



SHIRE OF CARNARVON

# SCHEDULES

ORDINARY COUNCIL MEETING

TUESDAY 26 MARCH 2024



# Table of Contents

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7.1.1	Request to lease Reserve 39114 - Lot 1286 Shallcross Street	
	Schedules 1	Area of Reserve 39114 .....4
7.1.3	Submission to Carnarvon Floodplain Management Working Group on Boundary Road.	
	Schedules 1	Submission to Carnarvon Floodplain Management Working Group on Boundary Road recommendation.....6
	Schedules 2	Status of actions arising from Floodplain Management Working Group Report.....9
7.1.4	Policy Review	
	Schedules 1	Policy Review .....17
7.2.1	Budget Adjustments - February 2024	
	Schedules 1	Budget Adjustments 2024 .....62
7.2.2	Accounts Paid under Delegation February 2024	
	Schedules 1	Accounts for Payments in February 2024 .....63
	Schedules 2	Credit Card Reconciliation 23.01.2024 to 22.02.2024 .....71
7.2.4	Monthly Financial Report February 2024	
	Schedules 1	Monthly Financial Report- February 2024 .....81
7.4.1	Gascoyne 2050 Cycling Strategy	
	Schedules 1	Gascoyne 2050 Cycling Strategy.....109





**CADASTRE**

Lot Number 1286

Plan/Diagram P189509

Locality EAST CARNARVON

Ward TOWN WARD, CARNARVON

DBNGP Corridor No

NNTT Claim Gnulli

PROPERTY 1 OF 1

Assess No A1242

Address 5 SHALLCROSS ST

Locality EAST CARNARVON WA 6701

Volume

Folio

Lot 1286

OWNER 1 OF 1

Surname SHIRE OF CARNARVON

Given Names

**Geographical Information System**

Shire of **CARNARVON**  
catch a taste of the great life

ADDRESS LOT OWNER ASSESSMENT MINING TENEMENT SEARCH FIND A ROAD

## Submission to Carnarvon Floodplain Management Working Group on Boundary Road recommendation.

### Context

- Periodic flooding of the lower Gascoyne River floodplain is a natural event.
- Carnarvon and surrounds are located in an active floodplain delta.
- At the 2021 census, Carnarvon had a population of 4,879.
- Boundary Road levee is part of a series of structural works owned by the Shire of Carnarvon to mitigate impacts resulting from flood events.
- The Boundary Road levee is part of a levee system designed following major flooding in 1980 by Sinclair Knight Partners. It was constructed in 1990 to mitigate the flood risk in East Carnarvon and protect critical infrastructure including the airport, emergency services, communication infrastructure and health services that support the wider Gascoyne community during and following major flooding events.
- The SKM 2002 report notes that the Shire of Carnarvon owned system levees were designed on the 1961 flood with a freeboard allowance above the flood level of 1% Annual exceedance probability (AEP). The exception is Boundary Road levee, which is lower in two segments. At the Robinson Street intersection and near Holden Street where it diverges from Boundary Road, the levee was deliberately constructed below the 1 in 100 AEP flood level, and emergency provisions have been planned during major flooding. The 2015 flood mitigation works are expected to reduce 1 in 100 AEP flood levels at these locations, but emergency provisions may still be required to provide adequate freeboard.
  - *Freeboard definition - The freeboard is additional height added to a levee to ensure it can withstand a flood that has reached the levee's design height. Freeboard compensates for a range of factors, including wave action, localised hydraulic behaviour and levee settlement, all of which increase water levels or reduce the level of protection provided by levees. Freeboard should not be relied upon to provide protection for flood events larger than the relevant flood design.*
- Observations from past flood events show that the Boundary Road levee will be overtopped (at the Robinson Street intersection) unless reinforced in major floods.
- Department of Fire and Emergency Services (DFES) is the controlling agency when flood events occur in WA, responsible for the coordination of a response to a flood event.
- The Fire and Emergency Services Commissioner has powers in relation to natural disasters under the *Fire and Emergency Services Act 1998*. These powers are wide-ranging and are generally adequate to respond to severe weather emergencies. If an incident occurs that requires extraordinary powers to protect life,

property or the environment, the Emergency Management Act can be used to access emergency powers through the declaration of an 'Emergency Situation' or a 'State of Emergency'.

- During a flooding event DFES will make decisions based on triggers within a tactical risk assessment to add soil to Boundary Road, DFES is provided intelligence on predicted conditions from the Bureau of Meteorology. DFES would engage the Shire of Carnarvon or private contractors to undertake the works if it was deemed necessary based on the intelligence provided and the trigger points being met in the tactical risk assessment. DFES would be responsible for reimbursement of any costs associated with the increase to the levee if they approved the works.
- It is widely accepted that, as noted in the 2022 Flood Plain Management Working group report, that a new model is required to assess the combined effect of all flood mitigation structures in place, both private and public.
- There is currently no technical assessment informing impact on flood levels of the placing additional soil on Boundary Road.
- A new flood model is under development through the Shire of Carnarvon Improving Flood Preparedness project. When complete, this study, inter alia, will inform the risk to town infrastructure with differing levels of soil added to Boundary Road.

### Background to question request

- Mr Tony Vrankovich is a community member of the Carnarvon Floodplain Management Working Group.
- Mr Vrankovich is a horticulture property owner along Robinson Street who contends that during flood events the Boundary Road levee and the additional soil placed on the levee during flooding, adversely impacts properties, including his and his mother's property that are northeast of Boundary Road.
- The western boundary of Mr Vrankovich mother's property is approx. 350 m from Boundary Road levee. Mr Vrankovich's western boundary is approx. 850m from Boundary Road levee.
- At the 9 November 2023 Carnarvon Floodplain Management Working Group meeting, Mr Vrankovich proposed a motion, that in future flood events, NO additional soil be placed on the Boundary Road levee to protect the town and its critical infrastructure.

### Recommendation

As the representative of your agency on the Carnarvon Flood Plain Working Group.

#### **Recommendation:**

Irrespective of the predicted flood level, and in the absence of new flood modelling information being available, The Carnarvon Flood Plain Working Group recommends that NO soil should be placed on the Boundary Road levee as a flood mitigation strategy to protect the Town of Carnarvon's critical infrastructure and its ability to support the region during and after flood events.

Response	Yes/No	Agency/entity
Supported		
OR		
Not supported		

**Important Disclaimer**

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**Table of Recommendations, lead agency, resources and status**

No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
<b>1.0</b>	<b>Establish a governance structure to promote a coordinated and long-term strategic approach to floodplain management</b>					
1.1	The current Working Group continue to provide the coordination and long-term strategic leadership for the management of the floodplain, including the implementation of the endorsed recommendations. The Working Group should be maintained and actively engaged in the long term for the benefit of the horticultural industry.	Commitment from current resources	DPIRD	EOI for new working group members. ToR updated.  DPIRD Chair	Jul 2022 - completed Jun 2022 - completed Dec 2024	
1.2	The Working Group be represented on the Local Emergency Management Committees to ensure effective communication, collaboration, and preparedness for pending floods	Commitment from current resources	Working Group	Members on LEMC: <ul style="list-style-type: none"> <li>• Shire of Carnarvon</li> <li>• DWER</li> <li>• DPIRD</li> <li>• CGA</li> <li>• DFES</li> </ul>	Completed Ongoing	
1.3	The Commissioner for Soil and Land Conservation, DPIRD, DWER, Shire of Carnarvon and DFES clearly define and communicate expectations and regulatory powers to landholders, with support from CGA.	Commitment from current resources	DPIRD	Responsibility of each agency defined by the agency: an overview, and before, during and after flooding.  DPIRD to coordinate and collate each agencies information, develop Factsheets.  Communicated to landowners	Jul 30 2023 - completed  Aug 30 2023 - completed  Oct 30 2023 – delayed to format the document to a publishable status	

No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
1.4	The Working Group develop a conflict resolution pathway to assist mediation of on-farm issues between stakeholders and communicate that pathway to all stakeholders.	Commitment from current resources	DPIRD	Subcommittee to be developed to review and develop pathway plan approved by CFMWG. Subcommittee pathway proposal to Working Group Communicated to landowners	May 2023  Aug 30 2023  Oct 30 2023	
<b>2.0 Undertake flood planning and mapping to increase understanding</b>						
2.1	Shire of Carnarvon and DWER to develop a high-resolution digital elevation model through comprehensive surveys of the river and floodplain. The digital elevation model will assist the understanding of sand build-up in the channel and floodways; identify and capture recent changes (such as private levees and infilling of low areas); comparison of Government-constructed levees with as-constructed drawings	Preparing Australian Communities program	Joint lead: Shire of Carnarvon and DWER	Contract awarded  LiDAR survey flown  DEM produced	Mar 2023 - completed  Completed  Completed	
2.2	Shire of Carnarvon and DWER develop a new floodplain model to better understand flood behaviour; assess the impact of local structures added since the last model was developed (20 years ago); inform potential new engineering solutions, such as increasing breakouts upstream or additional levee structures downstream; and guide land use planning. The study should include benefit-cost assessments for all potential mitigation options considered.	Preparing Australian Communities program	Joint lead: Shire of Carnarvon and DWER	Presentation by contractor on model development and calibration  Final modelling and report	Feb/March 2024  Jun 2024	
2.3	DWER working with Bureau of Meteorology (BoM) and DFES prepare and deliver consistent communication on how the flood	Commitment from current resources	DWER	DWER and BoM websites updated to use community gauge board datum	May 2023 - Complete	

No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
	level measurement are reported, including how this relates to previous events.			Update “What do the river heights mean for you” document ( <a href="http://Gascoyne-Flooding-Effects-2016-for-web.pdf">Gascoyne-Flooding-Effects-2016-for-web.pdf</a> ( <a href="http://water.wa.gov.au">water.wa.gov.au</a> ) using new modelling	Jun 2024	
2.4	Shire of Carnarvon and DWER consider the installation of visual gauge boards along the river for growers to observe local river levels to improve awareness and decision making.	State Government	DWER	Determine the grower’s requirement for gauge boards / level markers at next Working Group meeting.  Review existing monitoring network and need for additional stations to meet community expectations be considered by BOM, DFES and DWER	May 2023 – Completed. Gauge boards deemed unnecessary by CFMWG 09/11/23.  Aug 2023	
<b>3.0</b>	<b>Reduce impacts through waterways management</b>					
3.1	DPIRD review the existing and new information with industry representatives to: <ul style="list-style-type: none"> <li>Identify all flood prone areas susceptible to impact using new data sets.</li> <li>develop up to date maps of floodway areas,</li> <li>Identify where a road may constrain flow of a floodway, and</li> <li>develop recommended soil management practices (cultivation practice and vegetation cover) for privately owned floodways</li> </ul>	Election commitment - Development Officer funding for three years	DPIRD	Floodway management plan finalised  Review DWER data  Products developed	Feb/March 2024  Aug 2023 - Received  May 2024	



No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
3.2	Where there is joint ownership of a floodway, a management plan facilitated with all landowners by the DPIRD Development Officer.	Preparing Australian Communities program	DPIRD	Draft joint floodway management plan template developed. Joint floodway areas defined in Management plan. Facilitation with high priority joint floodway landowners completed Identify any landowners unwilling to work with DPIRD development Officer to work with on Recommendation 3.4.	Mar 2023 - completed Feb/Mar 2024 June 2024 Oct 2024	
3.3	DPIRD, Shire of Carnarvon and DWER develop a management plan for publicly owned floodways and riverbanks. This includes where floodway flow may be impeded by a road or other infrastructure.	Preparing Australian Communities program	Joint lead: Shire of Carnarvon and DPIRD	Management plan developed by GHD	Feb/Mar 2024	
3.4	DPIRD, together with the Working Group, develop a process for engaging and encouraging landowners who are reluctant to commit to preparing and implementing management plans for improved floodplain management.	Commitment from current resources	Working group	Identify growers unwilling to prepare or implement management plans. Develop strategy to gain interest from landowners	Jun 2024 Nov 2024	
3.5	DPIRD work with the Shire of Carnarvon and DWER to identify riverbank and floodways work that could form community projects.	Commitment from current resources	Shire of Carnarvon	Management plan developed by GHD Consult with community/industry. Review and identify options based on community/industry interest and ability to contribute.	Feb/mar 2024 Jun 2024 Dec 2024	
3.6	Shire of Carnarvon and DPIRD develop a budget for initial remediation of publicly	Preparing Australian	Shire of Carnarvon	Initial budget developed for PACLS project.	Dec 2022 - completed	

No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
	owned floodways and their ongoing maintenance.	Communities program		Final budget undertaken by PACLS project manager.	Aug 2023 - completed	
3.7	Shire of Carnarvon with assistance from DWER and DPIRD, develop grant applications to fund the initial clean-up program and ongoing maintenance of floodways.	Preparing Australian Communities program	Shire of Carnarvon	PAC-LS submission	Dec 2022 - completed	
3.8	DPIRD and Shire of Carnarvon develop a grant application for a riverbank management plan.	Preparing Australian Communities program	Shire of Carnarvon	PAC-LS submission	Dec 2022 - completed	
<b>4.0</b>	<b>Reduce loss through improved soil conservation and land management practices</b>					
4.1	DPIRD employ a dedicated Development Officer based at Carnarvon, for at least three and up to five years, to lead education and engagement with growers in the Carnarvon horticultural area, and promote better land, soil, and crop management practices to mitigate the impact of flood events and reduce soil loss from horticultural properties.	Election commitment – Development Officer funding for three years	DPIRD	Recruitment commencement Contract start date	Mar 2022 - completed Sep 2022 - completed	
4.2	In consultation with industry, DPIRD develop, publish, and promote a guide of contemporary farm management practices for the Carnarvon horticultural area. It should include practical management options, landholder compliance requirements and obligations, and flood and cyclone preparation checklists.	Election commitment – Development Officer funding for three years	DPIRD	Engagement with growers Farm management guide drafted Consultation with industry completed Farm management guide published	Ongoing Jun 2024 Aug 2024 Sep 2024	
4.3	DPIRD and CGA encourage all growers to participate in existing programs, such as Building Horticulture Business Capacity, Farm	Commitment from current resources	DPIRD	Carnarvon Farm Business Resilience Workshops. DPIRD to engage with industry representatives to promote	Jun/Jul 2022 – completed	

No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
	Business Resilience, and Freshcare Environmental Code of Practice	Election commitment		Building Horticulture Business Capacity program. Industry community representatives on working group to review the program to understand what is offered.	May 2023 - completed  May 2023 - completed	
4.4	DPIRD, with industry, develop the WA Government policy on future soil restoration within the Carnarvon horticultural area	Commitment from current resources	DPIRD	Policy developed Community communication	Jul 2023 Aug 2023	
<b>5.0 Improve waste management</b>						
5.1	CGA, DWER and Shire of Carnarvon develop a strategy to regularly encourage growers to appropriately dispose all waste and rubbish from their property.	Commitment from current resources	Joint lead of DPIRD and Waste and Land Management Working Group	Waste and Land Management Working Group approval of strategy	Mar 2024	
5.2	Good practice waste management guidelines be developed by a grower group with DWER, Carnarvon Growers Association (CGA), Keep Australia Beautiful Council (KABC), and DPIRD.	Commitment from current resources	Joint lead of DPIRD and Waste and Land Management Working Group	Survey/collation of information undertaken to identify industry issues. Management guidelines developed	Jun 2023 - completed  Mar 2024	
5.3	The State Government co-invest with industry to engage and audit growers in relation to the management of on-farm waste/rubbish.	State Government and Industry	DPIRD	Plan developed for on farm waste project with vegetablesWA Communication to landholders	May 2023 - complete  Jun 2023 - complete	

No.	Recommendation	Resources	Lead Agency	Activities	Date Due	Status BRAG
				Completion of audit (as a survey) project	Sep 2023 - complete	
5.4	A waste management compliance plan be developed for implementation by DWER and the Shire of Carnarvon.	Commitment from current resources	Joint lead of Shire of Carnarvon and DWER	Draft developed by DWER Policy approved by Shire of Carnarvon	Mar 2023 - complete May 2023 - complete	
5.5	Department of Planning, Lands and Heritage (DPLH) be invited to address the Working Group to outline their plan on managing rubbish on Crown land.	Commitment from current resources	Working Group	Invite DPLH to meeting  Present to Working Group	Aug 2023 - complete Nov 2023 - complete	
5.6	DPIRD and CGA investigate options to manage excess agricultural produce, using incentives available under WasteSorted grants.	Commitment from current resources	DPIRD	Shire of Carnarvon and DPIRD review organic waste options. Shire of Carnarvon and DPIRD investigate funding opportunities. Note: WasteSorted not currently applicable to farm organic waste issue.	May 2023 - complete Dec 2024	
5.7	DPIRD and CGA will work with industry to investigate and support proposals to devise solutions for horticultural and chemical waste management.	Commitment from current resources	DPIRD	Shire of Carnarvon and drumMUSTER have collaborated to accept all AgVet chemicals at the Shire tip for no charge  Communication of new arrangements to growers  ChemCLEAR pickup held in Carnarvon 2024. Registration deadline January 2024	May 2023 - complete  Jun 2023 – complete  Jun 2024	

**BRAG key**

Blue – project/milestone is complete

**Red** – project/milestone is in danger with no immediate fix

**Amber** – project/milestone off track or delayed

**Green** – project/milestone is on track

<b>EME001</b>	<b>CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS, AND CANDIDATES FOR ELECTION</b>		
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually, (NB: In election years, the review will follow commencement of new Council.
<b>RELATED PROCEDURES:</b>	Must be Adopted by Absolute Majority		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	Dealing with Complaints Appointment of Complaints Officer		
<b>LEGISLATION:</b>	s5.103, 104 Local Government Act 1995 Local Government (Model Code of Conduct) Regulations 2021		
<b>DOCUMENT CONTROL</b>			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23
28/11/2023	Council	Nil	OCM 11/11/23

**EME001 Code of Conduct for Council Members, Committee Members and Candidates**

**Purpose**

This Code of Conduct for Shire of Carnarvon Council Members, Committee Members and Candidates has been adopted in compliance with s5.103, 5.104 of the Local Government Act 1995.

**Policy Statement**

This Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council by Absolute Majority on 27 April 2021.

Division 1 — Preliminary provisions

**1. Citation**

This is the *Shire of Carnarvon Code of Conduct for Council Members, Committee Members and Candidates*.

**2. Terms used**

(1) In this code —

**Act** means the *Local Government Act 1995*.

**candidate** means a candidate for election as a council member.

**complaint** means a complaint made under clause 11(1).

**publish** includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

**3. Overview of Division**

This Division sets out general principles to guide the behaviour of Council Members, committee members and candidates.

**4. Personal integrity**

- (1) A council member, committee member or candidate should —
  - (a) act with reasonable care and diligence; and
  - (b) act with honesty and integrity; and
  - (c) act lawfully; and
  - (d) identify and appropriately manage any conflict of interest; and
  - (e) avoid damage to the reputation of the local government.
- (2) A council member or committee member should —
  - (a) act in accordance with the trust placed in Council Members and committee members; and
  - (b) participate in decision-making in an honest, fair, impartial, and timely manner; and
  - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
  - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

**5. Relationship with others**

- (1) A council member, committee member or candidate should —
  - (a) treat others with respect, courtesy, and fairness; and
  - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe, and productive work environment.

**6. Accountability**

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

**7. Overview of Division**

This Division sets out —



- (a) requirements relating to the behaviour of Council Members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

**8. Personal integrity**

- (1) A council member, committee member or candidate —
  - (a) must ensure that their use of social media and other forms of communication complies with this code; and
  - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
  - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
  - (b) must comply with all policies, procedures, and resolutions of the local government.

**9. Relationship with others**

- A council member, committee member or candidate —
- (a) must not bully or harass another person in any way; and
  - (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
  - (c) must not use offensive or derogatory language when referring to another person; and
  - (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
  - (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

**10. Council or committee meetings**

- When attending a council or committee meeting, a council member, committee member or candidate —
- (a) must not act in an abusive or threatening manner towards another person; and
  - (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
  - (c) must not repeatedly disrupt the meeting; and
  - (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
  - (e) must comply with any direction given by the person presiding at the meeting; and
  - (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

**11. Complaint about alleged breach**

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

**12. Dealing with complaint**

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
  - (a) take no further action; or
  - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
  - (a) engage in mediation.
  - (b) undertake counselling.
  - (c) undertake training.
  - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
  - (a) its finding and the reasons for its finding; and
  - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

**13. Dismissal of complaint**

- (1) The local government must dismiss a complaint if it is satisfied that —
  - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or

- (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
  - (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.
- 14. Withdrawal of complaint**
- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
  - (2) The withdrawal of a complaint must be —
    - (a) in writing; and
    - (b) given to a person authorised under clause 11(3).
- 15. Other provisions about complaints**
- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
  - (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

- 1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
  - 2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.
- 16. Overview of Division**
- (1) This Division sets out rules of conduct for Council Members and candidates.
  - (2) A reference in this Division to a council member includes a council member when acting as a committee member.
- 17. Misuse of local government resources**
- (1) In this clause —
    - electoral purpose** means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*.
    - resources of a local government** include —
      - (a) local government property; and
      - (b) services provided, or paid for, by a local government.
  - (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

**18. Securing personal advantage or disadvantaging others**

- (1) A council member must not make improper use of their office —
  - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
  - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

**19. Prohibition against involvement in administration**

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

**20. Relationship with local government employees**

- (1) In this clause —  
**local government employee** means a person —
  - (a) employed by a local government under section 5.36(1) of the Act; or
  - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
  - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
  - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
  - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
  - (a) make a statement that a local government employee is incompetent or dishonest; or
  - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

**21. Disclosure of information**

- (1) In this clause —

**closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act.

**confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed.

**document** includes a part of a document.

**non-confidential document** means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

## 22. Disclosure of interests

- (1) In this clause —
- interest** —
- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
  - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
  - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
    - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
    - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
  - (6) Subclause (7) applies in relation to an interest if —
    - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
    - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
  - (7) The nature of the interest must be recorded in the minutes of the meeting.
- 23. Compliance with plan requirement**
- If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

EME002		ATTENDANCE/TICKETS TO EVENTS	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually, and in election years, following commencement of new Council.
<b>RELATED PROCEDURES:</b>	Must be adopted by Absolute Majority		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.90A Local Government Act 1995 s5.90A		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME002 Attendance/Tickets to Events**

**Purpose**

To ensure compliance with s5.90 Local Government Act 1995 by having a compliant Policy which guides Elected Members and the CEO in relation to tickets/attendance at events.

This policy is made in accordance with those provisions and addresses attendance at any events, including concerts, conferences, functions, or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government.

The purpose of the policy is to provide transparency about the attendance at events of Elected Members and the Chief Executive Officer (CEO) and establish guidelines for the management of acceptance invitations to events or functions.

**Policy Statement**

This policy applies to Elected Members and the CEO. Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

**PROVISION OF TICKETS TO EVENTS**

**Invitations**

All invitations of offers of tickets for an Elected Member or CEO to attend an event should be in writing and addressed to the Shire President or CEO.

Any invitation or offer of tickets that is not addressed to the Shire President or CEO is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.

In addition to tickets offered by third parties, the CEO in consultation with the Shire President may purchase tickets for the purposes of Shire representation at an event



#### Approval of attendance

In deciding on attendance at an event, the following matters will be considered:

- a) who is providing the invitation or ticket to the event,
- b) the location of the event in relation to the local government (within the district or out of the district).
- c) the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- d) whether the event is sponsored by the local government,
- e) the benefit of local government representation at the event,
- f) the number of invitations/ tickets received; and
- g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.
- h) any justification provided by the applicant when applying for attendance at event approval.

#### Pre-Approved Events

To meet the policy requirements tickets and invitations to pre-approved events must be received by the Shire.

The Shire President, all Elected Members and the CEO are entitled to attend a pre-approved event. If there is a fee associated with a pre-approved event the fee will be paid for by the Shire out of the Shire's budget.

When events and attendees are pre-authorised, the attendees are authorised in order of priority, subject to the number of available invitations/tickets. Where there are insufficient invitations/tickets available for all pre-authorised attendees, the Shire President (in liaison with the CEO) will determine final attendance.

The Shire approves attendance at the following events by the Shire President, Elected Members, and the CEO:

- Advocacy lobbying or Ministerial briefings,
- State and Federal Consular Events,
- Meetings of clubs or organisations within the Shire of Carnarvon,
- Any free event held within the Shire of Carnarvon,
- Australian or West Australian Local Government events,
- Events hosted by Clubs or Not for Profit Organisations within the Shire of Carnarvon to which the Shire President, Elected Members or Chief Executive Officer have been officially invited including -
  - Shire hosted ceremonies and functions,
  - Shire hosted events with employees,
  - Shire run events
  - Where the Shire President or Chief Executive Officer representation has been formally requested.

#### Approval Process – Events not pre-approved

Where an invitation is received to an event that is not pre-approved, it may be submitted for approval, on the form provided at Attachment A, no later than three business days prior to the event, for approval as follows:

- Events for the Shire President will be approved by the Chief Executive Officer,
- Events for Elected Members will be approved by the Shire President; and
- Events for the Chief Executive Officer will be approved by the Shire President.

Although the Shire will not generally pay for the partner of an Elected Member or the CEO to accompany them to an event, if the event is held outside of normal business hours and attendance is appropriate, invitations/tickets received by the Shire may be provided for this purpose where available.

The Shire President may delegate any approved attendance to an event (by the Shire President) to the Deputy Shire President or another Elected Member.

Payments in respect of attendance

If it is determined that an Elected Member or the CEO should attend either a pre-approved event or an event approved in accordance with the process set out in section 4 of this policy, the local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.

Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.

Definitions:

Event includes the following –

- a concert, a conference, a function, a sporting event, or an occasion of a kind prescribed for the purposes of this definition.

ATTACHMENT A

ATTENDANCE AT EVENTS APPLICATION

Elected Member Name:

Name of Event\* \_\_\_\_\_

Organisation / Person \_\_\_\_\_

Event Date/s: \_\_\_\_\_

Location: \_\_\_\_\_ Cost: \_\_\_\_\_

\* Attach any information, flyer etc. you may have How will participation in this event meet the criteria in Council's policy E064 Attendance at Events?

\_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

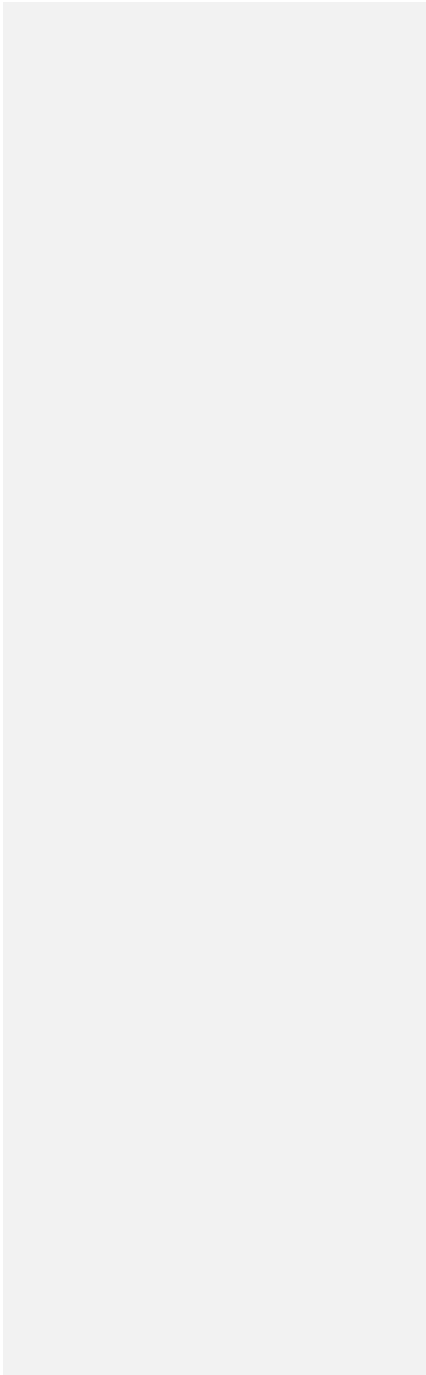
Office Use only Budget Allocation Available: \$ COA

- Does the request for attendance at an event meet the criteria in Council Policy EME002 – Attendance at Events? In deciding on attendance at an event, the following matters will be considered:
  - who is providing the invitation or ticket to the event,
  - the location of the event in relation to the local government (within the district or out of the district),
  - the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
  - whether the event is sponsored by the local government,
  - the benefit of local government representation at the event,
  - the number of invitations/ tickets received; and
  - the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation

Yes / No\* (\*Circle option) If No please provide comment below:

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Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Shire President/ Deputy Shire President/ CEO Submit completed form to the Office of the CEO for processing no less than three working days prior to the event.



<b>EME003</b>	<b>ELECTED MEMBERS INDUCTION, PROFESSIONAL DEVELOPMENT, AND CONFERENCE ATTENDANCE POLICY</b>		
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	Must be adopted by Absolute Majority		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.126, 5.127, 5.128 Local Government Act 1995 Local Government (Administration) Regulations 1996 Part 10		
<b>DOCUMENT CONTROL</b>			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Update policy name to "Elected Members Induction, Professional Development and Conference Attendance Policy". Change to objectives to reflect intent of policy. Insertion of new text under 'Continuing Professional Development' insertion of new paragraph 'Elected Member training is..... to enable full participation within the Community' and add 'No training or PD to occur during caretaker period'	FC 5/3/23
28/11/2023	Council	Nil	OCM 11/11/23

**EME003 Elected Members Induction, Professional Development, and Conference Attendance Policy**

**OBJECTIVES**

To provide a policy position on the induction and continuing professional development of elected members that is compliant with Section 5.128 of the *Local Government Act 1995* and articulates Council’s commitment to best practice governance.

**POLICY STATEMENT/S**

Induction

Elected Members need to develop a clear understanding of their role and responsibilities when first elected to Council. It is important that Elected Members understand key processes and deliverables required by statute, especially as with each new Council there will be a requirement to review strategic direction and key long-term planning documents.

An accessible, informative induction program is essential to newly appointed Elected Members being able to understand their role and to be able to move quickly and easily into their governance responsibilities after being elected to Council.

It is also important that returning members have their understanding refreshed and they are aware of any changes to statutory requirements, organisational direction and issues arising.

It is equally important that new and returning members are provided with the same information.

Sitting and returning Elected Members will support newly appointed Elected Members by participating in the induction process.

Subjects to be covered in Induction

- Elected Members' Responsibilities
- Elected Members Support
- Meeting Procedures and Protocols
- Decision-making Framework
- Integrated Planning and Reporting
- Financial Management Framework
- Professional Risk and Liability of an Elected Member
- Land Use Planning
- Ensure understanding of compulsory training and timeframes

Mandatory Training

All Elected Members are to ensure they complete the prescribed training course, within 12 months of being elected in accordance with the requirements of the *Local Government Act 1995*. The course has been developed to provide members with the skills and knowledge to perform their roles as leaders in their district.

Continuing Professional Development

- The Shire supports the ongoing professional development of Elected Members, particularly in relation to roles, responsibilities, interests, individual conduct, and meeting procedure.
- Elected Member training is available to Diploma level through WALGA and, where possible, Elected Members will be supported to complete the training.

External Committee Training

- If Elected Members are nominated and approved to sit on an external committee which requires training as part of the membership, this training to be carried out as soon as practicable to enable full participation within the Committee.

Elected Members training, with the exception of the Mandatory Training, must be endorsed by Council in consideration of benefit to the Community and budgetary implications.

Notices inviting Council to nominate delegates to conferences, meetings, and similar occasions to be circulated to all Elected Members.

Any Elected Member who wishes to represent Council at such an event shall request nomination at a Council meeting and must demonstrate genuine value to the position as an Elected Member and the community in general to the satisfaction of Council.

Council shall decide by resolution to nominate such representative/s as Council may consider, is subject to budgetary constraints.

Following attendance of a conference, the Elected Member/s having attended the conference shall present, in person to the Council a summary of the conference deliverables and the relevant benefit to the Shire.

Register of Professional Development

As required by the *Local Government Act 1995*, the Shire will:

- Maintain a Register of Professional Development undertaken by Elected Members and publish the Register on the Shire's website
- Disclose, in the Annual Report each year, the professional development undertaken by Elected Members in the relevant period.

Election Caretaker Period

Professional Development is not to be scheduled and/or expenses expended during the election caretaker period. Any CPD or compulsory training stipulated in this policy is to be completed prior to the caretaker period. The caretaker period is in accordance with EME024 Caretaker Policy – Shire Elections.

EME004		CEO STANDARDS, PERFORMANCE, MANAGEMENT REVIEW COMMITTEE	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually, and in election years, following commencement of new Council.
<b>RELATED PROCEDURES:</b>	Must be adopted by Absolute Majority		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.38, 5.39B Local Government Act 1995 s5.38, 5.39B cl 18FA, Schedule 2 Local Government (Administration) Regulations 1996		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME004 CEO Standards, performance, and Management Review Committee**

**OBJECTIVES**

To ensure compliance with the Local Government Act 1995 by adopting CEO Standards to apply to the CEO at the Shire of Carnarvon.

To provide guidelines on meeting Council’s obligations in relation to s5.36, 5.37, 5.38 and 5.39 of the Local Government Act 1995, and pursuant to the Shire of Carnarvon CEO Standards relating to the appointment, appraisal, dismissal, and contractual conditions of the CEO.

**POLICY STATEMENT/S**

Shire of Carnarvon standards for CEO recruitment, performance and termination

These Standards were adopted by Council by Absolute Majority on 24 August 2021.

Division 1 – Preliminary provisions

**1. Citation**

These are the Shire of Carnarvon *Standards for CEO Recruitment, Performance and Termination*.

**2. Terms used**

(1) In these standards –

**Act** means the *Local Government Act 1995*;

**additional performance criteria** means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

**applicant** means a person who submits an application to the local government for the position of CEO;

**contract of employment** means the written contract, as referred to in s5.39 of the Act, that governs the employment of the CEO;



**contractual performance criteria** means the performance criteria specified in the CEO's contract of employment as referred to in s5.39(3)(b) of the Act;

**job description form** means the job description form for the position of CEO approved by the local government under clause 5(2);

**local government** means the *[insert name of local government]*;

**selection criteria** means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

**selection panel** means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

- (2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

**3. Overview of Division**

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

**4. Application of Division**

(1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.

(2) This Division does not apply —

(a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of s5.36(5A) of the Act; or

(b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

**5. Determination of selection criteria and approval of job description form**

(1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.

(2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —

(a) the duties and responsibilities of the position; and

(b) the selection criteria for the position determined in accordance with subclause (1).

**6. Advertising requirements**

(1) If the position of CEO is vacant, the local government must ensure it complies with s5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.

- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.
- 7. Job description form to be made available by local government**
- If a person requests the local government to provide to the person a copy of the job description form, the local government must —
- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address —
- i) email a copy of the job description form to an email address provided by the person; or
- ii) mail a copy of the job description form to a postal address provided by the person.
- 8. Establishment of selection panel for employment of CEO**
- (1) In this clause —
- independent person** means a person other than any of the following —
- a) a council member;
- b) an employee of the local government;
- c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
- (3) The selection panel must comprise —
- a) Elected Members (the number of which must be determined by the local government); and
- b) at least 1 independent person.
- 9. Recommendation by selection panel**
- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
- a) a summary of the selection panel's assessment of each applicant; and
- b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
- (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and

- (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —
  - (a) in an impartial and transparent manner; and
  - (b) in accordance with the principles set out in s5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
  - (a) assessed the applicant as having demonstrated that the applicant’s knowledge, experience, qualifications and skills meet the selection criteria; and
  - (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
  - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant’s character, work history, skills, performance and any other claims made by the applicant.
  - (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

**10. Application of cl. 5 where new process carried out**

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
  - (a) clause 5 does not apply to the new recruitment and selection process; and
  - (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

**11. Offer of employment in position of CEO**

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

**12. Variations to proposed terms of contract of employment**

(1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).

(2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

**13. Recruitment to be undertaken on expiry of certain CEO contracts**

(1) In this clause —

commencement day means the day on which the Local Government (Administration) Amendment Regulations 2021 regulation 6 comes into operation.

(2) This clause applies if —

(a) upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO —

(i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and

(ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day,

and

(b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.

(3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.

(4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

**14. Confidentiality of information**

The local government must ensure that information provided to, or obtained by, the local government during a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

**15. Overview of Division**

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

**16. Performance review process to be agreed between local government and CEO**

- (1) The local government and the CEO must agree on —
  - (a) the process by which the CEO's performance will be reviewed; and
  - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

**17. Carrying out a performance review**

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
  - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
  - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

**18. Endorsement of performance review by local government**

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

**19. CEO to be notified of results of performance review**

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

**20. Procedural Matters**

That the:

- (1) performance of the CEO be reviewed at least once in relation to each year of employment using the performance criteria contained in the Position Description.
- (2) part of the Ordinary Council Meeting, prior to a review, be closed to enable all Elected members to have input into the review of the CEO's performance.
- (3) performance review be carried out by the Management Review Committee with the assistance of an agreed external consultant in a closed meeting with the CEO.
- (4) review of delegations and Key Performance Indicators form part of the review process.

(5) record of proceedings be prepared by the CEO and when confirmed by the Management Review Committee, be provided to all Elected Members on a confidential basis for their information and endorsement.

(6) CEO's performance appraisal be conducted as close as possible to June/July to enable alignment with the budget process

**Division 4 — Standards for termination of employment of CEOs**

**20. Overview of Division**

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

**21. General principles applying to any termination**

(1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.

(2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —

(3) informing the CEO of the CEO's rights, entitlements, and responsibilities in relation to the termination process; and

(a) notifying the CEO of any allegations against the CEO; and

(b) giving the CEO a reasonable opportunity to respond to the allegations; and

(c) genuinely considering any response given by the CEO in response to the allegations.

**22. Additional principles applying to termination for performance-related reasons**

(1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.

(2) The local government must not terminate the CEO's employment unless the local government has —

(a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the *performance issues*) related to the performance of the CEO; and

(b) informed the CEO of the performance issues; and

(c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and

(d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.

(3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under s5.38(1) of the Act.

**23. Decision to terminate**

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

**24. Notice of termination of employment**

(1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.

(2) The notice must set out the local government’s reasons for terminating the employment of the CEO.

Management Review Committee

The Council is to establish a Committee of Council titled ‘Management Review Committee’ to assist the Council in fulfilling its obligations in relation to the appointment, appraisal, dismissal, and the contractual conditions of the CEO.

The Management Review Committee shall be appointed by Council every two years and consist of the following-

- a) Shire President,
- b) A minimum of two other Elected Members.
- c) An agreed external consultant

The role of the Committee is to:

- a) Make recommendations to Council on the contractual conditions of the CEO,
- b) Make recommendations to Council on the recruitment process for the position of CEO,
- c) Undertake interviews and make selection recommendations to Council on the appointment of the CEO,
- d) Undertake the annual performance appraisal of the CEO and make recommendations to Council on the performance appraisal outcomes.
- e) The Committee is to ensure that the processes for the recruitment and selection, and the performance appraisal of the Chief Executive Officer provide for the participation of the full Council and must be in accordance with the Shire of Carnarvon CEO Standards.

CEO Performance Review – Process

The performance of the CEO must be reviewed at least once in relation to each year of employment using the performance criteria contained in the Position Description.

That part of the Ordinary Council Meeting, prior to a review, be closed to enable all Elected Members to have input into the review of the CEO’s performance.

That the performance review be carried out by the Management Review Committee with the assistance of an agreed external consultant in a closed meeting with the CEO.

That a review of delegations and Key Performance Indicators form part of the review process.

That a record of proceedings be prepared by the CEO and when confirmed by the Management Review Committee, be provided to all elected members on a confidential basis for their information and endorsement.

EME005		CEO LEAVE, APPOINTMENT OF ACTING OR TEMPORARY CEO	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	Must be adopted by Absolute Majority		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.39C Local Government Act 1995		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23
28/11/2023	Council	Minor – Refer OCM Minutes	OCM 11/11/23

**EME005 Chief Executive Officer (CEO) Leave and Appointment of Acting or Temporary**

**OBJECTIVES**

To establish the processes for a CEO taking leave, the appointment of an Acting CEO or a Temporary CEO for periods of less than twelve months and to comply with the provisions of s5.39C of the Local Government Act 1995 regarding the appointment of an Acting CEO or Temporary CEO.

The intent of this policy is to ensure that the Deputy Chief Executive Officer (DCEO) or Executive Manager Infrastructure (EMI) can be appointed to act in the role of the CEO for periods of leave, or vacation of the position for up to eight weeks only. This fosters the professional development of the Executives who desire to gain experience in the Acting CEO role.

**POLICY STATEMENT/S**

CEO Taking of Leave

The employment contract of the CEO outlines any leave entitlements. All planned leave applications are to be submitted in writing by the CEO to the Shire President prior to the proposed leave dates.

Acting CEO or Temporary CEO

The CEO has the authority to delegate the appointment of either the DCEO or EMIS, who are eligible under s5.39(1a) of the Local Government Act 1995, as the Acting CEO for up to eight weeks when the CEO is on leave.

An Acting CEO is not required during periods when the CEO is away from the office on local government business, or for short periods of leave (1-5 days) when the CEO is contactable.

If the CEO becomes incapacitated the DCEO will be automatically appointed as the Acting CEO for up to eight weeks. If the DCEO is not available, then the EMIS will be appointed.

Remuneration and Conditions of Acting or Temporary CEO

Acting CEO: Unless Council otherwise resolves, an employee appointed as Acting CEO shall be remunerated a cash component at 80% of the cash component only of the Substantive CEO’s total reward package.



Temporary CEO: Appointed by Council absolute majority resolution. The remuneration and benefits to be offered to a Temporary CEO when entering a contract in accordance with the requirements of s5.39(1) and (2)(a) of the Act. Shall be determined by an absolute majority of Council.

Subject to relevant advice, the Council retains the right to terminate or change by absolute majority resolution any Temporary CEO appointment.

**DEFINITIONS**

Acting CEO: Either the DCEO or EMIS who has been appointed by the CEO to perform the role and responsibilities of the CEO for a period of up to 8 weeks.

Temporary CEO: A person who has been appointed by Council resolution to perform the role and responsibilities of the CEO for any period longer than 8 weeks, but not exceeding 1 year.

Incapacitated: No longer able to perform their usual duties due to unplanned emergency, illness or medical episode.

Planned Leave: Annual Leave, Executive Leave, Leave Without Pay, Long Service Leave.

EME006		REIMBURSEMENT OF ELECTED MEMBERS' EXPENSES	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.98 (2)(a)(b); 5.99A Local Government Act 1995 Reg 32 Local Government (Administration) Regulations 1996 Public Service Award 1992		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME006 Reimbursement of Elected Members' Expenses**

**OBJECTIVES**

To describe the basis on which Elected Members will be reimbursed for additional expenses incurred and to ensure Elected Members are not disadvantaged financially for expenses incurred in performing their official roles.

**POLICY STATEMENT/S**

The Shire will consider reimbursing Elected Members for expenses incurred in performing their Elected Member role, which are not prescribed expenses, and which are not otherwise recoverable under an insurance policy.

Members may be reimbursed for Out-of-Pocket expenses incurred by them in respect of attending an approved event.

The reimbursement of actual expenses incurred are to be verified by sufficient information (i.e. invoices, tax receipts, etc). Alternatively, a Member may claim a sustenance allowance per day as prescribed from time to time.

The Shire is to be responsible for other expenses in relation to registration, travel, and accommodation for any approved event, conference, seminar, or training course.

Travelling costs shall be:

- By motor vehicle in a Shire vehicle unless otherwise agreed by the CEO.
- By private vehicle as approved by the CEO at a rate per kilometre as prescribed from time to time for the return journey.
- By other types of travel at actual cost based documented evidence.

Where a Member makes alternative arrangements for private accommodation and the Shire does not meet accommodation costs, the Member shall be entitled to claim an accommodation allowance per night as prescribed from time to time.

EME007		LEGAL EXPENSES - ELECTED MEMBERS AND EMPLOYEES	
POLICY OWNER:	Council		
DEPARTMENT:	Office of the CEO		
CREATION DATE:	23/08/2022	REVIEW SCHEDULE:	Annually
RELATED PROCEDURES:	N/A		
RELATED FORMS:	N/A		
RELATED DELEGATIONS:	N/A		
RELATED POLICIES:	N/A		
LEGISLATION:	N/A		
DOCUMENT CONTROL			
DATE REVIEWED:	REVIEWED BY:	CHANGES (IF ANY):	ENDORSED BY COUNCIL:
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME007 Legal Expenses – Elected Members and Employees**

**OBJECTIVES**

To make available legal representation to Elected Members and Shire employees on matters which may arise during normal duties.

**POLICY STATEMENT/S**

Legal Representation Criteria

There are four major criteria for determining whether the Shire of Carnarvon will pay the legal representation costs of an Elected Member or employee –

- a. relative to a matter that arises from the performance, by the Elected Member or employee, in fulfilling his or her functions for the Shire of Carnarvon,
  - b. in respect of legal proceedings that have been, or may be, commenced,
- c. in performing their functions, to which the legal representation relates, the Elected Member or employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
  - d. that costs do not relate to a matter that is of a personal or private nature.

Examples of legal representation costs that may be approved

If the criteria in this policy are satisfied, the Shire of Carnarvon may approve the payment of legal representation costs –

- a. where proceedings are brought against an Elected Member or employee in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the Elected Member or employee; or
- b. to enable proceedings to be commenced and/or maintained by an Elected Member or employee to permit him or her to carry out his or her functions -for example where an Elected Member or employee seeks to take action to obtain a restraining order against a person using threatening behaviour to the Elected Member or employee; or
- c. where exceptional circumstances are involved – for example, where a person or organization is lessening the confidence of the community in the local government by publicly making adverse personal comments about Elected Members or employees.

d. The Shire of Carnarvon will not approve, unless under exceptional circumstances, the payment of legal representation costs for a defamation action, or a negligence action, instituted by an Elected Member or employee.

Commented [AL1]: Check if Councillors are happy/aware of this section @Andrea Selvey

Application for payment

An Elected Member or employee who seeks assistance under this policy is to make an application(s), in writing, to the Council or the CEO.

The written application for payment of legal representation costs is to give details of –

- a. the matter for which legal representation is sought,
- b. how that matter relates to the functions of the Elected Member or employee making the application,
- c. the lawyer (or law firm) who is to be asked to provide the legal representation,
- d. the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc.),
- e. an estimated cost of the legal representation; and
- f. why it is in the interests of the Shire of Carnarvon for payment to be made.

The application is to contain a declaration by the applicant that he or she has acted in good faith and has not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.

As far as possible the application is to be made before commencement of the legal representation to which the application relates.

The application is to be accompanied by a signed written statement by the applicant that he or she–

- a. has read, and understands, the terms of this Policy,
- b. acknowledges that any approval of legal representation costs is conditional on the repayment provisions of this Policy and any other conditions to which the approval is subject; and
- c. undertakes to repay to the Shire of Carnarvon any legal representation costs in accordance with the provisions of this Policy.

Where a person is to be in receipt of such monies the person shall sign a document which requires repayment of that money to the local government as may be required by the local government and the terms of the Policy.

An application is also to be accompanied by a report prepared by the CEO or where the CEO is the applicant by an appropriate employee, and presented to Council.

Legal representation costs – Limit

The Council in approving an application in accordance with this policy shall set a limit on the costs to be paid based on the estimated costs in the application.

An Elected Member or employee may make a further application to the Council in respect of the same matter.

Council’s powers

The Council may –

- a. refuse,
- b. grant; or
- c. grant subject to conditions, an application for payment of legal representation costs.

Conditions under the above may include, but are not restricted to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.

In assessing an application, the Council may have regard to any insurance benefits that may be available to the applicant under the Shire of Carnarvon's Elected Members or employees insurance policy or its equivalent.

The Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

The Council may, subject to this Policy, determine that an Elected Member or employee whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved –

- a. not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
- b. given false or misleading information in respect of the application.

A determination may be made by the Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.

Where the Council decides, the legal representation costs paid by the Shire of Carnarvon are to be repaid by the Elected Member or employee in accordance with this Policy.

#### Delegation to Chief Executive Officer

In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant, the CEO may exercise, on behalf of the Council, any of the powers of the Council under this Policy, to a maximum of \$5,000 in respect of each application.

An application approved by the CEO, is to be submitted to the next ordinary meeting of the Council or if deemed necessary by the Shire President, a Special Council Meeting. Council may exercise any of its powers under this Policy.

#### Repayment of Legal Representation Costs

An Elected Member or employee whose legal representation costs have been paid by the Shire of Carnarvon is to repay the Shire of Carnarvon –

- a. all or part of those costs – in accordance with a determination by the Council,
- b. as much of those costs as are available to be paid by way of set-off – where the Elected Member or employee receives monies paid for costs, damages, or settlement, in respect of the matter for which the Shire of Carnarvon paid the legal representation costs.

The Shire of Carnarvon may act in a court of competent jurisdiction to recover any monies due to it under this Policy.

#### Definitions

**Approved lawyer** means – (a) a ‘certified practitioner’ under the Legal Practice Act 2003 and from a law firm on the Shire of Carnarvon panel of legal service providers, or as otherwise determined by Council based on need for a specific skill and/or expertise (b) a person or firm approved in writing by the Council or the CEO under delegated authority.

**Elected Member or employee** means a current or former commissioner, Elected Member, non-Elected Member of a Council committee or employee of the Shire of Carnarvon. Legal proceedings mean civil, criminal, or investigative.

**Legal representation** means the provision of legal services to or on behalf of an Elected Member or employee, by an approved lawyer that is in respect of –

- a. a matter or matters arising from the performance of the functions of the Elected Member or employee; and
- b. legal proceedings involving the Elected Member or employee that have been or may be commenced.

**Legal representation costs** mean costs, including fees and disbursements, properly incurred in providing legal representation.

**Legal services** mean advice, representation or documentation that is provided by an approved lawyer.

**Payment** means payment by the Shire of Carnarvon of legal representation costs either by –

- a. a direct payment to the approved lawyer (or the relevant firm); or
- b. a reimbursement to the Elected Member or employee.

EME008		DESIGNATED SENIOR EMPLOYEES	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.36, 5.37 Local Government Act 1995,		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME008 Designated Senior Employees**

**OBJECTIVES**

To designate positions within the organisation that are classified as ‘Senior Employees’ in accordance with s5.37 of the Act.

**POLICY STATEMENT/S**

- 1.0 The Chief Executive Officer is the only designated Senior Employee by virtue of Section 5.36 of the Local Government Act, 1995.
- 2.0 The senior employees:
  - Executive Manager Infrastructure; and
  - Deputy Chief Executive Officer

be designated as Senior Employees pursuant to Section 5.37 of the Local Government Act (WA) 1995.

EME009		RECORD KEEPING BY ELECTED MEMBERS AND EMPLOYEES, AND DATA MIGRATION	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	State Records Act 2000 Local Government Act 1995, Local Government (Administration) Regs Evidence Act 1906 Financial Management Act 2006 Freedom of Information Act 1992 Limitations Act 1935 Building Act 2011 Financial Administration and Audit Act 1985 Criminal Code 1913 (s85) Electronic Transactions Act 2003		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME009 Record Keeping by Elected Members and Employees, Data Migration**

**OBJECTIVES**

To ensure compliance with the requirements of the State Records Act 2000 and the Local Government Act 1995. To ensure recordkeeping is undertaken in a manner that provides for adequate storage and retrieval of information required for the conducting of business, and allows for fast and efficient service of all the organisations stakeholders.

**POLICY STATEMENT/S**

This policy is relevant to the whole organisation of the Shire of Carnarvon, including Councillors, those officers in other locations, and all contractors employed by the Shire of Carnarvon to fulfil specific business functions.

All Shire of Carnarvon Records shall be kept in accordance with the State Records Act 2000.



EME010		EXECUTION OF DOCUMENTS AND APPLICATION OF COMMON SEAL	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s2.5(2), 9.49A Local Government Act 1995		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC 7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME010 Execution of Documents, and Application of Common Seal**

**OBJECTIVES**

To comply with the provisions of the Local Government Act 1995 and to ensure the Shire of Carnarvon’s documents are executed and the Common Seal is used in a consistent and transparent manner.

**POLICY STATEMENT/S**

Introduction

s9.49A of the Local Government Act 1995 sets out the requirements in relation to the execution of documents and the affixing of the Common Seal to render certain documents official documents of the Shire of Carnarvon.

It is not essential to formally execute all Council documents, but certain documents require to be formally executed in this way. It is the decision of the Council as to which documents should be formally executed.

As a minimum normal practice is to require execution of deeds of agreement, leases, land sales and certain contracts.

This policy specifies which documents are to be formally executed.

Principles

All relevant documents are properly executed according to the requirements of s9.49A Local Government Act 1995.

Provisions

Where legislation, the formal requirements of a Commonwealth or State Department authority or agency, or a Council decision, expressly specify a particular way a document is to be executed, that course of action is to take precedence over this policy.

Category 1 Documents

Category 1 documents require a specific resolution of Council to sell, lease or enter into an agreement, as well as authority to affix the seal.

The following list are Category 1 documents:

- a. Deeds of Agreement and Release in respect of the sale, purchase or other commercial dealing relating to the Shire’s assets, including equitable assets,
- b. Local Planning Schemes and Amendments,
- c. Lease documents:
  - variation of lease,
  - assignment of a lease
- d. Local Laws

These documents will be executed by having the Common Seal affixed under the authorisation of Council with the affixing of the seal in the presence of and being attested to by the President and the CEO or pursuant to s9.49A (3) (b) of the Local Government Act, the President and a senior employee authorised by the CEO to do so.

Category 2 Documents

The following list of documents are Category 2 documents:

- a. Agreements relating to grant funding, when the funder requires that the agreement be signed under the seal,
  - b. Debenture documents for loans which the Council has resolved to raise,
  - c. General and legal service agreements not already listed in this policy,
  - d. Extension of lease under original lease clause or provision.

Category 2 documents are those of a general form or category which may be subject to time constraints for execution.

These documents are to be sealed as part of a ‘class of documents’ authorised to be executed under Common Seal without a specific Council resolution to affix the seal.

Note: the document may not require a Council resolution to affix the seal but the decision to undertake a particular course of action may still require Council approval.

Category 3 Documents

Category 3 documents do not require the Common Seal to be affixed.

Under s9.49A (4) the Council authorises the following to sign documents on behalf of the Shire of Carnarvon.

Description	Authority to Execute
Documents required in the management of land as a landowner	CEO
Documents required to enact a decision of Council or the Development Assessment Panel (i.e., contractual documents resulting from a tender process, transfer of landforms, notification on title as required by a condition of approval, memorandum of understanding etc.).	CEO

<p>Agreements relating to grant funding when the funder does not require the agreement to be signed under seal.</p>	<p>CEO</p>
<p>Documents required to enact a decision under delegated authority or as a condition of approval given under delegated authority</p>	<p>The Manager The employee exercising the delegated authority</p>

Category 4 Documents

Category 4 documents are created in the normal course of business and are consistent with the Shire’s policies and procedures. Category 4 documents are to be executed by a Shire employee where the authority has been extended through a policy or procedure.

EME011		ELECTED MEMBERS – SERVICE AWARD AND GIFT	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.100 Local Government Act 1995, cl34AC LG (Administration)		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME011 Elected Members – Service Award and Gift**

**OBJECTIVES**

To provide guidelines on the appropriate recognition of the voluntary contribution made by Elected Members serving on Council.

**POLICY STATEMENT/S**

Where an Elected Member completes at least 1 full 4-year term of office, the Shire President (in conjunction with the CEO), or the Deputy Shire President (in conjunction with the CEO) where the proposed recipient is the Shire President determine an appropriate gift, based on \$100 per year of service, up to a maximum value of \$1000, as per Reg 23AC Local Government (Administration) Regulations.

EME012		EQUAL EMPLOYMENT OPPORTUNITY	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s5.40 Local Government Act 1995 Equal Opportunity Act (1984)		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME012 Equal Employment Opportunity**

**OBJECTIVES**

Although the CEO is responsible for the employment of all employees (except the CEO, who is engaged by the Council), the Council has decided to adopt Policies to indicate commitment to such matters.

The Shire of Carnarvon recognises its ethical, legal obligations and its commitment to the principles and proper practices of Equal Employment Opportunity for all Shire employees.

The Shire is committed to equal opportunity and diversity and promotes a work environment that is free from discrimination and harassment, and where individuals are treated with fairness, respect, equality, and dignity.

This involves the improvement in the skills and competency levels of employees to provide equal access to further employment or career path progression. The Shire acknowledges and celebrates diversity and commits to continuing to seek actively and flexibly to appoint and accommodate the unique needs of many different employees.

**POLICY STATEMENT/S**

All offers of employment within the Shire will uphold the principle and practice of equal opportunity to prospective employees, provided their relevant experience, skills and ability meet the minimum requirements for engagement.

All employment training opportunities within the Shire will be directed towards providing equal opportunity to all employees based on merit and their relevant experience, skills and ability meet the minimum requirements for the position.

All promotional policies and opportunities within the Shire will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability are adequate to meet the minimum requirements and they are assessed as the most appropriate candidate for the advertised position. In this context, as a minimum, all vacancies shall be advertised internally within the organisation.

EME013		PUBLIC INTEREST DISCLOSURE	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	Public Interest Disclosure Act 2003 State Records Act 2000		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME013 Public Interest Disclosure**

**OBJECTIVES**

Although the CEO is responsible for the employment of all employees of the Shire of Carnarvon (except the CEO, who is engaged by the Council), the Council has decided to adopt some Policies to indicate its level of commitment to such matters.

This policy outlines the Shire of Carnarvon’s recognition of its ethical, legal obligations and its commitment to the principles and proper practices of Public Interest Disclosures.

The Shire of Carnarvon will receive disclosures of public interest information in accordance with the provisions of the Public Interest Disclosure Act 2003.

**POLICY STATEMENT/S**

The Shire of Carnarvon is committed to the aims and objectives of the Public Interest Disclosure Act 2003 (PID Act).

It recognises the value and importance of contributions of employees to enhance administrative and management practices and strongly supports disclosures being made by employees as to corrupt or other improper conduct.

The Shire of Carnarvon will take all reasonable steps to provide protection to employees who make such disclosures from any detrimental action in reprisal for the making of a public interest disclosure.

The Shire of Carnarvon does not tolerate any of its employees or contractors engaging in acts of victimisation or reprisal against those who make public interest disclosures.

EME014		FREEDOM OF INFORMATION	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	Public Interest Disclosure Act 2003 State Records Act 2000		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC 7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME014 Freedom of Information**

**OBJECTIVES**

This policy outlines the Shire of Carnarvon’s recognition of its ethical, legal obligations and its commitment to the principles and proper practices of Freedom of Information.

To provide a clear framework for the discharge of Shire of Carnarvon accountabilities under the Freedom of Information Act.

**POLICY STATEMENT/S**

The Freedom of Information Act 1992 gives individuals, corporations, and businesses the right to apply for access to documents held by Public Sector agencies which including Local Government Authorities.

The Act gives any person the right to:

- a. Access copies of documents held by the Shire, except exempt documents
- b. Ask for information the Shire holds about you to be changed or annotated if it is incomplete, out of date, incorrect or misleading
- c. Seek a review of a Shire decision not to allow you access to a document or not to amend your personal record.

Resident, ratepayers, and stakeholders can ask to see any document that the Shire holds, although it should be noted that the Shire can refuse access to some documents, or parts of documents that are exempt.

Charges will apply in accordance with Legislation and Council’s adopted Fees and Charges.

EME015		ELECTED MEMBERS – ACCESS TO INFORMATION	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	s.5.92(1)(2) Local Government Act 1995		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME015 Elected members - Access to Information**

**OBJECTIVES**

To outline Elected Members rights to information necessary for the exercising of their responsibilities.

To provide a process on how Elected Members can access Council records and information.

**POLICY STATEMENT/S**

Elected Members have a right to inspect any record of the Council if it is relevant to the exercising of the member’s responsibility in his or her civic office and is not subject to privacy, confidentiality, or legal restraint.

Each request will be treated on its merits but as a rule those records immediately seen as relevant to the exercising of an Elected Member’s responsibility of civic office are:

- a. Matters before a Council Meeting, either currently or within the current term of the Council; and/or
- b. Matters known by the CEO to come before Council soon.

Elected Members can request access to other documents of the Council either by a Notice of Motion to the Council or a Freedom of Information (FOI) application.

Elected Members who have a personal or pecuniary interest in a document of Council have the same rights of access as any other person.

Access by the Shire President

Access will be provided to documents and files necessary for the Shire President’s role.

This includes files relevant to correspondence received directly by the Shire President and is subject to the same viewing rules as other Elected Members.

The Shire President is subject to the same requirements of access as apply to other members.

Access to Computer System

Elected Members shall have the same access to the content of the Council’s computer system as do members of the public.

Members also have access to office productivity tools in the computer system to assist in word processing, email, internet etc. but do not include access to Council records databases.



Notes

The right of Elected Members to have access to records is for the purpose of exercising the office of member. It does not carry with it the right to disclose any information obtained by a member to another person unless it is already in the public domain.

An Elected Member has no authority to release documents on behalf of Council.

The Shire President shall not cause the by-passing of the general access provisions by providing to another Elected Member information made available through the Shire President's role.

Elected Members shall not cause the by-passing of FOI provisions by providing to a member of the public information made available to Elected Members as an elected representative.

The CEO will provide guidance and assistance to Elected Members in determining whether a document is confidential and/or not to be released.

EME016		ELECTED MEMBERS – ACCESS TO SHIRE VEHICLES FOR OFFICIAL USE	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	N/A		
<b>LEGISLATION:</b>	Local Government (Administration) Regulations 34AD		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME016 Elected Members - Access to Shire Vehicles for Official Use.**

**OBJECTIVES**

This policy sets out the arrangements with respect to the provision of motor vehicles for use by the Shire President and Elected Members for the legitimate business of Council.

**POLICY STATEMENT/S**

A Shire vehicle will be made available to the Shire President and/or Elected Members, upon application, for the purpose of attending meetings, conferences etc. in their role as an Elected Member of the Shire of Carnarvon only and is not to be used for private business.

Elected Members requiring access to a Council vehicle are to make a booking through the Senior Executive Officer.

Where a Shire vehicle is not available, and private vehicles are used for legitimate business of Council, Elected Members are entitled to reimbursement).

The Driver must hold a current WA Motor Drivers Licence at the correct class.

Notes

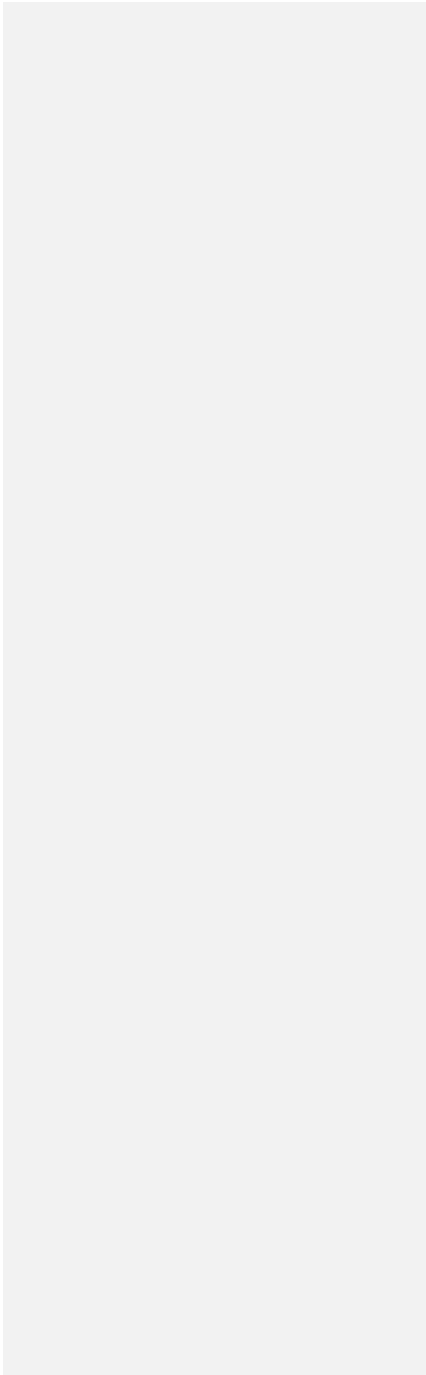
In this policy, “legitimate business of Council” means:

- a. Ordinary and Special Meetings of Council,
- b. Committee or Advisory Committee Meetings,
- c. Ordinary, committee or sub-committee meetings of State, Regional or local organisations or bodies where the Elected Member, has by Council resolution been elected as a Council delegate,
- d. Meetings, briefing sessions and civic or ceremonial functions convened by the Shire President of the Council,
- e. Meeting, function, or other official role as a representative of the Shire President or the Council,
- f. Conferences and seminars where the attendance has been approved by the Council,
- g. Inspections and meetings within the Shire of Carnarvon relative to the duties of office as an Elected Member, provided the inspection or meeting directly relates to an item listed on the Council Agenda, an issue received in writing from the community, or where otherwise approved by the Shire President,

- h. Meetings requiring travel outside the Shire of Carnarvon as approved by the Shire President,

The Chief Executive Officer must approve use of a council vehicle for all requests that comply with this policy, if a vehicle is available.

Any breaches of this policy will be referred to the Chief Executive Officer and/or the Shire President to consider the nature of the breach and to determine a suitable process to determine any appropriate actions.



EME017		USE OF SHIRE LOGO	
<b>POLICY OWNER:</b>	Council		
<b>DEPARTMENT:</b>	Office of the CEO		
<b>CREATION DATE:</b>	23/08/2022	<b>REVIEW SCHEDULE:</b>	Annually
<b>RELATED PROCEDURES:</b>	N/A		
<b>RELATED FORMS:</b>	N/A		
<b>RELATED DELEGATIONS:</b>	N/A		
<b>RELATED POLICIES:</b>	Shire of Carnarvon Code of Conduct for Council Members, Committee Members and Candidates		
<b>LEGISLATION:</b>	Local Government Act 1995, Pt. 5. Div 7 Local Government (Administration) Regulations 1996, Pt. 7		
DOCUMENT CONTROL			
<b>DATE REVIEWED:</b>	<b>REVIEWED BY:</b>	<b>CHANGES (IF ANY):</b>	<b>ENDORSED BY COUNCIL:</b>
23/08/2022	Council	Nil	FC7/8/22
28/03/2023	Council	Nil	FC 5/3/23

**EME017 Use of Shire logo**

**OBJECTIVES**

To provide clear and precise guidance on the use of the Shire of Carnarvon Logo.

**POLICY STATEMENT/S**

This policy will assist with ensuring that the Council’s and Shire’s role in the community is clearly recognised and that its reputation is protected and enhanced through accurate, consistent, and high-quality reproduction of its logos in all applications.

Any approved use of the logos must be in accordance with the Shire’s condition attaching to any such approval. The logo, along with the common seal, is equivalent to a brand or trademark for the Council and is part of the corporate existence of the Council. The use of the Shire of Carnarvon logo is equivalent to a trading symbol for the administration.

The Shire of Carnarvon logo should be used:

- a. Internal and external corporate business stationery,
- b. Shire marketing material,
- c. Material to promote events, services, programs, or activities sponsored or supported by the Shire,
- d. Shire recreational, community, heritage, service or operational buildings and facilities (including aquatic and recreational centres, community centres, libraries, pavilions, and halls) as the primary identifiable logo; and
  - e. Shire vehicles (unless for private use) and on corporate clothing for Shire employees.
  - f. Where the Shire has provided sponsorship or support for a program, activity, or advertisement.

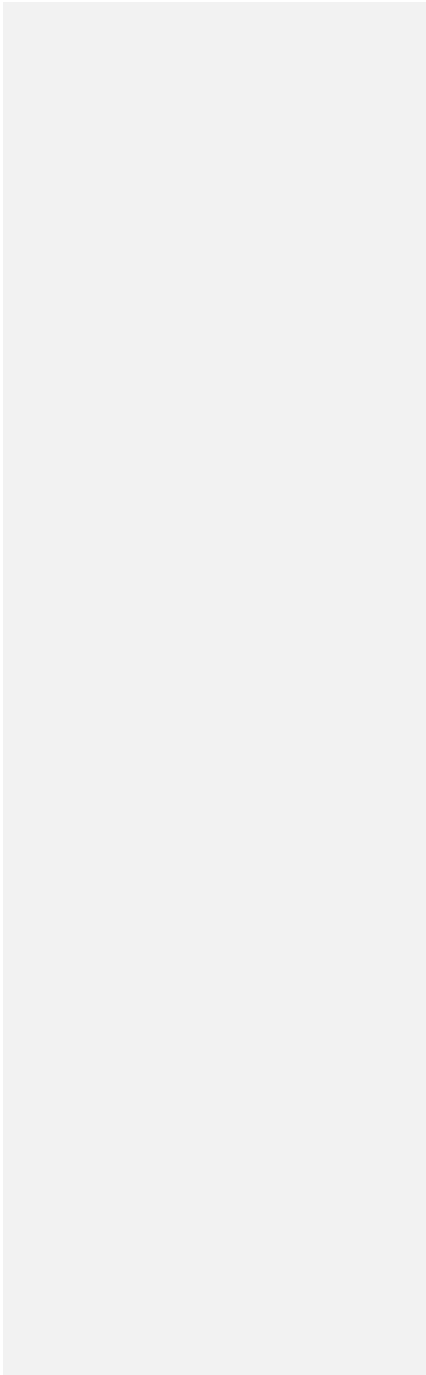
Private use of the logo is not permitted unless:

- a. The proposed use benefits the Shire or community through promotion of the district, directly or indirectly, i.e.
  - On a tourism promotion brochure indicating a facility or event is located within the Shire,

- b. On materials which are provided by the Shire; and
- c. The prior approval of the CEO has been obtained.

Approval for use of materials provided by the Shire or for private use of the logo may be withdrawn if Council is of the opinion that it is being misused or is for an inappropriate purpose.

At no time is the logo to be altered i.e. (stretched, colour changed, wording removed etc).



BUDGET AMENDMENTS - FEBRUARY 2024

The following Budget Amendments are put forward to Council for adoption.

Item	COA	Job No.	Description	Reason	Classification	Current Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Authorising Officer
								\$	\$	\$	
22/24	170020		Subs./Regulation Fees Mun	Reallocation of funds to assist in merchandise purchases.	OPEX	(23,000)	(18,000)	5,000	0	5,000	Harriet Murphy
22/24	142020	4203	Merchandise Purchases	Additional merchandise required for Visitor Centre	OPEX	(50,000)	(55,000)	0	(5,000)	0	Harriet Murphy
23/24	112340	PC0342	Replacement of CESM Utility	Moving out funds to purchase vehicle for Manager Regulatory Services	OPEX	(65,000)	0	65,000	0	65,000	David Nielsen
23/24		PC0343	Purchase of new vehicle for Manager Regulatory Services	Funds required to purchase a new vehicle for Manager Regulatory Services	OPEX	0	(65,000)	0	(65,000)	0	David Nielsen
24/24	153820	0151	95 Olivia Terrace	Reallocation of funds from jobs for the new lease for staff housing	OPEX	(34,200)	(25,742)	8,458	0	8,458	Amanda Leighton
24/24	153820	0119	51 Yardi Quays - MTCE.		OPEX	(17,864)	(13,864)	4,000	0	12,458	Amanda Leighton
24/24	153820	0115	141 Olivia Terrace- MTCE.		OPEX	(21,562)	(19,020)	2,542	0	15,000	Amanda Leighton
24/24	153820	0183	8 James Street		OPEX	0	(15,000)	0	(15,000)	0	Amanda Leighton

Key to Classification

Revenue from Operating Activities	OPREV
Expenditure from Operating Activities	OPEX
Revenue from Investing Activities	CAPREV
Non- Operating Expenditure	CAPEX
Transfer from reserves (Revenue)	TFRR
Transfer to reserves (Expenditure)	TTRE
Other Financing Revenue	OFR
Other Financing Expenditure	OFE

Schedule 1

List of Accounts submitted to the ordinary Council Meeting to be held on 26th March 2024 for information in respect to accounts already paid in February 2024 (Local Government Financial Management Regulations 1996)

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40527	02/02/2024	OFFICE OF THE AUDITOR GENERAL	FEE FOR THE ATTEST AUDIT FOR THE YEAR ENDED 30.06.2023	\$41,569.00		
EFT40528	02/02/2024	BLACKBOX CONTROL PTY LTD	SUBSCRIPTION FEE FOR GPS TRACKING ON 27 FLEET VEHICLES FOR THE PERIOD: 28.01.2024 - 27.02.2024	\$883.00		
EFT40529	02/02/2024	CMM MAINTENANCE SOLUTIONS	GARDEN TIDY & MOWING SERVICES FOR UNIT 95 OLIVIA TERRACE ON 24.01.2024	\$169.99		
EFT40530	02/02/2024	KEMPTON FAMILY TRUST T/A CARNARVON GLASS & WINDOW TINT	EMERGENCY WORKS - REGLAZE ALUMINIUM FRAMED WINDOW AT MAIN SHIRE ADMIN OFFICE/COUNCIL CHAMBERS	\$208.65		
EFT40531	02/02/2024	BARRY EVANS FURNITURE & FLOOR COVERINGS	GIFT VOUCHER FOR STAFF MILESTONE AWARD - 10 YEARS - FOR OPERATION PLANNER	\$500.00		
EFT40532	02/02/2024	CARNARVON MENSWEAR	1 PAIR OF SAFETY BOOTS FOR GENERAL SERVICES OFFICER - HORTICULTURALIST	\$215.00		
EFT40533	02/02/2024	KEMPTON FAMILY TRUST T/A CARNARVON GLASS & WINDOW TINT	(1): SUPPLY, REPAIR AND INSTALL NEW LH SLIDING FRAMELESS GLAZED DOOR PANEL AT VISITOR CENTRE ENTRY /92); REPAIR BROKEN GLASS AT ART HUB (8 CAMEL LANE) - POLICE # 051223093063410	\$4,308.52		
EFT40534	02/02/2024	CENTRAL REGIONAL TAFE	COURSE FEE FOR: UNIT 2: BSBWHS411 IMPLEMENT AND MONITOR WHS POLICIES, PROCEDURES AND PROGRAMS FOR COORDINATOR COMMUNITY SAFETY; COMPLIANCE OFFICER; RANGERS; AND UNIT 3: BSBXCM401 APPLY COMMUNICATION STRATEGIES IN THE WORKPLACE FOR RANGER AND COMPLIANCE OFFICER	\$1,331.06		
EFT40535	02/02/2024	CORAL COAST WATER PTY LTD	STANDPIPE WATER SALES FOR THE MONTHS OF NOVEMBER 2023 & DECEMBER 2023; ACCOUNT 10220 (27 SPEEDWAY)	\$367.50		
EFT40536	02/02/2024	CORSIGN WA PTY LTD	SUPPLY 5 X CUSTOM SIGNS: GASCOYNE HOTEL, CARNARVON MOTEL, CARNARVON HOTEL, BEST WESTERN MOTEL AND CARNARVON TOWN BEACH APARTMENTS TO REPLACE CURRENT DIRECTIONAL STREET SIGNAGE FOR LOCALS AND VISITORS.	\$286.00		
EFT40537	02/02/2024	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	INVESTIGATE WIRING FAULT ON GARDEN TRUCK - P384	\$66.00		
EFT40538	02/02/2024	CARNARVON MOTOR WRECKERS	PICK UP ABANDONED FORD UTE AND MAZDA B2600 UTE ON CALLAGIDDY WINDERIE ROAD AND DROP OFF AT RUBBISH TIP	\$770.00		
EFT40539	02/02/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): CATERING FOR 15 PEOPLE FOR THE CBD REVITALISATION WORKSHOP ON 13.09.2023 /2); FOOD SUPPLIES FOR YOUTH PROGRAM ON 14.06.2023 (GIRLS GROUP - ART THERAPY); 29.06.2023; 16.08.2023 (GIRLS GROUP - BASKET BALL); 15.09.2023; 10.11.2023 /3); OPENING CEREMONY FOOD - NAIDOC WEEK CELEBRATIONS /4); ITEMS FOR COMMUNITY EVENTS ON 17.05.2023; 12 & 20.09.2023 /5); BASIC SUPPLIES FOR STAFF HOUSING (TEA, COFFEE, SUGAR, MILK, BREAD) /6); CLEANING CONSUMABLES AND TEA ROOM SUPPLY ITEMS AT THE DEPOT ON 06.09.2023; 29.11.2023 /7); INCIDENTALS FOR EVENT - MILK FOR SENIORS WEEK ON 17.11.2023 /8); TEA ROOM AND CLEANING SUPPLIES FOR CARNARVON WASTE FACILITY ON 27.11.2023 /9); PAPER CLIPS 100PK FOR THE DEPOT ON 30.11.2023 /10); FOOD, DRINK, CATERING SUPPLIES FOR YOUNG PEOPLE'S SERVICES PROGRAM ON 09.01.2024 /11); PEACHES FOR YOUNG PEOPLE'S SERVICES PROGRAM ON 10.01.2024 /12); FOOD SUPPLIES FOR SUMMER SCHOOL HOLIDAY ON 22, 23, 24 & 25 .01.2024 /13); KITCHEN SUPPLIES FOR ADMIN BUILDING:TEA, COFFEE, MILK AND SUGAR, INCLUDING DELIVERY ON 24.01.2024 /14); GENERAL SUPPLIES FOR YOUTH HUB FOR CLEANING / KITCHEN / STORAGE / BATHROOM ON 30.01.2024	\$2,125.79		
EFT40540	02/02/2024	DARRYL BELLOTTI	PAYMENT FOR STAGE 2: COMMENCEMENT OF PROJECT - CARNARVON SKATE PARK MURAL	\$10,000.00		
EFT40541	02/02/2024	DUN DIRECT PTY LTD	UNLEADED FUEL FOR SMALL PLANT P5PARK ON 16.01.2024	\$36.96		
EFT40542	02/02/2024	FRIENDS OF CITIZENS UNDER STRESS INC T/AS FOCUS	RATE REFUND FOR ASSESSMENT A3466- 2 ROBINSON STREET, CARNARVON WA 6701 - COUNCIL APPROVED WAIVER OF 2 X MGB SERVICES	\$1,008.00		
EFT40543	02/02/2024	GASCOYNE BAKERY CAFE	(1): LUNCH ORDERS ON MONDAY 27 & TUESDAY 28 NOVEMBER 2023 /2); LUNCH ORDERS ON THURSDAY 16 & FRIDAY 17 NOVEMBER 2023 /3); CATERING FOR THE THANK A VOLUNTEER DAY ON 05.12.2023 /4); LUNCH ORDERS FOR TRAINING SESSIONS - THURSDAY 26 & FRIDAY 27 OCTOBER 2023	\$1,950.00		
EFT40544	02/02/2024	GAVIN GRIFFITHS INVESTMENTS PTY LTD	PRE-EMPLOYMENT MEDICAL ASSESSMENTS FOR ARTS & CULTURE OFFICER AND WORK PLACEMENT - WASTE FACILITY	\$572.00		
EFT40545	02/02/2024	GASCOYNE PLUMBING SOLUTIONS	(1): HIRE OF VACUUM SUCKER FOR IGA STORM WATER /2); INSPECT AND RECTIFY BLOCKED URINAL AND LEAKING CISTERN AT TOWN OVAL ON 29.09.2023 AND CAP AND SEAL WATER SERVICE AT NETBALL COURTS ON 18.12.2023 /3); INSPECT AND RECTIFY TOWNBEACH FORESHORE ABLUTION ON 15.01.2024 AND WATER SERVICE TO HYDRANT AT THE DEPOT /4); INSPECT WATER LEAK, REPAIR BURST WATER MAINS AND REPLACE WATER SERVICE IN GROUND FOR DOG POUND	\$4,332.78		
EFT40546	02/02/2024	AERODROME OFFICER	REIMBURSEMENT FOR MEALS ALLOWANCE FOR ARO ATTENDING CORAL BAY AERODROME ON 17 & 18.01.2024	\$132.00		
EFT40547	02/02/2024	GASCOYNE OFFICE EQUIPMENT	(1): 5 X BOXES DOUBLE A4 PAPER /2); 1 X 50 PK FELLOWES THERMAN BINDING COVERS A4	\$293.75		
EFT40548	02/02/2024	GLEN FLOOD GROUP PTY LTD	STRUCTURAL CERTIFICATION SUPPORT FOR ASBESTOS ROOF REPLACEMENT OF THE SHIRE OF CARNARVON ADMIN BUILDING. ALL DETAILS INCLUDED IN SCOPE OF WORK OUTLINED BY GFG CONSULTING IN THEIR PROPOSAL	\$7,936.50		
EFT40549	02/02/2024	GG PUMPS AND ELECTRICAL PTY LTD	MATERIAL COST TO REPLACE STUB SHAFT SEALS AND BEARINGS ON GRUNDFOS MAIN AQUATIC CENTRE PUMP - SERIAL H6164322007	\$3,046.85		
EFT40550	02/02/2024	GHDP PTY LTD	PAYMENT FOR DELIVERY PHASE FOR PREPARING THE CARNARVON RIVER CARE AND FLOODWAY ANAGEMENT PLAN AS PER PROJECT ELEMENT 6 OF THE IMPROVING FLOOD PREPAREDNESS PROJECT MILESTONES TABLE AND IDENTIFIED SCOPE OF WORKS	\$13,450.80		
EFT40551	02/02/2024	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT 557509 FOR THE PERIOD: 21.11.2023 - 19.01.2024	\$550.02		
EFT40552	02/02/2024	HOWARD & HEAVER PTY LTD	PROGRESS CLAIM 3 FOR DEVELOPMENT OF BUSINESS CASE FOR THE CARNARVON TRAILS PROJECT AS PER SCOPE RFQ 17/2023	\$12,490.50		
EFT40553	02/02/2024	HR PARTNER SOFTWARE PTY LTD	ADDITIONAL 50 EMPLOYEES ADDED TO VIP HR PARTNER PLAN	\$2,728.44		
EFT40554	02/02/2024	INDEPENDENT FUEL SOLUTIONS PTY LTD	DIESEL FOR LOADER P303 ON 24.01.2024	\$192.43		
EFT40555	02/02/2024	HODESH PTY LTD TA INSTANT RACKING	SUPPLY LONGSPAN RACKING FOR CHEMICAL STORAGE AND CANTILEVER RACKING FOR DEPOT YARD AND FREIGHT FROM PERTH TO CARNARVON	\$4,415.00		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40556	02/02/2024	INTEGRATED ICT	(1): MANAGED SERVICE AGREEMENT AND REMOTE MANAGEMENT & MONITORING FOR THE MONTH OF JANUARY 2024 /(2): EXCLAIMER SIGNATURE CLOUD FOR THE MONTH OF JANUARY 2024 /(3): INTERNET CONNECTION FOR 51 YARDI QUAYS FOR THE MONTH OF JANUARY 2024 /(4): INTERNET CONNECTION - AQUATIC CENTRE FOR THE MONTH OF JANUARY 2024 /(5): NBN INTERNET - 450 ROBINSON STREET (DEPOT) FOR THE MONTH OF JANUARY 2024 /(6): WASTE FACILITY - STARLINK DATA PLAN - ICT INTEGRATED SERVICES FOR THE MONTH OF JANUARY 2024 /(7): ADMIN OFFICE STARLINK INTERNET - STARLINK DATA PLAN - ICT INTEGRATED SERVICES FOR THE MONTH OF JANUARY 2024 /(8): NBN ENTERPRISE ETHERNET- LIBRARY FOR THE MONTH OF JANUARY 2024 /(9): IPTEL FOR THE MONTH OF JANUARY 2024 (SINGLE PSTN NUMBER PURCHASE AND HOSTING FEE; RIBBON CONNECT TRUNK PER USER; ECLIPSE UC UNLIMITED SIP TRUNK PLAN; 100 X NUMBERS HOSTING FEE) /(10): CYBER SECURITY - SECURITY AS A SERVICE FOR THE MONTH OF JANUARY 2024: MANAGED ENDPOINT PROTECTION; PHISHING CAMPAIGN WITH TRAINING & AWARENESS PLATFORM; DARK WEB DOMAIN MONITORING FOR BUSINESS DOMAIN; SYSTEM INFORMATION & EVENT MANAGEMENT; SINGLE SIGN ON / IDENTITY MANAGEMENT PLATFORM	\$16,836.27		
EFT40557	02/02/2024	IRRIGATION AUSTRALIA LIMITED	CERTIFICATE III IN IRRIGATION TECHNOLOGY AHC32422 WA 18.03.2024 - 17.03.2026 FOR FACILITIES & SERVICES OPERATIONAL MANAGER	\$2,905.50		
EFT40558	02/02/2024	CORAL BAY RANGER	REIMBURSEMENT FOR OVERPAYMENT OF INVOICE 47276	\$51.66		
EFT40559	02/02/2024	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	PUNCTURE REPAIRS FOR TOYOTA P379	\$44.00		
EFT40560	02/02/2024	LG BEST PRACTICES PTY LTD	DEMYSTIFYING LOCAL GOVERNMENT RATES 101 TRAINING FOR 2 X FINANCE OFFICERS FROM 30.01.2024 TO 19.03.2024	\$3,080.00		
EFT40561	02/02/2024	K-M GANE FAMILY TRUST T/A MARIE GANE NUTRITIONIST	AFTER SCHOOL NUTRITION & COOKING PROGRAM - TERM 4, 2023	\$510.00		
EFT40562	02/02/2024	MARKET CREATIONS AGENCY PTY LTD	COUNCILCONNECT WEBSITE SUPPORT AND MAINTENANCE A TOTAL OF 15 HOURS	\$2,475.00		
EFT40563	02/02/2024	MCLEODS BARRISTERS AND SOLICITORS	LEGAL SERVICES FROM 20.12.2023 TO 30.01.2024 FOR ON GOING CASE FROM 2021 - UNAUTHORISED CONSTRUCTION OF A LEEVE BANK AT LOT 211 (NO. 945) NORTH RIVER ROAD, CARNARVON. CURRENTLY AT PROSECUTION STAGE	\$1,255.65		
EFT40564	02/02/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB SKIP BINS	(1): HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED WEEKLY AT THE BLOWHOLES CAMPING AREA ON 25.01.2024 /(2): HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED FORTNIGHTLY AT THE BUSHBAY CAMPING AREA ON 29.01.2024	\$1,280.00		
EFT40565	02/02/2024	OFFICEWORKS LTD	STATIONARY ORDER FOR THE MONTH OF JANUARY 2024	\$990.08		
EFT40566	02/02/2024	OUTBACK FLORAL DESIGNS	10 X AUSTRALIAN DAY TABLE CENTRE PLACES; 4 X THANK YOU BOUQUETS; 1 X GIFT BOX FOR AUSTRALIAN DAY 26.01.2024	\$650.00		
EFT40567	02/02/2024	OUTBACK OASIS CARAVAN PARK	PAYMENT OF FUNDS FOR UNPRESENTED CHEQUES - ACCOMODATION BOOKINGS IN YEAR 2020. (CHQ 7489, 7500, 7518, 7520)	\$754.24		
EFT40568	02/02/2024	JOANNA PATRICIA SCHAPHEL T/AS WILDE AND PRECIOUS	COST OF MINI WORLDS" CRAFT ACTIVITY FOR JANUARY 2024 SCHOOL HOLIDAY PROGRAM ON 19.01.2024"	\$450.00		
EFT40569	02/02/2024	PRINT LOGIC	PRINTING 250 X A3 MAPS FOR CARNARVON & REGION MAP FOR 2024	\$1,798.50		
EFT40570	02/02/2024	REBECCA ALYCE ASHWORTH T/AS SWEET CAKE DESIGNS	2 X CUPCAKE DECORATING WORKSHOPS - JANUARY 2024 SCHOOL HOLIDAY PROGRAM	\$420.00		
EFT40571	02/02/2024	RSM AUSTRALIA PTY LTD	PROFESSIONAL SERVICES FOR ATO BAS LODGMENT FOR REPORTING FOR DECEMBER 2023	\$275.00		
EFT40572	02/02/2024	STANDARDS AUSTRALIA LIMITED	(1): RENEWAL OF COPYRIGHT LICENCE NUMBER CL1122SOC FOR USE OF AUSTRALIAN STANDARDS ANNEXURES FOR AS 4902 AND AS 4906 - FOR THE PERIOD 18.11.2023 - 17.11.2024 /(2): ROYALTY FEES FOR COPYRIGHT LICENCE NUMBER CL1122SOC - AS 4902 ANNEXURES - 2 ROYALTIES FOR PERIOD 18.11.2022 - 17.11.2023 AND AS 4906 ANNEXURES - 3 ROYALTIES FOR PERIOD 18.11.2022 - 17.11.2023	\$328.99		
EFT40573	02/02/2024	ST MARY STAR OF THE SEA COLLEGE	REFUND FOR BOND FOR CAT TRAP NO LONGER REQUIRED	\$68.00		
EFT40574	02/02/2024	THE TRUSTEE FOR THE SWEETMAN NO 2 TRUST T/A SWEET AS CONCRETE	SUPPLY 10 TON CLEAN FILL DIRT FOR PUMP TRACK CONCRETE WORKS.	\$330.00		
EFT40575	02/02/2024	TELSTRA LIMITED	(1): TELEPHONE ACCOUNT 3108660691 (MOBILE PHONES) FOR JANUARY 2024 /(2): TELEPHONE ACCOUNT 3108660709 (WASTE, RANGER, EHS, MEDIA) FOR JANUARY 2024	\$2,210.56		
EFT40576	02/02/2024	TILLEY LANE GIFT & HOME	(1): WREATH FOR REMEMBRANCE DAY - 11.11.2023 /(2): WREATH FOR HMAS SYDNEY REMEMBRANCE- 19.11.2023	\$200.00		
EFT40577	02/02/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FROM CARNARVON TO DELUXE NSW FOR MOVIES ON 15.01.2024 AND FREIGHT FROM BELMONT TO CARNARVON FOR PPE BUSHFIRE ON 22.01.2024	\$153.27		
EFT40578	02/02/2024	ANTHONEY JOHN WALLACE T/AS TONY MOWS IT ALL	WEEDING AND MULCHING GARDEN BEDS DOWN THE CBD ON 21.01.2024	\$907.50		
EFT40579	02/02/2024	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORM FOR ENVIRONMENTAL HEALTH OFFICER	\$54.00		
EFT40580	02/02/2024	THE TRUSTEE FOR THE ABBOTT TRUST T/A VANESSA AUSTRALIA	REORDER OF SOUVINERS FOR RETAIL AT THE VISITOR CENTRE (PENDANTS, EARRINGS, BRACELETS, MAGNETS)	\$209.39		
EFT40581	02/02/2024	WATER CORPORATION	5 X WATER ACCOUNTS FOR THE PERIOD: 20.11.2023 - 22.01.2024	\$2,724.89		
EFT40582	02/02/2024	W.A. TREASURY CORPORATION	ANNUITY LENDING FOR LOAN 217 & LOAN 216 FOR THE PERIOD ENDING 31.12.2023	\$6,570.10		
EFT40583	02/02/2024	D & J UNIT TRUST THE T/AS WESTQUEST PTY LTD	RENT FOR UNIT 95 OLIVIA TERRACE - STAFF HOUSING - FOR THE MONTH OF FEBRUARY 2024	\$2,383.33		
EFT40584	02/02/2024	WHITBURN RURAL SERVICES	SUPPLY STIHL CHAINSAW, POLE PRUNER, COMBI ENGINE AND EDGER. SUPPLY PARTS AND SERVICE CHAINSAWS	\$4,899.18		
EFT40585	02/02/2024	WREN OIL	ADMIN & COMPLIANCE FEES FOR WASTE OIL DISPOSAL (4100 LTRS) FROM BROWNS RANGE WASTE FACILITY	\$16.50		
EFT40586	08/02/2024	ADAM MANKS	REFUND OF BUILDING SERVICES LEVY FOR APPLICATION B22/041 AS PER REGULATION 16 OF THE BUILDING SERVICES.	\$61.65		
EFT40587	08/02/2024	AFLEX TECHNOLOGY (NZ) LTD	SUPPLY EXMOUTH DUAL RACER INFLATABLE OBSTACLE (CP-117-00) WITH OPTION 2 FOR AQUATIC CENTRE MAINTENANCE	\$12,699.50		
EFT40588	08/02/2024	DEPUTY CEO	REIMBURSEMENT FOR DEPUTY CEO FOR CPA AUSTRALIA MEMBERSHIP RENEWAL 2024	\$837.00		
EFT40589	08/02/2024	ALLIED FORKLIFTS	SUPPLY AND DELIVER SERVICE KITS FOR FORKLIFTS P375 AND P332	\$314.04		
EFT40590	08/02/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	AMPOL FUEL FOR WORK VEHICLES FOR THE MONTH OF JANUARY 2024	\$3,072.61		
EFT40591	08/02/2024	ART ON THE MOVE	COST SHARE FOR TOURING EXHIBITION - TRIBUTARIES (11.03.2024 - 04.05.2024)	\$4,000.00		
EFT40592	08/02/2024	BAYVIEW CORAL BAY	OPERATOR PAYMENT FOR THE PERIOD: 03.01.2024 - 31.01.2024 (BOOKINGS: 11802456, 12004881, 12107086, 12097131)	\$3,061.05		
EFT40593	08/02/2024	G BISHOPS TRANSPORT SERVICES PTY LTD AFT GBT SERVICES TRUST	(1): FREIGHT FROM CORSIGN TO CARNARVON ON 08.01.2024 FOR SIGNAGE FOR GRID CONSTRUCTION & APPROACHES /(2): FREIGHT FOR SIGNS FROM CORSIGN TO CARNARVON ON 03, 17 & 24.01.2024 /(3): FREIGHT FROM WELSHPOOL TO CARNARVON ON 17.01.2024 FOR TRAILER PTL5	\$245.28		
EFT40594	08/02/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD: 01.01.2024 - 31.01.2024 (APP # B24/000; B24/001; B24/002)	\$785.57		
EFT40595	08/02/2024	SUMMERSTAR PTY LTD T/A CAPRICORN HOLIDAY PARK	OPERATOR PAYMENT FOR THE PERIOD: 03.01.2024 - 31.01.2024 (BOOKINGS: 12542048, 12584111)	\$363.45		
EFT40596	08/02/2024	CARNARVON MOTOR GROUP PTY LTD	SEAT ASSEMBLY FOR TOYOTA PUTE30	\$1,332.64		



VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40597	08/02/2024	CORAL COAST WATER PTY LTD	(1): COMMERCIAL WATER SALES ACCOUNT 9920 (FESTIVAL GROUND) FOR SEPTEMBER, OCTOBER, NOVEMBER & DECEMBER 2023 / (2): STANDPIPE WATER SALES FOR ACCOUNT 10220 (27 SPEEDWAY) FOR JANUARY 2024 / (3): COMMERCIAL WATER SALES FOR ACCOUNT 10220 (27 SPEEDWAY) FOR SEPTEMBER, OCTOBER, NOVEMBER & DECEMBER 2023 / (4): COMMERCIAL WATER SALES FOR ACCOUNT 7000 (228 NORTH RIVER ROAD) FOR JULY, NOVEMBER & DECEMBER 2023	\$1,499.91		
EFT40598	08/02/2024	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	1X BATTERY FOR CEO VEHICLE - TOYOTA PRADO	\$235.00		
EFT40599	08/02/2024	CARNARVON GROWERS ASSOCIATION INC	(1): SUPPLY 80L PRESSURE TANK / (2): 2 X ALLERT DOG FOOD 20KG FOR ANIMAL POUND SUPPLIES / (3): 100 X RATCHET CLIP 25MM FOR ADMIN OFFICE RETICULATION / (4): DUCTH HOSE FOR PSPARK AND METRIC FEMALE ADAPTOR FOR FESTIVAL GROUND RETICULATION / (5): SUPPLY 4 X DUTCH HOE FOR PSPARK / (6): BUTTROSE IBC CONVERTER - 2' MALE BSP FOR FESTIVAL GROUND FERTILISING WORK / (7): PVC VALVE TAKE OFF ADAPTOR 50MM FOR FASCINE PARK MAINTENANCE	\$1,693.34		
EFT40600	08/02/2024	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	(1): SUPPLY ALL GARDENING EQUIPMENT TOOLS: TUB FLEXIBLE 42L ASSORTED COLOURS, QUICKSPRAY NEON GREEN 300G ACCENT, FUEL CAN PLASTIC 2 STROKE GREEN 5L, SHOVEL POST HOLE LONG OAK HANDLE ... / (2): SUPPLY & DELIVER 8 X LEAF SCOOPS CYCLONE. PLUS FREIGHT EX MELB / (3): 3 X JUG ALPINE BLUE WITH TAP 5L WILLOW FOR RANGER SERVICES / (4): GIFT VOUCHERS STAFF MILESTONE AWARD - 5 YEARS - BUILDING MAINTENANCE OFFICER; ECONOMIC DEVELOPMENT SUPPORT OFFICER / (5): LAWN SPRINKLER WOBBLE-TEE FOR DEPOT SECURITY IMPROVEMENTS / (6): HOSE CONNECTOR 13MM STOP VALVE BULK GARDENA AND HOSE JOINER / REPAIRER 13MM BULK GARDENA FOR SHIRE DEPOT RETICULATION / (7): BUILDERS BOG TURBO 500ML AND EXHAUST FAN ROUND WHITE 200MM HPM FOR AIRCONDITIONING MAINTENANCE FOR 9 BUTCHER STREET / (8): ADHESIVE KWIK GRIP SPRAY 350G SELLEYS AND GLUE SUPER 2X3G GORILLA FOR RANGER VEHICLE P344 / (9): RAKE LANDSCAPERS 16T TIMBER HANDLE AND RAKE GRT AUSSIE SUPER ALUM HOLE 580MM FOR PSPARK / (10): CONTAINER WATER BLUE 22LT PRO QUIP AND HAMMER CLAW 80Z FOR CORAL BAY AIRPORT / (11): 4 X ANCHOR DYNABOLT PLUS HEX HEAD GALVANISED 12 X 100MM FOR DEPOT SECURITY IMPROVEMENTS / (12): RIVET OPEN ALLUMINIUM 3/16D-1/4G PACK 100 FOR DEPOT SECURITY IMPROVEMENTS / (13): BLADE RECIP BLD WD 225X3T GREEN WOOD AND BLADE RECIP WOOD DEMO HYPERCUT 225MMX6T / (14): HAND GUN HEAVY DUTY, SECATEUR ANVIL ALLUMINIUM NETA, GARDEN HOSE FITTED 12MM X 15M FOR SHIRE DEPOT / (15): BOW SHACKLES FOR NEW TRAILER (P387), 8 X 19MM LOAD RATED BOX SHACKLES / (16): 2 X SILICONE ROOF GUTTER BLACK 310G SELLEY'S FOR TRAILER P387 / (17): 1 X DOMESTIC GAS EXCHANGE BOTTLE FOR 7 AIRPORT CRES / (18): GROUT COLOURED 211 SLATE GREY 1.5KG DUNLOP FOR VANDALISED SINK IN CIVIC CENTRE EXELOO TOILET / (18): TUBING VINYL CLEAR 25MMX25M FOR WATER TRUCK P372	\$1,931.61		
EFT40601	08/02/2024	DEPARTMENT OF TRANSPORT	REGISTRATION LOOKUPS FOR INFRINGEMENT NOTICES FOR THE MONTH OF JANUARY 2024	\$48.50		
EFT40602	08/02/2024	DIRECT SMS PTY T/A DIRECT SMS PTY LTD	ONLINE SMS COMMUNICATION SERVICE USED TO MARKET AND PROMOTE EVENTS AND FOLLOW UP ON BOOKINGS WITH BOOKEASY. PROFESSIONAL 49 PLAN FOR THE PERIOD: 01.02.2024 - 29.02.2024	\$53.90		
EFT40603	08/02/2024	DUN DIRECT PTY LTD	UNLEADED FUEL FOR PSPARK ON 22 & 24.01.2024	\$81.80		
EFT40604	08/02/2024	EMERG SOLUTIONS PTY LTD	SUBSCRIPTION GROUP LICENSES - 30 - FOR FIRE PREVENTION	\$590.00		
EFT40605	08/02/2024	JIM AND VL FARNE T/A CORAL BAY CONTRACTING	(1): CORAL BAY ROADSIDE BINS, FISH OFFAL BINS AND LANDFILL SITE FOR THE MONTH OF JANUARY 2024 / (2): CLEANING OF CORAL BAY ABLUTION BLOCKS & FISH CLEANING FACILITY FOR THE MONTH OF JANUARY 2024	\$20,487.22		
EFT40606	08/02/2024	GASCOYNE BAKERY CAFE	(1): 50 X MINI MUFFINS FOR GEYN CHILDRENS WEEK EVENT ON 28.10.2023 AND 50 X CUPCAKES FOR LIBRARY AND ART GALLERIES / (2): 60 X MINI MUFFINS FOR MUFFIN DECORATING CHRISTMAS CRAFT - DECEMBERE 2023 SCHOOL HOLIDAYS / (3): FOOD ORDER FOR NAIDOC DEBRIEF ON 21.07.2023	\$570.00		
EFT40607	08/02/2024	GASCOYNE PLUMBING SOLUTIONS	UNBLOCK BLOCKED TOILETS AT AQUATIC CENTRE ON 13.12.2023	\$514.00		
EFT40608	08/02/2024	GASCOYNE FOOTBALL ASSOCIATION INC	COMMUNITY GROWTH FUND - ROUND 2 - JULY 2023 - AS PER COUNCIL MEETING ON 22.08.2023 - NOR-WEST CUP EVENT IN MARCH 2024	\$1,500.00		
EFT40609	08/02/2024	GASCOYNE OFFICE EQUIPMENT	(1): RICOH SERVICE AGREEMENT FOR THE MONTH OF DECEMBER 2023 / (2): 1 X DIGITECH 25W PERSONAL MEGAPHONE WITH SIREN AND ECLIPSE ALKALINE C BATTERIES PACK OF 4 FOR DEPOT HEALTH AND SAFETY / (3): POSTER PRINT A4 GLOSS FOR SCHOOL HOLIDAY WEEK 3 & 4 PROGRAMS / (4): 06 X A4 PHOTO FRAMES FOR AUSTRALIAN DAY AWARDS ON 26.01.2024	\$2,117.62		
EFT40610	08/02/2024	ROADSTONE WEST PTY LTD	PROVIDE ENGINEERING SERVICES (SUPERVISION AND ADMINISTRATIVE) TO PROJECT MANAGE FLOOD CLAIM AGRN 1021 FOR THE MONTH OF DECEMBER 2023 (PRINCIPAL'S REPRESENTATIVE; PROJECT MANAGER; PROJECT ADMINISTRATOR; TRAVEL AND EXPENSES)	\$30,015.78		
EFT40611	08/02/2024	HAMES SHARLEY WA PTY LTD	PROFESSIONAL SERVICES RENDERED TO 31.01.2024: PHASE 1 AND PHASE 2 FOR RFT 08/2023 SHIRE OF CARNARVON LOCAL PLANNING STRATEGY REVIEW.	\$9,487.50		
EFT40612	08/02/2024	HEMPFIELD SMALL ENGINE SERVICES	PARTS FOR PTL5 PUMP TRAILER	\$445.40		
EFT40613	08/02/2024	HIT PRODUCTIONS PTY LTD	75% OF PERFORMACE FEE FOR THIS LIFE MUSIC FESTIVAL ON 22.06.2024	\$28,875.00		
EFT40614	08/02/2024	WA HOLIDAY GUIDE PTY LTD	COMMISSION ON BOOKINGS/MARKETING FEE - WA HOLIDAY GUIDE - FOR THE MONTHS OF DECEMBER 2023 AND JANUARY 2024	\$148.37		
EFT40615	08/02/2024	HORIZON POWER (BENTLEY OFFICE)	42 X ELECTRICITY ACCOUNTS FOR THE PERIOD: 02.12.2023 - 01.02.2024	\$58,215.46		
EFT40616	08/02/2024	HOSPITALITY PTY LTD T/AS HOSPITALITY INN CARNARVON	OPERATOR PAYMENT FOR THE PERIOD: 03.01.2024 - 31.01.2024 (BOOKING: 12519146)	\$401.36		
EFT40617	08/02/2024	IMPART MEDIA	INTEGRATING BOOKEASY INTO CARNARVON VISITORS CENTRE WEBSITE AND GADGET KEY	\$2,200.00		
EFT40618	08/02/2024	A & N ENTERPRISES (AUSTRALIA) PTY LTD T/AS INTEGRITY COACH LINES	INTEGRITY COACH LINES OPERATOR PAYMENT FOR THE PERIOD: 01.01.2024 - 31.01.2024	\$3,034.87		
EFT40619	08/02/2024	INDEPENDENT FUEL SOLUTIONS PTY LTD	SUPPLY OF BULK FUEL (4,460LTRS) ON 17.01.2024	\$8,268.08		
EFT40620	08/02/2024	INTEGRATED ICT	(1): ADDITION OF MOBILE BROADBAND CARDS: MOBILE BROADBAND CARD X 8, THERMAL PAD FOR MBB CARD X 8, SCREW FOR MBB CARD X 8 / (2): MICROSOFT 365 LICENSING FOR THE MONTH OF JANUARY 2024: MICROSOFT OFFICE 365 E3; MICROSOFT 365 BUSINESS BASIC; MICROSOFT EXCHANGE ONLINE PLAN 1 / (3): DEEP FREEZE STANDARD 1 YEAR SUBSCRIPTION / (4): TECHNICIAN FOR INFOCOUNCIL WORKS - MSA OUT OF SCOPE / (5): TECHNICIAN FOR CCTV WORKS	\$4,164.97		
EFT40621	08/02/2024	JAMES GANE	REFUND BOND FOR RETURNED CAT TRAP NO LONGER REQUIRED	\$68.00		
EFT40622	08/02/2024	JARDINIER GARDEN CARE	WEED ALL MEDIAN STRIPS ON ROBINSON ST FROM FIRST ROUNDABOUT TO TOYOTA.	\$924.00		
EFT40623	08/02/2024	RURAL ROAD MANAGER	REIMBURSEMENT FOR RURAL ROAD MANAGER PURCHASING TAPE REQUIRED FOR URGENT REPAIR TO WINDOW AT TOY LIBRARY AS A RESULT OF BREAK-IN	\$86.75		
EFT40624	08/02/2024	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	REMA TIP TOP TEMPORARY TYRE PREPAIR KIT FOR MOWER P371	\$60.00		

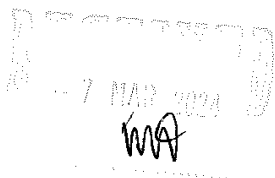
VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40625	08/02/2024	PARKS & GARDEN STAFF	ANNUAL LEAVE TRAVEL ASSISTANCE AS PER POLICY CPM-001 FOR PARKS & GARDEN OFFICER (LEAVE PERIOD: 02.02.2024 - 08.02.2024)	\$440.00		
EFT40626	08/02/2024	KLEENIT PTY LTD	(1): RFT 07/2023 - PUBLIC SPACE AND FOOTPATH CLEANING FOR THE FORTNIGHT ENDING 28.01.2024 /(2): AS PER CONTRACT RFT 03/2022 - PROVISION OF CLEANING SERVICES FOR THE DEPOT, WASTE FACILITY, PREMIER OVAL, LIBRARY & ART GALLERY, ADMIN OFFICE, COUNCIL CHAMBERS, YOUTH HUB, PUBLIC TOILET BLOCKS FOR THE MONTH OF JANUARY 2024	\$24,736.25		
EFT40627	08/02/2024	LANDGATE - ACCOUNTS	COPY OF TRANSFER OF LAND ACT DOCUMENT 66112121_220124 PELICAN POINT	\$30.50		
EFT40628	08/02/2024	LG BEST PRACTICES PTY LTD	FINANCE ASSISTANCE ON 15 & 16.01.2024 FOR SUNDRY DEBTORS INTEREST	\$132.00		
EFT40629	08/02/2024	THE TRUSTEE FOR THE LITTLE RED HEN TRUST	OPERATOR PAYMENT FOR THE PERIOD: 03.01.2024 - 31.01.2024 (BOOKINGS: 12448653, 12544803, 12579898)	\$524.99		
EFT40630	08/02/2024	MARK DEAN BAIN	REFUND BOND FOR CAT TRAP RETURNED AS NO LONGER REQUIRED.	\$68.00		
EFT40631	08/02/2024	MCLEODS BARRISTERS AND SOLICITORS	(1): PROVISION OF DRAFT DEED OF EXTENSION OF LEASE: PORTION OF LOT 547 ON DP205438 JAMES STREET, CARNARVON (WORLD FUEL SERVICES AUSTRALIA PTY LTD) FOR A SECOND FURTHER TERM 1 FEBRUARY 2024 TO 31 JANUARY 2029 /(2): LEGAL ADVICE ON 09.01.2024 RE 108 DAVID BRAND DRIVE - DECEASED ESTATE, NO EXECUTOR, VANDALIZED HOUSE	\$798.60		
EFT40632	08/02/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB SKIP BINS	HIRE OF 2X 4.5M3 FRONT LIFT BINS, SERVICED WEEKLY AT THE BLOWHOLES CAMPING AREA ON 01.02.2024	\$690.00		
EFT40633	08/02/2024	PEOPLE & PAYROLL OFFICER	ANNUAL LEAVE TRAVEL ASSISTANCE AS PER POLICY CPM-001 FOR PEOPLE & PAYROLL OFFICER (LEAVE PERIOD: 31.01.2024 - 09.02.2024)	\$440.00		
EFT40634	08/02/2024	CARNARVON CAPITAL HOLDINGS PTY LTD T/A NORWESTA LIFESTYLE PARK	OPERATOR PAYMENT FOR THE PERIOD: 03.01.2024 - 31.01.2024 (BOOKING: 12517570)	\$108.50		
EFT40635	08/02/2024	OUTBACK COAST PROPERTY PTY LTD	(1): RENT FOR UNIT 56 CLEAVER STREET, SOUTH CARNARVON FOR THE PERIOD: 14.02.2024 - 13.03.2024 /(2): RENT FOR UNIT 20/19 MARMION STREET FOR THE PERIOD: 22.02.2024 - 21.03.2024	\$3,693.44		
EFT40636	08/02/2024	PATHWEST LABORATORY MEDICINE WA	(1): ALCOHOL AND OTHER DRUG TEST ON 22.01.2024 FOR WORK PLACEMENT - WASTE FACILITY /(2): ALCOHOL AND OTHER DRUG TEST ON 11.01.2024 FOR COMMUNITY EVENTS OFFICER /(3): PRE-EMPLOYMENT ALCOHOL AND OTHER DRUG TEST ON 23.01.2024 FOR ARTS & CULTURE OFFICER	\$258.50		
EFT40637	08/02/2024	RANGER	ANNUAL LEAVE TRAVEL ASSISTANCE FOR RANGER AS PER POLICY CPM-001 (LEAVE: 22.12.2023 - 17.01.2024)	\$440.00		
EFT40638	08/02/2024	RHONDA COLLARD	PAYMENT FOR 1 WEEK CHOREOGRAPHY WORKSHOPS FOR JAMBA NYINAYI FESTIVAL 2024 (15 - 19 JAN)	\$1,500.00		
EFT40639	08/02/2024	RICHER888 PTY LTD	CATERING FOR COUNCIL MEETING ON TUESDAY 23.01.2024	\$240.00		
EFT40640	08/02/2024	SANDHURST SECURITY SERVICES PTY LTD	PROVISION OF SECURITY SERVICES AS PER SCOPE RFQ 12/2021: DAILY PATROLS AND ALLOWANCE FOR CALL OUT FEES FOR THE MONTH OF JANUARY 2024	\$3,015.71		
EFT40641	08/02/2024	SHIRE OF CARNARVON MUNICIPAL FUND	(1): BOOKEASY OPERATOR COMMISSION PAYMENT FOR THE PERIOD: 03.01.2024 - 31.01.2024 /(2): COMMISSION ON BUILDING SERVICES LEVY FOR THE PERIOD 01.01.2024 - 31.01.2024 (APP # B24/000; B24/001; B24/002) /(3): INTEGRITY COACH LINES OPERATOR COMMISSION PAYMENT FOR INVOICE #ICL000230 & ICL000303	\$1,184.56		
EFT40642	08/02/2024	SEA CONTRACTING PTY LTD	(1): QUARTERLY ALARM MONITORING FEES FOR THE PERIOD: JANUARY 2024 - APRIL 2024 /(2): SERVICE THE AUTOMATIC DOOR AT THE VISITOR CENTRE (BUZZING INTERMITTENTLY)	\$1,805.34		
EFT40643	08/02/2024	THE TRUSTEE FOR THE SWEETMAN NO 2 TRUST T/A SWEET AS CONCRETE	SUPPLY CONCRETE FOR PUMP TRACK PROJECT AS REQUIRED BY CONTRACTOR (NORTHWEST PROJECT SOLUTIONS) DURING THE MONTH OF JANUARY 2024	\$31,357.93		
EFT40644	08/02/2024	TELSTRA LIMITED	(1): TELEPHONE ACCOUNT 7803346000 (LANDLINE & INTERNET DATA) FOR THE PERIOD 19.01.2024 - 18.02.2024 /(2): TELEPHONE ACCOUNT 4244120244 (SAT. PHONES FOR DEPOT AND RANGERS) FOR THE PERIOD: 22.01.2024 - 21.02.2024	\$7,674.30		
EFT40645	08/02/2024	THE TRUSTEE FOR BP SMITH & HA MURPHY TRUST T/AS TELOMAC TACKLE AND CAMPING	ENGEL 60 LITRE AND ENGEL SLIDE TO SUIT 60/80 FOR TOYOTA P342	\$2,498.00		
EFT40646	08/02/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT WATER SAMPLES FROM CARNARVON TO PATHWEST FOR ENVIRONMENT & HEALTH DEPARTMENT ON 29.01.2024	\$40.61		
EFT40647	08/02/2024	TOYWORLD - CARNARVON	CHRISTMAS GIFTS FOR CHILDREN FOR STAFF CHRISTMAS PARTY	\$330.00		
EFT40648	08/02/2024	NEW IMAGE HOLDINGS PTY LTD T/A TRAC BUILDING SERVICES	SUPPLY AND INSTALL ELECTRIC GATE AT DEPOT	\$20,350.00		
EFT40649	08/02/2024	UNIFORMS AT WORK AUSTRALIA PTY LTD	(1): UNIFORMS FOR SENIOR FINANCE OFFICER /(2): UNIFORMS FOR SENIOR CUSTOMER SERVICE OFFICER /(3): UNIFORMS FOR BUILDING SERVICES OFFICER /(4): UNIFORMS FOR PROJECT DELIVERY MANAGER	\$959.80		
EFT40650	08/02/2024	WEST COAST FIREWORKS PTY LTD	FIREWORKS DISPLAYS COMPLETE FOR AUSTRALIA DAY, 26.01.2024 AS PER THE PROPOSAL	\$10,000.00		
EFT40651	08/02/2024	WESTRAC PTY LTD	(1): SUPPLY AND DELIVER TO THE SHIRE OF CARNARVON A CAT 938K IT WHEEL LOADER /(2): SUPPLY AND DELIVER TO THE SHIRE OF CARNARVON A CATERPILLAR 320GC EXCAVATOR, MODEL 320GC-07E /(3): CONNECTORS, COUPLINGS AND HOSES TO CONNECT ROTATING FORKS ON NEW LOADER PC004	\$646,088.31		
EFT40652	08/02/2024	THE TRUSTEE FOR THE WULA GUDA NYINDA TRUST T/AS WULA GURA NYINDA ECO CULTURAL ADVENTURES	4 X DAYS OF CULTURAL WORKSHOPS AND YOUTH KAYAKING FOR JANUARY 2024 SCHOOL HOLIDAY PROGRAM	\$12,650.00		
EFT40653	16/02/2024	DEPUTY CEO	ANNUAL LEAVE TRAVEL ASSISTANCE AS PER POLICY CPM-001 FOR DEPUTY CEO (LEAVE PERIOD: 22.12.2023 - 02.01.2024)	\$440.00		
EFT40654	16/02/2024	ART HANGING SYSTEMS PTY LTD	ON-SITE TRAINING FOR LIBRARY	\$1,375.00		
EFT40655	16/02/2024	ASM ECLIPSE PTY LTD	(1): RESTOCK OF SOUVENIRS AT THE VISITOR CENTRE (LOCAL ORDER): 36 X FLASK; 240 X POSTCARD; 80 X UV PRINT 3D POSTCARD) /(2): RESTOCK OF SOUVENIRS AT THE VISITOR CENTRE (NEW DESIGNED STOCK) (12 X NUMBERPLATE; 48 X KEYRING)	\$1,463.77		
EFT40656	16/02/2024	AUSTRALIA POST	AUSTRALIA POST POSTAGE FEE FOR THE MONTH OF JANUARY 2024	\$991.85		
EFT40657	16/02/2024	BDP DISTRIBUTION PTY LTD T/AS MCDONALDS WHOLESALERS	NIGHT PATROL SUNDAY NIGHT MEAL DELIVERY SUPPLIES: 1X CARTON CUTLERY WOOD KN/FRK/NAPKIN 500 (CODE 195126)	\$84.40		
EFT40658	16/02/2024	G BISHOPS TRANSPORT SERVICES PTY LTD AFT GBT SERVICES TRUST	FREIGHT FROM CARNARVON TO SIGMA CHEMICALS ON 05.12.2023 FOR AQUATIC CENTRE EQUIPMENT AND FREIGHT FROM CORSIGN TO CARNARVON ON 11.12.2023 FOR BULK FUEL TANK	\$141.77		
EFT40659	16/02/2024	BOC LIMITED (AUST)	HIRE OF GAS CYLINDERS FOR WORKSHOP AND HEALTH DEPARTMENT FOR THE PERIOD: 29.12.2023 - 28.01.2024	\$73.55		
EFT40660	16/02/2024	BOOKEASY TOURISM SOLUTIONS	BOOKEASY BOOKINGS MINIMUM MONTHLY FEE FOR THE MONTH OF JANUARY 2024	\$220.00		
EFT40661	16/02/2024	BOYA EQUIPMENT PTY LTD	4 X BEARING; 4 X OIL SEAL; 1 X SLEEVE FOR RIDE ON MOWER P371	\$225.65		
EFT40662	16/02/2024	BTX CONTRACTING	(1): PROVISION OF MANAGEMENT SERVICES FOR THE CARNARVON AQUATIC CENTRE AS PER CONTRACT RFT 02/2022 FOR THE MONTH OF MARCH 2024 /(2): SUPPLY AND INSTALL SHADE SAILS FOR AQUATIC CENTRE LIFE GUARDS NEAR CENTRE EDGE OF POOL	\$38,500.00		
EFT40663	16/02/2024	BUCCI HOLDINGS PTY LTD (T/A VISIMAX)	DANGEROUS DOG/RESTRICTED BREED COLLARS; SLIP LEAD - 20MM NYLON, 180CM; TRACEMAX TM200 MICROCHIP STICK READER; MICROCHIP READER - DATAMARS, COMPACT MAX, FDXB & A; DANGEROUS DOG/RESTRICTED BREED SIGN WA; THROW NET 244CM AND FREIGHT	\$2,846.17		
EFT40664	16/02/2024	CMM MAINTENANCE SOLUTIONS	GARDEING TIDY & MOW SERVICES FOR UNIT 95 OLIVIA TERRACE ON 24.01.2024	\$169.99		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40665	16/02/2024	CARNARVON PRECISION MACHINING	SUPPLY 1 HYD HOSE FOR KOMATSU LOADER P303 AND SUPPLY FITTINGS FOR TIP ROTATOR ON NEW LOADER PC004	\$300.19		
EFT40666	16/02/2024	CARNARVON CLEANERS PTY LTD	AS PER CONTRACT RFT 03/2022 - PROVISION OF CLEANING SERVICES FOR CARNARVON AIRPORT & CIVIC CENTRE FOR THE MONTH OF JANUARY 2024	\$5,722.70		
EFT40667	16/02/2024	BARRY EVANS FURNITURE & FLOOR COVERINGS	MISCELLANEOUS SUPPLIES FOR CRAFT ACTIVITIES FOR YOUNG PEOPLE SERVICES PROGRAMS	\$71.40		
EFT40668	16/02/2024	CARNARVON MENSWEAR	(1): PPE FOR CASUAL GSO: 5 X SHIRTS; 4 X TROUSERS; 5 X LOGO /(2): PPE FOR HORTICULTURIST: 1X SHIRT, 3 X KG POLO, 3 X WORK PANTS, 4 X LOGO /(3): SAFETY BOOTS FOR PARKS AND GARDENS GSO	\$1,143.76		
EFT40669	16/02/2024	COMMUNITY & EVENTS STAFF	REIMBURSEMENT FOR FUEL COST TO TRAVEL TO CARDIBIA STATION FOR JNF (AS A PARTNERSHIP WITH THE SHIRE AS AGREED BY COUNCIL)	\$143.69		
EFT40670	16/02/2024	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	NEW BATTERY FOR TRUCK PTRU2	\$235.00		
EFT40671	16/02/2024	CARNARVON MOTOR WRECKERS	PICK UP ABANDONED TOYOTA CAMRY ON SOUTH RIVER ROAD AND DROP OFF AT RUBBISH TIP	\$220.00		
EFT40672	16/02/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): KITCHEN SUPPLIES FOR ADMIN BUILDING. TEA, COFFEE, SUGAR, MILK ON 13.02.2024 /(2): FOOD SUPPLIES FOR YOUTH PROGRAM ON 14.02.2024: GIRLS GROUP - MINI PIZZA MAKING	\$196.25		
EFT40673	16/02/2024	CARNARVON RIFLE CLUB	COMMUNITY GROWTH FUND, ROUND 3- 2023. AS PER COUNCIL MEETING ON 12.12.2023	\$954.10		
EFT40674	16/02/2024	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT - REGIONAL DEVELOPMENT	DDLS ANIMAL PATHOLOGY TESTING - SPECIMEN OF MEAT SUBMITTED FOR MONOFLUOROACETATE	\$393.09		
EFT40675	16/02/2024	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	ANNUAL COMPLIANCE FEE FOR MINISTERIAL STATEMENT 355 - FASCINE DEVELOPMENT	\$3,500.00		
EFT40676	16/02/2024	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	NATIONAL POLICE CLEARANCES AS PART OF THE ONBOARDING PROCESS FOR WORK REPLACEMENT - WASTE FACILITY - FOR JANUARY 2024	\$49.50		
EFT40677	16/02/2024	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	RETURN FLIGHTS FOR TOURIST INFORMATION OFFICER - ZL2433 CVQ>PER ON WEDNESDAY 20.03.2024; ZL2432 PER-CVQ ON MONDAY 24.03.2024	\$621.52		
EFT40678	16/02/2024	GASCOYNE PLUMBING SOLUTIONS	(1): PUMP OUTS OF DUMP POINT AT FESTIVAL GROUNDS ON 22.12.2023 /(2): PUMP OUTS OF DUMP POINTS AND TOILETS AT THE BLOWHOLES CAMPING AREA ON 22.12.2023 /(3): PUMP OUTS OF DUMP POINTS AND TOILETS AT BUSHBAY/NEWBEACH CAMPING AREA ON 22.12.2023	\$5,406.42		
EFT40679	16/02/2024	GASCOYNE FUNERAL DIRECTORS & MONUMENTALS	GARDEN MAINTENANCE & AMENITY CLEANING AT BROWNS RANGE CEMETERY IN ACCORDANCE WITH RFT 02/2018 FOR THE MONTH OF JANUARY 2024	\$1,792.00		
EFT40680	16/02/2024	GASCOYNE OFFICE EQUIPMENT	(1): 1 X BROTHER 258 XL BLACK TONER; 1 X BROTHER 258XL CYAN TONER; 1 X BROTHER 258XL MAGENTA TONER; 1 X BROTHER 258XL YELLOW TONER; 1 X PAPER PRO STAPLER; 1 X MARGIB POWERTAC FOR THE DEPOT /(2): INITIAL INSPECTION AND MAINTENANCE OF RICOH MP CW2200SP TO RECTIFY POOR QUALITY SCANNING /(3): PRINTING OF EVENT BOOKLETS FOR THE GASCOYNE TRADER'S HISTORY AND HERITAGE EVENT IN 2024: 12 X A3 COLOR PRINT; 2 X GUILLOTINE SERVICE; 20 X A4 250GSM SILK COLORED PRINT; 1 X CUMBERLAND TAPE DISPENSER 18MM X 33M CLEAR-SINGLE; 3 X TICKETS CHECK BOOKS OLYMPIC; 100 X BOOKLET PRINT; 159 X A4 COLOUR PRINT; 1 X PHOTO SCAN	\$1,993.03		
EFT40681	16/02/2024	ROADSTONE WEST PTY LTD	PROVIDE ENGINEERING SERVICES (SUPERVISION AND ADMINISTRATIVE) TO PROJECT MANAGE FLOOD CLAIM AGRN 1021. PAYMENT FOR SERVICES PROVIDED FOR THE PERIOD: 01.01.2024 - 31.01.2024 (PROJECT MANAGER; PROJECT ADMINISTRATOR)	\$4,243.53		
EFT40682	16/02/2024	GHD PTY LTD	IMPROVING FLOOD PREPAREDNESS PROJECT FOR THE PERIOD: 18.12.2023 - 25.01.2024	\$6,127.00		
EFT40683	16/02/2024	INDEPENDENT FUEL SOLUTIONS PTY LTD	(1): SUPPLY OF BULK FUEL (4,000 LTRS) ON 07.02.2024 /(2): DIESELS FOR P389, P390, P303 ON 07.02.2024, DIESEL FOR P398 ON 07.02.2024 /(3): SUPPLY OF BULK FUEL (2,000LTRS) ON 31.01.2024 /(4): DIESEL FOR LOADER P303 ON 31.01.2024	\$12,811.12		
EFT40684	16/02/2024	INTEGRATED ICT	(1): DISASTER RECOVERY SOLUTION FOR THE MONTH OF JANUARY 2024: CLOUD STORAGE STANDARD (TIER 2); DEDICATED BLADE /(2): DEPOT STARLINK INTERNET - WASTE FACILITY - STARLINK DATA PLAN - ICT INTEGRATED SERVICES FOR THE MONTH OF DECEMBER 2023	\$2,010.58		
EFT40685	16/02/2024	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	(1): 4 X TOYO LT225/75R16 TYRES; WHEEL BALANCE; WHEEL ALIGNMENT FOR TOYOTA C12942 (PUTE30) /(2): REPLACE NEW TYRE FOR ISUZU P351	\$2,183.00		
EFT40686	16/02/2024	KLEENIT PTY LTD	(1): RFT 07/2023 PUBLIC SPACE AND FOOTPATH CLEANING FOR THE FORTNIGHT ENDING 11.02.2024 /(2): LABOUR AND PRODUCTS TO CLEAN GRAFFITI FROM GEORGE ST FOOTPATH	\$7,271.00		
EFT40687	16/02/2024	LG BEST PRACTICES PTY LTD	ASSISTANCE WITH PAYROLL BALANCING, RECONCILIATIONS, GENERAL PAYROLL ADVICE ON 10, 11, 16 & 18.01.2024	\$742.50		
EFT40688	16/02/2024	LOHMAN NOMINEES PTY LTD	ELECTRICITY USAGE FOR CARNARVON BUSINESS CENTER FOR THE PERIOD: 03.01.2024 - 01.02.2024	\$93.83		
EFT40689	16/02/2024	MAINTENANCE EXPERTS PTY LTD	ANNUAL DATA HOSTING RENEWAL FROM 27.03.2024 TO 27.03.2025	\$1,650.00		
EFT40690	16/02/2024	MCLEODS BARRISTERS AND SOLICITORS	PROVISION OF DRAFT DEED OF ASSIGNMENT FOR LEASE OVER LOT 515, 62 ROBINSON STREET CARNARVON, SHIRE OF CARNARVON	\$1,500.00		
EFT40691	16/02/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB SKIP BINS	(1): HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED WEEKLY AT THE BLOWHOLES CAMPING AREA ON 08.02.2024 /(2): REFUND FOR INCORRECT CHARGE FOR DOCKET NUMBER 688 (EXTERNAL DISTRICT WASTE. SHOULD BE CHARGED AT GENERAL PUTRESCIBLE)	\$927.00		
EFT40692	16/02/2024	PAYROLL OFFICER	REIMBURSEMENT FOR PAYROLL OFFICER FOR PURCHASING ITEMS FOR CATERING - THE STAFF RECOGNITION AWARDS LUNCHEON 2024	\$120.79		
EFT40693	16/02/2024	OFFICEWORKS LTD	1 X CTN 48 SOFT FACIAL TISSUES; 1 X 5LTR NORTHFORK DISHWASHING LIQUID AND FREIGHT	\$82.23		
EFT40694	16/02/2024	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	1 X WELDING MASK FOR BUILDING SERVICES	\$149.00		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40695	16/02/2024	REPCO PTY LTD	(1): ONE 205 LTR GREEN COOLANT 350000KM FOR DEPOT WORKSHOP / (2): 1X MECHPRO BLUE PLIERS SET 3PC 200MM FOR WORKSHOP / (3): 1 X FILTER TRANSMISSION KIT FOR ISUZU P354 / (4): 1 X RYCO SERVICE KIT FOR ISUZU P354 / (5): 5 X LUBE, FUEL, AIR FILTERS FOR KUBOTA EXCAVATOR P360 / (6): 1 X LED DRIVING LIGHT KIT 180MM FOR TOYOTA PUTE35 / (7): 1 X FILTERS 4WD KIT FOR TOYOTA PUTE30 / (8): 5 X BAG OF RAG TOWELLING 15KG FOR WORKSHOP / (9): 1 X AIR FILTER AND 1 X OIL FILTER FOR TOYOTA P378 / (10): SUPPLY AND DELIVER 5 X DONALDSON FILTERS FOR STREET SWEEPER P347 / (11): SUPPLY AND DELIVER 4 X DONALDSON FILTERS FOR TRACTOR P367 / (12): 1 X RYCO SERVICE KIT FOR COLORADO P298 / (13): HEAT SHRINK DUAL WALL BLACK 39MM FOR DEPOT WORKSHOP / (14): 3 X GATES HI- POWER B SECTION INDUSTRIAL BELT 17MM TOP WIDTH X 1955MM - PART NO B75. FOR MOWER P333 / (15): 8 X WD-40 MULTI PURPOSE LUBRICANT 425G FOR THE DEPOT WORKSHOP / (16): 2 X GATES HI- POWER B SECTION INDUSTRIAL BELT 17MM TOP WIDTH X 1955MM - PART NO B75. FOR MOWER P333 / (17): 1 X GME UHF CB RADIO 5 WATT COMPACT VALUE PACK FOR BACKHOE PBHOE1 / (18): 1 X FUEL FILTER FOR FORD P369	\$3,705.78		
EFT40696	16/02/2024	SEA CONTRACTING PTY LTD	QUARTERLY INSPECTION OF AUTOMATIC DOORS FOR AIRPORT, COUNCIL CHAMBERS, LIBRARY, MAIN OFFICE RECEPTION, EXELOO PUBLIC TOILET	\$1,089.00		
EFT40697	16/02/2024	SHANNON BURKETT	REIMBURSEMENT FOR ARO TRAINEE FOR ARO/WSO TRAINING COURSE IN PERTH (COURSE FEE, ACCOMMODATION, ASIC)	\$4,077.00		
EFT40698	16/02/2024	SHIRE OF UPPER GASCOYNE	ACCOMMODATION AT MOUNT AGUSTUS FOR ONE NIGHT X 3 ROOMS	\$594.00		
EFT40699	16/02/2024	SOUTHERN CROSS AUSTRERO PTY LTD	RADIO ADVERTISEMENT FOR 2 WEEKS IN JANUARY 2024 FOR JOB VACANCIES	\$2,211.00		
EFT40700	16/02/2024	TELSTRA LIMITED	(1): TELEPHONE ACCOUNT 3108660691 (MOBILE PHONES) FOR FEBRUARY 2024 / (2): TELEPHONE ACCOUNT 3108660709 (WASTE FACILITY; EHS; MEDIA & RANGER) FOR FEBRUARY 2024 / (3): OUTSTANDING AMOUNT FOR TELSTRA ACCOUNT 2678247400	\$2,391.56		
EFT40701	16/02/2024	THE TRUSTEE FOR BP SMITH & HA MURPHY TRUST T/AS TELOMAC TACKLE AND CAMPING	2 X CARAVAN STEPS FOR BUS TRAVEL FOR SENIORS - STAY ON YOUR FEET WORKSHOP ON 28.11. 2023	\$109.90		
EFT40702	16/02/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FROM CARNARVON TO PATHWEST FOR ENVIRONMENT & HEALTH DEPARTMENT ON 08.02.2024	\$33.02		
EFT40703	16/02/2024	ANTHONEY JOHN WALLACE T/AS TONY MOWS IT ALL	WEEDING AND MULCHING GARDEN BEDS DOWN THE CBD ON 04.02.2024	\$544.50		
EFT40704	16/02/2024	TOTALLY WORKWEAR GERALDTON	(1): ADDITIONAL PPE FOR INFRASTRUCTURE STAFF: 2 X HVIS REFL SOFT SHELL JACKET; 1 X LOGO / (2): CREDIT AMOUNT FOR WRONG PPE ITEMS: 5 X WORKCOOL2 PANT NAVY 12; 5 X WORKCOOL2 PANT NAVY 10	\$20.66		
EFT40705	16/02/2024	TROPICS HARDWARE	(1): SUPPLY TIMBER CLEANER 4L, EXTERIOR DEPRESS NATURAL 10L AND CABOTE DECK SLEEVE X 3 FOR PAINTING WORK FOR 51 YARDI QUAYS / (2): ALL DIRECTIONAL SHOWER CHROME FOR 10 FOSS CRESCENT PLUMBING WORK; TAPE CLOTH BLACK 50MMX25M FOR 5 AIRPORT CRESCENT CARPENTRY WORK; KEYS CUT FOR AIRPORT BUILDINGS; 2 X BRUSH PAINT ASSTD SIZE 3PK AND PAINT BRUSH SET 4 PACK FOR THE DEPOT / (3): SUPPLY 5 X TOILET TISSUE DISPENSER KIMBERLEY CLARKE FOR PC PELICAN POINT / (4): 2 X TEC BIT PHILLIPS, FILLER NO MORE GAPS FAST DRY WHITE 475G, EDGING ROUND EXTERNAL KD HARDWOOD 30X30MMX2.4M FOR CARPENTRY WORK FOR 09 BUTCHER STREET AND 2 X GREASE WHITE LITHIUM 300G SPECIALIST FOR TOWN BEACH PARK MAINTENANCE / (5): GIFT VOUCHER FOR STAFF MILESTONE AWARD - 5 YEARS - GOVERNANCE & INFORMATION COORDINATOR / (6): 1 X MAKITA IMPACT DRILL 18V LI-ION SKIN / (7): RIVETER PROFESSIONAL HAND TOOL FOR THE DEPOT / (8): PLASTER PATCHING DIY 1.5KG TUB; BROADKNIFE DIY 100MM; QUICKFIX CONTROL SUPA GLUE 3G; EXHAUST FAN 200MM BALL BEARING WHITE FOR CARPENTRY WORK FOR 09 BUTCHER STREET / (9): HPM EXHAUST FAN ROUND WHITE 250MM AND CREDIT FOR EXHAUST FAN 200MM BALL BEARING WHITE FOR 09 BUTCHER STREET / (10): SQUARE RIBBED INSERT; SEALANT SIKAFLEX 11FC GREY 310ML SIK; SOLAGARD GLOSS LIGHT BASE 1LT FOR CIVIC CENTRE CARPENTRY WORK / (11): SHADE SAIL KIT 3 WAY 5/5; 4 X SNAP HOOK ZINC; 6 X CORD SHOCK BLACK FOR AIRPORT BUILDINGS CARPENTRY WORK / (12): SPRAY MARK BLUE X 12 AND SPRAY MARK WHITE X 12 FOR TOWN STREETS RETICULATION WORK / (13): ITEMS FOR METAL WORK FOR HUTCHINSON PARK, BASKETBALL POST: SCOTCH BLUE ORIGINAL PAINTERS TAPE; ROLLER COVER 100MM HI-DENSITY 10 PACK LITTLE RIPPER UNI-PRO; WEATHERFAST PREMIUM SOLVENT ENAMEL; PLASTIC TRAY SOLVENT RESISTANT 75MM; BUSH FOAM HIGH DENSITY 25MM / (14): 6 X PINE CCA 90MM X 45MM, 1 X TEC BIT MAGNETIC BUT HOLDER -1/4 FOR SHIRE DEPOT BENCH FOR SAFE / (15): BREMICK THREADED ROD ZINC PLATED 3/8X4FT; 10 X BREMICK NUT HEX BRITISH STANDARD WIDTHE ZINC PLATED 3/8; 10 X BREMICK WASHER METRIC ZINC PLATED M10; ROD THREADED BSW ZP 3/8 X 36 FOR THE DEPOT BENCH FOR SAFE / (16): WASTE PUG, FLEXOVIT WHEEL CUT OFF THIN 10PK, 2 X WASHER TRAP 38MM CARD FOR PC PELICAN POINT PLUMBING WORK / (17): SUPPLY 2 X CARPENTRY 2 X HARDBATS AND 5 X SUBFLOOR / (18): 7 X WET HIRE OF 6X4 TIP TRUCK FOR 1 DAY; 1 X DRY HIRE OF 8T ROLLER; 1X MOB AND DEMOB OF ROLLER FOR HARBOUR ROAD EARTHWORKS / (2): SUPPLY AND DELIVER 14 TONNES LIMESTONE CRACKER DUST AT THE NEW PUMP TRACK IN HUTCHINSON PARK	\$2,598.40		
EFT40706	16/02/2024	U2 BOBCAT HIRE	(1): 7 X WET HIRE OF 6X4 TIP TRUCK FOR 1 DAY; 1 X DRY HIRE OF 8T ROLLER; 1X MOB AND DEMOB OF ROLLER FOR HARBOUR ROAD EARTHWORKS / (2): SUPPLY AND DELIVER 14 TONNES LIMESTONE CRACKER DUST AT THE NEW PUMP TRACK IN HUTCHINSON PARK	\$4,532.00		
EFT40707	16/02/2024	FRENET WAREHOUSE PTY LTD T/AS UBWH AUSTRALIA	WIFI CONNECTION AT THE WASTE FACILITY - UAP AC LITE AND 10M SHORT BOOT GROUNDED EXTERNAL CAT 5E CABLE	\$203.90		
EFT40708	16/02/2024	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORM ORDERS FOR OPERATIONS SUPPORT PLANNER, NIGHT PATROL OFFICER, OPERATIONS PLANNER, MANAGER ECONOMIC DEVELOPMENT	\$904.20		
EFT40709	16/02/2024	WANGARA TROPHIES	2X PLAQUES FOR STAFF RECOGNITION AWARDS 2024	\$105.00		
EFT40710	16/02/2024	WEST AUSTRALIAN NEWSPAPER LTD	PUBLIC NOTICES: COUNCIL MEETING DATES 2024 ON MIDWEST TIMES WEDNESDAY 10.01.2024 / AUDIT RISK MEETING ON MIDWEST TIMES WEDNESDAY 10.01.2024 / ADVERTISEMENT OF SHIRE OF CARNARVON JOB OPPORTUNITIES IN THE MIDWEST TIMES ON 10 & 17.01.2024 / PUBLIC NOTICE - ANNUAL GENERAL MEETING ON MIDWEST TIMES WEDNESDAY 31.01.2024	\$2,445.96		
EFT40711	22/02/2024	AMY HETHERINGTON	PURCHASE OF JUGGLE COMEDY SHOW ON 08.02.2024 AND ACCOMMODATION; PA HIRE	\$1,501.50		
EFT40712	22/02/2024	APPLE PTY LIMITED	1 X IPHONE 15 - 128GB BLACK FOR RANGERS AFTER-HOURS PHONE	\$1,499.00		
EFT40713	22/02/2024	CALL ASSOCIATES PTY LTD	CONNECT CALL CENTRE SERVICES - OVERCALLS FEE FOR CONTRACT CA0498; COUNCIL/COU2Q CHARGE FOR THE MONTH OF JANUARY 2024	\$163.99		
EFT40714	22/02/2024	CONTROLLED IRRIGATION SUPPLIES	SUPPLY ALL RETICULATION SERVICE AND REPLACEMENT PARTS FOR VERGE MAINTENANCE	\$6,484.95		
EFT40715	22/02/2024	CARNARVON BOWLING CLUB	AGREED CLEANING/HIRE FEE TO CARNARVON BOWLING CLUB FOR HOLDING THE AMY HESLINGTON COMEDY NIGHT - 08.02.2024	\$165.00		
EFT40716	22/02/2024	GASCOYNE AUTO SERVICE	120,000 LOG BOOK SERVICE AND AND BRAKE SYSTEM FLUSH FOR INSUZU P354	\$1,388.57		
EFT40717	22/02/2024	HOMESTEAD HAMPERS	REORDER OF LOCAL PRODUCTS FOR RETAIL SALE AT THE VISITOR CENTRE (MOROCCAN GOAT PIES; CHICKEN PIES; MIXED PIES; PLOUGHMAN GOAT PIES)	\$768.00		
EFT40718	22/02/2024	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	SUPPLY AND FIT 4 X TYRES FOR CESH VEHICLE - TOYOTA HILUX REGO C28452 (P342)	\$1,712.00		
EFT40719	22/02/2024	MARKET CREATIONS AGENCY PTY LTD	PAYMENT FOR PHASE 3 FOR DESIGN AND DEVELOPMENT OF THE VISITOR CENTRE WEBSITE - INCLUDING 12 MONTHS WEBSITE HOSTING AND 12 MONTHS SUPPORT AND MAINTENANCE - ADDITION OF THE 'NEAR ME' MODULE	\$3,617.90		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40720	22/02/2024	MALGORZATA TAYLOR T/AS @G STOP	ARTIST WAGE AND OTHER EXPENSES FOR DAVID BRAD DRIVE WALL MURAL - SCHOOL HOLIDAY PROGRAM - JANUARY 2024	\$5,800.00		
EFT40721	22/02/2024	NINGALOO CLUB PTY LTD	2 X NIGHTS ACCOMMODATION FOR TOP TOURISM FILMING	\$300.00		
EFT40722	22/02/2024	RILEY JOHN BROWN	CONSULTANCY FEES FOR RILEY BROWN: JDAP RFLS; HYENERGY SCHEME AMENDMENT DOCUMENTATION; HYENERGY SCHEME AMENDMENT COUNCIL REPORT	\$352.00		
EFT40723	22/02/2024	SKRIBB MINING TRADING AS CARNARVON SMASH	REMOVE AND REPLACE/REPAIR DAMAGED BONNET ON TOYOTA YARIS, REGO C29002 (P378)	\$2,590.50		
EFT40724	22/02/2024	STEWART & HEATON CLOTHING CO	FIRE PPE FOR GASCOYNE RIVER BUSHFIRE BRIGADE: 1 X FIELD TROUSER PBLUE AS4824 FEM	\$183.68		
EFT40725	22/02/2024	ST JOHN AMBULANCE ASSOCIATION IN WA INC	FIRST AID KIT FOR ART HUB (HOSPITALITY KIT REFILL)	\$176.45		
EFT40726	22/02/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FROM CARNARVON TO PATHWEST ON 13.02.2024 FOR HEALTH & ENVIRONMENT DEPARTMENT	\$33.01		
EFT40727	22/02/2024	WESTRAC PTY LTD	SUPPLY AND DELIVER 2 X SETS OF HOOKS FOR CONNECTION OF ATTACHMENTS ON NEW LOADER - P389	\$2,543.75		
EFT40728	28/02/2024	ADAM COTTRELL	MONTHLY COUNCILLOR SITTING FEE AND COUNCILLOR TRAVELLING FEE ON 27.02.2024	\$1,674.50		
EFT40729	28/02/2024	AVCRM PRODUCTS PTY LTD	ANNUAL RENEWAL OF AVCRM AERODROME MANAGER SOFTWARE PROGRAM - PREMIUM PACKAGE FOR CARNARVON AIRPORT FOR THE PERIOD 17.03.2024 - 16.03.2025	\$6,600.00		
EFT40730	28/02/2024	G BISHOPS TRANSPORT SERVICES PTY LTD AFT GBT SERVICES TRUST	DELIVER 1 X PALLET FROM CORSIGN TO CARNARVON SHIRE DEPOT (TRAMWAY BRIDGE SIGNAGE)	\$114.95		
EFT40731	28/02/2024	BUSINESS NEWS PTY LTD T/AS WESTERN AUSTRALIA BUSINESS NEWS	BUSINESS NEWS SUBSCRIPTION ACCOUNT - SINGLE USER FOR COMMUNICATIONS & ENGAGEMENT OFFICER	\$1,265.00		
EFT40732	28/02/2024	M J WORTHINGTON & A J WORTHINGTON T/A CARNARVON MENSWEAR	(1): 1 X SAFETY BOOTS FOR TRAINEE /(2): 2 X STRECH PANTS FOR HORTICULTURIST /(3): 1 X SEABREEZE CANVAS HAT FOR GENERAL SERVICES OFFICER	\$368.40		
EFT40733	28/02/2024	KEMPTON FAMILY TRUST T/A CARNARVON GLASS & WINDOW TINT	(1): REGLAZE 2 X GLASS PANELS AT REAT OF TOY LIBRARY /(2): REGLAZE DOUBLE HUNG WINDOW IN DEVELOPMENT AREA AT MAIN SHIRE OFFICE	\$969.92		
EFT40734	28/02/2024	CARROLL & RICHARDSON FLAGS	3 X AUSTRALIAN NATIONAL FLAG 1800 X 900MM AND 3 X ABORIGINAL FLAG 1800 X 900MM	\$895.56		
EFT40735	28/02/2024	CARNARVON COMMUNITY COLLEGE PARENTS AND CITIZENS ASSOCIATION INC.	CATERING - HERITAGE WORKSHOP - MORNING TEA FOR 15 PEOPLE ON THURSDAY 22.02.2024	\$187.50		
EFT40736	28/02/2024	CITY OF GREATER GERALDTON	BUILDING CERTIFICATION SERVICES FOR THE MONTH OF JANUARY 2024	\$6,480.40		
EFT40737	28/02/2024	COATES HIRE OPERATIONS PTY LTD	SUPPLY AND DELIVERY OF 2 SETS OF PROBABLE TRAFFIC LIGHTS FOR GRID REPLACEMENT WORKS ON BLOWHOLES ROAD.	\$6,624.48		
EFT40738	28/02/2024	CORSIGN WA PTY LTD	CUSTOM SIGNS FOR TRAMWAY BRIDGE AND FOR SEASONAL BEACH CLOSURE	\$5,481.30		
EFT40739	28/02/2024	RK & U SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	INSTALL UHF RADIO AND ANTENNA TO CAT LOADER - P389	\$776.05		
EFT40740	28/02/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): CLEANING CONSUMABLES AND TEA ROOM SUPPLY ITEMS AT THE DEPOT ON 22/02/2024 ITEMS FOR CYCONE PREPARATION AT THE DEPOT ON 22.02.2024 (SUGAR, BREAD, OIL, MILK ...)/(2): CUBED ICE X 3.5KG FOR THE DEPOT ON 14.02.2024	\$201.43		
EFT40741	28/02/2024	DUN DIRECT PTY LTD	UNLEADED FUEL FOR PSPARK ON 06 & 12.02.2024	\$104.99		
EFT40742	28/02/2024	GASCOYNE PLUMBING SOLUTIONS	(1): ANNUAL RPZ INSPECTION AND REPORT TO WATERCORP - DEPOT STANDPIPE; HILL ST DUMP POINT; AQUATIC CENTRE; LIBRARY - JANUARY 2024 /(2): REPAIR LEAKING TOILET IN COUNCIL CHAMBERS ON 09.02.2024 /(3): SUPPLY AND INSTALL 4 X 20MM ISOLATION VALVES TO TOILET DUCT SYSTEM AT AQUATIC CENTER	\$1,394.45		
EFT40743	28/02/2024	THE TRUSTEE FOR THE SALTWATER UNIT TRUST T/A HERITAGE RESORT SHARK BAY	ACCOMMODATION AT SHARK BAY FOR THE LEMC MEETING- THURSDAY 15.02.2024	\$179.10		
EFT40744	28/02/2024	INDEPENDENT FUEL SOLUTIONS PTY LTD	(1): SUPPLY OF BULK DIESEL FUEL (4,382 LTRS) ON 15.02.2024 /(2): SUPPLY OF BULK DIESEL FUEL (2,225 LTRS) ON 15.02.2024 /(3): SUPPLY OF BULK DIESEL FUEL (6,000 LTRS) ON 22.02.2024 /(4): DIESEL FOR P389 & P303 ON 14.02.2024 /(5): DIESEL FOR P389 & P390 ON 21.02.2024	\$26,300.27		
EFT40745	28/02/2024	INK STATION	PRINTER CARTRIDGES ORDER: 1 X BROTHER TN-2350; 4 PACK BROTHER LC-3319XL; 5 X BROTHER TN-2450	\$181.02		
EFT40746	28/02/2024	KOMATSU AUSTRALIA PTY LTD	8 X TOOTH ROCK CHISEL AND PINS FOR LOADER P304 INCLUDING FREIGHT	\$2,034.30		
EFT40747	28/02/2024	LANDGATE - ACCOUNTS	RURAL UV'S CHARGEABLE, SCHEDULE: R2024/01, DATE: 18.02.2023 TO 19.01.2024	\$74.15		
EFT40748	28/02/2024	LUKE SKENDER	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024	\$1,562.50		
EFT40749	28/02/2024	MARCO PAULO FERREIRINHA	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024	\$1,562.50		
EFT40750	28/02/2024	BURKE MASLEN	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024 AND MONTHLY DEPUTY PRESIDENT'S ALLOWANCE FOR FEBRUARY 2024	\$2,568.83		
EFT40751	28/02/2024	MASLEN, DUDLEY	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024	\$1,562.50		
EFT40752	28/02/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB SKIP BINS	(1): HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED WEEKLY AT THE BLOWHOLES CAMPING AREA ON 15 & 22.02.2024 /(2): HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED FORTNIGHTLY AT THE BUSHBAY CAMPING AREA ON 12.02.2024	\$1,970.00		
EFT40753	28/02/2024	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD	PROVISION OF UNSEALED ROAD GRADING SERVICES AND MINOR WORKS AS PER SCOPE OF WORKS UNDER TENDER RFT 04/2023 FOR THE PERIODS: 16.01.2024 - 02.02.2024 (MAINTENANCE GRADING FOR LYNDON TOERA RD; LYNDON ACCESS RD; MINILYA - LYNDON RD); 05.02.2024 - 18.02.2024 (MAINTENANCE GRADING FOR WILLIAMBURY ACCESS ROAD; MINILYA-LYNDON ROAD)	\$64,916.50		
EFT40754	28/02/2024	NORWEST PROJECT SOLUTIONS	(1): SUPPLY OF ALL LABOUR, MATERIALS AND WORKS AS SPECIFIED IN LETTER OF AWARD FOR RFQ 22/2023 YOUTH PRECINCT LANDSCAPE SPECIFICATION. PAYMENT FOR: PRELIMINARIES - SITE BARRIERS/SIGNAGE; DEMOLITION WORKS; POUR AND FORM CONCRETE EXP AGG; RETAINING WALL WORKS; PLUMBING WORKS; CRACKER DUST /(2): VARIATION TO RFQ 22-2023 YOUTH PRECINCT LANDSCAPE AND SURROUNDS. ITEM 2.3 FORM AND POUR BASKETBALL COURT NOT ACCEPTED AT AWARD. ACCEPTED NOW AFTER BUDGET AMENDMENT	\$107,070.81		
EFT40755	28/02/2024	OFFICEWORKS LTD	STATIONARY ORDER FOR THE MONTH OF JANUARY 2024 (DIARY BKS)	\$145.03		
EFT40756	28/02/2024	PARAMOUNT PICTURES AUSTRALIA PTY	DIGITAL PROJECTION - RENTAL MOVIE: PAW PATROL ON 21.10.2023 (TERMS: 35%); KILLERS OF THE FLOWER MOON - 02.11.2023 (TERMS: 40%)	\$550.00		
EFT40757	28/02/2024	PAUL FRANCIS KELLY	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024	\$1,562.50		
EFT40758	28/02/2024	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	1/8 HEX NIPPLE NO.27 & NO.28 FOR LOADER P389	\$3.48		
EFT40759	28/02/2024	R & L COURIERS	(1): FREIGHT FROM WESTRAC TO CARNARVON ON 31.01.2024 FOR WASTE WHEEL LOADER HYDRAULIC SYSTEM /(2): FREIGHT FROM ATOM TO CARNARVON ON 04.01.2024 /(3): FREIGHT FROM CARNARVON TO WESTRAC ON 05.01.2024 FOR BACKHOE PBHOE1 /(4): FREIGHT FROM GG PUMPS TO CARNARVON ON 24.01.2024 FOR POOL PUMP	\$352.00		
EFT40760	28/02/2024	SEA CONTRACTING PTY LTD	(1): SUPPLY AND CONDUCT INSTALLATION OF CCTV EQUIPMENT AT WASTE FACILITY /(2): SOLUTION LINK SITE MANAGER SOFTWARE, 25 SMART CARDS AND INSTALLATION FOR THE NEW ELECTRONIC GATE AT THE DEPOT /(3): SUPPLY AND INSTALL HIKVISION 16CH SURVEILLANCE SYSTEM AT SHIRE DEPOT	\$10,675.34		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT40761	28/02/2024	SMITH, EDWARD	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024 AND MONTHLY PRESIDENT'S ALLOWANCE FOR FEBRUARY 2024	\$5,587.75		
EFT40762	28/02/2024	THE TRUSTEE FOR THE SWEETMAN NO 2 TRUST T/A SWEET AS CONCRETE	(1): SUPPLY AND DELIVERY OF 116.30M3 OF ROADBASE FOR CONSTRUCTION WORKS AT HARBOUR ROAD / (2): SUPPLY AND DELIVER 25MPA OF SUPREME BLACK CONCRETE FOR AQUATIC CENTRE BBQ INSTALLATION / (3): SUPPLY AND DELIVER OF 2.60M3 OF EXPOSED SUPREME BLACK CONCRETE, EXPOSED AGG, SUPREME BLACK WITH RAINBOW STONE FOR AQUATIC CENTRE BBQ INSTALLATION	\$9,895.64		
EFT40763	28/02/2024	TELSTRA LIMITED	TELEPHONE ACCOUNT 2678247400 FOR THE MONTH OF NOVEMBER 2023, DECEMBER 2023 & FEBRUARY 2024	\$688.70		
EFT40764	28/02/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT ON 14.02.2024 FOR PPE FOR BUSH FIRE BRIGADE AND FREIGHT ON 20.02.2024 FROM CARNARVON TO PATHWEST FOR ENVIRONMENT & HEALTH DEPARTMENT (WATER SAMPLES)	\$88.30		
EFT40765	28/02/2024	ANTHONEY JOHN WALLACE T/AS TONY MOWS IT ALL	WEEDING AND MULCHING GARDEN BEDS DOWN THE CBD ON 19.02.2024	\$544.50		
EFT40766	28/02/2024	U2 BOBCAT HIRE	SUPPLY AND DELIVER RIVER SAND FOR ANNUAL CYCLONE PREPARATION: 100 TONNE TO SHIRE DEPOT, 20 TONNE TO CARNARVON AIRPORT - FOR THE PUBLIC; 15 TONNE TO NORTH RIVER RD NEXT TO SWEETER BANANA - FOR THE PUBLIC	\$2,970.00		
EFT40767	28/02/2024	LUKE VANDELEUR	MONTHLY COUNCILLOR SITTING FEE ON 27.02.2024	\$1,562.50		
EFT40768	28/02/2024	D & J UNIT TRUST THE T/AS WESTQUEST PTY LTD	RENT DUE FOR 95 OLIVIA TERRACE - STAFF HOUSING (DUE AMOUNT TILL 05/03/2024)	\$183.37		
DD40715.1	01/02/2024	SHIRE OF CARNARVON MUNICIPAL FUND	STANDARD NET - PAYROLL PR202 FOR PERIOD 15.01.2024 to 28.01.2024		\$211,805.80	
DD40715.2	01/02/2024	AUSTRALIAN TAXATION OFFICE (PAYG)	TAXATION - PAYROLL PR202 FOR PERIOD 15.01.2024 to 28.01.2024		\$74,696.00	
DD40715.3	01/02/2024	ATO - CHILD SUPPORT AGENCY	SALARY DEDUCTION - CHILD SUPPORT- PAYROLL PR202 FOR PERIOD 15.01.2024 to 28.01.2024		\$1,335.74	
DD40715.4	01/02/2024	AUSTRALIAN SERVICES UNION	SALARY DEDUCTION - UNION A.S.U - PAYROLL PR202 FOR PERIOD 15.01.2024 to 28.01.2024		\$26.50	
DD40715.5	01/02/2024	MAXXIA PTY LTD	SALARY DEDUCTION - MAXXIA TAX - PAYROLL PR202 FOR PERIOD 15.01.2024 to 28.01.2024		\$655.08	
DD40727.1	02/02/2024	TOYOTA FLEET MANAGEMENT	TOYOTA FLEET MANGEMENT MONTHLY PAYMENT - DECEMBER 2023		\$1,875.04	
DD40730.1	02/02/2024	TOYOTA FLEET MANAGEMENT	MONTHLY LEASE FEE- TOYOTA FLEET MANGEMENT MONTHLY PAYMENT - JANUARY 2024		\$1,875.04	
DD40735.1	08/02/2024	ANZ BANK LIMITED	ANZ TRANSACTION FEES FOR PERIOD 01.01.2024 to 31.01.2024		\$449.81	
DD40735.2	06/02/2024	IINET LIMITED	IINET ACCOUNT 1197615741 - MANAGER PLANNING & BUILDING PHONE ACCOUNT 13.02.2024 TO 12.03.2024		\$29.99	
DD40737.1	12/02/2024	IINET LIMITED	IINET ACCOUNT 1197615196 - IT COORDINATOR PHONE ACCOUNT FOR PERIOD 19.02.2024 TO 18.03.2024		\$29.99	
DD40739.1	01/02/2024	ANZ BANK LIMITED	ANZ MERHCANT FEES - JANUARY 2024		\$1,135.47	
DD40739.2	01/02/2024	WESTNET PTY LTD	WESTNET INTERNET CHARGES - FEBRUARY 2024		\$23.95	
DD40741.1	14/02/2024	ANZ BANK LIMITED	ANZ BANK ACCOUNT FEES 14.02.2024		\$49.60	
DD40741.2	14/02/2024	BEAM CLEARING HOUSE	SUPERANNUATION - PAYROLL PR203 FOR THE PERIOD 29.01.2024 to 11.02.2024		\$39,303.86	
DD40747.1	15/02/2024	SG FLEET AUSTRALIA PTY LTD	SG FLEET MONTHLY LEASE PAYMENT- JANUARY 2024		\$27,989.19	
DD40753.1	03/02/2024	ANZ BANK LIMITED	CORPORATE CREDIT CRD RECONCILIATION FOR PERIOD 27.12.2023 to 22.01.2024		\$4,008.58	
DD40756.1	19/02/2024	IINET LIMITED	IINET ACCOUNT 1197615626 - NIGHT PATROL PHONE ACCOUNT FOR PERIOD 25.02.2024 TO 24.03.2024		\$29.99	
DD40758.1	15/02/2024	SHIRE OF CARNARVON MUNICIPAL FUND	STANDARD NET - PAYROLL PR203 FOR PERIOD 29.01.2024 to 11.02.2024		\$216,318.96	
DD40758.2	15/02/2024	AUSTRALIAN TAXATION OFFICE (PAYG)	TAXATION - PAYROLL PR203 FOR PERIOD 29.01.2024 to 11.02.2024		\$76,162.00	
DD40758.3	15/02/2024	ATO - CHILD SUPPORT AGENCY	SALARY DEDUCTION - CHILD SUPPORT- PAYROLL PR203 FOR PERIOD 29.01.2024 to 11.02.2024		\$1,335.74	
DD40758.4	15/02/2024	AUSTRALIAN SERVICES UNION	SALARY DEDUCTION - UNION A.S.U - PAYROLL PR203 FOR PERIOD 29.01.2024 to 11.02.2024		\$26.50	
DD40758.5	15/02/2024	MAXXIA PTY LTD	SALARY DEDUCTION - MAXXIA TAX - PAYROLL PR203 FOR PERIOD 29.01.2024 to 11.02.2024		\$655.08	
DD40760.1	23/02/2024	3E Advantage Pty Limited	RICOH COPIER RENTAL PAYMENT - FEBRUARY 2024		\$410.30	
DD40762.1	29/02/2024	SHIRE OF CARNARVON MUNICIPAL FUND	STANDARD NET - PAYROLL PR204 FOR PERIOD 12.02.2024 to 25.02.2024		\$217,152.63	
DD40762.2	29/02/2024	BEAM CLEARING HOUSE	SUPERANNUATION - PAYROLL PR204 FOR PERIOD 12.02.2024 to 25.02.2024		\$38,266.31	
DD40762.3	29/02/2024	AUSTRALIAN TAXATION OFFICE (PAYG)	TAXATION - PAYROLL PR204 FOR PERIOD 12.02.2024 to 25.02.2024		\$78,550.00	
DD40762.4	29/02/2024	ATO - CHILD SUPPORT AGENCY	SALARY DEDUCTION - CHILD SUPPORT- PAYROLL PR204 FOR PERIOD 12.02.2024 to 25.02.2024		\$1,335.74	
DD40762.5	29/02/2024	AUSTRALIAN SERVICES UNION	SALARY DEDUCTION - UNION A.S.U - PAYROLL PR204 FOR PERIOD 12.02.2024 to 25.02.2024		\$26.50	
DD40762.6	29/02/2024	MAXXIA PTY LTD	SALARY DEDUCTION - MAXXIA TAX - PAYROLL PR204 FOR PERIOD 12.02.2024 to 25.02.2024		\$655.08	
DD40762.7	29/02/2024	DE LAGE LANDEN PTY LIMITED	IT EQUIPMENT LEASE PAYMENT - FEBRUARY 2024		\$6,786.45	
			<b>TOTAL</b>	<b>\$1,589,277.80</b>	<b>\$1,003,000.92</b>	<b>\$0.00</b>
			TOTAL MUNI EFT	\$1,589,277.80		
			TOTAL BANK DIRECTS	\$1,003,000.92		
			CHEQUES	\$0.00		
			<b>TOTAL</b>	<b>\$2,592,278.72</b>		



### ANZ CORPORATE CARD

STATEMENT PERIOD: 23/01/24 to 22/02/24

ACCOUNT NUMBER: 4564-8002-9909-9005

☎ Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

053/15



SHIRE OF CARNARVON  
SHIRE OF CARNARVON  
CHIEF EXECUTIVE OFFICER  
PO BOX 459  
CARNARVON WA 6701

#### STATEMENT OF ACCOUNT

Opening Balance	\$4,008.58
Payment Due Date	07/03/2024
Closing Balance	\$4,368.49

Date	Description	Amount \$A
<b>IMPORTANT MESSAGES</b>		
YOUR AGREED PAYMENT WILL BE DEBITED FROM YOUR ACCOUNT 016610 00433409426 ON 07/03/24		
05/02/2024	PAYMENT - THANK YOU	4,008.58CR
22/02/2024	PURCHASES	4,368.49
END OF STATEMENT		

#### General Information

**Please keep cards secure and PINs confidential at all times.**

Please check this Statement of Account and ensure all Cardholders check their Cardholder Activity Reports carefully. Immediately advise us of any unauthorised use of any cards linked to this Billing Account (or Card PIN where applicable), any disputed transactions, or any other error by calling the ANZ Commercial Cards Customer Service Centre on the number above.

#### YOUR PAYMENT OPTIONS



**ANZ Internet Banking**  
www.anz.com Payments made after 10pm (EST) will be processed the next business day.



**By Mail**  
Tear off this slip and mail to GPO BOX 607, Melbourne, VIC 3001



**BPAY Payments - Biller Code 6007**  
BPAY payments from ANZ accounts made after 6pm (EST) will be processed the next business day. Check with your institution for cut-off times. Your bill reference number is your ANZ account number.



**CardPay Direct**  
To ask about setting up a convenient direct debit payment please call 13 22 73.



**ANZ Phone Banking**  
13 22 73 Payments made after 10pm (EST) will be processed the next business day.



**Direct Credit via EFT**  
Payments to your Account can be made via Electronic Funds Transfer (EFT) from your nominated account.

<b>Account Number</b>	4564-8002-9909-9005
<b>Account Name</b>	SHIRE OF CARNARVON
<b>Amount Paid</b>	
<b>Due Date</b>	07/03/2024

ANZ710004642424



**Cardholder Summary Report**

STATEMENT PERIOD: 23/01/2024 to 22/02/2024

Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

13,000  
06/24

**SHIRE OF CARNARVON**  
**SHIRE OF CARNARVON**  
**Billing Account Credit Limit:**  
Nominated Financial Year End:

Cardholder Details	Credit Limit	Transaction Limit	Total Purchases \$A No.	Total Cash Advances \$A No.	Other CR/DR & Payments	Total Month Expenditure	YTD Expenditure
DAVID NIELSEN * 000XXXXXXXXXX493418	3,000		0.00 0	0.00 0	0.00	0.00	1,817.10
ANDREA SELVEY * 000XXXXXXXXXX867909	5,000	2,000	0.00 0	0.00 0	0.00	0.00	2,253.70
KIERAN COOMEY 000XXXXXXXXXX016910	2,000	1,500	179.32 2	0.00 0	0.00	179.32	3,397.65
DANNIELLE HILL 000XXXXXXXXXX197900	3,000		2,310.71 11	0.00 0	0.00	2,310.71	15,089.29
STEPHANIE LECA 000XXXXXXXXXX413075	2,000		1,300.66 3	0.00 0	0.00	1,300.66	10,631.23
ALAN JOHN THORNTON 000XXXXXXXXXX443585	5,000	5,000	577.80 4	0.00 0	0.00	577.80	13,223.12
<b>SUB-TOTAL (\$A)</b>			<b>4,368.49</b>	<b>0.00</b>	<b>0.00</b>	<b>4,368.49</b>	<b>46,412.09</b>

Account Fee Summary	Number
Annual Card Fee	0 cards
Rewards Fee	0 cards
Cash Advance (over-the-counter)	0 withdrawals
Cash Advance (ATM)	0 withdrawals
Cash Advance (Other)	0 withdrawals
All other fees and charges	0.00
<b>TOTALS (\$A) including all fees and charges</b>	<b>0.00</b>
	<b>4,368.49</b>
	<b>46,412.09</b>

*\*No transactions on D.Nielsen & A.Selvey cards during this statement period  
No cardholder Activity Report therefor provided by ANZ.  
No credit card reconciliation completed for either card holder.*





**Cardholder Activity Report**  
 STATEMENT PERIOD: 23/01/2024 to 22/02/2024  
 Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Credit Limit 2,000  
 Transaction Limit 1,500  
 Cash Advance Limit (ATM)  
 Cash Advance Limit (over-the-counter)

KIERAN COOMEY  
 SHIRE OF CARNARVON  
 PO BOX 459  
 CARNARVON WA 6701

Card Number 000XXXXXXXXXX016910

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
01/02/2024	DOT CARNARVON BOAT HAR CARNARVON	76.60				6.96	
13/02/2024	DS AGENCIES PL BAYSWATER	102.72 ✓				9.33	
<b>TOTAL (\$A)</b>		179.32	0.00	0.00		16.29	

Certified by (Cardholder Name) *Kieran Coomey*

Date *17-3-24*

*[Signature]*

Authorised by *S. Purcell*

Date *18.3.24*

Opening Expenditure Nominated Financial YTD 3,218.33

Total for this month 179.32

Total Expenditure Nominated Financial YTD 3,397.65



CORPORATE CREDIT CARD RECONCILIATION

STATEMENT PERIOD: FROM		TO		NAME CREDIT CARD HOLDER:						
TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)				
13/12/24	OS Group	2x Replacement Hybrid Toilet tank.	0466	923	510	102.72				
11/2/24	DOT Cannavan	undercharge - license for P389 loader	P389	298	901	76.60				
						<b>TOTAL</b>	<b>179.32</b>			

Name (cardholder) *Kieran Cooney* ..... Signed: (cardholder) *X 12-3-24* .....

Date: (insert date) *X 23/3/24* ..... Finance Officer (Verified) *J. Pitt 04* .....

Please attach all invoices to this template, noting the following:

1. Must be a valid tax invoice (please contact Creditors if you have any queries regarding this)
  2. A job number, cost centre and element type must be allocated for each invoice
  3. Please state what each invoice is for i.e. flights to Melbourne for Water Conference, lunch for supervisors
  4. If item is food/beverage/entertainment related please record who was in attendance i.e. 2 staff members, 4 elected members, 2 others
- \*\* If no tax invoice is supplied a Statutory Declaration of expenditure must be provided for consideration to the Chief Executive Officer to certify that all the purchases are of a business nature.



**Cardholder Activity Report**  
 STATEMENT PERIOD: 23/01/2024 to 22/02/2024  
 Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Credit Limit 3,000  
 Transaction Limit  
 Cash Advance Limit (ATM)  
 Cash Advance Limit (over-the-counter)

DANNIELLE HILL  
 SHIRE OF CARNARVON  
 PO BOX 459  
 CARNARVON WA 6701

Card Number 000XXXXXXXXXX197900

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks
30/01/2024	eBay O*25-11107-29993 San Jose ✓	285.92			25.99		
30/01/2024	INCL OVERSEAS TXN FEE 8.33 AUD ✓						
31/01/2024	BOUND TO IMPRESS P/L BOXHILL SOUTH ✓	70.53			6.41		
31/01/2024	WANEWSDTI Osborne Park ✓	28.00			2.54		
02/02/2024	LinkedIn JOB 9180881016 North Sydney ✓	267.84			24.34		
06/02/2024	STATE OF SOCIAL 23 MT HAWTHORN ✓	764.50			69.50		
06/02/2024	INET LTD N SYDNEY ✓	10.00			0.90		
13/02/2024	SQ *GASCOYNE FOOD COUNCIL 1800595310 ✓	123.00			11.18		
14/02/2024	BAYVIEW CRL BAY PL COTTESLOE ✓	191.90			17.44		
14/02/2024	BAYVIEW CRL BAY PL COTTESLOE ✓	191.90			17.44		
19/02/2024	WOOLWORTHS/CARNARVON BVD CARNARVON ✓	70.65			6.42		
20/02/2024	Upwork -66844270REF Upwork.com/bi ✓	306.47			27.86		
20/02/2024	INCL OVERSEAS TXN FEE 8.93 AUD ✓						
<b>TOTAL (\$A)</b>		<b>2,310.71</b>	<b>0.00</b>	<b>0.00</b>	<b>210.02</b>		

Date 18.3.24

Certified by (Cardholder Name)

Date 18.3.24

Authorised by J. Purcell

Opening Expenditure Nominated Financial YTD 12,778.58

Total for this month 2,310.71

Total Expenditure Nominated Financial YTD 15,089.29

CORPORATE CREDIT CARD RECONCILIATION



STATEMENT PERIOD: FROM 23.01.24 TO 22.02.24 NAME CREDIT CARD HOLDER: DANNIELE HILL						
TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
30.01.24	EBAY	PART FOR THERMAL BINDING MACHINE	103620			285.92
31.01.24	BOUND TO IMPRESS	THERMAL BINDING COVERS	103320			70.53
31.04.24	WA NEWS	MONTHLY SUBSCRIPTION TO WA E NEWS	1951	142	260	28.00
02.02.24	LINKEDIN	JOB ADVERTISING – SENIOR FINANCE OFFICER	154520.04			267.84
06.02.24	STATE OF SOCIAL	REGISTRATION – COMMUNICATIONS CONFERENCE	111920			764.50
06.02.24	IINET LTD	IINET MOBILE PLAN – LIBRARY EMERGENCY MOBILE	135620.03			10.00
13.02.24	GASCOYNE FOOD COUNCIL	COMPLIMENTARY TICKETS FOR CITY COCKBURN MAYOR	101720			123.00
14.02.24	BAYVIEW CORAL BAY	ACCOMMODATION – TOURISM TOWN CAMPAIGN	142620			191.90
14.02.24	BAYVIEW CORAL BAY	ACCOMMODATION – TOURISM TOWN CAMPAIGN	142620			191.90
19.02.24	WOOLWORTHS	CATERING FOR 3 DAY TRAINING WORKSHOP	111920			70.65
20.02.24	UPWORK	OUTSOURCING ACCOMMODATION CAMPAIGN VIDEO COMPILATION	1951	367	510	306.47
					<b>TOTAL</b>	<b>\$2,310.71</b>

Name (cardholder) ..... *Dannielle Hill* ..... Signed: (cardholder) ..... *[Signature]* .....

Date: (insert date) ..... *11.3.24* ..... Finance Officer (Verified) ..... *[Signature]* .....



**Cardholder Activity Report**  
 STATEMENT PERIOD: 23/01/2024 to 22/02/2024  
 Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Credit Limit 2,000  
 Transaction Limit  
 Cash Advance Limit (ATM)  
 Cash Advance Limit (over-the-counter)

STEPHANIE LECA  
 SHIRE OF CARNARVON  
 3 FRANCIS ST  
 CARNARVON WA 6701

Card Number 000XXXXXXXXXX413075

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
31/01/2024	FACEBK VR9DSXP0X2.fb.me/ads	195.39			17.76		
31/01/2024	INCL OVERSEAS TXN FEE 5.69 AUD						
17/02/2024	VIVIDADS.COM.AU DERRIMUT	941.50			85.59		
18/02/2024	ORG SUB FEE HTTPSWWW.EVEN	163.77			14.88		
18/02/2024	INCL OVERSEAS TXN FEE 4.77 AUD						
<b>TOTAL (\$A)</b>		1,300.66	0.00	0.00		118.23	

Opening Expenditure Nominated Financial YTD 9,330.57  
 Certified by (Cardholder Name) *Stephanie Leca* Date *16.3.24*

Total for this month 1,300.66  
 Authorised by *[Signature]* Date *18.3.24*

Total Expenditure Nominated Financial YTD 10,631.23



CORPORATE CREDIT CARD RECONCILIATION

STATEMENT PERIOD: FROM 23/1/24 TO 22/2/24 NAME CREDIT CARD HOLDER: Stephanie Leca

TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
31.01.24	Facebook ads.	Ongoing Facebook ads for executive tourism	1951	367510		\$195.31
17.2.24	Vivid ads	Banners for community But also covered by Recv fund used.	137	200.04		\$141.50
18.2.24	Eventbrite	Subscription to seal-and promote tickets.	174	120.04		\$167.72
TOTAL						\$ 1300.66

Name (cardholder) ..... Signed: (cardholder) .....  
 Date: (insert date) 16.08.2024 ..... Finance Officer (Verified) V. Pinicori

Please attach all invoices to this template, noting the following:

1. Must be a valid tax invoice (please contact Creditors if you have any queries regarding this)
2. A job number, cost centre and element type must be allocated for each invoice
3. Please state what each invoice is for (i.e. flights to Melbourne for Water Conference, lunch for supervisors)
4. If item is food/beverage/entertainment related please record who was in attendance i.e. 2 staff members, 4 elected members, 2 others

\*\* If no tax invoice is supplied a Statutory Declaration of expenditure must be provided for consideration to the Chief Executive Officer to certify that all the purchases are of a business nature.



**Cardholder Activity Report**  
 STATEMENT PERIOD: 23/01/2024 to 22/02/2024  
 Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Credit Limit 5,000  
 Transaction Limit 5,000  
 Cash Advance Limit (ATM)  
 Cash Advance Limit (over-the-counter)

ALAN JOHN THORNTON  
 SHIRE OF CARNARVON  
 3 FRANCIS ST  
 CARNARVON WA 6701

Card Number 000XXXXXXXXXX443585

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
08/02/2024	Starlink Australia PTY LTD Sydney	313.00			28.45		
19/02/2024	QUAD LOCK AU PRAHRAN	134.80			12.25		
20/02/2024	MATE COMMUNICATE PTY LTD WETHERILL PAR	65.00			5.90		
20/02/2024	MATE COMMUNICATE PTY LTD WETHERILL PAR	65.00			5.90		
<b>TOTAL (\$A)</b>		<b>577.80</b>	<b>0.00</b>	<b>0.00</b>	<b>52.50</b>		

Date 2024

Certified by (Cardholder Name)  
*Alan Thornton*

Date 2024

Authorised by  
*J. Pricola*

Opening Expenditure Nominated Financial YTD 12,645.32

Total for this month 577.80

Total Expenditure Nominated Financial YTD 13,223.12

CORPORATE CREDIT CARD RECONCILIATION



STATEMENT PERIOD: FROM 23/01/2024 TO 22/02/2024			NAME CREDIT CARD HOLDER: Alan Thornton			
TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
08/02/2024	Starlink Australia PTY LTD	Mobile – Regional Subscription (23/02/24 – 01/03/24) 1982 North West Coastal Highway	0073	359	503	\$313.00
19/02/2024	QuadLock AU	MAG Wireless Charging Head for Live Streaming Equipment	FE0001.04			\$134.80
20/02/2024	Mate Communicate PTY LTD	Internet Connection - 10 Foss Crescent	0116	359	503	\$65.00
20/02/2024	Mate Communicate PTY LTD	Internet Connection - U20, 19 Marmion Street	0126	359	503	\$65.00
<b>TOTAL</b>						<b>\$577.80</b>

Name (cardholder) *Alan Thornton* Signed: (cardholder) *[Signature]*  
 Date: (insert date) *11-3-24* Finance Officer (Verified) *[Signature]*

Please attach all invoices to this template, noting the following:  
 1. Must be a valid tax invoice (please contact Creditors if you have any queries regarding this)  
 2. A job number, cost centre and element type must be allocated for each invoice  
 3. Please state what each invoice is for i.e. flights to Melbourne for Water Conference, lunch for supervisors  
 4. If item is food/beverage/entertainment related please record who was in attendance i.e. 2 staff members, 4 elected members, 2 others

\*\* If no tax invoice is supplied a Statutory Declaration of expenditure must be provided for consideration to the Chief Executive Officer to certify that all the purchases are of a business nature.



**Shire of Carnarvon**

**MONTHLY FINANCIAL REPORT  
(Containing the Statement of Financial Activity)  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

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

**TABLE OF CONTENTS**

* Statement of Financial Activity by Nature or Type with Explanation of Material Variances.	2
* Note 1      Composition of Net Current Assets	5
* Note 2      Statement of Financial Position	6
Index to Notes for other supporting Information	7

\* Required by Legislation

NOTE:

In July 2022 Regulation 34 changed. Local Governments are required to Report the Statement of Financial Activity and Variances by Nature or Type.

The Shire adopted the annual budget for 2023-2024 on 22nd August 2023 . The following report provides the requirements to comply with the Local Government (Financial Management) Regulations 1996, plus other supporting notes for information.

The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation.

STATUTORY STATEMENT Local Government (Financial Management) Regulations 34 and 34(2)(b)

REG 34(3)

REG 34(2)

SHIRE OF CARNARVON

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

BY NATURE OR TYPE

Ref	REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	REG 34(1)(d)		Permanent/ Timing	Explanation of Variance
	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)		
Note	\$	\$	\$	\$	\$	%		
<b>Revenue from operating activities</b>								
Rates	10	6,670,997	6,703,497	6,680,575	6,627,093	(53,482)	(0.80%)	Within Variance
Specified area rates	10	284,268	284,268	284,268	284,499	231	0.08%	Within Variance
Operating grants, subsidies and contributions	12	7,564,910	7,976,870	5,615,645	4,968,954	(646,691)	(11.52%)	▼ Timing Refer to Note 12 for details - Transport Grants including AGRN Flood damage and Flood preparedness net to \$759K lower than YTD budget, actuals are based on progress claims to be made throughout the year. Education grants are \$85K higher than YTD budget. The are expected to be timing variance with the claiming of funds for those projects.
Fees and charges		3,561,650	3,434,363	2,535,985	2,673,449	137,464	5.42%	Within Variance
Service charges		0	0	0	0	0	0.00%	With Variance
Interest earnings		130,000	391,712	227,510	231,127	3,617	1.59%	Within Variance
Other revenue		300,694	428,011	322,946	352,056	29,110	9.01%	Within Variance
Profit on disposal of assets		36,296	36,296	26,796	0	(26,796)	(100.00%)	▼ Timing Staff will process recent asset disposals in the asset register as soon as possible.
		<b>18,548,815</b>	<b>19,255,017</b>	<b>15,693,725</b>	<b>15,137,178</b>	(556,547)		
<b>Expenditure from operating activities</b>								
Employee costs		(7,991,365)	(8,254,326)	(5,502,836)	(5,839,041)	(336,205)	(6.11%)	Within Variance
Materials and contracts		(13,510,057)	(14,094,728)	(10,668,041)	(7,598,379)	3,069,662	28.77%	▼ Timing Lower than YTD budget expenditure in Transport (Flood Damage, Improving Flood preparedness, Road maintenance and airport operations)\$2.01M, Community Amenities (Public facilities maintenance, Town planning, sanitation & refuse expenses)\$510K, Recreation and Culture (Parks and Gardens maintenance, Community Art Hub) \$410K, Economic Services incl Area promotion and Heritage \$122K and Governance \$170K. These are expected to be timing variances that will even out during the year.
Utility charges		(915,163)	(870,879)	(535,721)	(547,144)	(11,423)	(2.13%)	Within Variance
Depreciation on non-current assets		(8,334,555)	(8,098,230)	(5,401,212)	(5,979,095)	(577,883)	(10.70%)	▲ Timing Depreciation expense is higher than YTD budget. Staff are reviewing asset data to ensure depreciation calculations are in line with valuations. This has no cash impact on the Shires position.
Interest expenses		(109,113)	(109,045)	(61,523)	(58,021)	3,502	5.69%	Within Variance
Insurance expenses		(595,713)	(666,858)	(450,867)	(671,895)	(221,028)	(49.02%)	▲ Timing Insurance expenses budget timing requires reallocation to match actual expenditure, which is via 2 instalments early in the financial year.
Other expenditure		(414,819)	(406,680)	(276,868)	(231,533)	45,335	16.37%	▼ Timing Member expenses are \$42K lower than YTD budget. This is a timing variance that will even out before year end.
Loss on disposal of assets		(58,000)	(58,000)	(55,000)	0	55,000	100.00%	▼ Timing Staff will process recent asset disposals in the asset register as soon as possible.
		<b>(31,928,785)</b>	<b>(32,558,746)</b>	<b>(22,952,068)</b>	<b>(20,925,108)</b>	2,026,960		
<b>Non-cash amounts excluded from operating activities</b>								
Less: Profit on asset disposals	7b	(36,296)	(36,296)	(26,796)	0	26,796	(100.00%)	
Add: Loss on disposal of assets	7b	58,000	58,000	55,000	0	(55,000)	(100.00%)	
Add: Depreciation on assets		8,334,555	8,098,230	5,401,212	5,979,095	577,883	10.70%	▲ Timing Depreciation expense is higher than YTD budget. Staff are reviewing asset data to ensure depreciation calculations are in line with valuations. This has no cash impact on the Shires position.
Less: Movement in Provisions		0	0	0	31,468	31,468	0.00%	
Less: Movement in Local Govt House trust		0	0	0	(2,942)	(2,942)	0.00%	
		<b>8,356,259</b>	<b>8,119,934</b>	<b>5,429,416</b>	<b>6,007,621</b>	578,205	(189.30%)	
<b>Amount attributable to operating activities</b>		<b>(5,023,711)</b>	<b>(5,183,795)</b>	<b>(1,828,927)</b>	<b>219,691</b>	2,075,092		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

▲ = More than Budget, ▼ = Less than Budget,

STATUTORY STATEMENT Local Government (Financial Management) Regulations 34 and 34(2)(b)

REG 34(3)

REG 34(2)

SHIRE OF CARNARVON

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

BY NATURE OR TYPE

Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Permanent/ Timing	Explanation of Variance		
Note	REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	REG 34(1)(d)	REG 34(1)(d)				
<b>Investing activities</b>										
Capital grants, subsidies and contributions	11	9,276,105	9,794,149	5,757,031	4,380,470	(1,376,561)	(23.91%)	▲	Timing	Refer to Note 11 for detail of Capital grants timing variances.
Less Unspent Non-Operating Grants (Contract Liabilities)	11	0		0	0	0	0.00%			
<b>Net Non-Operating Grants</b>		<b>9,276,105</b>	<b>9,794,149</b>	<b>5,757,031</b>	<b>4,380,470</b>	<b>(1,376,561)</b>				
Proceeds from disposal of assets		98,636	98,636	13,636	13,636	0	0.00%			
Payments for property, plant and equipment and infrastructure	7	(14,628,096)	(14,740,270)	(11,842,020)	(6,192,890)	5,649,130	47.70%	▲	Timing	Refer to individual projects on Note 7. Variances are due to timing of budget allocation.
<b>Net Non-Operating Expenditure</b>		<b>(14,529,460)</b>	<b>(14,641,634)</b>	<b>(11,828,384)</b>	<b>(6,179,254)</b>	<b>5,649,130</b>				
<b>Amount attributable to investing activities</b>		<b>(5,253,355)</b>	<b>(4,847,485)</b>	<b>(6,071,353)</b>	<b>(1,798,784)</b>	<b>4,272,569</b>				
<b>Financing Activities</b>										
Proceeds from new debentures	13	1,996,000	1,996,000	1,996,000	0	(1,996,000)	(100.00%)	▼	Timing	Loan application is with WATC
Transfer from reserves	6	1,045,702	1,262,702	0	0	0	0.00%			Within Variance
Payments for principal portion of lease liabilities		(351,698)	(351,698)	(241,986)	(241,986)	0	0.00%			Within Variance
New Current Lease Liability		0	0	0	0	0	0.00%			Within Variance
Repayment of debentures	13	(283,785)	(283,785)	(140,603)	(140,603)	0	0.00%			Within Variance
Transfer to reserves	6	(329,962)	(416,293)	(13,134)	(13,134)	0	0.00%			Within Variance
<b>Amount attributable to financing activities</b>		<b>2,076,257</b>	<b>2,206,926</b>	<b>1,600,277</b>	<b>(395,723)</b>	<b>(1,996,000)</b>				
<b>Opening funding surplus / (deficit)</b>	1	<b>8,200,809</b>	<b>7,824,354</b>	<b>7,824,354</b>	<b>7,824,354</b>	<b>0</b>	<b>0.00%</b>			
<b>Amount attributable to operating activities</b>		<b>(5,023,711)</b>	<b>(5,183,795)</b>	<b>(1,828,927)</b>	<b>219,691</b>	<b>2,048,618</b>	<b>(112.01%)</b>			
<b>Amount attributable to investing activities</b>		<b>(5,253,355)</b>	<b>(4,847,485)</b>	<b>(6,071,353)</b>	<b>(1,798,784)</b>	<b>4,272,569</b>	<b>(70.37%)</b>			
<b>Amount attributable to financing activities</b>		<b>2,076,257</b>	<b>2,206,926</b>	<b>1,600,277</b>	<b>(395,723)</b>	<b>(1,996,000)</b>	<b>(124.73%)</b>			
<b>Closing funding surplus / (deficit) REG 34(1)(e)</b>	1	<b>0</b>	<b>0</b>	<b>1,524,351</b>	<b>5,849,538</b>	<b>4,325,187</b>	<b>283.74%</b>			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

▲ = More than Budget,

▼ = Less than Budget,

The material variance adopted by Council for the 2022-23 year is \$10,000 or 10.00% whichever is greater.

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

**KEY TERMS AND DESCRIPTIONS**

**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**EXPENSES**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction or new or the upgrading of identifiable non financial 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.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage fees, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**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. Exclude rubbish removal charges. 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.

**PROFIT ON ASSET DISPOSAL**

Excess of assets received over the net book value for assets on their disposal.

**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, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures 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**

Shortfall between the value of assets received over the net book value for assets on their disposal.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

GROUP OF CARRIAGES

STATUTORY STATEMENT Local Government (Financial Management) Regulations 34(2)(a)  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 29 FEBRUARY 2024

Note

Explanation of the composition of net current assets

	Notes	Opening Position		Closing Position		YTD Actual (b) 29/02/2024
		Adopted Budget	Last Years Closing	This time 2 months ago	This time last month	
		Opening funding surplus/(deficit) calculation	Closing Surplus 22/23, UnAudited Bfwd Actual 23/24	31/12/2023	31/01/2024	
		\$	\$	\$	\$	\$
<b>Net current assets used in the Statement of Financial Activity</b>						
<b>Current assets</b>						
Cash and cash equivalents	5	8,053,233	8,053,227	6,852,186	7,133,235	5,900,121
Cash backed Reserves		3,898,149	3,898,149	3,911,283	3,911,283	3,911,283
Rates receivables		994,378	994,378	2,761,307	2,467,880	2,009,000
Receivables	8	286,346	1,218,706	257,028	495,283	676,500
Contract Assets		1,060,058	875,950	0	875,950	875,950
Inventories		28,249	35,957	57,208	57,208	57,208
<b>Total Current assets</b>		<b>14,320,413</b>	<b>15,076,367</b>	<b>13,839,013</b>	<b>14,940,838</b>	<b>12,554,212</b>
<b>Less: Current liabilities</b>						
Payables		(261,337)	(1,342,231)	(507,193)	(1,525,360)	(887,390)
Contract liabilities		(1,960,118)	(2,011,633)	(1,906,047)	(1,906,047)	(1,906,047)
Borrowings	13	(283,785)	(283,785)	(283,785)	(143,182)	(143,182)
Lease liabilities	14	(351,698)	(351,698)	(174,753)	(144,207)	(109,710)
Employee Provisions		(744,176)	(998,516)	(992,491)	(992,491)	(992,491)
<b>Total Current liabilities</b>		<b>(3,601,114)</b>	<b>(4,987,863)</b>	<b>(3,864,269)</b>	<b>(4,711,287)</b>	<b>(4,038,820)</b>
<b>Net Currents Assets</b>		<b>10,719,299</b>	<b>10,088,504</b>	<b>9,974,744</b>	<b>10,229,551</b>	<b>8,515,412</b>
<b>Less: Adjustments to net current assets</b>						
Less: Reserves - restricted cash	6	(3,898,149)	(3,898,149)	(3,911,283)	(3,911,283)	(3,911,283)
Add: Borrowings included in Budget	13	283,785	283,785	283,785	143,182	143,182
Add: Lease liabilities included in Budget	14	351,698	351,698	174,753	144,207	109,710
Add: Provisions - employee		744,176	998,516	992,491	992,491	992,491
<b>Total adjustments to net current assets</b>		<b>(2,518,490)</b>	<b>(2,264,150)</b>	<b>(2,460,254)</b>	<b>(2,631,403)</b>	<b>(2,665,890)</b>
<b>Funding surplus/(deficit) (NET CURRENT ASSETS)</b>		<b>8,200,809</b>	<b>7,824,354</b>	<b>7,514,490</b>	<b>7,598,149</b>	<b>5,849,522</b>

NOTE

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**HIRE OF CARNARVON  
STATEMENT OF FINANCIAL POSITION  
OR THE PERIOD ENDED 29 FEBRUARY 2024**

		<b>Note 2</b>	
	<b>NOTE</b>	<b>29/02/2024</b>	<b>Unaudited</b>
		<b>\$</b>	<b>30/06/2023</b>
			<b>\$</b>
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	9,811,462	11,951,376
Trade and other receivables	5	2,685,592	3,089,034
Inventories	6	57,208	35,957
<b>TOTAL CURRENT ASSETS</b>		<b>12,554,262</b>	<b>15,076,367</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	5	92,518	92,518
Other financial assets at fair value	4(b)	180,030	177,088
Property, plant and equipment	7(a)	32,416,819	32,322,985
Infrastructure	8(a)	274,381,721	274,277,269
Right-of-use assets	10(a)	494,699	516,683
<b>TOTAL NON-CURRENT ASSETS</b>		<b>307,565,787</b>	<b>307,386,543</b>
<b>TOTAL ASSETS</b>	<b>24(d)</b>	<b>320,120,049</b>	<b>322,462,910</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	11	887,394	1,342,231
Other liabilities	12	1,906,047	2,011,633
Lease liabilities	10(b)	109,712	351,698
Borrowings	13	143,182	283,785
Employee related provisions	14	992,491	998,516
<b>TOTAL CURRENT LIABILITIES</b>		<b>4,038,826</b>	<b>4,987,863</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities	10(b)	194,509	194,509
Borrowings	13	1,595,677	1,595,677
Employee related provisions	14	77,006	77,006
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,867,192</b>	<b>1,867,192</b>
<b>TOTAL LIABILITIES</b>		<b>5,906,018</b>	<b>6,855,055</b>
<b>NET ASSETS</b>		<b>314,214,031</b>	<b>315,607,855</b>
<b>EQUITY</b>			
Retained surplus		57,612,097	59,019,055
Reserve accounts	28	3,911,283	3,898,149
Evaluation surplus	15	252,690,651	252,690,651
<b>TOTAL EQUITY</b>		<b>314,214,031</b>	<b>315,607,855</b>

This statement is to be read in conjunction with the accompanying notes.

**Shire of Carnarvon**

**SUPPORTING INFORMATION THE MONTHLY STATEMENTS  
 PROVIDED FOR COUNCILLORS INFORMATION REG 34(2)(c)  
 FOR THE PERIOD ENDED 29 FEBRUARY 2024**

The Local Government (Financial Management) Regulations provide at 34.(2) that:  
 (2) Each Statement of financial activity is to be accompanied by documents containing —  
 (c) such other supporting information as is considered relevant by the local government;  
 as such the following supporting information is provided.

Note 3	Basis of Preparation	8
Note 4	Statements of Financial Activity - Old format	9
Note 5	Cash and Financial Assets	12
Note 6	Cash Reserves	13
Note 7	Capital Acquisitions and disposals	15
Note 8	Receivables	19
Note 9	Payables	20
Note 10	Rate Revenue	21
Note 11	Non operating grants and contributions	22
Note 12	Operating grants and contributions	23
Note 13	Borrowings	24
Note 14	Lease Liabilities	25
Note 15	Budget Amendments	26

**SHIRE OF CARNARVON**  
**MONTHLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**Note**

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government.

Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All processed transactions up to 14 March 2024

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of 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. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.



Optional Statement - Rate Setting Statement Format

Note 4(ii)

**SHIRE OF CARNARVON**

**STATEMENT OF FINANCIAL ACTIVITY**

**BY PROGRAM**

FOR THE PERIOD ENDED 29 FEBRUARY 2024

	Ref Note	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)
<b>Opening funding surplus / (deficit)</b>	1	\$ 8,200,809	\$ 7,824,354	\$ 7,824,354	\$ 7,824,354
<b>Revenue from operating activities</b>					
Governance		0	31,779	21,184	43,554
General purpose funding (Rates)		6,670,997	6,703,497	6,680,575	6,627,093
General purpose funding		198,835	730,771	456,656	469,234
Law, order and public safety		186,092	243,646	184,953	206,632
Health		82,290	32,097	21,376	26,693
Education and welfare		559,000	583,584	307,438	392,264
Housing		0	13,690	9,120	7,523
Community amenities		3,235,319	3,123,676	1,938,769	2,055,491
Recreation and culture		502,054	582,319	201,059	223,415
Transport		6,591,234	6,646,062	5,459,126	4,666,345
Economic services		404,994	467,766	335,030	326,102
Other property and services		118,000	96,130	78,439	92,834
		<b>18,548,815</b>	<b>19,255,017</b>	<b>15,693,725</b>	<b>15,137,178</b>
<b>Expenditure from operating activities</b>					
Governance		(1,281,487)	(1,338,563)	(924,353)	(1,285,390)
General purpose funding		(348,890)	(295,985)	(135,026)	(165,811)
Law, order and public safety		(1,160,941)	(1,518,975)	(1,014,849)	(970,257)
Health		(413,060)	(452,424)	(301,372)	(352,208)
Education and welfare		(1,101,868)	(1,248,936)	(814,463)	(788,135)
Housing		(219,941)	(214,291)	(142,680)	(61,927)
Community amenities		(4,037,316)	(3,957,716)	(2,302,488)	(1,638,818)
Recreation and culture		(5,433,083)	(5,771,413)	(3,872,941)	(3,354,068)
Transport		(16,165,150)	(15,931,637)	(12,215,078)	(10,406,646)
Economic services		(1,673,985)	(1,724,739)	(1,159,669)	(1,005,447)
Other property and services		(93,064)	(104,067)	(69,149)	(896,400)
		<b>(31,928,785)</b>	<b>(32,558,746)</b>	<b>(22,952,068)</b>	<b>(20,925,107)</b>
<b>Non-cash amounts excluded from operating activities</b>					
Less: Profit on asset disposals		(36,296)	(36,296)	(26,796)	0
Add: Loss on disposal of assets		58,000	58,000	55,000	0
Add: Depreciation on assets		8,334,555	8,098,230	5,401,212	5,979,095
Less: Movement in Provisions		0	0	0	31,468
Less: Movement in Local Govt House trust		0	0	0	(2,942)
		<b>8,356,259</b>	<b>8,119,934</b>	<b>5,429,416</b>	<b>6,007,621</b>
<b>Amount attributable to operating activities</b>		<b>(5,023,711)</b>	<b>(5,183,795)</b>	<b>(1,828,927)</b>	<b>219,692</b>
<b>Investing Activities</b>					
Capital grants, subsidies and contributions		9,276,105	9,794,149	5,757,031	4,380,470
Less Unspent Non-Operating Grants (Contract Liabilities)	0	0	0	0	0
<b>Net Non-Operating Grants</b>		<b>9,276,105</b>	<b>9,794,149</b>	<b>5,757,031</b>	<b>4,380,470</b>
Proceeds from disposal of assets		98,636	98,636	13,636	13,636
Proceeds from financial assets at amortised cost - self supporting loans	13	0	0	0	0
Payments for financial assets at amortised cost - self supporting loans	13	0	0	0	0
Payments for property, plant and equipment and infrastructure		(14,628,096)	(14,740,270)	(11,842,020)	(6,192,890)
<b>Amount attributable to investing activities</b>		<b>(5,253,355)</b>	<b>(4,847,485)</b>	<b>(6,071,353)</b>	<b>(1,798,784)</b>
<b>Financing Activities</b>					
Proceeds from new debentures	13	1,996,000	1,996,000	1,996,000	0
Transfer from reserves	6	1,045,702	1,262,702	0	0
Payments for principal portion of lease liabilities	14	(351,698)	(351,698)	(241,986)	(241,986)
New Current Lease Liability		0	0	0	0
Repayment of debentures	13	(283,785)	(283,785)	(140,603)	(140,603)
Principal elements on self supporting loan		0	0	0	0
Transfer to reserves	6	(329,962)	(416,293)	(13,134)	(13,134)
<b>Amount attributable to financing activities</b>		<b>2,076,257</b>	<b>2,206,926</b>	<b>1,600,277</b>	<b>(395,723)</b>
<b>Closing funding surplus / (deficit)</b>	1	<b>0</b>	<b>0</b>	<b>1,524,351</b>	<b>5,849,538</b>

**SHIRE OF CARNARVON**

**KEY TERMS AND DESCRIPTIONS**

**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**Note 4**

**REPORTING PROGRAMS**

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**PROGRAM NAME AND OBJECTIVES**

**ACTIVITIES**

**GOVERNANCE**

To provide a decision making process for the efficient allocation of scarce resources.

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

**GENERAL PURPOSE FUNDING**

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

To provide services to help ensure a safer and environmentally conscious community.

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

**HEALTH**

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance. Administration of the ROEROC health scheme and provision of various medical facilities.

**EDUCATION AND WELFARE**

To provide services to disadvantaged persons, the elderly, children and youth.

Maintenance and support of child minding and playgroup centres, senior citizen and aged care facilities.

**HOUSING**

To provide housing to staff.

Provision and maintenance of staff, community and joint venture housing.

**COMMUNITY AMENITIES**

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery, public conveniences and community bus.

**RECREATION AND CULTURE**

To establish and effectively manage infrastructure and resources which help the social well being of the community.

Maintenance of public halls, aquatic centres, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens, reserves and playgrounds. Provision of library services (contract). Support of museum and other cultural facilities and services.

**TRANSPORT**

To provide safe, effective and efficient transport services to the community.

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

**ECONOMIC SERVICES**

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building control.

**OTHER PROPERTY AND SERVICES**

To monitor and control Council's overhead operating accounts.

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

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**Note 5**

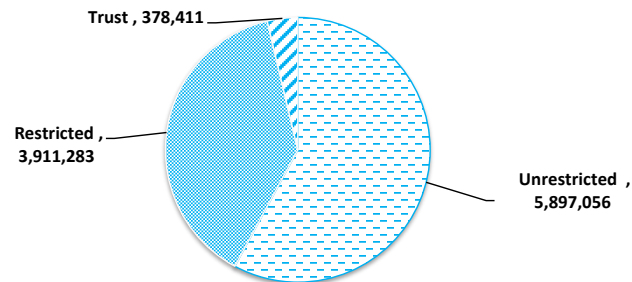
**CASH AND FINANCIAL ASSETS**

Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on hand</b>							
Municipal Bank Account - 4334-09426	181,486	0	181,486	0	ANZ Bank	0.00%	On Call
Municipal Online Account - 4510-69349	1,465,570	0	1,465,570	0	ANZ Bank	4.00%	On Call
Trust Bank Account - 4334-09434	0	0	0	378,411	ANZ Bank	0.00%	On Call
Reserve Bank Account-4334-75677	0	271	271	0	ANZ Bank	0.00%	On Call
Reserve Online Account - 4516-72666	0	4,190	4,190	0	ANZ Bank	4.00%	On Call
<b>Investments - Term Deposits</b>							
Term Deposit - Reserve	0	3,906,821	3,906,821	0	ANZ Bank	5.01%	29/05/2024
Term Deposit - Municipal	1,750,000		1,750,000		ANZ Bank	4.67%	13/03/2024
Term Deposit - Municipal	2,500,000	0	2,500,000	0	ANZ Bank	4.11%	27/03/2024
<b>Total</b>	<b>5,897,056</b>	<b>3,911,283</b>	<b>9,808,339</b>	<b>378,411</b>			
<b>Comprising</b>							
Cash and cash equivalents	5,897,056	3,911,283	9,808,339	378,411			
	<b>5,897,056</b>	<b>3,911,283</b>	<b>9,808,339</b>	<b>378,411</b>			

**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less 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 reported as short term borrowings in current liabilities in the statement of net current assets.

\* OCDF - Overnight Cash Deposit Facility



**SHIRE OF CARNARVON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**FINANCING ACTIVITIES**  
**Note 6**  
**CASH RESERVES**

Reserves

Reserve name	Original Budget Opening Balance	Actual Opening Balance	Original Budget Transfers In (+)	Current Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	353,388	353,388	1,813	9,623	1,191	0	0	0	355,201	363,011	354,579
Plant Reserve	940,529	940,529	36,855	57,641	3,169	(737,769)	(737,769)	0	239,615	260,401	943,698
Waste Disposal Reserve	153,537	153,537	788	4,181	517	0	0	0	154,325	157,718	154,054
Coral Bay Tip Reserve	72,721	72,477	278,305	279,912	244	(277,933)	(277,933)	0	73,093	74,700	72,721
Mosquito Management Reserve	10,275	10,240	53	280	35	0	0	0	10,328	10,555	10,275
Airport Renewal And Upgrade Reserve	59,532	59,332	304	1,620	200	0	0	0	59,836	61,152	59,532
Asset Upgrades And Renewal Reserve	567,219	565,314	2,900	15,435	1,905	0	(217,000)	0	570,119	365,654	567,219
Emergency Management Reserve	289,987	289,013	1,483	7,892	974	0	0	0	291,470	297,879	289,987
Fascine Upgrade And Renewal Reserve	396,361	395,030	2,027	10,787	1,331	(30,000)	(30,000)	0	368,388	377,148	396,361
Strategic Projects Reserve	929,581	926,460	4,753	25,297	3,121	0	0	0	934,334	954,878	929,581
Blowholes Reserve Management Funds	133,276	132,829	681	3,625	447	0	0	0	133,957	136,901	133,276
<b>Reserve Funds</b>	<b>3,906,406</b>	<b>3,898,149</b>	<b>329,962</b>	<b>416,293</b>	<b>13,134</b>	<b>(1,045,702)</b>	<b>(1,262,702)</b>	<b>0</b>	<b>3,190,666</b>	<b>3,059,997</b>	<b>3,911,283</b>

Refer to Reserve Purposes on the following page.

**SHIRE OF CARNARVON**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

**FINANCING ACTIVITIES**

Note 6 (Continued)

**CASH RESERVES**

Reserve Purpose

<b>Reserve name</b>	<b>Timing if Intended use</b>	<b>Purpose</b>
Leave Reserve	Ongoing	To fund the current annual and long service leave requirements.
Plant Reserve	Ongoing	To fund the acquisition of new plant as per the Plant Replacement program.
Waste Disposal Reserve	Ongoing	To be used for maintenance or capital expenditure at Browns Range Refuse Site. Annual transfer being revenue as raised by waste charge, less actual expenditure (excluding depreciation) on Carnarvon waste management facilities and service.
Coral Bay Tip Reserve	Ongoing	To be used for maintenance and capital costs associated with Coral Bay Refuse Site. Annual transfer being revenue as raised by Specified Area Rate raised less expenditure at Coral Bay Waste facility and services, (excludes depreciation).
Mosquito Management Reserve	Ongoing	To be used for the purpose of delivering services to assist in mosquito management within the Shire of Carnarvon, which includes funding from the Department of Health.
Airport Renewal And Upgrade Reserve	Ongoing	To fund upgrades and renewal at the Carnarvon Airport.
Asset Upgrades And Renewal Reserve	Ongoing	To fund the upgrade and renewal of existing assets.
Emergency Management Reserve	Ongoing	To be used in the preparation for and providing immediate assistance, relief and recovery to the community in response to an emergency within the Shire of Carnarvon.
Fascine Upgrade And Renewal Reserve	Ongoing	To fund the upgrades and renewal of Fascine Infrastructure.
Strategic Projects Reserve	Ongoing	To fund development of strategic projects and new infrastructure.
Blowholes Reserve Management Funds	Ongoing	To fund the implementation of the Blowholes Reserve management plan.

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**INVESTING ACTIVITIES**

Note 7

**CAPITAL ACQUISITIONS SUMMARY**

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual
	\$		\$	\$
Land & Buildings	1,757,014	2,267,521	1,380,639	292,969
Furniture & Equipment	155,000	40,802	19,864	48,749
Plant & Equipment	1,836,269	1,728,469	1,478,453	687,712
Roads	4,395,262	4,210,970	3,706,170	3,358,189
Footpaths	1,634,138	1,635,250	1,635,250	245,250
Drainage	387,500	387,500	387,500	335,276
Airport	15,880	28,492	24,280	30,914
Other Infrastructure	4,147,033	4,141,266	2,909,864	1,158,928
Landfill	300,000	300,000	300,000	34,904
<b>Total Capital Acquisitions</b>	<b>14,628,096</b>	<b>14,740,270</b>	<b>11,842,020</b>	<b>6,192,890</b>
<b>Capital Acquisitions Funded By:</b>				
	\$		\$	\$
Capital grants and contributions	9,276,105	9,794,149	5,757,031	4,380,470
Borrowings	1,996,000	1,996,000	1,996,000	0
Other (disposals & C/Fwd)	98,636	98,636	13,636	13,636
Cash backed reserves				
Plant Reserve	737,769	737,769	0	0
Fascine Upgrade And Renewal Reserve	30,000	30,000	0	0
<b>Capital funding total</b>	<b>12,138,510</b>	<b>12,656,554</b>	<b>7,766,667</b>	<b>4,394,106</b>

**SIGNIFICANT ACCOUNTING POLICIES**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF CARNARVON

SHIRE OF CARNARVON

INVESTING ACTIVITIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

Note 7 (Continued)

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Account	Job	Account Description	Original Budget	Revised Budget	YTD Budget	YTD Actual	Purchase Orders		Variance (Under)/Over	Comments
							Outstanding	TOTAL		
<b>Land &amp; Buildings</b>										
0584	LRC023	Admin Building Roof Replacement	299,454	299,454	299,454	86,634	183,393	270,027	(29,427)	
0584	0041	Land & Buildings - Admin Building Shelter Required Over Generator And Automatic Startup Capacity.	25,000	0	0	0	0	0	0	0
0584	B00001	4 Yardi Quays - Capital	15,000	0	0	0	24,000	24,000	24,000	
2974	0511	10 Foss Crescent	0	10,040	6,688	0	10,040	10,040	3,352	
2974	0519	Housing Development Northwater	14,560	14,560	14,560	14,560	0	14,560	(0)	
2990	BC01	Baxter Park Toilet	1,240,000	1,240,000	826,656	438	92,000	92,438	(734,218)	
3064	G026	Civic Centre Refurbishment	14,000	9,982	6,648	9,982	0	9,982	3,334	
3154	G011	Baston Oval Ablutions Upgrade	0	500,000	66,997	35,697	22,812	58,509	(8,489)	
3764	LRC015	Aquatic Centre Bbq Installation	2,000	2,000	0	0	0	0	0	
3264	0075	Aquatic Centre Inflatable Aquaplay Equipment	15,000	0	0	0	0	0	0	
3264	0095	Mylar Wall System - Gallery	0	9,900	6,000	1,960	2,273	4,233	(1,767)	
3264	0096	Depot Security Improvements	0	11,545	7,696	11,545	0	11,545	3,849	
3434	BL0001	Old Terminal Building	50,000	50,000	50,000	50,000	0	50,000	0	Grant Funded
3680	1522	Land & Buildings - Dfes	82,000	82,000	82,000	67,585	6,111	73,696	(14,415)	
4154	0419		0	25,000	0	0	22,763	22,763	0	
1224			0	13,940	13,940	14,567	0	14,567	627	Urgent repair works at the SES site. To be funded by DFES Local Government Grants Scheme.
			<b>1,757,014</b>	<b>2,267,521</b>	<b>1,380,639</b>	<b>292,969</b>	<b>363,391</b>	<b>656,359</b>	<b>(753,153)</b>	
<b>Furniture &amp; Equipment</b>										
0598	FE0001	Shire Chambers Hardware	35,000	11,802	7,864	12,592	0	12,592	4,728	
0598	FE0002	Server Infrastructure Cctv Server	75,000	0	0	0	0	0	0	
0598	FE0003	Update Synology Nas	12,000	12,000	12,000	0	0	0	(12,000)	
0598	FE0004	Infrastructure And Switching Equipment	25,000	15,000	0	36,157	0	36,157	36,157	Postings to be reallocated to correct accounts
0598	FE0005	2024 - Contingency Hardware	8,000	2,000	0	0	0	0	0	
			<b>155,000</b>	<b>40,802</b>	<b>19,864</b>	<b>48,749</b>	<b>0</b>	<b>48,749</b>	<b>28,885</b>	
<b>Plant &amp; Equipment</b>										
5324		Plant And Equipment (Cap)	110,000	115,000	76,664	14,545	0	14,545	(62,119)	
	1560	Pool Pump	7,500	0	0	2,900	0	2,900	2,900	
4144	PC0007	Bulk Fuel Tank	30,000	32,000	21,320	32,513	0	32,513	11,193	
2514	PC002	Landfill Compactor	737,769	737,769	737,769	0	737,769	737,769	0	Funded from Plant Reserve ( PY Loan)
2514	PC003	Waste Excavator	250,000	245,000	245,000	240,500	0	240,500	(4,500)	
2514	PC004	Waste Wheel Loader	400,000	361,500	361,500	350,216	0	350,216	(11,284)	
1234	PC0342	Replacement Of Cesm Utility	100,000	65,000	0	0	0	0	0	
1234	PC0345	Replacement Of Ranger Utility P345	68,000	68,000	0	5,400	65,689	71,089	71,089	
1234	PC0344	Replacement Of Ranger Utility P344	68,000	68,000	0	5,400	62,647	68,047	68,047	
3274	1564	Other Plant And Equipment - Aquatic Centre	25,000	0	0	33	0	33	33	
4144	PC0005	Trailer For Skid Steer	40,000	36,200	36,200	36,204	0	36,204	4	
			<b>1,836,269</b>	<b>1,728,469</b>	<b>1,478,453</b>	<b>687,712</b>	<b>866,104</b>	<b>1,553,817</b>	<b>75,364</b>	
<b>Roads</b>										
3740	R2R241	Main Street - Roads To Recovery	961,650	1,215,360	810,232	1,212,871	0	1,212,871	402,639	
3740	9010	Temporary Budget Job No - Roads To Recovery (Coa 3740)	152,815	0	0	0	0	0	0	
3747	RRG121	Quobba Gnaraloo	774,448	801,839	801,839	801,839	0	801,839	0	
3747	RRG086	Wahroonga Pimbee Road (Rrg)	774,488	777,910	777,910	777,911	0	777,911	1	
3864	BLS204	Speedway Road A - Black Spot	615,000	82,000	54,664	13,545	13,150	26,695	(27,969)	
RRG209	R2R209	Harbour Rd - Roads To Recovery	460,000	677,000	604,664	15,200	676,997	692,197	87,533	
3760	C702	Grid Construction & Approches	110,000	110,000	110,000	49,469	57,260	106,729	(3,271)	
3868	LRC026	Quobba/Gnaraloo Road	243,431	243,431	243,431	243,943	0	243,943	512	
3868	LRC028	Wahroonga/Pimbee Road	243,430	243,430	243,430	243,413	0	243,413	(18)	
			<b>4,395,262</b>	<b>4,210,970</b>	<b>3,706,170</b>	<b>3,358,189</b>	<b>747,407</b>	<b>4,105,597</b>	<b>399,427</b>	97%

SURE OF CARNARVON 1.1

SHIRE OF CARNARVON

INVESTING ACTIVITIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

Note 7 (Continued)

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Account	Job	Account Description	Original Budget	Revised Budget	YTD Budget	YTD Actual	Purchase Orders Outstanding	TOTAL	Variance (Under)/Over	Comments
<b>Footpaths</b>										
3848		Bicycle Network Coral Bay Design And Construct	1,390,000	1,390,000	1,390,000	0	0	0	(1,390,000)	
3858		Wa Bicycle Network Community College Shared Path	244,138	245,250	245,250	245,250	0	245,250	0	
			<b>1,634,138</b>	<b>1,635,250</b>	<b>1,635,250</b>	<b>245,250</b>	<b>0</b>	<b>245,250</b>	<b>(1,390,000)</b>	
<b>Drainage</b>										
3770	D004	Reynold Street Storm Water Pump Upgrades	132,500	132,500	132,500	118,477	0	118,477	(14,023)	
3769	D007	Angelo Street Storm Water Pump Upgrades	225,000	225,000	225,000	208,898	0	208,898	(16,102)	
3770	D008	Skipworth Street Storm Water Pump Upgrades	30,000	30,000	30,000	7,900	3,969	11,869	(18,131)	
			<b>387,500</b>	<b>387,500</b>	<b>387,500</b>	<b>335,276</b>	<b>3,969</b>	<b>339,245</b>	<b>(48,255)</b>	
<b>Airport</b>										
4124	A001	Airport Lighting - Capital Upgrades (Renewal)	15,880	20,425	18,904	22,644	4,545	27,189	8,285	
	A017	Airport - Lawn Mower	0	8,067	5,376	8,270	0	8,270	2,894	
			<b>15,880</b>	<b>28,492</b>	<b>24,280</b>	<b>30,914</b>	<b>4,545</b>	<b>35,459</b>	<b>11,179</b>	
<b>Other Infrastructure</b>										
0809		Bushfire Brigade Water Tank	110,350	110,350	110,350	67,998	32,727	100,725	(9,625)	
0904	0917	Dog Pound Office Facility	10,000	10,000	10,000	162	539	701	(9,299)	
3124	0495	Brown'S Range Cemetery - Niche Wall (Columbarium)	25,000	23,284	15,520	23,284	0	23,284	7,764	
3124	O10001	Browns Range Cemetery Extension	70,000	70,000	70,000	0	0	0	(70,000)	
3294	1562	Upgrades To Swimming Pool Bowl	140,000	140,000	140,000	0	0	0	(140,000)	
3414	GR0002	Growing Regions - Premier Oval Lighting Upgrades	750,000	750,000	750,000	0	0	0	(750,000)	
3604	3616	Fascine Wall (Own Sources Capital Works)	30,000	0	0	0	0	0	0	
3604	3622	Main Street Reticulation	118,000	6,900	4,592	6,894	0	6,894	2,302	Expenditure to be funded by R2R. Expenses to be moved to Job R2R241
3604	LRC005	Fascine Shelter & Bbq Project	1,500	1,500	1,500	0	0	0	(1,500)	
3604	LRC019	Fascine Wall Capping Beam Replacement	845,605	845,605	845,605	0	63,514	63,514	(782,091)	
3690	1154	Blowholes Development Project (Capital Works)	160,000	130,939	87,288	130,939	0	130,939	43,651	
3690	9013	Blowholes Shelter Upgrade	25,000	27,120	18,080	27,120	0	27,120	9,040	
3690	9014	Blowholes Stairs Upgrade	65,000	80,200	53,464	3,200	0	3,200	(50,264)	
3690	G015	Pelican Point Erosion Control Project (Grant Funded)	67,690	67,690	67,690	2,033	13,808	15,841	(51,849)	
3690	LRC024	Foreshore Playground Upgrades	213,628	217,755	145,168	217,577	0	217,577	72,409	
3690	R013	Skate Park Upgrade	37,512	37,512	37,512	18,926	15,000	33,926	(3,586)	
3690	R046	Youth Precinct Development	531,156	577,632	385,088	562,542	38,983	601,525	216,437	
3974	LRC025	Tramway Bridge Improvements	844,041	844,041	0	0	0	0	0	
4289		Entry Statement Nwch Re-Establishment	102,551	200,738	168,007	98,254	0	98,254	(69,753)	
			<b>4,147,033</b>	<b>4,141,266</b>	<b>2,909,864</b>	<b>1,158,928</b>	<b>164,571</b>	<b>1,323,499</b>	<b>(1,586,365)</b>	
<b>Landfill</b>										
2414	0385	New Refuse Site Development At Coral Bay	300,000	300,000	300,000	34,904	32,173	67,077	(232,923)	
			<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>34,904</b>	<b>32,173</b>	<b>67,077</b>	<b>(232,923)</b>	
<b>TOTALS</b>			<b>14,628,096</b>	<b>14,740,270</b>	<b>11,842,020</b>	<b>6,192,890</b>	<b>2,182,161</b>	<b>8,375,051</b>	<b>(3,495,842)</b>	



**SHIRE OF CARNARVON**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

INVESTING ACTIVITIES  
Note 7b

**DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Original Budget				Current Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>												
	<b>Other property and services</b>												
3	Iveco-Acco Side Loading Compactor Truck C27749	30,000	5,000	0	(25,000)	30,000	5,000	0	(25,000)	0	0	0	0
5129020	CAT 815F2 Landfill Compactor Unit With Chemical Spray Unit	60,000	30,000	0	(30,000)	60,000	30,000	0	(30,000)	0	0	0	0
5050003	Isuzu NPR Dual Cab C1741	5,000	22,000	17,000	0	5,000	22,000	17,000	0	0	0	0	0
5020002	Massey Ferguson Tractor C1634	5,000	5,000	0	0	5,000	5,000	0	0	0	0	0	0
502004	Massey Ferguson 5445 Tractor 1COK995	14,000	11,000	0	(3,000)	14,000	11,000	0	(3,000)	0	0	0	0
11	Holden Colorado LTZ Space cab C27679 (Rangers)	2,500	10,000	7,500	0	2,500	10,000	7,500	0	0	0	0	0
2101019	Toro Reel master 5510 2WD Mower 1DTN128	3,840	13,636	9,796	0	3,840	13,636	9,796	0	0	13,636	0	0
	Trailer for Skid Steer	0	2,000	2,000	0	0	2,000	2,000	0	0	0	0	0
		<b>120,340</b>	<b>98,636</b>	<b>36,296</b>	<b>(58,000)</b>	<b>120,340</b>	<b>98,636</b>	<b>36,296</b>	<b>(58,000)</b>	<b>0</b>	<b>13,636</b>	<b>0</b>	<b>0</b>

Item will be disposed in the Asset register after the Audit for 2023 is finalised.

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**Note 8  
RECEIVABLES**

Rates receivable	30 June 2023	29 Feb 2024
	\$	\$
Opening arrears previous years	821,455	994,378
Levied this year	6,679,100	6,911,592
Less - collections to date	(6,506,176)	(5,896,911)
Equals current outstanding	<b>994,378</b>	<b>2,009,059</b>
<b>Net rates collectable</b>	<b>994,378</b>	<b>2,009,059</b>
% Collected	86.7%	74.6%

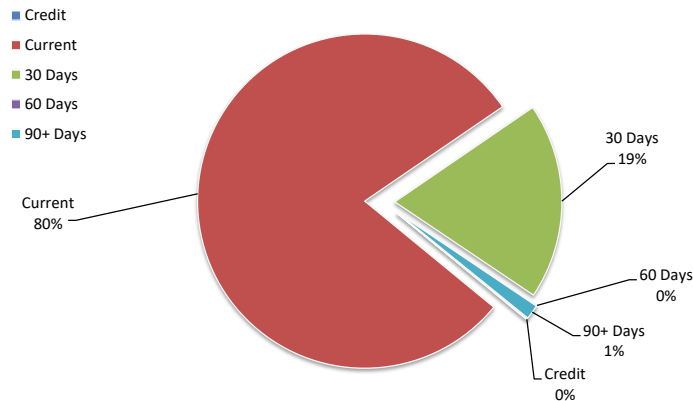
Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(483)	346,304	82,656	0	6,133	434,611
Percentage	(0.1%)	79.7%	19%	0%	1.4%	
<b>Balance per trial balance</b>						
Sundry receivable	(483)	351,788	82,656	0	6,133	440,094
Provision for Doubtful Debts	0	(6,868)	0	0	0	(6,868)
GST receivable	0	198,487	0	0	0	198,487
Accounts Receivable	0	0	0	0	0	(2,866)
LSL owed by Other Councils	0	11,377	0	0	0	11,377
FESA Control	0	36,309	0	0	0	36,309
<b>Total receivables general outstanding</b>	<b>(483)</b>	<b>591,093</b>	<b>82,656</b>	<b>0</b>	<b>6,133</b>	<b>676,533</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

**Accounts Receivable (non-rates)**



**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

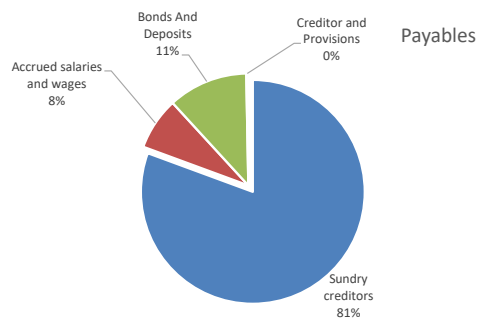
**Note 9  
PAYABLES**

<b>Payables - general</b>	<b>Credit</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$
Payables - general	0	703,095	10,849	0	(96)	713,848
Percentage	0%	98.5%	1.5%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors	0	704,590	10,849	0	(96)	715,344
Accrued salaries and wages	0	67,168	0	0	0	67,168
Bonds And Deposits	0	102,263	0	0	0	102,263
Creditor and Provisions	0	2,619	0	0	0	2,619
<b>Total payables general outstanding</b>						<b>887,394</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire 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.



SHIRE OF CARNARVON

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**OPERATING ACTIVITIES**

**Note 10**

**RATE REVENUE**

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
Residential	12.14080	1,288	22,369,849	2,715,879	5,000	0	2,720,879	2,715,879	0	0	2,715,879
Commercial/Industrial	11.24560	266	15,856,830	1,783,196	5,000	0	1,788,196	1,783,196	(7,485)	(7,267)	1,768,444
Special Use/Rural	12.14080	56	1,826,232	221,719	5,000	0	226,719	221,719	0	0	221,719
<b>Unimproved value</b>											
Mining	26.7618	51	935,694	250,409	5,000	0	255,409	250,409	3,349	0	253,758
Pastoral	12.18610	31	3,109,820	378,966	5,000	0	383,966	378,966	0	0	378,966
Intensive Horticultural	2.79390	170	22,500,000	628,628	5,000	2,500	636,128	628,628	0	0	628,628
<b>Sub-Total</b>		<b>1,862</b>	<b>66,598,425</b>	<b>5,978,795</b>	<b>30,000</b>	<b>2,500</b>	<b>6,011,297</b>	<b>5,978,796</b>	<b>(4,136)</b>	<b>(7,267)</b>	<b>5,967,393</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
Residential	1,265	394	3,228,366	498,410	0	0	498,410	498,410	0	0	498,410
Commercial/Industrial	1,265	65	495,298	82,225	0	0	82,225	82,225	0	0	82,225
Special Use/Rural	1,265	48	377,783	60,720	0	0	60,720	60,720	0	0	60,720
<b>Unimproved value</b>											
Mining	464	15	13,095	6,960	0	0	6,960	6,960	0	0	6,960
Pastoral	1,265	9	30,700	11,385	0	0	11,385	11,385	0	0	11,385
Intensive Horticultural	1,265	0		0	0	0	0	0	0	0	0
<b>Sub-total</b>		<b>531</b>	<b>4,145,242</b>	<b>659,700</b>	<b>0</b>	<b>0</b>	<b>659,700</b>	<b>659,700</b>	<b>0</b>	<b>0</b>	<b>659,700</b>
<b>Total general rates</b>		<b>2,393</b>	<b>70,743,667</b>	<b>6,638,495</b>	<b>30,000</b>	<b>2,500</b>	<b>6,670,997</b>	<b>6,638,496</b>	<b>(4,136)</b>	<b>(7,267)</b>	<b>6,627,093</b>
<b>Other Rates</b>	<b>Rate in \$ (cents)</b>										
SAR - GRV Coral Bay				277,933		0	277,933	277,933	0	0	277,933
Ex-gratia rates				7,600		0	7,600	0	0	0	6,566
Waivers				(1,265)		0	(1,265)	0	0	0	0
<b>Total specified area rates</b>				<b>284,268</b>		<b>0</b>	<b>284,268</b>	<b>277,933</b>	<b>0</b>	<b>0</b>	<b>284,499</b>
<b>Total Rates</b>							<b>6,955,265</b>	<b>6,916,429</b>	<b>(4,136)</b>	<b>(7,267)</b>	<b>6,911,592</b>

**KEY INFORMATION**

\* Rates were levied in October 2022

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**OPERATING ACTIVITIES**

**Note 12**

**OPERATING GRANTS AND CONTRIBUTIONS**

Provider	Type	Adopted Budget Revenue	Revised Budget	YTD Budget	YTD Revenue Actual	Variance	Comment
		\$	\$	\$	\$		
<b>General purpose funding</b>							
F.A.G. - General Purpose	Untied	0	182,743	121,824	137,057	15,233	Additional revenue
F.A.G. - Roads	Untied	0	79,981	53,320	59,986	6,665	Additional revenue
<b>Law, order, public safety</b>							
Bushfire Grant	Ties	25,500	43,005	43,005	62,486	19,481	
Grant For Beach Sign	Ties	0	0	0	16,178	16,178	
Emergency Svces Grant	Tied	33,080	44,841	29,888	38,198	8,310	
Grants And Contributions	Tied	98,512	98,512	73,884	33,919	(39,965)	
Grant-Emergency Risk Management (Aware)	Tied	0	13,500	9,000	13,500	4,500	Additional revenue
<b>Health</b>							
Grants (Mosquito Funding)	Tied	22,490	13,547	9,024	13,547	4,523	
<b>Education and welfare</b>							
Grants- Early Years	Tied	0	12,000	8,000	25,000	17,000	
Department Of Communities Grant- Night Patrol & Mayu	Tied	384,000	396,584	297,438	367,081	69,643	
Other Grant Income- Youth Services	Tied	160,000	160,000	0	0	0	
SENIORS GRANT (INCOME)	Tied	2,000	2,000	2,000	0	(2,000)	
<b>Community amenities</b>							
Grants - Protection Of The Environment	Tied	377,000	293,200	0	0	0	Some Funds held as Contract Liability
Town Planning Grants	Tied	200,000	200,000	0	0	0	Funds held as Contract Liability
Grant For Charmap Development	Tied	124,886	150,000	37,500	30,000	(7,500)	Some Funds held as Contract Liability
Grant -Coral Bay Settlement Structure Plan	Tied	300,000	300,000	0	0	0	Funds held as Contract Liability
<b>Recreation and culture</b>							
Live Show Income	Untied	4,000	10,000	6,664	0	(6,664)	
Grants Seroja Resilience - Civic Centre	Untied	0	0	0	0	0	
Grants - Acquatic Centre - Pool	Tied	27,500	27,500	12,500	0	(12,500)	
Lib. And Gallery Grants	Tied	18,000	0	0	0	0	
Grants Library	Tied	3,408	3,408	3,408	3,408	0	
Grant - Outdoor Active Recreation Program	Tied	0	0	0	26,050	26,050	
Other Culture - Grants And Other Contributions	Tied	250,000	325,065	83,376	90,338	6,962	
Aust Day Income	Tied	30,000	42,000	12,000	12,000	0	
<b>Transport</b>							
Grant - Drfwa Agrn 951	Tied	2,790,000	2,790,000	2,790,000	2,072,463	(717,537)	
Grant - Drfwa Agrn 1021	Tied	825,590	825,590	825,590	724,308	(101,282)	
Grant - Improving Flood Preparedness Project	Tied	1,394,017	1,394,017	697,009	779,925	82,916	Some Funds held as Contract Liability
Mrwa Direct Grant	Untied	417,227	417,227	417,227	417,277	50	
Mrwa Streetlighting Contribution	Untied	23,100	23,100	23,100	0	(23,100)	To be invoiced
Mrwa Robinson Street Sweeping Contribution	Untied	10,000	10,000	10,000	10,000	0	
Mrwa Verge Mtnce Contribution	Untied	16,600	16,600	16,600	16,500	(100)	
R.A.D.S Grant	Tied	27,000	52,500	0	0	0	
<b>Economic services</b>							
Other Grants & Contributi	Untied	1,000	46,140	30,752	15,140	(15,612)	
V.C. Other Income	Untied	0	0	0	783	783	
Econ Dev - Other Income	Untied	0	3,811	2,536	3,811	1,275	
		<b>7,564,910</b>	<b>7,976,870</b>	<b>5,615,645</b>	<b>4,968,954</b>	<b>(646,691)</b>	

SHIRE OF CARNARVON

**SHIRE OF CARNARVON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**INVESTING ACTIVITIES**  
**Note 11**

**CAPITAL GRANTS AND CONTRIBUTIONS**

Type	Provider	Adopted Budget Revenue	Current Budget	YTD Budget	YTD Revenue Actual	Variance	Comment
		\$	\$	\$	\$	\$	
<b>Non-operating grants and subsidies</b>							
<b>Governance</b>							
	Lrci Grant Phase 3 - Administration	299,454	299,454	299,454	0	(299,454)	
<b>Law, order, public safety</b>							
	Bushfire Brigade Water Tank Grant	110,350	110,350	0	0	0	
<b>Health</b>							
<b>Housing</b>							
	Housing Development Northwater - Grant	240,000	240,000	240,000	48,000	(192,000)	
<b>Community amenities</b>							
	L.R.C.I GRANT - SP-31	2,000	2,000	2,000	(50,000)	(52,000)	Funds to be claimed
<b>Recreation and culture</b>							
	Grants - Blowholes Development.	110,039	110,039	110,039	0	(110,039)	
	Lrci Grant Phase X1- Other Recreation And Sport	0	0	0	(84,400)	(84,400)	Funds to be claimed
	Grants Seroja Resilience - Civic Centre	0	500,000	500,000	500,000	0	
	Grant - Pelican Pt. Sand Drift & Erosion Project - Dplh Coastwest Program	33,845	33,845	33,845	0	(33,845)	
	Regions Grants	712,500	712,500	675,000	0	(675,000)	
	Grants - Acquatic Centre - Pool	12,500	12,500	12,500	0	(12,500)	
	Grants Library	50,000	50,000	50,000	50,000	0	
	Lrci Grant Phase X - Other Recreation And Sport	0	0	0	(66,668)	(66,668)	Funds to be claimed
	Lotterywest & Dpird Grants (Skate Park & Youth Precinct)	543,281	543,281	246,750	503,500	256,750	
	Lrci Grants Phase 3	1,050,733	1,050,733	0	0	0	
	Lrci Phase 4B - Grant	844,041	844,041	337,617	337,617	0	Tramway Bridge
<b>Transport</b>							
	Const Roads - Government Grants	225,000	225,000	225,000	208,898	(16,102)	
	Lrci - Road Construction	486,861	486,861	243,431	194,744	(48,687)	
	Regional Road Group Funding	1,032,597	1,050,641	1,050,641	1,035,202	(15,439)	Higher YTD RRG funding received
	Main Roads Funding	0	0	0	0	0	
	Coral Bay Bicycle Network Funding	1,320,500	1,320,500	0	0	0	
	Roads To Recovery Funding	1,574,465	1,574,465	1,512,815	1,421,514	(91,301)	
	Wa Bicycle Network Carnarvon Community College	115,388	115,388	115,388	101,875	(13,513)	
	Shared Path	410,000	410,000	0	82,000	82,000	
	State Black Spot Funding (Mrwa)						
<b>Economic services</b>							
	Grant - Entry Statement Nwch - Gdc	102,551	102,551	102,551	98,187	(4,364)	
		<b>9,276,105</b>	<b>9,794,149</b>	<b>5,757,031</b>	<b>4,380,470</b>	<b>(1,376,561)</b>	

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**FINANCING ACTIVITIES**

**Note 13**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding			Interest Repayments	
Particulars	Loan No.	1 July 2023	YTD Actual	Full Year Budget	YTD Actual	Original Budget	YTD Actual	Original Budget	YTD Actual	Original Budget	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>											
RED House		0	0	1,000,000	0	0	0	0	0	(15,000)	(15,000)
<b>Transport</b>											
Airport Corrective works	216	81,260	0	0	23,634	(47,628)	57,626	33,632	(10,182)	(4,922)	(4,922)
Plant and Equipment	217	1,706,261	0	0	116,969	(236,157)	1,589,292	1,470,104	-38,337	(77,504)	(77,504)
<b>Other property and services</b>											
Heavy Plant	219	0	0	760,000	0	0	0	760,000	0	(3,595)	(3,595)
Light Fleet	220	0	0	236,000	0	0	0	236,000	0	(2,000)	(2,000)
<b>Total</b>		<b>81,260</b>	<b>0</b>	<b>1,996,000</b>	<b>140,603</b>	<b>(283,785)</b>	<b>1,646,918</b>	<b>2,499,736</b>	<b>(48,519)</b>	<b>(88,021)</b>	<b>(88,021)</b>
Current borrowings		143,182					143,182				
Non-current borrowings		1,595,677					1,595,677				
		<b>1,738,859</b>					<b>1,738,859</b>				

Loan Repayments are 6 monthly and are financed by general purpose revenue.

**New borrowings 2023-24**

The Council has approved borrowings in the 2023/24 Budget of \$1,996,000.

**Unspent borrowings**

The Shire had no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

**KEY INFORMATION**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing expense including leases is included as part of the carrying amount of the loans and borrowings.

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**FINANCING ACTIVITIES  
NOTE 14  
LEASE LIABILITIES**

**Movement in carrying amounts**

Information on leases	Lease No.	New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Other property and services</b>										
Various Plant & Furniture & Equipment		546,207	0	0	(241,986)	351,698	304,221	194,509	(9,501)	(11,687)
<b>Total</b>		546,207	0	0	(241,986)	351,698	304,221	194,509	(9,501)	(11,687)
Current lease liabilities		351,698					109,712			
Non-current lease liabilities		194,509					194,509			
		546,207					304,221			

All lease repayments were financed by general purpose revenue.

New Actual Leases includes IT equipment.

**KEY INFORMATION**

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.



SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

FINANCING ACTIVITIES  
NOTE 15

BUDGET AMENDMENTS

The following Budget Amendments have been approved by Council, since the adoption of the 2022-23 Budget.

Reference	GL/Job No.	Description	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$		\$		\$
			Budgeted Closing surplus/(deficit)	8,200,809	7,824,354	0	(376,455)	(376,455)
Budget Review	0010	Rates Written Off	Operating Expenditure	(50,000)	(5,000)	45,000	0	(331,455)
Budget Review	0021	Back-Rates Levied	Operating Income	2,500	35,000	32,500	0	(298,955)
Budget Review	0061	Penalty Interest Overdue Rates	Operating Income	60,000	65,000	5,000	0	(293,955)
Budget Review	0071	F.A.G. - General Purpose	Operating Income	0	182,743	182,743	0	(111,212)
Budget Review	0111	F.A.G. - Roads	Operating Income	0	79,981	79,981	0	(31,231)
Budget Review	0112	Members Insurances	Operating Expenditure	(48,986)	(46,675)	2,311	0	(28,920)
Budget Review	0132	Civic Receptions	Operating Expenditure	(1,000)	(500)	500	0	(28,420)
Budget Review	0142	Council Catering	Operating Expenditure	(12,000)	(10,000)	2,000	0	(26,420)
Budget Review	0152	Subscriptions - Sp-04	Operating Expenditure	(28,500)	(31,933)	0	(3,433)	(29,853)
Budget Review	0162	Presidents Allowance	Operating Expenditure	(48,303)	(57,678)	0	(9,375)	(39,228)
Budget Review	0182	Loss Of Earn/Travel Costs	Operating Expenditure	(200)	(212)	0	(12)	(39,240)
Budget Review	0222	Telephone Expenses	Operating Expenditure	(1,500)	(1,100)	400	0	(38,840)
Budget Review	0241	Admin Installment Fees	Operating Income	7,500	15,000	7,500	0	(31,340)
Budget Review	0252	Employee Costs - Sp-05	Operating Expenditure	(2,284,125)	(2,109,524)	174,601	0	143,261
Budget Review	0282	Insurance (Admin)	Operating Expenditure	(263,161)	(314,330)	0	(51,169)	92,092
Budget Review	0282	Abc Allocations - Sp-04	Operating Expenditure	(675,527)	(693,038)	0	(17,511)	74,582
Budget Review	02D2	Councillor Allowances	Operating Expenditure	(150,000)	(155,320)	0	(5,320)	69,262
Budget Review	02F2	Depreciation Exp(Members)	Operating Expenditure	(26,296)	(26,500)	0	(204)	69,058
Budget Review	02M2	Deputy Presidents Allowance	Operating Expenditure	(12,076)	(21,450)	0	(9,374)	59,684
Budget Review	0302	Admin. Buildings	Operating Expenditure	(153,550)	(161,921)	0	(8,371)	51,313
Budget Review	0342	Telephone - Sp-05	Operating Expenditure	(93,406)	(69,732)	23,674	0	74,987
Budget Review	03A2	Abc Allocations - Exp- Sp-02	Operating Expenditure	(119,390)	(122,485)	0	(3,095)	71,892
Budget Review	0412	Vehicle Operating - Admin	Operating Expenditure	(22,000)	(23,696)	0	(1,696)	70,196
Budget Review	0562	Depreciation Exp (Admin)	Operating Expenditure	(116,647)	(119,100)	0	(2,453)	67,743
Budget Review	0586	Retention And Bonus Pmts.	Operating Expenditure	0	(103,269)	0	(103,269)	(35,526)
Budget Review	06A2	Less Abc'S Allocated	Operating Expenditure	4,440,547	4,537,124	96,577	0	61,051
Budget Review	06B2	Workers Comp Premiums	Operating Expenditure	(187,000)	(183,718)	3,283	0	64,334
Budget Review	06D2	Consultancies	Operating Expenditure	(160,000)	(220,000)	0	(60,000)	4,334
Budget Review	06F2	Risk Management Ohs	Operating Expenditure	(38,753)	(44,064)	0	(5,311)	(977)
Budget Review	0702	Parental Leave Expense	Operating Expenditure	0	(31,779)	0	(31,779)	(32,756)
Budget Review	0707	Reimbursement (Centrelink)	Operating Income	0	31,779	31,779	0	(977)
Budget Review	0722	Fire Insurances	Operating Expenditure	(1,650)	(3,390)	0	(1,740)	(2,717)
Budget Review	0732	Fire Prevention/Fighting	Operating Expenditure	(161,987)	(217,735)	0	(55,749)	(58,466)
Budget Review	0742	Brigade Buildings	Operating Expenditure	(11,198)	(13,525)	0	(2,327)	(60,793)
Budget Review	0802	Depreciation Expenses	Operating Expenditure	(5,125)	(5,700)	0	(575)	(61,368)
Budget Review	0805	Bushfire Grant	Operating Income	25,500	43,005	17,505	0	(43,863)
Budget Review	0862	Ac - Employee Costs - Sp-07	Operating Expenditure	(272,146)	(452,952)	0	(180,806)	(224,669)
Budget Review	0892	Animal Pound	Operating Expenditure	(6,271)	(9,259)	0	(2,988)	(227,657)
Budget Review	08A2	Abc Allocations - Sp-06	Operating Expenditure	(68,111)	(69,877)	0	(1,766)	(229,423)
Budget Review	0912	Control Expenses - Other	Operating Expenditure	(28,500)	(44,688)	0	(16,187)	(245,610)
Budget Review	0932	Phone/Internet (Ac)	Operating Expenditure	(2,014)	(2,100)	0	(86)	(245,696)
Budget Review	0933	Fines And Penalties (Ac)	Operating Income	15,000	21,511	6,511	0	(239,185)
Budget Review	0943	Impounding Fees	Operating Income	4,000	11,000	7,000	0	(232,185)
Budget Review	0982	Depreciation (Ac)	Operating Expenditure	(2,558)	(2,600)	0	(42)	(232,227)
Budget Review	09C2	Abc Allocations - Sp-07	Operating Expenditure	(158,987)	(163,108)	0	(4,121)	(236,348)
Budget Review	1028	Personal Development Exec	Operating Expenditure	(8,000)	(6,500)	1,500	0	(234,848)
Budget Review	1082	Service Security Cameras	Operating Expenditure	(1,732)	(1,653)	79	0	(234,769)
Budget Review	10A2	Abc Allocations - Sp-08	Operating Expenditure	(74,588)	(76,521)	0	(1,933)	(236,702)
Budget Review	1102	Impounded Vehicles	Operating Expenditure	(3,000)	(4,500)	0	(1,500)	(238,202)
Budget Review	1112	Digital Mapping Service	Operating Expenditure	(8,000)	(8,500)	0	(500)	(238,702)
Budget Review	1122	Cyclone Prep And Clean Up	Operating Expenditure	(35,269)	(40,383)	0	(5,114)	(243,816)
Budget Review	1180	Ses - Property Maintenance Incl Insurance	Operating Expenditure	(10,294)	(230)	10,064	0	(233,752)
Budget Review	11D2	Ses Operations	Operating Expenditure	(42,403)	(54,003)	0	(11,600)	(245,352)
Budget Review	11E2	Risk Management (Aware)	Operating Expenditure	0	(20,950)	0	(20,950)	(266,302)
Budget Review	11E3	Grant-Emergency Risk Management (Aware)	Operating Income	0	13,500	13,500	0	(252,802)
Budget Review	11FE	Shared Cesm Svce.	Operating Expenditure	(97,691)	(154,302)	0	(56,611)	(309,413)
Budget Review	1202	Other Expenses	Operating Expenditure	(40,449)	(35,400)	5,049	0	(304,364)
Budget Review	1203	Emergency Svces Grant	Operating Income	33,080	44,841	11,761	0	(292,603)
Budget Review	1292	Depreciation (Olo)	Operating Expenditure	(84,969)	(94,100)	0	(9,131)	(301,734)
Budget Review	1293	Impounded Vehicle-Sale	Operating Income	0	277	277	0	(301,457)
Budget Review	1302	Early Years Educ. Bldg. Mtce	Operating Expenditure	(4,102)	(4,126)	0	(24)	(301,481)
Budget Review	1323	Grants- Early Years	Operating Income	13,000	25,000	12,000	0	(289,481)
Budget Review	1332	Depreciation (Pre-School)	Operating Expenditure	(23,498)	(23,700)	0	(202)	(289,683)
Budget Review	1342	Abc Allocations - Sp-09	Operating Expenditure	(14,862)	(15,247)	0	(385)	(290,068)
Budget Review	1353	Department Of Communities Grant- Night Patrol & Mayu M	Operating Income	384,000	396,584	12,584	0	(277,485)
Budget Review	1362	Early Years Strategy	Operating Expenditure	(13,000)	0	13,000	0	(264,485)
Budget Review	1382	Infant Health Buildings	Operating Expenditure	(3,330)	(2,410)	919	0	(263,565)
Budget Review	1402	Depreciation (Infant Hlth)	Operating Expenditure	(6,823)	(6,900)	0	(77)	(263,642)
Budget Review	1582	Employee Costs - Sp-14	Operating Expenditure	(140,406)	(155,013)	0	(14,607)	(278,249)
Budget Review	1642	It Expenses & Subs. - Health	Operating Expenditure	(4,000)	(1,046)	2,954	0	(275,296)
Budget Review	1672	Telephone - Sp-14	Operating Expenditure	(750)	(700)	50	0	(275,246)
Budget Review	1682	Abc Allocations - Sp-14	Operating Expenditure	(168,142)	(172,501)	0	(4,359)	(279,604)
Budget Review	16C2	Visitation Expenses	Operating Expenditure	0	(1,000)	0	(1,000)	(280,604)
Budget Review	1703	Public Buildings Regs. Fees	Operating Income	0	300	300	0	(280,304)
Budget Review	1722	Asset Management - Sp-05	Operating Expenditure	(191,455)	(246,901)	0	(55,445)	(335,749)

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

FINANCING ACTIVITIES  
NOTE 15

BUDGET AMENDMENTS

The following Budget Amendments have been approved by Council, since the adoption of the 2022-23 Budget.

Reference	GL/Job No.	Description	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
						\$	\$	\$
Budget Review	1743	Food Business	Operating Income	8,900	3,500	0	(5,400)	(341,149)
Budget Review	1783	Liquid Waste Regs.	Operating Income	2,500	1,000	0	(1,500)	(342,649)
Budget Review	1783	Fines & Penalties - Hlth	Operating Income	2,000	0	0	(2,000)	(344,649)
Budget Review	1813	Water Sampling - Income	Operating Income	2,000	5,050	3,050	0	(341,599)
Budget Review	1822	Mosquito/Vermin Control	Operating Expenditure	(9,260)	(28,194)	0	(18,934)	(360,533)
Budget Review	1823	Grants (Mosquito Funding)	Operating Income	22,490	13,547	0	(8,943)	(369,476)
Budget Review	1893	C/Van & Camping Act Fee	Operating Income	7,000	6,300	0	(700)	(370,176)
Budget Review	1952	Lotteries House - Mtce	Operating Expenditure	(3,787)	(3,966)	0	(178)	(370,355)
Budget Review	1962	Depreciation - Sp-10	Operating Expenditure	0	(43,600)	0	(43,600)	(413,955)
Budget Review	2032	Depreciation (Staff Hous)	Operating Expenditure	(12,159)	(14,000)	0	(1,841)	(415,796)
Budget Review	2052	Town Planning Schemes - Sp-30	Operating Expenditure	(5,000)	(2,500)	2,500	0	(413,296)
Budget Review	2183	Reimbursements - Staff Utilities	Operating Income	0	5,000	5,000	0	(408,296)
Budget Review	2202	Seniors Week Function	Operating Expenditure	(3,000)	(3,893)	0	(893)	(409,189)
Budget Review	2207	Senior Citizens Centre - Mtce & Minor Equip.	Operating Expenditure	(3,154)	(3,200)	0	(46)	(409,235)
Budget Review	2362	Refuse Collection - Cvn.	Operating Expenditure	(408,938)	(285,914)	123,024	0	(286,211)
Budget Review	2363	Browns Range Tip Fees	Operating Income	430,000	370,000	0	(60,000)	(346,211)
Budget Review	2372	Browns Rd - Tip Site Mtce.	Operating Expenditure	(1,005,180)	(796,506)	208,674	0	(137,537)
Budget Review	2392	Site Mtce & Pub. Bins - Cb	Operating Expenditure	(187,343)	(176,099)	11,244	0	(126,293)
Budget Review	2402	Abc Allocations - Sp-25	Operating Expenditure	(264,603)	(271,462)	0	(6,859)	(133,152)
Budget Review	2482	Abc Allocations - Sp-29	Operating Expenditure	(90,085)	(92,420)	0	(2,335)	(135,488)
Budget Review	2543	Refuse Removal - Com. Mgb'S	Operating Income	370,000	380,000	10,000	0	(125,488)
Budget Review	2683	Grants - Protection Of The Environment	Operating Income	377,000	293,200	0	(83,800)	(209,288)
Budget Review	2732	North Common	Operating Expenditure	(13,268)	0	13,268	0	(196,020)
Budget Review	2754	Depreciation - Leveee Sys	Operating Expenditure	(41,902)	(250,400)	0	(208,498)	(404,518)
Budget Review	2760	Contributions To Crba	Operating Expenditure	0	(15,000)	0	(15,000)	(419,518)
Budget Review	2762	Noxious Weed Control	Operating Expenditure	(15,000)	(198)	14,802	0	(404,716)
Budget Review	2782	Fascine Maintenance	Operating Expenditure	(9,971)	(10,326)	0	(355)	(405,071)
Budget Review	2783	Reimbursements (Health)	Operating Income	35,000	0	0	(35,000)	(440,071)
Budget Review	2786	Mesquite Eradication Project	Operating Expenditure	(377,000)	(344,050)	32,950	0	(407,121)
Budget Review	2794	Bin Purchase	Operating Expenditure	(15,500)	(18,500)	0	(3,000)	(410,121)
Budget Review	2802	Employee Costs - Sp-30	Operating Expenditure	(130,874)	(144,205)	0	(13,331)	(423,452)
Budget Review	2803	Other General Income - Rangers	Operating Income	0	1,000	1,000	0	(422,452)
Budget Review	2806	Consultancy And Training - Planning	Operating Expenditure	(30,000)	(35,000)	0	(5,000)	(427,452)
Budget Review	2842	Advertising - Sp-30	Operating Expenditure	0	(71)	0	(71)	(427,523)
Budget Review	2953	Development Applications	Operating Income	40,000	45,000	5,000	0	(422,523)
Budget Review	2972	Phone Costs	Operating Expenditure	(664)	(700)	0	(36)	(422,559)
Budget Review	2992	Public Conveniences	Operating Expenditure	(216,706)	(212,397)	4,310	0	(418,250)
Budget Review	2912	Abc Allocations - Sp-30	Operating Expenditure	(152,686)	(156,644)	0	(3,958)	(422,208)
Budget Review	3012	Cemetery	Operating Expenditure	(92,897)	(75,086)	17,811	0	(404,397)
Budget Review	3052	Depreciation (Com Amens)	Operating Expenditure	(98,012)	(116,300)	0	(18,288)	(422,685)
Budget Review	3073	Blowholes Camping Fees	Operating Income	110,000	130,000	20,000	0	(402,685)
Budget Review	3083	Gladstone Camping Area Lease Fee	Operating Income	10,000	12,068	2,068	0	(400,617)
Budget Review	3092	Live Show Expenses	Operating Expenditure	(70,000)	(80,000)	0	(10,000)	(410,617)
Budget Review	30A2	Abc Allocations - Sp-31	Operating Expenditure	(94,488)	(96,937)	0	(2,449)	(413,066)
Budget Review	30C2	Abc Allocations - Sp-32	Operating Expenditure	(156,275)	(160,326)	0	(4,051)	(417,116)
Budget Review	3103	Live Show Income	Operating Income	4,000	10,000	6,000	0	(411,116)
Budget Review	3112	Civic Centre Operations	Operating Expenditure	(183,657)	(156,945)	26,712	0	(384,404)
Budget Review	3132	Civic Centre Grounds	Operating Expenditure	(6,190)	(8,549)	0	(2,359)	(386,763)
Budget Review	3153	Civic Centre - Cinema Income	Operating Income	15,000	12,000	0	(3,000)	(389,763)
Budget Review	3155	Grants Seroja Resilience - Civic Centre	Operating Income	0	500,000	500,000	0	110,237
Budget Review	3182	Aquatic Centre	Operating Expenditure	(135,481)	(138,912)	0	(3,431)	106,806
Budget Review	3192	Beach Clean & Shelter Mtce	Operating Expenditure	(11,073)	(420)	10,653	0	117,459
Budget Review	31B2	Abc Allocations - Sp-33	Operating Expenditure	(155,231)	(159,255)	0	(4,024)	113,436
Budget Review	3213	Pool Admission Charges	Operating Income	35,000	30,000	0	(5,000)	108,436
Budget Review	3222	Telephone - Sp-33	Operating Expenditure	(636)	0	636	0	109,072
Budget Review	3242	Carnarvon Parks & Gardens	Operating Expenditure	(1,433,838)	(1,534,437)	0	(100,599)	8,473
Budget Review	3282	Recreation Public Buildings	Operating Expenditure	(143,745)	(112,318)	31,428	0	39,900
Budget Review	32A2	Abc Allocations - Sp-34	Operating Expenditure	(289,830)	(297,343)	0	(7,513)	32,387
Budget Review	32C2	Other Parks & Gardens Mtc	Operating Expenditure	(245,700)	(152,870)	92,830	0	125,217
Budget Review	32F2	Depreciation - Aquatic Centre	Operating Expenditure	(44,401)	(47,000)	0	(2,599)	122,618
Budget Review	32H2	Pool Ground Mtce	Operating Expenditure	(13,315)	(4,837)	8,478	0	131,096
Budget Review	3312	Depreciation - Other Recreation And Sport	Operating Expenditure	(775,464)	(944,600)	0	(169,136)	(38,040)
Budget Review	3322	Depreciation - Parks & Gardens	Operating Expenditure	(1,952)	(21,400)	0	(19,448)	(57,488)
Budget Review	3343	Reimbursements - Sp-34	Operating Income	0	620	620	0	(56,868)
Budget Review	3382	Insurance - Other Rec And Culture	Operating Expenditure	(6,332)	(4,111)	2,221	0	(54,647)
Budget Review	3383	Leases & Rentals	Operating Income	0	9,630	9,630	0	(45,017)
Budget Review	3402	Employee Costs - Sp-35	Operating Expenditure	(282,698)	(334,899)	0	(52,201)	(97,218)
Budget Review	3423	Gascoyne Games Contrib	Operating Income	0	8,000	8,000	0	(89,218)
Budget Review	3453	Shopping Trolley Fee And Charge	Operating Income	7,500	4,000	0	(3,500)	(92,718)
Budget Review	3502	Library Buildings	Operating Expenditure	(81,475)	(88,096)	0	(6,621)	(99,339)
Budget Review	3505	Lib. And Gallery Grants	Operating Income	18,000	0	0	(18,000)	(117,339)
Budget Review	3512	Telephone - Sp-35	Operating Expenditure	(2,192)	(200)	1,992	0	(115,347)
Budget Review	3513	Library Fundraising (Sale Of Books)	Operating Income	1,700	1,500	0	(200)	(115,547)
Budget Review	3523	Reimbursements Lost Books	Operating Income	200	100	0	(100)	(115,647)
Budget Review	3552	Depreciation Expense - Libraries	Operating Expenditure	(95,332)	(96,800)	0	(1,468)	(117,115)
Budget Review	3562	Internet Expenses Library	Operating Expenditure	(580)	(2,400)	0	(1,820)	(118,935)

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

FINANCING ACTIVITIES  
NOTE 15

BUDGET AMENDMENTS

The following Budget Amendments have been approved by Council, since the adoption of the 2022-23 Budget.

Reference	GL/Job No.	Description	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$		\$		\$
Budget Review	3572	Festival And Events	Operating Expenditure	(95,755)	(173,016)	0	(77,261)	(196,196)
Budget Review	3582	Triple J And Sbs	Operating Expenditure	(1,452)	(1,308)	144	0	(196,052)
Budget Review	3583	Staff Housing Reimbursements	Operating Income	0	8,690	8,690	0	(187,362)
Budget Review	35C2	Abc Allocations - Sp-35	Operating Expenditure	(144,385)	(148,128)	0	(3,743)	(191,104)
Budget Review	3602	Jubilee Hall	Operating Expenditure	(14,122)	(5,620)	8,502	0	(182,602)
Budget Review	3645	Public Art Display	Operating Expenditure	(1,529)	(1,460)	69	0	(182,533)
Budget Review	3653	Other Culture - Grants And Other Contributions	Operating Income	250,000	325,065	75,065	0	(107,468)
Budget Review	3662	Otc Dish & Surrounds	Operating Expenditure	0	(16,799)	0	(16,799)	(124,266)
Budget Review	3672	Tramway Bridge Mtce	Operating Expenditure	(35,867)	(41,788)	0	(5,921)	(130,187)
Budget Review	36A2	Depreciation (Other Cult)	Operating Expenditure	(16,464)	(16,600)	0	(136)	(130,323)
Budget Review	3720	Depreciation- Bridges	Operating Expenditure	(132,881)	(132,800)	81	0	(130,242)
Budget Review	3722	Community Art Hub	Operating Expenditure	(200,000)	(200,124)	0	(124)	(130,366)
Budget Review	3762	War Memorial	Operating Expenditure	(10,397)	(5,203)	5,193	0	(125,173)
Budget Review	3792	Freight & Postage	Operating Expenditure	(3,000)	(1,500)	1,500	0	(123,673)
Budget Review	37A2	Abc Allocations - Sp-38	Operating Expenditure	(830,629)	(852,160)	0	(21,531)	(145,204)
Budget Review	3802	Abc Allocations - Sp-17	Operating Expenditure	(66,149)	(67,854)	0	(1,715)	(146,919)
Budget Review	3822	Abc Allocations - Sp-36	Operating Expenditure	(68,138)	(69,904)	0	(1,766)	(148,685)
Budget Review	3832	Insurance - Other Culture	Operating Expenditure	(1,613)	(1,539)	74	0	(148,612)
Budget Review	3841	Regional Road Group Funding	Operating Income	1,032,597	1,050,641	18,044	0	(130,568)
Budget Review	3842	Abc Allocations - Sp-50	Operating Expenditure	(13,218)	(13,561)	0	(343)	(130,911)
Budget Review	3902	Depreciation - Sp-38	Operating Expenditure	(22,341)	(22,800)	0	(459)	(131,370)
Budget Review	3920	Sign & Street Furn Mtce.	Operating Expenditure	(15,000)	(25,000)	0	(10,000)	(141,370)
Budget Review	3950	Country Roads Mtce.	Operating Expenditure	(826,272)	(729,618)	96,655	0	(44,715)
Budget Review	3960	Urban Road Mtce.	Operating Expenditure	(528,613)	(1,148,641)	0	(620,027)	(664,742)
Budget Review	3970	Coral Bay Streets	Operating Expenditure	(34,181)	(25,952)	8,229	0	(656,514)
Budget Review	3980	Drainage Mtce. Town	Operating Expenditure	(130,332)	(98,484)	31,849	0	(624,665)
Budget Review	3986	Improving Flood Preparedness Project	Operating Expenditure	(1,878,674)	(1,879,896)	0	(1,222)	(625,887)
Budget Review	3990	Footpaths	Operating Expenditure	(90,592)	(112,605)	0	(22,014)	(647,900)
Budget Review	4000	Street Lighting	Operating Expenditure	(273,000)	(268,000)	5,000	0	(642,900)
Budget Review	4012	Depreciation - Roads	Operating Expenditure	(4,985,822)	(3,372,300)	1,613,522	0	970,622
Budget Review	4022	Depreciation - Footpaths - Sp-38	Operating Expenditure	(217,859)	0	217,859	0	1,188,481
Budget Review	4027	Grant For Charmap Development	Operating Income	124,886	150,000	25,114	0	1,213,594
Budget Review	4028	Chmap Development	Operating Expenditure	(180,000)	(250,000)	0	(70,000)	1,143,594
Budget Review	4030	Operation & Maintenance - Shire Depot	Operating Expenditure	(127,231)	(131,572)	0	(4,341)	1,139,253
Budget Review	4032	Depreciation - Drainage - Sp-38	Operating Expenditure	(313,664)	(1,001,500)	0	(687,836)	451,417
Budget Review	4042	Depreciation - Car Parks	Operating Expenditure	(20,148)	(27,900)	0	(7,752)	443,665
Budget Review	4051	Flood Mitigation Project Management. - Sp-38	Operating Expenditure	(1,970)	(3,689)	0	(1,719)	441,946
Budget Review	4092	Depreciation (Airport)	Operating Expenditure	(138,444)	(176,000)	0	(37,556)	404,390
Budget Review	40A2	Deprec.- Airport Inf.	Operating Expenditure	(607,140)	(981,800)	0	(374,660)	29,730
Budget Review	4102	Employee Costs - Sp-42	Operating Expenditure	(249,600)	(202,826)	46,774	0	76,504
Budget Review	4123	Airport Lease Payments	Operating Income	995,000	1,005,600	10,600	0	87,104
Budget Review	4132	Insurance - Sp-42	Operating Expenditure	0	(644)	0	(644)	86,460
Budget Review	4142	Other	Operating Expenditure	(54,000)	(82,106)	0	(28,106)	58,354
Budget Review	4182	Airport Buildings	Operating Expenditure	(130,744)	(137,250)	0	(6,506)	51,848
Budget Review	4192	Airport Grounds & Garden Maintenance	Operating Expenditure	(106,677)	(79,086)	27,591	0	79,439
Budget Review	4197	Airside Parking Fees	Operating Income	4,500	1,000	0	(3,500)	75,939
Budget Review	41D2	Coral Bay Airport	Operating Expenditure	(13,277)	(27,283)	0	(14,006)	61,933
Budget Review	41E2	Abc Allocations - Sp-42	Operating Expenditure	(276,224)	(283,384)	0	(7,160)	54,774
Budget Review	41G2	Security Costs	Operating Expenditure	(14,800)	(12,800)	2,000	0	56,774
Budget Review	41L2	Airside Maintenance	Operating Expenditure	(109,008)	(69,243)	39,766	0	96,539
Budget Review	4222	Employee Costs - Sp-45	Operating Expenditure	(513,649)	(479,784)	33,865	0	130,404
Budget Review	4253	Other Grants & Contributi	Operating Income	1,000	46,140	45,140	0	175,544
Budget Review	4262	Area Promotion	Operating Expenditure	(354,193)	(326,316)	27,877	0	203,422
Budget Review	4296	Total Solar Eclipse Project 2023 - Expenditure	Operating Expenditure	(2,384)	(1,660)	724	0	204,146
Budget Review	4300	Interest Expense - Loans - #216	Operating Expenditure	(4,922)	(8,000)	0	(3,078)	201,068
Budget Review	4302	Tourist Reserves Mtce	Operating Expenditure	(16,481)	(72,027)	0	(55,546)	145,522
Budget Review	4310	Heritage Trail Grant - Sp-45	Operating Expenditure	(25,000)	(50,000)	0	(25,000)	120,522
Budget Review	4323	Reimbursements - Sp-45	Operating Income	0	27	27	0	120,549
Budget Review	4352	Employee Costs - Sp-46	Operating Expenditure	(152,679)	(178,049)	0	(25,370)	95,179
Budget Review	43A2	Depreciation (Tourism)	Operating Expenditure	(1,322)	(2,700)	0	(1,378)	93,801
Budget Review	43D2	Abc Allocations - Sp-46	Operating Expenditure	(104,985)	(107,706)	0	(2,721)	91,080
Budget Review	4422	Telephone - Sp-46	Operating Expenditure	(586)	(700)	0	(114)	90,966
Budget Review	4463	Building Lic. Fees	Operating Income	40,000	13,000	0	(27,000)	63,966
Budget Review	4503	Plans, Commissions & Other Revenue	Operating Income	3,000	2,500	0	(500)	63,466
Budget Review	4523	Other Building Control Revenue ( Gst Free)	Operating Income	0	51,400	51,400	0	114,866
Budget Review	4572	Economic Dev. - Other	Operating Expenditure	(80,588)	(77,518)	3,069	0	117,935
Budget Review	4583	Reimbursements - Sp-37	Operating Income	0	22,228	22,228	0	140,164
Budget Review	45A2	Abc Allocations - Sp-45	Operating Expenditure	(254,418)	(261,013)	0	(6,595)	133,569
Budget Review	4603	R.A.D.S Grant	Operating Income	27,000	52,500	25,500	0	159,069
Budget Review	4632	Private Works/Reinstateme	Operating Expenditure	(64,503)	(50,169)	14,333	0	173,402
Budget Review	4683	Private Works/Reinstatements - Income	Operating Income	98,000	30,105	0	(67,895)	105,507
Budget Review	4722	Staff Trng & Meet	Operating Expenditure	(26,000)	(51,893)	0	(25,893)	79,614
Budget Review	4732	Employee Costs - Sp-52	Operating Expenditure	(955,898)	(1,182,373)	0	(226,475)	(146,861)
Budget Review	4772	Telephone - Sp-52	Operating Expenditure	(9,734)	(8,700)	1,034	0	(145,827)
Budget Review	4852	Superannuation (Pwo)	Operating Expenditure	0	(144,948)	0	(144,948)	(290,775)
Budget Review	4872	Annual Leave & Loading	Operating Expenditure	0	(156,061)	0	(156,061)	(446,836)

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

FINANCING ACTIVITIES  
NOTE 15

BUDGET AMENDMENTS

The following Budget Amendments have been approved by Council, since the adoption of the 2022-23 Budget.

Reference	GL/Job No.	Description	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
						\$	\$	\$
Budget Review	4882	Insurance On Works	Operating Expenditure	(6,500)	(5,792)	708	0	(446,128)
Budget Review	4892	Store Expenses	Operating Expenditure	(1,500)	(2,000)	0	(500)	(446,628)
Budget Review	4942	Recruitment/Relocation/Removal	Operating Expenditure	0	(24,598)	0	(24,598)	(471,226)
Budget Review	4952	Less Pwo Allocated W. & S.	Operating Expenditure	1,081,042	1,761,583	680,541	0	209,315
Budget Review	4972	Sick Pay	Operating Expenditure	0	(67,331)	0	(67,331)	141,983
Budget Review	4982	Public Holidays	Operating Expenditure	0	(36,486)	0	(36,486)	105,497
Budget Review	4992	Depreciation (Pwo)	Operating Expenditure	(911)	(900)	11	0	105,508
Budget Review	5022	Parts & Repairs	Operating Expenditure	(190,018)	(374,085)	0	(184,067)	(78,559)
Budget Review	5032	Wages - Plant Repairs & Mtce	Operating Expenditure	0	(171,084)	0	(171,084)	(249,644)
Budget Review	5042	Insurances & Licences	Operating Expenditure	(35,416)	(43,556)	0	(8,140)	(257,784)
Budget Review	5052	Workshop Tools/Cons/Fitout	Operating Expenditure	(15,000)	(20,000)	0	(5,000)	(262,784)
Budget Review	5062	Less Plant Alloc. To W. & S.	Operating Expenditure	808,263	1,162,462	354,199	0	91,415
Budget Review	5082	Depreciation - Plant	Operating Expenditure	(233,499)	(233,900)	0	(401)	91,014
Budget Review	5092	Less Deprec. Alloc. To W. & S.	Operating Expenditure	(0)	4,364	4,364	0	95,378
Budget Review	5130	Gross Wages And Salaries Paid	Operating Expenditure	0	(7,536,261)	0	(7,536,261)	(7,440,883)
Budget Review	5140	Wages Unallocated	Operating Expenditure	(1,799,003)	0	1,799,003	0	(5,641,880)
Budget Review	5170	Salaries And Wages Allocated To Works	Operating Expenditure	1,799,002	7,536,261	5,737,259	0	95,379
Budget Review	5172	Interest - Lease Vehicles	Operating Expenditure	(5,341)	(10,000)	0	(4,659)	90,720
Budget Review	5180	Jury Duty	Operating Expenditure	0	(388)	0	(388)	90,331
Budget Review	5192	Leased Vehicles Deprec.	Operating Expenditure	(29,330)	(29,200)	130	0	90,461
Budget Review	5282	Insurance Claims Expend	Operating Expenditure	0	(10,000)	0	(10,000)	80,461
Budget Review	5283	Insurance Claims Income	Operating Income	(0)	43,083	43,083	0	123,544
Budget Review	5312	Specified Housing Maintenance	Operating Expenditure	(353)	0	353	0	123,897
Budget Review	5332	Interest On Loan Plant	Operating Expenditure	(77,504)	(84,699)	0	(7,195)	116,702
Budget Review	5382	Staff Housing	Operating Expenditure	(192,429)	(200,291)	0	(7,862)	108,840
Budget Review	5392	Interest - Loan - #213	Operating Expenditure	(15,000)	0	15,000	0	123,840
Budget Review	5452	Staff Recruitment	Operating Expenditure	(50,800)	(50,000)	800	0	124,640
Budget Review	5483	Interest On Investments	Operating Income	45,000	301,712	256,712	0	381,352
Budget Review	5493	Econ Dev - Other Income	Operating Income	90,294	94,105	3,811	0	385,163
Budget Review	6002	Employee Costs - Sp-20	Operating Expenditure	(376,582)	(365,414)	11,168	0	396,331
Budget Review	6063	Aust Day Income	Operating Income	30,000	42,000	12,000	0	408,331
Budget Review	6112	Youth Services - Mayu Mia	Operating Expenditure	(33,251)	(168,716)	0	(135,465)	272,866
Budget Review	6113	Community Connect - Night Patrol	Operating Expenditure	(227,743)	(180,890)	46,853	0	319,719
Budget Review	6162	Youth Svce. Bldg - Mtce & Lease	Operating Expenditure	(16,355)	(18,289)	0	(1,934)	317,786
Budget Review	6242	Community Newsletter	Operating Expenditure	(2,500)	0	2,500	0	320,286
Budget Review	6292	Abc Allocations - Sp-19	Operating Expenditure	(104,724)	(107,439)	0	(2,715)	317,571
Budget Review	6363	Asset Revaluation Equity Share Of Investments	Operating Income	0	2,942	2,942	0	320,513
Budget Review	6733	Other Income - Sp-25	Operating Income	(0)	1,000	1,000	0	321,513
Budget Review	6872	Eh Monitoring And Assessment	Operating Expenditure	(8,200)	(10,795)	0	(2,595)	318,919
Budget Review	6912	Dcpfs - Youth Svces Grant	Operating Expenditure	0	(156)	0	(156)	318,763
Budget Review	6922	Dcs - Youth Services Grant Expenditure	Operating Expenditure	0	(30,500)	0	(30,500)	288,263
Budget Review	6933	Brown'S Range Tip Shop Sales	Operating Income	10,000	1,043	0	(8,957)	279,306
Budget Review	7003	Merchandise Sales - Vc	Operating Income	74,000	60,000	0	(14,000)	265,306
Budget Review	7013	Operator Member Fees	Operating Income	21,000	17,000	0	(4,000)	261,306
Budget Review	7016	Visitors Centre I.T. Minor Equipment	Operating Expenditure	(2,500)	0	2,500	0	263,806
Budget Review	7022	Visitors Centre	Operating Expenditure	(600)	(1,919)	0	(1,319)	262,486
Budget Review	7023	Services Income	Operating Income	0	327	327	0	262,813
Budget Review	7033	Vc Commissions	Operating Income	25,000	10,000	0	(15,000)	247,813
Budget Review	7052	Visitors Centre Grant Expenditure	Operating Expenditure	0	(549)	0	(549)	247,264
Budget Review	7093	V.C. Other Income	Operating Income	0	499	499	0	247,763
Budget Review	7162	Abc Allocations - Sp-20	Operating Expenditure	(76,810)	(78,801)	0	(1,991)	245,772
Budget Review	7192	Club Development	Operating Expenditure	(60,298)	(80,400)	0	(20,102)	225,670
Budget Review	9313	Kiosk Sales Cinema	Operating Income	6,000	5,000	0	(1,000)	224,670
Budget Review	9332	Telephone Civic Centre	Operating Expenditure	(2,696)	(14,300)	0	(11,604)	213,066
Budget Review	9353	Hire Of Civic Centre Open Space	Operating Income	500	250	0	(250)	212,816
Budget Review	9392	Camel Lane Friends Exp	Operating Expenditure	(1,000)	(500)	500	0	213,316
Budget Review	9412	Cinema Expenses	Operating Expenditure	(12,000)	(10,000)	2,000	0	215,316
Budget Review	9422	Cinema Kiosk Purchase	Operating Expenditure	(3,000)	(5,000)	0	(2,000)	213,316
Budget Review	9442	Depreciation (Civic Cent)	Operating Expenditure	(217,362)	(224,900)	0	(7,538)	205,778
Budget Review	9602	Cinema Advertising	Operating Expenditure	(1,800)	(800)	1,000	0	206,778
Budget Review	9992	Suspense	Operating Expenditure	(0)	52	52	0	206,829
Budget Review	E012	Office Expenses - Sp-01	Operating Expenditure	(1,500)	0	1,500	0	208,329
Budget Review	E016	I.T.Subscriptions And Minor Equipment	Operating Expenditure	(7,000)	0	7,000	0	215,329
Budget Review	E022	Rate Notice Production/Mail Out	Operating Expenditure	(2,500)	0	2,500	0	217,829
Budget Review		Add: Depreciation on assets		(8,334,555)	(8,098,230)		(236,325)	(18,496)
Budget Review		Payments for property, plant and equipment and infrastruc	Capital Expenditure	(14,628,096)	(14,740,270)	0	(112,174)	(130,669)
Budget Review		Transfer from reserves	Transfer from reserves (Revenue)	1,045,702	1,262,702	217,000	0	86,331
Budget Review		Transfer to reserves	TIRE	(329,962)	(416,293)	0	(86,331)	(0)
						13,651,633	(13,651,634)	(0)





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](mailto: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.

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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.

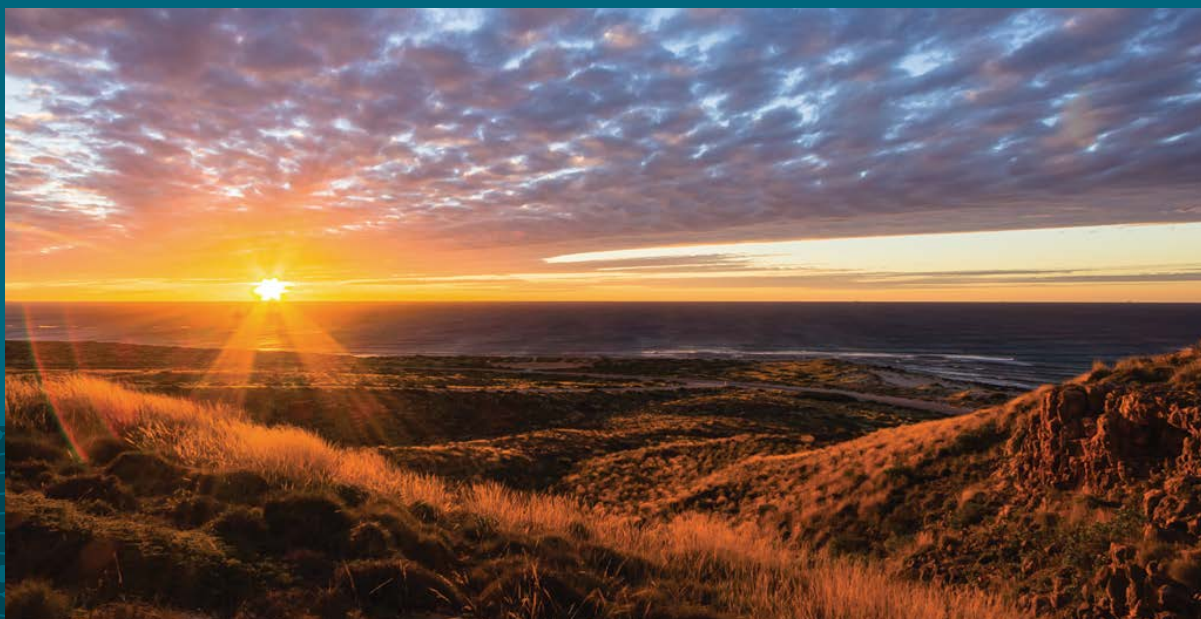
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● ●  
*This strategy captures the needs of a diversity of existing and potential bike rider groups and is centred on catering for people of all ages and abilities.*



## 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
<p><b>Improving access to education, employment, retail and recreation</b></p>	<ol style="list-style-type: none"> <li>1. Improve rideability serving Carnarvon, Exmouth, Denham and Gascoyne Junction town centres.</li> <li>2. Provide safe bike riding routes serving the region's industrial areas.</li> <li>3. Deliver a safe bike riding network serving schools.</li> <li>4. Support active travel programs in schools, and enhance riding skills and road safety education.</li> <li>5. Improve supporting end-of-trip and route infrastructure.</li> <li>6. Provide safe and convenient access to recreational facilities.</li> </ol>
<p><b>Enhancing the region's potential for cycle tourism and active recreation</b></p>	<ol style="list-style-type: none"> <li>1. Create a recreational route that highlights the region's unique attractions.</li> <li>2. Improve bike riding network connectivity with tourist attractions and assets.</li> <li>3. Formalise and improve sports cycling opportunities.</li> <li>4. Facilitate the growth of a local bicycle economy.</li> <li>5. Provide clear and consistent information.</li> </ol>
<p><b>Promoting social inclusion and equity to support happy and healthy communities</b></p>	<ol style="list-style-type: none"> <li>1. Improve connectivity between communities.</li> <li>2. Ensure the network aligns with disability access and inclusion requirements.</li> <li>3. Support mobility for temporary working populations.</li> <li>4. Support improved access to affordable bicycles and maintenance services for disadvantaged communities.</li> </ol>
<p><b>Supporting the recognition and empowerment of First Nations Australians.</b></p>	<ol style="list-style-type: none"> <li>1. Supporting positive health outcomes in Aboriginal communities.</li> <li>2. Embed Aboriginal cultural heritage design elements as part of bike riding routes.</li> <li>3. Connect people to places of Aboriginal heritage significance.</li> </ol>

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.<sup>1</sup>



### More than 1 in 4

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



## A more sustainable health system

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



### More than 4 in 10

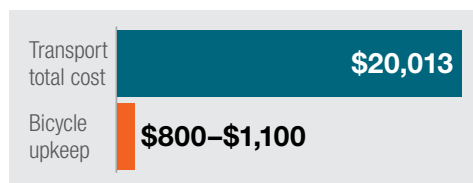
Western Australian adults don't get enough physical activity.

Improving access to walking and riding infrastructure in regional areas is a key focus to better sustain outer metro health systems.<sup>4, 5</sup>



## A stronger economy

Cost per year (Australian average)<sup>6</sup>



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

### At a glance

The bike riding industry in 2022

**\$6.7bn**

Contributed to the Australian economy.

**58,272**

Full-time jobs supported.<sup>8</sup>



## Healthier and happier people

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



## A fairer and more equitable society

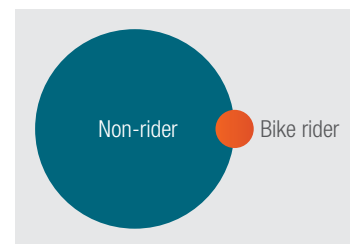
Many people living in outer urban, rural and remote regions have very limited transport options.<sup>10</sup>

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.<sup>11</sup>



## Greener and cleaner places

CO2 emissions from daily travel



Bike riders had 84% lower CO2 emissions than non-riders.<sup>12</sup>



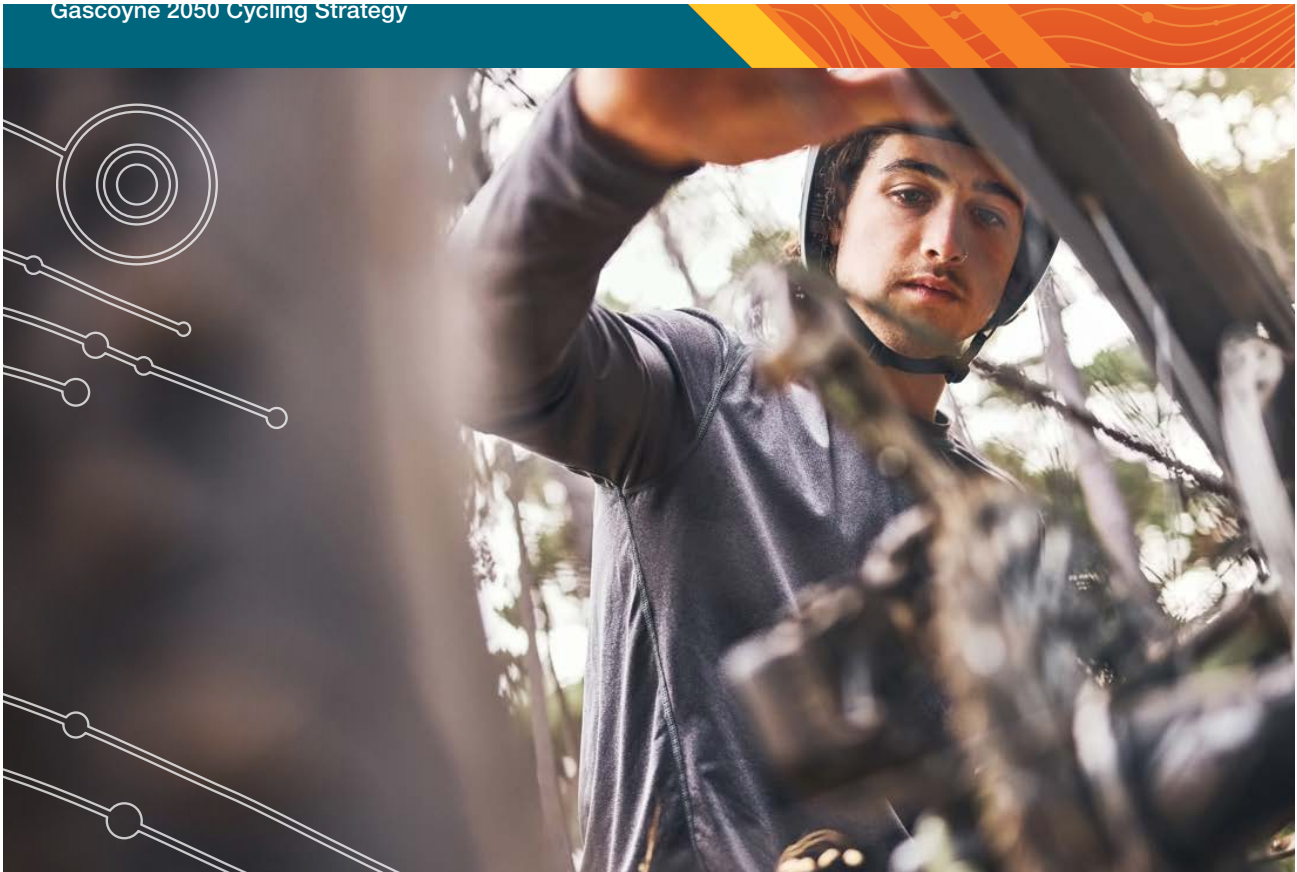
People who shifted from car to bike were found to decrease life cycle CO2 emissions by 3.2kg CO2/day.<sup>13</sup>

6 Department of Transport

# Contents

<b>1. Introduction</b>	<b>8</b>
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
<b>2. Encouraging Bike Riding</b>	<b>21</b>
2.1 Activation, consultation and evaluation	21
2.2 Cross agency synergies	23
<b>3. Regional Route Hierarchy</b>	<b>24</b>
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
<b>4. Proposed Network</b>	<b>28</b>
4.1 Overall network	28
<b>5. The Way Forward</b>	<b>36</b>
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
<b>6. Action Plan and Maintenance</b>	<b>64</b>
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
<b>Appendices</b>	<b>87</b>
<b>Endnotes</b>	<b>96</b>





# 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);



*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.*

- **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.

1. Introduction

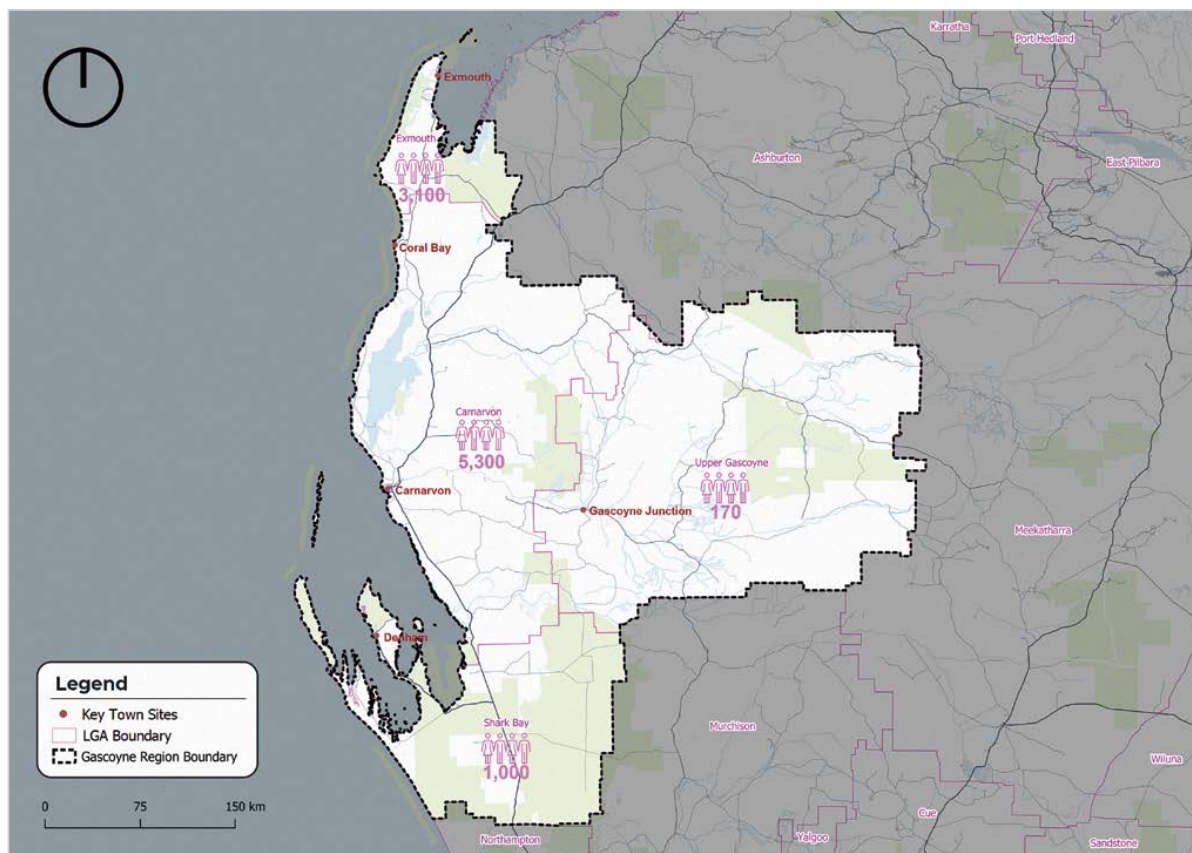


### 1.2 Gascoyne in context

The Gascoyne region occupies a large area of over 135,000 square kilometres (km<sup>2</sup>). 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.

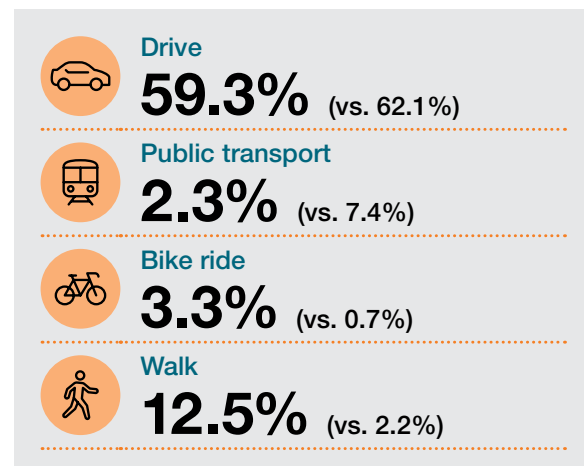
Contemporary understanding of Aboriginal language groups in the Gascoyne region recognises the five main Traditional Owners groups of Yinggarda, Baiyungu, Malgana, Thudgari and Wajarri Aboriginal groups<sup>14</sup>. Aboriginal Australians represent approximately 11.9% of the region’s population, while 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)<sup>15</sup>**



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



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



1. Introduction

### 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 23,000<sup>16</sup>. 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 2051<sup>17</sup>.

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 6,200m<sup>2</sup> 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.

## 1. Introduction

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.

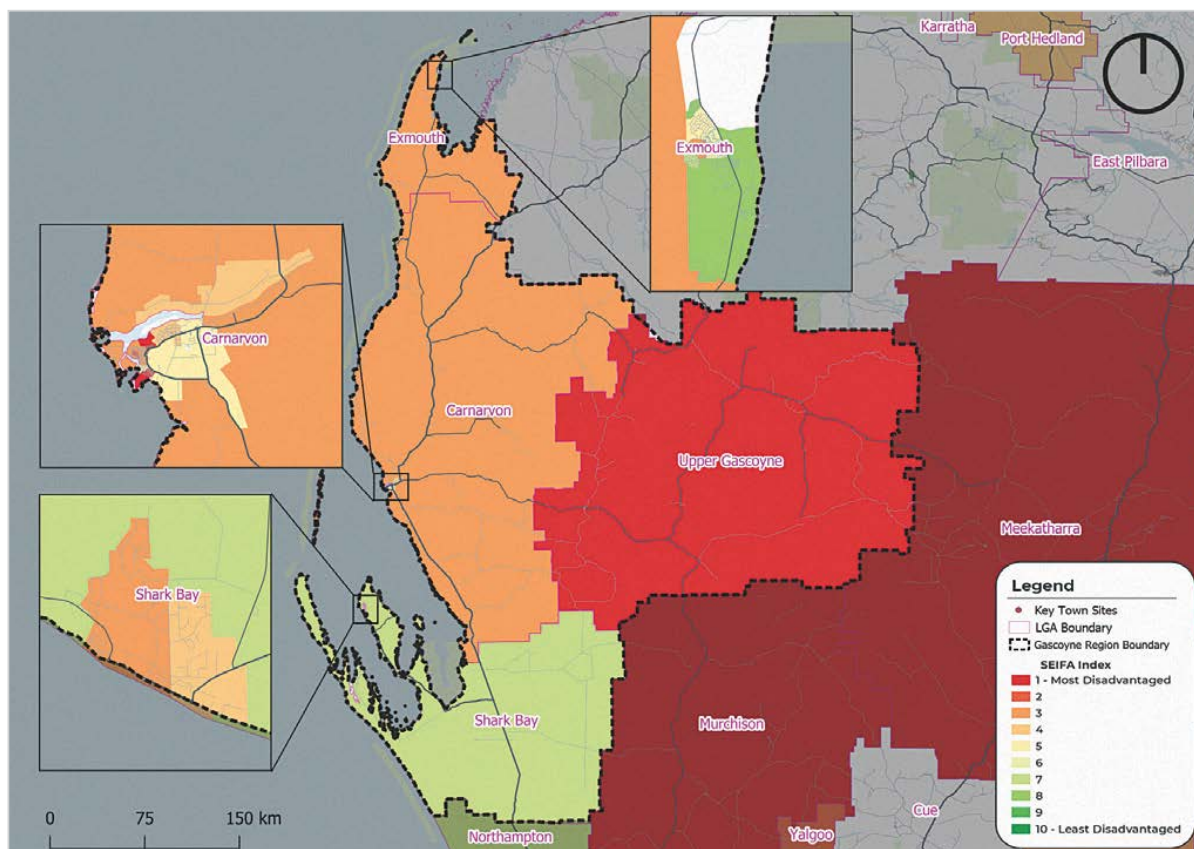
Key opportunities identified for bike riding in the Gascoyne region include:

- 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.

1. Introduction

**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.





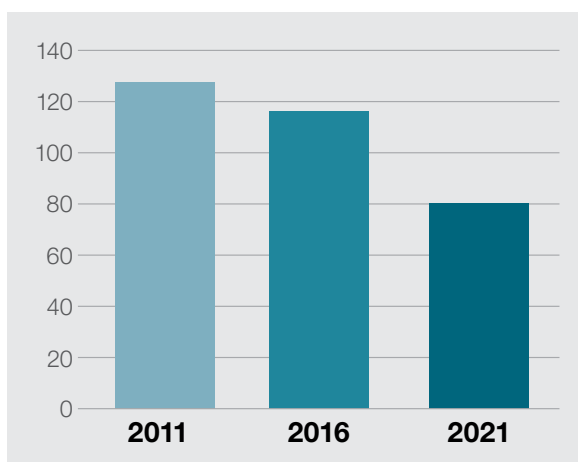
The 2021 survey showed that in WA approximately 50% of children aged under 10 ride a bicycle at least once a week. In regional WA this level is around 58% for children under 10. The state-wide bike riding participation rate reduces to around 40% for teenagers, before reducing to around 10% for young 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.

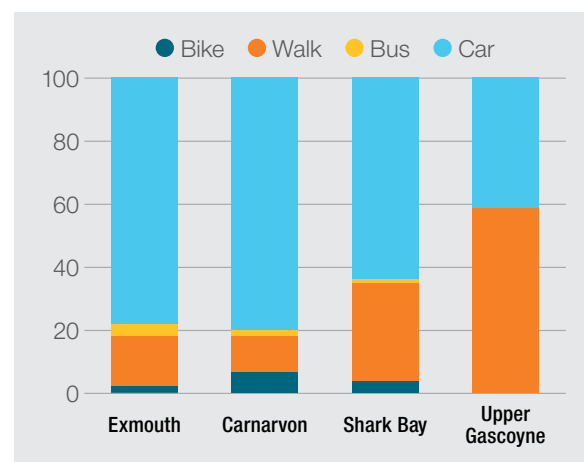
Of those who rode for transport, the largest number of people were visiting friends or relatives. This was almost three times as many as those who rode to work. Bike riding to access education and shopping were more prevalent than bike riding to work, but less than bike riding to visit friends and family.

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



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

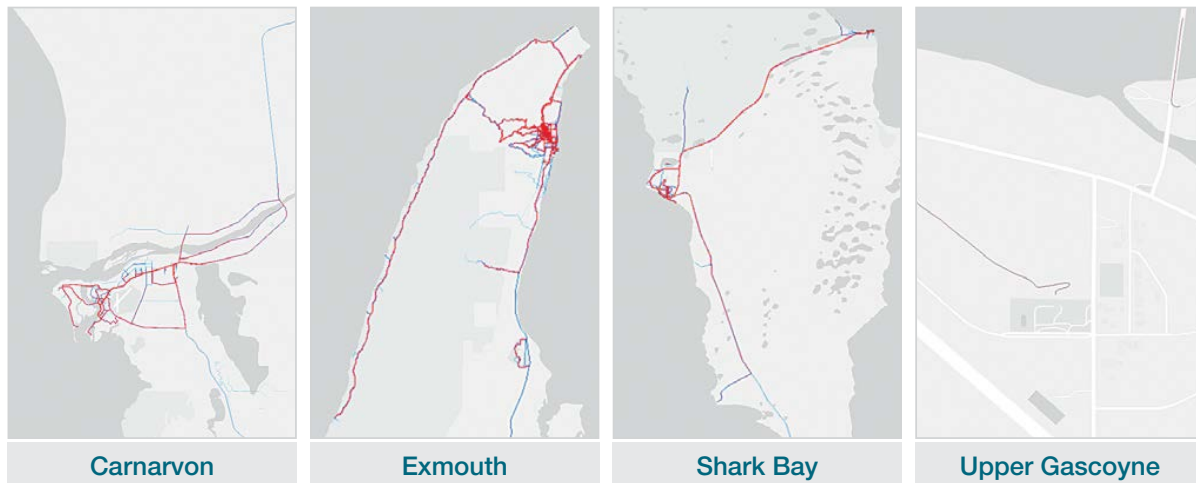


1. Introduction

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 hospitalisation<sup>18</sup>.

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.

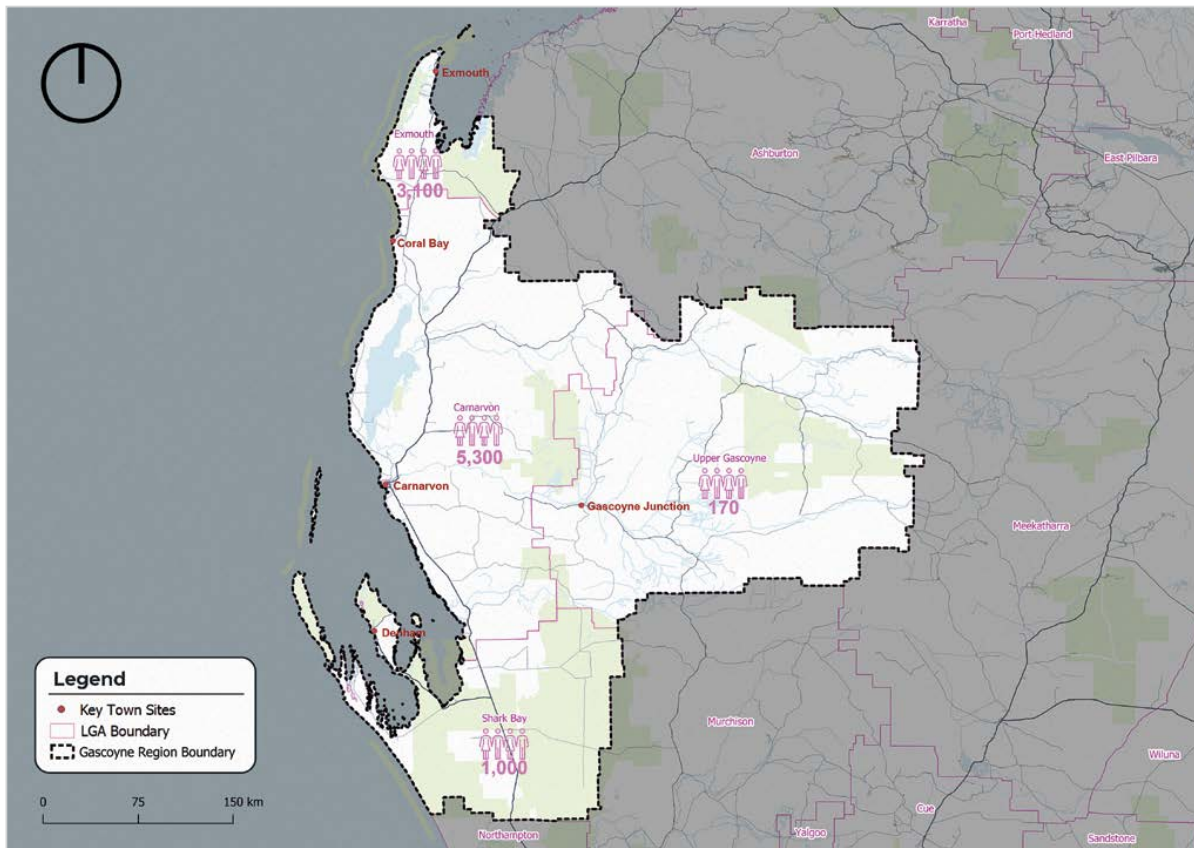
Actions in this strategy aim to deliver improved safety for bike riders and pedestrians by minimising potential conflicts with motor vehicles on active transport corridors that serve the key active travel trip attractors. Specific emphasis is placed on path renewals and improved active transport road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

18 Department of Transport

**Crashes involving a bicycle or pedestrian (2018–2022)**

Fatal	Hospitalisation	Medical	Property damage	Total
<b>1</b>	<b>3</b>	<b>7</b>	<b>7</b>	<b>14</b>

**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:

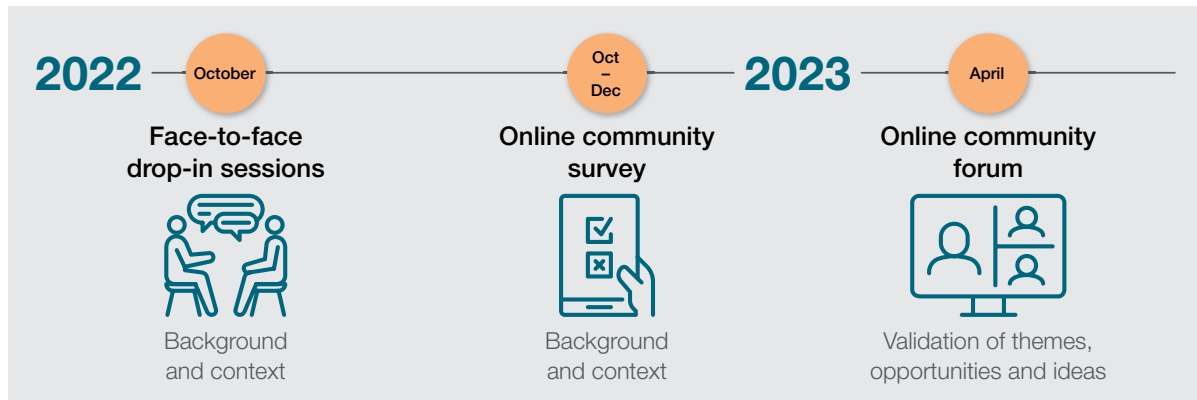
- Raise community awareness of the project;
- Identify existing challenges and barriers to bike riding, including major issues and missing links associated with the existing bike riding network;

- 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](#).

1. Introduction

**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.

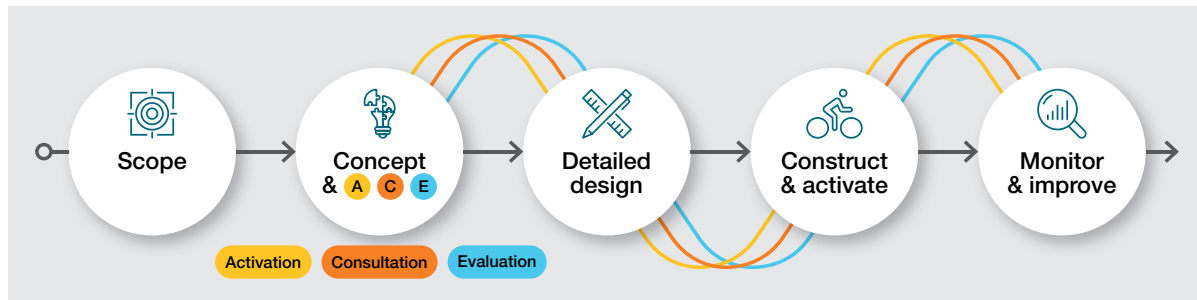
There needs to be an emphasis on creating inclusive infrastructure projects so that the product delivered serves the needs of the local community as well as people visiting the region.

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](#).

1. Introduction

**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.

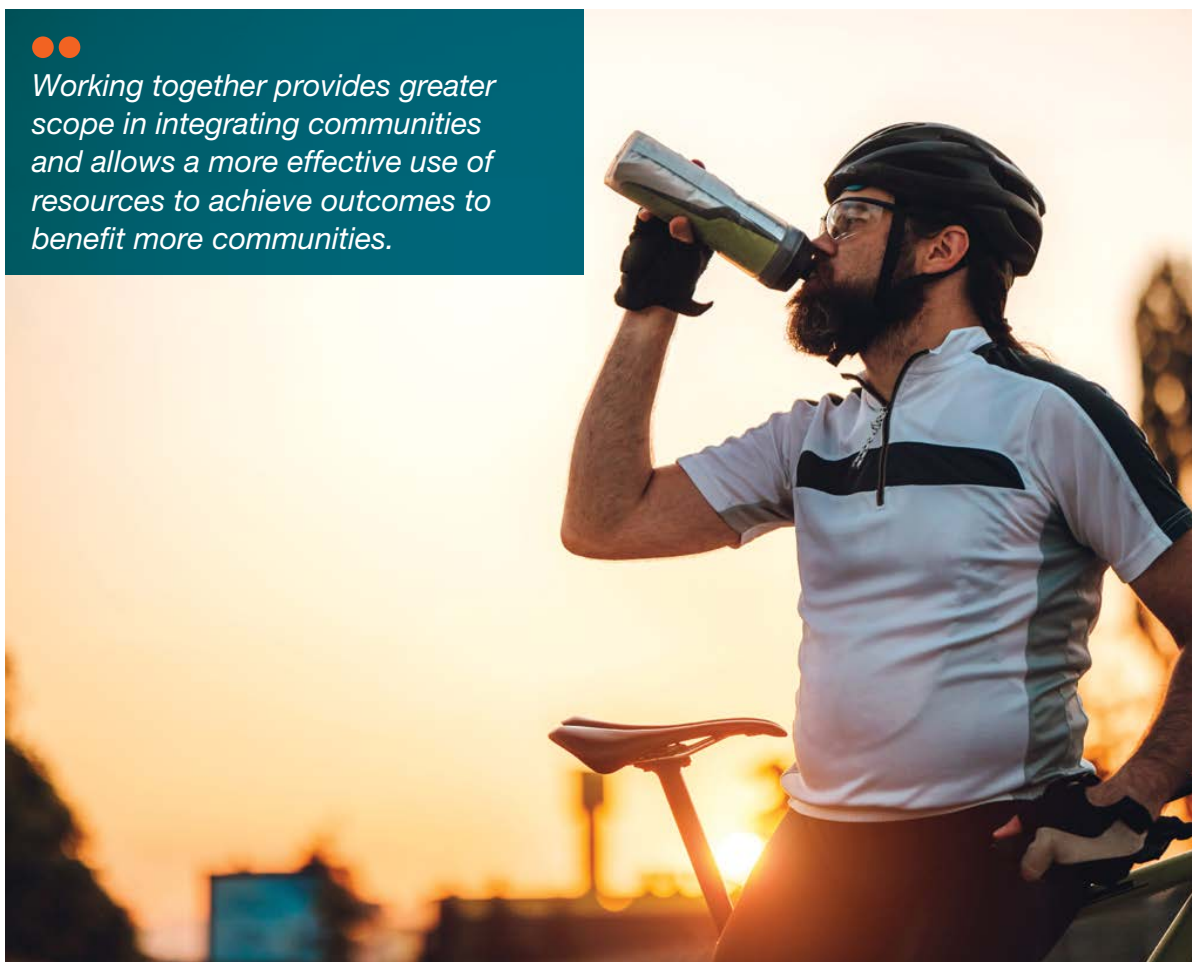
The diversity of opportunity allows for key agencies to work together with local governments, communities and businesses to promote active transport.

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.

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.

### 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](#)).

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



3. Regional Route Hierarchy

**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



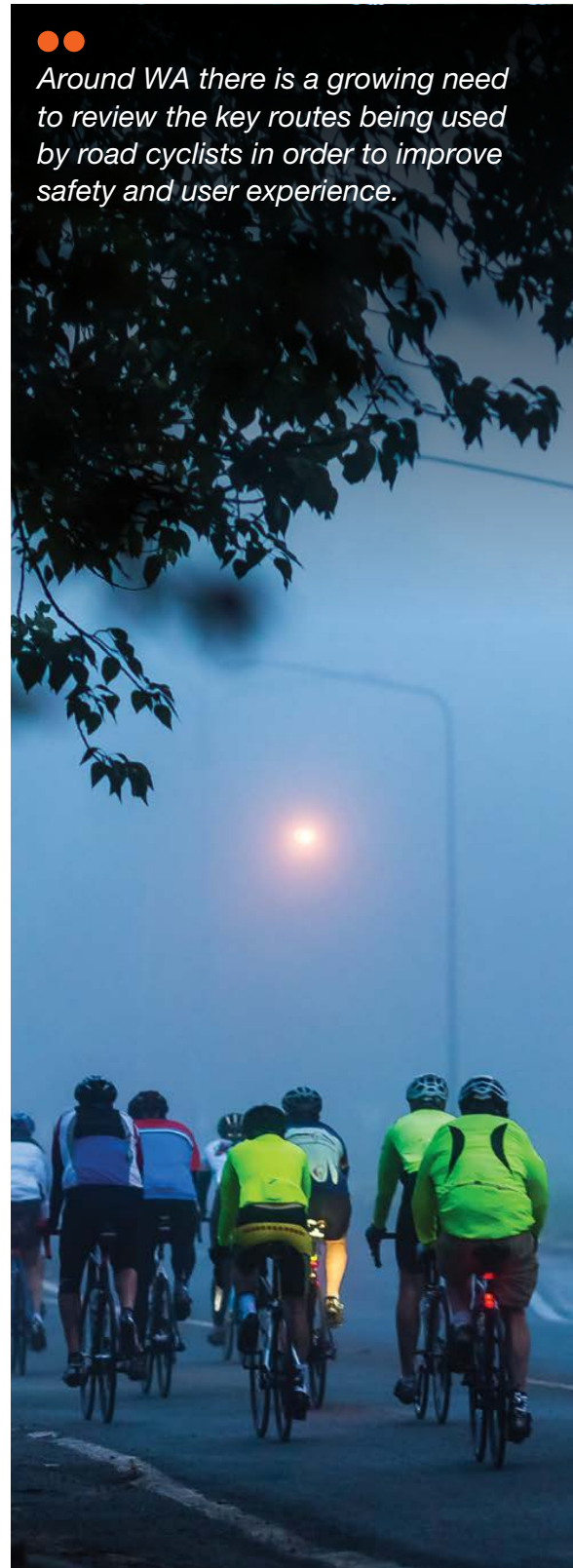
**Road cycling route along Murat Road, Exmouth.**  
Credit: Department of Transport.

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  $\leq 60$ 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:

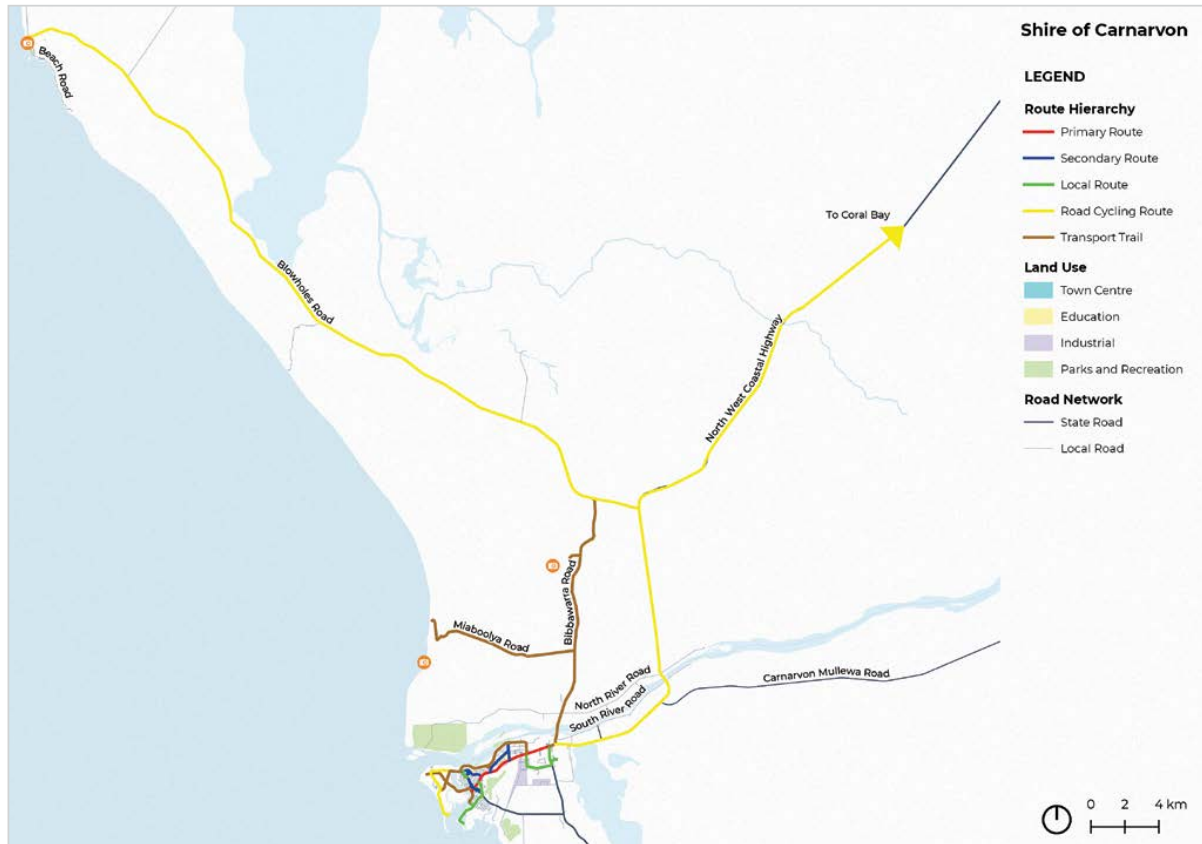
- A primary route along the length of Robinson Street, provides direct connectivity, from the east of the Carnarvon urban area to and through the town centre, to the waterfront along the Fascine. People on bikes are separated from vehicle traffic, with minimal interruptions along the length of the route;
- 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**



4. Proposed Network

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

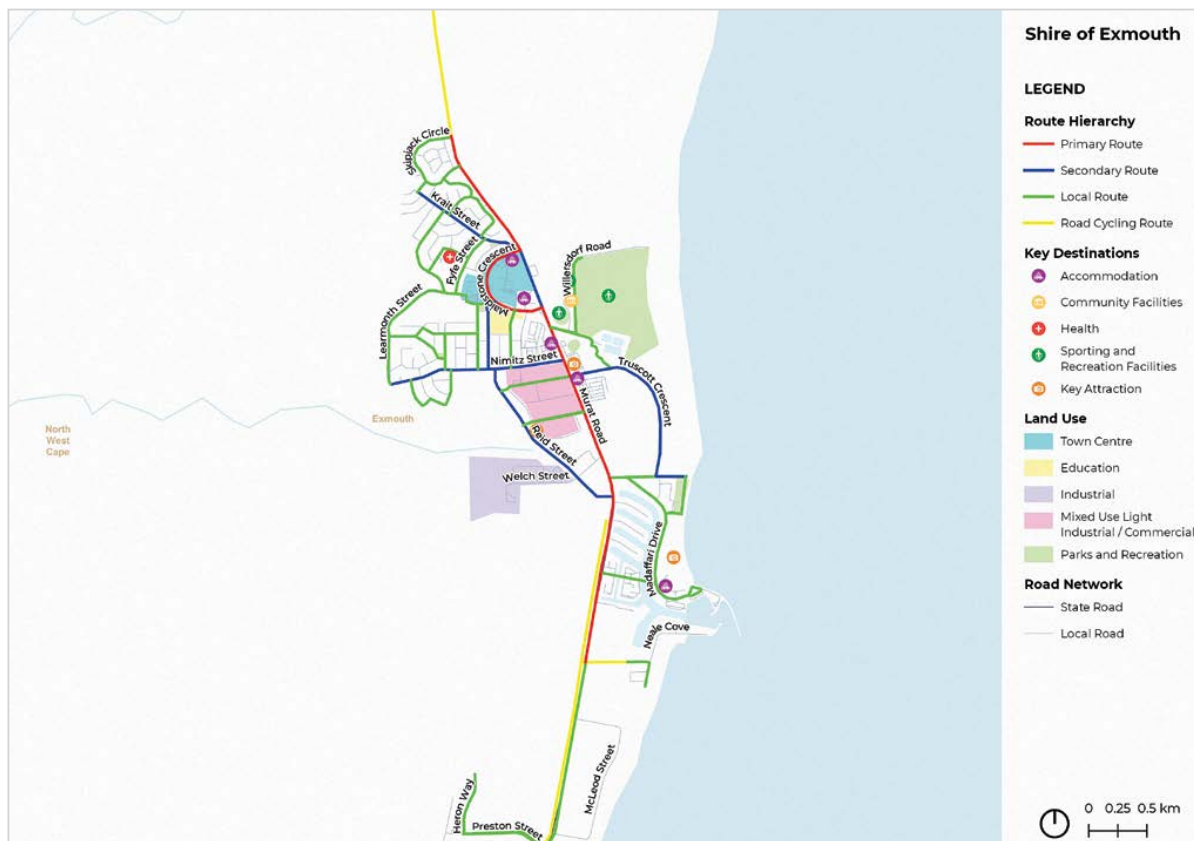


### 4.3 Shire of Exmouth

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**



4. Proposed Network

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



4. Proposed Network

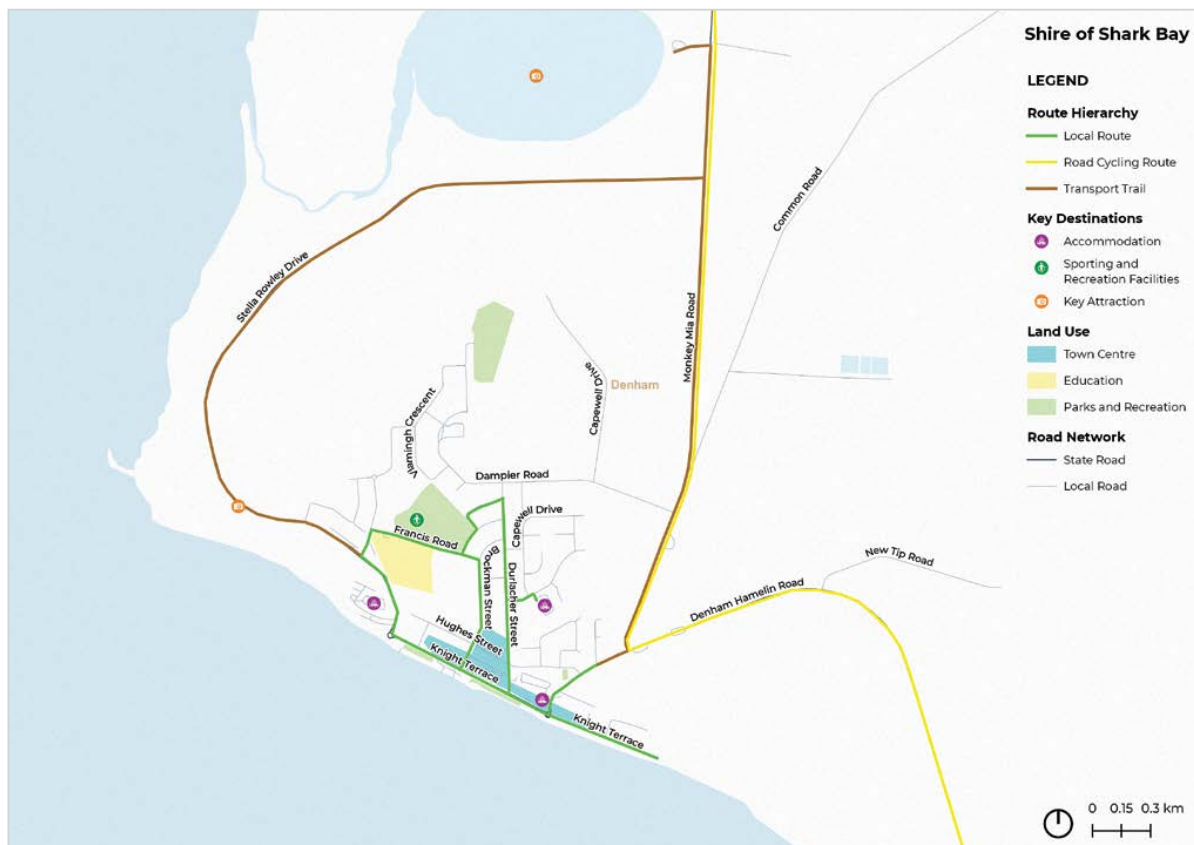
### 4.4 Shire of Shark Bay

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;

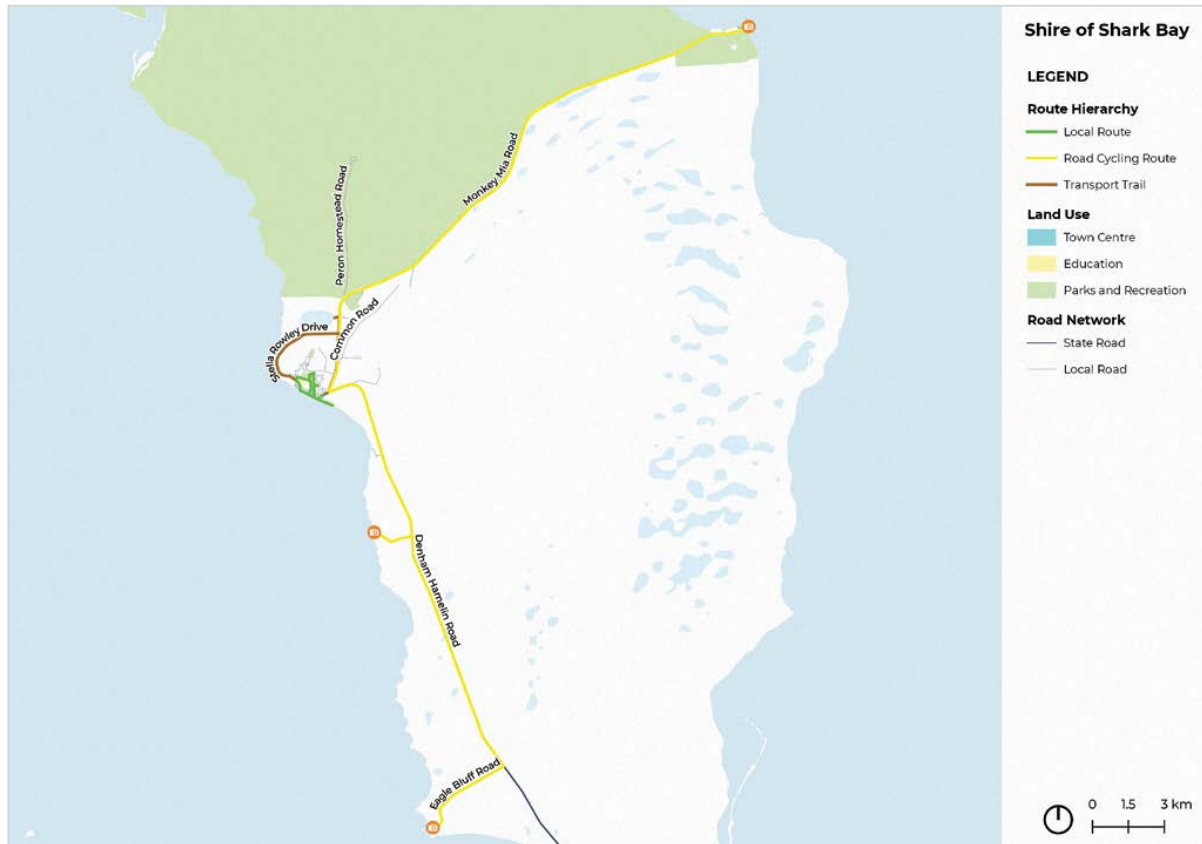
- A transport trail that provides safe connectivity to Little Lagoon, delivering a unique leisure and tourism bike riding experience; and
- Road cycling routes that create a safer shared riding environment for people on bikes and people driving to the Shire’s major tourist attractions including Monkey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

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



4. Proposed Network

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





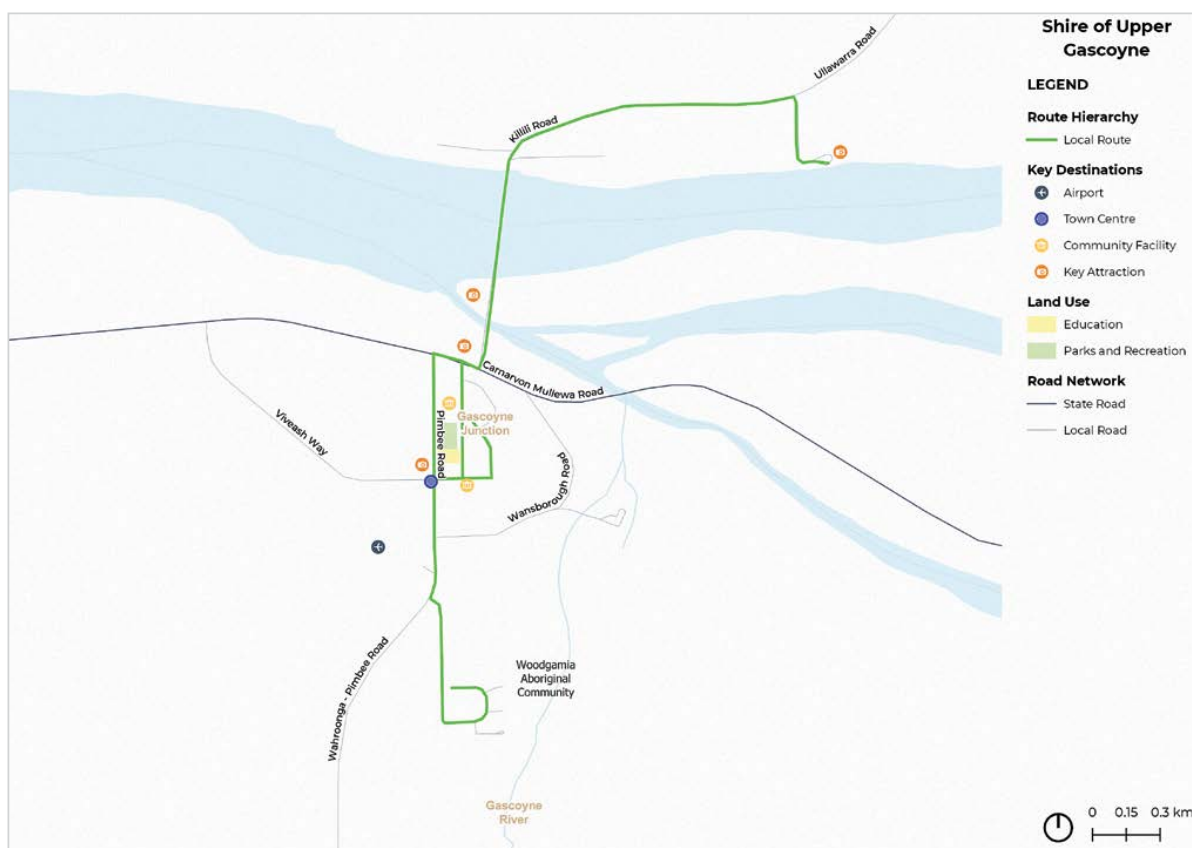
### 4.5 Shire of Upper Gascoyne

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 research<sup>19</sup> 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 bicycle<sup>19</sup>**

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.

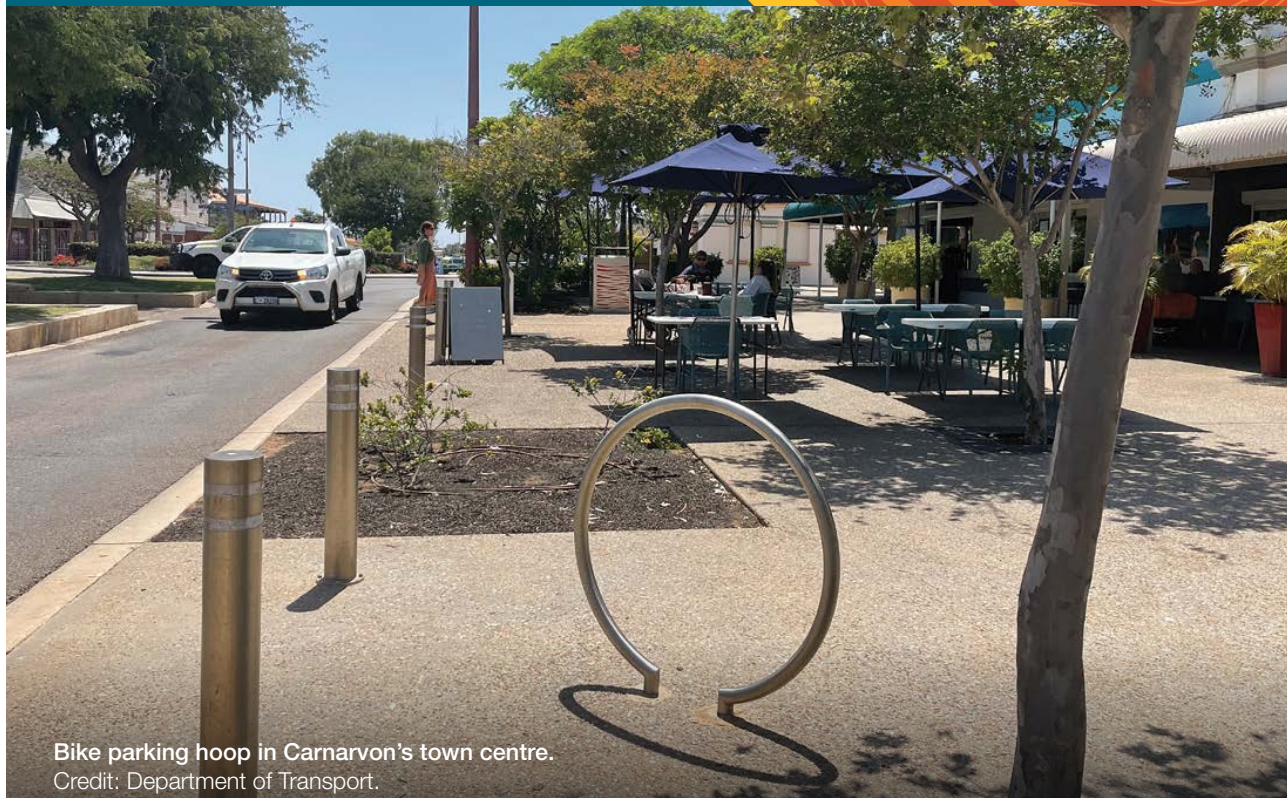
The Shire of Exmouth's population typically trebles over peak visitor months when compared to its permanent population of approximately 2,800<sup>20</sup>, while the Shire of Shark Bay's permanent population of 950 people is estimated to double<sup>21</sup>.

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

5. The Way Forward



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%<sup>22</sup>. 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.

5. The Way Forward

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 school<sup>24</sup>. 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'<sup>23</sup> 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. The Way Forward

**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 use<sup>25</sup>.

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**

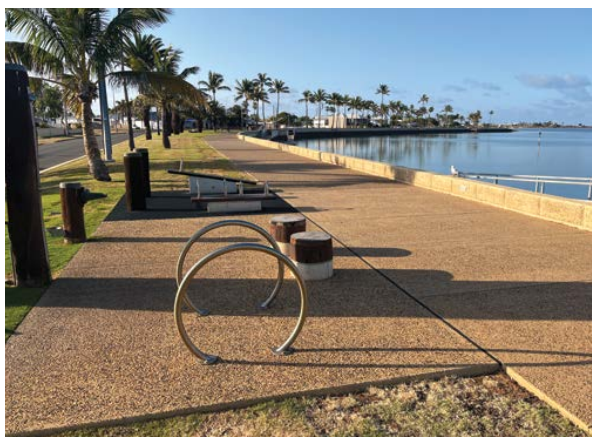
In the Midwest Health Region, which encompasses the Gascoyne region, 37% of adults aged 16 years and over are obese, with coronary heart disease, chronic obstructive pulmonary disease, and mental ill-health being leading causes of disease burden<sup>26</sup>. There are numerous physical and mental health 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 anxiety<sup>27</sup>.

● ●  
*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. The Way Forward

### 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 employment<sup>28</sup>.



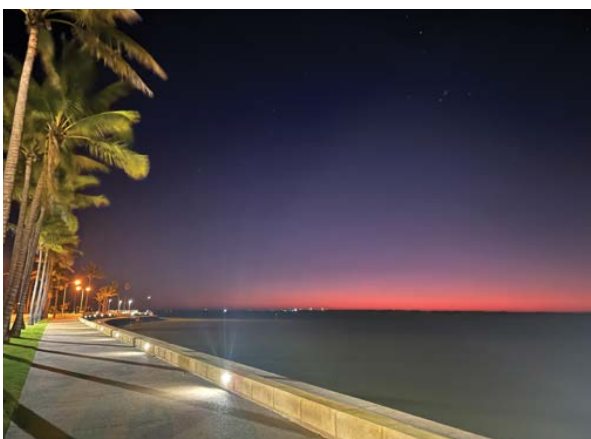
*In Australia \$1,168 million was spent annually on cycle tourism in 2020<sup>29</sup>. Although cycle tourism is a relatively small niche market, surveys found that 46% of adults say they enjoy riding bicycles when on holiday, although only 10% actually rode a bicycle on a trip in the past year<sup>30</sup>.*

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.

5. The Way Forward

**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 Rides<sup>31</sup> 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**



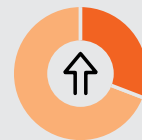
**\$950m**

Approximate direct economic contribution of the trails to the regions.



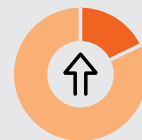
**\$10m**

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 Australia<sup>32</sup>. 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



5. The Way Forward

**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.

5. The Way Forward

**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.



**Trial evaluation results**



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.



**Static 1.5m passing distance sign (left) and ‘Share the Regional Road’ campaign signage (right).**

Credit: City of Busselton.



**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.

5. The Way Forward

**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 Surfaris, 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 day<sup>33</sup>. 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 day<sup>33</sup>. 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 Surfaris.

5. The Way Forward

**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. The Way Forward

**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.

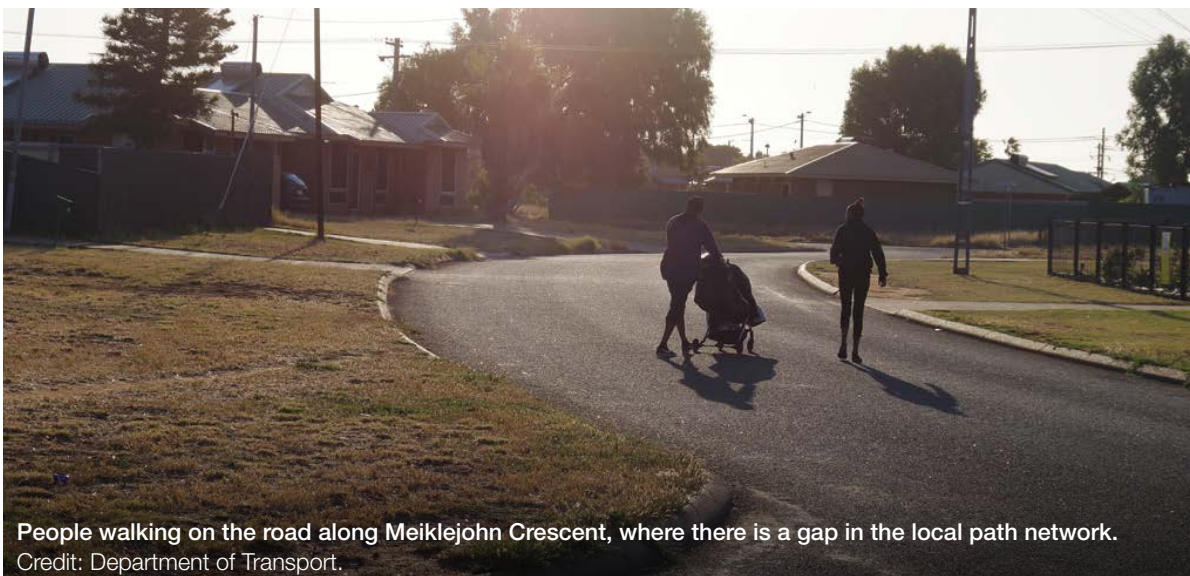
Communities that experience a greater level of disadvantage will be prioritised to improve riding network connectivity within or linking to these communities. Further investigation is required to assess needs and confirm priorities. During stakeholder and community consultation a number of communities 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.

5. The Way Forward

**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	Action reference
Increasing mobility and access for key user groups in the region.	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.

5. The Way Forward



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.



5. The Way Forward

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 invent in the Mungullah Village which involved local children and community members coming together over food and a friendly game of basketball.

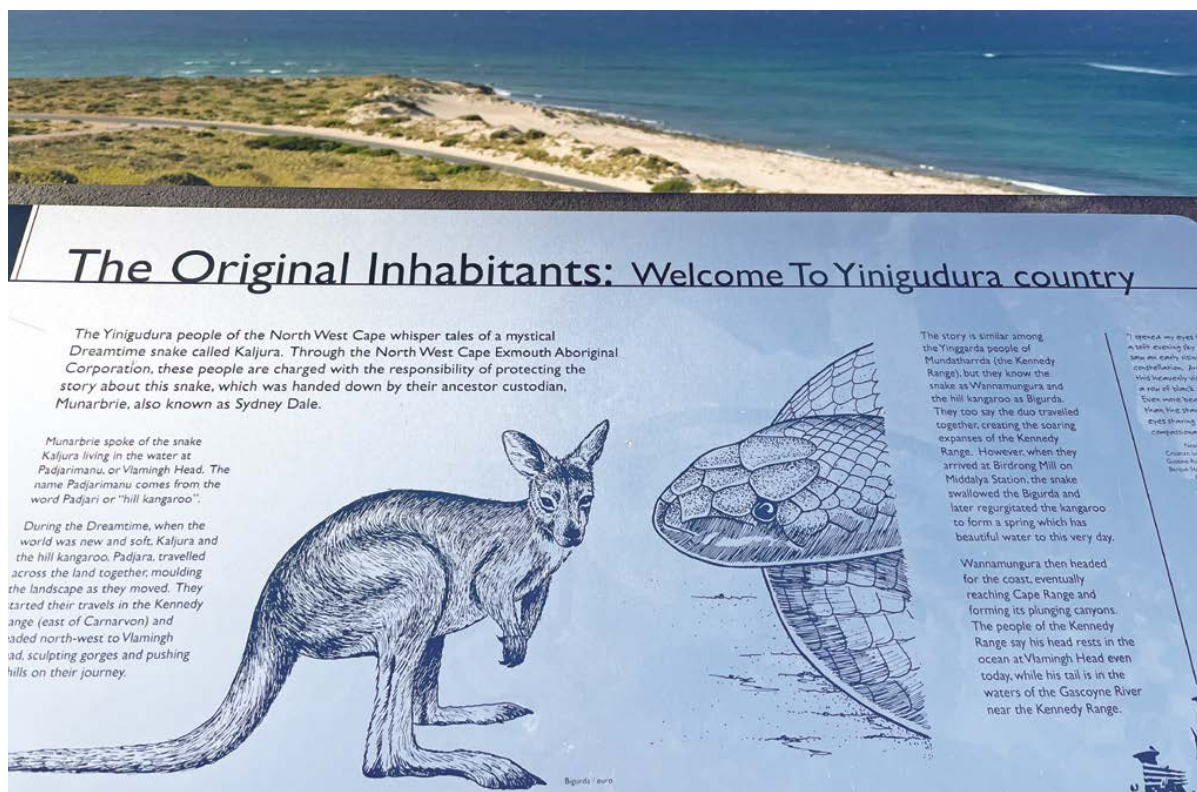
WACRH is another organisation, led by the University of Western Australia, with a presence in the Gascoyne region (Carnarvon-based) that aims to improve rural, remote and Aboriginal Health. WACRH is centred on four priority work areas including: teach and learning, research and evaluation, community 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 a 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	Action reference
Engaging with Traditional Owners as part of the region’s bicycle network development.	GAS10



Interpretive signage at Vlamingh Head Lighthouse, a key tourist attraction, in the Shire of Exmouth. Credit: Department of Transport.

5. The Way Forward

**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	Action reference
Engaging with Traditional Owners as part of the region’s bicycle network development.	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.





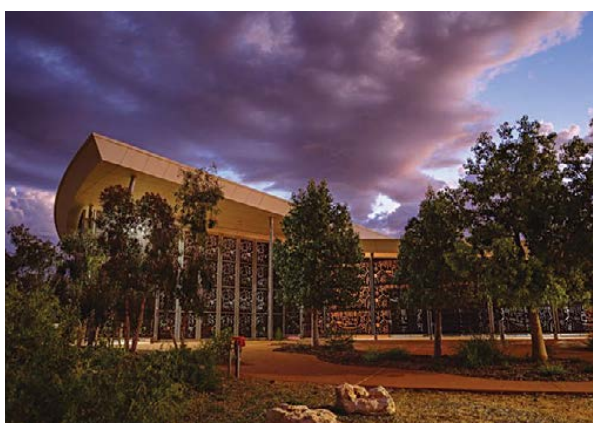
**5.4.3 Opportunity: Connect people to places of Aboriginal heritage significance**

The Yinggarda, Baiyungu, Malgana, Thadgari and Thalanyji<sup>34</sup> 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	Action reference
Engaging with Traditional Owners as part of the region’s bicycle network development.	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.

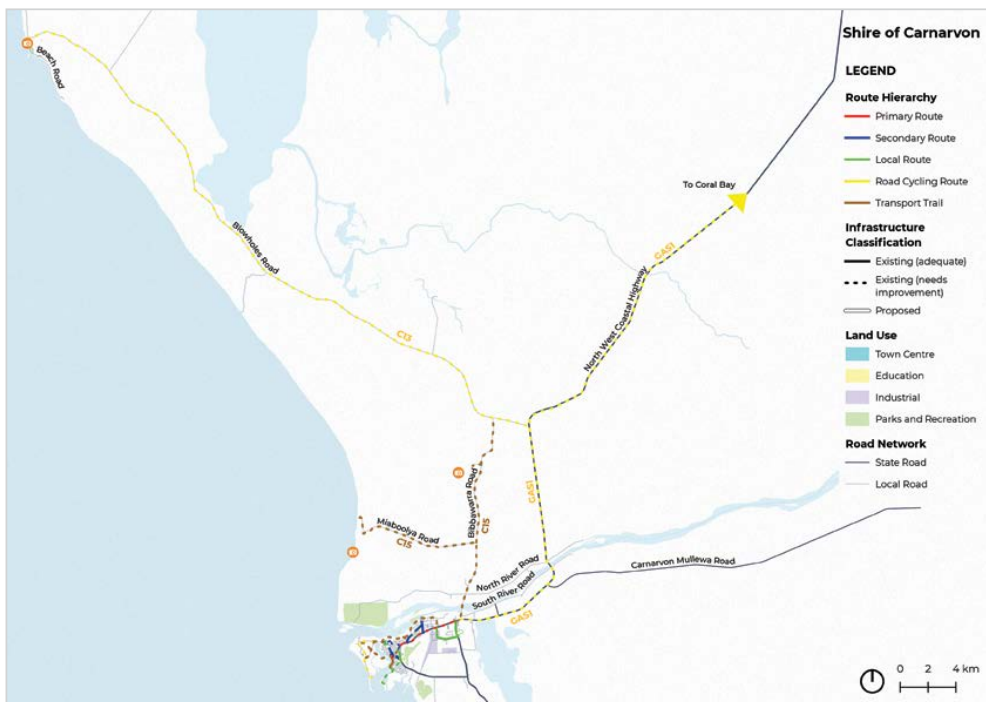
A unique project reference has been included in the maps. This reference corresponds to the priority projects identified in [Section 6.2](#) and [Section 6.3](#) to depict the location of each project.

6. Action Plan and Maintenance

**Map 13. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Carnarvon townsite**

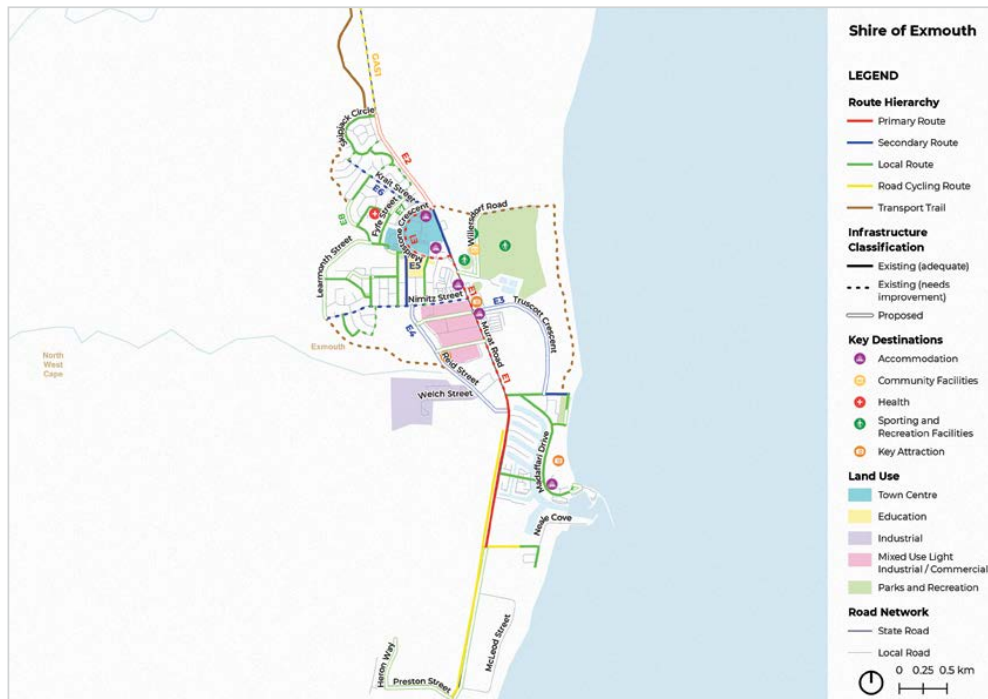


**Map 14. Map of the existing route infrastructure conditions based on the proposed 2050 sub-regional bike riding network for the Shire of Carnarvon**



6. Action Plan and Maintenance

**Map 15. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Exmouth townsite**

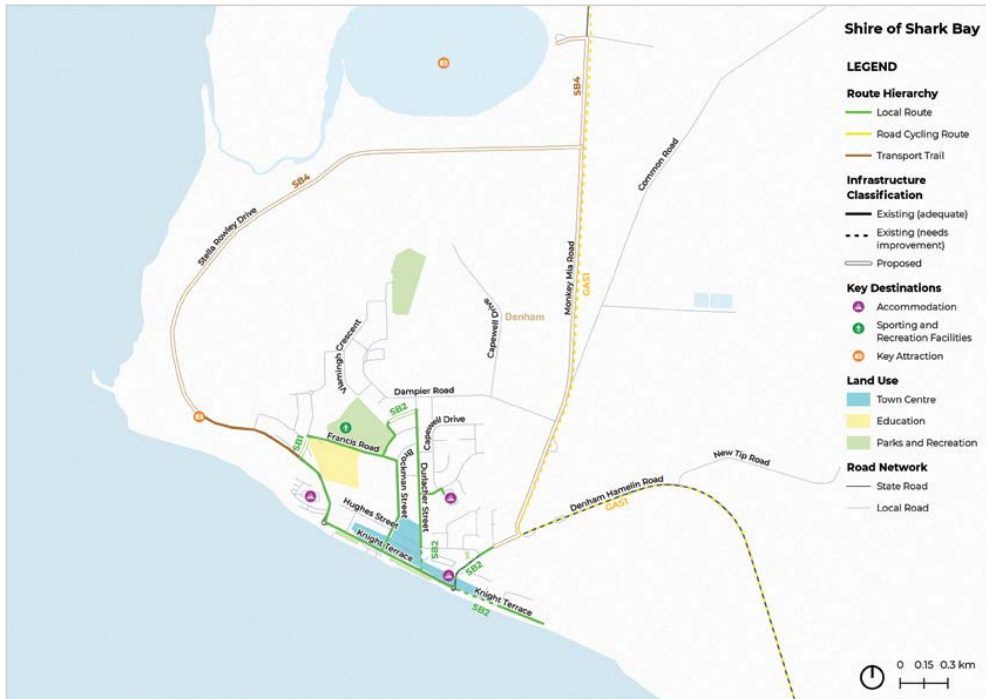


**Map 16. Map of the existing route infrastructure conditions based on the proposed 2050 sub-regional bike riding network for the Shire of Exmouth**

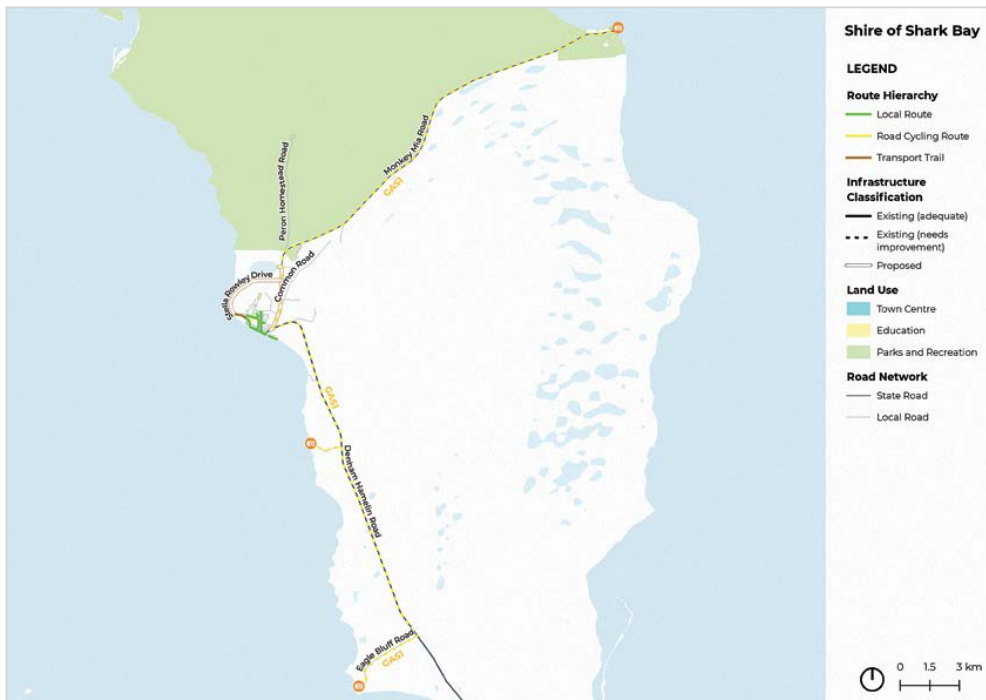


6. Action Plan and Maintenance

**Map 17. Map of the existing route infrastructure conditions based on the proposed 2050 bike riding network for the Denham townsite**



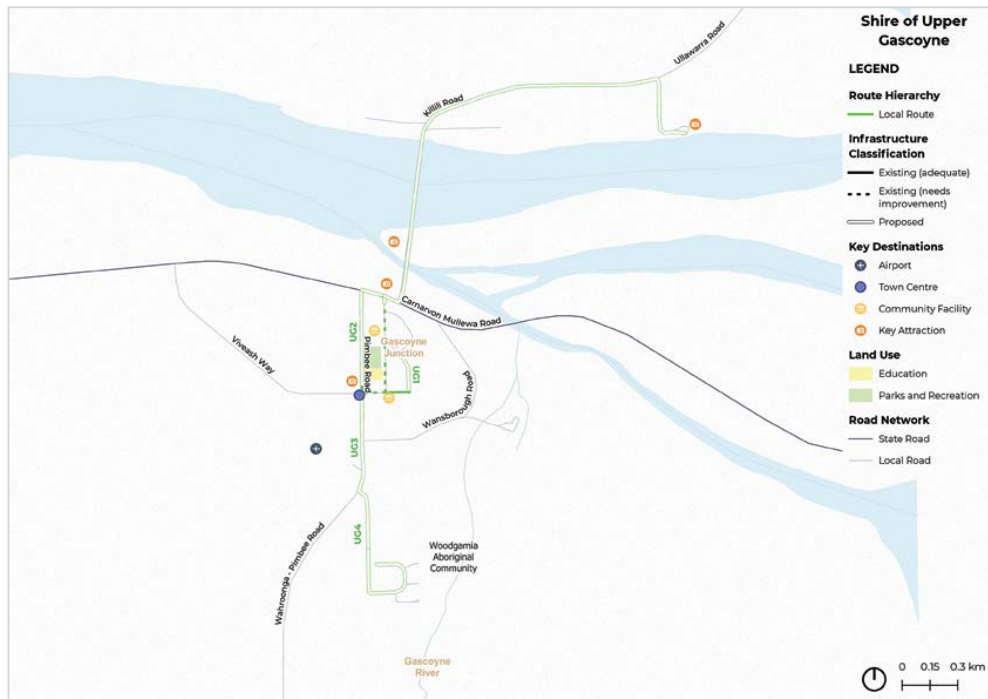
**Map 18. Map of the existing route infrastructure conditions based on the proposed 2050 sub-regional bike riding network for the Shire of Shark Bay**





6. Action Plan and Maintenance

**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	
<b>C1</b>	<p><b>East Carnarvon road crossing improvements</b>  <b>Project Type: Design and Construction   Timeframe: Short-term</b></p> <p><b>Action:</b> Plan and deliver a safe pedestrian and bicycle crossing for Robinson Street, where the route crosses the road near the Carnarvon Fresh IGA.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C2</b>	<p><b>Robinson Street primary route improvements</b>  <b>Project Type: Planning and Design   Timeframe: Short-term</b></p> <p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C2</b>	<p><b>Robinson Street primary route improvements</b>  <b>Project Type: Construction   Timeframe: Short-term</b></p> <p><b>Action:</b> Following design, deliver path network improvements along Robinson Street, between North West Coastal Highway and Hill Street.</p> <p><b>Need and Benefit:</b> As per C2.</p>

6. Action Plan and Maintenance

Shire of Carnarvon continued

Primary Routes	
<b>C3</b>	<b>Carnarvon town centre north-south link enhancements</b> <b>Project Type: Planning and Design   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C3</b>	<b>Carnarvon town centre north-south link enhancements</b> <b>Project Type: Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need and Benefit:</b> As per C3.</p>
Secondary Routes	
<b>C4</b>	<b>Carnarvon Community College shared path</b> <b>Project Type: Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> Construct a shared path along Gascoyne Road between Iles Road and Lower Road.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> This route facilitates safe access to Carnarvon Community College, with WABN funding successfully secured to deliver the path in 2023.</p>
<b>C5</b>	<b>Improving north-south connectivity along Marmion Street</b> <b>Project Type: Planning and Design   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>

Shire of Carnarvon continued

Secondary Routes	
<b>C5</b>	<b>Improving north-south connectivity along Marmion Street</b> <b>Project Type: Construction   Timeframe: Short-term</b>
	<b>Action:</b> Following design, construct a new shared path/upgrade the existing shared path along Marmion Street, between Margaret Row and Gascoyne Road. <b>Need and Benefit:</b> As per C5.
<b>C6</b>	<b>Linking Brockman to Carnarvon town centre</b> <b>Project Type: Planning and Design   Timeframe: Short-term</b>
	<b>Action:</b> Plan and design a riding and walking link suitable for people of all ages and abilities along Dempster Street, Richards Street and Castrini Crescent. <b>Need:</b> 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. <b>Benefit:</b> 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.
<b>C6</b>	<b>Linking Brockman to Carnarvon town centre</b> <b>Project Type: Construction   Timeframe: Short-term</b>
	<b>Action:</b> Following design, deliver a suitable riding and walking link along Dempster Street, Richards Street Castrini Crescent. <b>Need and Benefit:</b> As per C6.
<b>C7</b>	<b>Babbage Island Road route improvements – Carnarvon Christian School road crossing improvements</b> <b>Project Type: Design and Construction   Timeframe: Medium-term</b>
	<b>Action:</b> Plan and deliver a path and pedestrian and bicycle crossing of Babbage Island Road, connecting to the existing path at Carnarvon Christian College. <b>Need:</b> 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. <b>Benefit:</b> 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.

6. Action Plan and Maintenance

Shire of Carnarvon continued

Secondary Routes	
<b>C7</b>	<b>Babbage Island Road route improvements</b> <b>Project Type: Planning and Design   Timeframe: Medium-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C7</b>	<b>Babbage Island Road route improvements</b> <b>Project Type: Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> Following design, deliver path network improvements along Babbage Island Road, between Robinson Street and Tonkin Crescent.</p> <p><b>Need and Benefit:</b> As per C7.</p>
<b>C8</b>	<b>Carnarvon town centre east-west link enhancements</b> <b>Project Type: Planning and design   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C8</b>	<b>Carnarvon town centre east-west link enhancements</b> <b>Project Type: Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> Following design and consultation, deliver improvements to riding route continuity and safety in the town centre along Camel Lane, Stuart Street, Rushton Street.</p> <p><b>Need and Benefit:</b> As per C8.</p>

Shire of Carnarvon continued

Local Routes	
<b>C6</b>	<p><b>Linking Brockman to Carnarvon town centre</b>  <b>Project Type: Design and Construction   Timeframe: Medium-term</b></p> <p><b>Action:</b> Plan and deliver a safe walking and riding route along Meiklejohn Crescent, between Brockman Park shared path and Gran Berry Drive.</p> <p><b>Need:</b> There is a gap in the local path network in this location, forcing people to walk and ride on Meiklejohn Crescent.</p> <p><b>Benefit:</b> 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.</p>
<b>C9</b>	<p><b>Improving access to and from Kingsford</b>  <b>Project Type: Quick Win   Timeframe: Short-term</b></p> <p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C10</b>	<p><b>Carnarvon Space and Technology Museum path</b>  <b>Project Type: Planning and Design   Timeframe: Short-term</b></p> <p><b>Action:</b> Plan and design a path along Mahony Ave, between Craggs Court and Carnarvon Space and Technology Museum.</p> <p><b>Need:</b> The existing path currently terminates at Craggs Court, forcing people riding and walking onto the road, on a steep incline.</p> <p><b>Benefit:</b> Completing this gap in the local path network will provide safe access to the Carnarvon Space and Technology Museum, a key tourism destination.</p>
<b>C10</b>	<p><b>Carnarvon Space and Technology Museum path</b>  <b>Project Type: Construction   Timeframe: Short-term</b></p> <p><b>Action:</b> Following design, construct a path along Mahony Ave, between Craggs Court and Carnarvon Space and Technology Museum.</p> <p><b>Need and Benefit:</b> As per C10.</p>

6. Action Plan and Maintenance

Shire of Carnarvon continued

**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 Minglya-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

<b>Transport Trails</b>	
<b>C14</b>	<b>The Gascoyne River, Babbage Island and town centre transport and recreational loop Project Type: Feasibility and Planning   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C14</b>	<b>The Gascoyne River, Babbage Island and town centre transport and recreational loop Project Type: Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> Deliver improvements to enhance riding safety along existing trails.</p> <p><b>Need and Benefit:</b> As per C14.</p>
<b>C15</b>	<b>Providing Connectivity to Miaboolya Beach and Bibbawarra Hot Springs Project Type: Feasibility and Planning   Timeframe: Medium-term to ongoing</b>
	<p><b>Action:</b> Undertake a feasibility study to provide a suitable riding environment along Bibbawarra Road, to the hot springs, and Miaboolya Road, to the beachfront.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>C15</b>	<b>Providing Connectivity to Miaboolya Beach and Bibbawarra Hot Springs Project Type: Construction   Timeframe: Medium-term to ongoing</b>
	<p><b>Action:</b> Deliver a suitable riding environment along Bibbawarra Road, to the hot springs, and Miaboolya Road, to the beachfront.</p> <p><b>Need and Benefit:</b> As per C15.</p>



6. Action Plan and Maintenance

6.2.2 Shire of Exmouth

Primary Routes	
<b>E1</b>	<b>Primary route road crossing improvements</b> <b>Project Type: Planning and Design   Timeframe: Short-term</b>
	<p><b>Action:</b> Plan and deliver safe pedestrian and bicycle crossings for Murat Road including:</p> <ul style="list-style-type: none"> <li>• Improve the misaligned crossing near Madaffari Drive where the path transitions from one side of Murat Road to the other.</li> <li>• 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.</li> <li>• Provide path continuity across the entrance and exit to the Caltex service station, at the corner of Maidstone Crescent and Murat Road.</li> <li>• 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.</li> </ul> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>E1</b>	<b>Primary route road crossing improvements</b> <b>Project Type: Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> Following design, deliver crossing improvements for Murat Road.</p> <p><b>Need and Benefit:</b> As per E1.</p>
<b>E2</b>	<b>Completing primary route network gaps</b> <b>Project Type: Planning and Design   Timeframe: Medium-term</b>
	<p><b>Action:</b> Plan and design a shared path along Murat Road, between Skipjack Circle (north) and Maidstone Crescent.</p> <p><b>Need:</b> 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).</p> <p><b>Benefit:</b> 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.</p>

Shire of Exmouth continued

Primary Routes	
<b>E2</b>	<b>Completing primary route network gaps</b> <b>Project Type: Construction   Timeframe: Long-term</b>
	<b>Action:</b> Following design, deliver path network improvements along Murat Road, between Skipjack Circle (north) and Maidstone Crescent. <b>Need and Benefit:</b> As per E2.
Secondary Routes	
<b>E3</b>	<b>Improving connectivity to Town Beach</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<b>Action:</b> Design and construct a shared path along Truscott Crescent, between Murat Road and Warne Street. <b>Need:</b> 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. <b>Benefit:</b> 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.
<b>E4</b>	<b>Providing access to Exmouth’s mixed-use industrial and commercial precinct</b> <b>Project Type: Planning and Design   Timeframe: Short-term</b>
	<b>Action:</b> Plan and design a shared path along Reid Street, between Murat Road and Nimitz Street. <b>Need:</b> 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. <b>Benefit:</b> 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.
<b>E4</b>	<b>Providing access to Exmouth’s light industrial and commercial precinct</b> <b>Project Type: Construction   Timeframe: Medium-term</b>
	<b>Action:</b> Following design, deliver a shared path along Reid Street, between Murat Road and Nimitz Street. <b>Need and Benefit:</b> As per E4.

6. Action Plan and Maintenance

Shire of Exmouth continued

**Secondary Routes**

<b>E5</b>	<b>Improving access to Exmouth District Highschool</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>E6</b>	<b>Improving universal accessibility along Krait Street</b> <b>Project Type: Planning and Design   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>E6</b>	<b>Improving universal accessibility along Krait Street</b> <b>Project Type: Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> Following design, deliver pathway upgrades along Krait Street, between Grayling Way and Maidstone Crescent.</p> <p><b>Need and Benefit:</b> As per E6.</p>

**Local Routes**

<b>E7</b>	<b>Completing gaps in the local path network – Fyfe Street</b> <b>Project Type: Design and Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> Plan and construct a path on Fyfe Street, between Krait Street and Lyon Street.</p> <p><b>Need:</b> The existing path along Fyfe Street currently stops at Lyon Street, forcing people to ride and walk on the road.</p> <p><b>Benefit:</b> 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.</p>

Shire of Exmouth continued

Local Routes	
<b>E8</b>	<b>Completing gaps in the local path network – Stokes-Hughes Street</b> <b>Project Type: Design and Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> Plan and construct a path on Stokes-Hughes Street, between Lyon Street and Reymond Street.</p> <p><b>Need:</b> There is no path along this section of Stokes-Hughes Street, forcing people riding and walking onto the road.</p> <p><b>Benefit:</b> 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.</p>

Non-hierarchy specific action	
<b>E9</b>	<b>Improving universal accessibility and connectivity of Exmouth’s path network</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>

6. Action Plan and Maintenance

6.2.3 Shire of Shark Bay

Local Routes	
<b>SB1</b>	<b>Improving access to Shark Bay School</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> Construct a shared path on Freycinet Drive, between Stella Rowley Drive and Francis Road.</p> <p><b>Need:</b> There is currently no path along this route.</p> <p><b>Benefit:</b> This route supports safe access to Shark Bay School.</p>
<b>SB2</b>	<b>Improving access to the town centre</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> The existing path is approximately 1.5m and is too narrow to safely accommodate people walking and riding.</p> <p><b>Benefit:</b> 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.</p>
<b>SB2</b>	<b>Improving access to the town centre</b> <b>Project Type: Design and Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> As above (Ref. SB2).</p>
<b>SB2</b>	<b>Improving access to the town centre</b> <b>Project Type: Design and Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> As per SB2.</p>

Shire of Shark Bay continued

Transport Trails	
<b>SB4</b>	<b>Improving access to Little Lagoon</b> <b>Project Type: Feasibility and Planning   Timeframe: Medium-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> There are currently no dedicated walking or riding paths providing access to Little Lagoon.</p> <p><b>Benefit:</b> 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.</p>

**6.2.4 Shire of Upper Gascoyne**

Local Routes	
<b>UG1</b>	<b>Hatch Street (Scott Street) shared path</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> Design and construct a shared path on Hatch Street, between Scott Street and Gregory Street.</p> <p><b>Need:</b> There is currently no path along this route.</p> <p><b>Benefit:</b> 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.</p>
<b>UG2</b>	<b>Gascoyne Junction Visitor Stop and Community Pavilion link</b> <b>Project Type: Design and Construction   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>



6. Action Plan and Maintenance

Shire of Upper Gascoyne continued

Local Routes	
<b>UG3</b>	<b>Providing connectivity to Gascoyne Junction Airport</b> <b>Project Type: Design and Construction   Timeframe: Medium-term</b>
	<p><b>Action:</b> Plan and construct a shared path along Pimbee Road, between Scott Street to the Woodgamia Aboriginal Community boundary extent.</p> <p><b>Need:</b> There is currently no path along this route, and it functions as a through-route carrying high volumes of heavy vehicles.</p> <p><b>Benefit:</b> 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.</p>
<b>UG4</b>	<b>Providing connectivity to Woodgamia Aboriginal Community</b> <b>Project Type: Advocacy   Timeframe: Short-term</b>
	<p><b>Action:</b> 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).</p> <p><b>Need:</b> There is currently no path serving the Woodgamia Aboriginal Community or connecting the Community to the town centre.</p> <p><b>Benefit:</b> 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.</p>

**6.2.5 Non-hierarchy specific actions (all LGAs)**

Ref.	Project name
GAS1	<b>Facilitating long-distance bike riding opportunities by advocating for improved road cycling safety   Timeframe: Short-term to ongoing</b>
	<p><b>Action:</b> 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:</p> <ul style="list-style-type: none"> <li>• Facilitating road cycling opportunities between Denham, Monkey Mia, Ocean Park Aquarium and Eagle Bluff;</li> <li>• Facilitating road cycling opportunities around the Exmouth Cape; and</li> <li>• Facilitating long-distance road cycling opportunities to Coral Bay, between Carnarvon and Exmouth.</li> <li>• 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.</li> </ul> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
GAS2	<b>Improving legibility of the riding network through wayfinding   Timeframe: Ongoing</b>
	<p><b>Action:</b> Develop a town-wide wayfinding strategy.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
GAS3	<b>Providing public bicycle parking   Timeframe: Ongoing</b>
	<p><b>Action:</b> Provide, and/or work with business owners/service providers, to install public bicycle parking in the town centres and other local centres and facilities.</p> <p><b>Need:</b> Limited public bicycle parking was identified as an issue through community consultation.</p> <p><b>Benefit:</b> 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.</p>

6. Action Plan and Maintenance

Non-hierarchy specific actions (all LGAs) continued

Ref.	Project name
<b>GAS4</b>	<b>Supporting the provision of end-of-trip facilities   Timeframe: Short-term</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> End-of-trip facilities are critical in supporting active travel to workplaces for employees.</p>
<b>GAS5</b>	<b>Increasing mobility and access for key user groups in the region   Timeframe: Ongoing</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>GAS6</b>	<b>Delivering universal accessibility across the region's path network   Timeframe: Ongoing</b>
	<p><b>Action:</b> Upgrade existing pathway networks and ensure future pathways are delivered in accordance with universal accessibility standards.</p> <p><b>Need:</b> Sections of the existing pathway network in the region are non-compliant with universal accessibility standards.</p> <p><b>Benefit:</b> Delivers safe access across the region for people of all ages and abilities using the path network.</p>
<b>GAS7</b>	<b>Engaging with Traditional Owners as part of the region's bicycle network development   Timeframe: Ongoing</b>
	<p><b>Action:</b> 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.</p>

### 6.3 Social infrastructure and capacity building activities (all LGAs)

Ref.	Project name
<b>GAS8</b>	<b>Supporting recreational riding and cycling tourism   Timeframe: Ongoing</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> A desire to increase recreational riding opportunities and grow cycling tourism in the Gascoyne region has been identified through stakeholder and community consultation.</p> <p><b>Benefit:</b> 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.</p>
<b>GAS9</b>	<b>Your Move Program promotion and participation   Timeframe: Ongoing</b>
	<p><b>Action:</b> Work in partnership with the DoT to:</p> <ul style="list-style-type: none"> <li>• Collaborate with schools to increase participation in the Your Move schools program and promote the Connecting Schools grant program.</li> <li>• Run Shire-wide Your Move community program, targeting households and workplaces.</li> <li>• Participate in the Your Move local government program and continue delivering community events and activities, such as during Bike Month.</li> </ul> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>GAS10</b>	<b>Developing partnerships with Aboriginal health organisations in the Gascoyne region   Timeframe: Short-term to ongoing</b>
	<p><b>Action:</b> 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.</p> <p><b>Need and Benefit:</b> 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.</p>

6. Action Plan and Maintenance

Social infrastructure and capacity building activities (all LGAs) continued

Ref.	Project Name
<b>GAS11</b>	<b>Bicycle network promotion and activation   Timeframe: Ongoing</b>
	<p><b>Action:</b> Continue to promote and encourage riding as a safe and viable mode of transport and recreation for the community, including:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Organising activities and events, such as hosting bicycle skills workshops and participating in Bike Month.</li> <li>• Delivering initiatives to increase road user awareness, including working with industry to promote driver awareness of bike riding and safe behaviours.</li> <li>• Targeting activation events to raise community awareness of new and upgraded bike riding routes.</li> </ul> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>
<b>GAS12</b>	<b>Bicycle network monitoring and evaluation   Timeframe: Ongoing</b>
	<p><b>Action:</b> 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.</p> <p><b>Need:</b> 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.</p> <p><b>Benefit:</b> 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.</p>

**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: <ul style="list-style-type: none"> <li>Bicycle only, shared and/or separated paths;</li> <li>Protected bicycle lanes (uni or bi-directional, depending on the environment); and</li> <li>Safe active streets</li> </ul> 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)	<ul style="list-style-type: none"> <li>• Just passing through Carnarvon on 6-month round Australia trip with family of primary school kids.</li> <li>• They decided not to stay in Carnarvon as there is ‘nothing to do’ for the kids.</li> <li>• Had bicycles but was not aware of any cycling opportunities in Carnarvon.</li> <li>• Said that if there was a cycle route with interesting things to see and do they probably would have stayed in Carnarvon.</li> </ul>
2	Local sports shop manager (approached for comment)	<ul style="list-style-type: none"> <li>• Carnarvon Sports stocks new bicycles, spares and accessories, and also services bicycles.</li> <li>• Most kids in Carnarvon have a bicycle, but there is so much bike theft they tend not to use them.</li> <li>• Something needs to be done to reduce bike theft and vandalism.</li> <li>• 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.</li> </ul>
3	Hospital admin staffer (approached for comment)	<ul style="list-style-type: none"> <li>• Hospital previously got bicycles to start a community health project, but that never got implemented and now the bikes are in a storeroom.</li> <li>• Hospital looking at hiring bikes to short-term FIFO nursing staff to give easy way to get around town.</li> <li>• Logistics, insurance and legal issues still to be worked out – will be talking to Geraldton Hospital team who have a similar program.</li> <li>• Feels the cycle network is okay but there is a need for better separation from traffic.</li> </ul>
4	Cycled to shops	<ul style="list-style-type: none"> <li>• 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.</li> </ul> <p>Great potential for great rides in Carnarvon:</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• Great informal mountain biking trails on Old Nasa Carnarvon Tracking Station property – would be great to create formal trails.</li> </ul>

#	Details	Key points raised
5	Family with child in pram (walked to shops)	<p>There are great paths, but missing links:</p> <ul style="list-style-type: none"> <li>• Great shared through Brockman Park but no path on Meiklejohn Crescent and Granberry Drive to link to link to community on David Brand Drive.</li> <li>• 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.</li> <li>• ‘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.</li> </ul>
6	Shopper	<ul style="list-style-type: none"> <li>• 78 year old who no longer rides a bicycle because it is too dangerous – especially traffic.</li> <li>• Need to provide cycle route separate from traffic.</li> <li>• Thinks Heritage Tramway Walk Trail (stabilised gravel path) is too far and too hot to walk – would be better to cycle.</li> <li>• Would be great to have a tourist cycle trail: Heritage Tramway – Cultural Centre – The Fascine.</li> </ul>
7	Cycled to shops	<ul style="list-style-type: none"> <li>• Bought electric bike three months ago and has not used her car since then.</li> <li>• Parked bike in the shopping centre as she is concerned about bike theft and vandalism.</li> <li>• Too much glass and gravel on the paths – need to be swept regularly.</li> </ul>

**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	<ul style="list-style-type: none"> <li>• Gravel path from Truscott Street to beach and behind dunes to Town Beach is not maintained and is now unusable.</li> <li>• 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.</li> </ul>
2	Local shopper	<ul style="list-style-type: none"> <li>• Paths are great but they have too much sand and gravel on them after rains – need to be swept.</li> <li>• Track behind dunes from Town Beach to Truscott Street needs maintenance to make usable.</li> <li>• 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.</li> </ul>
3	Local shopper	<ul style="list-style-type: none"> <li>• The cycle path to the base is very popular, but the creek crossing has been washed away – needs a culvert over the creek.</li> <li>• Would be great to extend the cycle path to Bundegi Beach (9km).</li> </ul>

Appendices and Endnotes

#	Details	Key points raised
4	Returned resident after 30 years away	<ul style="list-style-type: none"> <li>In 1990s it was popular to cycle on-road to beaches along Yardie Creek Road. Lots of traffic makes this too dangerous now.</li> <li>Would like cycle path extended from base to Bundegi Beach (9km).</li> </ul>
5	Mobility scooter user	<ul style="list-style-type: none"> <li>Over 90 years old and confined to mobility scooter.</li> <li>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.</li> </ul>
6	Local shopper	<ul style="list-style-type: none"> <li>Would like cycle path extended from base to Bundegi Beach (9km).</li> </ul>
7	Local shopper	<ul style="list-style-type: none"> <li>Shared paths are okay, but they are dangerous at road crossings and the kerb ramps are bad.</li> <li>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.</li> <li>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.</li> <li>Need safer crossing of Kennedy Street at Bonefish Street as this is a popular walking and cycle route to school.</li> <li>Need more and safer crossings of Murat Road.</li> </ul>
8	Regular visitor	<ul style="list-style-type: none"> <li>A regular road sports cyclist.</li> <li>Wouldn't bring bike to Exmouth as he comes to fish, not ride a bike.</li> </ul>
9	Mother with junior primary kids	<ul style="list-style-type: none"> <li>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.</li> <li>Would like shared path extended south to Preston Street.</li> </ul>
10	Local shopper	<ul style="list-style-type: none"> <li>Cycle to work on-road early morning as paths are too bumpy and uncomfortable to use.</li> <li>Would like cycle path extended from base to Bundegi Beach (9km).</li> <li>Caravanners all have bikes but there is no information on the cycle routes – need good tourist information and signage.</li> </ul>

**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's 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.

Appendices and Endnotes

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	Killili 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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