIABILITIES			
Trade and other payables	14	161,217	585,674
Other liabilities	15	2,104,876	1,548,607
Lease liabilities	11(b)	6,685	6,685
Borrowings	16	184,560	1,978,490
Employee related provisions	17	240,601	240,601
TOTAL CURRENT LIABILITIES		2,697,939	4,360,058
NON-CURRENT LIABILITIES			
Lease liabilities	11(b)	3,369	3,369
Borrowings	16	1,118,201	727,597
Employee related provisions	17	7,884	7,884
TOTAL NON-CURRENT LIABILITIES		1,129,454	738,850
TOTAL LIABILITIES		3,827,393	5,098,908
NET ASSETS		112,060,969	106,629,469
EQUITY			
Retained surplus		58,850,610	53,464,705
Reserve accounts	33	2,067,399	2,021,805
Revaluation surplus	n/a	51,142,959	51,142,959
TOTAL EQUITY		112,060,969	106,629,469

SHIRE OF UPPER GASCOYNE
STATEMENT OF CAPITAL ACQUISITIONS AND FUNDING
For the Period Ending 31 May 2024
CAPITAL ACQUISITIONS AND FUNDING

Asset Group	Note	Annual Budget \$	YTD Actual Total \$	Var \$
Land and Buildings	9(a)	1,368,500	994,512	(373,988)
Plant and Equipment	9(b)	832,948	815,697	(17,251)
Furniture and Equipment	9(c)	35,000	5,921	(29,079)
Infrastructure Assets - Roads	9(d)	11,097,091	10,262,819	(834,272)
Infrastructure Assets - Other	9(e)	900,971	162,269	(738,702)
Total Capital Expenditure		14,234,510	12,241,216	(1,993,293)
Capital Acquisitions Funded by:				
Capital Grants and Contributions		10,906,188	9,679,389	(1,226,799)
Borrowings		600,000	600,000	-
Other (Disposals and C/Fwd)		165,383	165,383	0
Council Contribution - Reserves		91,092	-	(91,092)
Council Contribution - Operations		2,471,847	1,796,444	(675,403)
Total Capital Acquisitions Funding		14,234,510	12,241,216	

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 Regulation 34*.

The material variance adopted by the Shire of Upper Gascoyne for the 2022/23 year is \$25,000 or 10%, whichever is greater. Items considered to be of material variance are disclosed in Note 2.

The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation. The preparation also requires management to make judgements, estimates and assumptions which effect the application of policies and the reported amounts in the statements and notes. These estimated figures are based on historical experience or other factors believed to be reasonable under the circumstances. Therefore, the actual results may differ from these reported amounts.

Actual and Budget comparatives are presented in year to date format unless otherwise stated.

Preparation

Prepared by: Kate Peacock
Reviewed by: Travis Bate
Date prepared: 19 Jun 24

(a) Basis of Preparation

The following financial statements are special purpose financial statements that have been prepared in accordance with the Australian Accounting Standards, Authoritative Interpretations, the *Local Government Act 1995*, and regulations, within the context in which they relate to local governments and not-for-profit entities.

With the exception of the rate setting information, the following report has been prepared on an accrual basis with balances measured at historical cost unless subject to fair value adjustments. Items subject to fair value adjustments include certain non-current assets, financial assets, and financial liabilities. Items such as assets, liabilities, equity, income and expenses have been recognised in accordance with the definitions and recognition criteria set out in the Framework for the Preparation and Presentation of Financial Statements.

These financial statements comply with, and supersede, the Australian Accounting Standards with the *Local Government (Financial Management) Regulations 1996* where applicable. Further information is provided in Note 1(i).

The functional and presentation currency of the report is Australian dollars.

(b) The Local Government Reporting Entity

The Australian Accounting Standards define local government as a reporting entity which can be a single entity or a group comprising a parent and all its subsidiaries. All funds controlled by the Shire in order to provide its services have formed part of the following report. Transactions and balances related to these controlled funds, such as transfers to and from reserves, were eliminated during the preparation of the report.

Funds held in Trust, which are controlled but not owned by the Shire, do not form part of the financial statements. Further information on the Shire funds in Trust are provided in Note 5.

(c) Rounding of Amounts

The Shire is an entity to which the *Local Government (Financial Management) Regulations 1996* applies and, accordingly amounts in the financial report have been rounded to the dollar except for amounts shown as a rate in the dollar. Where total assets exceed \$10,000,000 in the prior audited annual financial report, the amounts may be rounded to the nearest \$1,000.

(d) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(e) Superannuation

The Shire contributes to a number of superannuation funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

(f) Cash and Cash Equivalents

Cash and cash equivalents normally include cash on hand, cash at bank, deposits on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

(g) Financial Assets at Amortised Cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs related to completion and its sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Shire's intentions to release for sale.

(i) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed on the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected credit loss allowance for all trade receivables. To measure the expected credit losses, rates receivables are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Recognition of Assets

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Gains and Losses on Disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

(k) Depreciation of Non-current Assets

The depreciable amount of fixed assets included in buildings but excluding freehold land, are depreciated on a straight-line basis. The assets residual values and useful lives are reviewed and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its Major depreciation periods used for each class of depreciable asset are:

Asset	Years
Buildings	3 to 50 years
Furniture and equipment	1 to 20 years
Plant and equipment	1 to 25 years
Other infrastructure	5 to 50 years
Sealed roads and streets	
formation	not depreciated
pavement	39 years
seal	20 years
Gravel Roads	
formation	not depreciated
pavement	28 years
Formed subgrade	not depreciated
Unformed subgrade	not depreciated
Killili Bridge	100 years
Footpaths - slab	40 years
Drainage	30 - 108 years

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

(m) Prepaid Rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

(n) Employee Benefits

Short-term employee benefits

Provision is made for the Shire's obligation for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled. The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the determination of the net current asset position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in the statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

(o) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. Subsequent measurement is at amortised cost using the effective interest method. The annual government guarantee fee is expensed in the year incurred.

Borrowings are classified as current liabilities unless the Shire has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied. Fair values of borrowings are not materially different to their carrying amount, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Borrowings fair values are based on the

(p) Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is

(q) Contract Liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

(r) Current and Non-current Classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Nature or Type Classifications

Rates

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Grants, Subsidies and Contributions

All amounts received as grants, subsidies and contributions that are not capital grants.

Capital Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Revenue from Contracts with Customers

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

Profit on Asset Disposal

Gain on the disposal of assets including gains on the disposal of long term investments.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

Service Charges

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services and water. Exclude rubbish removal charges which should not be classified as a service charge. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Excludes expenditure incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on Asset Disposal

Loss on the disposal of fixed assets.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Nature or Type Classifications (Continued)

Depreciation on Non-current Assets

Depreciation expense raised on all classes of assets.

Finance Cost

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other Expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.

(t) Program Classifications (Function / Activity)

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision and for each of its broad activities/programs.

GOVERNANCE

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and rate payers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER AND PUBLIC SAFETY

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Control the quality of food and water. Environmental Health Officer twice per year.

EDUCATION AND WELFARE

Provide a range of appropriate services via the Community Resource Centre.

HOUSING

Provide housing for staff.

COMMUNITY AMENITIES

Rubbish collection services, operation of rubbish disposal sites, litter control, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

Maintenance of public use buildings and areas including various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting, etc.

ECONOMIC SERVICES

Tourism and area promotion. Building Control.

OTHER PROPERTY AND SERVICES

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) Revenue Recognition Policy

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns / Refunds / Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General Rates.	Over time	Payment dates adopted by Council during the year.	None.	Adopted by council annually.	When taxable event occurs.	Not applicable.	When rates notice is issued.
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services.	Over time	Fixed terms transfer of funds based on agreed milestones and reporting.	Contract obligation if project not complete.	Set by mutual agreement with the customer.	Based on the progress of works to match performance obligations.	Returns limited to repayment of transaction price of terms breached.	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared.
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government.	Over time	Fixed terms transfer of funds based on agreed milestones and reporting.	Contract obligation if project not complete.	Set by mutual agreement with the customer.	Based on the progress of works to match performance obligations.	Returns limited to repayment of transaction price of terms breached.	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared.
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable.	Not applicable.	Cash received.	On receipt of funds.	Not applicable.	When assets are controlled.
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue.	None.	Set by State legislation or limited by legislation to the cost of provision.	Based on timing of issue of the associated rights.	No refunds.	On payment and issue of the licence, registration or approval.
Other inspections.	Regulatory Food, Health and Safety.	Single point in time.	Full payment prior to inspection.	None.	Set by State legislation or limited by legislation to the cost of provision.	Applied fully on timing of inspection .	Not applicable.	Revenue recognised after inspection event occurs.
Waste management collections.	Kerbside collection service.	Over time.	Payment on an annual basis in advance.	None.	Adopted by council annually.	Apportioned equally across the collection period.	Not applicable.	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees.	Waste treatment, recycling and disposal service at disposal sites.	Single point in time.	Payment in advance at gate or on normal trading terms if credit provided .	None.	Adopted by council annually.	Based on timing of entry to facility.	Not applicable.	On entry to facility .
Property hire and entry.	Use of halls and facilities.	Single point in time.	In full in advance.	Refund if event cancelled within 7 days.	Adopted by council annually.	Based on timing of entry to facility.	Returns limited to repayment of transaction price.	On entry or at conclusion of hire.
Fees and charges for other goods and services.	Cemetery services, library fees, reinstatements and private works	Single point in time.	Payment in full in advance.	None.	Adopted by council annually.	Applied fully based on timing of provision .	Not applicable.	Output method based on provision of service or completion of works.

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

2. EXPLANATION OF MATERIAL VARIANCES

(a) Operating Revenues / Sources

	31 May 24 YTD Actual \$	YTD Budget \$	Budget to Actual YTD %	Budget to Actual YTD \$	Explanation
				Favourable / (Unfavourable)	
Operating Grants, Subsidies and Contributions	2,931,819	10,816,036	(73%)	(7,884,217)	Timing variance, primarily related to flood damage funding. Refer to Note 12 for further detail.
Other Revenue	254,277	317,412	(20%)	(63,135)	Variance mainly relates to insurance proceeds budget at \$95,113 below (\$1,136 year to date).
Capital Grants, Subsidies and Contributions	9,679,389	9,462,128	2%	217,261	Primarily related to timing differences with regard to budget profile. Refer to Note 12 for further detail.
Total Revenues	14,986,270	22,653,807	(34%)	(7,667,537)	

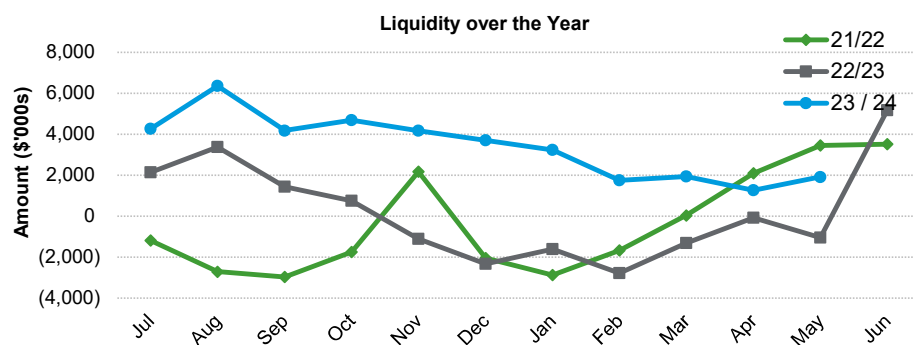
(b) (Expenses) / (Applications)

	31 May 24 YTD Actual \$	YTD Budget \$	Budget to Actual YTD %	Budget to Actual YTD \$	Explanation
				Favourable / (Unfavourable)	
Employee Costs	(1,253,422)	(1,497,320)	16%	243,898	Reversal of accrued wages from June 23 and vacancies.
Materials and Contracts	(4,097,739)	(12,841,329)	68%	8,743,590	Primarily related to timing variance due to Flood Damage works (\$8.1M). Other notable variances include below budget YTD expenditure on Local Planning Strategy (\$92K), Consulting Transport (\$87K), Tourism Signage Maintenance (\$80K), Fuel & Oil (\$75K), Admin Consultants (57K) and Insurance Claim Expenses (\$57K).
Other Expenditure	(58,226)	(85,889)	32%	27,663	Primarily related to timing issue in relation to CESM contributions (\$22,831).
Total Expenses	(9,544,171)	(18,580,546)	49%	9,036,375	

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

3. NET CURRENT FUNDING POSITION

	Note	Current Month 31 May 24	Prior Year Closing 30 Jun 23	This Time Last Year 31 May 23
Current Assets		\$	\$	\$
Cash Unrestricted	4	2,639,963	6,956,604	1,884,846
Cash Restricted	4	2,071,180	2,021,805	1,566,977
Receivables - Rates	6(a)	154,494	154,980	176,375
Receivables - Other	6(b)	241,826	329,607	305,322
Interest / ATO Receivable		51,316	-	154,778
Provision for Doubtful Debts		(114,406)	(114,406)	(119,882)
Flood Damage Income Received in Advance		(1,488,943)	-	-
Accrued Income		-	-	130,534
Contract Assets		1,018,225	1,163,898	211,561
Inventories		222,507	218,795	138,767
Total Current Assets		4,796,163	10,731,284	4,449,277
Current Liabilities				
Sundry Creditors		3,444	(262,220)	(804,628)
Obligations / ARWC		-	-	-
Deposits and Bonds		(50,180)	(50,642)	(51,242)
GST Payable		(13,259)	-	(1,485)
PAYG Withholding Tax		(39,113)	-	(45,736)
Fringe Benefit Tax		30,072	-	-
Loan Liability		(184,946)	(130,829)	(24,264)
Accrued Expenses		-	(125,923)	-
Retentions held for Gascoyne River Bridge P		-	(6,171)	(6,171)
Accrued Salaries and Wages		-	(37,963)	-
Accrued Time in Lieu		(1,677)	(1,729)	(750)
Overdraft	4	0	(1,847,661)	(2,105,524)
Lease Liability		(6,685)	(6,685)	(67)
Suspense		-	(54)	(544)
Contract Liabilities		(615,933)	(1,548,607)	(730,849)
Total Payables		(878,277)	(4,018,486)	(3,771,262)
Provisions		(240,601)	(240,601)	(276,724)
Total Current Liabilities		(1,118,879)	(4,259,087)	(4,047,986)
Less: Cash Reserves	7	(2,067,399)	(2,021,805)	(1,566,228)
Less: Land Held for Resale		(2,500)	(2,500)	(2,500)
Add: Loan Principal (Current)		184,946	130,829	24,264
Add: Employee Leave Reserve	7	81,706	79,902	80,033
Add: Movement in Employee Leave Reserve		30,279	30,272	12,700
Add: Current Portion of Lease Liability		6,685	6,685	67
Net Funding Position		1,911,001	4,695,579	(1,050,373)



SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

4. CASH AND FINANCIAL ASSETS

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$		%	
Cash and Cash Equivalents							
Cash on Hand	-			-	N/A	0.00	N/A
Municipal Fund	98,244			98,244	CBA	2.85	N/A
Gascoyne River Reserve Account		1,071,180		1,071,180	CBA	4.10	N/A
Online Saver	2,541,333			2,541,333	CBA	4.10	N/A
SUG Reserve Account		1,000,000		1,000,000	CBA	4.88	23-Jul-24
WANDRRA Account	386			386	CBA	4.35	N/A
Total Cash and Financial Assets	2,639,963	2,071,180	-	4,711,143			

Comments / Notes

No Financial Assets held at reporting date

5. TRUST FUND

Funds held at balance date over which the Shire has no control, and which are not included in the statements, are as follows:

Description	Opening Balance 01 Jul 23	Amount Received	Amount Paid	Closing Balance 31 May 24
	\$	\$	\$	\$
SUG Trust Fund	100,970	2,793	-	103,763
Total Funds in Trust	100,970	2,793	-	103,763

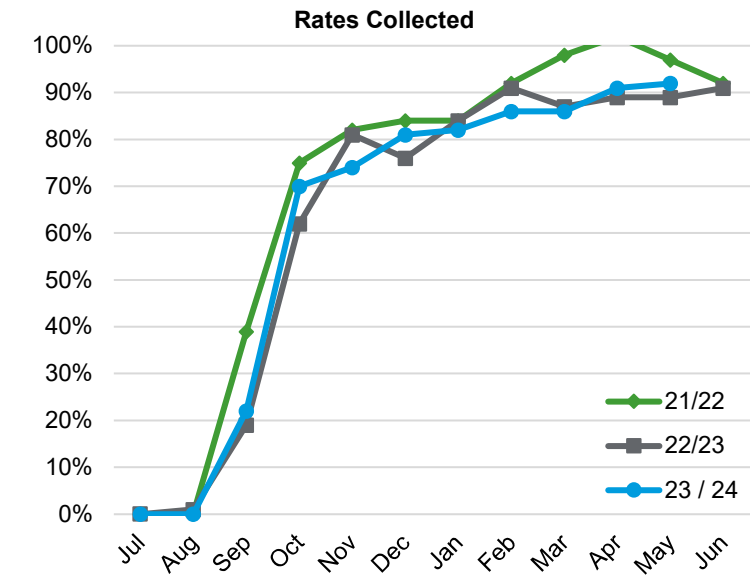
Comments / Notes

Yangibana Trust Liability held of \$100,000

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 May 2024

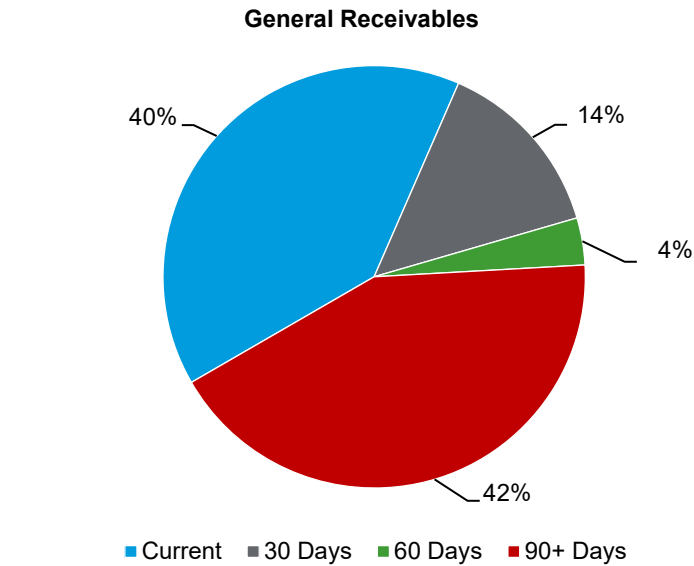
6. RECEIVABLES

(a) Rates Receivable	31 May 24
	\$
Rates Receivables	154,494
Rates Received in Advance	-
Total Rates Receivable Outstanding	154,494
Closing Balances - Prior Year	154,980
Rates Levied this year	1,712,825
Service charges levied this year	-
Closing Balances - Current Month	(154,494)
Total Rates Collected to Date	1,713,311
Percentage Collected	92%



Comments / Notes

(b) General Receivables	31 May 24
	\$
Current	96,416
30 Days	33,748
60 Days	8,726
90+ Days	102,937
Total General Receivables Outstanding	241,826



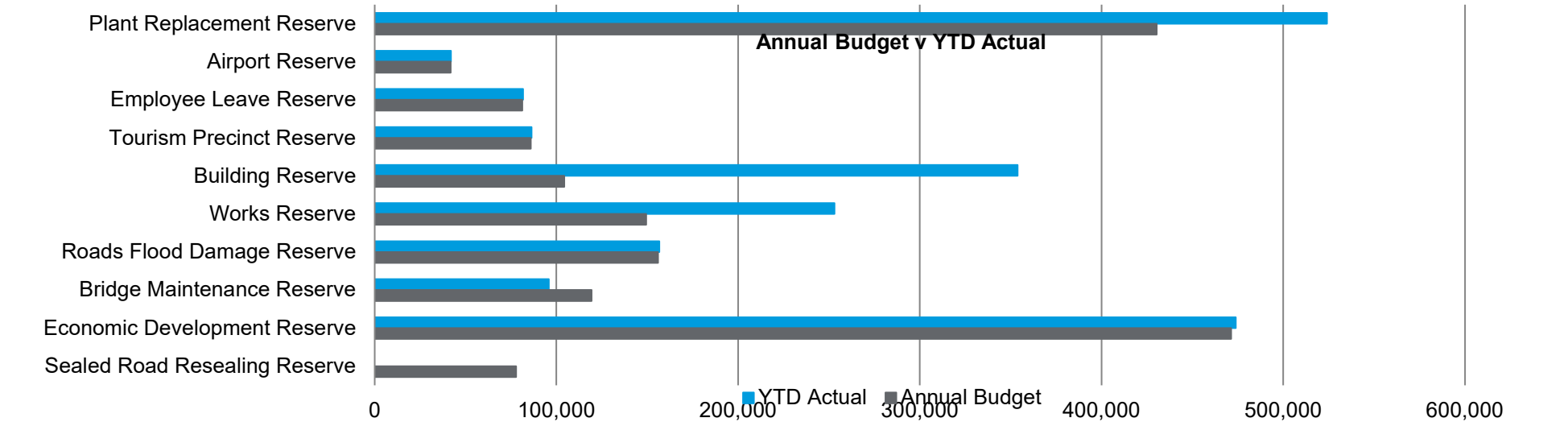
Comments / Notes

Amounts shown above include GST (where applicable)

SHIRE OF UPPER GASCOYNE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 31 May 2024

7. CASH BACKED RESERVES

Restricted by council:	Annual Budget				YTD Actual				
	Balance	Transfers	Interest	Transfer	Balance	Transfers	Interest	Transfer	Balance
	01 Jul 23	from	Received	to	30 Jun 24	from	Received	to	31 May 24
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserve Name									
Plant Replacement Reserve	512,506	(91,092)	8,872	-	430,287	-	11,557	-	524,063
Airport Reserve	41,134	-	712	-	41,846	-	928	-	42,062
Employee Leave Reserve	79,902	-	1,383	-	81,285	-	1,804	-	81,706
Tourism Precinct Reserve	84,461	-	1,462	-	85,923	-	1,909	-	86,370
Building Reserve	348,275	(250,000)	6,029	-	104,304	-	5,549	-	353,824
Works Reserve	245,149	(100,000)	4,244	-	149,392	-	7,826	-	252,975
Roads Flood Damage Reserve	153,245	-	2,653	-	155,898	-	3,457	-	156,702
Bridge Maintenance Reserve	93,787	-	1,624	24,000	119,411	-	2,113	-	95,901
Economic Development Reserve	463,346	-	8,021	-	471,367	-	10,451	-	473,797
Sealed Road Resealing Reserve	-	-	-	77,807	77,807	-	-	-	-
Total Cash Backed Reserves	2,021,805	(441,092)	35,000	101,807	1,717,520	-	45,595	-	2,067,399



SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

8. DISPOSAL OF ASSETS

Annual Budget

	WDV	Proceeds	Profit	(Loss)
	\$	\$	\$	\$
Transport				
Plant and Equipment				
Loader P76	13,208	119,223	106,015	-
Ford Ranger Wildtrak P117	27,745	30,506	2,761	-
Roller P99*	-	784	784	-
Mazda Ute P83	10,000	10,775	775	-
Tractor (John Deere) 2305 & Attachment	1,000	4,095	3,095	-
Utility (Mazda) BT-50 2WD Traytop	7,000	-	(182)	(6,818)
Total Disposal of Assets	58,953	165,383	113,248	(6,818)
Total Profit or (Loss)				106,430

YTD Actual

	WDV	Proceeds	Profit	(Loss)
	\$	\$	\$	\$
Transport				
Plant and Equipment				
Roller P99	-	784	784	
Loader P76	13,208	119,223	106,015	
Tractor (John Deere) 2305 & Attachment	1,000	4,095	3,095	
Utility(Mazda) BT-50 2WD Traytop P44	7,000	-	(182)	(6,818)
Mazda Ute P83	10,000	10,775	775	
2021 Ford Ranger	27,745	30,506	2,761	
Total Disposal of Assets	58,953	165,383	113,248	(6,818)
Total Profit or (Loss)				106,430

Comments / Notes

* Disposal to be processed on Asset Register

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

9. CAPITAL ACQUISITIONS

(a) Land and Buildings

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Governance				
Office Refurbishment	100,000	100,000	15,644	84,356
Law, Order and Public Safety				
Fire Shed	111,500	111,500	108,100	3,400
Housing				
New Staff House	630,000	577,500	451,033	126,467
Internal Refurbishment of L99 Gregory Street	90,000	82,500	81,387	1,113
Retaining Wall & Flooring for Lot 19 Gregory Street	47,000	43,076	46,208	(3,132)
Septic System Upgrade at L40 Gregory Street	60,000	55,000	55,490	(490)
Septic System Upgrade at L21 Gregory Street	20,000	18,326	22,162	(3,836)
New Shed at Lot 50 Hatch Street	50,000	45,826	42,097	3,729
Land Purchase - Staff Housing	10,000	9,163	10,000	(837)
Lot 51 Hatch Street	250,000	240,000	162,391	77,609
Total Land and Buildings	1,368,500	1,282,891	994,512	288,379

(b) Plant and Equipment

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Transport				
New Loader 966	501,709	459,900	501,709	(41,809)
CEO Vehicle	79,607	72,973	79,606	(6,633)
WMGR Vehicle	70,196	64,346	70,196	(5,850)
TMS Vehicle	63,599	58,299	63,599	(5,300)
Works Caravan	70,000	64,167	52,749	11,418
Forklift	36,792	33,726	36,792	(3,066)
New Generator for Works Camp	11,045	10,125	11,045	(921)
Total Plant and Equipment	832,948	763,536	815,697	(3,987)

(c) Furniture and Equipment

	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$
Governance				
Furniture and Equipment	25,000	25,000	-	25,000
Economic Services				
Telescope	10,000	10,000	5,921	4,079
Total Furniture and Equipment	35,000	35,000	5,921	29,079

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

9. CAPITAL ACQUISITIONS (Continued)

(d) Infrastructure - Roads

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Transport				
Landor/Mount Augustus - Indigenous Access Road	340,000	311,663	146,376	165,287
Gascoyne River Bridge Project	(6,171)	(5,665)	(6,171)	506
Signage 23 / 24	60,000	54,978	-	54,978
RRG -Ullawarra Resheets	536,665	491,920	552,349	(60,429)
R2R - Pimbee Resheet	496,366	454,971	496,366	(41,395)
State Initiative Program - Landor Meekatharra	4,500,000	4,125,000	4,077,690	47,310
State Initiative Program - Carnarvon/Mullewa Upgrade	2,372,488	2,174,777	2,217,930	(43,153)
R2R - Bitumen Reseals	319,474	310,047	319,474	(9,427)
Bridges Renewal Program- Concrete Crossing: Dalget	1,818,327	1,666,775	1,767,690	(100,915)
RRG - Cobra/Dairy Creek Resheets	617,943	566,434	691,116	(124,682)
Water Bore - Congo Creek	21,000	21,000	-	21,000
Water Bore - Dairy Creek\Carnarvon-Mullewa Road	21,000	21,000	-	21,000
Total Infrastructure - Roads	11,097,091	10,192,900	10,262,819	(69,919)

(e) Other Infrastructure

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Law, Order and Public Safety				
New Water Tank	15,085	15,084	10,949	4,135
Community Amenities				
Rubbish Tip Infrastructure	75,000	68,750	-	68,750
Recreation and Culture				
In Town Water Supply	624,873	572,792	-	572,792
Two Rivers Memorial Park	12,250	12,250	12,250	-
Oval Refurbishment	30,000	27,500	23,993	3,507
Two Rivers Memorial Park - BBQ's	20,000	20,000	7,217	12,783
Two Rivers Memorial Park - Lighting For Ampitheatre	10,000	10,000	2,615	7,385
Two Rivers Memorial Park - Water Filling Point	3,000	3,000	1,782	1,218
Transport				
Depot Security Fencing Other Infrastructure	40,000	40,000	46,324	(6,324)
Internal Fence - Other Infrastructure	13,010	11,924	13,010	(1,086)
Economic Services				
EV Charging Station	22,753	20,856	16,004	4,852
Tourist Stop	35,000	35,000	28,126	6,874
Total Infrastructure - Other	900,971	837,156	162,269	674,887
Total Capital Expenditure	14,234,510	13,111,482	12,241,216	918,440

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

10. RATING INFORMATION

	Rateable Value \$	Valuation \$	Number of Properties #	Annual Budget Revenue \$	Rate Revenue \$	Interim Rates CY \$	Interim Rates PY \$	YTD Actual Revenue \$
General Rates								
GRV Town	120,705	0.105000	13	12,674	12,674	-	290	12,964
UV Rural	1,640,467	0.070000	26	147,642	148,092	-	-	148,092
UV Mining	4,390,372	0.298000	216	1,453,331	1,380,666	75,326	1,727	1,457,719
Total General Rates				1,613,647	1,541,432	75,326	2,017	1,618,775
Minimum Rates								
GRV Town	27,247	500	12	6,000	6,500	-	-	6,500
UV Rural	33,915	900	13	10,800	10,800	-	-	10,800
UV Mining	111,928	950	79	75,050	75,050	-	-	75,050
Total Minimum Rates				91,850	92,350	-	-	92,350
Total General and Minimum Rates				1,705,497	1,633,782	75,326	2,017	1,711,125
Other Rate Revenue								
Rates Write-off				(5,000)				(8)
Interim and Back Rates				11,000				-
Facilities Fees (Ex Gratia)				3,000				6,300
Instalment Charges				-				1,200
Total Rate Revenue				1,714,497				1,718,617

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

11. INFORMATION ON BORROWINGS

(a) Debenture Repayments

			Principal Repayments		Principal Outstanding		Finance Cost Repayments	
	01 Jul 23	New Loans	YTD Actual	Annual Budget	YTD Actual	Annual Budget	YTD Actual	Annual Budget
	\$	\$	\$	\$	\$	\$	\$	\$
Housing								
Loan 29 Staff Housing	172,828	-	(36,437)	(36,437)	136,391	136,391	(4,897)	(5,963)
Loan 30 Staff Housing	342,033	-	(44,013)	(44,013)	298,020	298,020	(3,600)	(3,600)
Loan 31 Staff Housing	-	600,000	(24,450)	(24,450)	575,550	575,550	(12,598)	(12,598)
Economic Services								
Loan 28 Tourism Precinct	343,566	-	(50,379)	(50,379)	293,187	293,187	(16,689)	(23,189)
Total Repayments	858,427	600,000	(155,279)	(155,279)	1,303,148	1,303,148	(37,784)	(45,350)

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

12. GRANTS, SUBSIDIES AND CONTRIBUTIONS

(a) Grants, Subsidies and Contributions

Program / Details	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
General Purpose Funding				
General Commission Grants	Government of WA	156,271	156,268	156,271
Law, Order and Public Safety				
Grant (DFES) Operating	DFES	22,133	20,284	21,774
Education and Welfare				
CRC Operating Grant	Dep. of Regional Dev.	99,000	90,750	48,000
CRC Misc Small Operating		5,000	5,000	-
Other Community Grants		2,500	2,500	2,500
Recreation & Culture				
Library Operating Grants		5,000	5,000	-
Museum Grant		15,000	13,750	-
Gym Equipment		-	-	-
Transport				
FAGS Roads	Government of WA	58,238	58,236	58,238
MRWA Direct Grant	MRWA	300,275	300,275	300,275
Economic Services				
Contributions for Projects		5,000	5,000	19,800
Town Planning Schemes and Strategies		-	-	2,836
Other Property and Services				
Diesel Fuel Rebate	ATO	50,000	45,826	54,992
Total Operating Grants, Subsidies and Contributions		718,417	702,889	664,686

(b) Capital Grants, Subsidies and Contributions

Program / Details	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
Governance				
LCRI Capital Grant Funds - Administration		-	-	-
Law, Order & Public Safety				
DFES Fire Control Grant		111,500	111,500	108,100
Recreation and Culture				
LRCI Capital Grant Fund - Other Recreation & Sports Projects		624,873	-	-
Transport				
HVSPP Funding		1,528,763	1,401,356	1,528,763
Roads to Recovery		725,252	664,807	725,252
Regional Road Group Funding		741,495	679,701	756,537
LCRI Grant Funds - Sealing Landor/Meekatharra		-	-	-
Indigenous Access Roads - Fund Income		340,000	340,000	146,376
State Initiative Program (Road Projects)		6,822,488	6,253,940	6,406,297
Footpath Construction		-	-	-
Economic Services				
Charge Up Grant		11,817	10,824	8,064
Total Non-Operating Grants, Subsidies and Contributions		10,906,188	9,462,128	9,679,389
Total Grants, Subsidies and Contributions		11,624,605	10,165,017	10,344,075

(c) Flood Damage Reimbursements

Transport				
Grants DRFAWA - AGRN 974		11,032,534	10,113,147	403,654
Grants DRFAWA - AGRN 1062		-	-	72,850
Grants DRFAWA - AGRN 1021		-	-	1,790,630
Total Flood Damage Reimbursements		11,032,534	10,113,147	2,267,133

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

9 BUDGET AMENDMENTS

GL Code/IE	Description	Council Resolution	Non Cash Adjustment \$	Increase in Cash \$	Decrease in Cash \$	Running Balance \$
	Opening Surplus	Budget Review			(18,059)	(18,059)
	Lot 51 Hatch Street	06112023			(250,000)	(268,059)
	Transfer from Building Reserve	06112023		250,000		(18,059)
31103	Rates: UV Rural	Rating Income		1,492	-	(16,567)
31105	Rates: UV Mining	Rating Income		72,334	-	55,767
31112	Rates: Back Rates	Rating Income		1,017	-	56,784
31151	Rates: GRV General Minimum	Rating Income		500	-	57,284
31153	Rates: UV Rural Minimum	Rating Income		-	(1,043)	56,241
31201	Rates: GRV General Interim	Rating Income		500	-	56,741
31205	Rates: UV Mining Interim	Rating Income		70,000	-	126,741
31253	Rates: Instalment Admin Charges	Rating Income		200	-	126,941
31254	Rates: Instalment Interest	Interest Received		4,320	-	131,261
31255	Rates: Penalty Interest	Interest Received		9,500	-	140,761
32103	Valuation Costs	Contractors		-	(3,000)	137,761
32105	Interest on Overdraft	Interest & Loan Costs		82,000	-	219,761
33003	Interest on Investments	Interest Received		104,000	-	323,761
33004	Interest on Reserve Accounts	Interest Received		32,000	-	355,761
41001	Travel Allowance: Council Members	Contractors		21,000	-	376,761
41003	Election Costs	Contractors		3,200	-	379,961
41004	Allowances: President & Council	Contractors		-	(45,500)	334,461
41006	Website Costs	Materials		-	(10,000)	324,461
41006	Website Costs	Contractors		10,000	-	334,461
41008	Insurances: Council Members	Insurance		428	-	334,889
41011	Sundry Costs: Council Members	Materials		500	-	335,389
41011	Sundry Costs: Council Members	Contractors		2,500	-	337,889
41015	IT Allowance Council Members	Contractors		24,500	-	362,389
41052	Insurances: Admin	Insurance		2,363	-	364,752
41054	Office Operating Costs: Admin Building	Materials		4,174	-	368,925
41054	Office Operating Costs: Admin Building	Contractors		-	(36,174)	332,751
41057	Travel/Training/Medicals: Admin	Contractors		-	(1,000)	331,751
41062	Staff Refreshments	Materials		2,000	-	333,751
41067	Consultants: Admin	Contractors		16,022	-	349,773
41068	Public Relations Expenditure - Admin	Contractors		-	(4,000)	345,773
41070	Insurance Claim Expenses - February 2023 Storm Even!	Contractors		-	(49,898)	295,876
41072	Staff Retention and Attraction Expenditure (As per Policy)	Contractors		-	(5,000)	290,876
41080	Other minor admin expenses	Contractors		5,000	-	295,876
41098	Sundry Income: Admin	Other Income		-	(6,000)	289,876
41800	Governance Furniture & Equipment	Materials		-	(15,000)	274,876
CB5070	Council Offices Refurbishment	Contractors		-	(20,000)	254,876
41105	LRCI Capital Grant Funds - Administration	Grants & Subsidies - Non-Operating		-	(37,148)	217,728
51002	Insurances: Fire Control	Insurance		3,260	-	220,988
51009	Other Fire Control Expenses (DFES Grant)	Materials		-	(12,133)	208,855
51009	Other Fire Control Expenses (DFES Grant)	Contractors		16,048	-	224,903
51009	Other Fire Control Expenses (DFES Grant)	Insurance		-	(3,915)	220,988
55101	Buildings - Fire Control	Contractors		-	(41,500)	179,488
51031	Grant: (DFES) Fire Control	Grants & Subsidies - Non-Operating		41,500	-	220,988
51011	ES Levy Collections	Fees & Charges		793	-	221,781

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

9 BUDGET AMENDMENTS

GL Code/IE	Description	Council Resolution	Non Cash Adjustment \$	Increase in Cash \$	Decrease in Cash \$	Running Balance \$
51012	ES Levy Collection Commission	Other Income	-	-	(475)	221,306
84115	CRC Building Operating Costs - EXCLUDING UTILITIES	Materials	-	-	(2,000)	219,306
84115	CRC Building Operating Costs - EXCLUDING UTILITIES	Contractors	-	2,000	-	221,306
84126	Community Event Expenses CRC	Materials	-	1,000	-	222,306
84126	Community Event Expenses CRC	Contractors	-	-	(20,500)	201,806
84144	Christmas Function Expenses GEN	Contractors	-	4,633	-	206,439
84132	Trainee Grant: CRC	Other Income	-	-	(30,000)	176,439
84136	Income from Events Held	Other Income	-	18,610	-	195,049
84257	Other Community Grants - Income	Grants & Subsidies - Operating	-	1,500	-	196,549
91130	Lot 17 Gregory Street Insurance & Utilities Expenses	Utilities	-	6,290	-	202,839
91130	Lot 17 Gregory Street Insurance & Utilities Expenses	Utilities	-	7,107	-	209,946
91130	Lot 17 Gregory Street Insurance & Utilities Expenses	Utilities	-	3,685	-	213,631
91130	Lot 17 Gregory Street Insurance & Utilities Expenses	Insurance	-	2,981	-	216,613
91140	Lot 19 Gregory Street Insurance & Utilities Expenses	Utilities	-	15,525	-	232,137
91140	Lot 19 Gregory Street Insurance & Utilities Expenses	Utilities	-	7,802	-	239,940
91140	Lot 19 Gregory Street Insurance & Utilities Expenses	Utilities	-	3,230	-	243,169
91140	Lot 19 Gregory Street Insurance & Utilities Expenses	Insurance	-	3,076	-	246,245
91150	Lot 21 Gregory Street Insurance & Utilities Expenses	Utilities	-	2,180	-	248,425
91150	Lot 21 Gregory Street Insurance & Utilities Expenses	Utilities	-	3,780	-	252,205
91150	Lot 21 Gregory Street Insurance & Utilities Expenses	Utilities	-	423	-	252,628
91150	Lot 21 Gregory Street Insurance & Utilities Expenses	Insurance	-	1,704	-	254,331
91160	Lot 39 Gregory Street Insurance & Utilities Expenses	Utilities	-	3,712	-	258,043
91160	Lot 39 Gregory Street Insurance & Utilities Expenses	Utilities	-	1,774	-	259,818
91160	Lot 39 Gregory Street Insurance & Utilities Expenses	Insurance	-	1,704	-	261,521
91170	Lot 40 Gregory Street Insurance & Utilities Expenses	Utilities	-	2,569	-	264,091
91170	Lot 40 Gregory Street Insurance & Utilities Expenses	Utilities	-	4,070	-	268,161
91170	Lot 40 Gregory Street Insurance & Utilities Expenses	Insurance	-	1,704	-	269,865
91180	Lot 6 Scott Street Insurance & Utilities Expenses	Utilities	-	168	-	270,033
91180	Lot 6 Scott Street Insurance & Utilities Expenses	Insurance	-	3,502	-	273,535
91190	Lot 45 Gregory Street Insurance & Utilities Expenses	Utilities	-	1,408	-	274,943
91190	Lot 45 Gregory Street Insurance & Utilities Expenses	Utilities	-	2,374	-	277,317
91190	Lot 45 Gregory Street Insurance & Utilities Expenses	Utilities	-	423	-	277,740
91190	Lot 45 Gregory Street Insurance & Utilities Expenses	Insurance	-	1,704	-	279,444
91210	Lot 52 Hatch Street Insurance & Utilities Expenses	Utilities	-	889	-	280,333
91210	Lot 52 Hatch Street Insurance & Utilities Expenses	Utilities	-	1,865	-	282,197
91210	Lot 52 Hatch Street Insurance & Utilities Expenses	Insurance	-	1,372	-	283,570
91220	Lot 50 Hatch Street Insurance & Utilities Expenses	Utilities	-	330	-	283,900
91220	Lot 50 Hatch Street Insurance & Utilities Expenses	Utilities	-	2,131	-	286,032
91220	Lot 50 Hatch Street Insurance & Utilities Expenses	Insurance	-	923	-	286,954
92033	Interest on Loan #30	Interest & Loan Costs	-	12,598	-	299,552
92034	Interest on Loan #31	Interest & Loan Costs	-	-	(12,598)	286,954
92120	Lot 48 Hatch Street Duplex Insurance & Utilities Expenses	Utilities	-	1,526	-	288,481
92120	Lot 48 Hatch Street Duplex Insurance & Utilities Expenses	Utilities	-	3,557	-	292,038
92120	Lot 48 Hatch Street Duplex Insurance & Utilities Expenses	Utilities	-	423	-	292,461
92120	Lot 48 Hatch Street Duplex Insurance & Utilities Expenses	Insurance	-	923	-	293,383
92130	Lot 49 Hatch Street Insurance & Utilities Expenses	Utilities	-	330	-	293,714
92130	Lot 49 Hatch Street Insurance & Utilities Expenses	Utilities	-	2,131	-	295,845
92130	Lot 49 Hatch Street Insurance & Utilities Expenses	Insurance	-	923	-	296,768

SHIRE OF UPPER GASCOYNE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 May 2024

9 BUDGET AMENDMENTS

GL Code/IE	Description	Council Resolution	Non Cash Adjustment \$	Increase in Cash \$	Decrease in Cash \$	Running Balance \$
92150	Lot 23 Gregory Street Insurance & Utilities Expenses	Utilities		821	-	297,589
92150	Lot 23 Gregory Street Insurance & Utilities Expenses	Utilities		1,808	-	299,397
92150	Lot 23 Gregory Street Insurance & Utilities Expenses	Utilities		3,466	-	302,863
92150	Lot 23 Gregory Street Insurance & Utilities Expenses	Insurance		1,372	-	304,236
SH01GL	Lot 6, Scott Street - Old Micks House	Utilities	-		(303)	303,933
SH01GL	Lot 6, Scott Street - Old Micks House	Utilities	-		(168)	303,765
SH01GL	Lot 6, Scott Street - Old Micks House	Insurance	-		(3,502)	300,263
SH02GL	Lot 17/18, 31 Gregory Street - CEO's House	Utilities	-		(6,290)	293,973
SH02GL	Lot 17/18, 31 Gregory Street - CEO's House	Utilities	-		(7,107)	286,866
SH02GL	Lot 17/18, 31 Gregory Street - CEO's House	Utilities	-		(3,685)	283,181
SH02GL	Lot 17/18, 31 Gregory Street - CEO's House	Insurance	-		(2,982)	280,199
SH03GL	Lot 19, 27 Gregory Street - Works Manager House	Utilities	-		(15,525)	264,674
SH03GL	Lot 19, 27 Gregory Street - Works Manager House	Utilities	-		(7,802)	256,872
SH03GL	Lot 19, 27 Gregory Street - Works Manager House	Utilities	-		(3,230)	253,642
SH03GL	Lot 19, 27 Gregory Street - Works Manager House	Insurance	-		(3,076)	250,566
SH04GL	Lot 21, 23 Gregory Street - Town Supervisor/Senior Corporate Off	Utilities	-		(2,180)	248,386
SH04GL	Lot 21, 23 Gregory Street - Town Supervisor/Senior Corporate Off	Utilities	-		(3,780)	244,606
SH04GL	Lot 21, 23 Gregory Street - Town Supervisor/Senior Corporate Off	Utilities	-		(423)	244,183
SH04GL	Lot 21, 23 Gregory Street - Town Supervisor/Senior Corporate Off	Insurance	-		(1,703)	242,480
SH05GL	Lot 23, 19 Gregory Street - Customer Service Officer - Finance	Utilities	-		(822)	241,658
SH05GL	Lot 23, 19 Gregory Street - Customer Service Officer - Finance	Utilities	-		(1,808)	239,850
SH05GL	Lot 23, 19 Gregory Street - Customer Service Officer - Finance	Utilities	-		(3,466)	236,384
SH05GL	Lot 23, 19 Gregory Street - Customer Service Officer - Finance	Insurance	-		(1,372)	235,012
SH06GL	Lot 45, 15 Gregory Street - Tourism and Community Development	Utilities	-		(1,408)	233,604
SH06GL	Lot 45, 15 Gregory Street - Tourism and Community Development	Utilities	-		(2,374)	231,230
SH06GL	Lot 45, 15 Gregory Street - Tourism and Community Development	Utilities	-		(423)	230,807
SH06GL	Lot 45, 15 Gregory Street - Tourism and Community Development	Insurance	-		(1,704)	229,103
SH07GL	Lot 40, 3 Gregory Street - Town Maintenance Officers x 2 House	Utilities	-		(2,569)	226,534
SH07GL	Lot 40, 3 Gregory Street - Town Maintenance Officers x 2 House	Utilities	-		(4,070)	222,464
SH07GL	Lot 40, 3 Gregory Street - Town Maintenance Officers x 2 House	Insurance	-		(1,704)	220,760
SH08GL	Lot 39, 1 Gregory Street - Plant Operator/Service Officer House	Utilities	-		(3,712)	217,048
SH08GL	Lot 39, 1 Gregory Street - Plant Operator/Service Officer House	Utilities	-		(1,774)	215,274
SH08GL	Lot 39, 1 Gregory Street - Plant Operator/Service Officer House	Insurance	-		(1,704)	213,570
SH09GL	Lot 48, 18 Hatch Street - Plant Operator/All Rounder and CRC Cu:	Utilities	-		(1,526)	212,044
SH09GL	Lot 48, 18 Hatch Street - Plant Operator/All Rounder and CRC Cu:	Utilities	-		(3,557)	208,487
SH09GL	Lot 48, 18 Hatch Street - Plant Operator/All Rounder and CRC Cu:	Utilities	-		(423)	208,064
SH09GL	Lot 48, 18 Hatch Street - Plant Operator/All Rounder and CRC Cu:	Insurance	-		(923)	207,141
SH10GL	Lot 49, 20 Hatch Street - Plant Operator/All Rounder Leading Han:	Utilities	-		(330)	206,811
SH10GL	Lot 49, 20 Hatch Street - Plant Operator/All Rounder Leading Han:	Utilities	-		(2,132)	204,679
SH10GL	Lot 49, 20 Hatch Street - Plant Operator/All Rounder Leading Han:	Insurance	-		(923)	203,756
SH11GL	Lot 52, 26 Hatch Street - Works Administration Officer House	Utilities	-		(889)	202,867
SH11GL	Lot 52, 26 Hatch Street - Works Administration Officer House	Utilities	-		(1,865)	201,002
SH11GL	Lot 52, 26 Hatch Street - Works Administration Officer House	Insurance	-		(1,372)	199,630
SH12GL	Lot 50, 22 Hatch Street - Manager Finance and Corporate Service	Utilities	-		(330)	199,300
SH12GL	Lot 50, 22 Hatch Street - Manager Finance and Corporate Service	Utilities	-		(2,131)	197,169
SH12GL	Lot 50, 22 Hatch Street - Manager Finance and Corporate Service	Utilities	-		(1,668)	195,501
SH12GL	Lot 50, 22 Hatch Street - Manager Finance and Corporate Service	Insurance	-		(924)	194,577
101106	Recycling Program	Contractors		30,000	-	224,577

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

9 BUDGET AMENDMENTS

GL Code/IE	Description	Council Resolution	Non Cash Adjustment \$	Increase in Cash \$	Decrease in Cash \$	Running Balance \$
101050	Public Toilet Operating Costs	Employee Costs		1,799	-	226,375
101050	Public Toilet Operating Costs	Employee Costs		2,589	-	228,964
101050	Public Toilet Operating Costs	Utilities		1,149	-	230,114
101050	Public Toilet Operating Costs	Insurance		71	-	230,185
111145	Pavilion Operating Costs	Insurance	-		(6,574)	223,611
111149	Pavilion - Minor Furniture Plant & Equipment less than \$1,000	Materials	-		(1,000)	222,611
111162	Parks, Gardens & Reserves Maintenance	Insurance		7,228	-	229,839
111180	Operating Grants Income: Gym Equipment	Grants & Subsidies - Operating	-		(5,000)	224,839
111186	Rec & Culture Capital Expenditure	Contractors		47,750	-	272,589
111188	Water Hole Access Ramp	Contractors		50,000	-	322,589
111401	Depreciation Expense: Museum GEN	Depreciation				322,589
12274	Cement Stabiliser (Materials only)	Materials		42,000	-	364,589
121061	Depot Operating Costs	Employee Costs		5,728	-	370,317
121061	Depot Operating Costs	Employee Costs		4,429	-	374,746
121061	Depot Operating Costs	Utilities	-		(448)	374,297
121061	Depot Operating Costs	Utilities	-		(2,867)	371,430
121061	Depot Operating Costs	Materials		4,907	-	376,337
121061	Depot Operating Costs	Contractors		6,314	-	382,652
121061	Depot Operating Costs	Insurance		704	-	383,356
121061	Depot Operating Costs	Less Allocated Function	-		(8,374)	374,982
121061	Depot Operating Costs	Less Allocated Function	-		(6,252)	368,730
121081	Workshop Equipment	Materials	-		(5,000)	363,730
121085	Killili Bridge Insurance	Insurance		3,948	-	367,678
12284	Road Construction	Employee Costs		1,225	-	361,903
12284	Road Construction	Employee Costs		1,752	-	363,655
12284	Road Construction	Materials		38,677	-	402,332
12284	Road Construction	Contractors	-		(46,524)	355,807
12284	Road Construction	Less Allocated Function		1,697	-	357,505
12284	Road Construction	Less Allocated Function		274	-	357,778
CN2080	Water Bore Capital Expenditure	Contractors	-		(42,000)	315,778
CN2148	Footpath Construction	Contractors		100,000	-	415,778
123016	LRCI Grant Funds - Road Construction Projects	Grants & Subsidies - Non-Operating	-		(312,000)	103,778
123019	Grant: Footpath Construction	Grants & Subsidies - Non-Operating	-		(50,000)	53,778
128020	Purchase Plant & Equipment	Materials		15,474	-	69,252
128033	Other Infrastructure	Contractors	-		(1,010)	68,242
126010	Airstrip Operating Costs	Insurance		903	-	69,145
130152	Tourism Signage Maintenance	Employee Costs		1,520	-	70,665
130152	Tourism Signage Maintenance	Employee Costs		2,174	-	72,839
130152	Tourism Signage Maintenance	Materials		71,000	-	143,839
130152	Tourism Signage Maintenance	Contractors	-		(80,642)	63,197
130152	Tourism Signage Maintenance	Less Allocated Function		500	-	63,697
130152	Tourism Signage Maintenance	Less Allocated Function		500	-	64,197
130156	Tourism Training/Travel/Conference Costs	Materials		500	-	64,697
130156	Tourism Training/Travel/Conference Costs	Contractors	-		(1,500)	63,197
130156	Tourism Training/Travel/Conference Costs	Other		1,000	-	64,197
130110	Contributions received for projects	Grants & Subsidies - Operating	-		(15,000)	49,197
133182	Old Police Station (Lease) Expenses	Insurance	-		(1,787)	47,410
134220	Tourism Precinct Insurance Expense	Insurance		3,074	-	50,484

SHIRE OF UPPER GASCOYNE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 May 2024

9 BUDGET AMENDMENTS

GL Code/IE	Description		Council Resolution	Non Cash Adjustment \$	Increase in Cash \$	Decrease in Cash \$	Running Balance \$
141025	Insurances: Works Staff	Insurance			-	(35,680)	14,804
124015	Insurances: Plant Operation	Insurance			-	(14,804)	-
232601	Plant Replacement Reserve	Summary Code 00			-	(7,787)	(14,574)
232604	Airport Reserve	Summary Code 00			-	(657)	(15,700)
232606	Employee Leave Reserve	Summary Code 00			-	(1,252)	(17,868)
232607	Tourism Precinct Reserve	Summary Code 00			-	(1,338)	(20,180)
232608	Building Reserve	Summary Code 00			-	(5,702)	(26,907)
232602	Works Reserve	Summary Code 00			100,000	(4,073)	63,294
232605	Roads Flood Damage Reserve	Summary Code 00			-	(2,448)	59,095
232609	Bridge Maintenance	Summary Code 00				(1,533)	80,497
232603	Economic Development	Summary Code 00			-	(7,210)	68,000
tba	Sealed Road Resealing Reserve	Summary Code 00			-	(27,807)	40,193
tba	Reserve Total Cash	Summary Code 00			59,807	(100,000)	-

APPENDIX 3

(Review of Regulation 17 – Local Government (Audit) Regulations)

2023 Regulation 17 Review

Shire of Upper Gascoyne

For the period ended
31 December 2023

29 April 2024

Mr John McCleary
Chief Executive Officer
Shire of Upper Gascoyne
4 Scott Street
GASCOYNE JUNCTION WA 6705

Dear John

2023 REGULATION 17 REVIEW

We are pleased to present the findings and recommendations resulting from our Shire of Upper Gascoyne (the "Shire") *Local Government (Audit) Regulations 1996*, 2023 Regulation 17 Review.

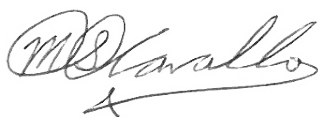
This report relates only to procedures and items specified within the 2023 Regulation 17 Review Request for Quotation proposal and does not extend to any financial report of the Shire.

We recommend this report be read in conjunction with the 2023 Financial Management Systems Review Report prepared by AMD in April 2024.

We would like to thank John, Andrea and the finance department for their co-operation and assistance whilst conducting our review.

Should there be matters outlined in our report requiring clarification or any other matters relating to our review, please do not hesitate to contact me.

Yours sincerely
AMD Chartered Accountants



MARIA CAVALLO FCA
Director

Table of Contents

1. Executive Summary	5
1.1. Background and Objectives.....	5
1.2. Summary of Findings.....	5
2. Risk Management	8
2.1. Scope and approach.....	8
2.2. Detailed findings and recommendations	9
2.2.1. Business Continuity	9
2.2.2. Occupational Health and Safety	10
2.2.3. Risk Management Policies and Procedures.....	11
2.2.4. Insurance Framework	12
2.2.5. Tender / Contracts Management	13
2.2.6. Lease Management	14
2.2.7. Audit Committee Charter and Meetings.....	15
2.2.8. Councillor Inductions.....	16
3. Internal controls	17
3.1. Scope and approach.....	17
3.2. Detailed findings and recommendations	18
3.2.1. Procurement and Contract Management.....	18
3.2.2. IT Strategic Plan	19
4. Legislative compliance	20
4.1. Scope and approach.....	20
4.2. Detailed findings and recommendations	20
4.2.1. Code of Conduct	20
4.2.2. Tender Register	22
5. Guidance on Risk Assessment	23

Inherent limitations

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that have been subject to review, has not been reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure. This review is not designed to detect all weaknesses in control procedures as it is not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by, and the information and documentation provided by, the Shire of Upper Gascoyne management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted with the report. We are under no obligation in any circumstance to update this report, in either oral or written form, for events occurring after the report has been issued in final form unless specifically agreed with the Shire of Upper Gascoyne. The review findings expressed in this report have been formed on the above basis.

Third party reliance

This report was prepared solely for the purpose set out in this report and for the internal use of the management of the Shire of Upper Gascoyne. This report is solely for the purpose set out in the 'Scope and Approach' of this report and for Shire of Upper Gascoyne's information, and is not to be used for any other purpose or distributed to any other party without AMD's prior written consent. This review report has been prepared at the request of the Shire of Upper Gascoyne's Chief Executive Officer or its delegate in connection with our engagement to perform the review as detailed in the 2023 Regulation 17 Review Services Request for Quotation. Other than our responsibility to the Council and management of the Shire of Upper Gascoyne, neither AMD nor any member or employee of AMD undertakes responsibility arising in any way from reliance placed by a third party, including but not limited to the Shire of Upper Gascoyne external auditor, on this review report. Any reliance placed is that party's sole responsibility.

1. Executive Summary

1.1. Background and Objectives

To undertake a review of the appropriateness and effectiveness of risk management, internal controls and legislative compliance of the Shire in accordance with the *Local Government (Audit) Regulations 1996*, Regulation 17 for the period ended 31 December 2023 (the “Review”).

Our findings included within this report are based on the site work completed by us from the 22 to 25 January 2024. Findings are based on information provided and available to us during and subsequent to this site visit.

1.2. Summary of Findings

The procedures performed and our findings on each of the focus areas are detailed in the following sections of the report:

- Section 2 – Risk management;
- Section 3 – Internal controls; and
- Section 4 – Legislative compliance.

Following the completion of our review and subject to the recommendations outlined within sections 2 to 4, we are pleased to report that in context of the Shire’s overall internal control environment, policies, procedures and processes in place are appropriate, and have been operating effectively at the time of the review.

Findings reported by us are on an exceptions basis, and do not take into account the many focus areas tested during our review where policies, procedures and processes were deemed to be appropriate and in accordance with best practice.

The following tables provide a summary of the findings raised in this report:

	Extreme Risk	High Risk	Moderate Risk	Low Risk
Number of new issues reported	0	0	10	2

For details on the review rating criteria, please refer to Section 5.

Ref	Issue	Risk Rating
Risk management		
2.2.1	Business Continuity Potentially out of date Business Continuity Plan. Plan testing has not been undertaken	Moderate
2.2.2	Occupational Health and Safety No documented Occupational Health and Safety policies or procedures in place. Unable to determine whether psychosocial workplace hazards have been adequately addressed as required by the updated Work Health and Safety Act 2020.	Moderate
2.2.3	Risk Management Framework Further enhancements to the existing Risk Management Policy suggested.	Moderate
2.2.4	Insurance Framework No current insurance claims register is maintained nor is there a documented formal procedure in relation to the insurance claims process.	Moderate
2.2.5	Tender / Contracts Management Currently no post tender / contract review is undertaken by the Shire.	Moderate
2.2.6	Lease Management No lease register is maintained. Unable to determine if the Shire obtains current insurance certificate on an annual basis.	Moderate
2.2.7	Audit Committee Charter and Meetings No audit committee charter in place. Enhancements identified regarding Audit Committee meetings.	Moderate
2.2.8	Councillor Induction Councillor induction packs are not provided to new councillors upon election to the Shire Council.	Low
Internal controls		
3.2.1	Procurement and Contract Management Currently no formal contract management framework in place.	Moderate
3.2.2	IT Strategic Plan No IT Strategic Plan in place.	Moderate
Legislative compliance		
4.2.1	Code of Conduct No documented Code of Conduct in place for employees.	Moderate
4.2.2	Tender Register At the time of our onsite audit, the 2022/23 and 2023/24 tender register was not available on the Shire's website.	Low

1.3. Limitations

We draw your attention to the following limitations:

- We were not required to and did not undertake an audit in accordance with Australian Auditing Standards. Consequently, no assurance will be expressed.
- We have not verified the authenticity or validity of the documentation made available to us.
- We have included information that we obtained verbally in this document. We cannot verify that this information is credible or truthful.
- If additional or new documentation or information is brought to our attention subsequent to the date of this report, which would affect the observations detailed below, we reserve the right to amend our findings accordingly.

2. Risk Management

2.1. Scope and approach

In accordance with our quotation dated September 2023, our review examined the following areas:

- Whether the Local Government has an effective risk management system and that material operating risks to the Local Government are appropriately considered;
- Whether the Local Government has a current and effective Business Continuity Plan (including disaster recovery) which is tested from time to time;
- The internal processes for determining and managing material operating risks in accordance with the Local Government's identified tolerance for risk, particularly in the following areas:
 - Potential non-compliance with legislation, regulations and standards and local government's policies;
 - Important accounting judgements or estimates that prove to be wrong;
 - Litigation and claims;
 - Misconduct, fraud and theft; and
 - Significant business risks, recognising responsibility for general or specific risk areas, for example, environmental risk, occupational health and safety, and how they are managed by the local government;
- Whether regular risk reports presented to the Audit Committee/Council, which identify key risks, the status and the effectiveness of the risk management systems, to ensure that identified risks are monitored and new risks are identified, mitigated and reported;
- Adequacy of the Local Government processes to manage insurable risks and ensured the adequacy of insurance cover, and if applicable, the level of self-insurance;
- Effectiveness of the Local Government's internal control system with management and the internal and external auditors;
- Whether management has controls in place for unusual types of transactions and/or any potential transactions that might carry more than an acceptable degree of risk;
- The Local Government's procurement framework with a focus on the probity and transparency of policies and procedures/processes and whether these are being applied;
- Audit Committee meeting practices ensuring periodically meeting with key management, internal and external auditors, and compliance staff, to understand and discuss any changes in the local government's control environment; and
- Ascertained whether fraud and misconduct risks have been identified, analysed, evaluated, have an appropriate treatment plan which has been implemented communicated, monitored and there is regular reporting and ongoing management of fraud and misconduct risks.

2.2. Detailed findings and recommendations

2.2.1. Business Continuity

Finding Rating: Moderate

Our review of the current Business Continuity Plan indicated that this plan was last reviewed in 2019. Additionally, our enquiries identified that the Business Continuity Plan (including data recovery) has not been tested.

Implications/Risks

If the Shire's does not have a current Business Continuity Plan in place and if it is not tested on a regular basis, there is a risk of significant delays and business interruption in the event of unforeseen circumstances in respect to the Shire's business operations.

Recommendation

We recommend the Shire review and update the Business Continuity Plan as required ensuring the plan has been based on an updated evaluation of risks which may disrupt critical business functions. The evaluation should identify critical systems and processes, minimum resources and response times needed to assure/resume operations.

An incident response plan – containing the information needed to respond to an incident (e.g. emergency contact lists, responsibilities) and disaster recovery plan – detailing the steps to be taken to recover operations, should be developed based on the Business Continuity Plan.

The updated plan should be communicated to staff and tested on a periodic basis to ensure that staff are familiar with their responsibilities. This should also include testing of IT system backups.

Management Comment

The Business Continuity Plan will be updated. However our IT backup systems are tested and testing occurred recently to ensure that they are working as required. These tests are performed by PCS, our outsourced IT Provider, and in accordance with our Support Agreement, are scheduled bi-annually.

Responsible Officer: John McCleary /
Andrea Pears/
Jarrod Walker

Completion Date: 30 November 2024

2.2.2. Occupational Health and Safety

Finding Rating: Moderate

Discussions with management indicated there are limited Occupational Health and Safety policies and procedures currently in place. As a result, we are unable to determine whether psychosocial workplace hazards have been adequately addressed as required by the updated Work Health and Safety Act 2020.

Implications/Risks

The Shire may be exposing staff to safety risks, and staff may be unaware of their obligations.

Recommendation

We recommend an Occupational Health and Safety framework be developed, approved and implemented to ensure safety to staff, council members and the community, and to ensure staff are aware of their obligations. This framework should incorporate the Shire's policies and procedures with respect to addressing psychosocial workplace hazards are required by legislation.

Management Comment

This has been an ongoing issue for the Shire. It will be determined whether to outsource as it is a common issue for small remote Shires, that at current staffing levels we are time poor, and would not have the capacity for staff to concentrate their time on implementing and documenting this framework. Nonetheless our staff do work well and are aware of OHS issues but in order to provide proof the framework required needs to be formally addressed in writing readily available for staff.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

2.2.3. Risk Management Policies and Procedures

Finding Rating: Moderate

While completing a review of the Shire's internal risk management policies and procedures, we noted the following:

(A) Update or Further Enhancement Required

The following policies and/or procedures required further enhancements:

- Risk Management Policy – although this policy was most recently reviewed by the Shire in January 2020, the policy references the former guidance standard AS/NZS 31000:2009 as opposed to the current guidance standard, AS/ISO 31000:2018;
- We also noted there is an additional Risk Management Policy contained within the standalone Policy Manual which was reviewed in December 2022 and refers to the correct risk guidance standard;
- There is no risk matrix included within either Risk Management Policy noted above; and
- Policy 4.31B Fraud and Corruption Policy most recently reviewed in 2022 refers to the former guidance standard AS 8001:2008. The current standard is AS 8001:2021.

(B) No Policy or Procedure

The following Shire practices are not documented/addressed in policies or procedures:

- Litigation /Claims policy;
- Environmental Management policy;
- Waste Management policy;
- Disposal of fixed assets, in particular IT equipment;
- Performance appraisal policy and procedure;
- Engaging of Contractors procedure and induction;
- Safety procedures and Inductions for Contractors and outside workers; and
- Public Interest Disclosure Procedure.

Implications/Risks

Lack of policies and/or procedures evidencing specific risks to the Shire. In addition, out-dated policies and procedures may not reflect the actual practices followed by Shire representatives.

Recommendation

We recommend the following:

- The policies highlighted at (A) above be updated in accordance with our findings. In addition, we recommend the reviews outlined in the Risk Management Governance Framework document be undertaken; and
- Policies and procedures be developed and implemented for those identified areas of risk highlighted at (B) above.

Management Comment

Both recommendations will be created and/or amended as detailed above.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

2.2.4. Insurance Framework

Finding Rating: Moderate

We noted the Shire does not have an Insurance Claims Register to ensure insurance claims are lodged and followed up in a timely manner after an incident.

We also noted there is no formal procedure documenting the insurance claim process to be followed.

Implications/Risks

Risk of untimely recovery of costs associated with insurance related events and risk of non-recovery of workers compensation claims.

Recommendation

We recommend insurance claims be lodged on a timely basis after incidents occur (we suggest no longer than one month) and that all claims be recorded in an appropriate insurance claims register.

Furthermore, we recommend that a formal insurance claims procedure be documented, communicated to Shire staff and implemented.

Management Comment

We currently have an insurance register but it is not current. We will ensure that this is used as part of the process of incident reporting as whether a claim needs to be submitted and tracked to completion.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

2.2.5. Tender / Contracts Management

Finding Rating: Moderate

Through discussions with management, we noted there is currently no formal post-tender / contract performance evaluation process on completion of large or critical project / tenders.

Implications/Risks

Lack of formalised documentation evidencing tender / contract performance assessment.

Recommendation

WALGA best practice guidelines recommend formal performance management assessments be completed at the end of the tender period once goods or services have been tendered.

We recommend a contract performance evaluation procedure be documented, implemented through the communication to all staff and monitored on an ongoing basis to ensure compliance with stated procedures. We suggest it may be useful for the procedure to include a standard contract compliance checklist, in particular for the monitoring of ongoing service contracts.

Management Comment

We have contacted WALGA for a copy of their best practice guidelines so that we are armed with the information to improve our risk mitigation and implement and document these procedures.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

2.2.6. Lease Management

Finding Rating: Moderate

Our enquiries indicated a Lease Register is not currently maintained within the Shire. As a result, we were unable to determine if the Shire obtains current insurance certificate on an annual basis.

Implications/Risks

The Shire is potentially exposed to risks due to lessee non-compliance with lease agreement terms and conditions.

Recommendation

We recommend a formal procedure be implemented to monitor lessee compliance with the terms and conditions of Council leased properties which may include maintaining a lease register to include key lease terms and conditions (such as term, right to extend, rent), insurance details (including obtaining a current certificate of currency in a timely manner upon insurance expiry) and any other lessee reporting requirements. Subsequently a review of the updated lease register periodically would prompt requests to lessees with respect to their reporting requirements.

Management Comment

We have created a lease register which will be updated in accordance with lease agreements which will be reviewed periodically by the dedicated officer.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

2.2.7. Audit Committee Charter and Meetings

Finding Rating: Moderate

We noted the following with respect to the Audit Committee and Audit Committee meetings:

- There is currently no Audit Committee Charter documented;
- There is currently no standing agenda item relating to compliance issues, and there is no mechanism in place for the Shire to report to the Audit Committee in respect of Compliance Obligations or breaches of compliance obligations once identified. Exception to this include the annual CAR and the findings of the Annual Audit;
- There is currently no standing agenda item at all Audit Committee meetings whereby risk reports are to be presented; and
- There is currently no standing agenda items at all Audit Committee meetings in respect of the status of prior external audit, internal audit, performance audits or other review findings to be presented to the Audit Committee.

Implication / Risk

Risk that the audit committee's responsibilities are not clearly defined.

If there is no consideration or discussion relating to risk, compliance and audit finding status at audit committee meetings, there is a risk of the necessary governance and oversight responsibilities not being met.

Recommendation

We recommend an Audit Committee Charter be documented and implemented clearly defining the independence, accountability, role and responsibilities and reporting arrangements for the committee.

We also recommend consideration be given to the following standing agenda items be included for future Audit Committee meetings:

- Compliance - this report could outline upcoming compliance obligations, past compliance obligations met, and any issues that have arisen in relation to compliance obligations;
- Risk including a risk report be presented to the Audit Committee and Council; and
- Report of the status of prior audit and review findings.

Management Comment:

An Audit Committee Charter has been developed and will be tabled at the Ordinary Council Meeting for adoption. In future we will include a standing agenda item, as recommended above, to address Compliance Obligations, Risk Reporting and the status of prior audit and review findings.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

2.2.8. Councillor Inductions

Finding Rating: Low

While an informal Councillor induction is completed by the CEO for newly elected Councillors, we noted there is currently no formal Councillor Induction Pack provided to Councillors.

Implications/Risks

Risk relevant documentation and information is not provided to or communicated to the newly elected Councillors to enable them to fulfil their responsibilities.

Recommendation

We recommend a formal Councillor Induction Pack be developed and provided to all newly elected councillors. An effective Councillor Induction Pack can build early positive relationships and teamwork between Councillors and management, increase productivity and provide essential knowledge from the moment a Councillor is elected.

Management Comment

A Councillor Induction Pack has been commenced and when completed will be tabled at an Ordinary Council Meeting for adoption. Each councillor will receive a copy for their use and reference.

Responsible Officer: John McCleary

Completion Date: 30 June 2025

3. Internal controls

3.1. Scope and approach

In accordance with our quotation dated September 2023, our review examined the following areas:

- Segregation of roles and functions, processing and authorisation controls;
- Delegations of authority (completeness and adherence);
- Documented policies and procedures;
- The effectiveness of policy and process reviews;
- Approval of documents, letters and financial records;
- Management internal reviews undertaken in respect to comparison of internal data with external sources of information;
- The adequacy of internal controls;
- Security controls in respect to physical access to assets and records;
- Security controls in respect to computer applications and information systems (general and application IT controls);
- Access limits placed on data files and systems;
- Whether the maintenance and review of financial control accounts and trial balances is regular and appropriate;
- Key management internal reviews undertaken in respect to comparison and analysis of financial results with budgeted amounts;
- Key management internal reviews undertaken in respect to the arithmetical accuracy and content of records;
- Controls in respect to purchasing and payment of accounts;
- Effectiveness of the training and development plan for staff and elected members; and
- Reporting, review and approval of financial payment and reconciliations; and
- Physical cash and inventory count records when compared to accounting records.

3.2. Detailed findings and recommendations

3.2.1. Procurement and Contract Management

Finding Rating: Moderate

Our discussions with management identified there is no documented contract management framework in place which outlines the approach and procedures to be followed. In addition, there does not appear to be a contract compliance checklist that is used to manage contracts.

In addition, our discussions with management in respect of contracts identified the following:

- There is no official ongoing performance review or post contract review process in place. Although we acknowledge that all contracts appear current the expectation is that on a yearly basis the Shire would formally assess the performance of the contractor; and
- A register of current contracts is not maintained.

Implications/Risks

- Risk Shire representatives do not follow an appropriate and consistent process when procuring and managing contracts.
- Risk of non-compliance with Shire's Purchasing policy.
- Risk of the contractor's non-compliance with the Shire's policies, procedures including relevant ethical requirements, health and safety requirements.
- Lack of documentation evidencing contractor/supplier performance assessment.

Recommendation

We recommend:

- A contract management framework be designed and documented to ensure that contracts are uniformly managed appropriately and in accordance with the stated framework. This uniform approach will also include the mandatory requirement of all contractors completing some level of induction (the level of induction completed should be determined based on the risks associated with the service or goods provided), the completion of a sole source justification form (or the equivalent) documenting the justification of a sole source arrangement (in the event that one exists) and completion of a periodic performance review of the service/goods provided by the contractor/supplier;
- A compliance checklist be developed based on the contract management framework and utilised by Shire representative's to ensure compliance is met on all contracts; and
- Development of a contract register to include the responsible officer, key terms and conditions term of the agreement, commencement and expiration dates, right to extend, dollar value, variation dollar value, insurances required and the date of expiration. The responsible officer should be aware of the key terms and ensure the contract / agreement and insurances are up to date and that the terms and conditions are adhered to.

Management Comment

A contract and compliance checklist will be created and kept updated by a dedicated contracts officer. This will also incorporate review dates, OHS induction and compliance in accordance with our framework and evaluation of their services.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

3.2.2. IT Strategic Plan

Finding Rating: Moderate

Our inquiries indicate that the Shire does not have an IT Strategic Plan in place.

Implications/Risks

Risk the Shire may not adequately plan for future IT requirements.

Recommendation

We recommend the Shire develop an IT Strategic Plan which is subsequently adopted by Council. Once the plan has been adopted, we recommend it is endorsed and communicated to all staff, implemented and monitored on a regular basis.

Management Comment

An IT Strategic Plan has been commenced and when completed will be taken to Council's Ordinary Council Meeting for adoption after which it will be communicated to staff and reviewed and updated as appropriate. The information contained within the plan will assist in developing and maintaining the Shire's ICT budget and infrastructure.

Responsible Officer: John McCleary/
Andrea Pears/
Jarrod Walker

Completion Date: 30 June 2025

4. Legislative compliance

4.1. Scope and approach

In accordance with our quotation dated September 2023, our review examined the following areas:

- Internal monitoring of compliance with legislation and regulations;
- The Local Government's ability to stay informed regarding legislative changes;
- The Local Government's completion of the annual Compliance Audit Return and reporting the results of that review to the Audit Committee and Council;
- The monitoring of the Local Government's structured guidelines that detail the Local Government's processes for meeting statutory obligations (compliance frameworks);
- Communications between key management and the Audit Committee to ensure the Audit Committee is informed in respect to the effectiveness of the Local Government's compliance and recommendations for changes as required;
- The Local Government's procedures in respect to receiving, retaining and handling complaints, including confidential and anonymous employee complaints;
- Key managements internal review processes in respect to the identification of adverse trends and management plans to address these;
- Management disclosures in financial reports of the effect of significant compliance issues (if any);
- The internal and / or external audit contracts include an assessment of compliance and ethics risks in the development of the audit plan and in the conduct of audit projects, and report compliance and ethical issues to the Audit Committee; and
- The Audit Committee's processes and procedures in respect to compliance with legislative and regulatory compliance ensuring no misuse of position through adequate disclosure of conflicts of interest.

4.2. Detailed findings and recommendations

4.2.1. Code of Conduct

Finding Rating: Moderate

The Shire currently has a Code of Conduct in place for Elected Members, Committee Members and Candidates, however there is no current Code of Conduct in place specifically for employees as required by the *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021*.

Implications/Risks

Non-compliance with section 25 of the *Local Government Legislation Amendment Act 2019* (Amendment Act) which requires a CEO to prepare and implement a code of conduct for employees.

Non-compliance with the *Local Government Regulations Amendment (Employee Code of Conduct Regulations) 2021*.

Recommendation

The *Local Government Regulations Amendment (Employee Code of Conduct Regulations) 2021* provide that a local government's code of conduct for employees must contain requirements pertaining to:

- behaviour;

- disclosure of information;
- the use of information and resources;
- record keeping; and
- reporting and managing misconduct.

The CEO is required to prepare and implement a code of conduct to be observed by employees. The CEO may amend the code as required and must ensure that an up-to-date version of the code is published on the local government's official website.

As a result of the above legislative requirement, we recommend an Employee Code of Conduct be developed, implemented and communicated to all employees. We further recommend the Code of Conduct form part of the new employee induction process.

Management Comment

We do have an employee code of conduct but it requires updating. Once complete it will be taken to Council for adoption at the Ordinary Council Meeting. Once completed a copy will be provided to each employee.

Responsible Officer: John McCleary/
Andrea Pears

Completion Date: 30 June 2025

4.2.2. Tender Register

Finding Rating: Low

At the time of our onsite visit, the 2022/23 and 2023/24 tender registers were not available on the Shire's website as required by *Local Government (Administration) Regulations 1996*. We sighted a hard copy which was provided to us upon request.

We note this matter has been subsequently rectified.

Implications/Risks

Risk of non-compliance with the Local Government Regulations.

Recommendation

We recommend the Shire ensures the Tender Register is available on the Shire's website and is kept up-to-date.

Management Comment

The Shire will ensure Tenders Registers are available for viewing on the Shire's website.

Responsible Officer: John McCleary

Completion Date: 30 June 2025

5. Guidance on Risk Assessment

Risk is uncertainty about an outcome. It is the threat that an event, action or non-action could affect an organisation's ability to achieve its business objectives and execute its strategies successfully. Risk is an inherent component of all service activities and includes positive as well as negative impacts. As a result not pursuing an opportunity can also be risky. Risk types take many forms – business, economic, regulatory, investment, market, and social, just to name a few.

Risk management involves the identification, assessment, treatment and ongoing monitoring of the risks and controls impacting the organisation. The purpose of risk management is not to avoid or eliminate all risks. It is about making informed decisions regarding risks and having processes in place to effectively manage and respond to risks in pursuit of an organisation's objectives by maximising opportunities and minimising adverse effects.

Our risk guidelines are based on the Risk Management – Guidelines Standard AS / NZS ISO 31000-2018 and/or the Shire of Upper Gascoyne's Risk Management Framework.

Our guidance to risk classification in completing our review is as follows:

Measure of Likelihood of Risk

Likelihood is the chance that the event may occur given knowledge of the organisation and its environment. The following table provides broad descriptions to support the likelihood rating:

Measures of Likelihood			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

**Above Extracted from the Shire's Risk Management Framework.*

Measure of Consequence of Risk

Consequence is the severity of the impact that would result if the event were to occur. The following table provides broad descriptions to support the consequence rating:

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$500,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$500,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

*Above Extracted from the Shire's Risk Management Framework.

Risk Analysis Matrix – Level of Risk

Finding Rating for each audit issue was based on the following table:

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

*Above Extracted from the Shire's Risk Management Framework.

Finding / Risk Acceptance Rating

Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO
EXTREME	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

*Above Extracted from the Shire's Risk Management Framework.

APPENDIX 4

(Provision of Plant and Labour Hire for AGRN 1062)



SHIRE OF UPPER GASCOYNE

PROVISION OF PLANT AND LABOUR HIRE AGRN1062

TENDER ASSESSMENT REPORT

SUG RFT 08 23-24

GERALDTON

8/81 Forrest Street, PO Box 2840, Geraldton, WA 6531
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PERTH

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Revision Status						
Rev	Date	Purpose	Prepared	Reviewed	Approved	Details
A	08/06/24	Issued for review	JK			
B	09/06/24	Reissued for review	JK	JM		
C						

CONTENTS

1.0	BACKGROUND	4
2.0	INVITE TENDERS	4
3.0	TENDER VALUE	4
4.0	CONTRACT SPECIFICS	4
5.0	TENDER SUBMISSIONS	5
6.0	TENDER EVALUATION	5
6.1	Compliance Criteria	5
6.2	Tendered Plant	7
6.3	Tendered Prices	8
6.4	Assessment Criteria	8
7.0	LOCAL PREFERENCE POLICY	10
8.0	COMMENTARY	10
9.0	RECOMMENDATION	10
APPENDIX A - TENDER ASSESSMENT DETAILS		11
APPENDIX B - TENDER ASSESSMENT CRITERIA		12
APPENDIX C - DECLARATION OF CONFIDENTIALITY AND INTEREST		15

1.0 BACKGROUND

The Shire of Upper Gascoyne (Shire) seeks to engage a plant hire contractor to undertake road flood damage repairs within the Shire. The damage to the road assets was caused by a significant flooding event in March 2023. The event was declared a natural disaster event under the Disaster Recovery Funding Arrangements – WA (DRFAWA) and is known as AGRN1062.

The works comprise various road repair and reconstruction activities including removal of silt, reforming and resheeting unsealed roads, repairs to sealed road surfaces as well as repairs to floodways, culverts and other drainage and concrete structures.

The Shire has submitted a funding submission to DFES to repair the damage and the scope of this funding submission has been approved.

The work will be completed as one work package and all work is required to be completed by 30 June 2025.

2.0 INVITE TENDERS

Greenfield Technical Services (Greenfield), acting on instruction from the Shire prepared the Request for Tender (RFT) documents for **RFT 08 23-24 Provision of Plant and Labour Hire AGRN1062**.

The RFT was advertised in *The West Australian* newspaper on Saturday 18 May 2024. No tenderer addendums were issued.

The RFT specified that all tenders were to be submitted no later than 2.00 pm AWST Tuesday 4 June 2024 to the Shire's electronic Tenderlink portal.

3.0 TENDER VALUE

The value of the works is linked to the funding allocated under the Shire's AGRN1062 funding submission; the total estimated value is approx. \$2M. This amount includes the costs for the road reconstruction contractor, project management, site assurance and financial administration.

As such, the value of the contract to be awarded to the road construction contractor for the scope of work will be less than this amount. The contractual value is based on the estimated daily cost of the preferred tenderer multiplied by the estimated duration of the works.

For this RFT evaluation, it has been assumed that the work will take approx. 45 days to complete. This is subject to vary depending on the numerous factors outside the influence or control of Greenfield including contractor productivity, weather and the total value of the works to complete. Notwithstanding this, the contract will be managed such that the works are completed within the approved funded amount.

It is important to note that the final value of the contract may vary from the estimated contract value given in this report due to the nature of the contract (i.e. a schedule of rates) tender and the variability of the programmed work. However, the full value of the works will be managed per the DRFAWA and any other funding requirements.

4.0 CONTRACT SPECIFICS

The nominated contract structure is an hourly rate plant hire contract where the contractor is responsible for providing a fleet of non-provisional (compulsory) plant, machinery and equipment with skilled and competent operators. The contractor is paid based on the actual number of working and standby hours for each item of plant and equipment.

Additionally, for some works, it may be necessary to mobilise certain specialised items of plant and equipment (provisional items). The contractor will be paid for these items based on their submitted tendered rates.

The work involves repairs to specific segments of the following roads:

- Cobra Dairy Creek Rd
- Cobra Gifford Creek Rd
- Cobra Mt Augustus Rd
- Dalgety Downs Landor Rd
- Dooley Downs Rd
- Edmund Gifford Creek Rd
- Erong Rd
- Eudamullah Rd
- Landor Meekatharra Rd
- Landor Mount Clere Rd
- Lyndon Minnie Creek Rd
- Landor Mt Augustus Rd
- Meekatharra Mt Clere Rd
- Minnie Creek Rd
- Mt Augustus Rd
- Mt Augustus Woodlands Rd
- Pingandy Homestead Access Rd
- Pingandy Rd
- Potts Rd
- Ullawarra Rd
- Waldburg Rd
- Wanna Rd
- Weedarra Rd

5.0 TENDER SUBMISSIONS

One (1) tender submission was received as follows:

- THEM Earthmoving (***THEM***)

6.0 TENDER EVALUATION

The tender evaluation was conducted following the process outlined in the RFT document and involved various considerations as detailed in the following section.

Given that the Shire only received one tender, the assessment is limited to considering the information provided by the tenderer as well as any experience the Shire may have had on previous work with this contractor.

All estimated tender costs given in the following section exclude GST unless otherwise indicated.

6.1 COMPLIANCE CRITERIA

The tender was assessed based on the compliance criteria provided in the tender document as shown in the table below.

Criteria	THEM
Compliance with the Conditions of the RFT	Y
Complete Respondent's Offer	Y
Compliances with the specifications contained in this request	Y
Complete Pricing Schedule	Y
Risk Assessment	
Provide an outline of the organisation structure inclusive of any branches and number of personnel	Y
Attach current ASIC company extracts search including latest annual return.	Y
Provide the organisation's Directors/Company Owners and any other positions held with other organisations.	Y
Provide a summary of how many years your organisation has been in business.	Y
Are you acting as an agent for another party?	N
Are you acting as a trustee of a trust?	Y
Do you intend to subcontract any of the Requirements?	N
Financial Position	
Does the tenderer have the ability to pay all debts in full as and when they fall due?	Y
Does the tenderer have any current litigation, claim or judgment as a result of which you may be liable for \$50,000 or more?	N
Will the tenderer cooperate with an independent financial assessor during the conduct of financial assessments (if required)?	Y
Conflict of Interest	
Will any actual or potential conflict of interest in the performance of the Tenderer's obligations under the Contract exist if awarded the Contract, or are any such conflicts of interest likely to arise during the Contract?	N
Insurance	
Does the tenderer maintain the minimum insurance requirements of this	Y

request?	
Critical Assumptions	Y

Table 1: Summary of compliance criteria items

No concerns were identified based on the compliance criteria for this tenderer.

However, **THEM** did provide a list of critical assumptions some of which have the potential to impact the price:

1. Camp cost item: This price is set at \$200.00 per person per day. The price quoted here would cover one central camp location. A second camp location would require a set-up fee to be negotiated depending on location and size.
2. If it is more practical for a crew to be accommodated at a station stay for short periods or the crew is required to be split for some reason costs above \$200 a day will be an additional charge.
3. The pricing item for mobilisation/demobilisation is inclusive of mobilisation to the Shire of Upper Gascoyne and initial camp set-up. All additional camp moves thereafter will be charged at the hourly rate for plant, equipment and labour used in the move.
4. If our work in the region does come to an end at the end of this contract a demobilisation cost of \$30,000 will apply. If we are fortunate enough to continue working for the Shire of Upper Gascoyne on a new project this cost will be waived.

6.2 TENDERED PLANT

The works will require a combination of all requested non-provisional plant items as well as a selection of provisional items. The total estimated tender costs for each tender submission have been calculated based on an average daily plant usage and the average daily costs have then been extrapolated over the expected duration of the total works program. The actual daily cost of the work crew can be expected to vary based on the nature of the work being completed.

The calculated tender cost has been based on the following combination of plant, equipment and operators for the duration of the works.

Item	Quantity
Camp for 14 persons (10 operators, 1 supervisor, 1 mechanic, 1 camp attendant, 1 traffic management operator, 1 spare room)	1
Full-time Plant Hire Contractor Supervisor	1
Full-time Mechanic	1
Grader, 140H or similar	1
Front End Loader, 4.0 – 5.0m ³ bucket	0.5
Padfoot Vibratory Roller, min 16T deadweight	0.5
Smooth Drum Vibratory Roller, min 16T deadweight	2
Tractor and Grid Roller, 12 – 16T static weight	0.5

Multi-tyred Roller, min 16T deadweight	1
Water Cart, min. 25,000L	3
Roadtrain Side Tipper, 36m3	1
Dozer / 45T Excavator (both provisional, only one of these items is expected to be used at any one time)	0.5
Machinery Float including Prime Mover (no permanent operator)	1
Water Bore Equipment	2
Traffic Management Crew (full-time resource)	1

Table 2: Typical work crew composition

6.3 TENDERED PRICES

The pricing evaluation follows below.

The estimated total cost of the tender submission (ex-GST) is given below. Detailed pricing of the tender is given in Appendix A.

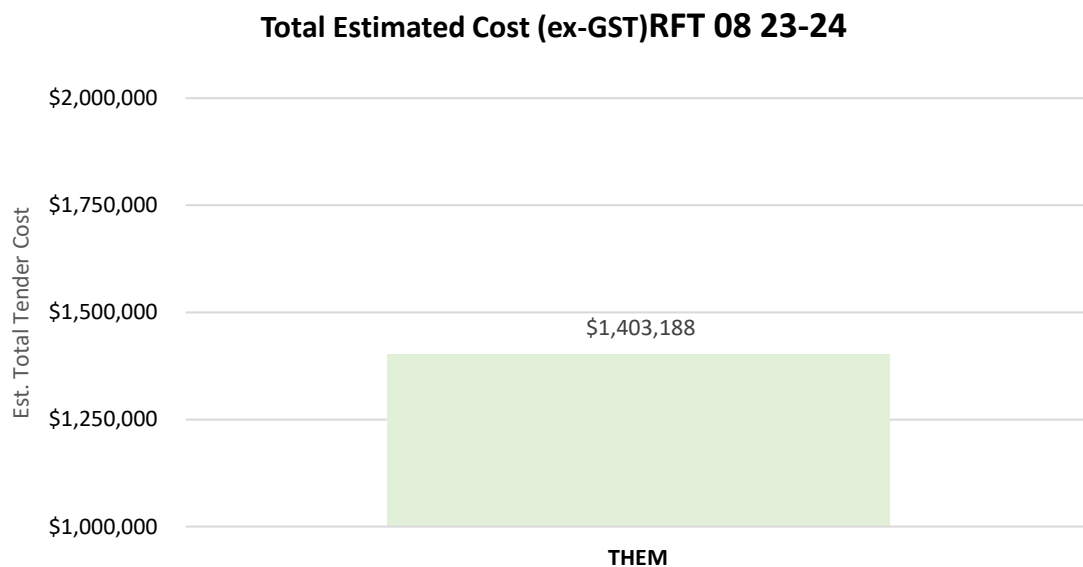


Figure 1: Total estimated tender cost

6.4 ASSESSMENT CRITERIA

The tender submission was also evaluated based on the tenderer's submitted responses to the tender evaluation criteria as described in the RFT documents (included for reference in Appendix B).

Details of the evaluation scoring are given in Appendix A and summarised below. Note, that since the price was a weighted component of the assessment criteria, the total score that the tenderer received includes both the quantitative component (i.e. price) and the qualitative components of the tender assessment.

Tender	THEM
Total Price Score (25%)	25
Price Rank	1
Quality and Completeness of Road Construction Plant/Equipment (15%)	14.5
Demonstrated Remote Area Construction Experience (10%)	10.0
Demonstrated Ability to Source Suitable Local Materials (10%)	6.5
Local Content of Plant Equipment and Resources (20%)	10.0
Capacity to Complete Contract Works (10%)	9.0
Provisions for Mechanical Support and Extra Machinery (10%)	9.5
Total Qualitative Score (75%)	59.5
Qualitative Rank	1
Total Tender Score	84.5

Table 3: Summary of total tender scores

The following section provides a summary of areas where the tenderer scored lower. The detailed tender evaluation can be found in Appendix A. In general, the tenderer scored well in most areas except:

- Only limited and basic details were provided on the tenderer's ability to identify, source and manage natural materials.
- The tenderer has only nominated 3 employees who are local to the area as their local content for the work. This represents approx. 15% of the total of the contractor's plant and resources which is short of the 20% that the Shire has indicated as a target in the tender document.

7.0 LOCAL PREFERENCE POLICY

THEM did not claim any eligibility for preference under the Shire's Local Preference Policy.

8.0 COMMENTARY

Unfortunately, the Shire received a low level of interest in the work. However, the tender that was submitted was prepared by a contractor who has worked on numerous similar jobs for the job and has a good history of providing a good level of service and completing work to a high standard.

THEM's tender response addressed the majority of the qualitative criteria and their pricing was relatively consistent with the schedule of rates they have submitted for other similar jobs with the Shire in recent years.

Greenfield has worked with **THEM** on numerous similar works in various locations.

9.0 RECOMMENDATION

Based on the tender evaluation scores and the accompanying commentary provided within this report, and that the Shire only received one tender submission, Greenfield recommends that the Council award **RFT 08 23-24** as follows:

- **THEM EARTHMOVING** for the estimated total cost of **\$1,500,000 + GST**

**Note, the recommended contract value provides some contingency in the event that the total cost approved by DFES varies slightly from the estimated cost developed for this tender evaluation.*

Notes:

1. The above recommendation represents Greenfield's assessment based on the quality and completeness of the information provided in each tender submission along with our experience working with some or all of the tenderers on other projects. It is provided in good faith and may form part of the information available to the Council in making their considerations, deliberations and decisions. Council will make their own decision based on various factors one of which may be this report.
2. As the contract is an hourly rate plant hire tender, the actual final cost of the works (contract) may vary from the estimated contract / tendered value given in this report depending on the number of days that the works take to complete. Any Council resolution should allow for this potential variance.
3. The actual final cost of the works (contract) may also vary from the estimated contract / tendered value according to the number of hours any provisional item is used to complete the contract works. Any Council resolution should allow for this potential variance.

Any enquiries regarding the tender process and/or this tender report should be addressed to Joshua Kirk via email (josh.kirk@greenfieldtech.com.au) or phone (0498 999 484).

APPENDIX A - TENDER ASSESSMENT DETAILS

Tender Number RFT 08 23-24			A	
Contractor			THEM	
DESCRIPTION	UNIT	QTY	RATE	AMOUNT
PRELIMINARIES Allow for all necessary preliminaries including, but not limited to;				
Mobilisation & demobilisation all plant and equipment to and from the Shire of Upper Gascoyne <i>(Mob/Demob Item 1)</i>	Item	1	\$ 30,000.00	\$ 30,000.00
Mobilisation & demobilisation of provisional plant items to / from Shire of Upper Gascoyne <i>(Mob/Demob Item 2)</i>	Per Machine	1	\$ 3,300.00	
Allow for all insurances required under the contract	Item	1	Included in plant rates	
Allow for full compliance with all state and federal regulations	Item	1	Included in plant rates	
Prepare Traffic Management Plan	Item	1	\$ 1,500.00	\$ 1,500.00
Percentage on-cost for materials ordered by the Contract Flood Damage Supervisor	%	-	15%	Rate only
SUB-TOTAL PRELIMINARIES			\$ 31,500.00	
SITE FACILITIES AND SUPPORTING ITEMS	UNIT	QTY	RATE	AMOUNT
Allow for all camp, meals and accommodation (including all associated amenities as described within the RFT)	Per Person Per Day	14	\$ 200.00	\$ 2,800.00
Site Supervisor (including vehicle and all other associated items as described within this RFT)	Per day		\$ 1,700.00	
Field Mechanic (including all supporting items as described within this RFT)	Per day		\$ 1,700.00	
SUB-TOTAL SITE FACILITIES AND SUPPORTING ITEMS (PER DAY)			\$ 6,200.00	
PLANT HIRE ITEMS	No. of machines required	Hours Per Day	Hourly rate per machine	Subtotal
GRADER, H-140 or similar with 14ft blade	1			
Rate per hour while in use		11	\$ 220.00	\$ 2,420.00
Standby rate per hour			\$ 70.00	\$ -
FRONT END LOADER 4.0 – 5.0m3 bucket	0.5			
Rate per hour while in use		11	\$ 190.00	\$ 1,045.00
Standby rate per hour			\$ 70.00	\$ -
PADFOOT VIBRATORY ROLLER min 16t deadweight	0.5			
Rate per hour while in use		11	\$ 160.00	\$ 880.00
Standby rate per hour			\$ 70.00	\$ -
SMOOTH DRUM VIBRATORY ROLLER min 16t deadweight	2			
Rate per hour while in use		11	\$ 150.00	\$ 3,300.00
Standby rate per hour			\$ 70.00	\$ -
TRACTOR & GRID ROLLER 12-16t static weight	0.5			
Rate per hour while in use		11	\$ 165.00	\$ 907.50
Standby rate per hour			\$ 70.00	\$ -
MULTI-TYRED ROLLER min 16t deadweight	1			
Rate per hour while in use		11	\$ 140.00	\$ 1,540.00
Standby rate per hour			\$ 70.00	\$ -
WATER CART min 25,000 Litres	3			
Rate per hour while in use		11	\$ 160.00	\$ 5,280.00
Standby rate per hour			\$ 70.00	\$ -

Tender Number RFT 08 23-24			A	
Contractor			THEM	
DOUBLE ROADTRAIN SIDE – TIPPER (36m3)	1			
Rate per hour while in use		11	\$ 195.00	\$ 2,145.00
Standby rate per hour			\$ 70.00	\$ -
MACHINERY FLOAT (including Prime Mover)	1			
Rate per hour while in use to mobe between each location within the road (Mob/Demob Item 3)		1	\$ 200.00	\$ 200.00
One-off cost in lieu of standby rate to maintain float on site at all times		1	\$ 10,000.00	
ALL EQUIPMENT FOR WATER SUPPLY AT BORE/TURKEYS NEST - including 3-phase submersible pump, standalone standpipe with 150mm transfer pump including all generators as required and or all allowances required for bottom loading of water carts within a max of 10 minutes.	2			
Rate per bore site incl mtce & fuelling (per day)		1	\$ 350.00	\$ 700.00
Standby rate per day (when not pumping) (per day)			\$ 175.00	\$ -
TRAFFIC MANAGEMENT – Daily rates for all personnel and equipment	1			
Roadwork being undertaken while road is CLOSED to public traffic (PER DAY)			\$ 1,500.00	\$ -
Roadwork being undertaken while road is OPEN to public traffic (PER DAY)		1	\$ 1,500.00	\$ 1,500.00
LABOUR RATE – applicable only when operator is engaged directly by the Shire to carry-out other activities.		2	\$ 70.00	\$ 140.00
DOZER, D8 or similar	0.5			
Rate per hour while in use		11	\$ 330.00	\$ 1,815.00
Standby rate per hour			\$ 70.00	\$ -
FRONT END LOADER 2.0 – 3.0m3 bucket	As required			
Rate per hour while in use			\$ 152.00	-
Standby rate per hour			\$ 70.00	-
SKID STEER LOADER with post hole auger and bucket attachment	As required			
Rate per hour while in use			\$ 135.00	-
Standby rate per hour			\$ 70.00	-
45 TONNE EXCAVATOR with GP and batter buckets, rock breaker and skeleton bucket, pick attachment etc	As required			
Rate per hour while in use			\$ 210.00	-
Standby rate per hour			\$ 70.00	-
35 TONNE EXCAVATOR with GP and batter buckets, rock breaker and skeleton bucket, pick attachment etc	As required			
Rate per hour while in use			\$ 185.00	-
Standby rate per hour			\$ 70.00	-
14 TONNE EXCAVATOR with GP, batter and skeleton buckets	As required			
Rate per hour while in use			\$ 150.00	-
Standby rate per hour			\$ 70.00	-
ROADTRAIN WATER CART min 50,000 litres	As required			
Rate per hour while in use			\$ 180.00	
Standby rate per hour			\$ 70.00	
ROADTRAIN SIDE TIPPER Triple (54m3)	As required			
Rate per hour while in use			\$ 210.00	-
Standby rate per hour			\$ 70.00	-

Tender Number RFT 08 23-24			A	
Contractor			THEM	
SEMI SIDE TIPPER (18m3)	As required			
Rate per hour while in use			\$ 160.00	-
Standby rate per hour			\$ 70.00	-
WATER STORAGE TANKS (min 70,000 litres including bore pump and transfer pumps)	As required			
Rate per day whilst in use			\$ 550.00	-
Standby rate per day			\$ 275.00	-
BORROW PIT SPRINKLER SYSTEM (including min 50,000 litre storage tank, pump and sprinklers)	As required			
Rate per day whilst in use			\$ 550.00	-
Standby rate per day			\$ 275.00	-
STABILISER / ,IXER (capable of min. depth of 300mm and min. width 2m)	As required			
Rate per day whilst in use			\$ 7,600.00	-
Standby rate per day			\$ 6,000.00	-
CEMENT SPREADER TRUCK (capable of spreading bulker bags of cement)	As required			
Rate per day whilst in use			\$ 3,300.00	-
Standby rate per day			\$ 2,900.00	-
TRANSFER PUMP (suitable for pumping surface water into water carts / tanks)	As required			
Rate per day whilst in use			\$ 275.00	-
Standby rate per day			\$ 137.50	-
GP CEMENT (1-ton bags in loads of 20 bags delivered to worksite)	As required			
Rate delivered to site (T)			\$ 715.00	-
WATER BORE PUMP TESTING SPREAD (including all pumps, generators and other equipment necessary to pump test and record flow rates, depths, quality and all other parameters of potential water bores)	As required			
Rate per bore whilst in use			\$ 275.00	-
Standby rate per day			\$ 137.50	-
PLANT HIRE ITEMS SUBTOTAL PER DAY			\$ 22,094.72	
Estimated number of working days			45	
SITE FACILITIES AND SUPPORTING ITEMS PER DAY			\$ 6,200.00	
PRELIMINARIES SUBTOTAL			\$ 34,800.00	
STABILISING COSTS			\$ 84,400.00	
Cement Costs			\$ 10,725.00	
ESTIMATED TENDER TOTAL			\$ 1,403,187.50	
QUANTITATIVE EVALUATION CRITERIA	%		E	
			THEM	
TENDER PRICE SCORE	25		25.0	
LOCAL PREFERENCE POLICY	CLAIMED (YES / NO)		NO	
	VALID (YES / NO / NA)		N/A	
	BASE DISCOUNT AMT		-	
	PLUS 1% OF EXCESS ABOVE \$250K		-	
	TOTAL DISCOUNT (MAX OF \$50K OR CAL. AMT)		\$ -	
	ADJUSTED PRICE		\$ 1,403,187.50	

RFT 08 23-24 QUALITATIVE EVALUATION

Tender Criteria	Weighting	THEM	
Quality and Completeness of Road Construction Plant/Equipment	15	14.5	
Identify the total number of each type of plant being nominated for this project for assessment against the nominated list and numbers within the Tender schedule.	9	9	All items requested in tender document have been nominated by the contractor.
Nominate the age or hours of each item of nominated plant/equipment or some indication of condition or reliability.	5	5	Condition / age of items provided confirming all items in good condition.
Identify any particular items of plant or attachments which are considered to have special or advantageous application to the works and locations identified within this tender.	1	0.5	No specific item considered to offer specific advantage. Ongoing preventative maintenance
Demonstrated Remote Area Construction Experience	10	10	
Provide details of the tenderer’s previous experience at completing similar works in similar remote areas.	6	6	Examples of more than 15 previous flood damage projects in rural and remote areas of the Mid-West, Pilbara, Gascoyne and Kimberley provided. Good level of information provided on the nature of the works completed by the tenderer.
Provide details of the tenderer’s previous experience in supplying, servicing and operating mobile camps.	4	4	Tenderer has listed 14 previous projects where they have supplied and operated mobile camps in similar remote areas. Experience of contractor in the Gascoyne with mobile camps has been positive
Demonstrated Ability to Source Suitable Local Materials	10	6.5	
Provide details of the number and type of material pits sourced on previous similar projects and how the tenderer contributed to sourcing these materials.	3	2.5	Tenderer has provided details of the number and types of pits sourced on previous similar projects in similar areas. Basic details provided on the tenderer's role in the sourcing of the materials.
Provide details of how the tenderer managed the sourced natural materials to achieve the project specifications.	4	2	Basic details provided on how the tenderer manages and works natural materials to achieve project specifications.
Provide details of how the tenderer identifies and sources suitable natural materials.	3	2	Basic details provided on the tenderer's methodology for sourcing natural materials. Previous projects confirms that they have had this experience on similar works.
Local Content of Plant Equipment and Resources	20	10	
Specifically, detail the items of plant, equipment and/or resources that meet the requirements of this request (min. 20%). Provide ownership details of all subcontractor companies including: - Ownership details of subcontractor company - Relationship between contractor and subcontractor - Physical location of subcontractor’s business office - Number of years subcontractor has been in operation. - Road building experience of the subcontractor	20	10	Tenderer has nominated 3 x local persons as operators to fulfil the requirements for local content. These three persons are currently THEM employees and have been for at least 1 year each. Of a total of 10 operators and 10 machines, this would provide the contractor approx 15% local content.

RFT 08 23-24 QUALITATIVE EVALUATION

Tender Criteria	Weighting	THEM	
Capacity to Complete Contract Works	10	9	
Provide details of previous similar works (including a reference sheet) including the scope of the works, dates undertaken, value of the works and evidence of having achieved outcomes.	3	3	Examples of 16 previous flood damage projects in rural and remote areas of the Mid-West, Pilbara, Gascoyne and Kimberley provided. Good level of information provided on the nature of the works completed by the tenderer.
Provide referees who can substantiate previous experience and demonstrated capability of the organisation.			Good level of detail provided on the outcomes achieved. Three referees nominated
Provide details of the experience of key staff including Supervisor and operators of the graders and dozer. This should at a minimum include a CV / work history including information on previous projects for all key personnel and the backup personnel for these positions	2	2	Work histories / CVs provided for all key personnel and backup personnel. All personnel appear to have good experience in similar works. Sufficient personnel nominated to complete two work packages independently and simultaneously.
Provide information about the capacity of the tenderer to provide back-up resources for key personnel should the need arise.	2	2	Backup resources nominated for supervisor, grader operators and field mechanic all with good experience in similar works.
Provide information demonstrating the capacity of organisation to resource the work in the context of the tenderer's current and potential future works.	2	1	Tenderer has five current project commitments all of which have potential to overlap the Shire's works. One of the current commitments is the flood damage works for the Shire of Upper Gascoyne would need to be completed prior to commencing the works in this RFT (circa Feb / Mar 2023)
Provide specific details of the relevant and similar experience of the nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records.	1	1	Nominated administration staff have a good level of experience in similar works.
Provisions for Mechanical Support and Extra Machinery	10	9.5	
Provide specific details of the tenderer's onsite mechanical workshop and service vehicles. This should include how tenderer's manage spare parts availability on site to ensure machinery downtime is minimised.	4	4	Tenderer has nominated a self-contained mobile workshop and associated supporting facilities including spare parts for the works all of which appear suitable for the works.
Provide specific details of tenderer's refuelling equipment and resources available for this project.	3	3	Tenderer has nominated suitable refuelling facilities for the works.
Provide specific details of what extra plant / equipment the tenderer has available to replace machinery in the event of long-term break downs.	3	2.5	Broad details provided on the tenderer's backup equipment available to support the works.
Total Qualitative Score (out of 75%)		59.5	

APPENDIX B - TENDER ASSESSMENT CRITERIA

A. Quality and Completeness of Road Construction Plant/Equipment. Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement.		Weighting < 15% > Tick if attached
	Identify the total number of each type of plant being nominated for this project for assessment against the nominated list and numbers within the Tender schedule. Complete the pro forma at Schedule 8 as part of providing this information.	☐
	Nominate the age or hours of each item of nominated plant/equipment or some indication of condition or reliability. Complete the pro forma at Schedule 8 as part of providing this information.	☐
	Identify any particular items of plant or attachments that are considered to have special or advantageous application to the works and locations identified within this tender. Complete the pro forma at Schedule 8 as part of providing this information.	☐
B. Demonstrated Remote Area Construction Experience Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement.		Weighting < 10% > Tick if attached
	Provide details of the tenderer's previous experience at completing similar works in similar remote areas. Complete the pro forma at Schedule 9 as part of providing this information.	☐
	Provide details of the tenderer's previous experience in supplying, servicing and operating mobile camps. Complete the pro forma at Schedule 9 as part of providing this information.	☐
C. Demonstrated local knowledge of sourcing appropriate materials Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement.		Weighting < 10% > Tick if attached
	Provide details of the number and type of material pits sourced on previous similar projects and how the tenderer contributed to sourcing these materials. Complete the pro forma at Schedule 11 as part of providing this information.	☐
	Provide details of how the tenderer managed the sourced natural	☐

	materials to achieve the project specifications. Complete the pro forma at Schedule 11 as part of providing this information.	
	- Provide details of how the tenderer identifies and sources suitable natural materials. Complete the pro forma at Schedule 11 as part of providing this information.	☐
D. Local Content of Plant/Equipment (inclusive of operators) and Resources Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement.		Weighting < 20% > Tick if attached
	- Specifically, detail the items of plant, equipment and/or resources that meet the requirements of this request (min. 20%) including all information specified in Schedule 15.	☐
	- Provide ownership details of all subcontractor companies including - Ownership details of subcontractor company - Relationship between contractor and subcontractor - Physical location of subcontractor's business office - Number of years the subcontractor has been in operation. - Road building experience of the subcontractor Complete the pro forma at Schedule 15 as part of providing this information.	☐
E. Capacity to Complete Contract Works Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement.		Weighting < 10% > Tick if attached
	- Provide details of previous similar works (including a reference sheet) including the scope of the works, dates undertaken, value of the works and evidence of having achieved outcomes. Complete the pro forma at Schedule 9 as part of providing this information.	☐
	- Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro forma at Schedule 6 as part of providing this information.	☐
	- Provide details of the experience of key staff including the Supervisor and operators of the graders and dozer. This should at a minimum include a CV/work history including information on previous projects for all key personnel and the backup personnel for these positions.	☐

	Complete the pro forma at Schedule 12 as part of providing this information.	
	- Provide information about the capacity of the tenderer to provide backup resources for key personnel should the need arise. Complete the pro forma at Schedule 12 as part of providing this information.	☐
	- Provide information demonstrating the capacity of the organisation to resource the work in the context of the tenderer's current and potential future works. Complete the pro forma at Schedule 10 as part of providing this information.	☐
	- Provide specific details of the relevant and similar experience of the nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records. Complete the pro forma at Schedule 12 as part of providing this information.	☐
F. Provisions for Mechanical Support Tenderers must provide the following information in the schedules listed as part of fulfilling this requirement.		Weighting < 10% > Tick if attached
	- Provide specific details of the tenderer's onsite mechanical workshop and service vehicles. This should include how the tenderer manages spare parts availability on site to ensure machinery downtime is minimised. Complete the pro forma at Schedule 13 as part of providing this information.	☐
	- Provide specific details of the tenderer's refuelling equipment and resources available for this project. Complete the pro forma at Schedule 13 as part of providing this information.	☐
	- Provide specific details of what extra plant/equipment the tenderer has available to replace machinery in the event of long-term breakdowns. Complete the pro forma at Schedule 13 as part of providing this information.	☐

APPENDIX C - DECLARATION OF CONFIDENTIALITY AND INTEREST

Request Number: RFT 08 23-24

Request Title: Provision of Plant and Labour Hire AGRN1021

Greenfield Technical Services hereby declares that:

- a) The Company nor any of its representatives involved in this request process have any pecuniary interest in any of the Tenderers that have submitted a bid for the above-named Tender, and should that situation change; Greenfield Technical Services shall inform the Shire immediately in writing.
- b) The Company nor any of its representatives involved in this request process have no conflict in this Tender evaluation. Should any of the Tenderers be personally known to any of the Company's representatives involved in the tender process, the Company shall declare such knowledge to the Shire prior to the evaluation process.
- c) The Company and its representatives involved in the request process agree to keep all information relating to the Tender evaluation process confidential. Under no circumstances will the details of other Tenders be discussed, disclosed or allowed to be discussed with other Tenderers.
- d) The Company and its representatives involved in the request process shall keep the results of the Tender evaluation process confidential. No indication of the likely recommendation will be discussed, disclosed or allowed to be disclosed without written approval from any party.

NAME: JOSHUA KIRK

POSITION: DIRECTOR

DATE: 9 JUNE 2024

SIGNED: 

APPENDIX 5

(Financial Management System Review)

2023 Financial Management System Review

Shire of Upper Gascoyne

For the period ended
31 December 2023

29 April 2024

Mr John McCleary
Chief Executive Officer
Shire of Upper Gascoyne
4 Scott Street
GASCOYNE JUNCTION WA 6705

Dear John

2023 FINANCIAL MANAGEMENT SYSTEMS REVIEW

We are pleased to present the findings and recommendations resulting from the Shire of Upper Gascoyne (the "Shire") *Local Government (Financial Management) Regulation 1996*, Financial Management System Review.

This report relates only to procedures and items specified within the Financial Management System Review Services Request for Quotation and does not extend to any financial report of the Shire.

We recommend this report be read in conjunction with the 2023 Audit Regulation 17 Review report prepared by AMD in April 2024.

We would like to thank John, Andrea and the finance department for their co-operation and assistance whilst conducting our review.

Should there be matters outlined in our report requiring clarification or any other matters relating to our review, please do not hesitate to contact me.

Yours sincerely
AMD Chartered Accountants



MARIA CAVALLO FCA
Director

Table of Contents

1. Executive Summary	5
1.1. Background and Objectives.....	5
1.2. Summary of Findings.....	5
1.3. Limitations.....	7
2. Collection of money	8
2.1. Scope and approach.....	8
2.2. Detailed findings and recommendations	8
3. Custody and security of money	9
3.1. Scope and approach.....	9
3.2. Detailed findings and recommendations	9
4. Maintenance and security of the financial records	10
4.1. Scope and approach.....	10
4.2. Detailed findings and recommendations	10
4.2.1. Key Register	10
4.2.2. Perfect Computer Solutions.....	11
4.2.3. Fixed Asset Physical Stocktake	12
<i>Finding Rating: Low</i>	12
5. Accounting for municipal or trust transactions	13
5.1. Scope and approach.....	13
5.2. Detailed findings and recommendations	13
5.2.1. Key Balance Sheet Reconciliations.....	13
5.2.2. Sundry Debtor Testing Exceptions	14
6. Authorisation for incurring liabilities and making payments	15
6.1. Scope and approach.....	15
6.2. Detailed findings and recommendations	15
6.2.1. Credit Card Exceptions.....	15
7. Maintenance of payroll, stock control and costing	16
7.1. Scope and approach.....	16
7.2. Detailed findings and recommendations	16
7.2.1. Depot Security	16
8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations ..	17
8.1. Scope and approach.....	17
8.2. Detailed findings and recommendations	17
9. Guidance on Risk Assessment	18

Inherent limitations

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that have been subject to review, has not been reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure. This review is not designed to detect all weaknesses in control procedures as it is not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by, and the information and documentation provided by, the Shire of Upper Gascoyne management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted with the report. We are under no obligation in any circumstance to update this report, in either oral or written form, for events occurring after the report has been issued in final form unless specifically agreed with the Shire of Upper Gascoyne. The review findings expressed in this report have been formed on the above basis.

Third party reliance

This report was prepared solely for the purpose set out in this report and for the internal use of the management of the Shire of Upper Gascoyne. This report is solely for the purpose set out in the 'Scope and Approach' of this report and for the Shire of Upper Gascoyne's information, and is not to be used for any other purpose or distributed to any other party without AMD's prior written consent. This review report has been prepared at the request of the Shire of Upper Gascoyne's Chief Executive Officer or its delegate in connection with our engagement to perform the review as detailed in the Financial Management System Review Services Request for Quotation. Other than our responsibility to the Council and management of the Shire of Upper Gascoyne, neither AMD nor any member or employee of AMD undertakes responsibility arising in any way from reliance placed by a third party, including but not limited to the Shire of Upper Gascoyne external auditor, on this review report. Any reliance placed is that party's sole responsibility.

1. Executive Summary

1.1. Background and Objectives

The primary objective of our Financial Management System Review (FMSR) was to assess the adequacy and effectiveness of systems and controls in place within the Shire focusing on accounts payable, accounts receivable, human resources and payroll procedures; in accordance with the Financial Management System Review Services Request for Quotation (the “Review”).

The responsibility of determining the adequacy of the procedures undertaken by us is that of the Chief Executive Officer (CEO). The procedures were performed solely to assist the CEO in satisfying his duty under Section 6.10 of the *Local Government Act 1995* and Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*.

Our findings included within this report are based on the site work completed by us from the 22 to 25 January 2024. Findings are based on information provided and available to us during and subsequent to this site visit.

1.2. Summary of Findings

The procedures performed and our findings on each of the focus areas are detailed in the following sections of the report:

- Section 2 – Collection of money;
- Section 3 - Custody and security of money;
- Section 4 - Maintenance and security of the financial records;
- Section 5 - Accounting for municipal or trust transactions;
- Section 6 - Authorisation for incurring liabilities and making payments;
- Section 7 - Maintenance of payroll, stock control and costing records; and
- Section 8 - Preparation of budgets, budget reviews, accounts and reports required by the *Local Government Act 1995* or the *Local Government (Financial Management) Regulations 1996*.

Following the completion of our review and subject to the recommendations outlined within sections 2 to 8, we are pleased to report that in context of the Shire’s overall internal control environment, policies, procedures and processes in place are appropriate, and have been operating effectively at the time of the review.

Findings reported by us are on an exceptions basis, and do not take into account the many focus areas tested during our review where policies, procedures and processes were deemed to be appropriate and in accordance with better practice.

The following tables provide a summary of the findings raised in this report:

	Extreme Risk	High Risk	Moderate Risk	Low Risk
Number of new issues reported	0	0	2	5

For details on the review rating criteria, please refer to Section 9.

Ref	Issue	Risk Rating
2.	Collection of money	
	We have no findings to raise in respect to the collection of money.	
3.	Custody and security of money	
	We have no findings to raise in respect to the custody and security of money	
4.	Maintenance and security of financial records	
	Key Register	
4.2.1	The key register is not complete and does not identity the number of and all keys allocated to employees.	Moderate
	Perfect Computer Solutions	
4.2.2	At the time of the review, there was no documented agreement in place with IT service provider, PCS.	Low
	Fixed Asset Physical Stocktake	
4.2.3	A review / stocktake of fixed assets has not been undertaken and is therefore required.	Low
5.	Accounting for municipal or trust transactions	
	Key Balance Sheet Reconciliations	
5.2.1	Month end checklists are not always signed as evidence of independent review.	Low
	Sundry Debtor Testing Exceptions	
5.2.2	No support was provided in respect of amounts charged on sundry debtor invoices.	Low
6.	Authorisation for incurring liabilities and making payments	
	Credit Card Exceptions	
6.2.1	Credit card policy may require updating. There is no signed credit card "Terms of Use Agreement" in place. The Shire credit card used by other Shire employees.	Moderate
7.	Maintenance of payroll, stock control and costing records	
	Depot Security	
7.2.1	Our enquiries and observations indicated that the gates to the Depot are opened in the morning and remain open all day.	Low
8.	Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations	
	We have no findings to raise in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations.	

1.3. Limitations

We draw your attention to the following limitations:

- We were not required to and did not undertake an audit in accordance with Australian Auditing Standards. Consequently, no assurance will be expressed.
- We have not verified the authenticity or validity of the documentation made available to us.
- We have included information that we obtained verbally in this document. We cannot verify that this information is credible or truthful.
- Details in respect of actual procedures followed for key business cycles (invoicing and receipting; purchasing and payments; and payroll) were not provided to us following our requests. As a result our testing was limited to information provided and is based on minimum requirements.
- If additional or new documentation or information is brought to our attention subsequent to the date of this report, which would affect the observations detailed below, we reserve the right to amend our findings accordingly.

2. Collection of money

2.1. Scope and approach

For the following locations operated by the Shire:

- Upper Gascoyne Administration Office;
- Community Resources Centre; and
- Upper Gascoyne Depot.

We completed the following:

- Documented internal controls, procedures and reconciliations in relation to all source of income;
- Counted petty cash and float on hand ensuring materially correct;
- Reviewed fees and charges schedule and ensure adequate internal controls in place over receipting;
- Tested collection, receipting, invoicing and posting procedures over cash receipts on a sample basis; and
- Reviewed credit control procedures in respect to sundry debtors and rate debtors.

2.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the collection of money are appropriate, in line with best practice and operating effectively for a Council of the Shire of Upper Gascoyne's size.

According, we have no recommendations to raise in respect to the collection of money.

3. Custody and security of money

3.1. Scope and approach

- Conducted site visits of cash collection points to review the controls and procedures over the collection, receipting, recording and banking of cash collected offsite; and
- Reviewed the security of cash and banking procedures to ensure appropriate controls and procedures are in place.

3.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the custody and security of money are appropriate, in line with best practice and operating effectively.

According, we have no recommendations to raise in respect to the custody and security of money.

4. Maintenance and security of the financial records

4.1. Scope and approach

- Reviewed information technology (IT) systems to assess physical security, access security, data backups, contingency plans, compliance and systems development; and
- Reviewed registers maintained (including key register, tender register, gifts and travel registers etc.) and Council / Audit Committee minutes.

4.2. Detailed findings and recommendations

4.2.1. Key Register

Finding Rating: Moderate

Although a manual key register is maintained, our inquiries indicated the Shire does not have complete records of the number of and all keys allocated to employees.

Implications / Risks

- Non-compliance with Shire Policy 4B.2 Shire Keys which states “the Shire administration will maintain an up to date key register which will identify which staff has keys and what keys they have.”
- Risk of potential unauthorised access to Shire assets.

Recommendation

We recommend the key register is updated to ensure it is a complete record of all Shire keys which have been allocated to employees.

Management Comment

Our keys will be audited and updated on the key register.

Responsible Officer: Andrea Pears

Completion Date: 31 July 2024

4.2.2. Perfect Computer Solutions

Finding Rating: Low

Although we understand the Shire was in the process of drafting and negotiating an agreement with the Shire's current IT service provider, Perfect Computer Solutions ("PCS"), at the time of completing our review, there was no documented agreement in place.

Implication / Risk

- Risk the Shire is not receiving value for money from PCS.
- Risk control issues and inefficiencies are not identified and actioned on a timely basis.
- Risk there is a lack of clarity regarding the expectations of the IT support to be provided.
- Risk that in the event of PCS's terminating the agreement, the Shire will have a limited understanding of its own IT infrastructure, policies and procedures, practices applied and security mechanisms.
- Risk that PCS is not going through a robust employment process resulting in inappropriate contractors having access to and potentially exploiting the Shire's IT infrastructure and confidential information.

Recommendation

We recommend that an assessment be conducted and formally documented of the service provided by PCS to determine whether the Shire is receiving adequate IT support and value for money. If Council concludes that PCS is providing adequate IT support and receiving value for money, then an agreement should be negotiated and signed off by both parties. This agreement should be regularly reviewed to ensure it is current, the Shire's IT needs are being met and the roles and responsibilities of the contractor are clearly documented and outlined within the agreement.

Management Comment

We have received a Support Agreement for 2023/2024 from PCS which will be reviewed and updated on an annual basis.

Responsible Officer: Andrea Pears

Completion Date: 30 June 2024

4.2.3. Fixed Asset Physical Stocktake

Finding Rating: Low

Management indicated a review / stocktake of fixed assets has not been undertaken and therefore there may be obsolete assets or assets which are no longer in use recorded on the fixed asset or minor asset register.

Implication

Risk of inaccurate fixed asset records increasing the risk of misstatement fixed assets.

Recommendation

We recommend a physical asset stock take be completed; ensuring the fixed asset / minor asset register is updated for results of the review.

Management Comment

Asset Registers will be checked against current assets and updated as appropriate.

Responsible Officer: Andrea Pears

Completion Date: 31 August 2024

5. Accounting for municipal or trust transactions

5.1. Scope and approach

- Reviewed all monthly reconciliations including bank, sundry debtors, sundry creditors, fixed assets, rates debtors and rateable value reconciliations ensuring correctly reconciled and reviewed;
- Reviewed and tested in detail most recent municipal and trust bank reconciliations prepared;
- Reviewed processes in respect to BAS, FBT Return and other statutory returns preparation;
- Reviewed use of reserve funds and determined whether changes in reserve purposes have been budgeted or public notice was provided;
- Reviewed trust ledger balances; and
- Reviewed policies and procedures in respect to insurance, recording claims and insuring newly acquired assets.

5.2. Detailed findings and recommendations

5.2.1. Key Balance Sheet Reconciliations

Finding Rating: Low

While we understand that month end reconciliations are subject to independent review, this is not always documented as they are not consistently signed off by the reviewer.

Implications / Risks

Risk that errors and omissions are not detected and corrected in a timely manner.

Recommendation

We recommend all month end reconciliation checklists are signed by the preparer and reviewer as evidence of independent review.

Management Comment

The month end reconciliations are checked and signed each month prior to being scanned and filed in the monthly folder located on our server for access by RSM who prepare the monthly financial reports. To support independent review we will sign the checklist and keep a hard copy on the End of Month File as evidence of independent review.

Responsible Officer: Andrea Pears

Completion Date: 31 August 2024

5.2.2. Sundry Debtor Testing Exceptions

Finding Rating: Low

At the time of our review, evidence was not provided to support the amounts charged for 3 out of 5 sundry debtor invoices tested.

Implications / Risks

Lack of documentation to support sundry debtor transactions.

Recommendation

We recommend support for all sundry debtors raised be retained.

Furthermore, we suggest management consider introducing an “Authority to Raise Debtor Invoice” form prepared and signed by an authorising officer prior to raising non-recurrent debtors with documentation to support the debtor attached to the form.

Management Comment

The Shire of Upper Gascoyne already has in place an Invoice Requisition Form which requires supporting documentation, General Ledger Allocation and requires signing by the Preparer of the form and the authoriser. No debtor invoices will be raised in SynergySoft unless this form is completed and provided to the Finance Department.

Responsible Officer: Andrea Pears

Completion Date: 30 June 2024

6. Authorisation for incurring liabilities and making payments

6.1. Scope and approach

- Reviewed controls and procedures over the authorisation of purchase orders and making of payments;
- Tested sample of payments to ensure compliance with stated procedures;
- Reviewed credit card processes and procedures, and testing transactions on a sample basis;
- Reviewed petty cash processes and procedures, and testing transactions on a sample basis;
- Completed sample testing of asset additions and asset disposals;
- Reviewed asset capitalisation and depreciation policy and ensure compliance with stated policies; and
- Reviewed new loans received ensuring budgeted for or public notice provided.

6.2. Detailed findings and recommendations

6.2.1. Credit Card Exceptions

Finding Rating: Moderate

Our testing of internal controls relating to the Shire credit card and a sample of credit card statements identified the following exceptions:

- Signed “Terms of Use Agreement” to acknowledge usage terms and compliance with the Shire’s stated policies was not provided at the time of our review; and
- Our inquiries with management indicated the card holder allows other Shire staff to utilise the allocated credit card (for Shire expenditure).

Implications / Risks

Risk that error of fraud may not be detected on a timely basis.

Recommendation

We recommend:

- All credit card holders sign an agreement with the Shire outlining their acknowledgment of acceptable use of the credit card in accordance with stated policy. This agreement should also outline procedures relating to when a cardholder is on extended leave or absence from the Shire; and
- Only card holders utilise their allocated credit card in accordance with the Shire’s policy with access restricted to only the card holder.

Management Comment

A credit card terms of use agreement is being developed ready for signing by each credit card user. Should the Chief Executive Officer be absent then the Acting CEO will be empowered to utilise a credit card, which will be in the officer’s name, during this period.

Responsible Officer: Andrea Pears

Completion Date: 31 July 2024

7. Maintenance of payroll, stock control and costing

7.1. Scope and approach

- Completed site visit to the Depot to review security over stocks held and allocation / costings of stocks used (including fuel and inventory stocks);
- Reviewed of the allocation of public works overheads, plant operating costs and administration overheads completed;
- Reviewed payroll controls and procedures to ensure effective controls are in place, and complete tests on a sample basis to ensure these controls were operating effectively;
- Reviewed procedures and policies in place in respect of human resource management legislative and compliance requirements, recruitment, performance appraisal, disciplinary and termination procedures and leave entitlements;
- Reviewed listing of leave taken by employees ensuring authorised leave forms completed; and
- Reviewed annual leave balances and identify employees with more than eight weeks annual leave.

7.2. Detailed findings and recommendations

7.2.1. Depot Security

Finding Rating: Low

Our observations and enquiries during our site visit indicated the Shire Depot gates are opened in the morning and remain unlocked and open for the duration of the day.

Implications / Risks

Risk of potential unauthorised access to Shire assets.

Recommendation

We recommend where practical, the Shire Depot gates be closed and locked at all times during the day.

Management Comment

Automatic Gate was installed that is accessed via remote controls by authorised users when the gate needs to be opened. Otherwise it is shut and automatically closes after a 4 minute delay.

Responsible Officer: Sean Walker

Completion Date: 15 April 2024

8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations

8.1. Scope and approach

- Reviewed policy and procedure manual;
- Reviewed the procedures for preparation of the monthly financial statements, annual financial statements and annual Budget, including assessment of accounting policy, notes and applicable reporting requirements and efficiency of the process;
- Reviewed monthly financial statements ensuring presented to Council within two months and information contained within monthly financial statements in accordance with Regulation 34 of *Local Government (Financial Management) Regulations 1996*;
- Reviewed the mid-year budget review to ensure compliance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996* and assessment of budgetary expenditure controls in place;
- Ensured prior year audit report and management letter have been presented to audit committee and Council; and
- Reviewed compliance with Part 6 of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

8.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations are appropriate, in line with best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations.

9. Guidance on Risk Assessment

Risk is uncertainty about an outcome. It is the threat that an event, action or non-action could affect an organisation's ability to achieve its business objectives and execute its strategies successfully. Risk is an inherent component of all service activities and includes positive as well as negative impacts. As a result not pursuing an opportunity can also be risky. Risk types take many forms – business, economic, regulatory, investment, market, and social, just to name a few.

Risk management involves the identification, assessment, treatment and ongoing monitoring of the risks and controls impacting the organisation. The purpose of risk management is not to avoid or eliminate all risks. It is about making informed decisions regarding risks and having processes in place to effectively manage and respond to risks in pursuit of an organisation's objectives by maximising opportunities and minimising adverse effects.

Our risk guidelines are based on the Risk Management – Guidelines Standard AS / NZS ISO 31000-2018 and/or the Shire of Upper Gascoyne's Risk Management Framework.

Our guidance to risk classification in completing our review is as follows:

Measure of Likelihood of Risk

Likelihood is the chance that the event may occur given knowledge of the organisation and its environment. The following table provides broad descriptions to support the likelihood rating:

Measures of Likelihood			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

**Above Extracted from the Shire's Risk Management Framework.*

Measure of Consequence of Risk

Consequence is the severity of the impact that would result if the event were to occur. The following table provides broad descriptions to support the consequence rating:

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$500,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$500,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

*Above Extracted from the Shire's Risk Management Framework.

Risk Analysis Matrix – Level of Risk

Finding Rating for each audit issue was based on the following table:

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

*Above Extracted from the Shire's Risk Management Framework.

Finding / Risk Acceptance Rating

Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO
EXTREME	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

*Above Extracted from the Shire's Risk Management Framework.

APPENDIX 6

(D.O.T Gascoyne Regional 2050 Cycling Strategy - Endorsement)



Government of Western Australia
Department of Transport

Empowering a
thriving community



GASCOYNE

2050 | CYCLING
STRATEGY



Acknowledgement of Country

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

Specific acknowledgements have been made throughout the document to name the country and the Traditional Custodians.

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

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

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

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

About this report

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

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

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Cover photo credit: Shire of Exmouth

Alternative formats

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

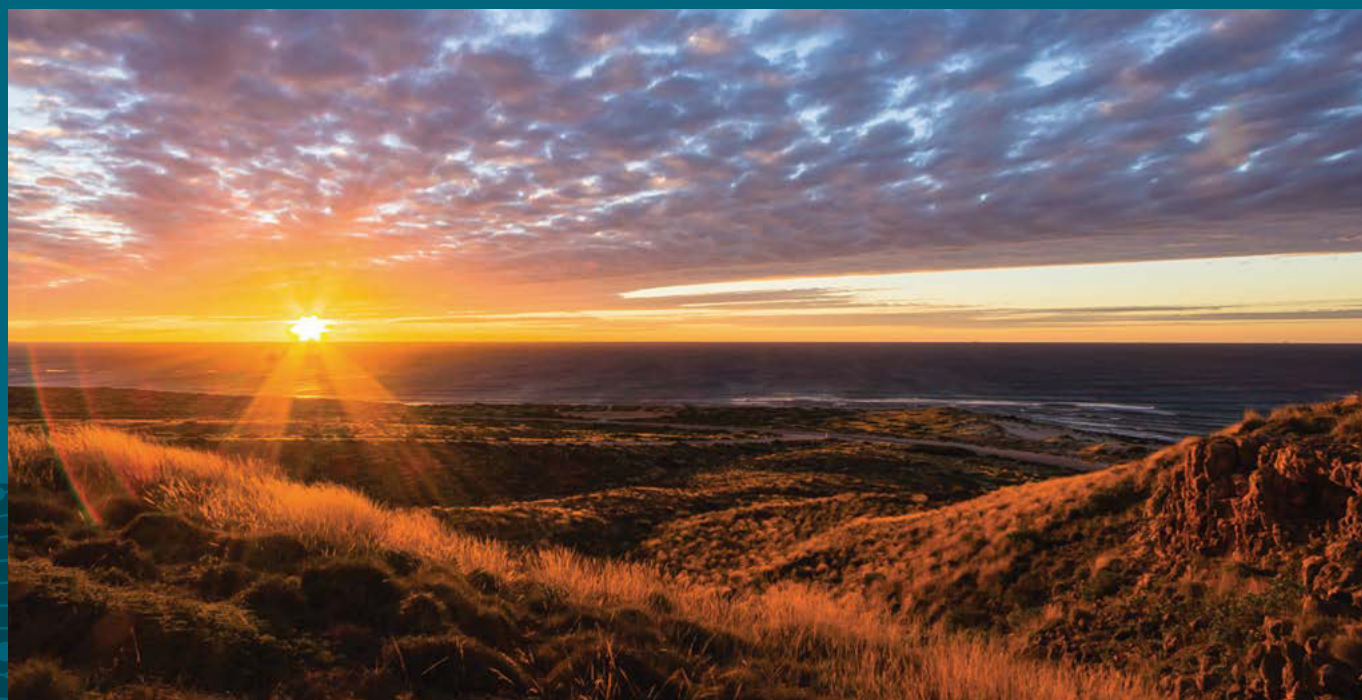
Contact us

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Website: www.transport.wa.gov.au





This strategy captures the needs of a diversity of existing and potential bike rider groups and is centred on catering for people of all ages and abilities.



Executive Summary

Western Australia has many wonderful paths and trails that provide for world class walking, wheeling and riding experiences. Cities and towns with high levels of bicycle riding enjoy a range of social, environmental and economic benefits. Not only is bike riding proven to reduce traffic congestion and improve air quality, it also helps to create more vibrant and welcoming communities. Bike riding increases access for people to more places, enabling people to participate in learning, employment, cultural and recreational activities.

Bike riding enhances community health and well-being and provides people with a low-cost mode of transportation. Bike riding can also facilitate new forms of industries such as cycle tourism, skills building and bicycle hire services. Fundamentally, increasing the number of people on bikes is about improving quality of life, which is a key element for continuing to attract people to visiting and living in the Gascoyne region.

The key to increasing the number of people choosing to ride is the combination of social interventions, such as activation and education campaigns, alongside infrastructure measures, such as the provision of dedicated bicycle and trip facilities. Social interventions need to consider peoples' barriers and motivators to bike riding, with initiatives adapted to fit the context of local communities and delivery agencies, while built infrastructure must be safe, convenient and designed to reflect the local environment.

To achieve greater participation in bike riding, people on bikes need to be prioritised ahead of other modes in appropriate locations, ensuring that the bike riding network is well integrated with adjoining land uses and can function as a competitive mode against other forms of transport. Safe and connected bike riding networks must be supported by trip facilities and engagement programs.

If we are serious about enabling active travel and providing genuine mode choice for people of all ages and abilities, particularly for short trips, these priorities need to be reflected in the way our communities are planned and administered.

The *Gascoyne 2050 Cycling Strategy* (the Strategy) has been developed by the Department of Transport (DoT) in partnership with the shires of Exmouth, Carnarvon, Shark Bay and Upper Gascoyne. This strategy reflects a common vision for encouraging more people to ride in and around the region, and builds on the ongoing work undertaken by each local government to deliver active transport infrastructure and supporting initiatives. A principle aim of the Strategy is to inform future investment in the region's bike riding network through the DoT's grant funding programme, local government capital works programmes, as well as other funding sources.



Extensive consultation was undertaken with key stakeholders and the local community to ensure that the networks and actions in this strategy are reflective of what is desired and required to improve peoples' experiences of bike riding and encourage more people to ride more often in the Gascoyne region.

Four key themes and complementary opportunities for bike riding in the Gascoyne region were identified through stakeholder and community consultation, as shown in the table below:

Theme	Opportunity
Improving access to education, employment, retail and recreation	1. Improve rideability serving Carnarvon, Exmouth, Denham and Gascoyne Junction town centres. 2. Provide safe bike riding routes serving the region's industrial areas. 3. Deliver a safe bike riding network serving schools. 4. Support active travel programs in schools, and enhance riding skills and road safety education. 5. Improve supporting end-of-trip and route infrastructure. 6. Provide safe and convenient access to recreational facilities.
Enhancing the region's potential for cycle tourism and active recreation	1. Create a recreational route that highlights the region's unique attractions. 2. Improve bike riding network connectivity with tourist attractions and assets. 3. Formalise and improve sports cycling opportunities. 4. Facilitate the growth of a local bicycle economy. 5. Provide clear and consistent information.
Promoting social inclusion and equity to support happy and healthy communities	1. Improve connectivity between communities. 2. Ensure the network aligns with disability access and inclusion requirements. 3. Support mobility for temporary working populations. 4. Support improved access to affordable bicycles and maintenance services for disadvantaged communities.
Supporting the recognition and empowerment of First Nations Australians.	1. Supporting positive health outcomes in Aboriginal communities. 2. Embed Aboriginal cultural heritage design elements as part of bike riding routes. 3. Connect people to places of Aboriginal heritage significance.

In delivering the network outlined in the Strategy, it is important to note that the long-term vision is highly aspirational, therefore, further work is required to determine the feasibility and form of various routes. Ongoing consideration will be given to the potential environmental impacts to ensure that the unique characteristics of the area, including Aboriginal cultural and heritage needs, are respected and maintained.

The Strategy will be reviewed every five years to ensure it continues to align with the region's broader planning aspirations, noting that the long-term bike riding networks identified in this strategy are intended as a dynamic framework. The classification and alignments of routes may change following further feasibility assessment and consideration of local environmental, heritage, engineering constraints and impacts on other road users.

Why we want more people walking and riding



More vibrant, friendly and safe communities

Increasing active transport improves community cohesion and can enhance local security.¹



More than 1 in 4

Regional Western Australians bike ride in a typical week – the highest proportion of any Australian state and territory.²



A more sustainable health system

Consistent walking or riding can help reduce cardiovascular disease, type 2 diabetes and the mortality rate.³



More than 4 in 10

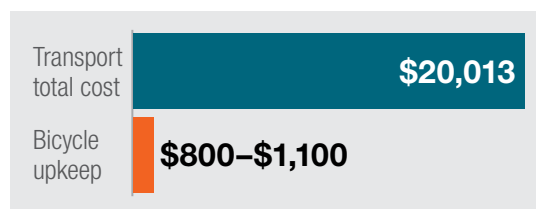
Western Australian adults don't get enough physical activity.

Improving access to walking and riding infrastructure in regional areas is a key focus to better sustain outer metro health systems.^{4, 5}



A stronger economy

Cost per year (Australian average)⁶



Bike tourism is a growing niche, encouraging more repeat travel to regional WA areas.⁷

At a glance

The bike riding industry in 2022

\$6.7bn

Contributed to the Australian economy.

58,272

Full-time jobs supported.⁸



Healthier and happier people

Bike riding can improve mental, physical and social health and wellbeing, as well as reduce sickness absence to work.⁹



A fairer and more equitable society

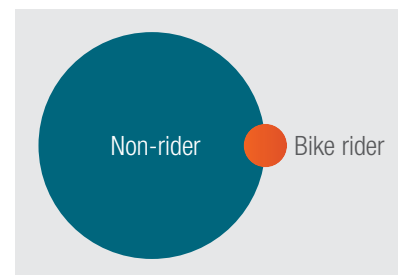
Many people living in outer urban, rural and remote regions have very limited transport options.¹⁰

The improvement of walking and bike riding conditions can reduce motorised travel and enables people of all ages and abilities to use healthier, more cost-effective active travel modes.¹¹

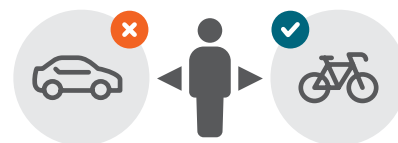


Greener and cleaner places

CO2 emissions from daily travel



Bike riders had 84% lower CO2 emissions than non-riders.¹²

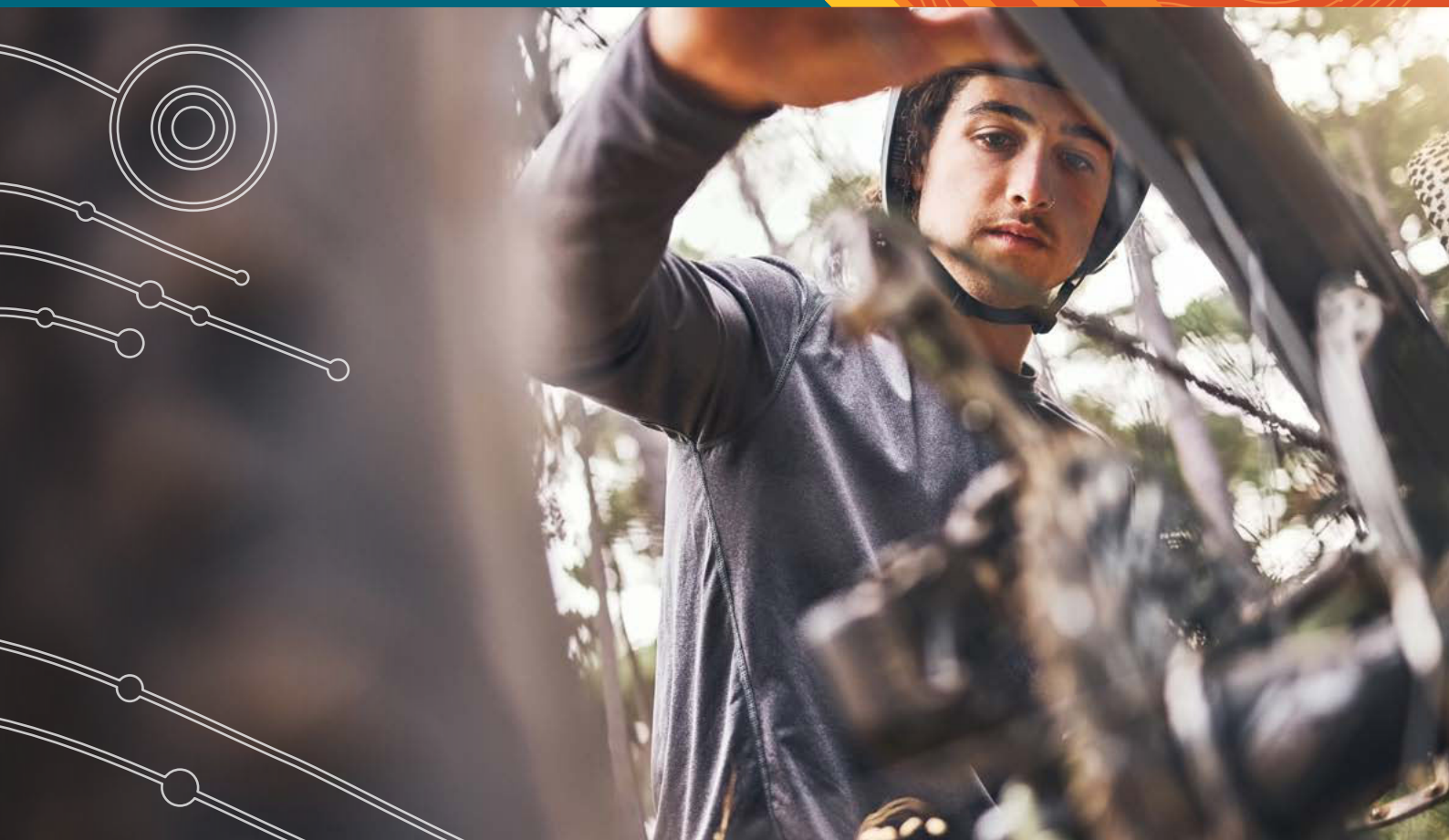


People who shifted from car to bike were found to decrease life cycle CO2 emissions by 3.2kg CO2/day.¹³

Contents

1. Introduction	8
1.1 Guiding principles	8
1.2 Gascoyne in context	10
1.3 The need for a long-term regional cycling strategy	12
1.4 Background research and analysis	14
2. Encouraging Bike Riding	21
2.1 Activation, consultation and evaluation	21
2.2 Cross agency synergies	23
3. Regional Route Hierarchy	24
3.1 Primary routes	24
3.2 Secondary routes	25
3.3 Local routes	26
3.4 Transport trails	26
3.5 Road cycling routes	27
4. Proposed Network	28
4.1 Overall network	28
5. The Way Forward	36
5.1 Improving access to education, employment, retail and recreation	36
5.2 Enhancing the region's potential for cycle tourism and active recreation	44
5.3 Promoting social inclusion and equity to support happy and healthy communities	55
5.4 Supporting the recognition and empowerment of First Nations Australians	60
6. Action Plan and Maintenance	64
6.1 The existing cycling network	64
6.2 Priority projects	69
6.3 Social infrastructure and capacity building activities (all LGAs)	83
6.4 Plan maintenance	86
Appendices	87
Endnotes	96





1. Introduction

1.1 Guiding principles

The shires of Carnarvon, Exmouth, Shark Bay and Upper Gascoyne local government areas (LGAs) have collaborated in the development of the *Gascoyne 2050 Cycling Strategy*. Each LGA is distinctly unique, however, all four local governments have expressed a common vision of creating vibrant and liveable regional centres. Central to this vision is a design approach that enables people of all ages and abilities to have choice in how to get to the places they want to go to.

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

The *Gascoyne 2050 Cycling Strategy* (the Strategy) recognises that communities with high levels of bike riding enjoy a range of social, environmental and economic benefits. Bike riding supports people to live happier, healthier and more active lives. Providing a safe, connected and comfortable bike riding network suitable for all ages and abilities reduces dependence on cars which can help reduce traffic congestion and parking issues and improve air quality. Bike riding supports people to live happier, healthier and more active lives.

Providing a safe, connected and comfortable bike riding network suitable for all ages and abilities reduces dependence on cars which can help reduce traffic congestion and parking issues and improve air quality. Bike riding can also facilitate new forms of industry, such as cycling tourism, which can help support economic vitality at a local and regional scale.

The goal of the Strategy is to have more people choosing to bike ride more often in the region. The Strategy sets out actions to deliver a safe and well-connected bike riding network, initiatives to foster positive community attitudes towards bike riding, and to create an environment where bike riding is safe, convenient, fun and viewed as a viable transport option.

The bike riding network connects residents and visitors to the region's key destinations and attractions, including internationally renowned World Heritage sites, and embraces the region's long-standing culture and connection to Country.

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

- **Safe** – the 2050 cycling network should be built to a standard which reflects an all ages and abilities design philosophy. People of all ages and abilities should be able to cycle safely and confidently to the places they need and want to go. Unprotected cycling facilities located on busy roads are not considered suitable for vulnerable road users, and will not encourage more people to cycle, more often;
- **Connected** – like a road network, all bike riding routes should connect to something along the way and at each end (whether that is a destination or another bike riding route);
- **Widespread** – in suburbs and towns, the network should be extensive enough for people to safely assume they can get to their destination without encountering hostile traffic conditions. When bike riding networks reach a certain level of density it enables more people to conveniently and enjoyably make many more of their trips by bike;
- **Legible** – the bike riding network needs to be both intuitive and direct. To achieve this, it makes sense to locate major bike riding routes parallel to natural land forms, such as rivers and coastlines, or within existing road and rail corridors. The development of coherent wayfinding initiatives is also important in supporting legibility;
- **Aspirational** – given the long-term nature of this strategy, several ambitious ideas have been put forward to help enable residents to adopt bike riding as a viable and priority transport mode, as well as encourage visitors to stay longer and explore areas across the Gascoyne region comfortably by bicycle. This includes linking town sites and national parks via rail corridors and road systems, and implementing climate and terrain specific mid and end-of-trip facilities; and
- **Achievable** – for the most part, the proposals put forward in this strategy adopt tried-and-tested planning principles. The case studies chosen provide regional, interstate and international examples of similar projects undertaken in recent years.

Previous Regional Cycling Strategies have focussed on the transport function of bike riding and have not included deliberate consideration of recreational and sports bike riding activities, especially those that require purpose-built facilities, such as BMX pump tracks, velodromes and mountain bike trails.



Stakeholders and community members from the Gascoyne region highlighted the benefits of recreational and sports bike riding to the region, including positive public health, tourism and economic benefits. With more people riding bikes for recreation or sport, there is more potential for people to feel confident to choose to ride a bike for travel to work, school or the shops.

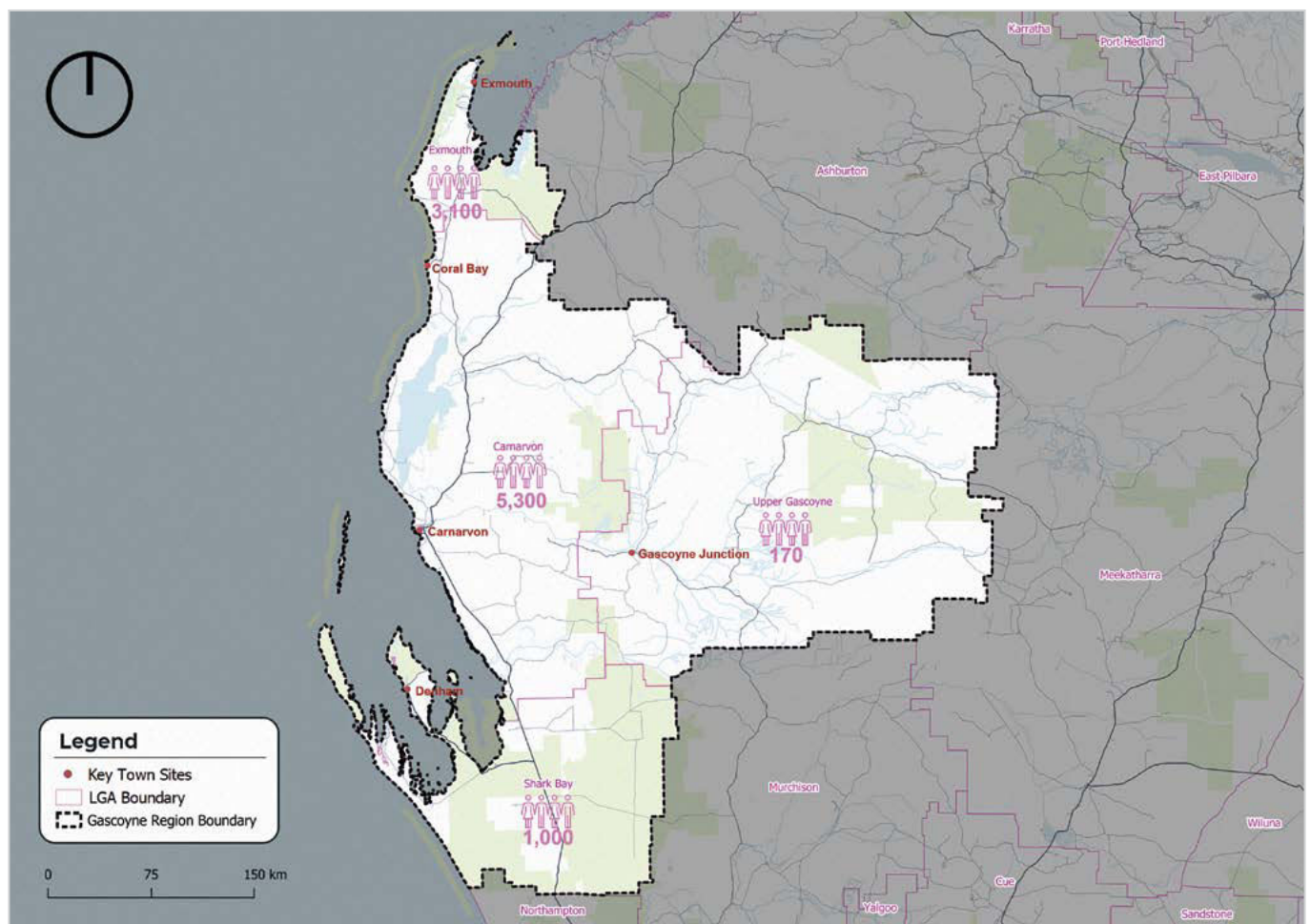


1.2 Gascoyne in context

The Gascoyne region occupies a large area of over 135,000 square kilometres (km²). With over 600 kilometres (km) of coastline at its western border, the region is uniquely positioned as the western-most point of Australia and is made of highly diverse landscapes, as it transitions eastwards inland to an outback environment.

According to the Australian Bureau of Statistics (ABS) census data (2021), the region is home to an estimated population of 9,500 people (see Map 1), making it the least populated region in WA. Of this total, 5,300 people reside in the Shire of Carnarvon, the largest local government area (LGA) within the region. Carnarvon is the LGA's main township and functions as the region's major administrative and service hub.

Map 1. Site context map showing the Gascoyne region



Smaller townships within the region include: Exmouth, in the Shire of Exmouth, with an estimated population of 3,100 residents; Denham, in the Shire of Shark Bay, with an estimated population of 1,000 residents; and Gascoyne Junction, in the Shire of Upper Gascoyne, with an estimated population of 170 residents.

The region has the lowest population density of any region in Australia with 84% of the region's land covered by pastoral leases. However, as a popular tourism destination, including United Nations Education, Scientific and Cultural Organisation (UNESCO) World Heritage Areas Shark Bay and Ningaloo Coast, the total service population of the region is higher than the resident population.

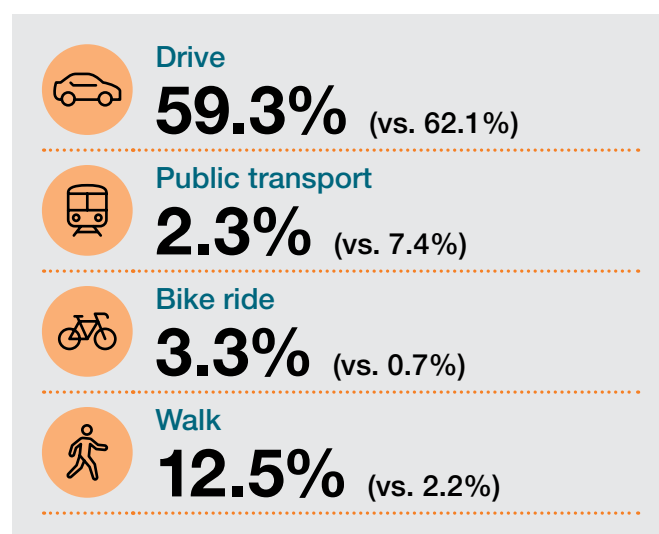
Contemporary understanding of Aboriginal language groups in the Gascoyne region recognises the five main Traditional Owners groups of Yinggarda, Baiyungu, Malgana, Thudgari and Wajarri Aboriginal groups¹⁴. Aboriginal Australians represent approximately 11.9% of the region's population, while nationally Aboriginal and Torres Strait Islander people make up only 3.3% of the population.

The median age for the region's residents is 40 years, slightly older than the WA median age of 38. The region has a higher proportion of lone households (31.1%) than the WA average (24.4%). 64% per cent of the region's households are comprised of families, which is lower than the WA average of 71.2%.

Approximately 61% of people, 15 years or older, are employed in the region, which is comparable to the WA employment rate (63.9%). Key industries in the region include Agriculture, Forestry and Fishing, Accommodation and Food Services, Retail Trade, and Public Administration and Safety.

There is an average of 1.9 motor vehicles per dwelling in the region, which is consistent with the WA average. Due to the small size of towns and limited public transport service the region has higher rates of active travel to work when compared to WA, as per Figure 1. However, the primary mode of travel for people in the region to get to work is private vehicle, with just over 59% of people going to work travelling by car (either driving or as a passenger).

Figure 1. 2021 Journey to work: Gascoyne region (vs. WA)¹⁵



Dolphin feeding experience at Monkey Mia beach.
Credit: Damian Lugowski.



The original and historic Billabong Roadhouse.
Credit: Damian Lugowski.

1.3 The need for a long-term regional cycling strategy

Many of the region's strategic plans recognise the importance of bike riding for the health and wellbeing of the region. This includes local bicycle network plans, footpath programs and trails strategies. Across the region, bicycle planning has occurred at the individual local government level with no region-wide strategy to provide consistency and integration.

● ●
Developing an interconnected bike riding network and fostering a culture of bike riding is key to getting more people on bikes within the region. Through meaningful collaboration with stakeholders, this strategy establishes an agreed vision for bike riding at the regional scale and identifies region-wide opportunities for supporting the region's potential for bike riding.

Key reasons for developing this strategy include:

- To identify opportunities in the region to support the long-term growth in cycling aligned with future land use and transport developments;
- To help guide investment between local government and State Government;
- To facilitate the planning and development of long-distance bike riding routes that serve a regionally significant need but may be outside the typical funding capacity of local government;
- To ensure that the standard of future bike riding facilities meets best practice; and
- To adopt a consistent approach with other 2050 bike riding strategies being developed for regional WA.

This strategy will be reviewed every five years to ensure it continues to align with the region's broader planning aspirations as set out in local government, State Government and other relevant plans and strategies. The review will assess the effectiveness of the Strategy by reviewing trends in bike riding, and take account of changes in technology and regulation related to active travel. [Section 5.4](#) details the framework for maintaining this strategy.



Primary school students cycle along Hatch Street Shared Path, Gascoyne Junction.

Credit: Department of Transport.

1.3.1 Expected changes in population

The 2021 census found that the Gascoyne region has a population of 9,500 residents. By 2050 the resident population for the region is projected to reach 23,000¹⁶. Industries such as fly-in fly-out (FIFO) resources workers, horticulture and tourism attract large numbers of seasonal employees to the region. The region's seasonal population (including FIFO) is projected to increase from a baseline of approximately 20,000 in 2012, to 55,000 by 2051¹⁷.

The region's service population currently, and will continue to, exceed the permanent residential population. This characteristic of the region creates unique challenges and opportunities for increasing bike riding in the region.

1.3.2 Expected changes in land use

Strategic land use planning identifies growth areas and developments in the region that informed the development of this strategy.

These include:

- Continued development of the Exmouth Marina Village mixed-use development. This includes new residential, tourist, commercial and marine based industrial development around the existing boat harbour. The potential for development of 6,200m² Shire owned land along Marina Terrace has also been identified; Additional opportunities for expansion of the Exmouth urban residential development and redevelopment of existing areas have been identified around Truscott Crescent, Nimitz Street, Maidstone Crescent around the town centre and Payne Street;
- Within Carnarvon the priority is for residential infill of existing areas over urban expansion. Key infill areas include East Carnarvon and Kingsford. Planning for these areas also highlights the potential increasing connectivity to Chinaman's Pool via Marmion Street and establishment of a tourist hub;
- Planning for Babbage and Whitlock Islands in Carnarvon seeks to deliver improvements to enhance the Carnarvon Heritage Precinct. In support of this, a local development plan for Babbage Island Holiday Park project has been approved. This will contribute to tourism in the area providing new and upgraded facilities and amenities for visitors and locals; and
- Development of existing as well as expansion of new industrial/light-industrial land uses are planned in Carnarvon, to the south of Robinson Street, and in Exmouth, proximate to Welch Street.

While the scale of land use change is smaller in the Shire of Shark Bay, the consolidation of the Denham town centre to improve services and facilities for residents and visitors is planned. Additionally, residential development is proposed for two areas of land adjacent to Monkey Mia Road/Dampier Road and Spaven Way, with detailed planning to occur.

Growth in Gascoyne Junction is limited by utility provision and flood risk, however, development of residential and business land uses, including of the airport, is planned, expanding the footprint of the settlement.

1.3.3 Changing climate

Climate change is putting immense pressure on the natural environment and is causing adverse effects such as greenhouse gas release, warming global temperature, rising sea level, coastal erosion and inundation. These all will impact on asset management for local governments. Motor vehicle transportation contributes to a large portion of human-generated greenhouse gas emissions. On the other hand, bike riding is a low impact, pollution-free and energy-efficient transport option with a range of environmental benefits including reduced air and noise pollution, greenhouse gas emissions and land use efficiency.

To mitigate against the effects of climate change, and to ensure future cycle infrastructure is sustainable and durable, the Strategy aims to identify opportunities to develop infrastructure that is appropriately designed and constructed.

1.3.4 Planned major transport investments

Planned investments in major transport infrastructure can present opportunities for supporting investments in the bike riding network. The following planned transport investments were identified through a review of background information relevant to the region (see [Section 1.4](#)).

The following major projects of significance to this strategy are currently in planning or development:

- Upgrades to Minilya-Exmouth Road and Yardie Creek Road in the Shire of Exmouth, including road widening and re-edging. This builds on recently completed works along Minilya-Exmouth Road which consisted of widening of the first 4km of the road, with a further 18km of widening near the Burkett Road intersection;
- Upgrades to Harbour Road in the Shire of Carnarvon and installation of a roundabout at Robinson Street and Cornish Street. By restricting truck movements in this location, Harbour Road will be reinforced as the preferred route for heavy vehicles, while reduced heavy vehicle movements are anticipated along Robinson Street, between Cornish Street and the North West Coastal Highway; and
- Strategic planning for the Carnarvon Airport Precinct aims to stimulate economic and population growth within the town, elevating the status of the airport to one of regional significance.

1.3.5 Relationship to other documents

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

Key objectives of this process include improving connections to activity centres and schools, identifying inter-regional routes, and harnessing the potential of bicycle tourism.

Funding applications for the development of key strategic projects within these areas can be made through the current Regional Bicycle Network (RBN) Grants Program. This program makes funds available for the planning, design and construction of bike riding networks and bike riding infrastructure by local governments in regional WA, with funding matched on a dollar-for-dollar basis.

Long-term cycling strategies such as this do not preclude local governments from preparing a local bike plan. While the purpose of this strategy is to provide a blueprint for Gascoyne's 2050 bike riding network, a local bike plan may be used to identify short-term priorities such as upgrades to existing infrastructure and maintenance requirements.

Local bike plans are also important for outlining strategies around the activation of bike riding infrastructure and various education, promotion and encouragement strategies aimed at affecting behavioural change.

1.4 Background research and analysis

1.4.1 Integrated land use and bicycle network planning

This strategy was informed by current land use and transport planning for the Gascoyne region, community consultation and stakeholder engagement.

The 2050 bicycle network identified in this strategy is founded on previous bicycle network planning and route design. The planning documents informing the Strategy are listed in [Appendix B](#).

An analysis of existing and planned land use identified potential key trip attractors for bike riding. These include schools, shopping centres, central business districts, industrial areas, tourist destinations, health campuses and sporting precincts.

The key trip attractors informed the development of the 2050 bicycle network and allocation of the hierarchy. This is discussed in [Section 2](#) and [Section 3](#).

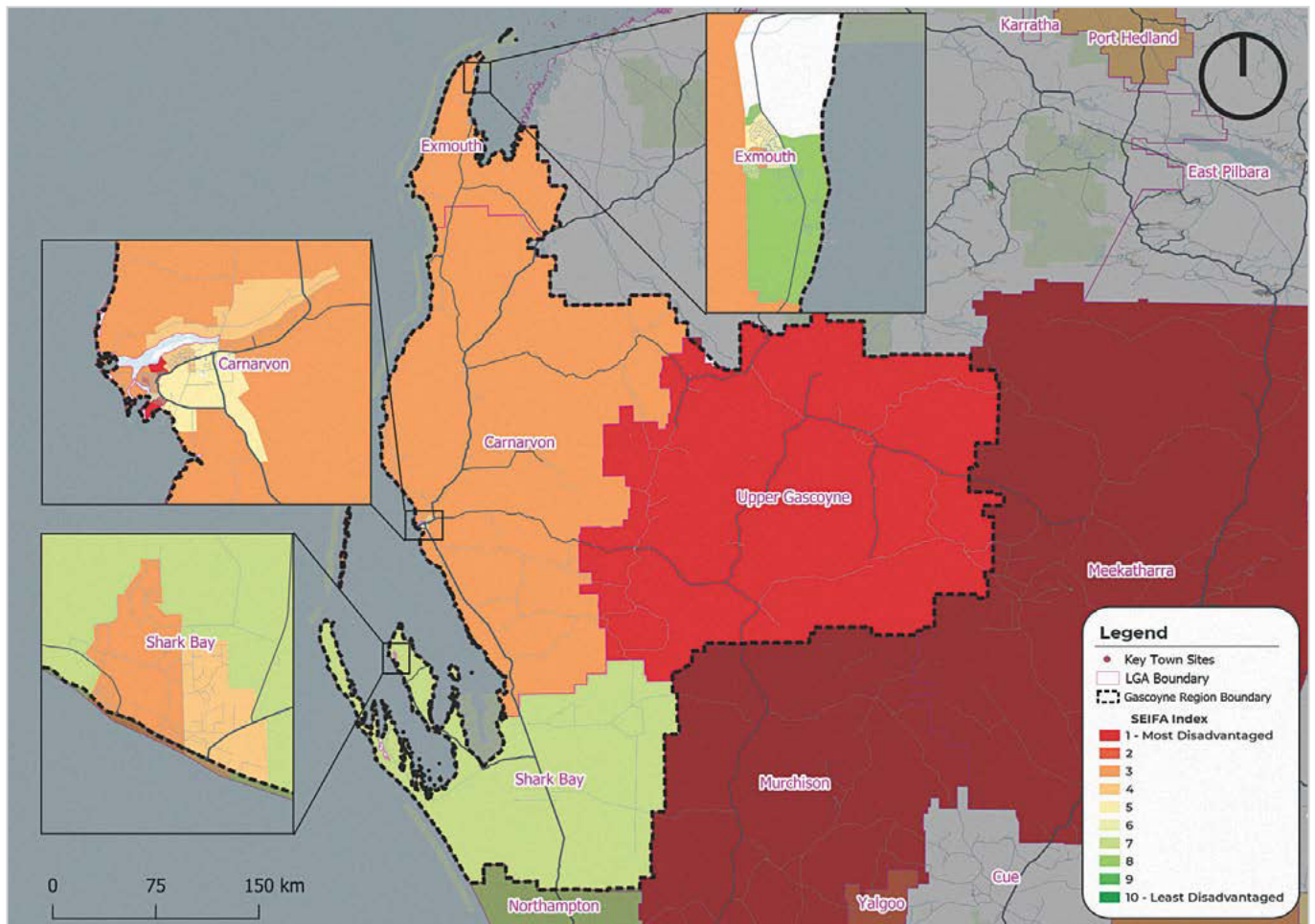
On-site observations coupled with desktop reviews of the existing bike riding network identified strengths, weaknesses and opportunities. Many of the towns across the region have existing pathway networks that already provide a reasonably good network of bike riding routes serving many destinations.

However, there are sections of bike riding routes that require upgrade, and opportunities to expand the existing networks to better cater for bike riding trips, particularly to schools, town centres, recreational opportunities and industrial areas.

Key opportunities identified for bike riding in the Gascoyne region include:

- Improving connectivity by constructing missing links;
- Developing safe and convenient connections between existing routes allowing for easy access to multiple destinations;
- Providing bike riding infrastructure separate from traffic to improve safety on heavy vehicle routes;
- Upgrading older sections of shared paths to provide a wider and smoother pathway to improve the comfort of walking and bike riding;
- Introducing wayfinding signage to assist with network legibility;
- Providing shade and water in key locations along routes to make it easier for people to ride a bike in the harsh climate of the region; and
- Enhancing local bike riding networks through information signage and landscaping initiatives that emphasise the unique cultural and environmental assets of the region.

An analysis of demographic data for the region identified areas of particular need. The ABS analysis of relative socio-economic disadvantage in the region (as depicted in [Map 3](#)) shows high levels of disadvantage in the communities of Carnarvon and Upper Gascoyne. With increased cost-of-living pressures, there is particular importance of providing residents with a safe and viable alternative to driving a car.

Map 3. Socio-economic advantage and disadvantage in the Gascoyne region

1.4.2 Current use of the cycling network

There is limited data available to obtain a detailed understanding of the level of bike riding activity in the Gascoyne region. During site visits to the region very high levels of bike riding were observed in Exmouth, particularly for school children.

Carnarvon on the other hand had far less bike riding activity than Exmouth, even amongst school children. However, during community consultation in both Carnarvon and Exmouth there was a recognition in both communities of the importance of supporting safe bike riding.



Every two years a national survey of cycling participation is undertaken to provide insight into cycling activity across Australia. The survey provides a state-wide overview of bike riding activity levels, with a comparison of levels in metropolitan Perth and regional WA.

No detailed analysis of bike riding activity levels is provided for the Gascoyne region, but the data for regional WA provides insight into typical levels of bike riding activity.

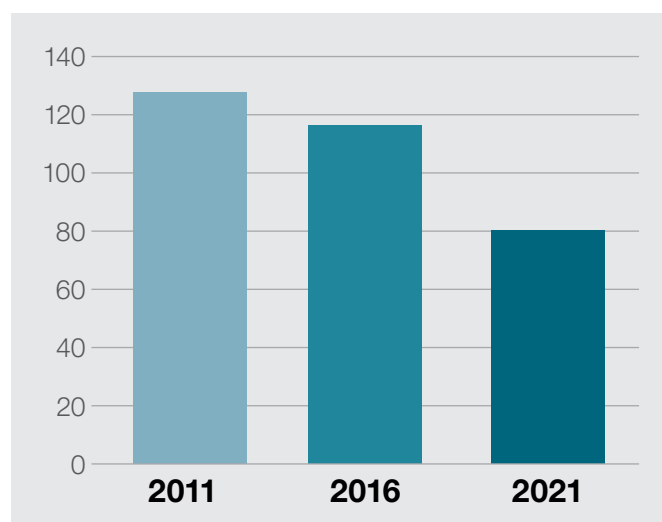


Bicycles parked outside Exmouth District Highschool.
Credit: Department of Transport.

The 2021 survey showed that in WA approximately 50% of children aged under 10 ride a bicycle at least once a week. In regional WA this level is around 58% for children under 10. The state-wide bike riding participation rate reduces to around 40% for teenagers, before reducing to around 10% for young adults. In regional WA only around 6% of young adults ride a bicycle at least once a week. For other age groups the level of bike riding participation in regional WA is similar to the WA average of between 10% and 20%.

The 2021 Cycling Participation Survey shows that in regional WA, of the people who rode a bike in the last month, 87% did so for recreation while only 40% rode for transport.

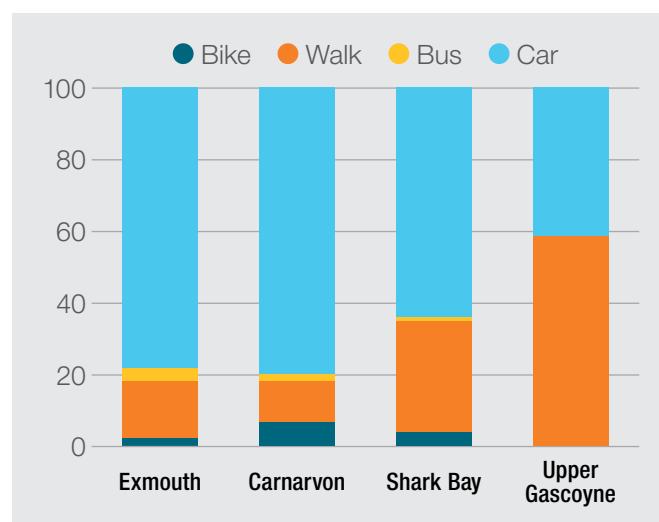
Figure 2a. Number of people riding a bike to work (region-wide)



Of those who rode for transport, the largest number of people were visiting friends or relatives. This was almost three times as many as those who rode to work. Bike riding to access education and shopping were more prevalent than bike riding to work, but less than bike riding to visit friends and family.

ABS census data shows that over the past 10 years the number of commuter bike riding trips in the Gascoyne region has increased. Similarly, the percentage share of commuter trips made by bicycle has increased (see Figure 2a). It is important to note that this data does not include bike riding trips to school, the shops or for any other purpose other than commuting to work.

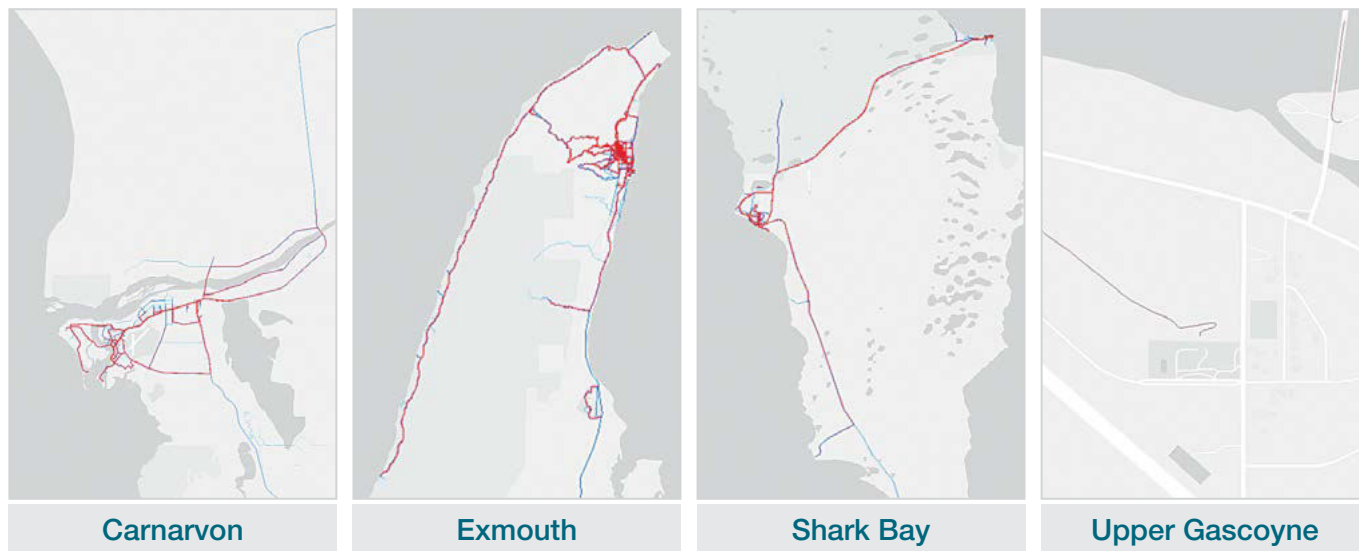
Figure 2b. Proportion of people travelling to work by bike (2021)



The Strava GPS Cycling and Running App records usage data that can provide an understanding of the routes most used by bicycle riders. The Strava App is largely used to track athletic activity via GPS.

The network usage data (shown in Map 4) can, therefore, be biased towards sports cycling training or high-intensity recreational cycling activity. However, it still provides useful insight into how people currently utilise the region's network.

Map 4. Bike riding activity in the regional centres



1.4.3 Analysis of crash data

The most recent five-year crash statistics (2018–2022) were obtained from Main Roads WA's Crash Analysis Reporting System (CARS) which captures reported incidents only. It has been estimated that bike riding incidents reported to WA Police make up only 20% of all bike riding related incidents that result in hospitalisation¹⁸.

There were eight crashes recorded over the five-year period that involved bicycles – five in Carnarvon, two in Exmouth and one in Coral Bay. The analysis was expanded to include crashes involving pedestrians to provide an indication of locations that may also present a danger for people riding bikes. The location of pedestrian and bicycle crashes for the major townsites in the region are illustrated in [Map 4](#).

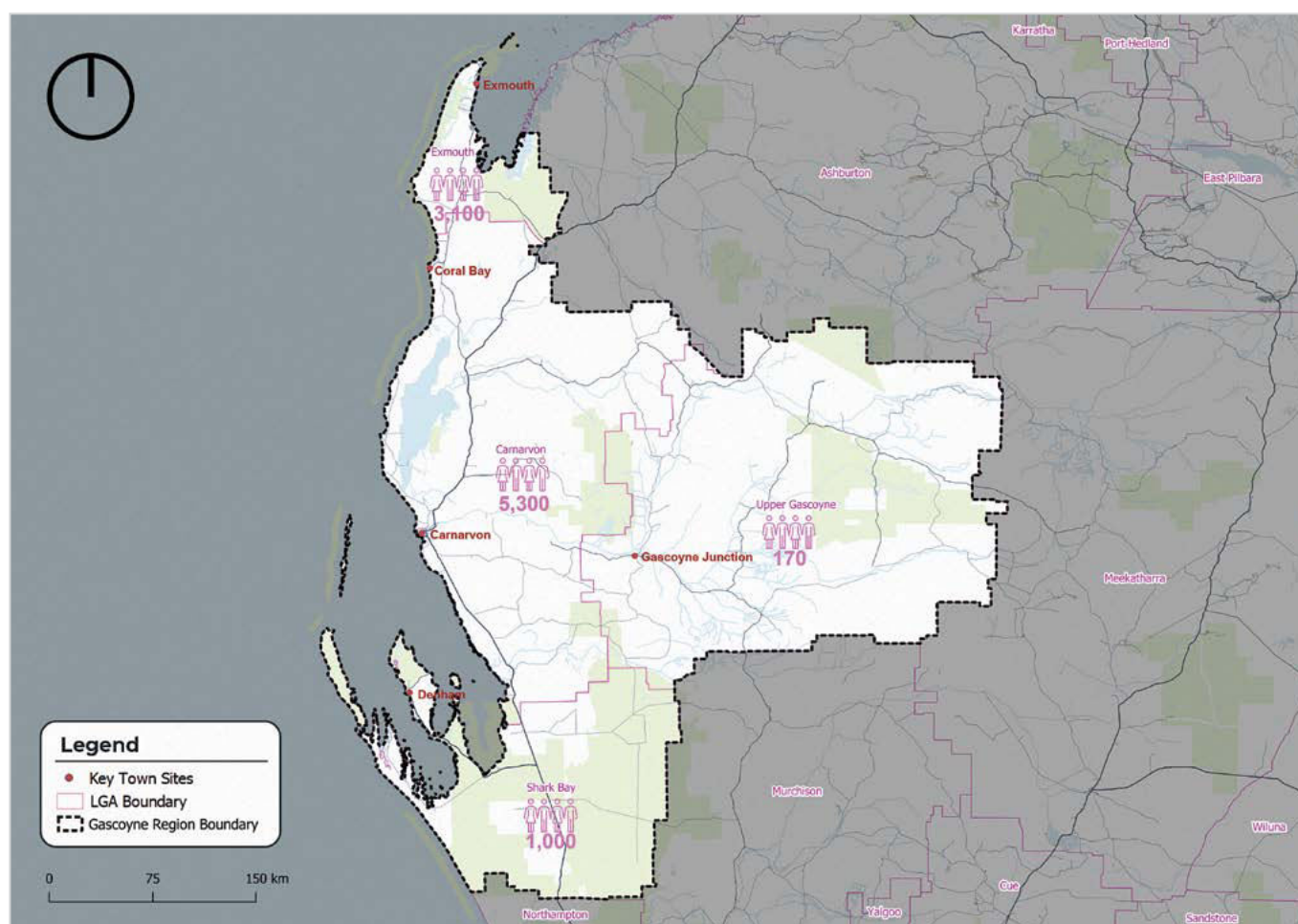
The number of crashes involving pedestrians or bike riders has remained relatively constant over the past five years. There was a total of 14 crashes over the five-year period in Carnarvon, Exmouth and Coral Bay. Of these crashes, one fatal crash involving a bicycle occurred in Carnarvon on Robinson Street, at the intersection of Marmion Street.

Actions in this strategy aim to deliver improved safety for bike riders and pedestrians by minimising potential conflicts with motor vehicles on active transport corridors that serve the key active travel trip attractors. Specific emphasis is placed on path renewals and improved active transport road crossings in locations with higher crash risk, including along Robinson Street and Marmion Street.

Crashes involving a bicycle or pedestrian (2018–2022)

Fatal	Hospitalisation	Medical	Property damage	Total
1	3	7	7	14

Map 5. Crash locations involving a bicycle or pedestrian

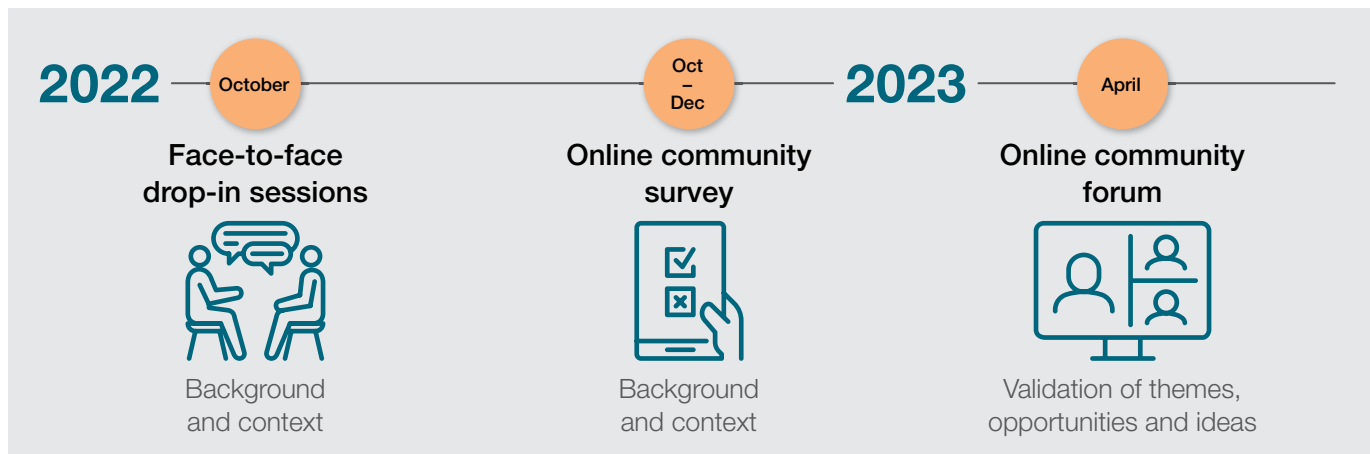


1.4.4 Community consultation

Consultation with the local community was a key input to the development of the *Gascoyne 2050 Cycling Strategy*. The overarching objectives of the community consultation were to:

- Raise community awareness of the project;
- Identify existing challenges and barriers to bike riding, including major issues and missing links associated with the existing bike riding network;
- Identify actions, ideas and initiatives that would support people, across different user groups, to ride more often in the region;
- Confirm the themes, opportunities and projects that are most prioritised by the community; and
- Seek local buy-in and ongoing support for the Strategy.

Several community engagement activities were undertaken, as showing in [Figure 3](#).

Figure 3. Community consultation activities and timeline

Bike riding safety, network maintenance improvements as well as recreational bike riding were recurring themes raised during consultation. The insights gained through community consultation supported the development of the themes, opportunities and key priorities for the region's bike riding network, serving as critical inputs to the 5-year Action Plan. A detailed analysis of the community consultation is contained in [Appendix B](#).

1.4.5 Stakeholder consultation

This strategy has been developed by the DoT in partnership with the shires of Carnarvon, Exmouth, Shark Bay and Upper Gascoyne. Internal stakeholders for each local government provided input and helped to shape the Strategy's development.

While the majority of actions identified in this strategy fall within the jurisdiction of local government, its successful delivery will require a co-ordinated effort with a number of other stakeholders. Accordingly, input was also sought from government and non-government organisations, with the desire to collaboratively work towards achieving a cohesive planning vision for increasing bike riding participation in the region.

Local government stakeholders

- Shire of Carnarvon
- Shire of Exmouth
- Shire of Shark Bay
- Shire of Upper Gascoyne

State Government stakeholders

- Department of Transport (DoT)
- Public Transport Authority (PTA)
- Main Roads WA (MRWA)
- Gascoyne Development Commission
- Department of Planning, Lands and Heritage (DPLH)
- Department of Environment and Water Regulation (DWER)
- Department of Local Government, Sport and Cultural Industries (DLGSC)
- Department of Biodiversity, Conservation and Attractions (DBCA)
- Tourism WA

Other key stakeholders/partners

- Community members
- WestCycle
- Western Australian Local Government Association (WALGA)
- Commercial and business owners
- Land developers



2. Encouraging Bike Riding

The health and wellbeing benefits of bike riding are well understood. Bike riding for recreation, leisure, sport and/or transport is positively related to overall physical activity which in turn has positive benefits for physical and mental health outcomes. And yet, bike riding participation rates remain low. Several factors support or inhibit the uptake of bike riding, including the nature and quality of built infrastructure as well as social norms and attitudes.

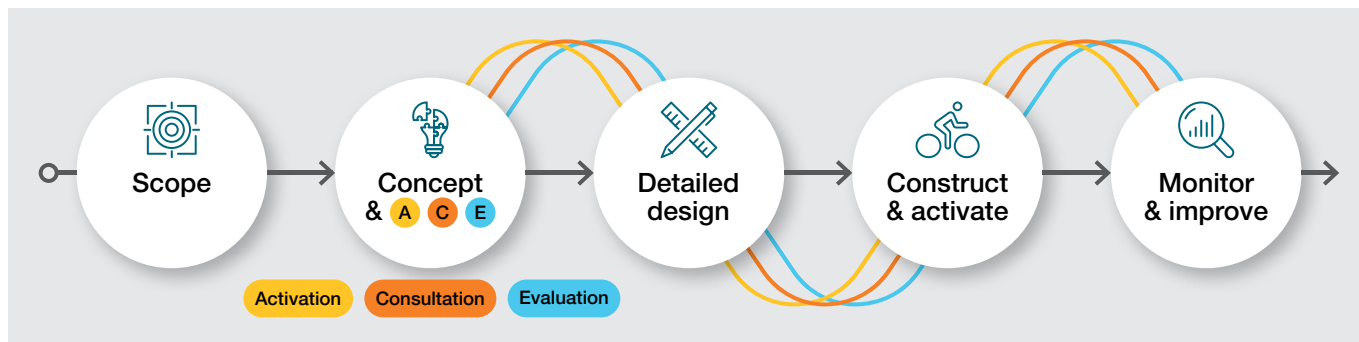
2.1 Activation, consultation and evaluation

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

There needs to be an emphasis on creating inclusive infrastructure projects so that the product delivered serves the needs of the local community as well as people visiting the region.

This can be achieved through a range of engagement and monitoring activities as projects are planned, designed and constructed, and as the infrastructure continues to be used after construction.

Effective engagement incorporates three essential elements throughout all project phases – activation, consultation and evaluation (ACE). ACE is an infrastructure delivery model, so the approach will vary with the type of project. One approach, for WABN grant projects, is outlined in the following framework, in [Figure 4](#).

Figure 4. Activation, Consultation and Evaluation Model**Activation**

Activation includes promotions and programs designed to encourage people onto the infrastructure by raising awareness and appeal. This can range from highlighting the new facilities in media releases and creating local maps, to making bike riding trips more pleasant through added amenities such as end-of-trip facilities, bike parking, natural landscaping, art works and other initiatives. Activation can take place throughout all phases of an infrastructure project – starting well before a project is built – and can be temporary (one-off activities), intermittent (such as a monthly group ride) or permanent (such as wayfinding signage).

Consultation

Consultation is a crucial part of the delivery of inclusive bike riding infrastructure to ensure that the facilities meet the needs of users, stakeholders and the local community. Consultation can be undertaken in a variety of formats and is typically led by local government.

Evaluation

Evaluation of the infrastructure is essential to measuring the impact it is having, both for people using the infrastructure and for the wider community experiencing the outcomes of increased transport mobility. These outcomes may include better local liveability, improved congestion and parking management, growth in cycle tourism and increased spending at local businesses. Ongoing monitoring will ensure facilities are well maintained and that the planning and delivery of bike riding initiatives undergo continuous improvement.

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



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

2.2 Cross-agency synergies

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

Developing and leveraging the benefits of bike riding and other forms of active transport throughout the Gascoyne region will rely on the cooperation of several government agencies.

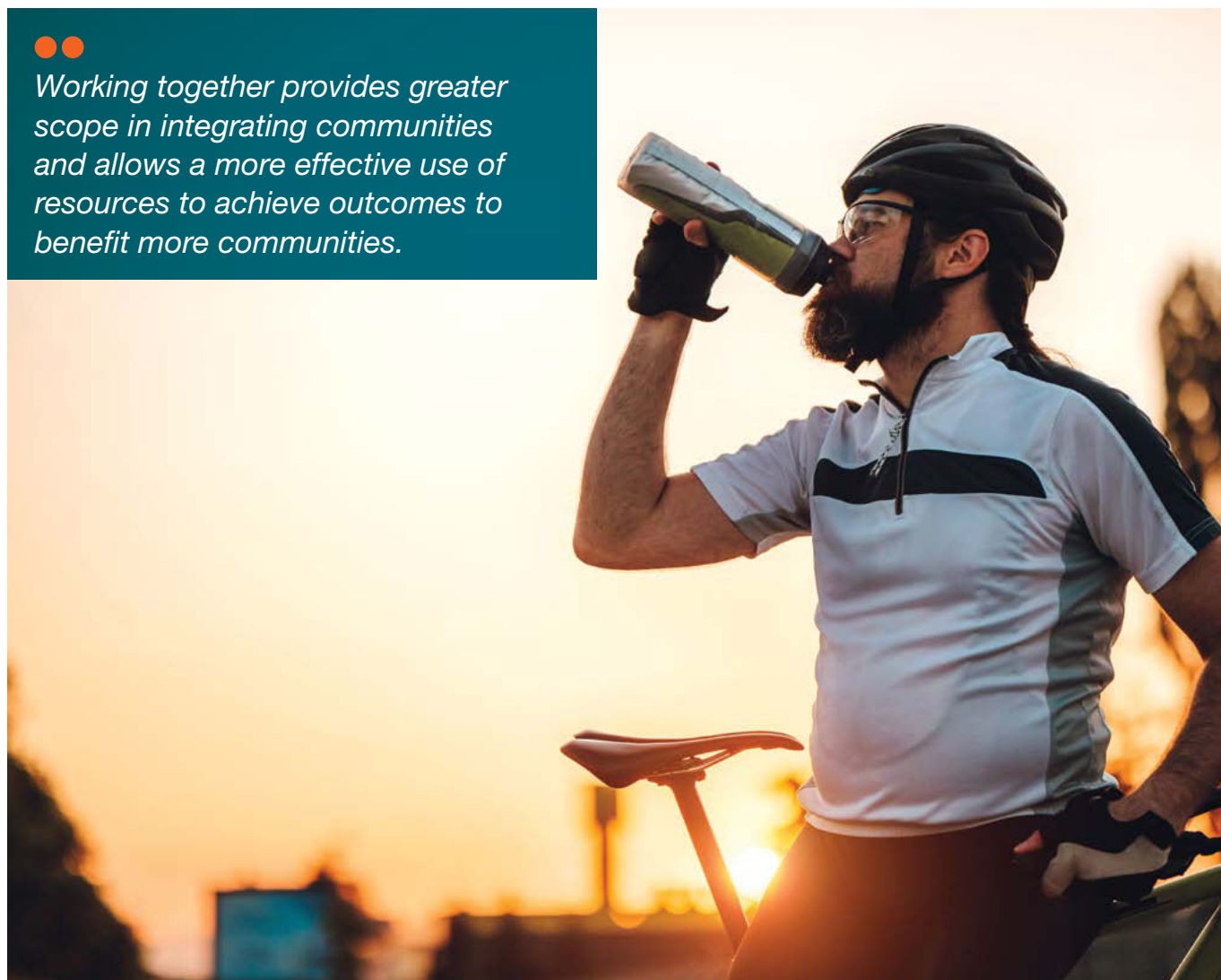
The diversity of opportunity allows for key agencies to work together with local governments, communities and businesses to promote active transport.

A key consideration for transport trails and paths in the Gascoyne region (particularly those connecting towns) are public drinking water source areas. Prior to development, it is critical that consultation is undertaken with the Department of Water and Environmental Regulation (DWER).

Similarly, transport trails through reserve areas should be referred to the DBCA at an early stage of the design process. Early consideration should also be given to Aboriginal heritage and recognition of local sensitivities.



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





3. Regional Route Hierarchy

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

3.1 Primary routes



Shared path along Murat Road, Exmouth.
Credit: Department of Transport.

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

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

In terms of built form, primary routes predominantly consist of high-quality shared paths at least three metres in width. To ensure high levels of rideability and legibility, red asphalt is usually the preferred surface treatment however this may vary depending on the localised climate and terrain.

An important consideration for shared paths is managing safety and ensuring etiquette between different users. In areas of high pedestrian activity, it may be necessary to provide separate facilities for people walking and riding.

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

3.2 Secondary routes



Shared path along the Fascine, Carnarvon.

Credit: Department of Transport.

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

In most cases, secondary routes are located adjacent to busy streets and take the form of protected on-road bike lanes or separated shared paths. It is important that the design of all new bike riding infrastructure (including secondary routes) incorporates an ‘all ages and abilities’ approach (see [Section 1.1](#)).

To ensure that on-road bike riding infrastructure is safe and attractive to such a wide range of users, separation in the form of kerbed medians is desirable to minimise the interaction between those riding bikes and those driving cars – particularly on busier roads. Where this is not possible, softer measures such as painted hatching, mountable plastic kerbing or flexible bollards can be considered, however these treatments are normally only acceptable in low speed environments. In some cases, off-road shared paths are the best option for secondary routes.

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



An important consideration for shared paths is managing safety and ensuring etiquette between different users.



3.3 Local routes



Proposed local route, Skipjack Circle, Exmouth.

Credit: Department of Transport.

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

Examples of local route treatments include:

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

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

* Sharrows are a wayfinding tool that assist cyclists in road positioning and alert motorists to the presence of people on bikes.

3.4 Transport trails



Unsealed track.

Credit: Department of Transport.

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

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

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

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

Depending on land ownership, the planning, design, construction and maintenance of transport trails is typically led by local government or the DBCA. Funding is usually sought through DLGSC or Lotterywest. Other government agencies such as DoT and Tourism WA, and key documents such as the WA Strategic Trails Blueprint can assist with planning, design and promotion.

3.5 Road cycling routes



Road cycling route along Murat Road, Exmouth.

Credit: Department of Transport.

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

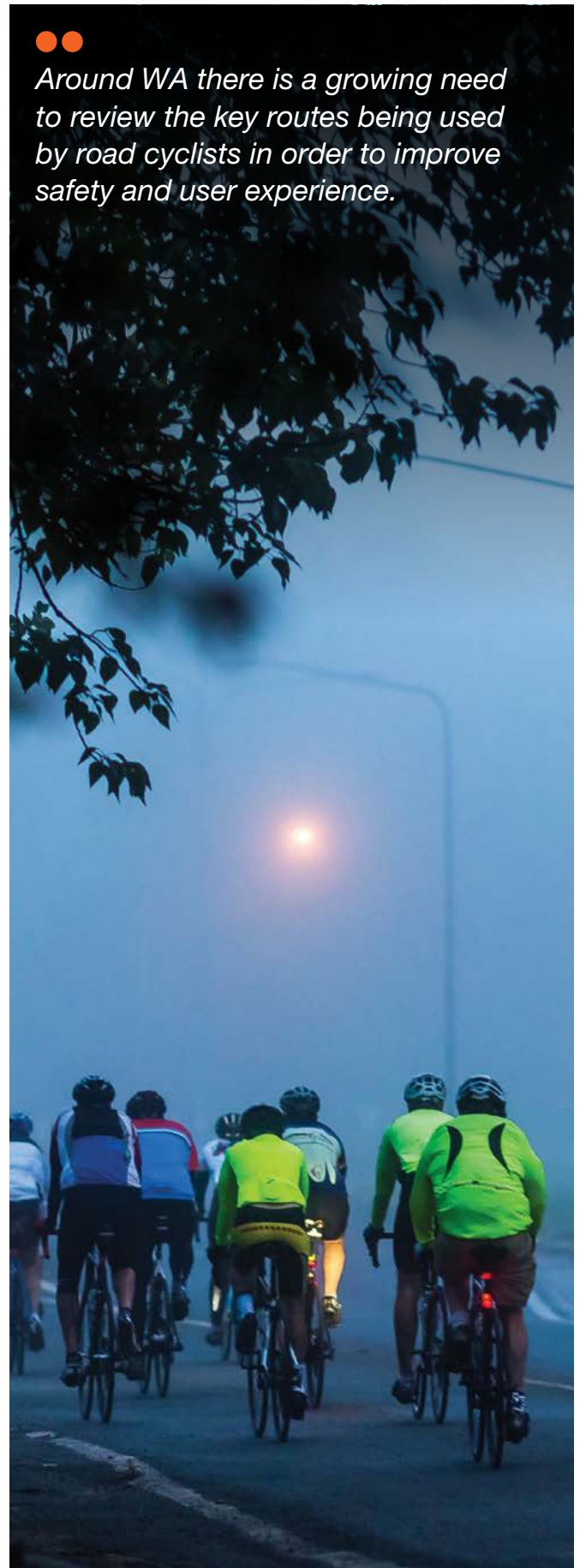
This type of bike riding, which is often undertaken by groups or clubs, is commonly carried out on rural and semi-rural roads which tend to feature nice scenery, challenging terrain and low traffic volumes, but are also selected in order to minimise the likelihood of interactions with pedestrians and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

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

* *Road Traffic Code 2000 Part 11 Division 3 r124A*
A driver of a motor vehicle must pass a bicycle travelling in the same direction at a safe distance (1m on roads with a posted speed limit of ≤ 60 km/h and 1.5m on roads > 60 km/h.) While legislation for passing safely has always existed in WA, these amendments to the *Road Traffic Code 2000* clarify the minimum distance a driver must keep between their vehicle and a bicycle when overtaking.



Around WA there is a growing need to review the key routes being used by road cyclists in order to improve safety and user experience.





4. Proposed Network

The Strategy sets out a network of short and long-distance bike riding routes in the region that serve a transport and/or recreational bike riding function. It covers connectivity within the urban area as well as interregional connections between towns for recreational, sports cycling and cycle touring trips.

The long-term cycle network (LTCN) is intended as a dynamic framework. The classification and alignments of routes may change following further feasibility assessment and consideration of local environmental, heritage, engineering constraints and impacts on other road users.

For the Gascoyne region, specific considerations include:

- Areas of significant ecological, scientific and cultural value;
- Hazard areas along coastal and river foreshores; and
- The presence of large vehicles such as freight and mining vehicles, road trains, caravans and motorhomes.

4.1 Overall Network

Map 5 to Map 11 depicts the proposed 2050 bike riding network for the Gascoyne region. Key features include:

- Primary route spines providing direct connectivity to the town centres of Carnarvon and Exmouth;

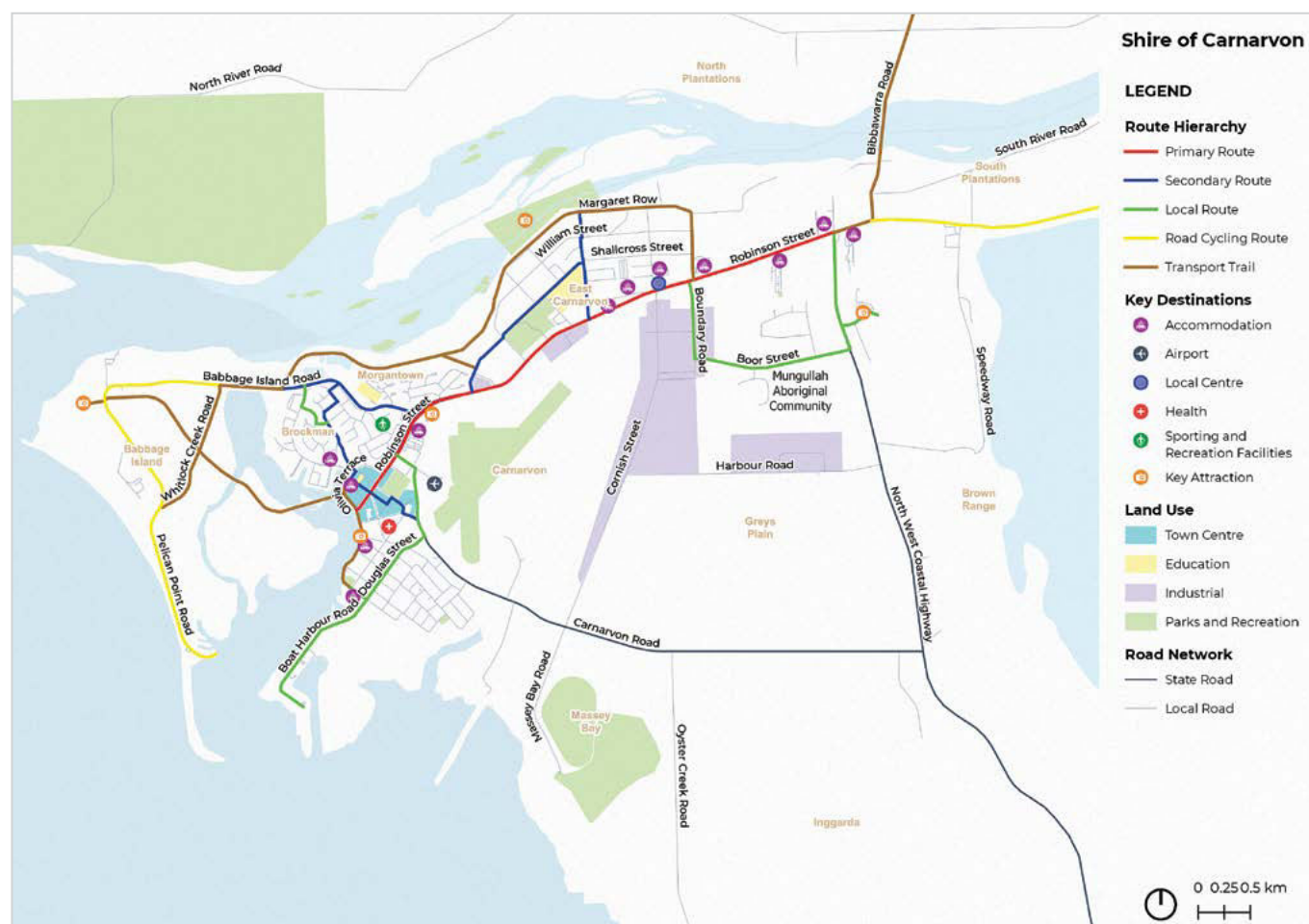
- A series of secondary routes connecting to schools, workplaces and the shops in Carnarvon and Exmouth;
- A fine-grain network of local routes, connecting the residential areas of Carnarvon and Exmouth to the higher order bike riding routes;
- Local routes providing connectivity from the residential catchments to the town centre and other key destinations in the smaller townsites of Denham and Gascoyne Junction;
- Transport trails that have been identified to provide unique leisure and tourism bike riding experiences, while also delivering a transport function for utility/commuter trips due to improved connectivity to the higher order bike riding routes in Carnarvon, Exmouth and Denham; and
- Road cycling routes that have been identified to connect people to long-distance destinations, including interregional connectivity for touring trips, and to support safe sports cycling activities.

4.2 Shire of Carnarvon

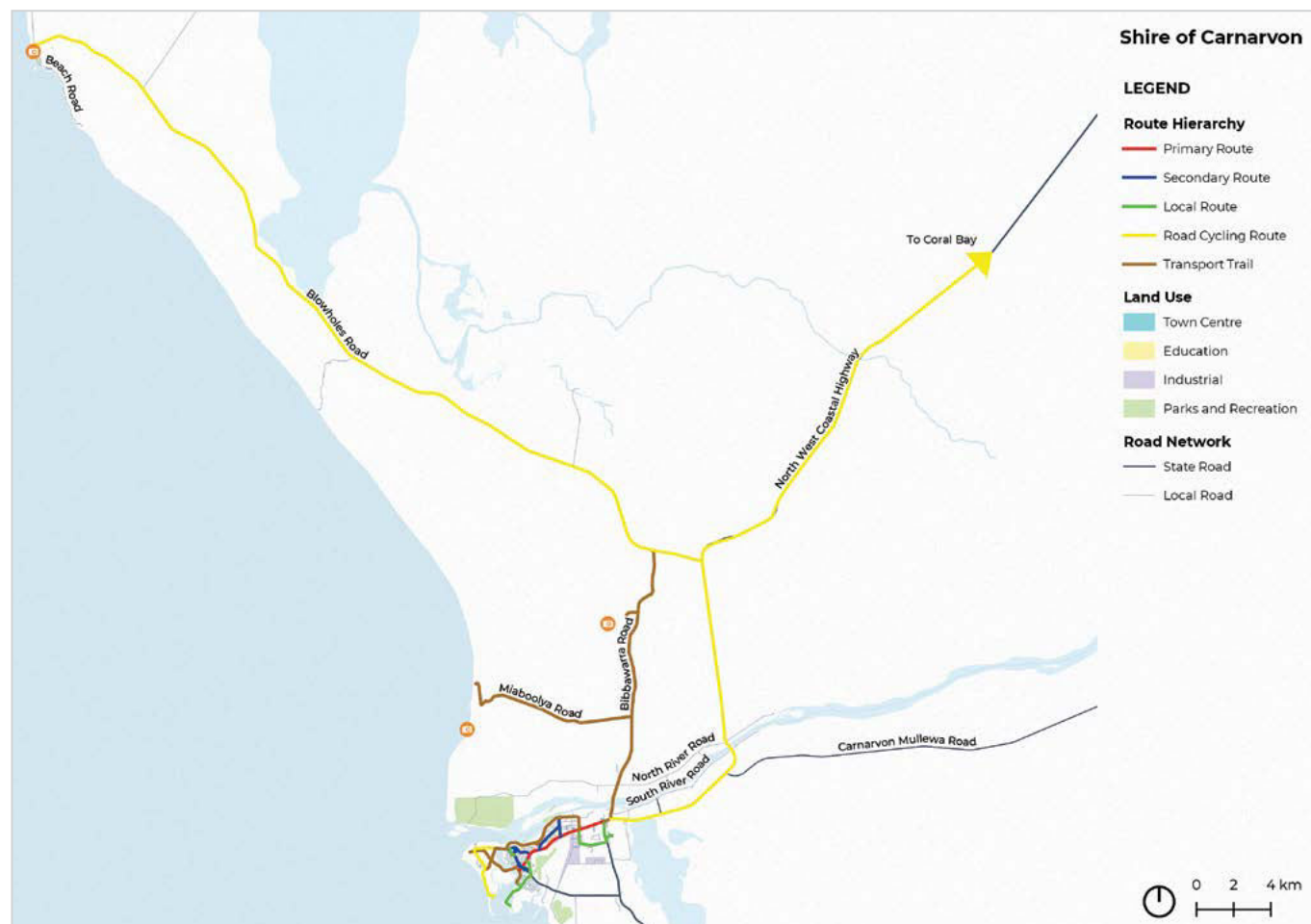
The Shire of Carnarvon 2050 bike riding network is shown in Map 5 and Map 6 and includes:

- A primary route along the length of Robinson Street, provides direct connectivity, from the east of the Carnarvon urban area to and through the town centre, to the waterfront along the Fascine. People on bikes are separated from vehicle traffic, with minimal interruptions along the length of the route;
- Secondary routes that provide safe access to all schools in Carnarvon, limiting the need for school children to interact with traffic, connects to transport trails which provides access to leisure riding and tourist attractions, and provides east-west connectivity through the town centre;
- Local routes that provide safe access to Carnarvon's industrial precincts, the Mungullah Aboriginal Community and the Space and Technology Museum
- Transport trails which leverage on the existing network of levee banks in and around the Carnarvon townsite, connecting key tourism attractions including Chinaman's Pool, the Heritage Precinct and Pelican Point more broadly, as well as Miaboolya Beach and the Bibbawarra Hot Springs further afield; and
- Road cycling routes to create a safer shared riding environment for people on bikes and people driving around Pelican Point and further afield along routes connecting to the Blowholes and Coral Bay.

Map 6. Proposed 2050 bike riding network for the Carnarvon townsite



Map 7. Proposed 2050 sub-regional bike riding network for the Shire of Carnarvon

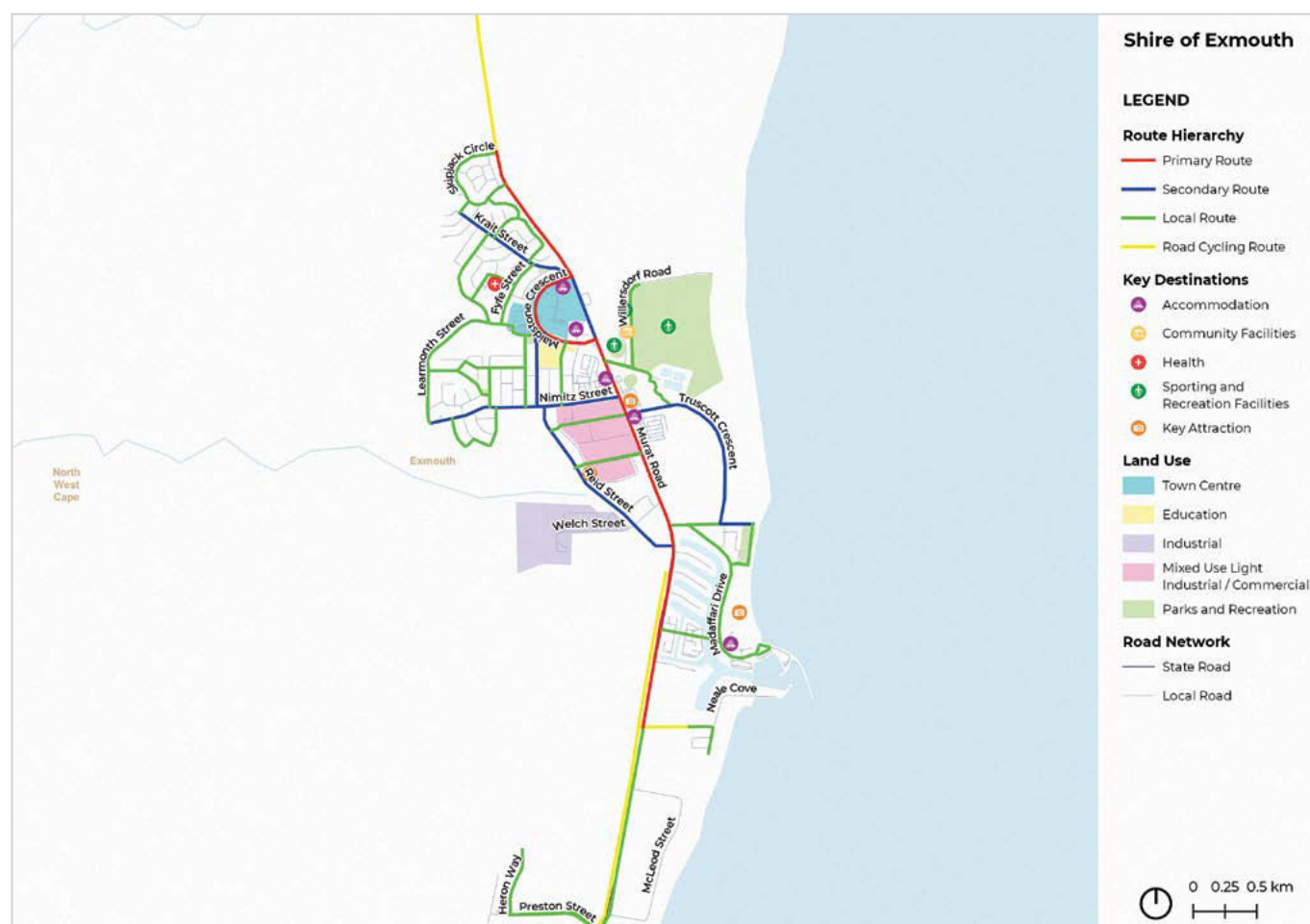


4.3 Shire of Exmouth

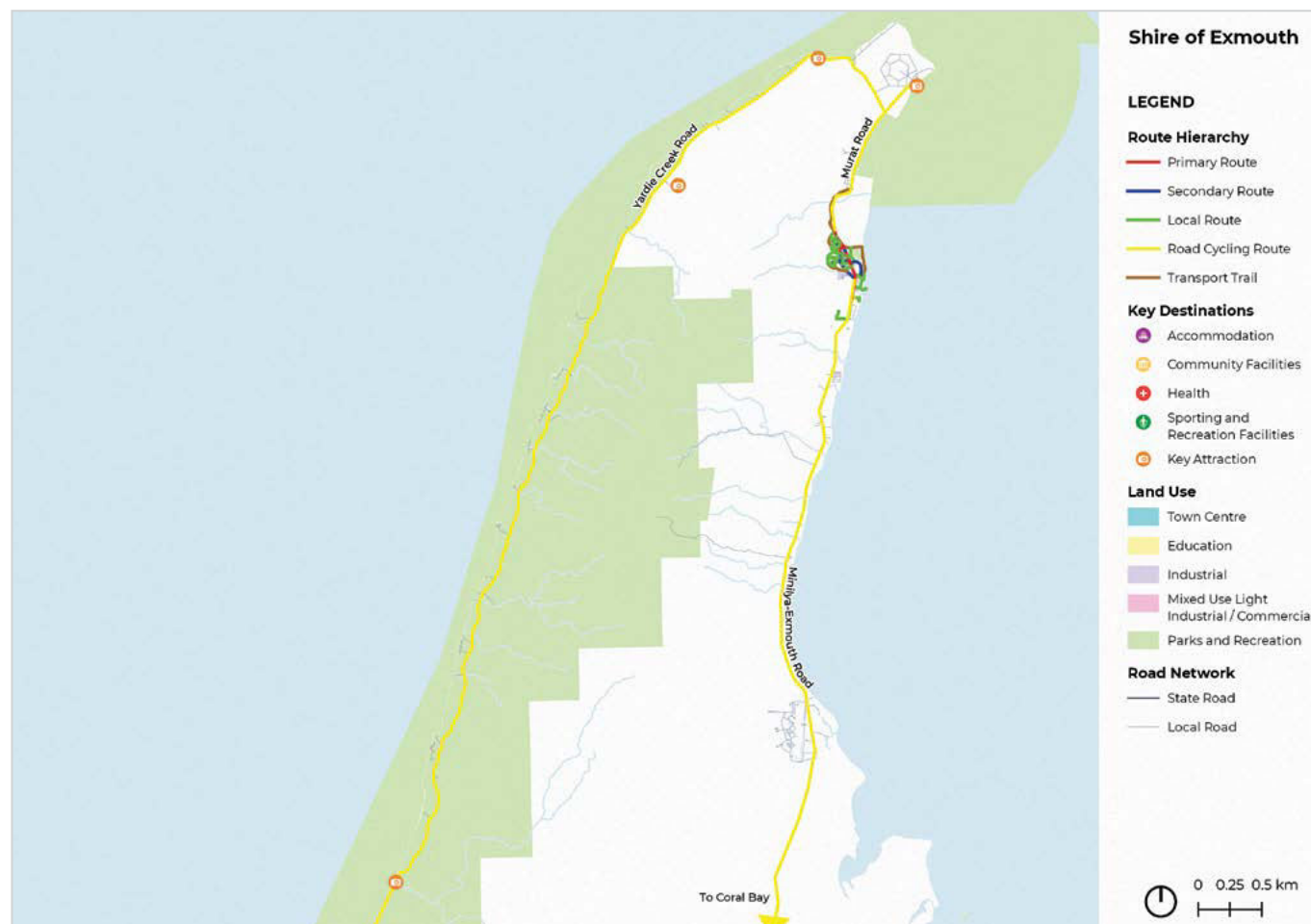
The 2050 bike riding network for the Shire of Exmouth is shown in Map 7 and Map 8 and includes:

- A primary route along the length of Murat Road that provides direct connectivity, from the south and north of the Exmouth urban area, to and through the town centre. People on bikes are separated from vehicle traffic, with minimal interruptions along the length of the route;
- Secondary routes that provide safe access to Exmouth's industrial and mixed-use light industrial precinct, key attractions including Town Beach and the Ningaloo Discovery Centre, as well as Exmouth District Highschool limiting the need for school children to interact with traffic;
- Local routes that connect residential streets to higher order routes, provide connectivity to the existing network of gravel trails on the periphery of the townsite (transport trails) and provide safe access around the recreational precinct to Exmouth's north-east and marina precinct to the south-east;
- Transport trails which leverage on the existing network of gravel trails around the Exmouth townsite, connecting key destinations including the town centre, Town Beach and increasing access to the north of the Cape; and
- Road cycling routes to create a safer shared riding environment for people on bikes and people driving north of the Cape and further afield along roads connecting to Coral Bay.

Map 8. Proposed 2050 bike riding network for the Exmouth townsite



Map 9. Proposed 2050 sub-regional bike riding network for the Shire of Exmouth



4.4 Shire of Shark Bay

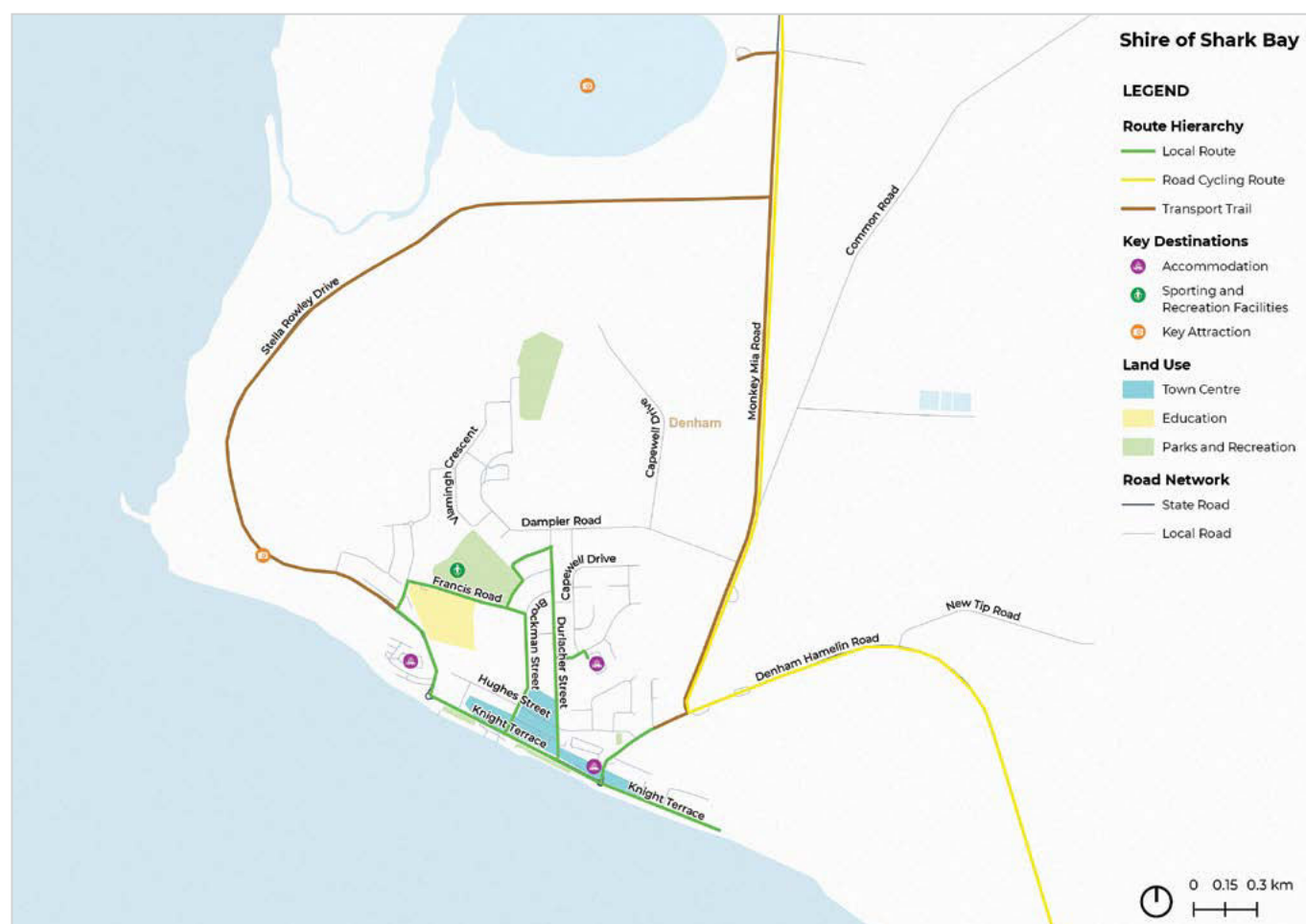
The 2050 bike riding network for the Shire of Shark Bay is shown in Map 9 and Map 10 and includes:

- Local routes that provide direct connectivity to the Denham town centre and beachfront, the Shark Bay Recreation Centre as well as safe access to Shark Bay School, limiting the need for school children to interact with traffic.

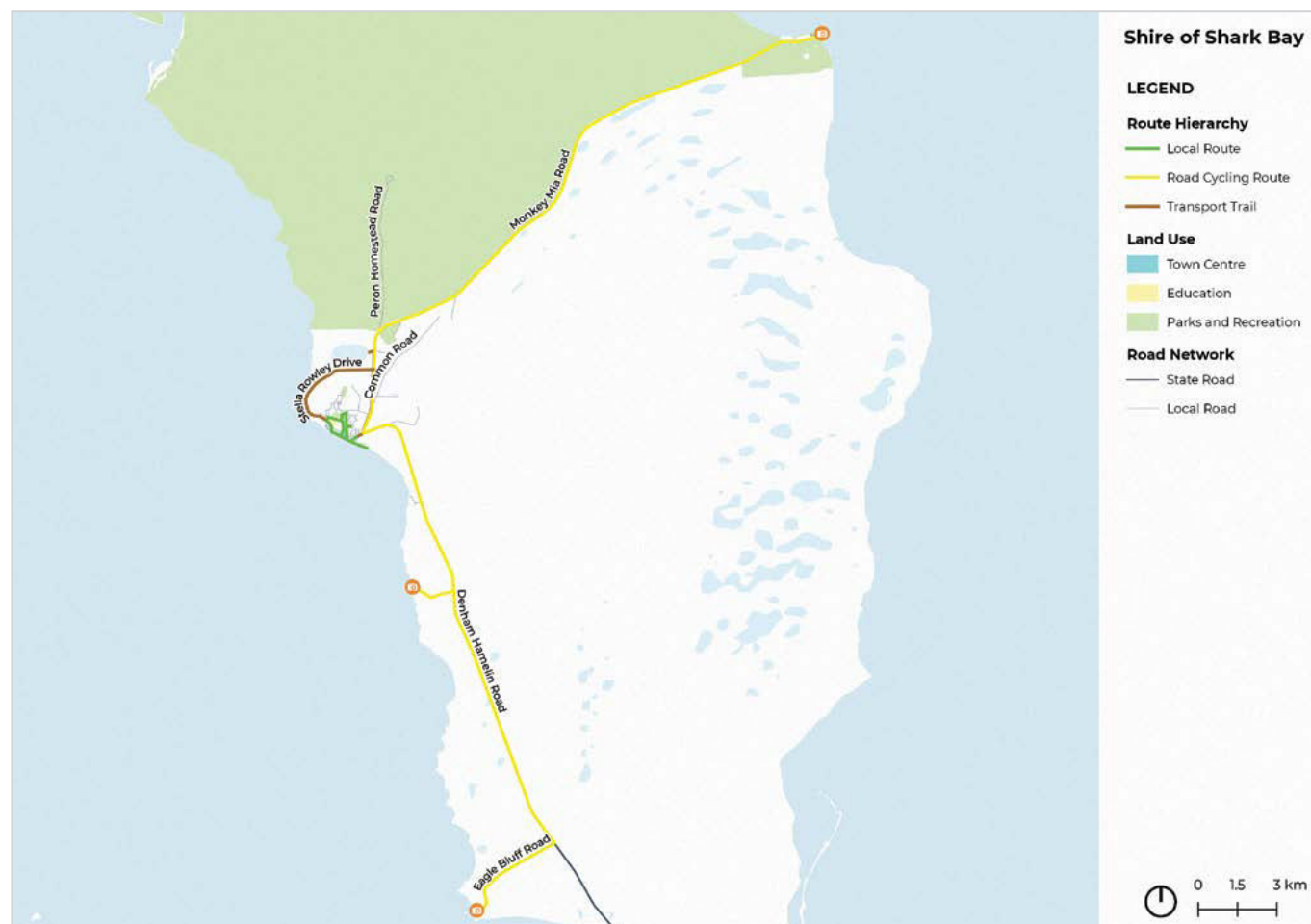
This network of local routes leverages on the Shire's existing path network and separates people on bikes from vehicle traffic;

- A transport trail that provides safe connectivity to Little Lagoon, delivering a unique leisure and tourism bike riding experience; and
- Road cycling routes that create a safer shared riding environment for people on bikes and people driving to the Shire's major tourist attractions including Monkey Mia, Ocean Park Aquarium and Eagle Bluff.

Map 10. Proposed 2050 bike riding network for the Denham townsite



Map 11. Proposed 2050 sub-regional bike riding network for the Shire of Shark Bay

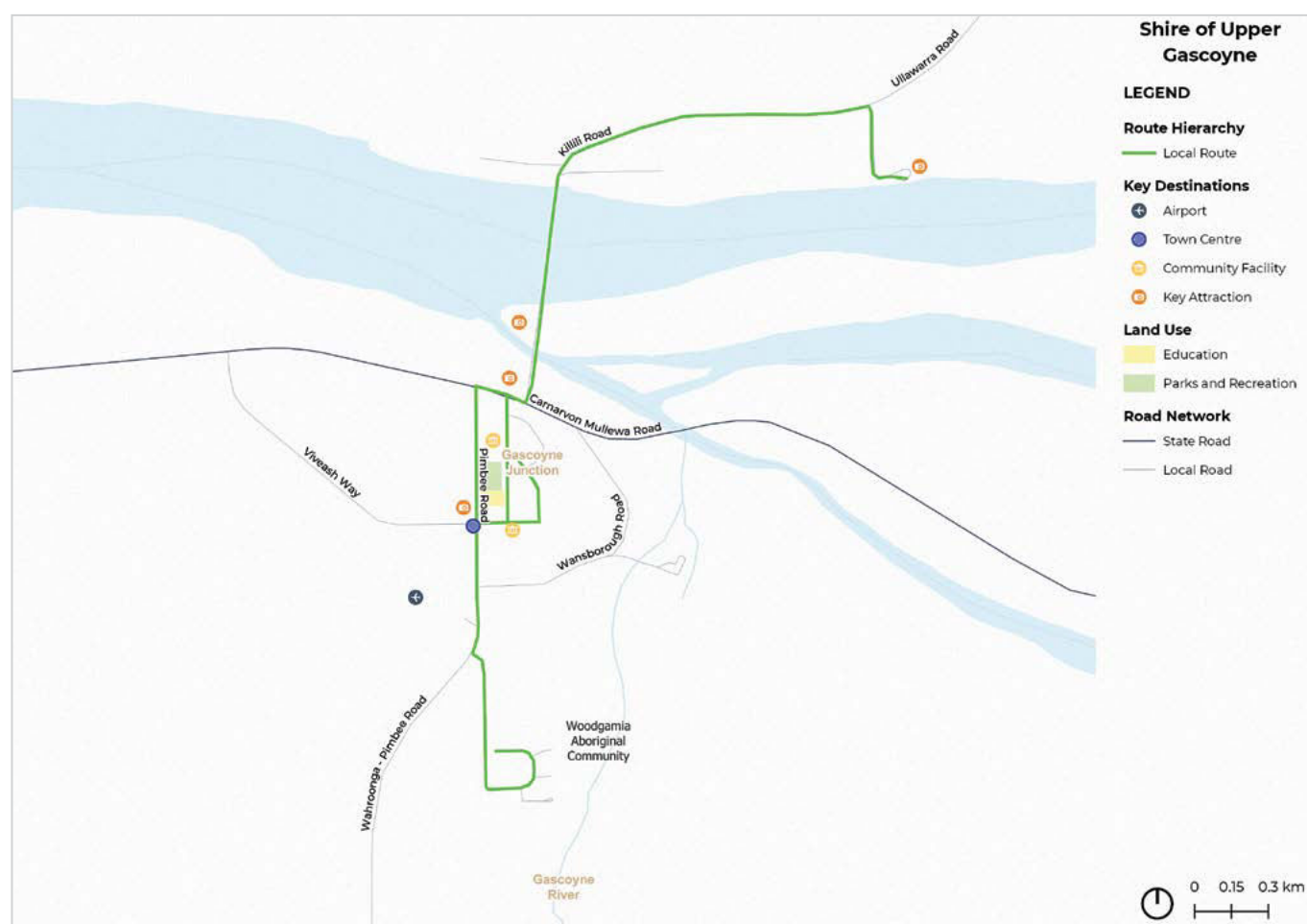


4.5 Shire of Upper Gascoyne

The 2050 bike riding network for the Shire of Upper Gascoyne is shown in Map 11 and includes:

- Local routes that provide safe access, with separation from vehicles, between Gascoyne Junction's residential homes and the Woodgamia Aboriginal Community to Gascoyne Junction Remote Community School, the shops and other key services and recreational facilities in the town centre; and
- The local route along Killilli Road that provides a crucial function in providing residents north of the Gascoyne River with access to the town centre, as well as enhancing connectivity to the river foreshore.

Map 12. Proposed 2050 sub-regional bike riding network for the Shire of Upper Gascoyne





5. The Way Forward

This section outlines the way forward for the Gascoyne region through the identification of central themes for bike riding across the region. These themes have been identified from the stakeholder and community consultation undertaken throughout the development of this strategy. Key opportunities have been identified within each of the themes, each of which highlight the potential for bike riding in and around the Gascoyne region. Case studies are used to illustrate where similar outcomes have been achieved elsewhere.

5.1 Improving access to education, employment, retail and recreation

There are many factors that influence people's willingness to ride a bicycle. The single biggest factor that determines people's willingness to ride a bicycle is their perception of danger from traffic. International research¹⁹ shows that between 50% and 60% of adults would consider riding a bicycle, but don't because they don't feel safe riding on busy roads (see [Figure 5](#)).

A large proportion of the region's residents live in urban settlements that are compact. Most people therefore live within a comfortable bike riding distance of key destinations such as schools, workplaces, including commercial and industrial employment areas, the shops, healthcare services and recreational facilities.

To maximise the number of people willing to ride a bicycle in the region there is a requirement to serve the needs of all ages and abilities, ensuring that children and cautious riders feel safe and confident riding to multiple destinations for many different purposes.

Figure 5. Types of people and their willingness to ride a bicycle¹⁹

Children	Cautious	Confident	Fearless
			
Children who can safely cross the road (typically 10 or older) or younger children under supervision.	Adults and teens of varying cycling ability who want to cycle but are cautious about safety risks from traffic.	Adults and teens with higher levels of cycling skill and confidence to interact with traffic using bicycle lanes.	Skilled bicycle riders that are confident interacting with traffic on busy roads with no or minimal cycle lanes.
Proportion of adult population	50% to 60%	5% to 10%	Less than 5%

5.1.1 Opportunity: Improve rideability serving Carnarvon, Exmouth, Denham and Gascoyne Junction town centres

The small scale of the key townsites within the region means that many jobs, major services and shops are generally concentrated in these centres. Although most residents are within comfortable bike riding distance of these centres, if people don't feel safe or comfortable riding a bicycle to and through these centres, people will continue to drive. This includes the ability to safely park your bike at a destination.

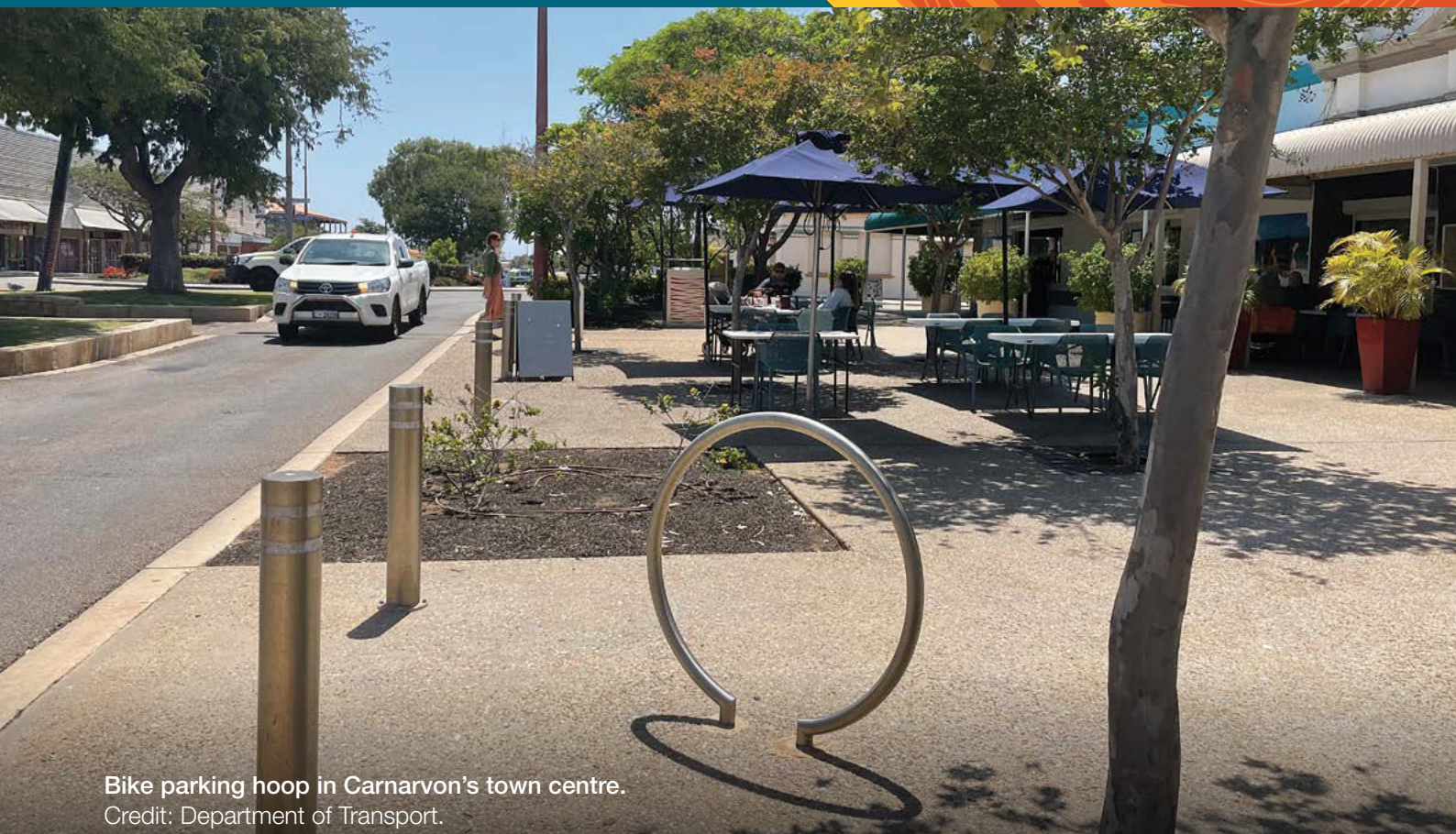
Several of the towns experience a large swell in seasonal population during the tourist season, generally between April and October, to accommodate holiday and leisure visitors, and seasonal workers required to service this group.

The Shire of Exmouth's population typically trebles over peak visitor months when compared to its permanent population of approximately 2,800²⁰, while the Shire of Shark Bay's permanent population of 950 people is estimated to double²¹.

Improving bike riding routes connecting the town centres to the main visitor accommodation areas and caravan parks can reduce the parking and traffic issues experienced during peak periods.

In general, increasing the number of bike riding trips made to these centres can reduce the amount of space needed for car parking. This makes it easier for people who have to drive to find parking and can create opportunities for investments to increase space for landscaping and community space, preserve heritage values, and improve the amenity of the town centre.

Relevant key actions	Action reference
Path construction and upgrades to provide direct bike riding access to the Carnarvon, Exmouth, Denham and Gascoyne Junction town centres	C1, C2, C3, C6, C8, E1, E2, E6, SB2, UG1, UG2
Ancillary infrastructure to support the bike riding network	GAS2, GAS3



Bike parking hoop in Carnarvon's town centre.
Credit: Department of Transport.

5.1.2 Opportunity: Provide safe bike riding routes serving the region's industrial areas

Industrial areas can often be poorly served by the walking and bike riding network. Although these areas tend to have less traffic than busy centres, the large number of heavy vehicles and the early morning or late-night travel for shift work can make walking or bike riding to work in industrial areas particularly dangerous.

While the industrial areas within the region are relatively small and feature most prominently in the Shire of Carnarvon and the Shire of Exmouth, future growth of these industrial precincts is planned.

In Exmouth, a secondary mixed-use light industrial and commercial precinct containing several popular restaurants/bars attracts people during all hours of the day. This includes people walking and riding on the road at night time which presents a safety risk due to limited street lighting along the road.

There is a need to ensure bike riding connectivity, recognising that people currently are, and will continue to access these areas.

Relevant key actions	Action reference
Path construction and upgrades for improved access along key routes serving industrial areas in Carnarvon and Exmouth.	C9, C11, E4
Ancillary infrastructure and active travel programs to encourage bike riding to workplaces.	GAS4, GAS9



People walking along the road with no path on Reid Street in Exmouth.

Credit: Department of Transport.

CASE STUDY | Supporting cycling access to industrial precincts

Industry Training and Workplace Services business, located in the West Kalgoorlie industrial precinct provides support to apprenticeship and traineeship placements. Many of their participants are below the legal driving age. The training facility run an initiative where participants learn to refurbish and maintain old bicycles. The trainees are given the bicycle they refurbish during the training. The program helps empower participants by providing them with a bicycle that gives them independent, affordable mobility that supports their entry into the workforce.

The organisation has partnered with the WA Police to obtain bicycles that have been seized or recovered, are unsuitable for auction and all attempts to identify the owner have been exhausted. The program therefore supports positive environmental outcomes by diverting unusable bicycles from landfill.

The program is well received by trainees, many of whom would otherwise be reliant on their parents to get to work in the industrial precinct. Improvements to the cycle network serving the precinct would further support an increase in the number of people riding to work in the industrial area.



A person riding on the shared path past Broadwood Street in West Kalgoorlie.

Credit: Department of Transport.

5.1.3 Opportunity: Deliver a safe bike riding network serving schools

Fewer Australian children walk and ride to school than ever before. Over the past 40 years the percentage of children walking or riding to school has declined from 75% to only 25%²². Active travel to school helps children reduce the long-term health risks of inactivity, supports their cognitive development and helps them gain independence.

It is important that the bike riding network provides routes to schools that are appropriately designed for children to use and give parents confidence that their children can independently get to and from school safely.

This may include:

- Paths that are wide enough to accommodate the large volumes of students walking and bike riding and do not conflict with vehicles during the busy school drop-off and pick-up period;
- Bike routes that are separated from busy roads or on quiet streets;
- Bike routes located in areas with good passive surveillance;
- Road crossings that enable children to cross safely;
- Clear wayfinding and safety signage; and
- Forgiving infrastructure so that an error by a person on a bike is less likely to result in severe injury.



Desire line along a dirt track leading to Carnarvon Christian College.

Credit: Department of Transport.

Relevant key actions	Action reference
Proposed network improvements to enable safe travel to all schools in the region by bicycle.	C4, C5, C7, C8, E5, SB1, UG1, UG2
Active travel programs to build bike riding skills and encourage bike riding to schools.	GAS9

5.1.4 Opportunity: Support active travel programs in schools, and enhance riding skills and road safety education

Learning bike riding skills at an early age can support children in forming healthy and sustainable habits that are carried through to adulthood and can contribute to fostering a broader bike riding culture.

As they continue to ride throughout their lives, children will experience a range of different riding contexts. Developing road sense and understanding of road and bike riding safety is important to make sure they can confidently navigate a variety of circumstances, particularly where they may interact with motor vehicles.

In addition to providing built infrastructure, such as walking and riding paths, supporting social infrastructure and capacity building initiatives can help to accelerate early engagement in bike riding. This includes delivering active travel activities and programs in schools to help children build the skills and confidence needed to safely ride in a diverse range of circumstances.

Your Move is a free active travel program run by the DoT, with a specific schools program targeted at helping students to get active by walking, scooting and riding to school²⁴. Schools sign up voluntarily to the program, which includes support from DoT's dedicated behaviour change experts. Typically, students are empowered to run their own activities tailored to their local context and can earn points to spend in the 'shop' on resources and activities to continue encouraging active travel.

There are a variety of education programs targeted at children and youth to help them build necessary understanding of their rights and responsibilities on the road, making riding safer and more fun for everyone. WestCycle, the peak cycling body throughout WA, is an organisation that delivers programs to teach people how to ride and bolster riding confidence. Several private businesses such as 'People on Bicycles'²³ also provide such services.



Bike riding skills workshops are another important way to support youth bike riding. This may include teaching basic maintenance and upkeep skills as well as physical riding skills. Events and targeted sessions can help kids practice their skills in safe settings.

Encouraging youth engagement with local governments in the planning and management of bike riding infrastructure is essential to promoting bike riding in schools. This is to ensure that investments meet the needs of school children and their parents, and to increase their awareness of potential riding routes and willingness to try riding to school and for other purposes.

Relevant key actions	Action reference
Active travel programs to build bike riding skills and encourage bike riding to schools.	GAS9



A person riding along a shared path providing access to Exmouth District High School.

Credit: Department of Transport.

CASE STUDY | Gascoyne Junction Remote Community School

The DoT's Your Move Schools program has been rolled out effectively across WA's regions. The Gascoyne Junction Remote Community School in the Shire of Upper Gascoyne has been actively involved in the program over the last several years. The school has 10 students and caters for students from kindergarten to Year 12.

Students learn the importance of bike riding skills and road safety through fun and engaging events.

Over the years this has included:

- Regular morning fitness bike rides to learn road rules and build confidence;
- An Amazing Race event, requiring students from the school and surrounding Stations to ride to different spots to answer clues, complete puzzles and participate in other fun activities, before moving on to the next location; and

- A bike safety workshop and ride, complemented with bike tyre repair kit giveaways and a sausage sizzle.



In addition to being an active Your Move participant, an annual Road Safety Awareness event for students is hosted by MRWA and the Community Resource Centre. The event includes bike riding skills training, with an emphasis on teaching students road safety and awareness while riding a bike.

Currently, paths are limited throughout the Gascoyne Junction townsite, therefore, these events help children to develop the necessary skills and awareness to safely ride in their local context.



Students participating in bike riding activities in Gascoyne Junction.

Credit: Gascoyne Junction Remote Community School.

5.1.5 Opportunity: Improve supporting end-of-trip and route infrastructure

The availability of bicycle parking and related end-of-trip facilities is essential to encouraging bike riding access. People are less likely to consider bike riding as a viable transport option without this supporting infrastructure.

Providing secure bicycle parking and end-of-trip facilities for employees can free up car parking spaces for clients and customers, increasing trade and customer satisfaction. Bicycle parking is around 10-times more space efficient than car parking, making space available for productive use²⁵.

Public bicycle parking can support increased use of bicycles for customer access if it is conveniently located close to destinations and suitably designed so bicycles can't be stolen or vandalised. Increased customer access by bicycle can help reduce car parking issues and can reduce the negative impacts of informal bicycle parking on pedestrian paths, handrails, lamp posts and trees used to lock bicycles to.

Some current planning schemes in the region do not have specific requirements for bicycle parking and end-of-trip facilities for new or upgraded development. As an action of this strategy, the development of appropriate planning scheme policies has been identified, ensuring that new developments and redevelopments will include provision for bicycle parking and end-of-trip facilities appropriate to the scale and type of development, and its location.

These policies will include requirements for:

- **Employee end-of-trip facilities:** secure bicycle parking and end-of-trip facilities (which may include change rooms, lockers and showers) appropriate for the number of employees; and
- **Public bicycle parking:** conveniently located bicycle parking racks that are placed in visible locations to improve security and are designed to best-practice standards.

To demonstrate commitment to active travel, it is recommended that the shires in the region include suitable employee end-of-trip facilities and public bicycle parking in government offices and service centres as appropriate.

Further to the above, the region's hot, dry climate makes it essential that people who walk and ride are hydrated and can find shade when needed. Easy access to water, shaded paths and/or shelters and rest areas are important in making routes more comfortable, attractive and accessible for recreational riding and walking. It is important that bike riding routes in urban areas that are intended for recreational riding by locals and visitors include access to potable water and shaded rest areas along routes, as appropriate.

Relevant key actions	Action reference
Ancillary infrastructure to support bike riding to workplaces, local services and facilities.	GAS3, GAS4



Bicycle parked inside the Carnarvon Central shopping centre.

Credit: Department of Transport.



Mature trees providing shade and cooling along the Brockman Park shared path in Carnarvon.

Credit: Department of Transport.

5.1.6 Opportunity: Provide safe and convenient access to recreational facilities

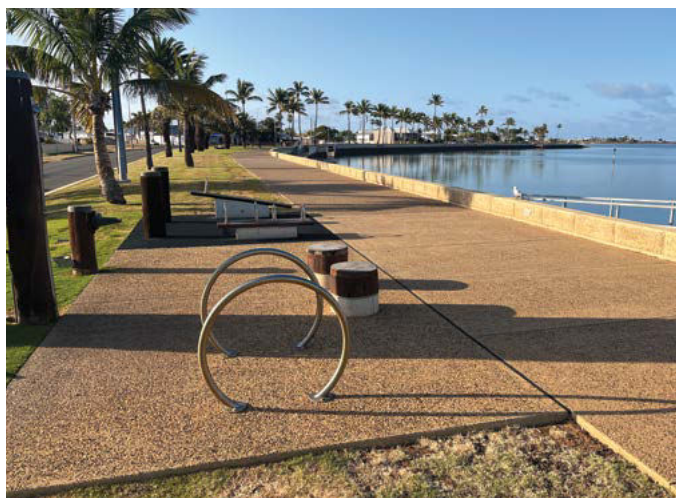
In the Midwest Health Region, which encompasses the Gascoyne region, 37% of adults aged 16 years and over are obese, with coronary heart disease, chronic obstructive pulmonary disease, and mental ill-health being leading causes of disease burden²⁶. There are numerous physical and mental health benefits associated with increased physical recreation and active travel, particularly reducing risk of cardiovascular diseases, as well as positively impacting mental health conditions such as depression, stress and anxiety²⁷.

● ●
The region's recreational facilities and public open spaces (such as sporting fields and parks) are ideal locations for active recreation.

There is a need to ensure that these recreational facilities can be conveniently and safely accessed by bicycle for all members of the community to enjoy. This will help reduce car parking issues and increases the ability of children to independently access these facilities.

Encouraging people to cycle to and from recreational facilities will also help increase the positive public health outcomes of increased physical activity.

Relevant key actions	Action reference
Path construction and upgrades to improve bike riding access to the key recreational facilities in the region.	C4, C5, C14, E1, E3, SB4, UG2



Shared path along the Fascine providing access to exercise equipment along Carnarvon's foreshore.

Credit: Department of Transport.



Children's bike parked by the playground along Carnarvon's foreshore.

Credit: Department of Transport.

5.2 Enhancing the region's potential for cycle tourism and active recreation

Local and international tourists flock to the Gascoyne region, attracted by the stunning natural environment and unique destinations. This makes tourism one of the most significant industries for the region, with an annual average total spend of \$362 million attributed to tourism in the region, and contributing to 14.4% of the region's total employment²⁸.



In Australia \$1,168 million was spent annually on cycle tourism in 2020²⁹. Although cycle tourism is a relatively small niche market, surveys found that 46% of adults say they enjoy riding bicycles when on holiday, although only 10% actually rode a bicycle on a trip in the past year³⁰.

Caravan and mobile-home based travel is a popular way to explore the region. Often these vehicles carry bicycles, enabling tourists to set up in the caravan park and explore the local area by bicycle. Improving cycle routes and wayfinding guidance helps tourists use a bicycle to safely and conveniently explore the area, access shops or restaurants, or visit destinations.

While the region has a relatively low resident population, tourism greatly increases the number of people in towns, particularly during school holidays. This can cause car parking issues and can increase traffic safety risks, particularly in small centres. Better bike routes around town and to local tourism destinations can help reduce traffic and parking issues during peak holiday season.

Bike riding can also improve the tourist offering of the region through creating opportunities for sports cycling routes (including road cycling, mountain biking or gravel biking), recreational cycling (scenic trails or historical touring routes), or active events (cycle races, triathlons, BMX). Active tourism gives people a reason to visit and stay longer in the region, and also creates activities for local residents.

Cycle tourism creates the opportunity for local businesses to offer supporting services such as bike-hire and maintenance services, creating cycle destinations or events. If well planned, cycle tourism investments can also support local residents to safely and conveniently get to work or school, access local shops and services, or enjoy their own region on a bicycle.



Sunset by the shared path along the Fascine, a key attraction in Carnarvon, connecting to the Heritage Walk Trail to the north and Town Beach to the south.
Credit: Department of Transport.



Caravan carrying bicycles on the back at Carnarvon Central shopping centre.

Credit: Department of Transport.

5.2.1 Opportunity: Create a recreational route that highlights the region’s unique attractions

The towns in the region are compact with caravan parks, shops and restaurants, and many key tourist attractors within easy bike riding distance of each other. This can create an opportunity to link these sites via a well-defined cycling trail that supports all ages and abilities to safely and conveniently cycle between these destinations.

● ●
Cycling trails provide visitors, as well as residents, with a fun and immersive way to explore the town and immediate local area. Added to this, the convenience of exploring a small town by bicycle eliminates the need for visitors or residents to find car parking in busy centres and reduces fuel use.

Such routes must be clear, allowing unfamiliar users of the network to easily navigate the cycle trail, with the ability to easily get to and stop at the destinations or attractions along the way. Wayfinding signage and easily understood route maps are essential to promoting the routes and supporting the rider’s ability to navigate them.

Well defined cycle trails can be promoted and marketed to people visiting the area, highlighting the towns’ unique assets and attracting people to stay and spend money in the local areas. Additionally, cycle trails can deliver great value to local communities if the route is planned to support access to key destinations that local residents will ride to, like schools, sports facilities, shops and employment centres.

While relevant key actions have been identified for the next 5 years, a series of longer-term aspirations have also been identified through on-site visits, stakeholder and community consultation. This includes improving the existing gravel trail around the Exmouth township and creating a Gascoyne River trail linking the Gascoyne river foreshore picnic areas, north of the river.

Relevant key actions	Action reference
Path construction and upgrades to provide bike riding access to key attractions proximate to the region’s urban areas	C5, C10, C14, E1, E3, SB4, UG2
Ancillary infrastructure to support the bike riding network.	GAS2, GAS3



Bicycles parked by Town Beach, a key attraction for both locals and visitors in Exmouth.
Credit: Department of Transport.



Section of the Heritage Walk Trail, a popular active transport trail for locals and visitors in Carnarvon.
Credit: Department of Transport.

CASE STUDY | Economic benefits of cycling tourism

This case study shows the benefits cycling tourism investments in supporting increased visitation and diversified local economies in regional communities.

● ●
Known in Māori as Ngā Haerenga 'The Journeys', the Great Rides of New Zealand consist of twenty-three cycle trails with over 2,800km of cycle trails across New Zealand. The trails are mainly located in regional areas and provide a diverse range of experiences and opportunities to appreciate unique historic and cultural sites.

A 2021 evaluation of the Great Rides³¹ found significant benefits related to natural, social, human, financial and physical outcomes for the communities. The evaluation found that almost half of users would not have visited the area if there was no Great Ride. The Great Rides have been critical in supporting increased tourism revenue to regional towns with businesses noting a 72% increase in customers and 64% increase in income from before the establishment of the cycle trails.

The economic benefits of rail trails



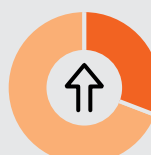
\$950m

Approximate direct economic contribution of the trails to the regions.



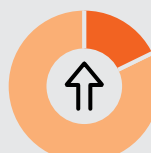
\$10m

Approximate capital and operating expenses.



31%

Increase in visitor expenditure year on year.



18%

Increase in visitor nights year on year.

The Great Rides have supported employment and economic growth in the regions through the growth of existing businesses, or the investment in new businesses.



People on bikes enjoying the Great Rides of New Zealand.

Credit: Great Rides.





Vlamingh Head Lighthouse, a key attraction in Exmouth.
Credit: Department of Transport.

5.2.2 Opportunity: Improve bike riding network connectivity to tourist attractions and assets

The region covers an area of over 137,000 square kilometres, containing highly diverse landscapes, spanning from coastal environments to desert hinterland. A multitude of world class tourist attractions are located within the region, including the Shark Bay Heritage Area and Ningaloo Reef Heritage Area, drawing visitors from all around the world.

Given the vastness of the region, motor vehicles are mostly used to visit most tourist attractions further from town. Multi-day 'bike-packing' or cycle touring makes up about 5% of the cycle tourism market in Australia³². The potential for the region to attract more of the cycle touring 'bike-packing' market could be supported by creating safer cycle routes connecting towns and key tourist attractions in the region. The level of provision needed on these routes depends on the distance, target market and the risk to cyclists from traffic, particularly heavy vehicles. Routes within comfortable riding distance of a centre should aim to appeal to a broad segment of people with different riding abilities/ levels of riding confidence.

Routes further from urban centres would largely serve experienced cycle tourers willing to ride on roads. Longer distance routes can be segmented and form parts of bike riding journeys, where people can experience riding along sections of the route, rather than traversing the whole length by bike. There is an opportunity for private tourism operators to facilitate such trips and encourage bicycle tourism within the region.

Scenic cycle trails riding provides people with a unique opportunity to experience the region's natural beauty in a peaceful environment away from motorised traffic. Routes can be comprised of gravel or sand-based surfaces and, importantly, should contribute towards the conservation and preservation of the natural landscape, while concurrently providing the community with access to open space to enjoy and appreciate.

Relevant key actions	Action reference
Delivering and advocating for safe bike riding routes to connect people to the key attractions beyond the region's immediate urban centres.	GAS1, GAS8, C12, C15

CASE STUDY | Creating safe streets during the Exmouth solar eclipse

Exmouth was one of the few locations for viewing the April 2023 total solar eclipse.



Exmouth hosted approximately 20,000 visitors who came to see the solar eclipse. These visitor numbers far exceeded the normal surge in visitors during peak holiday periods.

To support safe travel in and around the town the Shire encouraged people to use active travel to get around town. Town Beach was identified as the prime location for people to view the eclipse. To address the risk of traffic congestion and concerns for pedestrian safety most local roads leading to Town Beach were closed to vehicle traffic on the day of the eclipse. People wanting to view the eclipse from Town Beach were encouraged to walk and bike ride to get there. The road closure ensured that everyone felt safe walking and bike riding there.

This initiative increased the visibility of bike riding, highlighting it as a convenient and efficient mode of transport. It also resulted in more people being out and about, creating vibrant streets and fostering social connectivity amongst the community.



Bikes parked at Town Beach, Exmouth, during the 2023 solar eclipse event.

Credit: Shire of Exmouth.

5.2.3 Opportunity: Formalise and improve sports cycling opportunities

Sports cycling opportunities encompass a large variety of riding activities including road cycling, trail riding, mountain biking and BMX (bicycle motocross). These activities have uniquely different requirements, but all require a level of fitness and skill of users.

Competitive riding events (road-cycling or mountain bike races, triathlons, etc) provide a point of motivation for more local residents to develop their cycling fitness. These events can increase levels of cycling participation and help increase health outcomes for the region.

In Australia 7% of the cycle tourism market is for participating in competitive events. These events therefore have potential to generate economic benefit for the region by attracting more cycle tourists and their respective families/support teams to the area. Depending on their scale, the organising, promotion and running of competitive cycling events can require up-front funding support to make them viable. Opportunities for sports cycling events and the need for funding support of these should be investigated in collaboration with local sports cycling groups and organisations such as WestCycle.

Road cycling requires routes with a range of riding distances, minimal interruptions from intersections and a smooth riding surface. Road cycling routes must have an acceptable level of risk from motor vehicles. This is dependent on the amount of traffic on the road, especially heavy vehicles, the ability of traffic to safely pass cyclists and the speed of traffic. Continuous road shoulders of adequate width are ideal to support road cycling training routes. However low-traffic roads can be suitable if drivers can safely pass cyclists with limited delay.

During stakeholder and community consultation there was recognition that many of the roads in the region don't have continuous road shoulders. Heavy vehicles and cars towing caravans or boats present a particular risk to road cyclists, particularly during the peak holiday season.

This was recognised as a key constraint that could limit the opportunity to create high quality road cycling routes in the region.

There is a need to work with local cycling groups to identify potentially suitable road cycling training routes, agree sections with high safety risks and appropriate mitigations, and develop a strategy to promote the routes and improve safety. There is also a need to address unsafe behaviours of cyclists and drivers through education and awareness programs.

Mountain bike or gravel bike trails provide an opportunity to showcase the region’s unique scenery and rugged environment for more adventurous riders. These trails can provide for people with varied technical abilities and can include gravel tracks, fire trails and purpose-built single tracks. Mountain biking/gravel biking is identified as one of Western Australia’s fastest growing recreational, sport and tourism activities. Formalised trails can prove popular for local communities and benefit the local economy by attracting visitors to stop and stay. Mountain bike and gravel bike trails can be publicised through providing easy access to route information, targeted marketing and/or competitive events.

The *WA Strategic Trails Blueprint 2022–2027* has been developed by the Department of Biodiversity, Conservation and Attractions in conjunction with key stakeholders, and the potential for multi-use cycling trails is highlighted in the Blueprint.

During stakeholder and community consultation several opportunities for mountain bike and gravel bike trails in the region were identified.

Possible opportunities for cycle trails that were identified through stakeholder and community engagement for the Gascoyne region include:

- **Cape Range National Park:** The Shire of Exmouth is working in partnership with local cycling club, the Cape Range Riders, to develop a Trails Strategy to investigate potential trail alignments across the Cape Range National Park.
- **Ex-NASA Carnarvon Tracking Station:** Informal mountain biking use of tracks through the area.

BMX bikes are an easy entry into bike riding for children, but as a sport it has participation at all age levels. AusCycling holds annual regional, state and national competitions in the disciplines of BMX racing and BMX freestyle.

BMX racing and freestyle requires a relatively small purpose-built area, unlike road cycling and mountain biking/gravel biking. This makes BMX suitable for delivery in urban areas, making it easy for children to access independently. BMX can provide a valuable social and recreational resource for young people, particularly in under-resourced regional centres. Currently the region does not have any BMX clubs, however, a BMX pump-track and skills course were recently constructed in Exmouth. The closest formal BMX events are held in Perth.

Relevant key actions	Action reference
Delivering and advocating for safe road cycling routes, and identifying recreational riding and cycling tourism opportunities in the region.	GAS1, GAS8, C12, C15



Members of the Cape Range Riders riding across the Cape Range National Park in Exmouth.
Credit: Department of Transport.

CASE STUDY | Share the Regional Road

It is not always feasible to widen regional roads to provide the width required for road shoulders suitable for safe road cycling. To improve the safety of regional roads without shoulders that are used for road cycling there is a need for mutual respect between people riding and driving on roads to ensure everyone remains safe. Signage to raise driver's awareness of bike riders and to encourage safe behaviours can assist in improving safety on these road cycling routes.

The City of Busselton, in partnership with the Federal Government's Road Safety Innovation Fund grant scheme, recently trialled different 'Share the Regional Road' sign designs. The trial measured the effectiveness of different road signs in increasing driver awareness of cycling on regional roads.

Signs used included:

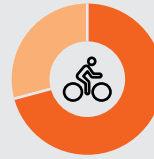
- Static cyclist ahead warning signs;
- Static 1.5m passing distance signs; and
- Dynamic signs with flashing lights when cyclists are using particular routes.



Static 1.5m passing distance sign (left) and 'Share the Regional Road' campaign signage (right).

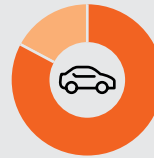
Credit: City of Busselton.

Trial evaluation results



71%

of cyclists believe the signage is effective in improving their perception of safety.



83%

of drivers think that the signage is effective in improving their awareness of cyclists.

Dynamic signage has been noted in previous Regional 2050 Cycling Strategies as an opportunity for raising awareness of bike riders on regional routes. Supporting the initiative was a local advertising campaign to raise awareness and promote sharing the road.



CASE STUDY | Exmouth Bike Park

Exmouth's Bike Park opened in 2022 at the Exmouth Recreational Precinct, a family-friendly setting close to the town centre and accessible by the town's path network. The Park is nestled between the community gardens and the tennis club, and features a pump track, a jump park and a skills loop.

Exmouth Bike Park provides riding experiences for a range of people, particularly children and young people looking to have fun and work on their bike skills in a safe, accessible location, as well as letting visitors and tourists to test out their skills before they explore the region's trails.



The Park is a great opportunity to build community as well as bike riding skills for young people.

Cape Range Riders, a local mountain biking club with an active membership, have been passionate supporters of the facility and were on hand at the Park's opening event in April 2022 to help children with their first runs on the course. The Cape Range Riders remain engaged with the Park, leading popular community riding events such as the November 2022 Exmouth Bike Park Fun Day.



Young people riding at Exmouth Bike Park.

Credit: Shire of Exmouth.

CASE STUDY | The Goldfields Cyclclassic and Community Challenge

The Goldfields Cyclclassic and Community Challenge is an annual cycling event held in the Kalgoorlie-Boulder region, hosted by the Eastern Goldfields Cycle Club. The Cyclclassic entails riding between Kalgoorlie-Boulder to Menzies, and on to Lenora. The internationally renowned event attracts both competitors and spectators from all around the world. The Community Challenge event occurs on the same weekend and allows riders to participate in a non-competitive supported ride along the same route.

● ●
The Menzies Classic (day one of the two-day event) is one of the oldest remaining competitive cycling races in Australia, with the first race of its kind held in 1928. The Community Challenge provides the opportunity for broader participation. In 2023 the Cyclclassic and Community Challenge attracted over 150 competitors, coming from clubs throughout Australia and international.

An estimated amount of \$200,000 is spent annually to organise the event, with funding sourced through local and state government grants, sponsorships, club raised funds and in-kind support. To ensure the long-term viability of the event the club outsourced event organisation in 2022 to a professional event manager. The event continues to draw visitors to the region, placing the region on the international map for cycling and stimulating the region's local economy.



Goldfields Cyclclassic route map.

Credit: Goldfields Cyclclassic.

5.2.4 Opportunity: Facilitate the growth of a local bicycle economy

Cycling in Australia had a direct industry output of \$6.3 billion in 2020 and supported 34,295 direct jobs. Currently the local bicycle economy is limited in the region, with few bicycle sales and servicing businesses, and a small number of bicycle hire businesses in Exmouth. Many local riders buy their bicycles and bicycle parts online and are required to service their own bicycles. Further, no bicycle or eRideable share schemes currently exist in any part of the region.

Investments in improved cycle routes, cycle tourism experiences and sports cycling opportunities in the region will increase the potential contribution of cycling to the region's economy through:

- Increasing the viability of local bicycle sales and service businesses;
- Opening up opportunities for bicycle hire services for visitors to the region;
- Creating potential for guided or supported bicycle touring services for visitors and locals, including specialised markets unique to the region such as adventure riding, which may include sand riding and mountain biking; and
- Providing potential demand that could support eRideable or bicycle share schemes, particularly during the peak holiday season.



The growth of the bicycle economy will be very dependent on the nature and quality of the bike riding offering provided. As the region invests in improving bike riding in the region, the direct economic benefits will increase.

Relevant key actions	Action reference
Increasing mobility and access for key user groups in the region.	GAS5



Bicycle hire from 'Somebodys Bike' operating from Mutts Café in Exmouth.

Credit: Department of Transport.

CASE STUDY | Increasing access to bicycles

Holiday makers or temporary residents in the region may not have access to a bicycle, limiting their ability to use the cycle network. Supporting increased access to bicycles for visitors and residents will help provide people with a choice on how they travel around and increasing the number of people on bikes in and around the Gascoyne region.



Carnarvon currently does not have an existing bicycle hire service. Ningaloo Surfari's, a Carnarvon tourism business, is developing a bicycle hire service in Carnarvon to provide both locals and visitors with a convenient and fun way to explore the local area. Improved and expanded bike riding routes connecting to tourism destinations will help support this emerging business.

Shared active mobility, including shared bikes, e-bikes and e-scooters, in Australia has grown from 0 trips a day in 2020 to over 25,000 trips per day³³. The City of Ballarat, in Victoria started a trial of a shared e-scooter scheme at the end of 2021.

The trial made 250 e-scooters available for short-term rental in Ballarat Central, Ballarat North, Lake Wendouree, Eureka Golden Point and Redan.

The trial provides a unique illustration of how shared mobility solutions can be successful in regional cities. After an initial peak use of over 1,200 trips per day, the 250 shared e-scooters have settled down to an average of around 200 to 400 trips per day³³. The trial shows the potential for shared mobility schemes to improve access to active travel in regional communities.



Bike riders along the Fascine in Carnarvon.

Credit: Ningaloo Surfari's.

5.2.5 Opportunity: Provide clear and consistent information

To increase bike riding activity within the region, there is a need for residents and visitors to be able to access information on riding routes and opportunities. Regularly updated bicycle network maps should be provided online and in print at key Council facilities such as at visitor centres, and need to clearly depict riding routes and trails, key destinations and other key elements of the riding network such as locations of rest stops, water fountains, public toilets, bicycle parking etc.

●●

Consistency in the information provided by the four shires, such as the style and format, can also support the promotion of bike riding on a region-wide scale, increasing the level of familiarity with the bike riding network for people travelling to different areas within the region.

It is important that cycle route maps provide clear information on the level of cycling skill required for using routes in the network as well as the cycling environment such as climate, noting the region experiences hot, dry weather conditions.

This will ensure that bicycle riders will be able to plan their riding trip with confidence that the routes chosen will be suitable for their expectations in relation to separation from traffic and the need for suitable bicycle type, riding skill as well as equipment such as water and sunscreen.

Signage, including route maps and wayfinding directional signage, is crucial to creating a well-connected and intuitive riding network. Signage not only helps people unfamiliar with the network to find their way (such as visitors or new riders), but also helps raise awareness among people who don't normally ride that riding a bicycle is a viable mode of transport.

In the region the existing pathway networks in each of the four main townsites are reasonably well connected, but there is limited bike riding network mapping available and wayfinding signage on the network is inadequate or incomplete. Improved wayfinding signage is identified as an effective, low-cost intervention to improve people's ability to find their way around.

Relevant key actions	Action reference
Providing wayfinding signage and information on bike riding routes connecting to key destinations.	GAS2, GAS11



Visitors map for Exmouth townsite including key walking and bike riding routes.
Credit: Shire of Exmouth.



Wayfinding signage in Carnarvon.
Credit: Department of Transport.



5.3 Promoting social inclusion and equity to support happy and healthy communities

The ability to access services such as work, school, shopping, leisure activities and health care is essential for all members of the community. A well planned, constructed and maintained bike riding network serves a critical role in supporting affordable and equitable access to these services for people without access to a car.



The Strategy recognises that people riding bikes are not the only people using the network and highlights opportunities to develop a network supporting mobility for all by improving disability access and inclusion through adherence to relevant standards and appropriate geometric design.

Active travel and recreation, including bike riding, can benefit community safety and social cohesion by creating opportunities for increased social interactions in the neighbourhood and strengthening of community ties. More people out and about on local streets and roads also improves community safety, by providing more eyes on the street.

The region's socio-economic profile is diverse. The Socio-Economic Indexes for Areas (SEIFA) is derived from factors such as level of income, education and employment, to rank areas according to relative levels of socio-economic advantage and disadvantage. While there are variances between, as well as within, each local government area, higher levels of social disadvantage in the Shire of Upper Gascoyne and the Shire of Carnarvon are apparent.

For disadvantaged communities bicycles can be a low-cost transport option, reducing the cost of vehicle ownership, operation and maintenance. The Strategy emphasises the importance of providing a riding network that promotes social equity by making bike riding accessible to a range of communities.

Across the region there is limited access to bikes, with few stores selling or renting bicycles. This means there is a barrier, not only for physical access to bikes, but also to maintenance and upkeep services. The Strategy explores opportunities to increase access to bikes and basic bike maintenance skills for the region's community and temporary working population, by working with industry and not-for profit organisations to support access to, and maintenance of bikes.

5.3.1 Opportunity: Improve connectivity between communities

The region has a small population with long distances between townships and a resulting high reliance on motorised travel. Smaller regional communities and those on the edge of urban settlements may have limited provision for active transport within their communities, or for connections to services within towns. A core objective of this strategy is to provide a riding network that supports all people, including those in small regional settlements and on the urban fringe, to be able to access services by bicycle in a safe and convenient manner.

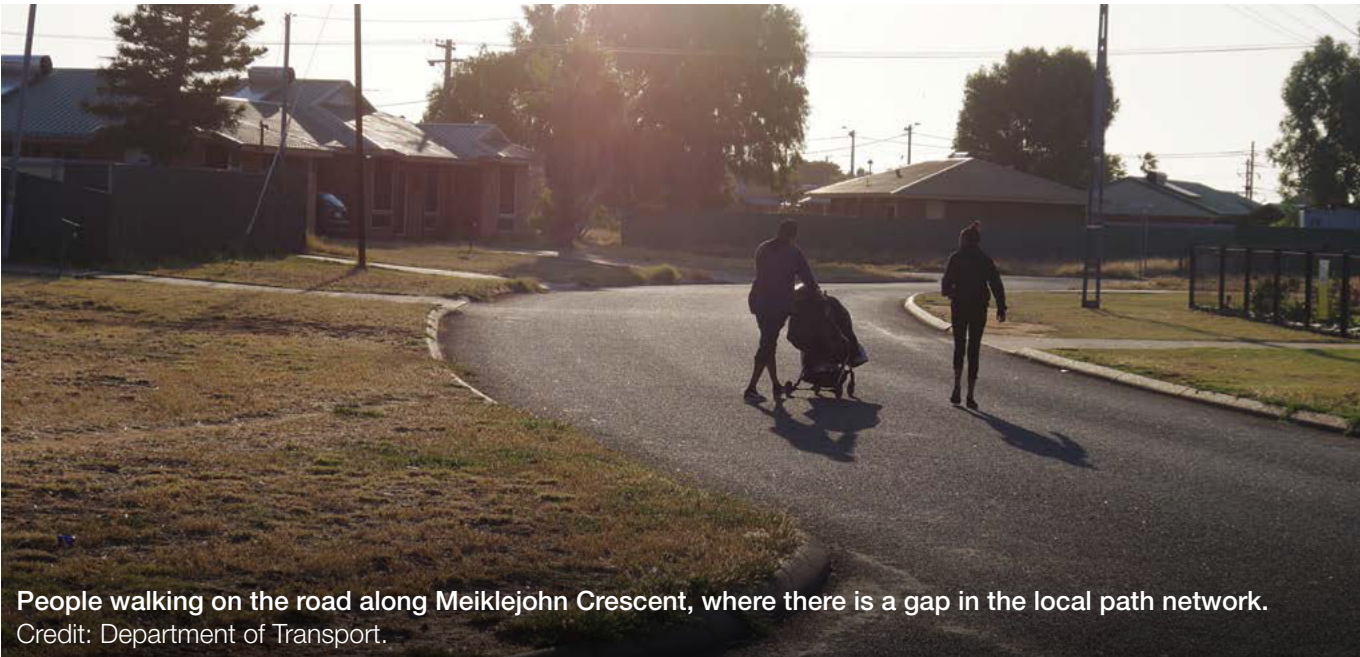
Communities that experience a greater level of disadvantage will be prioritised to improve riding network connectivity within or linking to these communities. Further investigation is required to assess needs and confirm priorities. During stakeholder and community consultation a number of communities were identified with poor active transport connectivity.

The Woodgamia Aboriginal Community, located in the Shire of Upper Gascoyne, was identified as a community needing improved active travel connections. It is a small community comprising of around 15 permanent residents, with numbers fluctuating seasonally.

The community currently has no continuous pathway linking the community and the town centre which is located less than two kilometres away. Providing a footpath serving the community and linking to the town centre is identified as a priority to ensure that residents can walk, cycle or use a wheelchair to access the services available in town.

Brockman Park in Carnarvon provides a high-quality pathway linking the suburb of Brockman to the town centre. Meiklejohn Crescent provides a key connection from the pathway to areas east and west of the park, but it does not include any pathway. This reduces the ease of community access to the pathway through Brockman Park which particularly impacts residents of high social disadvantage in the northern section of Brockman. Similarly, Boundary Road and Boor Street provide good connectivity to Mungullah Aboriginal Village, however, minor improvements are required to enhance safety along the route and improve connectivity between the Village and the town centre.

Relevant key actions	Action reference
Providing and advocating for safe bike riding access between communities.	C6, C9, UG4



People walking on the road along Meiklejohn Crescent, where there is a gap in the local path network. Credit: Department of Transport.

5.3.2 Opportunity: Ensure the network aligns with disability access and inclusion requirements

While the Strategy is focused on bike riding, it recognises that streets and paths are used by people for many different purposes, including people using wheelchairs or mobility scooters. The Strategy recognises the importance of ensuring that people using devices other than bikes can use the riding network safely and comfortably.

Although the region's towns provide a reasonably comprehensive network of pathways, there are several deficiencies that limit the accessibility of the network for people with a disability.

Key deficiencies include:

- Kerb ramps that are not compliant with standards for disabled access;
- Lack of tactile ground surface indicators at intersections; and
- Misaligned pedestrian crossings.

The review of design standards, undertaking accessibility audits and prioritising network improvements are critical in achieving this and have been reflected as actions within the Strategy.

Fundamentally, the Strategy is cognisant of the fact that by planning and designing a riding network that caters for the youngest and most vulnerable users, we create a network that everyone can use. At the heart of this approach is fairness and enabling all people to use the network regardless of age, ability or the wheels they use.



Drainage/spillway channels disrupting path continuity in Exmouth.

Credit: Department of Transport.

Relevant key actions	Action reference
Improving universal accessibility and connectivity of path networks.	E9, GAS6

5.3.3 Opportunity: Support mobility for temporary working populations

Several industries in the region employ temporary workers who are not permanent residents of the region. These workers may fly-in and fly-out of the region for work or may be on a temporary contract and be housed in short term accommodation. These temporary working populations includes people employed in the mining industry, people studying, working or undertaking regional placements in health, education, policing or other services.

During their stay in the region temporary workers may not have access to a bicycle. This limits their ability to use the local riding network to access work, shops, services and recreation. The region aims to work with industries with temporary worker populations to identify potential ways to make it easier for temporary workers to get access to a bicycle. Temporary workers in government services will be prioritised, but opportunities for partnerships with private industry will be welcomed.

Relevant key actions	Action reference
Increasing mobility and access for key user groups in the region.	GAS5



Community drop-in session in Exmouth.

Credit: Department of Transport.

CASE STUDY | Bike borrowing initiatives for long-term use

The Geraldton Health Campus is a large employer in the Midwest region. They have a high proportion of temporary workers who have limited options for travelling while on placement in the region. To address this barrier the Geraldton Hospital has introduced an initiative to make pool bikes available for use by temporary staff.

●●
This initiative encourages active travel to work and demonstrates organisational leadership at the forefront of the healthcare industry.

It also delivers on positive organisational and social benefits by providing people with a convenient and low-cost option to help people get to and from work, access the shops and visit sites around the town.

In addition to the above, there are different models of bicycle hire which provide people with regular and ongoing access to a bicycle. Lug & Carrie is a company that provides customers with an electric bike (e-bike) through a subscription service. This provides people with the benefits of using an e-bike without the significant upfront cost of purchasing one.

E-bikes take a lot of the physical effort out of riding a bike. They can increase how willing people are to consider bike riding in hot climates, over longer distances as well as for short day-to-day trips such as purchasing groceries, and enable small to medium items to be transported conveniently.

Lug & Carrie currently only operates in some major cities in Australia, and has partnered with local councils and other organisations to increase access to e-bikes, as a low-cost alternative transportation mode to cars.



People using the Lug & Carrie electric bicycle fleet.
Credit: Lug & Carrie.

5.3.4 Opportunity: Support improved access to affordable bicycles and maintenance services for disadvantaged communities

Lower income households are significantly affected by the high cost of car ownership and operation which can consume a large proportion of household costs. This makes these communities particularly vulnerable to increased fuel costs or unplanned vehicle maintenance needs.

A connected and safe bike riding network can make cycling far more viable as an alternative, more affordable form of transport in lower-income households. However, the cost of bicycle purchase and ongoing maintenance can dissuade lower income households from riding for transport, particularly where there are concerns about bicycle theft.

Increasing the availability of affordable bicycles and spares can help reduce this barrier to increasing cycling participation, particularly among disadvantaged communities.

Improvements to bicycle parking combined with increased affordability of bicycles can help reduce this barrier to riding participation.

This strategy identifies actions to work with industry, not-for-profits and other organisations to improve access to affordable bicycles and maintenance services for disadvantaged communities.

Relevant key actions

Increasing mobility and access for key user groups in the region.

Action reference

GAS5

CASE STUDY | BikeRescue Local

There is an opportunity for organisations, particularly local governments, community organisations and schools, to implement programs that recycle bikes, teach refurbishment and maintenance skills, and provide low-cost bikes to those in need. The aim is to provide not only increased mobility options but also to provide activities and support for social events.

Dismantle, a Western Australian not-for-profit organisation, uses bikes as a tool for empowering at-risk youth, and has developed a successful program for building technical skills in bike maintenance in youth. In the BikeRescue program, BikeRescue mentors work with participants to build knowledge, skills, confidence and teamwork via stripping and rebuilding two bikes per participant – one donated to charity and one kept by the participant.

BikeRescue Local supports this in regional areas. BikeRescue Local has a train-the-trainer licensing model, meaning the program can be owned and run by local communities. They provide ongoing training, equipment, guidance and support to regional partners to ensure sustainability and impact for young people and their communities.

A recent BikeRescue Local program ran in Newman, in the Pilbara region of WA during school holidays.

Ten participants got to restore and customise a bike, and were gifted a new helmet and bike lock to go with the bike at the conclusion of the program. Local organisations and businesses in the community volunteered their time, helped kids attend by picking them up and providing breakfast, and donated lunch, fruit and morning tea to support the kids.



“He was so stoked and really loved spray painting and creating his own design on his bike. He also now knows how to fix his bike, which is great because I don’t know any of that.”

Parent feedback



BikeRescue participants with their restored bikes.

Credit: BikeRescue.



Credit: SCM Jeans.

5.4 Supporting the recognition and empowerment of First Nations Australians

Australia is home to the world's oldest continuing living culture with the Gascoyne region being home to Aboriginal people for tens of thousands of years prior to European settlement.



As per 2021 ABS census, nearly 12% of the Gascoyne's population identify as Aboriginal or Torres Strait Islander, significantly higher than the 3.3% average in the rest of WA.

Celebrating and promoting Aboriginal culture and continued connection to Country forms a part of strategic objectives across the region in local, regional, and state level policy documents. The active transport network has strong potential to support physical and spiritual connections to places of cultural and historical significance for First Nation's people within the Gascoyne region.

As part of this strategy's development, attempts were made to engage with the relevant Prescribed Body Corporates (PBCs) in the region, with guidance from the LGAs on key contact points. Successful contact was made with the Yinggarda Aboriginal Corporation and the organisation's input has helped to shape the opportunities in this strategy.

A key action of this strategy will be to continue outreach as part of specific projects and initiatives with the relevant PBCs, based on the location of the intervention, to ensure that the views and requirements of Traditional Owners are adequately and respectfully captured as part of the region's bike riding network development.

5.4.1 Opportunity: Supporting positive health outcomes in Aboriginal communities

The Yinggarda Aboriginal Corporation board members identified an opportunity for bike riding to support positive health outcomes, encouraging physical activity and promoting equitable access options amongst Aboriginal communities. This could be assisted by partnering with Aboriginal health services such as the Geraldton Regional Aboriginal Medical Services (GRAMS) and the Western Australian Centre for Rural Health (WACRH).

GRAMS is an Aboriginal-led organisation with a vision to provide high quality health care to Aboriginal people. GRAMS' anchoring vision is: "For Aboriginal people to live healthy lives, enriched by a strong living culture, dignity and justice, and that GRAMS is recognised as a driving force in achieving this."

GRAMS' Carnarvon branch operates several health care services, programs and host several events throughout the year which are built around fostering social connections, connecting with the outdoors and promoting active lifestyles.

Past events have included a 'Beach Day' at the Fascine as part of the Shire of Carnarvon's two-week school holiday program, the Great Day Out in Mungullah' event where Gascoyne Outreach Services hosted an event in the Mungullah Village which involved local children and community members coming together over food and a friendly game of basketball.

WACRH is another organisation, led by the University of Western Australia, with a presence in the Gascoyne region (Carnarvon-based) that aims to improve rural, remote and Aboriginal Health. WACRH is centred on four priority work areas including: teach and learning, research and evaluation, community and engagement and organisational processes and systems.

WACRH identifies a series of 'specific targets' of relevance to this strategy:

- **Community and Engagement:** Advocate for opportunities to expand community programs in Carnarvon to address the needs of children and young people in that setting; and
- **Research and Evaluation:** Community wellbeing and mental health including through support for health promotion and community development interventions in priority areas such as healthy nutrition and physical activity.

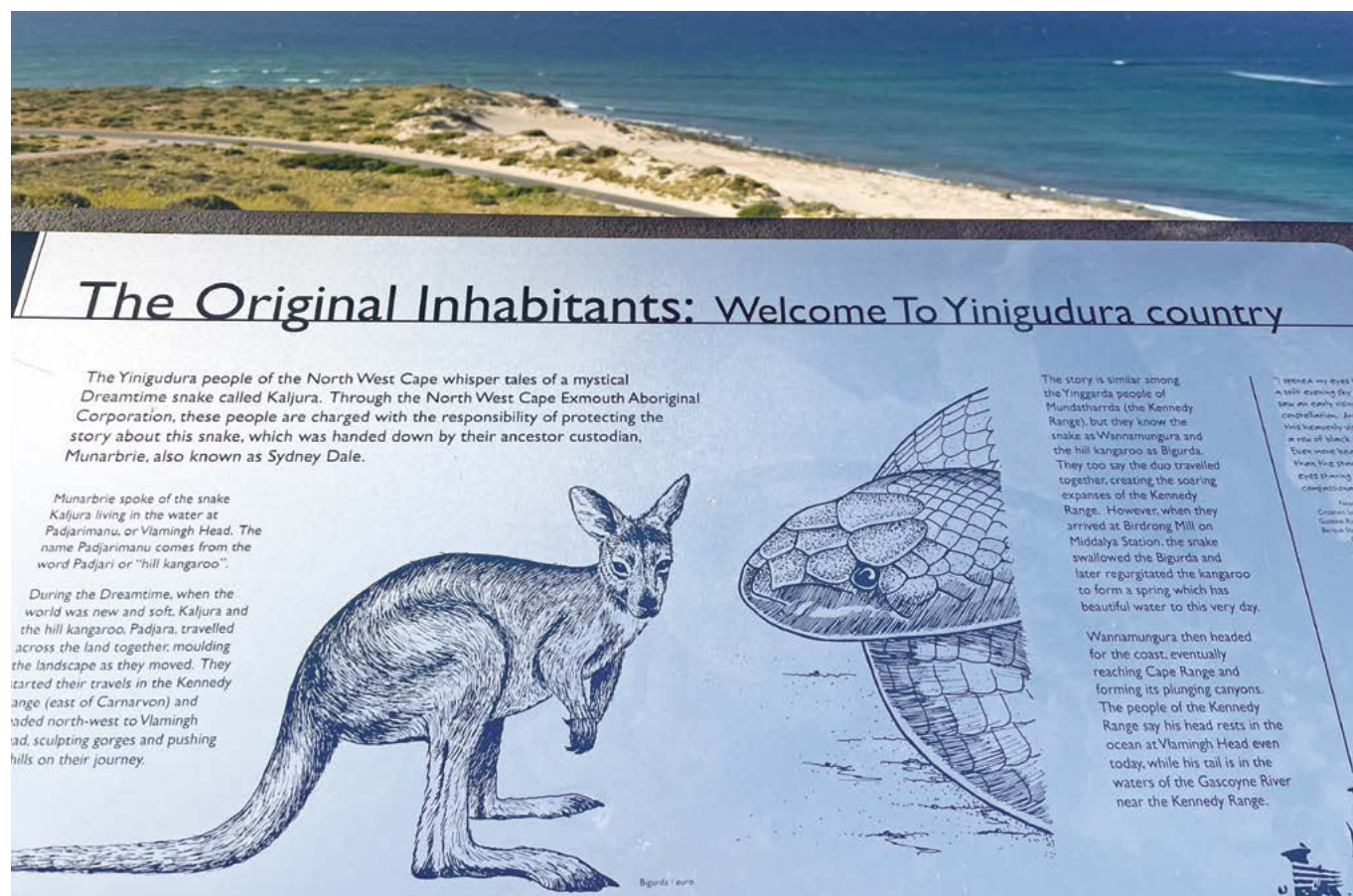
There is an opportunity to introduce bike riding-based activities, including bike riding skills/maintenance training and bike riding for fun and leisure into the repertoire of organised programs and events organised by GRAMS and WACRH.

Relevant key actions

Engaging with Traditional Owners as part of the region's bicycle network development.

Action reference

GAS10



Interpretive signage at Vlamingh Head Lighthouse, a key tourist attraction, in the Shire of Exmouth.

Credit: Department of Transport.

5.4.2 Opportunity: Embed Aboriginal cultural heritage design elements as part of bike riding routes

Bike riding routes provide a unique opportunity to recognise local context, identify and celebrate unique histories and provide opportunities for people to connect with their own and other cultures. The Strategy aims to include references to Aboriginal culture and heritage in multiple elements in the bike riding network.

●●
Specific Aboriginal cultural heritage elements across the region can include a wide range of features and items unique to each place, community, and project.

Depending on the project, these elements may incorporate:

- Art treatments, whether surface treatments or installations to create opportunities to co-design with the community and highlight unique local perspectives;

- Interpretive signage used to tell the story of Country and its people, such as the interpretative panels in Yinigudura country in Exmouth.
- Many Aboriginal people speak more than one traditional language, with Elders commonly speaking five to eight languages;
- Incorporation of Aboriginal cultural spaces, appropriate to the community. This may include landscapes with cultural land management practices;
- Sharing language in the built environment, including in wayfinding signage, route names, rest stop names and on interpretive panels; and
- Consideration for low-impact materials/construction methods to minimise impacts to Country.

Relevant key actions

Engaging with Traditional Owners as part of the region's bicycle network development.

Action reference

GAS7

●●
Critical to success of embedding Aboriginal cultural heritage design elements is Aboriginal-led design, community involvement, and ensuring appropriate approvals of any design elements and content/information before they are implemented.

Interpretive signage at Vlamingh Head Lighthouse, a key tourist attraction in Exmouth.
Credit: Department of Transport.



5.4.3 Opportunity: Connect people to places of Aboriginal heritage significance

The Yinggarda, Baiyungu, Malgana, Thadgari and Thalanyji³⁴ language groups have occupied the Gascoyne region long before the area was discovered through European exploration, and these five Aboriginal language groups are the custodians of the region's rich heritage.

● ●
Sharing and connecting people to this history is essential for preserving this history and creating opportunities for people of all walks of life and cultural backgrounds to connect to and learn from Aboriginal culture and knowledge.

Opportunities for recreational and educational bicycle trails will be identified with Aboriginal leadership and community groups. Where appropriate, these will incorporate landscaping, artwork and information signage that recognises the long history, rich heritage and strong connection of the Aboriginal community to Country.

Relevant key actions

Engaging with Traditional Owners as part of the region's bicycle network development.

Action reference

GAS7



The Gwoonwardu Mia Gascoyne Aboriginal Heritage and Cultural Centre in the Shire of Carnarvon.

Credit: Gwoonwardu Mia.





6. Action Plan and Maintenance

This section outlines the strategic priorities that are proposed to be progressed over the next five years. These priorities lay the foundation for the Gascoyne region to realise its long-term bike riding potential over time. The priorities have been informed by community and stakeholder consultation throughout the project, as summarised in [Appendix B](#).

6.1 The existing bike riding network

To inform the action plan's strategic priorities, each route within the 2050 bike riding network was classified as one of the following:

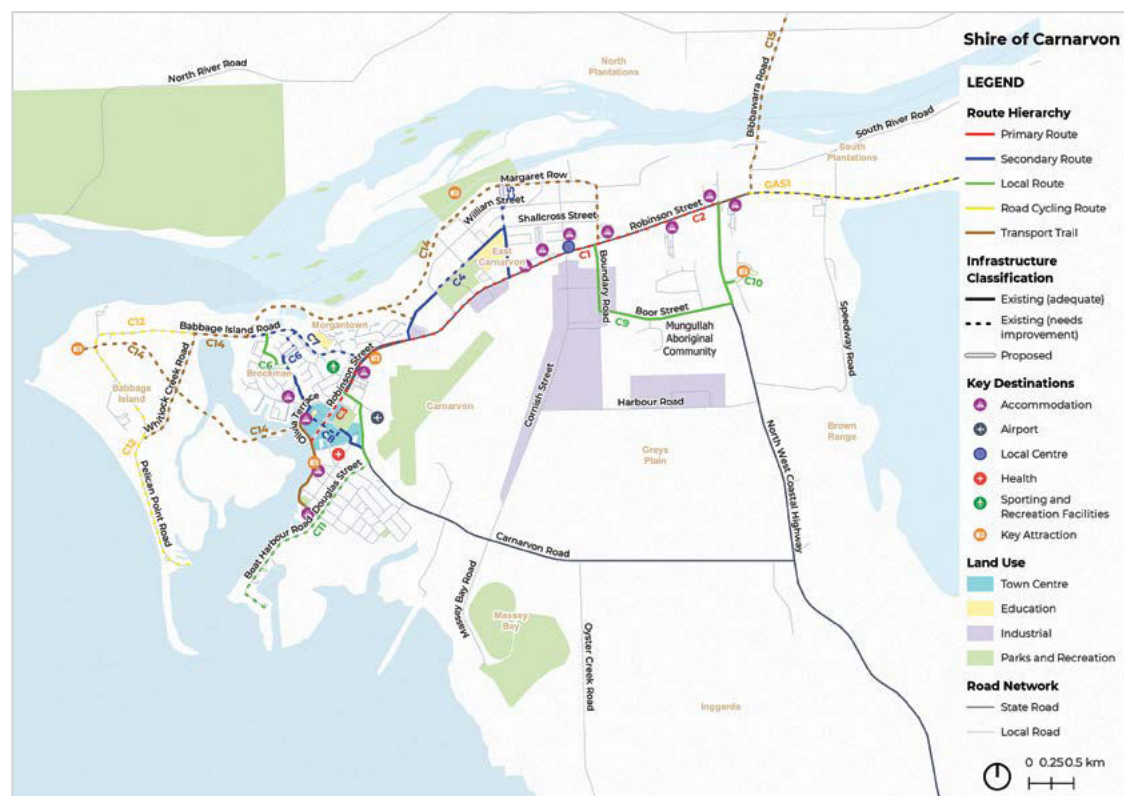
- **Existing (adequate)** – the level of service reflects current best practice for this type of bike riding route (as defined in the route hierarchy);
- **Existing (needs improvement)** – although active transport infrastructure is provided along this corridor, the level of service provided does not reflect current best practice for this type of riding route (as defined in the route hierarchy); or

- **Proposed** – no formal on-road or off-road bike riding facility is currently provided on this route and most people are unable or unwilling to ride comfortably in the corridor.

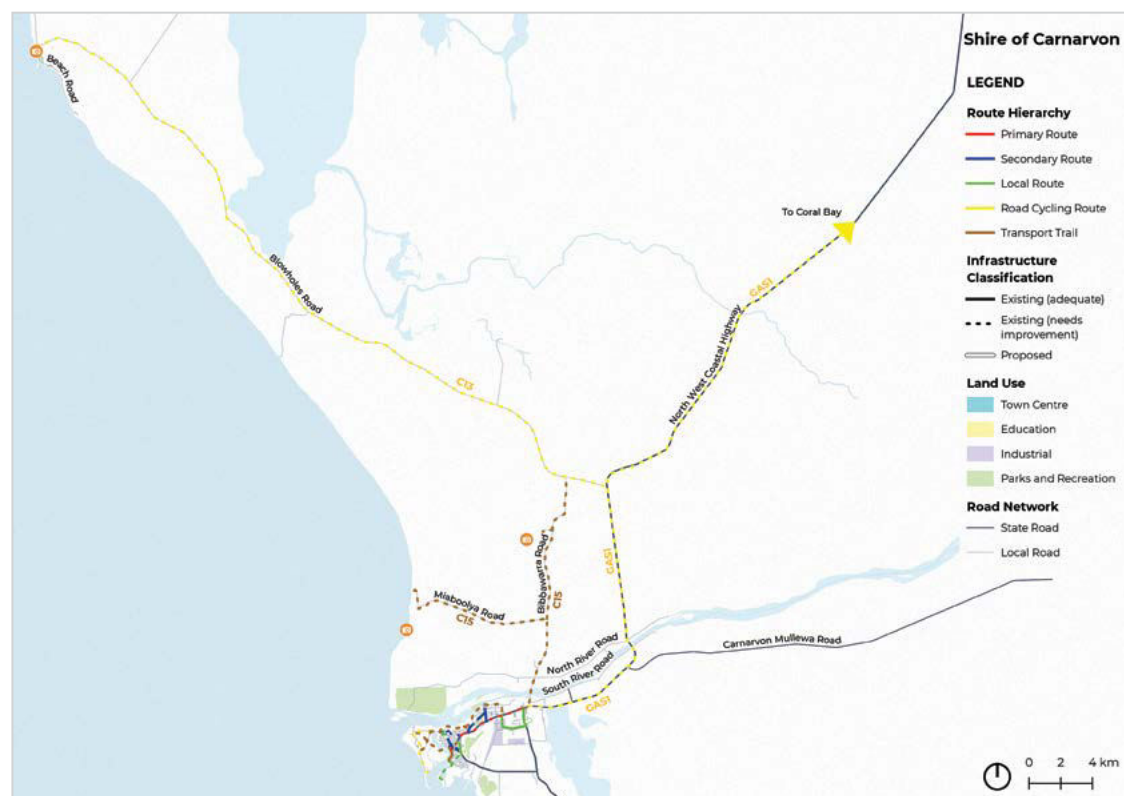
These classifications are reflected in the maps on the following pages, with each route classified as either existing (adequate), existing (needs improvement) or proposed, and considered in the context of the five-year timeframe of this action plan.

A unique project reference has been included in the maps. This reference corresponds to the priority projects identified in [Section 6.2](#) and [Section 6.3](#) to depict the location of each project.

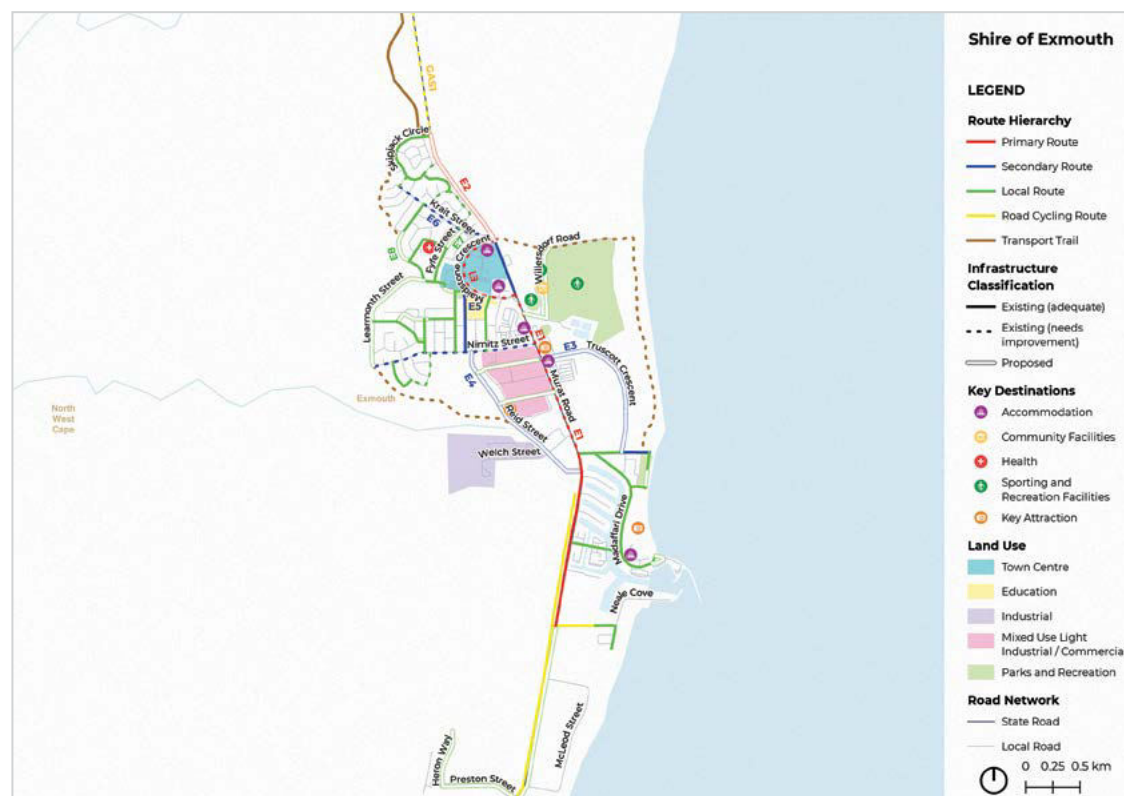
Map 13. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Carnarvon townsite



Map 14. Map of the existing route infrastructure conditions based on the proposed 2050 sub-regional bike riding network for the Shire of Carnarvon



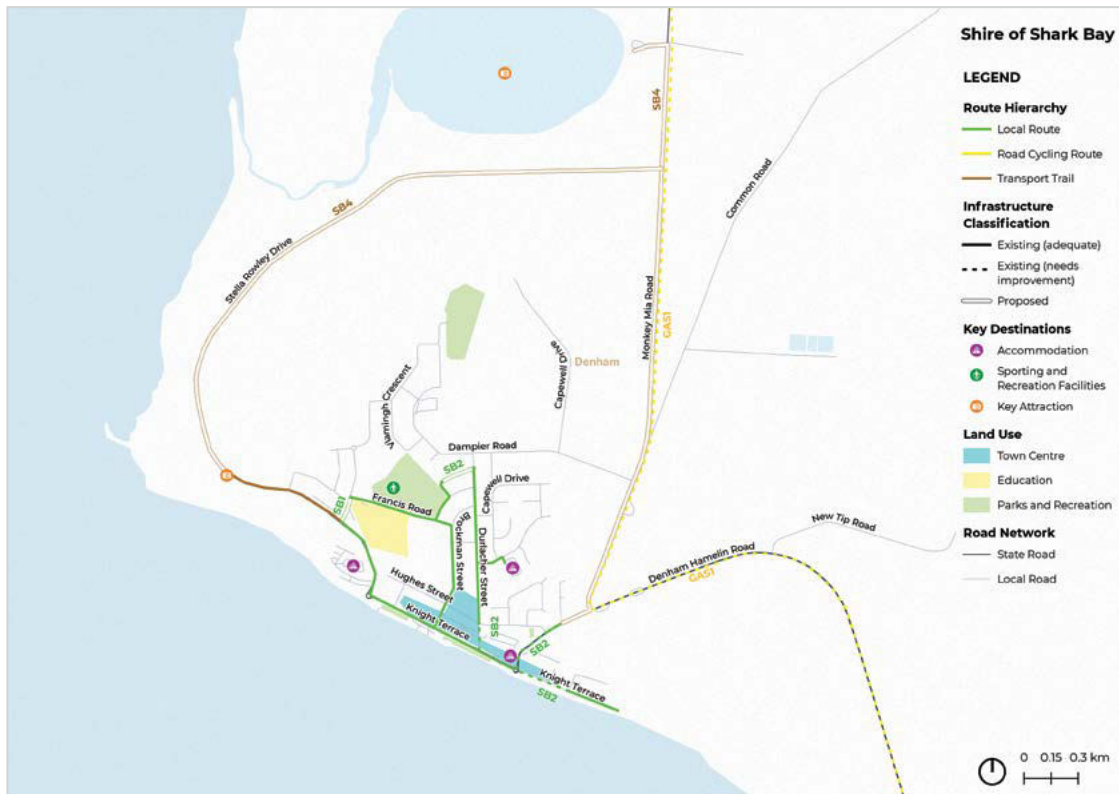
Map 15. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Exmouth townsite



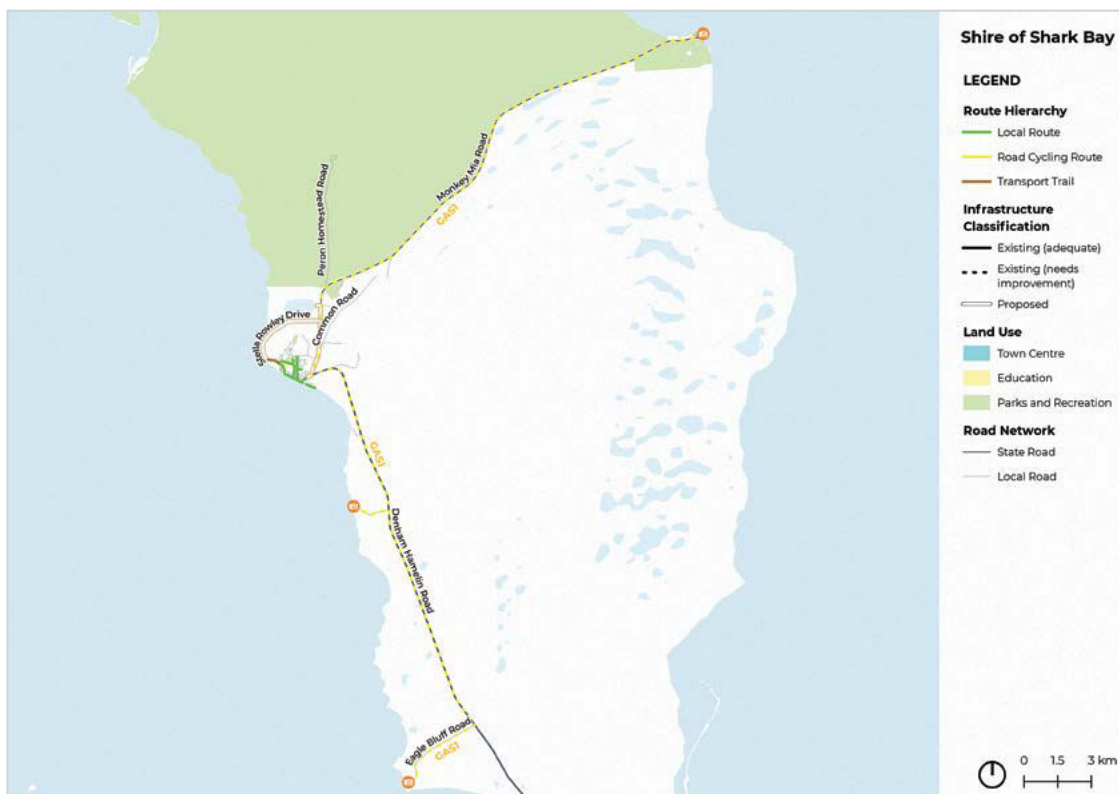
Map 16. Map of the existing route infrastructure conditions based on the proposed 2050 sub-regional bike riding network for the Shire of Exmouth



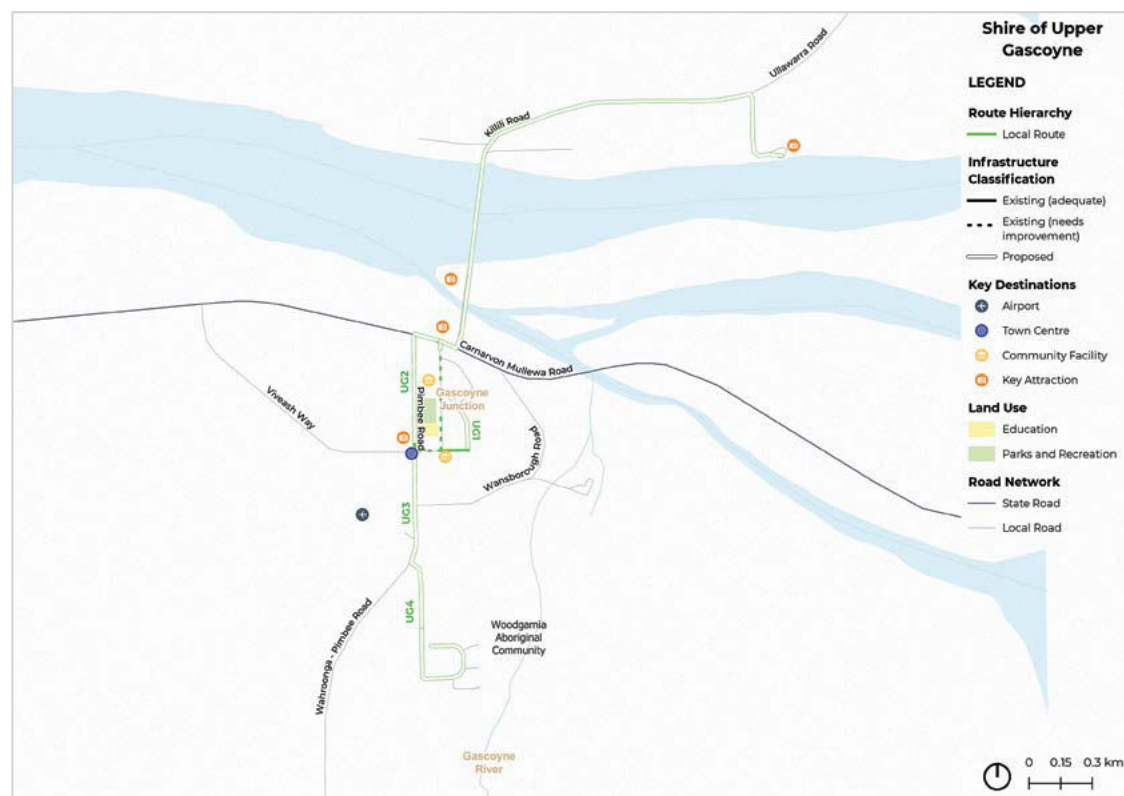
Map 17. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Denham townsite



Map 18. Map of the existing route infrastructure conditions based on the proposed 2050 sub-regional bike riding network for the Shire of Shark Bay



Map 19. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Gascoyne Junction townsite



6.2 Priority projects

The following tables identify the local strategic priorities for bike riding in the Gascoyne region, if and when organisational and funding capacity permits. Broadly categorised as: Short-term (to commence within 1–3 years); Medium-term (to commence within 4–5 years); and Long-term (to commence in 5+ years).

6.2.1 Shire of Carnarvon

Primary Routes	
C1	East Carnarvon road crossing improvements Project Type: Design and Construction Timeframe: Short-term
	Action: Plan and deliver a safe pedestrian and bicycle crossing for Robinson Street, where the route crosses the road near the Carnarvon Fresh IGA. Need: The uncontrolled crossing of Robinson Street is not suitable for use by people of all ages and abilities due to the high vehicle volumes, including heavy vehicles. Inadequate signage, line marking and lighting limits driver visibility of the crossing point, decreasing safety for people crossing. Benefit: This route forms the backbone of the bike riding network, linking Carnarvon communities east along Robinson Street. It is the main route linking Carnarvon's major caravan parks to the town centre and is the primary riding route between the Carnarvon Community College and the Mungullah Aboriginal Community. The need for improved safety of the crossing was identified as a priority through stakeholder and community consultation.
C2	Robinson Street primary route improvements Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and design a pathway upgrade to provide a consistent, continuous and high-quality riding environment along Robinson Street, between North West Coastal Highway and Hill Street. Need: The existing path varies in quality, with path widths of between 1.5m and 2.5m and sections of poor ride quality due to significant path damage or cracked pavers. Benefit: There is significant potential to increase the number of people riding in and around Carnarvon by improving this route, which forms the backbone of Carnarvon's riding network. The route provides connectivity to schools, key employment hubs as well as linking Carnarvon's major caravan parks to the town centre, Gwoonwardu Mia and other key attractions.
C2	Robinson Street primary route improvements Project Type: Construction Timeframe: Short-term
	Action: Following design, deliver path network improvements along Robinson Street, between North West Coastal Highway and Hill Street. Need and Benefit: As per C2.

Shire of Carnarvon continued

Primary Routes	
C3	Carnarvon town centre north-south link enhancements Project Type: Planning and Design Timeframe: Short-term
	Action: Undertake planning and design development within the town centre to provide a continuous, safe route along Robinson Street, between Hill Street and the Fascine for people riding to and through the centre. Need: Currently there is no provision for riding through the town centre, limiting the ease and safety of riding access to and through the centre. This route forms part of the Robinson Street primary route that serves Carnarvon's eastern residential catchment as well as major caravan parks, making it a key route for visitor access to the town centre and adjacent attractions. The lack of a dedicated riding route increases conflicts between riders using the footpaths and people walking in the town centre. Benefit: Providing a riding route will enable residents and visitors of all ages and abilities to safely and conveniently ride to and through the town centre. This will reduce crash risks, conflicts between people walking and riding, and has the potential to reduce car parking demand.
C3	Carnarvon town centre north-south link enhancements Project Type: Construction Timeframe: Short-term
	Action: Following design and consultation, deliver improvements to riding route continuity and safety in the town centre along Robinson Street, between Hill Street and The Fascine. Need and Benefit: As per C3.
Secondary Routes	
C4	Carnarvon Community College shared path Project Type: Construction Timeframe: Short-term
	Action: Construct a shared path along Gascoyne Road between Iles Road and Lower Road. Need: There is currently no path on the southern side of Gascoyne Road, while the existing path on the north side is less than 1.5m wide and is too narrow to safely serve people walking and riding. Benefit: This route facilitates safe access to Carnarvon Community College, with WABN funding successfully secured to deliver the path in 2023.
C5	Improving north-south connectivity along Marmion Street Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and design a shared path along Marmion Street between Margaret Row and Gascoyne Road. As part of this, provide a safe road crossing treatment, connecting to the existing shared path on Gascoyne Road. Need: There is no path along Marmion Street between Margaret Row and William Street. Between William Street and Gascoyne Road the existing path is approximately 1m wide, with no connectivity to the shared path on Gascoyne Road. Benefit: This route supports safe access to Carnarvon Community College. It functions as a key north-south route linking Robinson Street primary route, including visitor accommodation located in East Carnarvon and Kingsford, to the Gascoyne River.

Shire of Carnarvon continued

Secondary Routes	
C5	Improving north-south connectivity along Marmion Street Project Type: Construction Timeframe: Short-term
	Action: Following design, construct a new shared path/upgrade the existing shared path along Marmion Street, between Margaret Row and Gascoyne Road. Need and Benefit: As per C5.
C6	Linking Brockman to Carnarvon town centre Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and design a riding and walking link suitable for people of all ages and abilities along Dempster Street, Richards Street and Castrini Crescent. Need: There is no riding link through to the secondary route along Babbage Island Road, which connects to Carnarvon Christian School. There is no footpath along Castrini Crescent, limiting ease of walking access to Brockman Park and beyond to the town centre. Benefit: Improving riding and walking access to and from Brockman was raised through stakeholder and community consultation as important for promoting social inclusion and equity, as well as achieving positive public health outcomes by encouraging people to walk and ride.
C6	Linking Brockman to Carnarvon town centre Project Type: Construction Timeframe: Short-term
	Action: Following design, deliver a suitable riding and walking link along Dempster Street, Richards Street Castrini Crescent. Need and Benefit: As per C6.
C7	Babbage Island Road route improvements – Carnarvon Christian School road crossing improvements Project Type: Design and Construction Timeframe: Medium-term
	Action: Plan and deliver a path and pedestrian and bicycle crossing of Babbage Island Road, connecting to the existing path at Carnarvon Christian College. Need: An informal dirt track, which branches from the existing path, is visible on the south side of the road, connecting to a path on the other side of the road. This represents a clear desire line to the school's entrance. The uncontrolled crossing of Babbage Island Road is not suitable for use by people of all ages and abilities, with heavy vehicles using this route. Benefit: Implementation of this action will improve safety for students and parents crossing Babbage Island Road to access the school, and improve connectivity to the secondary route along Babbage Island Road.

Secondary Routes	
C7	Babbage Island Road route improvements Project Type: Planning and Design Timeframe: Medium-term
	Action: Plan and design a pathway upgrade to provide a consistent, continuous and high-quality riding environment along Babbage Island Road, between Robinson Street and Tonkin Crescent. Need: The existing path varies in quality, with path widths of 1.8m or less and sections of poor ride quality due to significant path damage or cracked pavers. Benefit: There is significant potential to increase the number of people riding in and around Carnarvon by improving this route, which provides direct access to Carnarvon Christian School and connectivity to Robinson Street primary route, Babbage Island recreational route and the suburb of Brockman.
C7	Babbage Island Road route improvements Project Type: Construction Timeframe: Medium-term
	Action: Following design, deliver path network improvements along Babbage Island Road, between Robinson Street and Tonkin Crescent. Need and Benefit: As per C7.
C8	Carnarvon town centre east-west link enhancements Project Type: Planning and design Timeframe: Short-term
	Action: Undertake planning and design development within the town centre to provide a continuous, safe route along Camel Lane, Stuart Street, Rushton Street for people riding to and through the centre from Brockman Park through to Carnarvon's civic and health facilities. Need: Currently there is no provision for riding through the town centre along this secondary route through Brockman Park and beyond. The lack of a safe riding route increases the risk of conflict with pedestrians due to the use of footpaths for riding. Benefit: Providing a riding route will enable residents of Brockman to safely and conveniently ride to access shops, civic and social services including the library and Carnarvon Hospital and related health services. This increases social equity, reduces crash risks, conflicts between people walking and riding, and has the potential to reduce car parking demand. This route also provides access to St. Mary's Star of the Sea Catholic College.
C8	Carnarvon town centre east-west link enhancements Project Type: Construction Timeframe: Medium-term
	Action: Following design and consultation, deliver improvements to riding route continuity and safety in the town centre along Camel Lane, Stuart Street, Rushton Street. Need and Benefit: As per C8.

Shire of Carnarvon continued

Local Routes	
C6	Linking Brockman to Carnarvon town centre Project Type: Design and Construction Timeframe: Medium-term
	Action: Plan and deliver a safe walking and riding route along Meiklejohn Crescent, between Brockman Park shared path and Gran Berry Drive. Need: There is a gap in the local path network in this location, forcing people to walk and ride on Meiklejohn Crescent. Benefit: Improving walking and riding access to and from Brockman was raised through stakeholder and community consultation as important for promoting social inclusion and equity, as well as achieving positive public health outcomes by encouraging people to walk and ride.
C9	Improving access to and from Kingsford Project Type: Quick Win Timeframe: Short-term
	Action: Deliver minor route improvements along Boundary Road, Boor Street and North West Coastal Highway, including regular path maintenance (sweeping to remove excessive sand build up), installation of wayfinding/signage, improving path continuity at driveway crossovers and providing suitable road crossing treatments where the path transitions from one side of the road to the other. Need: While the quality of the existing path is adequate in serving local riding needs, minor improvements are required to improve riding safety and route continuity. Benefit: This route provides access to and from Carnarvon's main industrial precinct, a key employment hub, as well as the Mungullah Aboriginal Community. Improving riding and walking access to and from Mungullah was raised through stakeholder and community consultation as important for promoting social inclusion and equity, as well as achieving positive public health outcomes by encouraging people to walk and ride.
C10	Carnarvon Space and Technology Museum path Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and design a path along Mahony Ave, between Craggs Court and Carnarvon Space and Technology Museum. Need: The existing path currently terminates at Craggs Court, forcing people riding and walking onto the road, on a steep incline. Benefit: Completing this gap in the local path network will provide safe access to the Carnarvon Space and Technology Museum, a key tourism destination.
C10	Carnarvon Space and Technology Museum path Project Type: Construction Timeframe: Short-term
	Action: Following design, construct a path along Mahony Ave, between Craggs Court and Carnarvon Space and Technology Museum. Need and Benefit: As per C10.

Local Routes

C11 South Carnarvon local route improvements Project Type: Quick win | Timeframe: Short-term

Action: Deliver minor route improvements along Douglas Street, Boat Harbour Road and West Street, including installing wayfinding/signage to enhance route legibility for riders and raise driver awareness.

Need: While the quality of the existing route is adequate in serving local riding needs, minor improvements are required to improve riding safety and route continuity.

Benefit: This route will improve access to and from the South Carnarvon industrial precinct, a key employment hub, and connects the South Carnarvon residential catchment to the town centre, Baxter Park and the waterfront.

Road Cycling Routes

C12 Facilitating road cycling opportunities around Carnarvon Project Type: Feasibility and Planning | Timeframe: Short-term

Action: Undertake a feasibility study to identify opportunities for providing a safe road cycling environment on Shire-owned roads. This includes along Pelican Point Road and Babbage Island Road, and to the Quobba Blow Holes. This may include installing signage, bike symbols and line marking to enhance driver awareness and promote sharing of the road space. In high-risk locations there may be a need for road shoulder widening to provide space for riders.

Need: There is existing demand for road cycling along Pelican Point Road, which is well frequented by vehicles visiting Pelican Point and the Carnarvon Heritage Precinct/One Mile Jetty. Similarly, access to the Quobba Blow Holes is poor. North West Coastal Highway and Minilya-Exmouth Road carry high volumes of heavy vehicles, with a posted speed limit of 110km/h, while the existing road condition along Blow Holes Road is poor. Riders and drivers are required to share the road space leading to Pelican Point and the Quobba Blowholes, however, there is no infrastructure in place to alert drivers to the presence of people on bikes.

Benefit: Creating a safer road cycling environment has the potential to attract more riders, both locals and visitors, resulting in positive public health outcomes and positive outcomes for the region's local economy by facilitating access to some of Carnarvon's key tourist attractions.

Shire of Carnarvon continued

Transport Trails	
C14	The Gascoyne River, Babbage Island and town centre transport and recreational loop Project Type: Feasibility and Planning Timeframe: Short-term
	Action: Undertake a feasibility study to enhancing riding safety along existing trails. This may include improving trail surfaces to provide a smoother riding environment and installing wayfinding/signage to enhance route legibility for riders. Need: Existing dirt/unsealed trails, including the Heritage Tramway Walk and the network of levee banks, are currently used by people walking and riding in and around the town. However, improvements are required to improve riding safety and route continuity. Benefit: The identified routes improve connectivity to key attractions including the Carnarvon Heritage Precinct/One Mile Jetty, the Gascoyne River/Chinaman's Pool, while also serving a commuter function, connecting the eastern residential catchment to the town centre. The route could be marketed to visitors as an active tourism experience.
C14	The Gascoyne River, Babbage Island and town centre transport and recreational loop Project Type: Construction Timeframe: Short-term
	Action: Deliver improvements to enhance riding safety along existing trails. Need and Benefit: As per C14.
C15	Providing Connectivity to Miaboolya Beach and Bibbawarra Hot Springs Project Type: Feasibility and Planning Timeframe: Medium-term to ongoing
	Action: Undertake a feasibility study to provide a suitable riding environment along Bibbawarra Road, to the hot springs, and Miaboolya Road, to the beachfront. Need: A desire to improve riding connectivity to Bibbawarra Hot Springs and Miaboolya Beach was identified through stakeholder and community engagement. There is no provision for bicycles, forcing people riding onto Bibbawarra Road and Miaboolya Road which are unsealed dirt roads, carrying cars travelling at high speeds, with posted speed limits of 70km/h to 110km/h. This includes an influx of heavy vehicles such as four-wheel drives, caravans, motorhomes etc. during the holiday period. Benefit: These routes provide bike network connectivity between the town and some of Carnarvon's unique attractions. Development at the hot springs site is planned and will attract more visitors as it transitions to a tourist node. Providing a safe riding route has the potential to attract more riders, both locals and visitors, resulting in positive public health outcomes and supporting positive outcomes for the region's local economy.
C15	Providing Connectivity to Miaboolya Beach and Bibbawarra Hot Springs Project Type: Construction Timeframe: Medium-term to ongoing
	Action: Deliver a suitable riding environment along Bibbawarra Road, to the hot springs, and Miaboolya Road, to the beachfront. Need and Benefit: As per C15.

6.2.2 Shire of Exmouth

Primary Routes	
E1	Primary route road crossing improvements Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and deliver safe pedestrian and bicycle crossings for Murat Road including: • Improve the misaligned crossing near Madaffari Drive where the path transitions from one side of Murat Road to the other. • Investigate and provide for safe crossings of Murat Road serving walking and riding desire lines between RAC Exmouth Holiday Cape Park, Central Regional TAFE and the existing Murat Road shared path. • Provide path continuity across the entrance and exit to the Caltex service station, at the corner of Maidstone Crescent and Murat Road. • Investigate and provide for safe crossings of Murat Road serving walking and riding desire lines across Murat Road to the skate park/pump track and broader recreational precinct. Need: Murat Road is the key regional road link serving a high volume of traffic and heavy vehicles, particularly during peak holiday periods. The need for improved safety of crossing points was identified through stakeholder and community consultation. The shared path runs on the west side of the road for most of its length, however, key path connections and destinations are located on the east side, requiring people walking and riding to cross the road. Benefit: There is significant potential to increase the number of people riding in and around Exmouth by improving this route, which forms the backbone of Exmouth's riding network. This route provides connectivity to Exmouth District High School, Central Regional TAFE, key employment hubs, civic services, recreation and sporting facilities as well as linking Exmouth's major visitor accommodation sites to the town centre, Ningaloo Aquarium and Discovery Centre and other key attractions. Providing a safe and well-connected high-quality primary riding (and walking) route along Murat Road and Maidstone Crescent has the potential to reduce car parking demand in and around Exmouth, particularly during peak holiday periods.
E1	Primary route road crossing improvements Project Type: Construction Timeframe: Short-term
	Action: Following design, deliver crossing improvements for Murat Road. Need and Benefit: As per E1.
E2	Completing primary route network gaps Project Type: Planning and Design Timeframe: Medium-term
	Action: Plan and design a shared path along Murat Road, between Skipjack Circle (north) and Maidstone Crescent. Need: There is currently no path along this route other than a small section in front of Bowfin Way which has no road crossing provision (i.e. no kerb ramps along the future desire line). Benefit: There is significant potential to increase the number of people riding in and around Exmouth by improving this route, which forms the backbone of Exmouth's riding network. It directly links the northern residential catchment to the town centre and other essential services and facilities in Exmouth. This route also has the potential to support growth in recreational riding demand amongst locals and visitors as it provides connectivity to the north of the cape and to the section of existing gravel trail that connects to Town Beach.

Shire of Exmouth continued

Primary Routes	
E2	Completing primary route network gaps Project Type: Construction Timeframe: Long-term
	Action: Following design, deliver path network improvements along Murat Road, between Skipjack Circle (north) and Maidstone Crescent. Need and Benefit: As per E2.
Secondary Routes	
E3	Improving connectivity to Town Beach Project Type: Design and Construction Timeframe: Short-term
	Action: Design and construct a shared path along Truscott Crescent, between Murat Road and Warne Street. Need: There is currently no path along this route, forcing people walking and riding on to the road with cars. While vehicle volumes are low, Truscott Crescent carries a relatively high proportion of heavy vehicles, and its curved geometry results in poor sight line distance, increasing safety risks. Benefit: This route functions as a key desire line between areas north of Truscott Crescent, including the town centre, and Town Beach. WABN funding has been successfully secured to design and deliver the path in 2024/25.
E4	Providing access to Exmouth's mixed-use industrial and commercial precinct Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and design a shared path along Reid Street, between Murat Road and Nimitz Street. Need: There is currently no path along this route, forcing people to walk or ride on the road. This route provides access to and from Exmouth's mixed-use light industrial and commercial precinct, including several popular restaurants/bars such as the Whalebone Brewing Company, Adrift Café and Mutts Café. This area attracts people during all hours of the day, including people walking and riding on the road at night time. This presents a particular safety risk due to limited street lighting along the road. Benefit: The need to provide safe connectivity for people who work and visit this area was raised as a priority through stakeholder and community consultation. This route will improve safety for people walking or riding to and through the area, particularly at night. It has the potential to replace car trips to and from bars and restaurants in the area by making walking and riding a safe, convenient and viable option. This route will also support safe access for the future residential development planned to the west of Reid Street.
E4	Providing access to Exmouth's light industrial and commercial precinct Project Type: Construction Timeframe: Medium-term
	Action: Following design, deliver a shared path along Reid Street, between Murat Road and Nimitz Street. Need and Benefit: As per E4.

Secondary Routes	
E5	Improving access to Exmouth District Highschool Project Type: Design and Construction Timeframe: Short-term
	Action: Enhance the safety of the existing road crossing and improve route legibility for people walking and riding between Bonefish Street/Carpenter Street and Thew Street, across the existing Lefroy Park active transport bridge. This may include improved signage, line marking and minor kerb improvements to improve path accessibility. Need: This route is a key access point for students and parents walking and riding to school. While Bonefish Street doesn't permit through-traffic, it attracts an increase in vehicles during school pick-up/drop-off. The route experiences high levels of active transport demand as it provides direct connectivity between the school and Ross Street Mall. A dedicated crossing point is provided across Thew Street, however, people walking and riding are required to traverse through a car park and cross Bonefish Street/Carpenter Street at an uncontrolled crossing point. Benefit: This route supports safe access to Exmouth District Highschool. The desire to see safety improvements between the active transport bridge and the school was identified through stakeholder and community consultation.
E6	Improving universal accessibility along Krait Street Project Type: Planning and Design Timeframe: Short-term
	Action: Plan and design a pathway upgrade to provide a consistent, continuous and high-quality riding environment suitable for all ages and abilities along Krait Street, between Grayling Way and Maidstone Crescent. Need: While the existing 2m path on the north side of the road is in relatively good condition, there are several deficiencies which result in severance of the path network. This includes a lack of kerb ramps, the presence of drainage channels as well as the absence of a concrete path along a section of Krait Street, to the west of Fletcher Street. Benefit: This secondary route connects the north-western residential catchment to the town centre, the school and other key services and facilities in and around Exmouth.
E6	Improving universal accessibility along Krait Street Project Type: Construction Timeframe: Short-term
	Action: Following design, deliver pathway upgrades along Krait Street, between Grayling Way and Maidstone Crescent. Need and Benefit: As per E6.
Local Routes	
E7	Completing gaps in the local path network – Fyfe Street Project Type: Design and Construction Timeframe: Medium-term
	Action: Plan and construct a path on Fyfe Street, between Krait Street and Lyon Street. Need: The existing path along Fyfe Street currently stops at Lyon Street, forcing people to ride and walk on the road. Benefit: Completing this gap in the local path network will enable people to walk or ride to access Exmouth Park, Exmouth Hospital and other associated healthcare services, such as PathWest, safely and conveniently.

Shire of Exmouth continued

Local Routes**E8 Completing gaps in the local path network – Stokes-Hughes Street**
Project Type: Design and Construction | Timeframe: Medium-term

Action: Plan and construct a path on Stokes-Hughes Street, between Lyon Street and Raymond Street.

Need: There is no path along this section of Stokes-Hughes Street, forcing people riding and walking onto the road.

Benefit: Completing this gap in the local path network will enable people to walk or ride to access Exmouth Hospital and other associated healthcare services, such as PathWest, safely and conveniently. This route also provides direct connectivity to the gravel riding and walking trail.

Non-hierarchy specific action**E9 Improving universal accessibility and connectivity of Exmouth's path network**
Project Type: Design and Construction | Timeframe: Short-term

Action: Plan and design pathway upgrades, applying the Shire's drainage/spillway standard to provide suitable ramp profiles, flush kerbing and tactile surface indicators in various locations identified by the Shire where path continuity is severed due to the presence of drainage/spillway channels.

Need: Several drainage/spillway channels are located around the town. The current design is comprised of kerbing either side of the channel, resulting in a gap/discontinuation of the pathway for a small section across the channel. People riding or using a wheelchair are forced onto the road with cars and required to re-mount the kerb to continue their journey along the pathway.

Benefit: This suite of path improvements will deliver a consistent, continuous and high-quality riding and walking environment. This improvement is essential to ensure that all paths are usable by people using a wheelchair or other mobility aids. Safety will be enhanced for existing users and enable more people to ride and walk by making these modes a more viable and convenient option for people of all ages and abilities.

6.2.3 Shire of Shark Bay

Local Routes	
SB1	Improving access to Shark Bay School Project Type: Design and Construction Timeframe: Short-term
	Action: Construct a shared path on Freycinet Drive, between Stella Rowley Drive and Francis Road. Need: There is currently no path along this route. Benefit: This route supports safe access to Shark Bay School.
SB2	Improving access to the town centre Project Type: Design and Construction Timeframe: Short-term
	Action: Design and deliver a pathway upgrade to provide a consistent, continuous and high-quality riding environment suitable for all ages and abilities along Knight Terrace, between Denham Hamelin Road and Fry Court. Need: The existing path is approximately 1.5m and is too narrow to safely accommodate people walking and riding. Benefit: Improving this section of path to match the standard of the adjoining shared paths will provide a consistent and safe space for people to walk and ride in and around the town, including to key destinations such as Shark Bay School, the recreation centre, the beachfront and the shops. It will reduce the risk of conflict between pathway users and between riders and traffic, particularly during peak holiday periods when Shark Bay experiences high visitation. The improved path can help increase visitor use of active travel, reducing demand for parking during the peak holiday season.
SB2	Improving access to the town centre Project Type: Design and Construction Timeframe: Medium-term
	Action: Undertake planning and design to deliver a consistent, continuous and high-quality riding environment suitable for all ages and abilities along Durlacher Street, between Hughes Street and Knight Terrace. Need: There is no path on the east side of the road, while the effective path width on the west side of the road is constrained by the presence of street light poles. The path crosses the road in multiple locations, increasing delay to users and increasing safety risks by forcing riders and pedestrians to cross the road. Benefit: As above (Ref. SB2).
SB2	Improving access to the town centre Project Type: Design and Construction Timeframe: Medium-term
	Action: Undertake planning and design to deliver a consistent, continuous and high-quality riding environment suitable for all ages and abilities along Denham Hamelin Road, between Hughes Street and Knight Terrace. Need: The existing path is approximately 1.5m and is too narrow to safely accommodate people walking and riding. Denham Hamelin Road functions as a key gateway for people driving to Denham town centre. This results in a hostile riding environment, particularly during peak holiday periods when increased pedestrian traffic makes it unsuitable for riders of all ages and ability to use the footpath. Benefit: As per SB2.

Shire of Shark Bay continued

Transport Trails	
SB4	Improving access to Little Lagoon Project Type: Feasibility and Planning Timeframe: Medium-term
	Action: In collaboration with the relevant stakeholders, including the DBCA, undertake a feasibility study to identify opportunities for providing a transport trail serving Little Lagoon along Stella Rowley Drive, Monkey Mia Road and Denham Hamelin Road, to Oakley Ridge, tying into the local route which links to the town centre. Need: There are currently no dedicated walking or riding paths providing access to Little Lagoon. Benefit: A desire to see improved access to Little Lagoon was identified through stakeholder and community consultation. Creating a safer riding environment has the potential to attract more riders, both locals and visitors, resulting in positive public health outcomes and facilitating access to one of Shark Bay's key attractions.

6.2.4 Shire of Upper Gascoyne

Local Routes	
UG1	Hatch Street (Scott Street) shared path Project Type: Design and Construction Timeframe: Short-term
	Action: Design and construct a shared path on Hatch Street, between Scott Street and Gregory Street. Need: There is currently no path along this route. Benefit: This connection will provide Hatch Street residents with safe access to key services within the town centre, including the Community Pavilion, Community Resource Centre, Gascoyne Junction Remote Community School.
UG2	Gascoyne Junction Visitor Stop and Community Pavilion link Project Type: Design and Construction Timeframe: Short-term
	Action: Plan and construct a shared path along Pimbee Road, between the new Gascoyne Junction Visitor Stop and Community Pavilion, tying into the existing shared path on corner of Pimbee Road and Scott Street. Need: There is currently no path along this route. This section of Pimbee Road functions as a through-route carrying high volumes of heavy vehicles and, during the holiday period, caravans, motorhomes etc. The recent addition of the Gascoyne Junction Visitor Stop will attract more people, both residents and visitors, to the area. Benefit: The proposed shared path will provide for people of all ages and abilities choosing to walk or ride, for safe access to the Visitor Stop and Community Pavilion, where key community facilities are located including an amphitheatre and playground.

Shire of Upper Gascoyne continued

Local Routes	
UG3	Providing connectivity to Gascoyne Junction Airport Project Type: Design and Construction Timeframe: Medium-term
	Action: Plan and construct a shared path along Pimbee Road, between Scott Street to the Woodgamia Aboriginal Community boundary extent. Need: There is currently no path along this route, and it functions as a through-route carrying high volumes of heavy vehicles. Benefit: Due to limited transport options at Gascoyne Junction Airport (e.g. no public transport), the Shire has plans to install a bike rack at the airport and supply bikes for people to hire. Provision of a safe riding environment is critical to encouraging people to ride to and from the airport and will support successful uptake of the Shire's planned bike hire initiative. The route also provides a safe active transport link serving the Woodgamia Aboriginal Community.
UG4	Providing connectivity to Woodgamia Aboriginal Community Project Type: Advocacy Timeframe: Short-term
	Action: Advocate for, and work with the relevant stakeholders to investigate feasible alignment and design for a shared path serving the Woodgamia Aboriginal Community, and connecting to the planned shared path along Pimbee Road (see UG3). Need: There is currently no path serving the Woodgamia Aboriginal Community or connecting the Community to the town centre. Benefit: Improving access to and from the Woodgamia Aboriginal Community was raised through stakeholder and community consultation as important for promoting social inclusion and equity, as well as achieving positive public health outcomes by encouraging people to walk and ride. Completing this gap in the local path network will enable those living within the community to access the town centre safely and conveniently.

6.2.5 Non-hierarchy specific actions (all LGAs)

Ref.	Project name
GAS1	Facilitating long-distance bike riding opportunities by advocating for improved road cycling safety Timeframe: Short-term to ongoing
	Action: LGAs to advocate for and work with MRWA, and other relevant stakeholders, to undertake a feasibility study to identify opportunities for providing safe road cycling environments along State-owned roads in the region. This includes opportunities to deliver safety improvement for people on bikes as part of planned road projects in the region. Key locations identified through community and stakeholder consultation include: • Facilitating road cycling opportunities between Denham, Monkey Mia, Ocean Park Aquarium and Eagle Bluff; • Facilitating road cycling opportunities around the Exmouth Cape; and • Facilitating long-distance road cycling opportunities to Coral Bay, between Carnarvon and Exmouth. • Measures may include installing signage and line marking to enhance driver awareness and promote sharing of the road space, as well as providing mid-trip facilities such as shelter/rest points. In high-risk locations there may be a need for road widening to provide space for riders. Need: There is some existing demand for bike riding along these routes, although minimal. All of the roads facilitating access to these locations are well frequented by high volumes of vehicles, including heavy vehicles, travelling at high speeds, particularly during peak holiday periods. Riders and drivers are required to share the road space, however there is minimal to no infrastructure in place to alert drivers to the presence of people on bikes. Benefit: A desire to see improved connectivity to the above locations was identified through community and stakeholder consultation. Creating a safer road cycling environment has the potential to attract more riders, both locals and visitors, resulting in positive public health outcomes, and supporting the creation of new cycle tourism industries, delivering positive outcomes for the region's local economy.
GAS2	Improving legibility of the riding network through wayfinding Timeframe: Ongoing
	Action: Develop a town-wide wayfinding strategy. Need: While there is existing wayfinding signage throughout the towns, a wholesale audit will enable each LGA to identify gaps and deliver a wayfinding system that is legible, with consistency in signage style and form. Benefit: Wayfinding signage can be a low-cost intervention to leverage on the existing path network, increasing the visibility of riding as a viable mode of transport and connect unfamiliar users of the network to key destinations.
GAS3	Providing public bicycle parking Timeframe: Ongoing
	Action: Provide, and/or work with business owners/service providers, to install public bicycle parking in the town centres and other local centres and facilities. Need: Limited public bicycle parking was identified as an issue through community consultation. Benefit: Providing visible public bike parking at key destinations improves access for bicycle riders and promotes bicycles as a viable mode of transport in and around the region.

Non-hierarchy specific actions (all LGAs) continued

Ref.	Project name
GAS4	Supporting the provision of end-of-trip facilities Timeframe: Short-term
	Action: Each LGA to review Local Planning Policies to include appropriate planning requirements for new development or redevelopment to include visitor and employee bicycle end-of-trip facilities suitable for the type and scale of development. These would include secure bicycle parking, lockers, showers and change rooms. Need: There is a need to review the currency of bicycle end-of-trip facilities provision in the Shire's Local Planning Policies to attract more people to walk and ride to workplaces. Benefit: End-of-trip facilities are critical in supporting active travel to workplaces for employees.
GAS5	Increasing mobility and access for key user groups in the region Timeframe: Ongoing
	Action: Investigate opportunities to partner with industry, non-for profit or other organisations to support increased mobility and access options for disadvantage communities, temporary working populations and/or visitors to the region. Need: Limited access to bicycles (and other associated elements such as spare parts and servicing) in the region was identified through community and stakeholder consultation as a barrier to increasing riding uptake in the region, posing challenges for the specific user groups identified above. Benefit: Increasing access options supports social equity within the region, enabling people to connect to places, and has the potential to support new businesses within the region and increase spending in the region, contributing to the region's local economy.
GAS6	Delivering universal accessibility across the region's path network Timeframe: Ongoing
	Action: Upgrade existing pathway networks and ensure future pathways are delivered in accordance with universal accessibility standards. Need: Sections of the existing pathway network in the region are non-compliant with universal accessibility standards. Benefit: Delivers safe access across the region for people of all ages and abilities using the path network.
GAS7	Engaging with Traditional Owners as part of the region's bicycle network development Timeframe: Ongoing
	Action: Identify opportunities to engage with the relevant Traditional Owners of each area as part of the development of the region's bike riding. This includes determining specific sites of cultural and heritage significance to provide appropriate levels of bike riding connectivity to, as well as opportunities to embed cultural design elements as part of the planning and design process for new bike riding projects.

6.3 Social infrastructure and capacity building activities (all LGAs)

Ref.	Project name
GAS8	Supporting recreational riding and cycling tourism Timeframe: Ongoing
	Action: Collaborate with relevant stakeholders, such as the DLGSC, DBCA, Tourism WA and local cycling clubs, to identify opportunities to provide recreational riding facilities and support cycling tourism in the region. This may include investigating the potential for mountain biking or gravel trails and identifying locations for additional pump tracks and other such facilities in the region. Need: A desire to increase recreational riding opportunities and grow cycling tourism in the Gascoyne region has been identified through stakeholder and community consultation. Benefit: Increasing the recreational riding offering and promoting cycling tourism in the Gascoyne region has the potential to attract more riders, both locals and visitors, resulting in positive public health outcomes and supporting positive outcomes for the region's local economy.
GAS9	Your Move Program promotion and participation Timeframe: Ongoing
	Action: Work in partnership with the DoT to: • Collaborate with schools to increase participation in the Your Move schools program and promote the Connecting Schools grant program. • Run Shire-wide Your Move community program, targeting households and workplaces. • Participate in the Your Move local government program and continue delivering community events and activities, such as during Bike Month. Need: Stakeholder consultation identified a desire to increase active travel in and around the region. There are currently no school or workplaces in the Gascoyne region, other than the Gascoyne Junction Community School, subscribed to DoT's Your Move program to promote active transport. Benefit: DoT's Your Move program provides a range of resources to support local government, schools, communities and workplaces in encouraging active travel. Collaborating with key partners to create a strong culture of bike riding can support the development of high-quality riding infrastructure and initiatives to increase riding participation.
GAS10	Developing partnerships with Aboriginal health organisations in the Gascoyne region Timeframe: Short-term to ongoing
	Action: The DoT and LGAs to engage with Aboriginal health organisations in the region to identify opportunities for promoting and embedding bike riding activities as part of existing community health programs. Potential organisations were identified during consultation with the Yinggarda Aboriginal Corporation board members including, the Geraldton Regional Aboriginal Medical Services (GRAMS) and the Western Australian Centre for Rural Health (WACRH), with branches located in Carnarvon. Need and Benefit: Consultation with the Yinggarda Aboriginal Corporation board members identified an opportunity for bike riding to support positive health outcomes by encouraging physical activity, and promote equitable access options amongst Aboriginal communities in the region.

Social infrastructure and capacity building activities (all LGAs) continued

Ref.	Project Name
GAS11	Bicycle network promotion and activation Timeframe: Ongoing
	Action: Continue to promote and encourage riding as a safe and viable mode of transport and recreation for the community, including: • Using the Shire's existing communication channels to provide up-to-date information on riding routes, pathway closures affecting riders, end-of-trip facility locations and to promote positive news stories related to riding. • Organising activities and events, such as hosting bicycle skills workshops and participating in Bike Month. • Delivering initiatives to increase road user awareness, including working with industry to promote driver awareness of bike riding and safe behaviours. • Targeting activation events to raise community awareness of new and upgraded bike riding routes. Need: The importance of creating a culture of riding in the Gascoyne region and developing positive attitudes toward bike riding, in an area where there is heavy reliance on vehicles as a mode of transport, has been identified through stakeholder and community engagement. Benefit: There is significant potential to increase the number of people riding in and around the Gascoyne region by curating an environment where riding is viewed as legitimate, safe, convenient and fun activity or mode of transport. The delivery of promotion and activation initiatives create opportunities for constructive engagement and supports linkages between social and built environmental factors.
GAS12	Bicycle network monitoring and evaluation Timeframe: Ongoing
	Action: Implement measures to collect data and capture riding demand within the region, in order understand baseline usage and support the justification for future improvements in riding infrastructure. This includes monitoring and evaluating new bicycle infrastructure to assess the impact against the desired project outcomes and ensure facilities are well maintained. Measures may include the installation of bicycle counters, annual counts on key bike riding links, community surveys, public bicycle parking usage counts and regular route infrastructure condition audits. Need: Monitoring and evaluation is essential to ensure projects are delivering on the intended outcomes or to determine when and why specific outcomes are not being met. Benefit: LGAs will be able to use data-backed approaches to inform advocacy, planning and delivery, including developing strong, local context-responsive approaches to the social and built infrastructure needs of the community.

6.4 Plan maintenance

Progress on the priority actions identified in [Section 5](#) of this strategy will be reported to the DoT on an annual basis by local government.

The Gascoyne 2050 long-term cycling network should remain consistent over the medium term. A review of the overarching strategy document every 8–10 years will allow new opportunities to be identified and incorporated into a revised document.

The strategic priorities will be reviewed every five years to ensure current conditions are reflected and relevant projects are prioritised. This review will include reassessing each route's classification as either existing (adequate), existing (needs improvement), or non-existent (proposed) and updating the existing network maps.

Appendix A. Route Hierarchy

Reference to key planning document, the [WA Cycle Network Hierarchy](#).



Department of Transport
Main Roads Western Australia
Public Transport Authority

WESTERN AUSTRALIAN

CYCLING NETWORK HIERARCHY

The Western Australian Cycling Network Hierarchy designates routes by their function, rather than built form. Function considers the type of activities that take place along a route, and the level of demand (existing and potential). The built form of a route is based on the characteristics of the environment, including space availability, topography, traffic conditions (speed, volumes), primary users, and so on.

When considering appropriate built forms for primary, secondary and local routes, an all ages and abilities design philosophy should be adopted.

	1. PRIMARY ROUTE	2. SECONDARY ROUTE	3. LOCAL ROUTE
Function	Primary routes are high demand corridors that connect major destinations of regional importance. They form the spine of the cycle network and are often located adjacent to major roads, rail corridors, rivers and ocean foreshores. Primary routes are vital to all sorts of bike riding, including medium or long-distance commuting / utility, recreational, training and tourism trips.	Secondary routes have a moderate level of demand, providing connectivity between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities. Secondary routes support a large proportion of commuting and utility type trips, but are used by all types of bike riders, including children and novice riders.	Local routes experience a lower level of demand than primary and secondary routes, but provide critical access to higher order routes, local amenities and recreational spaces. Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.
Design Philosophy	An <u>all ages and abilities</u> design philosophy is about creating places and facilities that are safe, comfortable and convenient for as many people as possible. By planning for and designing infrastructure that caters for the youngest and most vulnerable users, we create a walking and bike riding network that everyone can use. At the heart of this approach is fairness and enabling all people to use the network regardless of age, physical ability or the wheels they use.		
Form	All routes can take a number of different forms and are designed to suit the environment in which they are located. These forms include: - Bicycle only, shared and/or separated paths; - Protected bicycle lanes (uni or bi-directional, depending on the environment); and - Safe active streets Principal Shared Paths (PSPs) are often built along primary routes. A PSP is a high quality shared path built to MRWA PSP standard which generally means the path will be 4m wide, have adequate lighting and be grade separated at intersections (where possible). In some locations, quiet residential streets incorporating signage and wayfinding may be appropriate for local routes.		

Road Cycling Routes and Transport Trails form part of the complementary network, supporting more select user groups, primarily for recreational, sport and/or tourism purposes.

	ROAD CYCLING ROUTE	TRANSPORT TRAIL
Function	Road cycling routes are designated routes for bike riders undertaking long distance rides in (predominantly) on-road environments, for training, sports or recreational purposes.	Transport trails provide long-distance, off-road (predominantly unsealed) riding experiences through natural settings, away from motorised traffic. They often support recreational and tourism trips between towns and regions.
Form	Road cycling routes are predominantly located on lower order, rural or semi-rural roads on the outskirts of cities and towns. Sections may follow busier roads, particularly as road cycling routes typically begin and end in built up areas and often follow scenic roads popular with other road users. These routes support bike riders undertaking challenging longer distance rides by raising awareness and encouraging safe behaviour by all road users. This is achieved through advisory signage, warning technology and other road safety initiatives.	Transport trails are typically located within underutilised transport and service corridors in rural areas. Due to their relatively gentle gradients, former railways and certain utility corridors make excellent candidates for these trails. Transport trails should be constructed from materials appropriate to the environment and level of service required. Well drained, compacted gravel with supporting infrastructure such as wayfinding signage is a common form. In some instances transport trails will be sealed, such as where they intersect with busy roads or run through town sites. They will often change classification to a primary or secondary route when they pass through a town, reflecting the more holistic role they perform in the transport network in these situations.

Appendix B. Stakeholder Consultation

B.1 Engagement Overview

This project aims to develop an aspirational cycling strategy for the Gascoyne region, in partnership with the local government authorities (LGAs) in the region, which includes the shires of Carnarvon, Exmouth, Shark Bay and Upper Gascoyne.

The region is located in the north-west of WA and covers an area of over 137,000 square kilometres.

Development of the Strategy was identified as a key action in the *Western Australian Bike Network (WABN) Plan 2014–2031* and reflects the growing demand for high quality cycling infrastructure in regional Western Australia.

The Strategy will be aspirational, long term out to 2050, and include a short term implementation program (5-year Action Plan) to prioritise the future delivery of infrastructure, activation, and behaviour change initiatives.

Through development of an aspirational vision for cycling in the Gascoyne region, the Strategy aims to identify and support an increase in bike riding uptake as well as:

- A higher level of bicycle connectivity between work, school, home and other local services and key destinations;
- Opportunities to improve connectivity between town sites; and
- Ways to capitalise on cycle tourism opportunities in the region and showcase/highlight the areas unique to the region.

Prior to consultation, a Community Consultation Plan was developed. The proposed engagement methodology and key dates were discussed with the LGAs, while support with promoting/advertising the engagement activities was sought to maximise input from the local community and stakeholders.

B.1.1 Objectives

The objectives of community engagement were to:

- Raise awareness of the project;
- Identify existing barriers to the uptake of cycling and initiatives that would support people to ride more often;
- Identify the major issues and missing links associated with the existing cycle network;
- Provide the community with the opportunity to share their ideas;
- Confirm the themes, opportunities and projects that are most prioritised by the community; and
- Seek local buy-in and ongoing support for the Strategy.

The target audience of engagement was residents and visitors. Most respondents were residents (90%), with some responses received from two regular visitors to the region.

B.1.2 Approach

With support from the shires, engagement across the region ran from October 2022 to April 2023.

Two community drop-in sessions were held in the region:

- **Carnarvon Shopping Centre**
19 October 2022 (15:00pm – 17:00pm)
- **Exmouth Ross Street Mall**
22 October 2022 (10:00am – 12:00pm)

Community comments were captured from a total of 17 people (7 in Carnarvon and 10 in Exmouth) at the community drop-in sessions as well as capturing comments from community members around town during the site visits.

Online engagement was via the Department of Transport's (DoT) online engagement platform 'My Say Transport' (My Say). The platform page received 155 visits between 6 October 2022 and 2 December 2022. Two features were used to gather information:

- **Online survey:** This included questions on respondents' current bike use in the region and information on what would help them to ride more often. 20 people responded to the online survey.
- **Interactive map:** This allowed respondents to add comments which were linked to geographical locations. Respondents self-categorised their comments as 'Issues/pain points,' 'Strengths,' or 'Ideas.' 15 responses were received from one unique respondent.

Information was made available on the website including Frequently Asked Questions covering:

- What is the Gascoyne 2050 Strategy?
- Who is developing the Strategy?
- Why is the Strategy needed?
- Are similar strategies being developed in other regions?
- Where to find more information on the project.

The website also featured a map showing long-term cycling strategies under development in WA, and an information sheet on the WA Cycling Network Hierarchy, which will be used to classify the network.

Hardcopies of project information and surveys were made available on request, however, noting that no hardcopy responses were received.

In addition to the above, a community engagement forum was held online 27 April 2023, 5.30pm, to present on work progressed to date. This included presentation of the refine themes and opportunities for bike riding in the region and on network mapping (the proposed long-term cycle network) for feedback.

B.2 Community comment summary

B.2.1 Carnarvon Community Engagement

Carnarvon Shopping Centre and community members asked for comment around town during site visit. 19 October 2022, 3.00pm to 5.00pm (community drop-in session). Seven community members engaged.

#	Details	Key points raised
1	Caravan family (asked for comment)	- Just passing through Carnarvon on 6-month round Australia trip with family of primary school kids. - They decided not to stay in Carnarvon as there is 'nothing to do' for the kids. - Had bicycles but was not aware of any cycling opportunities in Carnarvon. - Said that if there was a cycle route with interesting things to see and do they probably would have stayed in Carnarvon.
2	Local sports shop manager (approached for comment)	- Carnarvon Sports stocks new bicycles, spares and accessories, and also services bicycles. - Most kids in Carnarvon have a bicycle, but there is so much bike theft they tend not to use them. - Something needs to be done to reduce bike theft and vandalism. - Local perception that the move of the school out of town to the new site on Gascoyne Road made kids unwilling to cycle to school – seen as too far.
3	Hospital admin staffer (approached for comment)	- Hospital previously got bicycles to start a community health project, but that never got implemented and now the bikes are in a storeroom. - Hospital looking at hiring bikes to short-term FIFO nursing staff to give easy way to get around town. - Logistics, insurance and legal issues still to be worked out – will be talking to Geraldton Hospital team who have a similar program. - Feels the cycle network is okay but there is a need for better separation from traffic.
4	Cycled to shops	- Avid cyclist who rides all over Carnarvon and does long overnight touring rides to Coral Bay and Miaboolya Beach – regular international cycle tourist to Spain. Great potential for great rides in Carnarvon: - Would be good to connect Heritage Tramway Walk Trail (stabilised gravel path) to Levee-top trail (stabilised gravel path) along Gascoyne River to Chinaman's Pools and to Cultural Centre; and - Great informal mountain biking trails on Old Nasa Carnarvon Tracking Station property – would be great to create formal trails.

#	Details	Key points raised
5	Family with child in pram (walked to shops)	There are great paths, but missing links: • Great shared through Brockman Park but no path on Meiklejohn Crescent and Granberry Drive to link to link to community on David Brand Drive. • Levee Path (stabilised gravel path) is great and very popular for locals to get to Chinaman's Pools, but it is not well connected to town. • 'The Village' off Boor Street needs a more direct walk and cycle connection to town. Currently use track to Cleveland Street and around top of airport land as shortcut to town – pathway along Robinson Street is too indirect.
6	Shopper	• 78 year old who no longer rides a bicycle because it is too dangerous – especially traffic. • Need to provide cycle route separate from traffic. • Thinks Heritage Tramway Walk Trail (stabilised gravel path) is too far and too hot to walk – would be better to cycle. • Would be great to have a tourist cycle trail: Heritage Tramway – Cultural Centre – The Fascine.
7	Cycled to shops	• Bought electric bike three months ago and has not used her car since then. • Parked bike in the shopping centre as she is concerned about bike theft and vandalism. • Too much glass and gravel on the paths – need to be swept regularly.

B.2.2 Exmouth Community Engagement

Exmouth Ross Street Mall, 22 October 2022, 10:00am to 12:00pm. 10 community members engaged.

#	Details	Key points raised
1	Local shopper	• Gravel path from Truscott Street to beach and behind dunes to Town Beach is not maintained and is now unusable. • Would be great to get a proper cycle path along Murat Road north of Maidstone Corner as the current dirt path is too rough to use.
2	Local shopper	• Paths are great but they have too much sand and gravel on them after rains – need to be swept. • Track behind dunes from Town Beach to Truscott Street needs maintenance to make usable. • Track around back of town and beachfront trail was meant as a recreation and tourist loop trail but it has fallen into disrepair and there is no information for visitors. Needs to be fixed up.
3	Local shopper	• The cycle path to the base is very popular, but the creek crossing has been washed away – needs a culvert over the creek. • Would be great to extend the cycle path to Bundegi Beach (9km).

#	Details	Key points raised
4	Returned resident after 30 years away	- In 1990s it was popular to cycle on-road to beaches along Yardie Creek Road. Lots of traffic makes this too dangerous now. - Would like cycle path extended from base to Bundegi Beach (9km).
5	Mobility scooter user	- Over 90 years old and confined to mobility scooter. - Uses shared paths and these are mostly good, but missing kerb ramps on many routes – almost fell out his scooter twice trying to cross road at Kennedy Street and Ningaloo Street as it is missing a kerb ramp.
6	Local shopper	Would like cycle path extended from base to Bundegi Beach (9km).
7	Local shopper	- Shared paths are okay, but they are dangerous at road crossings and the kerb ramps are bad. - School kids need better routes to get to school as the shared paths are poor and often have pedestrians. Kids often move between shared path and road without checking for cars. - High use cycle routes that could have on-road protected cycle lanes would be Nimitz Street, Krait Street, Learmonth Street, Thew Street and Carpenter Street. - Need safer crossing of Kennedy Street at Bonefish Street as this is a popular walking and cycle route to school. - Need more and safer crossings of Murat Road.
8	Regular visitor	- A regular road sports cyclist. - Wouldn't bring bike to Exmouth as he comes to fish, not ride a bike.
9	Mother with junior primary kids	- Live in Preston Street south of Marina. Several families with kids who would like kids to be able to ride bikes to school and town – but not willing to let them use cycle lanes on Murat Road. - Would like shared path extended south to Preston Street.
10	Local shopper	- Cycle to work on-road early morning as paths are too bumpy and uncomfortable to use. - Would like cycle path extended from base to Bundegi Beach (9km). - Caravanners all have bikes but there is no information on the cycle routes – need good tourist information and signage.

B.2.3 Online Community engagement key discussion points

Community engagement forum attendee 1

Based in Exmouth, member of the Cape Range Riders.

- LTCN shows a good level of coverage, capturing where people are known to ride.
- Poor lighting was raised along Reid Street, near the brewery.
- From the perspective of the MTB club, it would be good to see tie-ins to potential trail heads as part of the Strategy.

- Noted that the Shire of Exmouth is currently working with Common Ground to investigate trail routes across the cape – suggested potential to collaborate on the two projects.

Community engagement forum attendee 2

Based in Carnarvon, background in elite cycling/ competitive sports cycling, local business owner (Ningaloo Surfari and café by the waterfront).

- In the process of setting up a bike hire business, which will run out of the café.
- Existing pathways are substandard.
- Directional signage/wayfinding is poor.
- Potential scope to develop mountain bike trails out of Carnarvon.

B.2.4 Interactive Map results – focus is on Gascoyne Junction

Opportunity	Location	Comment
Deliver a safe and high-quality bike riding network serving schools	Wahroonga – Pimbee Road, Gascoyne Junction Western Australia 6705, Australia	There is no Footpath/cycle path to connect the community and it's kids to town and its facilities. Kids often ride on the main road to access the Gascoyne Junction Remote Community School.
Improve rideability to/ from and within town centres	98 Pimbee Road, Gascoyne Junction Western Australia 6705, Australia	There is no footpath/cycle path linking the Gascoyne Junction Aerodrome to the community. Planes/helicopters will often land and are forced to walk on the main road to reach the town.
Improve rideability to/ from and within town centres	23 Hatch Street, Gascoyne Junction Western Australia 6705, Australia	Hatch street currently has no footpath/cycle path. The installation of one would encourage community members to ride to work.
Improve rideability to/ from and within town centres	Pimbee Road, Gascoyne Junction Western Australia 6705, Australia	Pimbee Road (officially known as Smith Street) currently has no footpath/cycle path. The installation of one would encourage community members to ride to work and tourists from the Junction Pub and Tourist Park to utilise the facilities new Two Rivers memorial park.
Provide safe and convenient access to recreational facilities	65 Killili Road, Gascoyne Junction Western Australia 6705, Australia	Killili Road – currently has no footpath/cycle path. The installation of one would encourage community members access the Water hole and BBQ spot. It would also take current walkers/cyclists off the main road which is often shared with LVs and HVs.
Provide safe and convenient access to recreational facilities	Newton Drive, Gascoyne River Western Australia 6705, Australia	Popular community BBQ spot by the permanent water hole. Shade structure and rope swing.

Opportunity	Location	Comment
Provide safe and convenient access to recreational facilities	72 Killili Road, Gascoyne Junction Western Australia 6705, Australia	Popular community recreation spot. Semi-permanent water hole, bench and rope swing.
Deliver a safe and high quality bike riding network serving schools	36 Gregory Street, Gascoyne Junction Western Australia 6705, Australia	Gascoyne Junction Remote Community School
Improve rideability to/from and within town centres	Pimbee Road, Gascoyne Junction Western Australia 6705, Australia	Gascoyne Junction Aerodrome – used regularly by private aircraft owners, mining chartered flights, mustering companies, RFDS, exploration aircraft, and is treated as the emergency evacuation airstrip.
Improve rideability to/from and within town centres	2 Gregory Street, Gascoyne Junction Western Australia 6705, Australia	New Tourist stop – This location hosts a bunch of new and old facilities. These include the community amphitheatre for events and concerts, the local war memorial, a playground, a day stop for tourists passing through, toilets, vast grass areas for kids to play, a netball/tennis court, the community hall, and the community evacuation centre.
Improve rideability to/from and within town centres	Viveash Way, Gascoyne Junction Western Australia 6705, Australia	Junction Pub and Tourist Park – this is the only local business, often used for community functions, meetings. It hosts an array of facilities, including the local swimming pool, kids' playground, an amazing kitchen for meals, an oasis in the desert.
Improve rideability to/from and within town centres	57 Killili Road, Gascoyne Junction Western Australia 6705, Australia	Killilli Bridge – This bridge was constructed in 2016, it replaced a low level crossing which when the river flowed would cut the community on the North side of the river off from all facilities on the Southern side for weeks on end. This bridge has a viewing/safety platform halfway for cyclists and walkers, should a vehicle try to cross whilst they are on the bridge.
Improve connectivity between communities	26 Scott Street, Gascoyne Junction Western Australia 6705, Australia	Woodgamia Aboriginal Community
Support improved access to affordable bicycles and maintenance services for disadvantaged communities	Pimbee Road, Gascoyne Junction Western Australia 6705, Australia	Community bike rack – a bike rack with donated/second-hand bikes could be in place at the airstrip. A sign would be in place promoting free use and return of the bikes.
Improve rideability to/from and within town centres	65 Killili Road, Gascoyne Junction Western Australia 6705, Australia	A cracker dust/gravel path would offer access to the water hole/bbq area. This would remove pedestrians and cyclists from sharing a road with LVs and HVs.

B.3 Summary of consultation themes

Throughout the engagement process, respondents contributed meaningful suggestions on how to improve bike riding across the region.

Responses revealed support for preliminary themes established via background review and stakeholder engagement, particularly:

- Enhancing the region's tourism potential through cycling;
- Improving access to education, employment, retail and recreation; and
- Promoting social inclusion and equity to support happy and healthy communities.

Within these themes, responses supported a range of preliminary opportunities established via background review and stakeholder engagement, including:

- Enhancing the region's tourism potential through bike riding;
- Improve bike riding network connectivity to tourism assets;
- Create a recreational route that highlights the region's unique attractions;



Survey respondents raised that connectivity of the existing network is an issue, as well as universal accessibility and network maintenance in some locations (damaged and degraded pathways), helping to shape the infrastructure, social infrastructure and capacity building actions to be developed in the Strategy's Action Plan.

- Formalise and improving sports cycling opportunities (road, trail, MTB);
- Provide clear and consistent wayfinding;
- Improving access to education, employment, retail and recreation;
- Improve rideability to/from and within town centres;
- Provide safe and convenient access to recreational facilities;
- Provide supporting infrastructure;
- Deliver a safe and high-quality bike riding network serving schools;
- Promoting social inclusion and equity to support happy and healthy communities;
- Support improved access to affordable bicycles and maintenance services for disadvantaged communities; and
- Improve connectivity between communities.

Responses received have helped to expand opportunities, including expanding the opportunity 'providing supporting infrastructure (secure parking and end-of-trip facilities)' to include all trip facilities, including consideration for mid-trip facilities such as seating and access to water.

B.4 Literature review

Shire of Exmouth

- *Shire of Exmouth Local Planning Strategy 2015–2025*
- *Shire of Exmouth Local Planning Scheme No. 4 (2019)*
- *Shire of Exmouth Strategic Community Plan 2020–2030*
- *Shire of Exmouth Corporate Business Plan 2016–2022*
- *Shire of Exmouth Townsite Structure Plan (2011)*
- *Shire of Exmouth Ningaloo Trails Master Plan (2018)*
- *Exmouth Town Centre and Foreshore Revitalisation (2012)*
- *Shire of Exmouth Path Network Planning*

Shire of Carnarvon

- *Shire of Carnarvon Local Planning Strategy (2017)*
- *Shire of Carnarvon Local Planning Scheme 13 (2019)*
- *Shire of Carnarvon Strategic Community Plan 2018–2028*
- *Shire of Carnarvon Corporate Business Plan 2018–2022*
- *Shire of Carnarvon Corporate Business Plan 2018–2022*
- *Shire of Carnarvon Reconciliation Action Plan 2022–2023*
- *Shire of Carnarvon Structure and Management Plans (various)*

Shire of Shark Bay

- *Shire of Shark Bay Local Planning Strategy (2013)*
- *Shire of Shark Bay Local Planning Scheme No. 4 (2018)*
- *Shire of Shark Bay Strategic Community Plan 2018–2028*
- *Shire of Shark Bay Corporate Business Plan 2021–2025*

- *Strategic Resource Plan 2021–2036*
- *Shire of Exmouth Ningaloo Trails Master Plan (2018)*
- *Shire of Shark Bay Path Network Planning*

Shire of Upper Gascoyne

- *Shire of Upper Gascoyne Local Planning Strategy*
- *Shire of Upper Gascoyne Local Planning Scheme No. 4 (2018)*
- *Shire of Upper Gascoyne Strategic Community Plan 2016/17–2026/27*
- *Shire of Upper Gascoyne Corporate Business Plan 2016–2022*
- *Shire of Upper Gascoyne Disability Access and Inclusion Plan 2016–2022*
- *Literature review – State, Federal and other*
- *National Cycling Participation Survey*
- *Western Australia Bicycle Network Plan 2017*
- *Mountain Bike Strategy 2022–2032*
- *WA Cycle Tourism Strategy (2018)*
- *WA Strategic Trails Blueprint 2022–2027*
- *Gascoyne Outdoor Recreation Strategy 2021–24*
- *Relevant State Planning Policies*
- *Gascoyne Development Commission Strategic Plan 2022–2026*
- *Gascoyne Development Commission Annual Report 2021–2022*
- *Gascoyne Regional Investment Blueprint 2015*
- *Gascoyne Regional Planning and Infrastructure Framework*
- *Gascoyne Coast Sub-Regional Planning Strategy*
- *Ningaloo Regional Planning Strategy Carnarvon to Exmouth*

Endnotes

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- 5 Regional and rural health is suffering. Available at jcu.edu.au
- 6 Evaluating Active Transport Benefits and Costs. Available at vtpi.org
- 7 The (very good) economic case for riding a bike in 2023. Available at bicyclenetwork.com.au
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- 10 The relationship between transport and disadvantage in Australia. Available at aifs.gov.au
- 11 Transport Disadvantage, Car Dependence and Urban Form. Available at link.springer.com
- 12 The climate change mitigation effects of daily active travel in cities. Available at sciencedirect.com
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- 29 The Australian Cycling Economy, We Ride Australia (2021). Available at weride.org.au
- 30 Bike Tourism in Queensland Research Report, Department of Transport and Main Roads (2022). Available at tmr.qld.gov.au
- 31 2021 Evaluation of Nga Haerenga Great Rides of New Zealand, Angus & Associates for Nga Haerenga New Zealand Cycle Trails (2022). Available at mbie.govt.nz
- 33 Global Micromobility Index Available at public.ridereport.com
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APPENDIX 7

(Annual Budget Project Report)

SHIRE OF UPPER GASCOYNE 2023/24 ANNUAL BUDGET - PROJECTS PROGRESS REPORT				Not Yet Started	MONTHLY DESK TOP PROGRESS UPDATE	
				In Progress		
				Completed		
				On-Hold		
PROJECT	PERSON RESPONSIBLE	BUDGET 2023/24	ACTUAL YEAR TO DATE	STATUS		
COMPLETED PROJECTS						
Shade structures relocation	Sean	\$ 20,000.00	\$ 7,700.00	Completed	PO Issued to ABBL Contracting. Under Budget	
Lot 39 Renovations	Sean	\$ 90,000.00	\$ 90,000.00	Completed	Outback Builders	
Retaining wall Lot 19	Sean	\$ 10,000.00	\$ 10,840.00	Completed	ABBL Contracting	
Install internal fence to Lot 45 to split block. Part of new house	Sean	\$ 630,000.00	\$ 7,512.36	Completed	ABBL Contracting	
Various Vehicle Crossover and Path realignment at old Police Station	Sean	\$ 30,000.00	\$21,744.80	Completed	Waiting on final invoice	
Museum/Depot/Admin fencing upgrade	Sean	\$ 15,000.00	\$9,115.00	Completed	Quoted @ \$15,000 replace, @ \$5,885 for repair (insurance payout) = \$9,115 actual cost	
BBQs for tourist stop	Sean	\$ 20,000.00	\$7,938.70	Completed	*Plus freight and hours by staff*	
New flooring and curtains Lot 19	Sean	\$ 36,388.00	\$ 36,388.00	Completed	Barry Evans Quoted Nov 2023	
Depot security gate	Sean	\$ 40,000.00	\$ 50,955.96	Completed	PO issued to Incite security - Feb 29th - Mar 21st.	
Dalgety Brook Concrete Floodway	Jarrold	\$ 1,818,327.00	\$ 1,729,086.32	Completed	Yuin have completed concrete, culverts and rock pitching works. SUG to complete approaches and drainage	
RRG Cobra Dairy Creek Resheets	Jarrold	\$ 536,665.00	\$617,942.54	Completed	Complete	
Pimbee Resheet	Jarrold	\$ 456,046.00	\$496,365.64	Completed	Started November 2023 - Northern Goldfields Earthmoving	
New Shed Gregory Street Lot 40 - Gregory Street	Sean	\$ 30,000.00	\$ 30,000.00	Completed	Complete	
Install patio - Lot 40	Sean	\$ 12,250.00	\$ 12,250.00	Completed	Complete	
Install patio - Lot 21	Sean	\$ 12,250.00	\$ 12,250.00	Completed	Complete	
New Shed Gregory Street Lot 50 - Gregory Street	Sean	\$ 30,000.00	\$ 30,000.00	Completed	Complete	
Fire Truck Shed	Sean	\$ 70,000.00	\$ 70,000.00	Completed	Complete	
R2R Bitumen reseals and floodway stabilisation	Jarrold	\$ 340,000.00	\$319,473.90	Completed	Complete	
Lighting for amphitheatre	Sean	\$ 10,000.00		Completed	Waiting on final invoice	
Recycling program - Sea container collection point	Sean	\$ -		Completed	Sea Container to be delivered by tidy towns event in May	
SIP Landor Meeka Bitumen Upgrade	Jarrold	\$ 4,500,000.00	\$4,056,256.27	Completed	40% complete Bitumen here start of Dec 2023	
RRG Cobra Mt Augustus Resheets	Jarrold	\$ 536,665.00	\$ 442,380.29	Completed	Start Feb 2024 Waiting for RRG endorsement due to project change	
PROJECTS NOT STARTED						
PROJECTS IN PROGRESS						
Lot 45 New house (Sub division)	Sean	\$ 630,000.00	\$ 451,032.86	In Progress	House arrived April and ongoing works waiting on sub division approval for power connection	
Commerical Blocks	John	\$ 30,800.00	\$ 30,800.00	In Progress	Blocks Purchased waiting on Grant/Development	
Residential Blocks	John	TBC		In Progress	Waiting on Ilua with Yinggarda	
Water treatment - Reverse Osmosis unit.	Sean	\$ 624,000.00		In Progress	Sean to update council - waiting on cooling study	
Lot 51 24 Hatch Street Reno	Sean	\$ 100,000.00		In Progress	Renervations on going	
CEO's Office Renovation	Sean	\$ 90,000.00		In Progress	Waiting on Aircons to be installed	
PROJECTS ON HOLD/DEFERRED/DISCONTINUED						
Reception Renovation	Sean and Andrea	\$ 430,000.00		On-Hold		
Silhouette cows	Sean	\$ 60,000.00		On-Hold	John to liase with Sean - Cancelled	
Water hole access ramp	John	\$ 50,000.00		On-Hold	John in negotiation with Yinggarda	
Install fencing around rubbish tip.	Sean	\$ 75,000.00		On-Hold	Lance (ABBL Contracting) has quoted @ \$81,000, Teamwork quoted @ \$37,000 plus freight and accomodation/meals. WE ALREADY HAVE 600M OF MESH	