

AGENDA NUMBER: 10.15  
SUBJECT: Community Group Grants Advisory Committee Meeting  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT:  
FILE REFERENCE: FNC: 9  
AUTHOR: Louise Stokes – Community Development Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 5 May 2009

Attachments:

1. Minutes of the Community Group Grants Advisory Committee Meeting 5 May 2009.
2. Spreadsheet, Community Group Grants 2009/10.
3. Community Group Grants Application form 2010/11.
4. Guidelines for Grant Applications.
5. Acquittal form Nannup Community Grants 2009/10.

**BACKGROUND:**

A meeting of the Community Group Grants Advisory Committee was held on 5 May 2009. Two recommendations were made at this meeting requiring Council consideration:

- 1. That Community Group Grants be approved per the attached spreadsheet to the groups indicated for the amounts indicated.*
- 2. That the grant application form, grant guidelines and acquittal form as attached be approved by Council.*

**COMMENT:**

1. The Community Group Grants allocations are supported.
2. Documentation has been developed to streamline the process of application and acquittal for Community organisations.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

\$5,700 Cash and \$3,500 in kind contributions to Community Organisations in the financial year 2009/10.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATIONS:**

1. That Community Group Grants be approved per the attached spreadsheet to the groups indicated for the amounts indicated.
2. That the grant application form, grant guidelines and acquittal form as attached be approved by Council.

**VOTING REQUIREMENTS:**



**LOUISE STOKES  
COMMUNITY DEVELOPMENT OFFICER**

# Community Group Grants Advisory Committee

11am Tuesday 5 May 2009  
Shirley Humble Room  
Nannup Shire Offices

## Minutes

### 1. Record of Attendance

Cr Margaret Bird, Cr Carol Pinkerton, Cr Joan Lorkiewicz, Louise Stokes.

### 2. Purpose of Meeting

The purpose of the meeting was to assess Community Group Grants for recommendation to Council for the 2009/2010 financial year. Four applications were received and the attached spreadsheet details the applicants, amounts, purpose, justification and funding recommendations.

### 3. GRANT PROCESS

The Committee was generally happy with the grant process which closes 30 April in each year. The grant was advertised in four editions of the "Telecentre Telegraph" publication prior to the closing date and was also advertised on the Shire's website.

#### LORKIEWICZ/BIRD

That Community Group Grants be approved per the attached spreadsheet to the groups indicated for the amounts indicated.

**CARRIED**

### 4. NEW BUSINESS

**Grant Application Form, Guidelines and Acquittals.**

The grant application form has been revised for 2009/10 and grant guidelines and acquittal form developed.

**C. PINKERTON / LORKIEWICZ**

That the grant application form, grant guidelines and acquittal form as attached are recommended for Council approval

**CARRIED**

**5. CLOSURE OF BUSINESS**

There being no further business the meeting was closed at 11.55pm.

Shire of Nannup  
Community Group Grants 2009/10

ORGANISATION	REQUEST	REASONING	\$ APPROVED
BRVMA	1000	to continue to promote the 4 towns in the Blackwood River Valley in a way that the individual towns cannot afford to undertake on their own.	\$1,000
Garden Village Committee	1,500	to cover hall costs of the Flower and Garden Festival.	approved in kind support only
Warren B'Wood Small Business Centre		to provide assistance to the business community	No, acquittal not completed and no report provided outlining future direction for Nannup.
NDHS	200	toward graduation prizes	\$200
NOCCA	2000	insurance	\$1000 with a view that group to be sustainable with provision of new day care facilities in 2010
Nannup Music Club	6000	venue hire fees, Town hall hire fees, photocopying, sponsorship of event	\$5,000 total with \$3,000 cash and \$2,000 in kind. In future, financial support will be reduced for sustainable growth.
Nannup Tigers Soccer Club	614	training equipment for the Nannup Soccer Club	\$500.00
Nannup Historical Society	600	scanner and printer	No, Too premature. Doors not open daily, lack of volunteers who can use equipment.
Cundinup Volunteer Bushfire Brigade	784.92	guttering and pipes to attach to new water tank for firefighting	No, other avenues for funding
Nannup Telecentre	3200	replace security screens on windows	No, responsibility of Shire maintenance program and needs to be included in annual budget
<b>Total</b>	<b>18,798.92</b>		<b>5,700 Cash, \$3,500 In kind</b>



**APPLICATION FOR FINANCIAL ASSISTANCE  
FOR COMMUNITY PROJECTS AND ASSOCIATIONS**

**GENERAL GRANT APPLICATION FORM**

**2010/2011**

**SECTION 1 – APPLICANT INFORMATION**

Organisation: .....

Postal Address: .....

.....

Contact Person: Name .....

Position .....

Telephone ..... Facsimile: .....

Is your organisation an incorporated body? Yes / No

Does your organisation have a constitution? Yes / No (if yes please attach a copy)

**SECTION 2 - FINANCIAL INFORMATION**

2.1 Please attach a copy of the audited financial statement of your organization for the last financial year.

2.2 Has the Nannup Shire Council previously assisted your organisation?  
Yes / No

If yes, date of last grant \_\_\_\_\_ Amount \$ \_\_\_\_\_

### SECTION 3 – GENERAL INFORMATION ABOUT YOUR ORGANISATION

This section has been prepared to help you provide information that will give some general background about your organisation, the service it provides and the reason for your request to the Council.

Council is aware that this format may not be appropriate for all requests or may not give sufficient space. If this is the case, please attach additional information as appropriate.

3.1 What are the main purposes of your organisation?

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3.2 What are the main services it provides?

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3.3 Please describe how your organisation operates, ie by volunteers, paid staff, combination of both etc. Please indicate how many staff and volunteers you have:

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3.4 If this information is not clearly specified in your financial statements, please describe briefly your main annual funding sources, e.g. government grants (please describe source), fund raising, members fees, fees for services etc.

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3.5 Approximately how many people are members of your organisation or benefit from the services you provide? Please describe eligibility requirements for membership or access to services.

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3.6 From where does your organisation or this service operate?

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3.7 If you are requesting a grant for works for premises, please indicate who owns the premises:

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3.8 Annual Rent paid for the premises? \$.....

3.9 What geographical area does your organisation cover, (e.g. Shire of Nannup area only, Shire of Nannup and adjoining areas)

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#### **SECTION 4 – REQUEST SUMMARY**

4.1 Please detail what funds are requested for:

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4.3 Please attach a copy of your organization's proposed budget for the coming financial year (2009/2010)

4.4 Please attach full details of costing with supporting quotes, if applicable.



4.5 Amount requested (please put total cost of all items requested). Please note all organisations are generally expected to contribute (according to their means) to the total cost.

Total cost of your project	\$
Total amount funded by applicant (you)	\$
Total amount sourced by applicant from alternative funding bodies (please list them individually below and then write the total in the adjacent column)	\$
..... \$	
..... \$	
..... \$	
Shire of Nannup Grant Request Amount	\$

4.6 Other funding bodies approached for assistance and their response:

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4.7 State/Federal Government Grants

(a) Will your organisation receive a grant from the state or federal government this financial year? Yes / No

If yes, please show the amount \$ .....

(b) Has your organisation received a grant from the state or federal government this financial year? Yes / No

If yes, please show the year and the amounts

Year	State Government Grant	Federal Government Grant
	\$	\$
	\$	\$
	\$	\$

(c) Who will benefit from this request and how? Indicate approximately how many people you estimate will benefit?

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(d) How will you evaluate the outcome of the service for which a grant is requested?

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(e) Please give any other information you think relevant to support your application.

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I agree that a statement demonstrating the correct acquittal of the grant shall be supplied within 3 months of carrying out the works associated with the grant or by 31<sup>st</sup> December immediately following the funding if the grant was for ongoing operations.

.....  
Signature

.....  
Date



## APPLICATION FOR FINANCIAL ASSISTANCE FOR COMMUNITY PROJECTS AND ASSOCIATIONS

# GUIDELINES FOR GRANT APPLICATIONS

Guidelines for community grants are:

1. Community grants will be advertised to the public in March each year.
2. Applicants will be notified of their success or otherwise after the adoption of the budget each year (between July and September)
3. Cheques will be automatically sent to successful applicants.
4. The proposed project must take place within the financial year that funding is made available.
5. Prior approval must be sought for any substantial change of proposal.
6. Only one application per group will be funded each financial year, unless approved by Council.
7. All funded groups/organisations will be required to acknowledge the Shire of Nannup in promotion and publicity relating to projects approved.
8. Payments of grants may be suspended at any time if, in the opinion of Council, any of the conditions laid down are not met, or satisfactory progress has not been achieved.
9. Council may use the project information provided by funded groups/organisations for promotional and networking purposes.
10. Full disclosure of any other Council contribution (cash or in kind) towards the project.
11. Acquittal forms to be submitted no later than June 30<sup>th</sup> each year.

### Shire of Nannup Vision

*"To foster a community that acknowledges its heritage, values and lifestyles whilst encouraging sustainable development."*

#### Who can receive funding?

To be able to apply for Shire of Nannup Community Grants, groups must be not for profit community organisations (preferably incorporated). In some circumstances individuals may apply, in the case of smaller community events or projects and where there is justification of significant benefit to the community. Where possible it is preferred if individuals have the support of an incorporated community organisation.

## **What can be funded?**

Funding priority will be given to projects that:

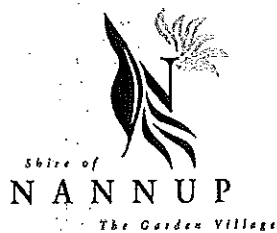
- align with the Shire of Nannup Vision
- have benefit to the community of Nannup as a major outcome
- promote community involvement, groups / individuals working together
- incorporate a variety of sectors for example: youth, seniors, parents, sports people, artists, people with disabilities, families
- promote sustainability (rather than reliance on grants)
- initiatives that demonstrate a creative approach

## **What cannot be funded?**

Funding is unlikely to be provided for:

- core business operations
- projects or events that have already occurred
- items that have already been purchased
- wages
- organisations that have not acquitted past grants.

Applications must be received by post or in person to: Shire of Nannup PO Box 11 (15 Adam St) Nannup WA 6275 by 4.30pm Friday 30 April 2010. Please call the Shire on 9756 1018 for any further queries.



**ACQUITTAL FORMS  
NANNUP COMMUNITY GRANTS 2009/2010**

**Project /Event Name.....**

**Recipient.....**

**Contact Person.....**

**Contact Number.....**

**Total Grant Amount (GST excl).....**

**Project Completion Date.....**

**1. Please provide a brief report of the project funded.**

**2. Please attach receipts.**

**3. Please attach any promotional or publicity material.**

AGENDA NUMBER: 10.16 SUBJECT: Sport, Leisure and Recreation Advisory Committee Meeting LOCATION/ADDRESS: Nannup NAME OF APPLICANT: FILE REFERENCE: ASS: 20 AUTHOR: Louise Stokes – Community Development Officer DISCLOSURE OF INTEREST: DATE OF REPORT: 6 May 2009
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Attachment: Minutes of the Sport, Leisure and Recreation Advisory Committee Meeting 6 May 2009.

### **BACKGROUND:**

A meeting of the Sport, Leisure and Recreation Advisory Committee was held on 6 May 2009. One recommendation was made at this meeting requiring Council consideration:

*"The Sport, Leisure and Recreation Advisory Committee recommends that the Sportsman's Association presents the tabled concept plans of the proposed Sportsman's Centre as a concept to Council and give in principal support to the tabled concept plans subject to the committee's recommendations out of the Jill Powell report (attached) being incorporated into the facility."*

### **COMMENT:**

The Jill Powell and Associates report for the Upgrade of the Recreation Centre was received at the 22 November 2007 Council Meeting and advertised for public comment. The Sport, Leisure and Recreation Advisory Committee have considered all of the public comments received and undertaken site visits to Northcliffe and Pemberton Sports Centres. The plans as submitted within the Jill Powell report do not meet the needs of the sporting and community organisations as outlined in the public comments received. There is a danger that in expanding the current Recreation Centre onto the current hockey oval impedes sporting and recreational activities in the future, due to a lack of space.

The recommendation of the Sport, Leisure and Recreation Advisory Committee is supported. The Nannup Sporting and Recreation Association have undertaken community consultation, and whilst not comprehensive of all sporting and leisure organisations seeks to construct a facility that will meet the growing needs of the community. It is logical for the two organisations to work cooperatively on this project to minimise duplication of resources, administration, funding and management.

There will still be a requirement for structural works to be completed within the

current Recreation Centre to re-dress the internal size of the current basketball court to comply with risk management of spectators and sporting participants.

A funding application through Royalties for Regions has been lodged seeking financial assistance to employ an Architect for the construction of the new recreation precinct facilities and to update the current recreation centre.

Council has an indicative funding allocation of \$330,000 in the 2010/11 Forward Plan and it is anticipated that additional funding will be sought for the project once a business plan has been developed.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:**

2008/09 Forward Plan 11.2 (A) B: Develop plans/design and seek funding for upgrade to the Recreation Centre.

2010/11 Forward Plan:11.2 (A) D: That Council undertake the upgrade to the Recreation (and Community) Centre per adopted plans and funding available.

**RECOMMENDATION:**

That Council invites the Sportsman's Association to present the concept plans of the proposed Sportsman's Centre (as tabled at the Sport, Leisure and Recreation Advisory Committee meeting) and give in principle support to the tabled concept plans subject to:

- a) the acknowledgement that the current Recreation Centre will also require structural modification to accommodate appropriate area for spectators around the basketball court and –
- b) the committee's recommendations out of the Jill Powell report being incorporated into the facility as follows:

That an appropriate child care and crèche facility be included into the re-design of the Recreation Centre.

Additional storage (including janitor), cool room and upgraded kitchen and associated facilities to allow for catering of large functions to be incorporated into the Recreation Facility

Additional toilets (including disabled facilities), change rooms and showers are incorporated into the re-design of the Recreation Facility.

An undercover licensed area is incorporated into the re-design of the Recreation facility.

Additional external storage facilities is incorporated into the Recreation facility re-design.

That improved external lighting be incorporated into the re-design of the facility and car parking areas.

That provision for lighting stacks, portable lighting, additional 3 phase power and green room are included in an upgrade to the main stage in the Recreation Centre.

That the centre column on the main stage be removed.

That an administration office be included in the plans of the Recreation facility re-design.

Moving the Bowling Club/Green is not seen as a high priority by the Sport, Leisure and Recreation Advisory Committee however would like provision for services and activities to be allocated within the Recreation area.

That car parking lighting and external lighting be considered further in the planning process.

A landscape plan is developed to ensure maximized visibility of the oval.

A parking plan is developed to ensure smooth flow through of traffic for residents and visitors, ensuring safety of children at all times.

The open drainage issue is resolved.

That the proposed building design is aesthetically pleasing.

That the project consolidates existing assets for reasons of cost savings and efficiencies of servicing.

That there is a difference between licensed kitchen and bar areas.

**VOTING REQUIREMENTS:**



**LOUISE STOKES**  
COMMUNITY DEVELOPMENT OFFICER





## **MINUTES OF THE SPORT, LEISURE AND RECREATION ADVISORY COMMITTEE**

**held on 6 May 2009  
in the Shirley Humble Room  
Nannup Shire Office 11am**

### **1. OPENING, RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

#### **1.1 Attendance**

Committee Members	Shire Staff
Cr Carol Pinkerton	Ms Louise Stokes (CDO)
Mr David Prater	
Ms Cheryle Brown	
Ms Rita Stallard	
Cr Stephanie Camarri	
Ms Jenny Styles	
Ms Debbie King	

#### **1.2 Apologies**

Committee Members	Shire Staff
Mr Charlie Cannon	

#### **1.3 Leave of Absence**

Committee Members	Shire Staff
Nil	Nil

#### **1.3 Visitors**

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Mr Charles Gilbert, Sportsman Association

### **2. PREVIOUS MEETING MINUTES**

#### **Confirmation of Previous Minutes**

## **S. Camarri /C Pinkerton**

That the minutes from the meetings held on 4 February 2009 be accepted as a true and accurate record.

**CARRIED**

### **3. BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **3.1 OFF ROAD VEHICLE ACCESS AREA** (Item 6.2 refers)

The final report will be received by Council this month with a recommendation that the report is advertised for public comment.

Two locations have been identified in the region: Greenbushes for a larger site and Nannup at the Old Golf Course for a small local site.

#### **3.2 SUSPENSION BRIDGE**

Verbal communication with the State Lands Department indicates that correspondence will be received to Council indicating that there are no outstanding issues relating to this proposal.

#### **3.3 JILL POWELL SUPPLEMENTARY REPORT**      Deferred to General Business (Item 3.1 refers)

### **4 INCOMING CORRESPONDENCE**

- 4.1 State Lands Department (email)
- 4.2 Charley Cannon (email)

Request that letter be sent to Charley Cannon acknowledging frustration in dealing with Recreation Centre upgrade, and request that resignation be withdrawn given that terms of reference will be reviewed in October and possible project of suspension bridge that will need pushing from community.

### **5 OUTGOING CORRESPONDENCE**

- 5.1 State Lands Department (email)
- 5.2 LDAG Grant application 'Make a Move into Golf'
- 5.3 Royalties for Regions: Appointment of architect Recreation Centre
- 5.4 Royalties for Regions: Upgrade of Nannup Amphitheatre
- 5.5 Water Corporation: partnership project cycle path Cockatoo Valley to town
- 5.6 SWDC: Outdoor gymnasium

Discussion followed regarding soft fall around play equipment. Agreed that this needs to be better monitored by Council.

### **6. NEW BUSINESS**

#### **6.1 SPORTSMAN'S ASSOCIATION**

Mr Charles Gilbert was welcomed to the meeting and invited to give an overview of the Sportsman's Association. Their charter is to establish sporting and leisure activities for the Shire. A Board provides direction and includes the Executive Committee plus a nominee from each member organisation. The Association is

finalizing governance and has a firm commitment from five sporting groups for membership.

Mr Charles Gilbert presented draft concept plans for the proposed Sportsman's Centre. Discussion followed.

## **J. STYLES / C. PINKERTON**

**The Sport, Leisure and Recreation Advisory Committee recommends that the Sportsman's Association presents the tabled concept plans of the proposed Sportsman's Centre as a concept to Council and give in principal support to the tabled concept plans subject to the committee's recommendations out of the Jill Powell report (attached) being incorporated into the facility.**

**CARRIED 6/1**

Members voting for the motion: Styles, Brown, King, Prater, Camarri  
Members voting against the motion: Stallard

*That an appropriate child care and crèche facility be included into the re-design of the Recreation Centre.*

*Additional storage (including janitor), cool room and upgraded kitchen and associated facilities to allow for catering of large functions to be incorporated into the Recreation Facility*

*Additional toilets (including disabled facilities), change rooms and showers are incorporated into the re-design of the Recreation Facility.*

*An undercover licensed area is incorporated into the re-design of the Recreation facility.*

*Additional external storage facilities is incorporated into the Recreation facility re-design.*

*That improved external lighting be incorporated into the re-design of the facility and car parking areas.*

*That provision for lighting stacks, portable lighting, additional 3 phase power and green room are included in an upgrade to the main stage in the Recreation Centre.*

*That the centre column on the main stage be removed.*

*That an administration office be included in the plans of the Recreation facility re-design.*

*Moving the Bowling Club/Green is not seen as a high priority by the Sport, Leisure and Recreation Advisory Committee however would like provision for services and activities to be allocated within the Recreation area.*

*That car parking lighting and external lighting be considered further in the planning process.*

*A landscape plan is developed to ensure maximized visibility of the oval.*

*A parking plan is developed to ensure smooth flow through of traffic for residents and visitors, ensuring safety of children at all times.*

*The open drainage issue is resolved.*

*That the proposed building design is aesthetically pleasing.*

*That the project consolidates existing assets for reasons of cost savings and efficiencies of servicing.*

*That there is a difference between licensed kitchen and bar areas.*

#### **6.4 ROCK CLIMBING WALL**

A proposal to construct a rock climbing wall on the Eastern wall of the Recreation Centre is currently being investigated by Youth Officer, Jo Homer. Discussion followed.

**ACTION:** Jo to be invited to attend the next Sport, Leisure and Recreation Advisory Committee meeting to make a presentation on the proposal. Details including: fencing, aesthetics, costing, grant funding, insurance to be presented.

#### **6.5 RECREATION WORKSHOP**

Following on from the Community Planning Day a Recreation focused workshop will be held at the Shirley Humble Room on Wednesday 13<sup>th</sup> May from 5-6pm. All residents are encouraged to attend this meeting.

#### **7. NEXT MEETING**

The next meeting of the Sport, Leisure & Recreation Advisory Committee will be held at 6pm on Wednesday 3<sup>rd</sup> June 2009 at the Shirley Humble Room at the Nannup Shire Offices.

#### **8. CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 12.31 pm.

**Recommendations for Approval**  
**Sport, Leisure and Recreation Advisory Committee**  
**6 May 2009**

**J. STYLES/ C. PINKERTON**

*that an appropriate child care and crèche facility be included into the re-design of the Recreation Centre.*

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*That car parking lighting and external lighting be considered further in the planning process.*

*A landscape plan is developed to ensure maximized visibility of the oval.*

*A parking plan is developed to ensure smooth flow through of traffic for residents and visitors, ensuring safety of children at all times.*

*The open drainage issue is resolved.*

*That the proposed building design is aesthetically pleasing.*

*That the project consolidates existing assets for reasons of cost savings and efficiencies of servicing.*

*That there is a difference between licensed kitchen and bar areas.*

**CARRIED**

**6/1**

Members voting for the motion: Styles, Brown, King, Prater, Camarri

Members voting against the motion: Stallard

AGENDA NUMBER: 10.17  
SUBJECT: Off Road Vehicle Access Area Feasibility Report  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT:  
FILE REFERENCE: ASS: 19  
AUTHOR: Louise Stokes – Community Development Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 13 May 2009

Attachment: Off Road Vehicle Access Area Feasibility Report.

**BACKGROUND:**

At the 25 January 2007 Ordinary Council Meeting, Council resolved:

*"That Council enter into Regional Community Safety and Crime Prevention Partnership agreement with the Shires of Boyup Brook, Bridgetown-Greenbushes, Donnybrook-Balingup and the Government of Western Australia."*

One component of this project was to undertake a feasibility study into the development of an Off Road Vehicle Access Area within the region. Trail Bike Management Australia has completed a report with a recommendation that a site be established within the Shire of Nannup at Millward Road being the old Golf Course.

**COMMENT:**

Steve and Valerie Pretzel from Trail Bike Management Australia presented an overview of the project to the April 2009 Council meeting. A copy of this report is attached.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council receives the Off Road Vehicle Access Area Feasibility Report and the report is advertised for public comment for a period of four weeks.

**VOTING REQUIREMENTS:**

**LOUISE STOKES  
COMMUNITY DEVELOPMENT OFFICER**





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## ACKNOWLEDGEMENTS

This *Feasibility Report for an Off Road Vehicle Area* was prepared by Trail Bike Management Australia on behalf of the Shires of Bridgetown-Greenbushes, Donnybrook-Balingup and Nannup between December 2008 and April 2009. The project team wishes to thank all those who participated in this process, those who met with the consultants or who thoughtfully expressed their views in writing or via the online survey. The consultants acknowledge the advice, assistance and information provided by the following groups and individuals in the preparation of this strategy:

### Project Steering Committee

- Elizabeth Dennis – Shire of Bridgetown-Greenbushes
- Troy Jones – Department of Sport & Recreation, South West
- Dave Lathwell – Department of Environment & Conservation, Blackwood District
- Greg Mair - Department of Environment & Conservation, Blackwood District
- Pat Scallan – Talison Greenbushes
- Louise Stokes – Shire of Nannup
- Wendy Trow – Shire of Donnybrook-Balingup

### Consultations

In particular we acknowledge the over 60 Shire residents who attended the three public meetings and the over 250 individuals who contributed their thoughts via the survey.

### DISCLAIMER

All information in this Feasibility Report was considered correct and current at the time of publication and any errors or omissions are unintentional. Trail Bike Management Australia disclaims all and any liability to any person or organisation in respect of the consequences of any action or consequence for such persons in reliance, whether wholly or partially, on this report.

The Feasibility Report has been prepared for the Shires of Bridgetown-Greenbushes, Donnybrook-Balingup and Nannup for the purpose of a *Feasibility Study for Off Road Vehicle Areas* within the area. This report must not be used for any other purpose, nor by any other party.



## **INTRODUCTION**

The Shires of Bridgetown-Greenbushes, Donnybrook-Balingup and Nannup, as part of each Shire's Community Safety and Crime Prevention Plan, have commissioned this feasibility study into the development of a regional off road vehicle access area.

The project is aimed at providing an adequate venue to cater for a wide range of off road vehicle requirements. The project also aims to alleviate problematic issues associated with illegal off road vehicles such as noise impost, safety and environmental impacts that are highlighted in the State Trail Bike Strategy developed by the Department for Sport and Recreation.

### **Project Objectives**

Specifically the objectives of this feasibility project are to:

- Assess the current and future needs of residents within the three Shires as regards off-road vehicles.
- Identify potential site(s) for the off-road vehicle area in consultation with stakeholders, and
- Prepare a feasibility study to provide direction to the three Shires regarding the viability of establishing and maintaining an off-road vehicle area.

### **This Report**

This report documents the proposed sites and site plans with management options, risk management requirements and proposed development, maintenance and management budgets such that the Shires can consider the feasibility of developing off-road vehicle areas.



## **Context: Control Of Off-Road Vehicles Act**

WA is unique amongst Australian states in that it is the only state that declares Off Road Vehicle Areas (ORVAs) on public land for the benefit of riders of bikes and quads that are not road registered, and for riders, especially juniors, who do not possess a driver's licence.

The mechanism for this is the Control Of Vehicles (Off-Road Areas) Act 1978 (CVOAA).

The Act was proclaimed in 1978 when the growing popularity of trail bike riding and concerns over social and environmental impact prompted the need for some legislative control over the activity.

The intention of the Act was to enable Local Government Authorities to declare prohibited areas where the riding of non road registered vehicles could be disallowed, while establishing more suitable areas where the activity could take place.

The Control of Vehicles (Off Road Areas) Act 1978 is administered by local government and is guided by an Advisory Committee consisting of representatives from Local Government, off road vehicle and 4WD users, and the agency responsible for administering the CALM Act 1984.

## **Context: State Trail Bike Strategy**

Escalating community tensions and rider concerns over the perceived shrinkage of legitimate riding opportunities led to the development of the State Trail Bike Strategy in 2007.

Western Australia is experiencing rapid growth in popularity of recreational trail bike riding. Sales of off road motorcycles and quad bikes increased by 66% between 2004 and 2006 and while no precise total numbers exist, it is estimated that around 50,000 trail bikes exist and are ridden in WA. Quad bikes are very popular with sales in WA representing 40% of total national sales.

Against this backdrop of a rapidly growing recreation we are seeing an equally rapid urban spread, bringing residential areas into close proximity to 'traditional' riding spots. Rather than keeping pace with the growth in ORV use there has actually been a significant reduction in designated Off Road Vehicle areas and closure of available tracks and trails. The lack of designated areas has contributed to a proliferation of unofficial, and often illegal, riding areas. These are causing increasing community concern over noise, safety, environmental damage, illegal riding and general nuisance.

There has been a significant reduction in designated Off Road Vehicle areas – from eight in 1978 to just four in 2007. Several of those remaining have been under pressure to close, primarily due to the Local Government custodians not wanting the operational and legal responsibility,

*“Areas are put aside for horse riders and walkers but very little is done for a large and rapidly growing number of off-road riders. More areas should be opened not closed eg Red Hill, Kwinana and Lancelin”* Respondent to Rider Survey



The lack of suitable areas to ride is most keenly felt by junior riders and riders of bikes not able to be registered. Some of the biggest growth in motorbike ownership is in the categories of ATV's, mini-bikes and motocross bikes and junior riders. The continuing growth in sales of bikes which cannot be legally ridden on public roads is creating increased demand for legal venues to ride. Additional pressure is coming from parents of junior riders seeking legal and safe areas to ride. In particular this causes problems for families who wish to ride together and may have a mix of registered and unregistered bikes and ATVs – their only options are to ride on private land or in the designated off-road vehicle areas.

Designated ORV areas play an important role in the provision of facilities for unlicensed and unregistered ORV users, and are an important strategy in reducing the incidence of illegal riding of unregistered vehicles in reserves, state forests and national parks.

From the land manager perspective, off-road vehicle areas and trails pose issues of risk, liability, and costs of insurance, management, maintenance and resources.

Regional areas, particularly the prime trail bike riding terrain found in the Shires of Bridgetown-Greenbushes, Donnybrook-Balingup and Nannup are experiencing increasing numbers of bikes and riders from the metropolitan areas looking for somewhere to ride and good places to ride.

#### ***State Trail Bike Strategy Recommendations:***

This Feasibility project aligns with the following Recommendations of the Strategy:

2.023 – Regional ORV Areas - Additional regional ORV areas

2.024 – Small local areas for young riders - 8-10 Small local areas suitable for young riders under parental supervision.

2.08 - Local government authorities to include trail bike riding requirements in Master Trails Planning. This is to include collaborative planning with neighbouring LGAs.

#### **Context: Decision in Coombes -v- Shire of Gingin**

Occupiers' Liability is a concern for all public land managers and especially where the public is permitted to engage in activities that carry risk on that land. Liability concerns have been responsible for at least one Off Road Vehicle Area closure, the attempts to close two others, and the reluctance of Local Government to establish new gazetted areas.

The issue of Occupiers' Liability received guidance when On October 12, 2007 Judge Keen handed down his decision on the Coombe v Shire of Gingin Case.

In this case the Judge found Gingin Shire partially responsible (60%) for the injuries sustained by Mr Coombe when he dropped off a 'razorback' dune on his motorcycle. The responsibility was said to result primarily through the lack of adequate warning signage about the inherent dangers of the areas, particularly the unpredictable drop-offs that can occur through wind action on the dunes.

Importantly, Judge Keen said in his decision that there should have been no onus on Gingin Shire to regularly inspect the dunes, or identify particular dunes that were especially



hazardous, or place signs around the dunes to warn of specific dangers or exclude the public from the area. To require Gingin Shire to do so would have been unreasonable in the context of the constantly changing conditions of the area.

This Feasibility Report will address issues of Occupiers' Liability with regard to the Coombe – v- Gingin Shire decision and other precedents under the Occupiers Liability and Civil Liabilities Acts and their relevance to Risk Management.

## **Context: Community Safety And Crime Prevention Plans**

The Community Safety Plan for the Shires forms the basis for this Feasibility Study.

Primary crime intervention is targeted at changing the environmental conditions that provide opportunities for the occurrence of criminal or antisocial acts.

### **Priority 1: Reducing anti-social behaviour**

**Strategy 1.1** To provide education of safe motor bike riding/driving in a purpose built environment.

**Goal 1:** Supporting families, children and young people

**Goal 2:** Strengthen communities and revitalising neighborhoods

Identified issue "to provide education for youth and the community on safe handling and riding of vehicles with an off road vehicle area set aside out of town for unlicensed-licensed bikes/vehicles".

This ORVA initiative also ties in with the initiative to develop a space to engage youth and families to stimulate strong community attitudes and partnerships.

Donnybrook-Balingup in their Community Safety & Crime Prevention Plan 07-11 requested that this project consider:

- Smaller ORVAs in Donnybrook, Kirup and Balingup to deter unlicensed vehicles using rail tracks to get to Greenbushes.

- Potential to form one over-arching club for safety, supervision, insurance and management issues.

- Burn out pad for cars

- Need for fencing the smaller ORVAs

- Mobile phone coverage on site

- Educate community/users not to use rail service tracks

- Construction/purchase of a bike trailer

- Shuttle bus service / trailer to ORVA on weekends and school holidays.

- Conduct formal "race meets"

- Training workshops on rider/driver skills

Full details of the Plan are provided in the Appendix.

## **PART 1 COMMUNITY REQUIREMENTS**

The initial requirement for an off-road vehicle area was first identified during consultation for the Community Safety and Crime Prevention Plans (see Context in previous section).

This Feasibility Study conducted community consultation via a series of public meetings, a survey sent to all households in the three Shires and individual meetings.

### **LGA/DEC/DSR workshop**

A workshop was conducted with representatives from each Shire, the Department of Environment & Conservation, Department of Sport & Recreation and the Talison Greenbushes General Manager (a key local stakeholder) to identify priorities, needs, concerns, shortlisted land, criteria for location and other as identified.

### **Public Meetings**



Public meetings were held in Bridgetown, Nannup and Donnybrook.

The meetings were advertised by each Shire in local papers and in a mailout to all residents.

The meetings were well attended with constructive debate.

### **Individual meetings**

Individual meetings were held with a local resident who held specific concerns about the location of one of the proposed Greenbushes sites, with the Talison Greenbushes General Manager (a key local stakeholder), a local trail bike tour operator and a Donnybrook resident who has developed a private motocross track on his property that is already used by locals.

### **Site visits**

Two half days were spent visiting 7 possible locations as identified from the survey, public meetings and workshop. Sites were assessed against established criteria.

### **State Government consultation**

TBMA has consulted with relevant State Government agencies such as ORVAC, the State Trail Bike Strategy joint implementation committee, DSR and DEC.

### **Community Survey**

In addition to the Public Meetings, community attitudes and requirements were gathered via a community survey which was open for 2 months from Jan 1 to March 1. The survey was targeted at both off-road vehicle users (to identify needs) and the general community (to identify concerns). Questionnaires were mailed by each Shire to all households and an option was provided to fill in the survey online. In total 256 responses to the survey were received.



LOCATION	DATE	ATTENDANCE	SURVEY RESPONSE
BRIDGETOWN	Feb 17	35	110
NANNUP	Feb 18	18	85
DONNYBROOK	Feb 19	9	33
OTHER			28
TOTAL		62	256

Full details of the consultation outcomes can be found in the separate Consultation Report (February 2009). The following is a summary for the purposes of identifying community requirements.

Assuming that a suitable location is found do you think an Off-Road Vehicle Area would be a good recreation facility for the Shire?

66% of respondents were in favour of the facility, 24% were against with the rest undecided.

LOCATION / RESPONSE	BRIDGETOWN-GREENBUSHES	DONNYBROOK-BALINGUP	NANNUP	TOTAL
YES	68.2%	55.3%	73%	65.6%
NO	22.7%	29.4%	18%	23.7%
UNDECIDED	9.1%	15.3%	9%	10.7%

Not surprisingly those that owned a bike were 84% in favour of the facility, however even 58% of those respondents who were not bike riders still thought the facility was a good idea..

LOCATION / RESPONSE	BIKE IN HOUSEHOLD	NO BIKE IN HOUSEHOLD	TOTAL
YES	83.8%	58.1%	65.6%
NO	8.8%	29.3%	23.7%
UNDECIDED	7.5%	12.6%	10.7%

What do you think would be some of the benefits of having an Off-Road Vehicle Area in the Shire?

The main benefits were seen as helping to keep unregistered trail bikes off roads and walk/cycle trails, somewhere to learn basic riding/driving skills and a safer place to ride particularly for kids and unlicensed riders. 19% of respondents felt there were no benefits.





Bridgetown-Greenbushes residents were most interested in the facility as somewhere for kids to ride. 26% of Donnybrook-Balingup respondents felt there were no benefits. Nannup respondents were more interested in the facility as a safer place to ride and saw it as a way of protecting the environment.

#### **What do you think could be some of the problems associated with having an Off-Road Vehicle Area in the Shire?**

The main problems were seen as the cost to the Shire to develop and manage, noise, unlicensed riders riding to the area and dust. Many respondents also indicated a concern about potential fire risks.

#### **Scope Of The Facility**

It has been suggested that the Shire needs a facility for cars and trail bikes/quads.

40% of respondents felt separate facilities were needed, 35% felt one facility would be acceptable (although most then commented there should be separation within the facility) and 24% felt a facility was only needed for trail bikes.

Nannup respondents were more likely to suggest that separate facilities were needed (46%) as were those respondents that owned a bike (48%).

#### **How many Off-Road Vehicle Areas do you think are needed:**

Respondents were fairly divided on this issue. 30% of respondents felt one medium sized area in each of the three Shires was needed. 29% felt that just one large area to service all three Shires would be acceptable and 23% felt one large regional area with one small area in each of the other two Shires was the best solution. 19% did not think any ORV areas were required.

Bridgetown- Greenbushes respondents were more in favour of one medium sized area in each of the three Shires. Donnybrook-Balingup respondents were more in favour of one large area to service all Shires with a further 27% saying "none". Nannup respondents were more in favour of one large regional area with one small area in each of the other two Shires (36%).



## Summary of Requirements

In summary the responses from the survey and views from the three public meetings were:

- 66% of survey respondents and the majority of those attending the public meetings were in favour of developing off-road vehicle area(s).
- The off-road vehicle area(s) would primarily address the needs of youth and families riding dirt bikes and quads.
- There would be one large facility (possibly around Greenbushes) and a smaller local facility for Nannup.
- The facility would not cater for freestyle motocross and if cars/4 wheel drives are included (in a later phase of development), they need to be separated from the bikes with their own trails and driving areas.
- The riding experience requires variety, challenges, different terrain types, graded degrees of difficulty, varying length of trail and appropriate maintenance.
- The trails and circuits would differentiate rider abilities and rider types / experiences.
- The area must be socially, environmentally and financially sustainable meaning the project must address issues of noise, fire risk, area access, insurance, liability and costs (both initial and recurrent).
- The set up and management would need to work as unsupervised but parental supervision would be strongly promoted.
- The amount of rules needs to achieve a balance of 'managed' and 'freedom' – to manage the risk and behavior without impinging adversely on the freedom desired by trail riding.
- The area(s) could operate under a club lease.
- The facility should emphasize, promote and run a variety of education and training programs.
- It will be attractive to youth and family riders by being convenient, providing challenges and variety, it needs to be affordable, run with 'reasonable' management, be fun in an attractive environment.
- The goals are to provide a positive activity alternative and reduce youth boredom and enhance the social fabric of the community.



## **PART 2 – PROPOSED SITES**

Following desktop and on-site reviews the original list of candidate sites was reduced to seven sites.

- Old Garden Lease, Greenbushes
- Daronchs Rd, Greenbushes
- Grimwade Townsite
- Private Facility, Donnybrook
- Old Milward Road Golf Course, Nannup
- Sandhills Road, Donnybrook
- Nelson Block, Greenbushes

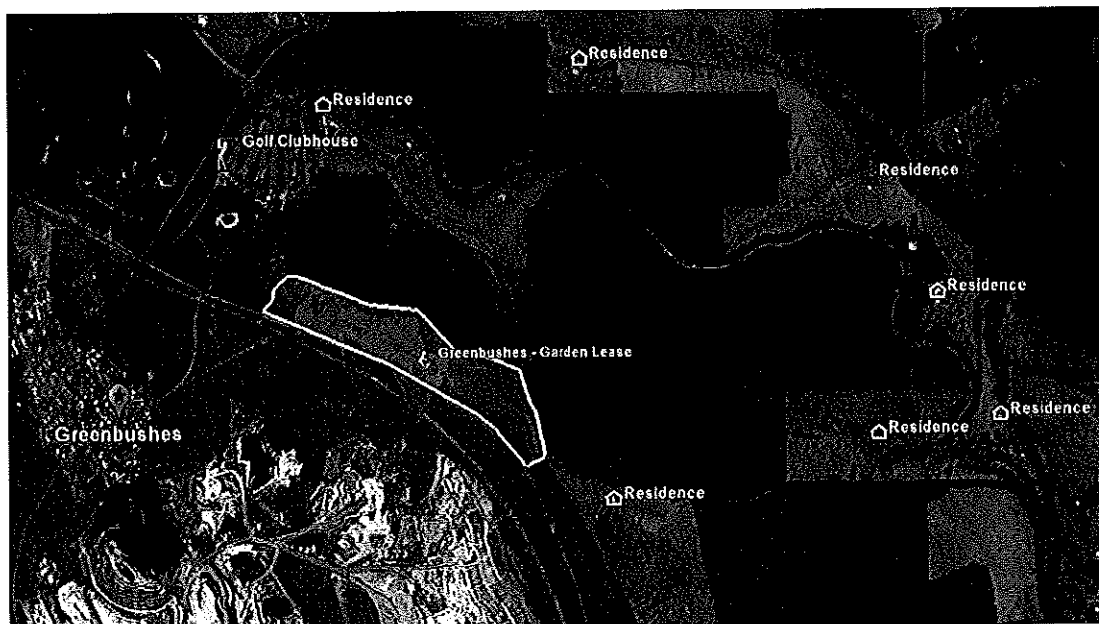
Further investigation eliminated two of these suggested sites.

Sandhills Road was rejected on the basis the terrain is too sandy for juniors.

Nelson Block was rejected on the basis of its proximity (<600m) to residential areas, together with the strong likelihood that unlicensed riders would access the area via a residential road.

The remaining five areas were studied in more detail. A summary of the assessment follows.

## Old Garden Lease, Greenbushes



This site has been under consideration as an offroad motorcycle area for some time prior to this project. The area has significant potential and could be developed in stages.

<b>Location:</b>	Approx 1.5k North of Greenbushes, north of SW Highway Approx 11km to Balingup, 15km to Bridgetown
<b>Size:</b>	50Ha with a 4.2km perimeter
<b>Ownership / control</b>	DEC

Positive Attributes	Negative Attributes
<ul style="list-style-type: none"> <li>• Not in current use (available)</li> <li>• Mainly cleared</li> <li>• Potential for future trail-based expansion</li> <li>• Proximity to Greenbushes mine provides masking for noise</li> <li>• Mobile phone coverage</li> <li>• Close proximity to Greenbushes facilities</li> <li>• Ridgeline provides noise attenuation to northern residential properties</li> <li>• Good main road access</li> </ul>	<ul style="list-style-type: none"> <li>• South-West Highway must be crossed to access from Greenbushes</li> <li>• Noise concerns raised by one neighbour and potential concerns from Golf Club</li> <li>• Access via rail line from Bridgetown could create nuisance for neighbours along the line.</li> </ul>

## Daronchs Road, Greenbushes



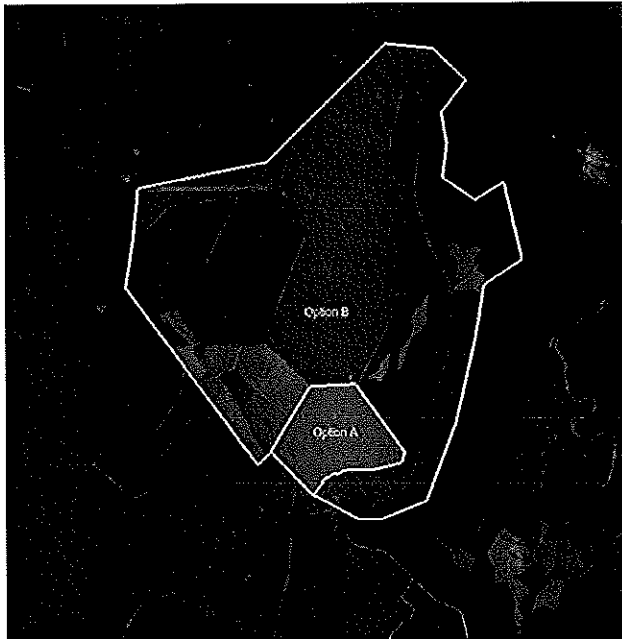
As an alternative to the garden lease block (or perhaps as a supplement, catering for a different riding experience) is the area to the West of the garden lease and bounded by Greenbushes Rd to the east, Daronchs Rd to the west and the railway line to the north.

This area is forested and would better suit a network of single-track trails, whereas the more open garden lease block lends itself to the creation of natural terrain motocross circuits.

<b>Location:</b>	Approx 2k Northwest of Greenbushes, opposite side of SW Highway Approx 11km to Balingup, 15km to Bridgetown
<b>Size:</b>	Approx 116Ha with a 4.8km perimeter
<b>Ownership control</b>	/ DEC

Positive Attributes	Negative Attributes
<ul style="list-style-type: none"> <li>• Not in current use</li> <li>• Natural bush, suitable for limited single-trail development</li> <li>• Proximity to Greenbushes timber mill provides masking for noise</li> <li>• Mobile phone coverage</li> <li>• Close proximity to Greenbushes facilities</li> </ul>	<ul style="list-style-type: none"> <li>• South-West Highway must be crossed to access from Greenbushes</li> <li>• Access via rail line from Bridgetown could create nuisance for neighbours along the line and residents in the area bounded by Throssel and Williams Sts.</li> <li>• Less suitable for circuit-based activities</li> </ul>

## Grimwade



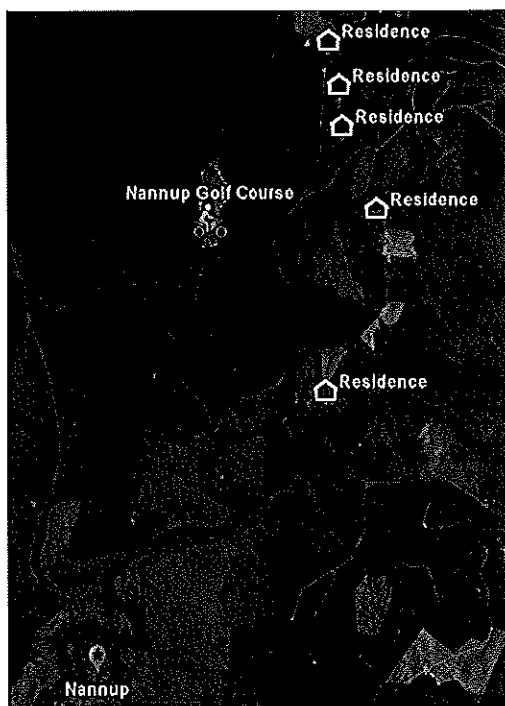
Like Daronchs Road, the old Grimwade townsite is better suited to trail riding than circuit-based practice.

This area is already popular with trail and quad riders, however the dynamic nature of the planting / harvesting in the area mitigates against the development of any long term trail infrastructure.

<b>Location:</b>	Approx 17km west of Kirup, 13km northwest of Balingup, 34km southwest of Donnybrook, 24km north of Greenbushes, 40km north of Bridgetown, 55km northwest of Nannup
<b>Size:</b>	Option A: Bounded block - approx 90Ha with a 3.9km perimeter Option B: Greater Area - approx 1,200 Ha with a 14.5km perimeter
<b>Ownership control</b>	DEC / FPC

Positive Attributes	Negative Attributes
<ul style="list-style-type: none"> <li>• No nearby residential</li> <li>• Sealed road access</li> <li>• Disturbed state (from pine operations)</li> <li>• Currently used by riders, inc events</li> <li>• Potentially large size area = many km of trails possible</li> <li>• Pine plantations would support many trails with regular trail rotation</li> <li>• Attractive location – dam, picnic areas</li> </ul>	<ul style="list-style-type: none"> <li>• Distance to fuel / food / services</li> <li>• No mobile phone coverage</li> <li>• Access to nearby DRA would need to be prevented</li> <li>• Logging activities create lack of certainty</li> </ul>

## Old Golf Course, Nannup



The former Nannup golf course, although relatively small (20Ha), has potential as a local riding facility and there is strong community support for this location.

There is no residential within approximately 1.5km, and a ridge line would further attenuate any noise impacts.

Local riders are keen to secure this area with a view to establishing a club or association (perhaps under the umbrella of the Nannup Sportsman's Association) to help develop and manage the facility.

<b>Location:</b>	7km NNE from Nannup, off Vasse Hwy
<b>Size:</b>	Approx 19Ha with a 1.8km perimeter
<b>Ownership / control</b>	DEC

Positive Attributes	Negative Attributes
<ul style="list-style-type: none"> <li>• Not in current use (available)</li> <li>• Mainly cleared</li> <li>• Potential for future trail-based expansion</li> <li>• Adequate distance and elevation noise buffer to residential</li> <li>• Mobile phone coverage</li> <li>• Close proximity to Nannup facilities</li> <li>• Good main road access</li> <li>• Flat area for parking / unloading / facilities</li> <li>• Community support</li> </ul>	<ul style="list-style-type: none"> <li>• Potential mis-use of Munda Biddi trail to access Milward Rd from Nannup</li> <li>• Small size – &lt; 20Ha</li> </ul>



## **Private Facility, Donnybrook**

During the course of the public meetings the consultants were made aware of a privately owned property close to Donnybrook that is in the process of being developed as a private motocross and freestyle practice facility.

The proponent of this facility expressed an interest in further developing the facility in order to cater for limited and controlled public access. However as these plans are not yet ready for public airing we are not at liberty to provide any more details.

The significance of this potential facility is that it might, if allowed to proceed, provide a local area where junior and senior motocross racers can practice on a purpose-built and maintained track.





## RECOMMENDATIONS

Based on the site assessments and objectives of this study it is recommended that two sites be progressed for detailed exploration with concept plans and indicative costings:

- Garden Lease, Greenbushes
- Milward Rd Golf Course, Nannup

It is considered that these two facilities provide the most feasible options for initial development, as they:

- a. are relatively well contained,
- b. are not too large to manage effectively,
- c. can readily support a variety of riding experiences and
- d. have some future expansion potential to provide more trail-related riding if their initial development demonstrates the requisite level of control and rider behaviour.

In addition to the above, any application to further develop the Donnybrook private facility should be supported and encouraged, as this would provide an additional outlet to a slightly different segment of the market at no cost to the Shires or land managers.



## CONCEPT PLANS

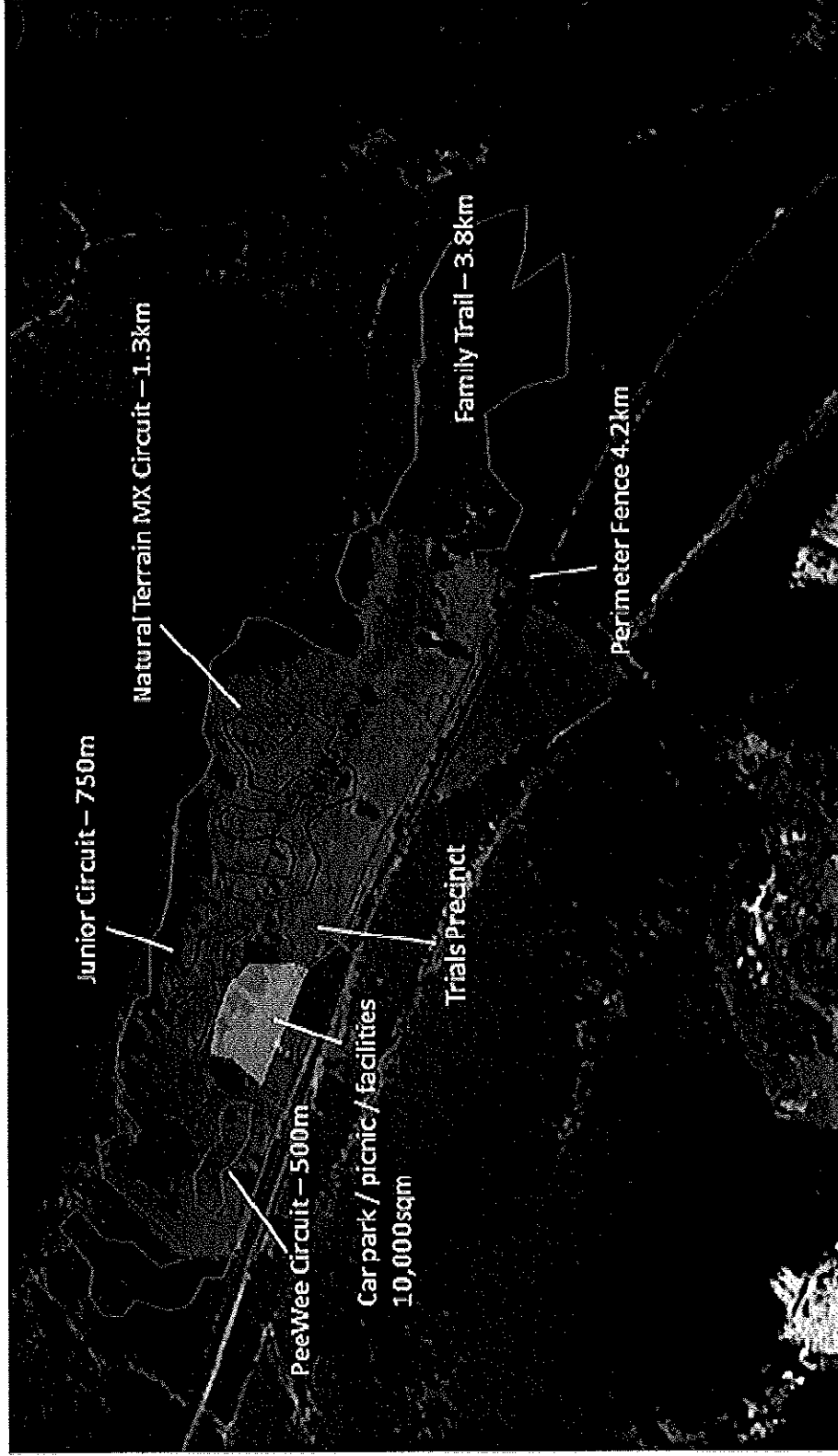
The following concept plans have been prepared simply to illustrate the way in which a number of different activities and rider group requirements could potentially be met. They also provide a basis for the indicative budgets provided later in this report. Further rider, land manager and community consultation would be required in the development of final plans for the areas.

The most important aspect of these concept plans is the principle that riding within the property must occur only on the designated one way tracks and trails. This is essential for the safety of riders and spectators and the environmental sustainability of the property.

The common features of each plan are:

- *Fencing the perimeter of the area* – to formally delineate what is and isn't part of the ORV area and to channel entry through a single point to maximise visibility of General Risk Warnings (this is discussed further in Part 3: Management).
- *Natural Terrain circuits* – These are like motocross tracks, but without the extreme jumps and features. They take advantage of the natural elevation and features of the property, require less earthworks than a traditional motocross circuit and can therefore be modified from time to time to provide new interest for riders and restoration of the property. Two such circuits could be accommodated on the Garden Lease property, catering for different levels of riders, while one circuit is envisaged on the smaller Nannup property.
- *PeeWee Circuits* – These are small (approx 500m) circuits specially designed for the youngest riders, in close visual proximity to parking / viewing areas.
- *Car parking / unloading area adjoining picnic / facilities / viewing area.* Fenced to delineate from the riding areas.
- *Family trails* – one or more single-direction trails, including where possible single-track through wooded areas that can be ridden by individuals or family groups. Could incorporate trail skills options or 'challenge' sections with easy-out bypasses.
- *Trials precinct* – an area with introduced obstacles such as large logs, boulders etc for low speed MotoTrials practice

Old Garden Lease, Greenbushes

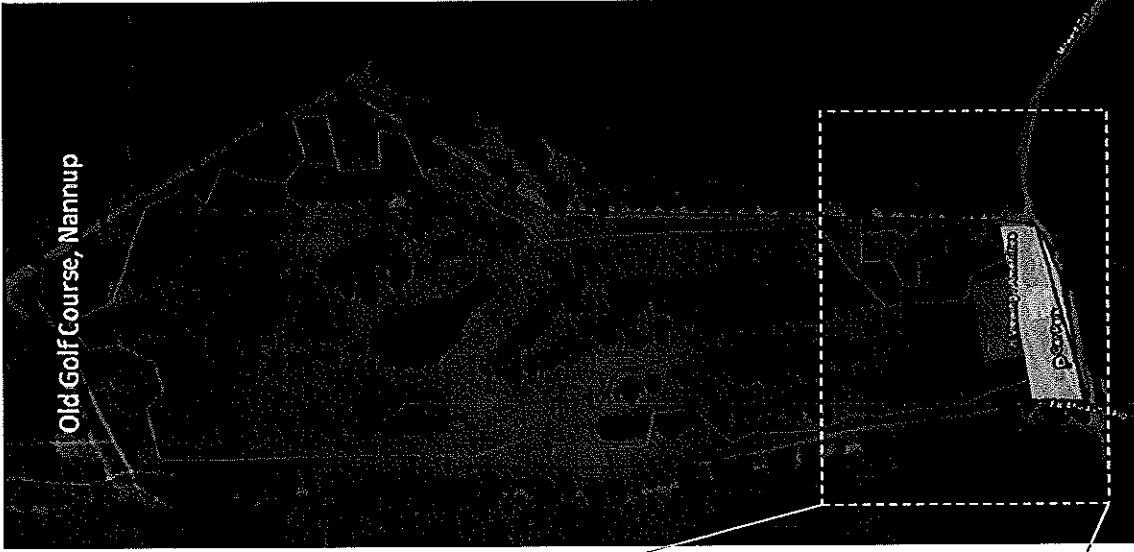


Government of Western Australia  
Office of Crime Prevention

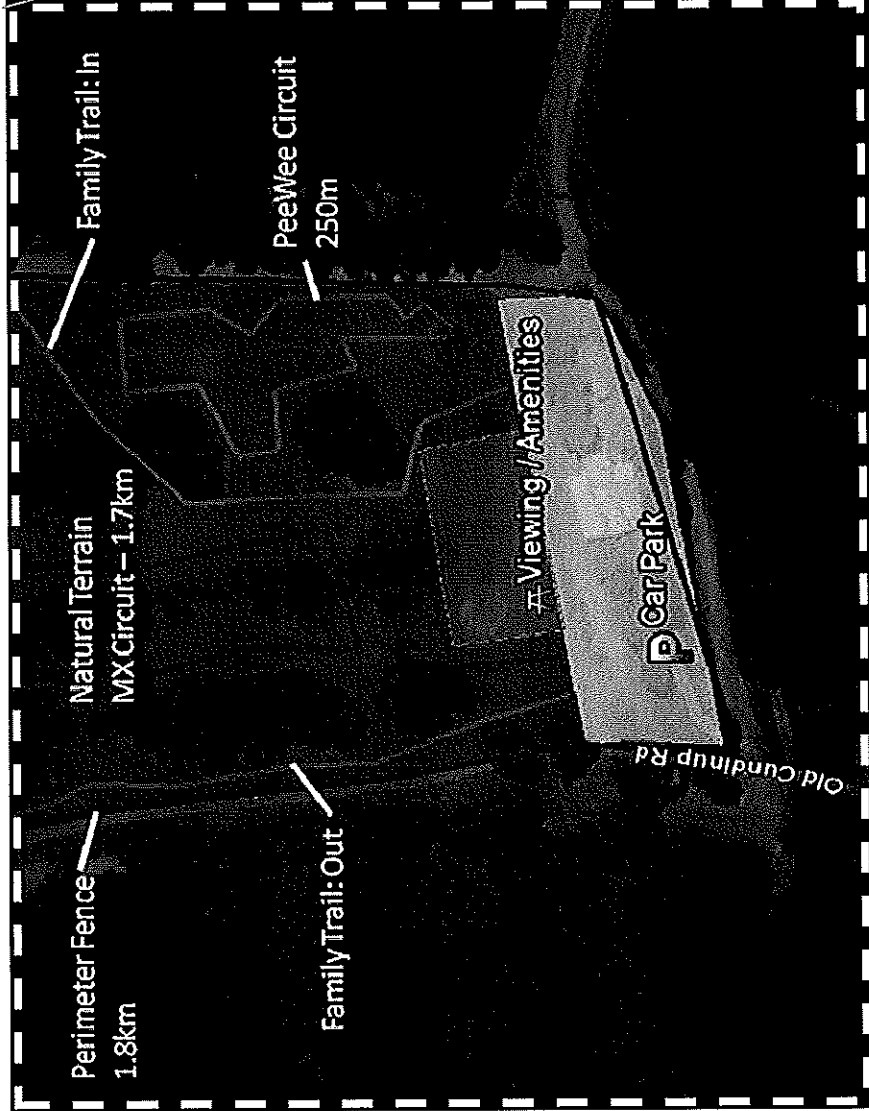




### Old Golf Course, Nannup



### Milward Golf Course, Nannup



## PART 3: MANAGEMENT

### Management Options

Running an ORVA has a number of variables:

- Public – Private
- Access uncontrolled – controlled
- Unsupervised – supervised
- Free - fee

That combine to provide a number of management options that have examples in community recreation. These will be explored for the proposed ORVAs along with pros and cons for each.

	SUPERVISED	UNSUPERVISED
UNCONTROLLED	Patrolled beaches	Current WA ORVAs Skateboard park Barabup pool swimming Unpatrolled beaches Trail activities - walking, mountain bikes, equestrian Back country snow sports
CONTROLLED	Council swimming pool Golf courses Competition clubs Commercial sporting/recreation facilities Commercial ski resorts	Council tennis courts





## Management Models

For an ORVA this suggests the following Management Models:

### 1. Publicly available with uncontrolled access

As per the existing ORVAs this is an unfenced, unsupervised facility that can be used at any time by anyone.

**Land manager:** Shire / DEC

**Management & maintenance:** Limited. Shire / DEC / "Friends of" Group.

**Insurance & Liability:** Land Manager. Shire / DEC

**Cost to use:** Free

**Pros:**

- No cost of fencing
- No consideration of controlling entry
- Simplest model
- Use of land manager's existing insurance
- Cheapest development and management model as no active management

**Cons:**

- Without fencing more difficult to define the riding area and prohibit riding of unregistered vehicles outside the area
- Cannot control hours or periods of use
- No cost recovery
- Reduced active management and access control may increase trail and area degradation and increase maintenance
- Reduced management may lead to behavioural issues.



## 2. Publicly available, uncontrolled access but partly patrolled

Like the public beach that is patrolled by the RSLA. Access to the facility is uncontrolled but a local association provides patrols at key times (eg 9am-5pm weekends) to monitor rider behaviour, aid in safety and some degree of risk management. Shire/ DEC managed in partnership with the local association.

<b>Land manager:</b>	Shire / DEC
<b>Management &amp; maintenance:</b>	Land Manager in partnership with local association
<b>Insurance &amp; Liability:</b>	Land Manager. Shire / DEC
<b>Cost to use:</b>	Free
<b>Pros:</b>	<ul style="list-style-type: none"><li>• No cost of fencing</li><li>• No consideration of controlling entry</li><li>• Local association provides labour and patrols for active management and maintenance with assistance from land manager</li><li>• Involvement of volunteer locals increases local ownership and may decrease trail and area degradation and assist with behavioural management</li><li>• Use of land manager's existing insurance</li><li>• Cheapest development and management model as no active management</li></ul>
<b>Cons:</b>	<ul style="list-style-type: none"><li>• Without fencing more difficult to define the riding area and prohibit riding of unregistered vehicles outside the area</li><li>• Cannot control hours or periods of use</li><li>• No cost recovery</li><li>• Volunteers need management eg training, rosters so requires assistance from land manager</li><li>• Volunteer burnout</li><li>• Volunteers and local association require indemnity.</li></ul>



### 3. Publicly available with controlled access and unsupervised

Fenced and gated but available to any member of the public who gains access ie by obtaining a key or code to unlock the gate.

**Land manager:** Shire / DEC

**Management & maintenance:** Limited. Shire / DEC / "Friends of" Group.

**Insurance & Liability:** Land Manager. Shire / DEC

**Cost to use:** Free or fee

**Pros:**

- Can opt for cost recovery as part of entry
- Fencing will define the riding area and prohibit riding of unregistered vehicles outside the area
- Can more easily control hours or periods of use
- Use of land manager's existing insurance
- Behaviour can be managed by access or fee

**Cons:**

- Cost of fencing
- Need a method to effectively control entry without becoming too difficult, onerous, resource intensive or expensive
- Reduced active management and access control may increase trail and area degradation and increase maintenance





#### 4. Publicly available with controlled access and partly patrolled.

Fenced and gated but available to any member of the public who gains access ie by obtaining a key or code to unlock the gate. A local association provides patrols at key times (eg 9am-5pm weekends) to monitor rider behaviour, aid in safety and some degree of risk management. Shire / DEC managed in partnership with the local association.

**Land manager:** Shire / DEC

**Management & maintenance:** Land Manager in partnership with local association

**Insurance & Liability:** Shire / DEC

**Cost to use:** Free or fee

**Pros:**

- Can opt for cost recovery
- Fencing will define the riding area and prohibit riding of unregistered vehicles outside the area
- Can more easily control hours or periods of use
- Use of land manager's existing insurance
- Local association provides labour and patrols for active management
- Involvement of volunteer locals increases local ownership and may decrease trail and area degradation and assist with behavioural management
- Behaviour can be managed by access or fee

**Cons:**

- Cost of fencing
- Need a method to effectively control entry without becoming too difficult, onerous, resource intensive or expensive
- Volunteers need management eg training, rosters
- Volunteer burnout
- Volunteers and local association require indemnity.



## 5. Club leased, publicly available, controlled access and partly patrolled.<sup>1</sup>

The area is leased to a club which manages the area. Fenced and gated but available to any member of the public who gains access ie by obtaining a key or code to unlock the gate. Club provides patrols at key times (eg 9am-5pm weekends) to monitor rider behaviour, aid in safety and some degree of risk management. Cost for Club Membership (or via sweat equity). Area access free to club members, non-members fee.

<b>Land manager:</b>	Club
<b>Management &amp; maintenance:</b>	Club
<b>Insurance &amp; Liability:</b>	Shire / DEC or Club
<b>Cost to use:</b>	Cost for Club Membership (or via sweat equity). Area access free to club members, non-members fee.
<b>Pros:</b>	<ul style="list-style-type: none"><li>• Cost of club membership and entry fee for cost recovery</li><li>• Fencing will define the riding area and prohibit riding of unregistered vehicles outside the area</li><li>• Can more easily control hours or periods of use</li><li>• Club provides labour and patrols for active management</li><li>• Club ownership increases local ownership even further and may decrease trail and area degradation and assist with behavioural management</li><li>• Behaviour can be managed by limiting access (eg 3 strikes policy)</li><li>• Club takes on volunteer management eg training, rosters (pro for land manager, con for Club)</li></ul>
<b>Cons:</b>	<ul style="list-style-type: none"><li>• Club will need liability insurance or reach an agreement with the land manager to partner and use their insurance</li><li>• Cost of fencing</li><li>• Need a method to effectively control entry without becoming too difficult, onerous, resource intensive or expensive</li><li>• Volunteer burnout</li><li>• Volunteers and local association require indemnity.</li></ul>

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<sup>1</sup> Club lease but uncontrolled access or not patrolled is an option but is not considered feasible as the leasing entity will require greater management, membership and more control for risk management.



## 6. Club leased, private, controlled access and partly patrolled.

The area leased to a club which manages the area. Fenced and gated with access restricted to club members. Club provides patrols at key times (eg 9am-5pm weekends) to monitor rider behaviour, aid in safety and some degree of risk management. Cost is at club's discretion but typically free to club members.

<b>Land manager:</b>	Club
<b>Management &amp; maintenance:</b>	Club
<b>Insurance &amp; Liability:</b>	Shire / DEC or Club
<b>Cost to use:</b>	Cost for Club Membership (or via sweat equity). Area access free to club members.

- Pros:**
- Limiting access to club members will reduce number of users which will decrease trail and area degradation and therefore maintenance
  - Limiting access to club members will assist with behavioural management
  - Fencing will define the riding area and prohibit riding of unregistered vehicles outside the area
  - Can more easily control hours or periods of use
  - Club provides labour and patrols for active management
  - Club takes on volunteer management eg training, rosters (pro for land manager, con for Club)

- Cons:**
- Limiting access to club members will reduce ability for cost recovery by not allowing non-members.
  - Limiting access to club members will reduce the effectiveness of the area to control problematic use of trail bikes
  - Club will need liability insurance or reach an agreement with the land manager to partner and use their insurance
  - Cost of fencing
  - Need a method to effectively control entry without becoming too difficult, onerous, resource intensive or expensive
  - Volunteer burnout
  - Volunteers and local association require indemnity.



## 7. Leased to commercial operator, controlled access, patrolled.

Area is leased to a commercial operator who provides all management, maintenance and supervision. Fee for use.

**Land manager:** Commercial operator

**Management & maintenance:** Commercial operator

**Insurance & Liability:** Commercial operator

**Cost to use:** Fee

**Pros:**

- Limiting access to paid users will reduce number of users which will decrease trail and area degradation
- Limiting access to paid users and active management will assist with behavioural management
- Fencing will define the riding area and prohibit riding of unregistered vehicles outside the area
- Can more easily control hours or periods of use
- Commercial operator provides labour and patrols for active management – may provide free riding in return for volunteer sweat equity
- Commercial operator covers insurance and indemnity requirements

**Cons:**

- Limiting access to paid users will reduce the effectiveness of the area to control problematic use of trail bikes
- Will not be owned by the local community
- Unlikely to be economically viable.



## RECOMMENDATION

The recommended Management Model is either

4. Publicly available with controlled access and partly patrolled, or
5. Club leased, publicly available, controlled access and partly patrolled.

The area should have controlled access via fencing and gates such that it can be closed as necessary and provide proper delineation of the ORV area from the surrounding area. Controlled access also ensures that area users see all risk warning signs erected at the entrance.

Research shows that only a proportion of recreational users join any type of club – consider how likely skateboarders and BMXers would be in joining a club simply to use the local skate and bike park. To achieve the best results in reducing problematic use of unregistered ORVs it is recommended that the area be publicly available ie not restricted to club members.

To manage user behaviour and assist with risk management, volunteer patrols at key times is highly beneficial. The volunteers act as ambassadors for the area and assist with rider induction and mentoring. This has significant social benefits.

So the main consideration is whether the Shire or DEC manage the area in conjunction with a local club or whether the area is formally leased to the Club.

## Management Considerations

From the above models it can be seen that there are a few central management considerations which are now covered in more detail.

### Land Tenure

The land of the two sites being recommended is currently managed by DEC. There are a few options as regards land tenure for the proposed ORVAs:

1. DEC retains management responsibility and works in partnership with the Shire and Club to manage and maintain the area. This is similar to the model for the Bibbulmun and Munda Biddi trails.
2. DEC leases the area to the Shire who takes over management responsibility and works in partnership with the Club to manage and maintain the area. DEC currently leases land to Shires for a variety of purposes.
3. DEC leases the area to the Club who takes over all management and maintenance responsibility. This has been done before and DEC develop a lease contract to ensure that the leasee who acts on behalf of DEC have the required management practices.



To progress this matter the Club, the Shire and DEC need to work together through the details to come up with an arrangement that is workable for all parties. It should also be noted that consideration should be given to developing an arrangement that will work in multiple sites around the state.

### **Control Of Off-Road Vehicles Act**

The Control of Vehicles (Off Road Areas) Act 1978 (CVOAA) is not currently enacted in either of areas containing the proposed sites. However advice from the Department for Local Government is that this is not required if the land manager (DEC) provides approval for the activity to occur in these specified areas<sup>2</sup>.

However advice from DEC is that they would require operation of the Control of Vehicles (Off Road Areas) Act 1978 to be extended to cover the areas. This would be needed to override the application of the CALM act which prohibits the use of unregistered vehicles on DEC land.

The process would be as follows:

1. The Shires need to apply to the Department for Local Government to extend the area of operation of the Act to cover the two Shires involved.
2. DEC and the Shires should advise the Department for Local Government that it wishes to gazette the two areas as off-road vehicle areas.
3. The Department for Local Government has its own consultation process which results in a recommendation being put to the Minister for Local Government who then approves or rejects the request.
4. Once the Act applies to the Shires this has a couple of implications:
  - a. There is now an obligation for the Shires to enforce the provisions of the Act within their districts
  - b. Unregistered vehicles using the off-road vehicle areas must have off-road vehicle registration. This is available from DPI for \$6 per annum with a one off \$12 number plate fee.

### **Insurance and Liability**

There are two requirements for insurance – liability for the area manager and indemnity for the volunteers. Which organisation provides this (the Shire, DEC or the Club) will depend largely upon the final arrangement discussed under land tenure.

DEC are in the best position to assume liability insurance for the area as they currently do this on a state-wide basis, have excellent processes in place and it would not result in an

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<sup>2</sup> Letter of advice is provided in the Appendix.



increase in insurance costs. If the area volunteers are treated as DEC volunteers then DEC also indemnify the volunteers. However this requires a more active volunteer management responsibility of DEC than they may be willing to provide. Alternatively the Club could organise indemnity insurance for its volunteers which is less cost than liability insurance.

The Shires can provide liability insurance as part of their existing insurance cover with Local Government Insurance Services (LGIS). LGIS have advised that a Shire managing an ORV area will not have their insurance premiums increased if they can demonstrate adequate Risk Management Strategies (see next section of this report for Risk Management).

For the Clubs to provide liability insurance would be the most costly option and is generally where a club or commercial operation of an ORV area becomes unfeasible.

It is considered that the preferable option is for DEC or the Shire to provide the liability insurance and for the Club to provide indemnity insurance for its volunteers. This should be considered and discussed between the Shire, DEC and the Club when arranging area management and leasing.

### **Access Control**

The recommendation of this report is to provide an area that has controlled access via fencing and gates. However it is not feasible to have the areas permanently manned so a mechanism is required to provide ad hoc entry to the facility. There are a number of options for achieving this:

#### **1. Limit opening hours so the area can be manned.**

This would have a greater reliance on a limited pool of volunteers. To achieve the best outcome of reducing problematic riding of unregistered ORVs, opening hours of the area should ideally be 8am-6pm 7 days a week. Therefore this option is not recommended.

#### **2. Access to gate keys**

Provide users with access to gate keys. This can be via the nearest shop after signing the register (a technique often used for council tennis courts). If the area was for club members only then all members could be issued with a key when they join (this is done by motocross clubs). However this would not work if non-members wanted access. It would also be difficult to restrict access if the area needed to be temporarily closed for fire risk, extreme dust issues.

#### **3. Technology**

The gate would be secured by a combination lock. The combination would change daily and would be accessed by ringing a designated number. The day's combination number would be sent back via SMS. This would have the added benefit of ensuring that the user listened to a risk warning message. The system could also charge the mobile number for area use. Club members would have their own combination number for free access. Volunteer patrols



could request to view the returned SMS to ensure the correct number of users had been paid for.

There are also SMS and web based systems that ensure track users pay. Users register via a web site and purchase a number of credits where upon they receive a unique SMS code.

The use of technology is recommended as a cost efficient and effective way of providing access control without overly limiting access to the area. This would require further research to find a technology provider most appropriate for the specified need.

## **Enforcement**

Enforcement is a major challenge. The ability to conduct effective enforcement is currently hindered by resource and legislative constraints. Both the general community and the trail bike riders have expressed concern over “nuisance” and illegal behavior from both bike and 4WD car “hoons”.

People visiting the areas need to see both police and ranger presence to indicate that “nuisance” and illegal behaviour will not be tolerated. Enforcement is required to address and stop:

- car and motorcycle hoon behaviour (eg unregistered motorcycles on public access road, riding outside the area, ripping up the car park, damaging or removing signs, speeding in the car park)

and to enforce compliance of:

- the wearing of mandatory safety gear
- off-road vehicle registrations
- noise emission levels
- alcohol restrictions

### **Volunteer Patrols**

Volunteer patrols would provide an on-the-ground presence for requesting visitors adhere to local area rules and the code of conduct but they are not an enforcement option. These patrols will be known to rangers and police and they would be provided with ranger and police numbers to call when they require support.





## RECOMMENDATION

An Enforcement strategy needs to be developed between the management entity, Shire and local Police to agree on:

- responsibilities for enforcement
- frequency of patrols – weekday, weekends, public holidays, school holidays, seasonal
- priorities for enforcement
- enforcement levels – warnings, fines, confiscations
- define various legislation for enforcement
- resourcing commitments

Discussions need to occur with local police to request frequent presence in the short term to establish the new “code of conduct” and to reinforce the required changes. Shire Rangers should also increase their presence and include the areas in their patrols.



## Rider Induction and Education

*A basic premise is that educated riders are responsible riders, and responsible riders keep riding opportunities open and reduce impacts.*

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Management Guidelines for Off-Highway Vehicle Recreation, Tom Crimmins, NOHVCC

Management of an Off Road Vehicle Area has to deal with certain issues that don't arise on the public roads network or in a competition venue and structure such as those operated under the umbrella of Motorcycling Australia.

Visitors to an ORVA don't need to have an MA licence, nor do they need a road licence. As such there is scope for many visitors to have or claim ignorance of basic signage or vehicle etiquette principles that experienced riders take for granted.

This makes the process of rider induction and education all the more important.

A complication arises because unless the area is permanently staffed, there is no mechanism to *ensure* that riders have received or understood the safety and control messages.

Accordingly the ORVA must rely on signage on-site and information provided (or made available) to visitors before their visit. Riders can be educated at the start of their ride by providing them with maps, interpretative information and the area's rules and regulations.

### RECOMMENDATION

Develop a Rider Induction and Education Strategy that considers what users of the area need to know and the best media to reach them at the right time.



## **PART 4: RISK MANAGEMENT**

The overriding objective of any risk management strategy is to minimise the likelihood of misadventure or injury to a visitor.

All trail and quad bike riding involves some risk. Most risk is within the control of the rider – ie the rider's responsibility to know the capabilities and limitations of the vehicle and to ride within his or her limits of strength, experience and skill. The land manager's duty of care is limited in this regard, as the participant is assumed to understand the risks of the activity and to be making his or her free choice to engage in it. In the case of minors, the decision – and responsibility – is deemed to be that of the parents or guardians.

There are other risks that are not inherent to the activity, but which derive from the nature of the environment. These are the risks of greatest concern to the land manager, for it can be said that these are risks that are – or should be – known to the land manager but which cannot be expected to be known intuitively by the rider and are therefore not 'obvious' risks. These risks are greater for first-time participants to an area, but it cannot be assumed that a returning visitor will be aware of risks encountered previously, particularly when conditions change according to weather, erosion, trails development and the impacts of other vehicles on the trails.

Some of these risks can be eliminated by developing a network of one-way trails.

Other risks are reduced by removing the hazard or modifying the trail, for example where a line through a corner is optimised to apex later and therefore avoid running wide towards an obstacle.

Other immovable hazards are identified and risk reduced by the placement of specific warning signs.

The majority of minor hazards, and the non-specific risks are accepted, with risk transferred to the participant both implicitly through the participant choosing to engage in what is considered to be a dangerous recreational activity, and explicitly through appropriate general warning signage.

To support this risk transfer and to maximise the safety of participants an effective induction program is essential.



## Principles Of ORV Risk Management<sup>3</sup>

In the context of trail bike riding the legal underpinning to any risk management strategy is the Civil Liability Act 2002 which provides that there is no liability for harm caused by obvious risks associated with recreational activities nor for harm caused by inherent risks.

The effect of this legislation is to give people the right to choose to engage in activities that carry risk of personal injury or death, while providing protection for those land owners and managers who provide facilities where those activities can be undertaken.

Notwithstanding the risk transfer accomplished by the Civil Liability Act 2002, there remain certain obligations -- both legal and moral -- owed as a duty of care to visitors to an area.

A risk management plan explores the risks to the public and to the land owner or manager and seeks to mitigate this risk through a series of deliberate actions.

The steps involved in developing a risk management plan are:

1. Identify hazards
2. Assess the risks
3. Manage the risks
4. Review and monitor

### *Hazard Identification*

Hazard identification involves consideration of all natural or man-made objects or circumstances that could give rise to injury. The identification process should not be influenced by any presumption of the ease or difficulty of mitigating the hazard and should be a continuous, rather than a one-off process.

Typical input into hazard identification includes a review of past incident reports, site inspection, interviews or focus group research with those people most directly responsible for the management of an area, relevant reports, articles or case studies and interviews with visitors to the area.

Hazards are relative to the overall difficulty grading of a trail. For example a 30cm diameter log across an advanced trail may be considered a positive trail feature, whereas that same log on a novice trail would represent a risk.

It is important to properly document the hazards, both for effective management and as evidence of the review and consideration process. An effective way of documenting hazards in a trails environment is to establish a trail start marker and use distance from start as the identification of specific locations. This enables a relatively quick process of identification and subsequent review.

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<sup>3</sup> Based upon AS/NZS 4360- Risk Management guidelines and adapted to suit.



## *Assessing The Risk*

Assessing the risk draws on three elements from the occupiers liability principles:

1. The likelihood or probability of the event occurring - from practically impossible to almost certain.
2. The frequency of exposure to the hazard - influenced by the number of visitors to the site and the length of time visitors spend in the area.
3. The potential consequences or impact of an incident or injury -- from inconsequential to catastrophic

Taken in combination, these three elements can be used to determine the overall level of risk and to help guide decisions as to whether a level of risk is acceptable or not.

In practical terms we would recommend using a Likelihood / Consequence rating scale<sup>4</sup>, where:

**Likelihood:** 1. Almost Certain 2. Likely 3. Possible 4. Unlikely 5. Rare  
**Consequence:** 1. Insignificant 2. Minor 3. Moderate 4. Major 5. Catastrophic

Priority should be given to those risks that have a higher Consequence rating, even if they are relatively low Likelihood.

The process should be undertaken at periodic intervals. Obviously the initial documentation will take some time to do thoroughly but subsequent reviews will only require identification of new or changed risks. Given the nature of the trails we would suggest a monthly review supplemented by a facility for riders to report any hazards they encounter on the trail.

## *A Risk Management Strategy*

A management strategy can be applied to each assessed risk. There are four main risk management options:

1. Accept the risk
2. Eliminate the risk
3. Minimise the risk
4. Transfer the risk

**Accepting the risk** can be an appropriate option where the overall risk level is considered low, where the hazard is an obvious natural hazard or where removal or minimisation would require expense or effort that a reasonable person would find unreasonable. A decision to accept risk should only be taken after careful consideration and caution.

**Eliminating the risk** is the safest option, but may not be practical for economic reasons or for reasons of utility. This is particularly the case in facilities for recreation where obstacles are part of the challenge sought by participants.

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<sup>4</sup> Based upon AS/NZS 4360- Risk Management guidelines and adapted to suit.



*Minimising risk* can occur in many ways. Identified hazards can sometimes be modified so as to minimise risk whilst maintaining the original nature of the object. Where it is impractical to modify the hazard, appropriate warnings can help avoid incidents. Where it is impractical to post warnings on every identified hazard a broader educational program can provide visitors with a general warning about the nature of the area together with information to encourage appropriate visitor behaviour.

*Risk transference* typically involves obtaining an indemnity from participants whereby they acknowledge the risks and accept the consequences. The Civil Liability Act 2003 does away with the need to obtain written waivers in the case of obvious risks associated with dangerous recreational activities, however it obviously strengthens a defense to prove that the participant acknowledged awareness of the risks via a signed waiver.

### *Reviewing and Monitoring*

Reviewing and monitoring the risk management plan is absolutely essential, both to identify new hazards that may have emerged and to ensure that the assessment of risks and associated management strategies remain current and properly implemented.

## **RECOMMENDATIONS:**

1. A detailed Risk Matrix outlining the risk, its impact, likelihood, severity and mitigation strategy be developed.
2. A network of signed, one-way trails should be developed with precincts for different riding styles. These are the 'swim-between-the-flags' or 'piste' areas where a level of maintenance and risk management is provided.
3. Areas outside the developed trails are then considered 'off piste'. Riding is not prohibited in these areas but is discouraged, and the participant assumes a greater responsibility for their own safety.
4. All 4 way intersections on the designated trails should be eliminated by re-routing the intersecting trails and / or installing natural barricades via mounds of logging remnants.
5. Prior to opening each trail should be assessed for hazards and a conscious decision made whether to accept, eliminate, reduce or transfer the risk on each identified hazard.
6. A Risk Register should be developed, documenting the observed hazards and the considered approach to each. The Risk Register can also serve as a check-list for any remediation work required.
7. All visitors should be asked to report any observed hazards (eg trees down over track, rock falls etc). Additionally members of the "ORVA Association" can be recruited as volunteer trail patrol in order to increase the vigilance over trail conditions.



8. A schedule of trail and fence inspections should be established to periodically review the Risk Register.
9. Rider education, visible ranger patrols and increased enforcement is necessary to change the culture, improve behavior and reduce risk.
10. Physical , education and enforcement strategies are required to eliminate off-road vehicles operating outside the gazetted area, particularly near residences, townsites and areas of environmental and social sensitivity.

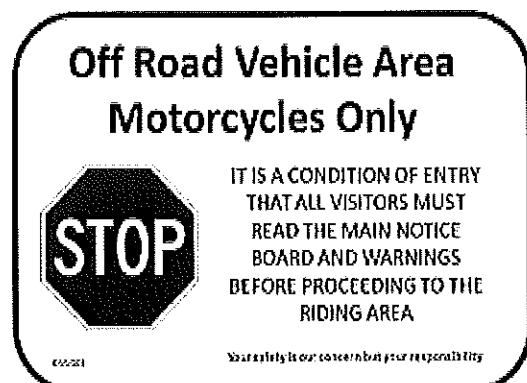
## Signage And Control

Signs are a recognised method for supervision of a remote location. However, signs can only perform a limited function and are generally only one item in a whole range of information, past and present, which enters into a person's decision as to how to act in a given situation. In several cases where a litigant has succeeded in an action for breach of duty of care, the courts have considered that the failure to provide adequate warning or information signage lost the plaintiff the opportunity to consider their actions/reactions to the physical circumstances surrounding them.

Legally, the benefit of a sign is that it brings the foreseeable risk to the attention of the person at that location. If the person elects not to slow down, for example, when passing a Caution sign and suffers subsequent injury, then arguably the land manager had satisfied its duty of care and no liability will attach to it. However, the sign must be appropriate to the situation and placed in an appropriate position. If the sign is illegible, in poor condition, nowhere near the hazard being warned against or, due to the nature of the hazards, inappropriate, then it would be useless in bringing the risk to the attention of the person coming onto the land and serve no purpose in satisfying any duty of care.

Signage opportunities begin on first entry to the ORVA, and throughout the area where it is important to control participant behaviour or to draw specific attention to unexpected hazards.

Beyond the content of the signage, the way in which signage is presented makes a statement about the management of the operation and the commitment to caring for the safety of – and controlling the behaviour of – participants.



### General Warning Signage

General Warning Signage is the first signage encountered when entering the ORVA – and is perhaps the most important from the point of view of drawing attention to the purpose of the area and alerting riding and non-riding



visitors alike to the obvious and inherent risks of the activity.

The first message that must be conveyed is that this is an Off Road Vehicle Area. This is important to alert any visitors to the area, whether riding or not (and including members of the public who may be entering the land for other purposes) to the fact that the area is used for uncontrolled motorised activities.

This sign should be placed at main entry points as close to the actual boundary of the area as possible.

Once people have entered the area they will have more opportunity to read the general warning and conditions of use signage.

Additional protection is provided under the provisions of the Civil Liabilities legislation where a risk warning is provided to participants. This is particularly important in terms of risks that are not an 'obvious and inherent' aspect of the activity but are risks that are specific to the area.


## WELCOME TO MEDINA MOTORCYCLE AREA

**GENERAL WARNING**  
Recreational activities such as trail and quad bike riding expose the user to inherent and obvious risks. Users are warned that these risks could result in personal injury to both participants and spectators.  
**Persons using this facility do so entirely at their own risk.**

**CONDITIONS OF USE**

1. All notices must be read.
2. This area is gazetted for motorcycles and quads only. Sorry, no 4WDs.
3. Vehicles must be road or ORV-registered and display the appropriate registration plate.
4. Helmets and boots must be worn at all times. Full protective riding gear is strongly recommended.
5. No alcohol to be consumed within this area.
6. Riders must remain within the Gazetted Area boundaries.
7. Ride at walking pace within the car park area.



*Enjoy but take care!*



**BEWARE:** Oncoming vehicles on trails  
**BEWARE:** Unmarked trail crossings  
**BEWARE:** Buried or exposed hazards including caprock, tree roots, metal objects  
Always keep a lookout for other vehicles

**WARNING**  
**SERIOUS INJURIES**  
**OCCUR HERE!**

Information: [www.rtra.asn.au/medina](http://www.rtra.asn.au/medina)



The risk warning can be combined with other general information about the area, provided that the emphasis on the risk warning is not diminished by the presence of other more general information.

The general risk warning sign must be positioned where it will be seen by any person entering the area, and should be positioned where it can be properly read.

Other signage that needs to be developed and installed are:

- Information signage about the area
- Trails information signage
- Area boundary signage
- Control signage such as stop, give way, maximum speed and do not enter
- Caution signage - used to draw specific attention to unexpected hazards





## **RECOMMENDATION**

That a Signage Plan is developed that considers required messages, installation locations, signage materials and sign formats for optimum communications. Create a Signage Inventory with regular audits to ensure that all signs are in place, not defaced or obscured by vegetation etc.

## **Inspection And Maintenance Processes And Documentation**

### **Facilities and Infrastructure Maintenance**

Fencing, roads, car parks and facilities all require inspection and periodic maintenance. At this early stage it is not possible to quantify the extent of maintenance that will be required because that will be a function of the materials and construction techniques employed for these.

It is reasonable to assume that there will be a degree of vandalism, and even the possibility of malicious damage as the code of conduct become more strongly enforced. Signage will also need to be regularly inspected and replaced as required.

### **Trails Maintenance**

The level of maintenance expected will vary according to the difficulty grading of (and hence intended market for) each trail.

Novice trails should be regularly 'groomed' to provide a safe and satisfying experience.

Advanced trails can be left longer between maintenance and then only lightly groomed, as the natural deterioration of a trail adds to the challenge.

Intermediate trails fall between these two extremes.

As with all aspects of management, inspection and maintenance should be governed by Policy, not just be an ad hoc affair.

Accordingly, a set schedule of trail inspection is required, together with a statement of 'triggers' for maintenance. The triggers should be relatively well quantified so they don't rely solely on the memory and judgement of the individual.

Examples might include:

- On trail 1, grade hill at .75km when ruts exceed 30cm depth or,
- Remove loose rocks larger than 30cm diameter.

Documenting the inspection and maintenance policy, the inspection schedule and any subsequent maintenance is important in being able to demonstrate discharge of Duty of Care obligations. Again the question becomes "Was the policy reasonable?", and this, in the context of the nature of trail bike riding, would be a readily defensible position.



### **Environmental Maintenance**

With the emphasis on the area and surrounds being environmentally sensitive, regular inspections of environmental damage are required with issues being reported via the online form for inclusion in the environmental improvement program.

### **Inspection schedule**

An inspection checklist should be developed and published, listing each element – eg facility, sign, trail - and criteria for acceptance.

The inspection can be done in three levels:

#### ***1. Informal, by exception.***

Volunteer Area Patrol would print a copy of the checklist from an online repository and would visually inspect on-site. Any exceptions would be reported via an online form.

Frequency: every 1 – 2 wks

#### ***2. Formal, by exception.***

The area manager or an authorised contractor would visually inspect on-site. Any exceptions would be reported via an online form.

Frequency: monthly

#### ***3. Formal, audit.***

An authorised contractor would visually inspect on-site and update details of each element.

Frequency: Quarterly

This three-tiered approach provides a balance between frequency of inspections and audit rigor.



## **PART 5: FUNDING**

### **Cost Estimates**

The following pages detail the preliminary estimated budgets for the Off-Road Vehicle Areas for a period of 2 years covering capital works, trails development, maintenance, management and communications.

It is expected that a significant proportion of the development and operational costs would be met by 'in kind' contributions of volunteers and supporters of the areas.

Notwithstanding this, it is important to reflect the potential full cost of a project in order to properly assess the value of in kind contributions, especially if partial grant funding is to be sought.

Accordingly these budgets have been prepared to provide a 'fully costed' view.

Notes to accompany the cost estimates:

1. Preliminary estimates only. Budgets will be dependent on final track concepts
2. Costs could reduce substantially based on input of volunteer contributions (labour and materials)
3. During this period management would be transferred to volunteer group
4. Assumes system to provide 'on demand' access codes via SMS
5. Assumes existing septic tank can be used

## GREENBUSHES - GARDEN LEASE IMPLEMENTATION STRATEGY

\$320,150

ITEM	DESCRIPTION	QTY	UNITS	COST PER	COST	Notes
<b>Capital Works</b>						
Grade and gravel car park	Main car park	1		\$50,000	\$50,000	
Fence car park	Fence car park with 2 x access for bikes	0.4	km	\$5,000	\$2,000	
Fence perimeter	Fence entire boundary of ORV area	4.2	km	\$5,000	\$21,000	
Toilets	2 seater, remote design	1		\$75,000	\$75,000	
Access control	Gates, combination locks, access control technology	1		\$3,500	\$3,500	4
Picnic benches	Vandal resistant	3		\$1,250	\$3,750	
Signage	Various, including replacement	80		\$100	\$8,000	2
					\$163,250	
<b>Trails Development</b>						
PeeWee Circuits	Natural Terrain, well formed and packed	0.5	km	\$15,000	\$7,500	1
Junior MX Practice Circuit	Natural Terrain	0.75	km	\$10,000	\$7,500	1
Senior MX Practice Circuit	Natural Terrain	1.3	km	\$10,000	\$13,000	1
Family Trail	'Ridden-in' and signed, rather than constructed	3.8	km	\$2,000	\$7,600	1
Develop Trials Practice area	Technical features (boulders etc) imported and laid	1		\$5,000	\$5,000	1
Ongoing development of precincts and trails	Progressive development and rotation of trails	1		\$20,000	\$20,000	2
					\$60,600	
<b>Maintenance</b>						
Rubbish removal	Emptying of bins, quarterly cleanup with volunteers	1		\$5,000	\$5,000	
Car Park maintenance (annual)	Grading, resurfacing @ 20% of capital cost p.a.	2	yrs	\$10,400	\$20,800	
Risk inspection audits	Formal, quarterly	8		\$750	\$6,000	
Trails grading	Grading and maintenance of trails	3	km	\$3,000	\$9,000	2
					\$40,800	
<b>Management</b>						
Ranger presence on weekends - 2 yrs	Approx 4hrs per week	400	hours	\$65	\$26,000	
ORVA Program Manager - 2 yrs	Part time	24	months	\$1,000	\$24,000	3
					\$50,000	
<b>Rider Education</b>						
Web site	Include 2 yrs content maintenance	1		\$3,500	\$3,500	
Information brochure	Design & Print	1		\$2,000	\$2,000	
					\$5,500	



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## NANNUP - OLD GOLF COURSE IMPLEMENTATION STRATEGY

ITEM DESCRIPTION QTY UNITS COST PER COST \$194,950 Notes

### Capital Works

Fence car park	Fence car park with 2 x access for bikes	0.3	km	\$5,000	\$1,500	
Fence perimeter	Fence entire boundary of ORV area	1.8	km	\$5,000	\$9,000	
Toilets	2 seater, remote design	1		\$50,000	\$50,000	5
Picnic benches	Vandal resistant	2		\$1,250	\$2,500	
Access control	Gates, combination locks, access control technology	1		\$3,500	\$3,500	4
Signage	Various, including replacement	50		\$100	\$5,000	
					\$71,500	2

### Trails Development

PeeWee Circuits	Natural Terrain, well formed and packed	0.25	km	\$15,000	\$3,750	1
MX Practice Circuit	Natural Terrain	1.7	km	\$10,000	\$17,000	1
Family Trail	'Ridden-in' and signed, rather than constructed	1.8	km	\$2,000	\$3,600	1
Develop Trials Practice area	Technical features (boulder etc) imported and arranged	1		\$5,000	\$5,000	
Trail rotation	Progressive development and rotation of trails	1		\$20,000	\$20,000	
					\$49,350	2

### Maintenance

Rubbish removal	Emptying of bins, quarterly cleanup with volunteers	1		\$5,000	\$5,000	
Car Park maintenance (annual)	Grading, resurfacing @ 20% of capital cost p.a.	2	yrs	\$300	\$600	
Risk inspection audits	Formal, quarterly	8		\$500	\$4,000	
Trails grading	Grading and maintenance of trails	3	km	\$3,000	\$9,000	
					\$18,600	2

### Management

Ranger presence on weekends - 2 yrs	Approx 4hrs per week	400	hours	\$65	\$26,000	
ORVA Program Manager - 2 yrs	Part time	24	mths	\$1,000	\$24,000	
					\$50,000	3

### Rider Education

Web site	Include 2 yrs content maintenance	1		\$3,500	\$3,500	
Information brochure	Design & Print	1		\$2,000	\$2,000	
					\$5,500	

## Funding sources

There are several sources of funding for capital works and / or ongoing management. Note that these will need to be reviewed in the context of any policy changes created by the recent change in government.

### Cost Sharing with neighbouring LGAs

As residents from surrounding Shires will be using these ORVAs it seems reasonable that neighbouring LGAs should pay a contribution to the cost of managing and maintaining the areas.

### Direct Government Funding

- **Off Road Vehicle Registrations**

At \$6 per vehicle the registration of Off Road Vehicles under the CV(OA)A generates a small amount of revenue each year which ought to be spent on facilities for these vehicles. It appears that very little of this accumulated revenue has actually been spent, and on a utilisation level or area basis these ORVAs should be entitled to a significant percentage of this. The Off Road Vehicle fund is controlled by the Department of Local Government and Regional Development.

- **State Trail Bike Strategy**

An inter-departmental working group has been established to review the recommendations of the State Trail Bike Strategy. The report recommends significant expenditure on improving facilities for trail bike riders as a key element in reducing the incidence of illegal and irresponsible use.

### Grant funding

Following is a list of potential grants available for the off-road vehicle areas. The grant applicant would need be the Shires or the community group.

- **Royalties for Regions (DLGRD)**

Funding is available via the new Regional Grants Scheme which is targeted at providing financial assistance to regionally based organisations such as volunteer and business groups, educational institutions, philanthropic foundations and community organisations. The grants would be administered through the State's nine Regional Development Commissions.

- **Community Sporting & Recreation Facilities Fund (DSR)**

The CSRFF program operates on a reimbursement system. Grantees are required to demonstrate that they have expended the funds equivalent to the full cost of project before CSRFF grants can be paid in full. CSRFF grants are paid to the grantee only. Applicants must be either a local government authority, not for profit sport, recreation or community organisation and incorporated under the WA Associations Incorporation Act 1987. The type of projects which will be considered for funding include Upgrade and additions to existing facilities where they will lead to an increase in physical activity



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or more rational use of facilities and construction of new facilities to meet sport and recreation needs. Funds will not be available for Projects that commence before approvals are announced.

Timing: open July 09, deadline mid September 09, Feb/March 10 announcement

- **Youth Grants (Department for Communities)**  
Provide funding support for activities that encourage youth participation and the provision of services and facilities for young people. There are also sponsorships of up to \$10,000 for projects that benefit young people between the ages of 12 and 25 years involving major events, seminars/training and development of education/resource materials. There are also special projects grants of up to \$35,000 for 12-month projects that address particular themes, or link with the priorities in the youth portfolio, which are targeted for the benefit of young people between the ages of 12 and 25 years and/or the youth sector more generally.
- **Criminal Property Confiscation Act 2000 Grants Program (Dept Attorney General)**  
The Attorney General has the discretion to direct that money be paid out of this account for a number of purposes including, among others, programmes or activities designed to aid law enforcement, focusing on community safety and crime prevention initiatives within Western Australia.
- **Lotterywest Grants**  
Lotterywest's Advancing Participation in Community Life grants support initiatives that encourage broad community involvement in social, cultural or recreation activities.
- **Local Activity Grants**  
The Local Activity Grants program is a collaborative grant initiative between the Premier's Physical Activity Taskforce (PATF) and the Western Australian Local Government Association (WALGA), made possible through a Lotterywest Grant. The Local Activity Grants program offers matched grants for local governments and community groups to encourage new and innovative approaches to increasing physical activity. Matched funding between \$5,000 and \$60,000 is available.
- **The Community Partnership Fund**  
Supports local community safety and crime prevention initiatives involving police and the community working together on projects to prevent or reduce crime and anti-social behaviour; improve safety and security; and/or reduce the fear of crime.
- **SGIO Community Help Grants**  
The SGIO community help Grants program helps to support organisations that are committed to making our community safer, particularly in the areas of crime prevention, road safety, home safety and the environment.



### User Pays

The rider research indicates nearly 90% of riders would be prepared to pay to use the area if the trails, circuits and facilities provided a quality experience.

13. If a range of improvements were made to Gngara would you be prepared to pay an entry fee?			Response Percent	Response Count
Yes - would pay a daily fee			55.8%	82
Yes - would pay an annual fee			33.3%	49
No			10.9%	16

Based on the survey, the median amount riders would be prepared to pay is \$10 per day (average \$13.75) per day or \$70 per annum (average \$100) per annum. This is significantly lower than the typical daily charge of commercial parks throughout Australia, and is also significantly lower than the cost of joining a club to access a competition motocross circuit.

Note that any move to raise revenue through a user-pays system would need to consider the cost of collecting fees and dealing with fee-avoiders. The latter would be difficult unless the entire perimeter of the areas was securely fenced.

### Commercial Sponsorship

Commercial sponsorship could be sought for various precincts or features which could contribute to specific maintenance or development projects.





## CONCLUSION

This study indicates that the development of one or more Off Road Vehicle Areas specifically catering for trail and quad bikes is a feasible option for the three Shires.

The objectives of the feasibility project was to:

- Assess the current and future needs of residents within the three Shires as regards off-road vehicles.

There is evidence of a community of riders, parents and friends who want to see such a facility developed and are willing to contribute time and materials to develop and manage the facility. 66% of respondents to the survey were in favour of the facility and this was higher in the 2 Shires where the sites are proposed.

- Identify potential site(s) for the off-road vehicle area in consultation with stakeholders.

There are at least two potential sites that have the capacity, proximity, terrain, buffering, land tenure and environmental characteristics to support the development of an ORVA.

- Prepare a feasibility study to provide direction to the three Shires regarding the viability of establishing and maintaining an off-road vehicle area.

Management options exist that can protect the Shires from liability, enhance the safety of participants and provide a sustainable future for the facilities.

Various funding opportunities exist and these are supported by the WA State Government's State Trail Bike Strategy.

Clearly there is a way to go from this point of confirming the feasibility of such a project and actually delivering the facility(ies). The Recommendations provided throughout this report provide direction for the next steps to be taken should the Shires elect to proceed with the initiative.

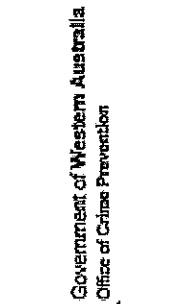
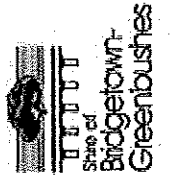


## **APPENDICES:**

- 1. Community Safety And Crime Prevention Plans**
- 2. DLGRD letter of advice regarding Control of Vehicles (Off-Road Areas) Act 1978 and its applications**

## 1. Community Safety And Crime Prevention Plans

PRIORITY 1: REDUCING ANTI-SOCIAL BEHAVIOUR						
Strategies	Actions	Key Stakeholders	Outcomes	Resources	Timeline	Evaluation
1.1 To provide education of safe motor bike riding/driving in a purpose built environment	Research and identify an 'off road' vehicle area for use by motorbike riders and 4WD's	Lead Agency: Bridgetown-Greenbushes CS&CP committee In partnership with:	Identifying and securing off road vehicle areas Sponsors secured Trailer purchased	OCP funding towards feasibility study and site selection Local Government Sponsorship	Jan 08 to Jun 08 to research and identify location for Off Road Vehicle Area	Reduction in community concern and reporting of incidents to police and other stakeholders. Before versus After statistics.
Goal 1: Supporting families, children and young people	Purchase a trailer to assist with the legal transport of vehicles to area	Youth Community and Service Groups	Reduce the risks to both the riders and the users of walk trails currently used	Motorcycle Clubs 'in kind' and sponsorship support	Jul 08 to Dec 08 to develop site and programs on driver education	Reduce the numbers of unlicensed riders in out of bounds areas.
Goal 2: Strengthen communities and revitalising neighborhoods	Develop and sponsor a 'have a ride' event with corporate sponsors and police involvement Discourage 'Hoon' behavior through awareness and education Publicise plans for action Raise community awareness of the safety issues	Talison Mine Local Government Motorcycle Groups Police Roadwise Volunteers DSR Lotterywest SWDC Regional Development	Educated community on good vehicle handling skills Appropriate mentoring practices in place Reduction in costs to community health services Improved driving and riding skills to increase numbers of licensed and safety approved riders	Funding from Talison Mine towards site preparation and promotion Service Groups/Volunteers 'in kind' support Roadwise Committee to conduct driving workshops SWDC/Lotterywest funding towards development of site	Continue with this project and develop as a state meeting venue	Reduced numbers of motorbike accidents attended to by emergency services staff. Number of events held. Number of awareness sessions conducted.



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State of  
Bridgetown-  
Greenbushes

<b>Project Title:</b>	<b>Off Road Vehicle Access Area</b>
<b>Grant Amount Requested:</b>	\$50,000 in partnership with other government funding
<b>Grant Term:</b>	2008-2009 (twelve months)
<b>Justification for Services/ Rationale:</b>	One of the major factors raised by the community in regards to anti-social and unacceptable youth activities was the use of unlicensed motorbikes, particularly on designated walk trails. Plus the increasing numbers of licensed bike riders visiting the area in club riding activities. Additional to this is the 'hoon' activities including drag racing in the main street and other popular sites. The concerns were mainly for safety and basic riding/driving skills. The lack of areas set aside for this activity to occur was highlighted as the activity is not new but due to urban sprawl, community development and government legislation these places are reducing rapidly.
<b>Project Objective:</b>	To provide an area for riders and drivers to conduct activities in a safe and controlled environment. Reducing the risks for all participants and other community members and improving the profile of the activity in a positive manner.
<b>Target Group:</b>	All ages but specifically male rider/drivers between 10-35 years old
<b>Project Description: Strategies</b>	Build a purpose built facility for 'off road vehicles' to use to perform their activities in a controlled and safe environment
<b>Activities</b>	Formalise a club/organization to manage the activity at the facility Conduct formal 'race meets' at this facility for several wheeled vehicles including motor cross, quad bikes, drag racing and tractor pull Conduct formal training workshops on good rider/driver skills
<b>Project Management Structure</b>	Manufacture a trailer to safely and legally transport unlicensed motorbikes to the area  'Off Road Vehicle' Working Group to research and develop the project and then formalize an organization/club to manage the facility
<b>Participating Organisations:</b>	Shire, Motorcycle Clubs, DSR, Roadwise Committee, Gwalia Mine, Lotterywest, Community groups and individuals





<p><b>Expected Outcomes:</b></p>	<p>Reduce the number of unlicensed riders riding illegally in out of bounds areas          Reduce the risks to both riders and users of walk trails currently used by riders          Educate the community on good handling skills          Raise awareness of safety issues          Develop appropriate mentoring practices</p>
<p><b>Outcome Measures:</b></p>	<p>Positive feedback from community members on effectiveness of the facility          Number of participants using the facility          Number of formal events held at the facility          Driver/Rider Safety improved</p>
<p><b>Evaluation:</b></p>	<p>Number of events held and numbers attending          Increased visitors to the area          Economic growth due to increased visitors ie local expenditure</p>
<p><b>Past Successes:</b></p>	<p>No projects of this kind conducted in the area. Local Police do conduct Mystery Tours that take Yr 10's to a local crash site and go through the process from start to stop. This awareness raising activity has had good effect</p>
<p><b>Project Budget:</b></p>	<p>\$15000 purchase of land          \$5000 R&amp;D development of facility          \$20000 Infrastructure of facility          \$5000 Signage and Advertising          \$5000 Administration</p>



Department of Local Government and Regional Development  
Government of Western Australia  
Our Ref: 733-07



Ms Valerie Pretzel  
Director  
Trail Bike Management Australia  
PO Box 273  
DARLINGTON WA 6070

Dear Valerie

**ADVICE REGARDING CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978 AND ITS APPLICATIONS**

Thank you for your letter of 27 February 2009 requesting information on the application of the *Control of Vehicles (Off-road Areas) Act 1978*. As you have noted, the Act does not currently apply to the Shires of Bridgetown-Greenbushes, Donnybrook-Balingup or Nannup. The following is provided in response to your queries regarding the potential application of the Act to these districts:

1. It is not necessary for the *Control of Vehicles (Off-road Areas) Act 1978* to operate in these Shires for locations to be provided for unregistered vehicles or unlicensed riders. Off-road vehicle registration is only a requirement under the *Control of Vehicles (Off-road Areas) Act 1978*, and is therefore a legal necessity only where the Act has actually been applied.

On-road vehicle registrations and driver's licences are a requirement of the *Road Traffic Act 1974* and are applicable only to roads as defined by that Act. The legality of using vehicles on land which is not a road and is not within the area of operation of the *Control of Vehicles (Off-road Areas) Act 1978* is therefore determined by the permission of the owner or manager of that land, or by any additional legislation which may apply to land of a particular type (ie, any relevant provisions in the *Land Administration Act 1997* for land owned or managed by the Department for Planning and Infrastructure).

As such, the operation of the *Control of Vehicles (Off-road Areas) Act 1978* has no direct impact on the ability of an owner or manager of land to provide facilities for unregistered vehicles or unlicensed riders.

2. Legal opinion has been requested on the potential applicability of other legislation to establishment of off-road vehicle facilities in the absence of a Permitted Area gazettal under the *Control of Vehicles (Off-road Areas) Act 1978*, and further information will be provided when that advice is received.

The prohibition of off-road vehicle activities could be accomplished through the use of local laws, but these laws would apply only to land controlled and managed by the local government itself.

3. The principal advantage in extending the *Control of Vehicles (Off-road Areas) Act 1978* to a local government district would be the range of enforcement powers which would be available to authorised officers under that Act, including the enforcement of prescribed safety requirements and the ability to direct riders to use their vehicles only in permitted locations, whether on land where the owner or manager of the land has given consent, or in an officially gazetted Off-road Vehicle Permitted Area.

The requirement for vehicles within the Act's area of operation to be registered may also provide some benefits in terms of the effective policing of unauthorised off-road vehicle use, but this is questionable given that unlawful off-road vehicle activities are unlikely to be perpetrated by the owners of properly registered vehicles.

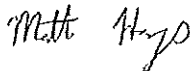
It should be noted, however, that the extension of the Act to a district would also obligate the relevant local government to enforce its provisions within that district. As such, it is always recommended that local governments consider their capability to adequately resource the enforcement of the Act before requesting its application.

4. The extension of the Act itself would require only that the relevant local government make an application to the Minister for Local Government. This application would then be referred to the Control of Vehicles (Off-road Areas) Act Advisory Committee for consideration and provision of a recommendation to the Minister.

However, should the proposal for extension of the Act be accompanied by an intention to establish Off-road Vehicle Permitted Areas, there would be specific requirements under section 18 (5) of the Act for the Committee to conduct an investigation, including a public consultation period, into the suitability of the proposed locations of the Permitted Areas.

I hope that this advice is of some assistance. Should you have any further concerns or queries, please do not hesitate to contact me on 9217 1485 or at [matt.hayes@dlgrd.wa.gov.au](mailto:matt.hayes@dlgrd.wa.gov.au).

Yours sincerely



Matt Hayes  
POLICY AND RESEARCH OFFICER, STATUTORY SUPPORT

8 April 2009

AGENDA NUMBER: 10.18  
 SUBJECT: Nannup Public Bike Rack Project  
 LOCATION/ADDRESS:  
 NAME OF APPLICANT:  
 FILE REFERENCE: ASS 2  
 AUTHOR: Louise Stokes – Community Development Officer  
 DISCLOSURE OF INTEREST:  
 DATE OF REPORT: 13 May 2009

- Attachments:
1. Streetscape Advisory Committee Meeting Minutes 25<sup>th</sup> February 2009.
  2. Spider Designs Irene Osborne.
  3. Leaf Design Irene Osborne.
  4. Leaf Budget Irene Osborne.
  5. Spider Budget Irene Osborne.
  6. Design Russell Fuller-Hill.
  7. Budget Russell Fuller-Hill.

#### **BACKGROUND:**

A meeting of the Streetscape Advisory Committee was held on the 25<sup>th</sup> February 2009. One recommendation was made at this meeting requiring Council consideration:

*That the sculptures:*

*Spider by artist Irene Osborne location: Skate Park*  
*Leaves by artist Irene Osborne location: Foreshore Park*  
*Park bench by artist Russell Fuller-Hill be accepted by the Streetscape Advisory Committee and forwarded to Council for project approval.*

#### **COMMENT:**

The idea of creative bike racks installed within the townsite was initiated by Mr Charley Cannon and assists to promote Nannup as a cycle friendly town. There are sustainable benefits of health/well being, culture and the environment to the community. The installation of bike racks throughout the townsite assists to encourage visitors and residents to become more active and cycle instead of driving cars. A positive partnership is being developed with the Munda Biddi Foundation and the installation of functional creative bike racks is a promotional tool for Nannup.

Expressions of Interest were advertised in December 2008. Five submissions were received and reviewed at the Streetscape Advisory Committee. From the five submissions, three designs were chosen for the project as they complied



with the brief of creative and functional bike racks that fulfilled risk management requirements. A further community arts based project has been developed in conjunction with local artist, Rod Laws. This application is subject to funding approval.

Funding applications have been lodged with Country Arts WA, Local Drug Action Group, Department of Sport and Recreation / Lotterywest and Regional Bicycle Network to fund the project.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

This project is anticipated to be funded through grant funding programs. There would however be installation and maintenance costs which have not yet been determined. Should these costs not be able to be met through grant funding, a further report to Council may be required seeking approval for expenditure.

**STRATEGIC IMPLICATIONS:**

Forward Plan 2008/09 2012/13 Program 11 Recreation & Culture 11.A. Develop concept plans for artistic bike racks as tourist features and pursue funding for implementation.

**RECOMMENDATION:**

That Council accept the designs for public artwork bike racks:

Spider (Attachment A) by artist Irene Osborne  
Leaves (Attachment B) by artist Irene Osborne  
Park bench (Attachment D) by artist Russell Fuller-Hill

for construction once full funding has been sought and approved by Council.

**VOTING REQUIREMENTS:**

  
for **LOUISE STOKES**  
**COMMUNITY DEVELOPMENT OFFICER**



## MINUTES OF THE STREETScape ADVISORY COMMITTEE

held on 25<sup>th</sup> February 2009  
2.05 pm at the Nannup Telecentre

### 1. OPENING, RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

#### 1.1 Attendance

Committee Members	Shire Staff
Cr Carol Pinkerton (Chair)	Louise Stokes
Cheryle Brown	Steve Winfield
Bob Longmore	
Cr Margaret Bird	

#### 1.2 Apologies

Committee Members	Shire Staff
Kevin Bird	

#### 1.3 Leave of Absence

Committee Members	Shire Staff
	Nil

### 2. PREVIOUS MINUTES

#### 2.1 Acceptance of Previous Minutes

##### M. Bird/C. Brown

That the minutes from the meetings held on 11 February 2009 be accepted as a true and accurate record.

**CARRIED**

### 3. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 3.1 Main Street Guidelines (Item 3.1 refers)

The Main Street Guidelines are in hand and it is anticipated that this will be an agenda item to Council in March from the Manager of Development Services.

### 4. NEW BUSINESS.

#### 4.1 Nannup Public Artwork Expression of Interest Bike Rack project

Five expressions of Interest were received. The proposed designs were tabled and discussed. CDO liaised with Rod Laws and Charley Cannon to provide feedback to the committee of the artist/s to participate in the project. Advisory

Committee completed matrix and chose artist/s to work on designs for the project.

**M. Bird/B. Longmore**

**That the sculptures:**

**Spider** by artist Irene Osborne location: skate park  
**Leaves** by artist Irene Osborne location: Foreshore Park  
**Park bench** by artist Russell Fuller-Hill (subject to changing concrete bench seat to timber or steel) location: TBA.  
**Be accepted by the Streetscape Advisory Committee and forwarded to Council for project approval.**

**CARRIED**

It was decided that as more funding becomes available to expand the project further.

**ACTION:** CDO to advise all applicants of outcome of expression of interest

**ACTION:** CDO to do presentation to Council on project.

**ACTION:** CDO to compile funding application to Country Arts WA for community arts project in conjunction with local artist Rod Laws

**6. MEETING CLOSED**

The meeting was closed at 2.45 pm.

**7. NEXT MEETING.**

The next meeting will be advised by the CDO.

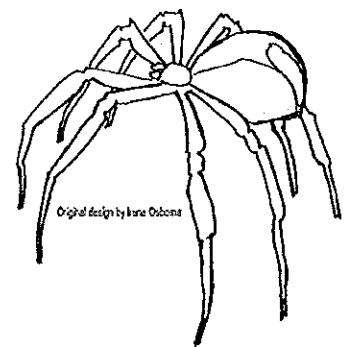
# SPIDER BIKE RACK

Original Public Artwork design by  
Irene Osborne Dip FA.



Bikerack design based on an Australian Icon, the Red-back Spider.  
A fun place for young people to rest their bikes against the legs!

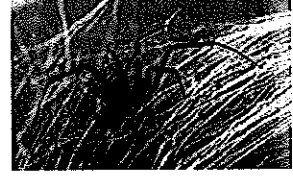
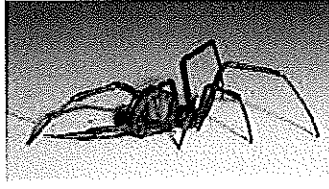
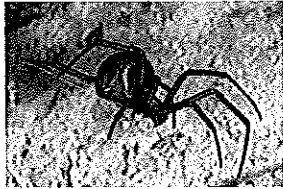
Steel construction for strength and durability, metal coating, paint/sealer.  
All feet to have reinforcing rods into concrete footings.  
Softfall base or concrete beneath sculpture may be advantageous.



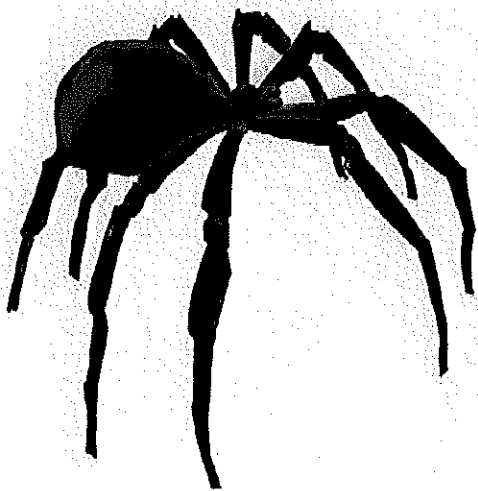
~ Artwork & Sculpture Enquiries Welcome ~  
Contact Irene Osborne 0417 176 160  
Web: [www.arts2u.com](http://www.arts2u.com)

# Spider Bike Rack Redesigned

*NB: Artist copyright applies to this design.*

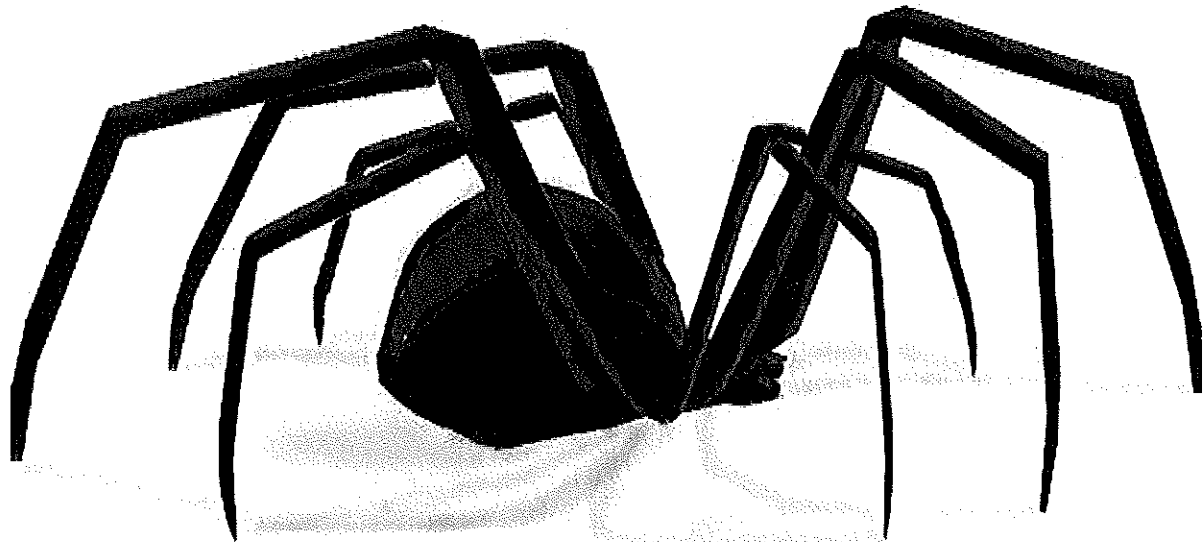


Note: legs come above body which sits on the ground.



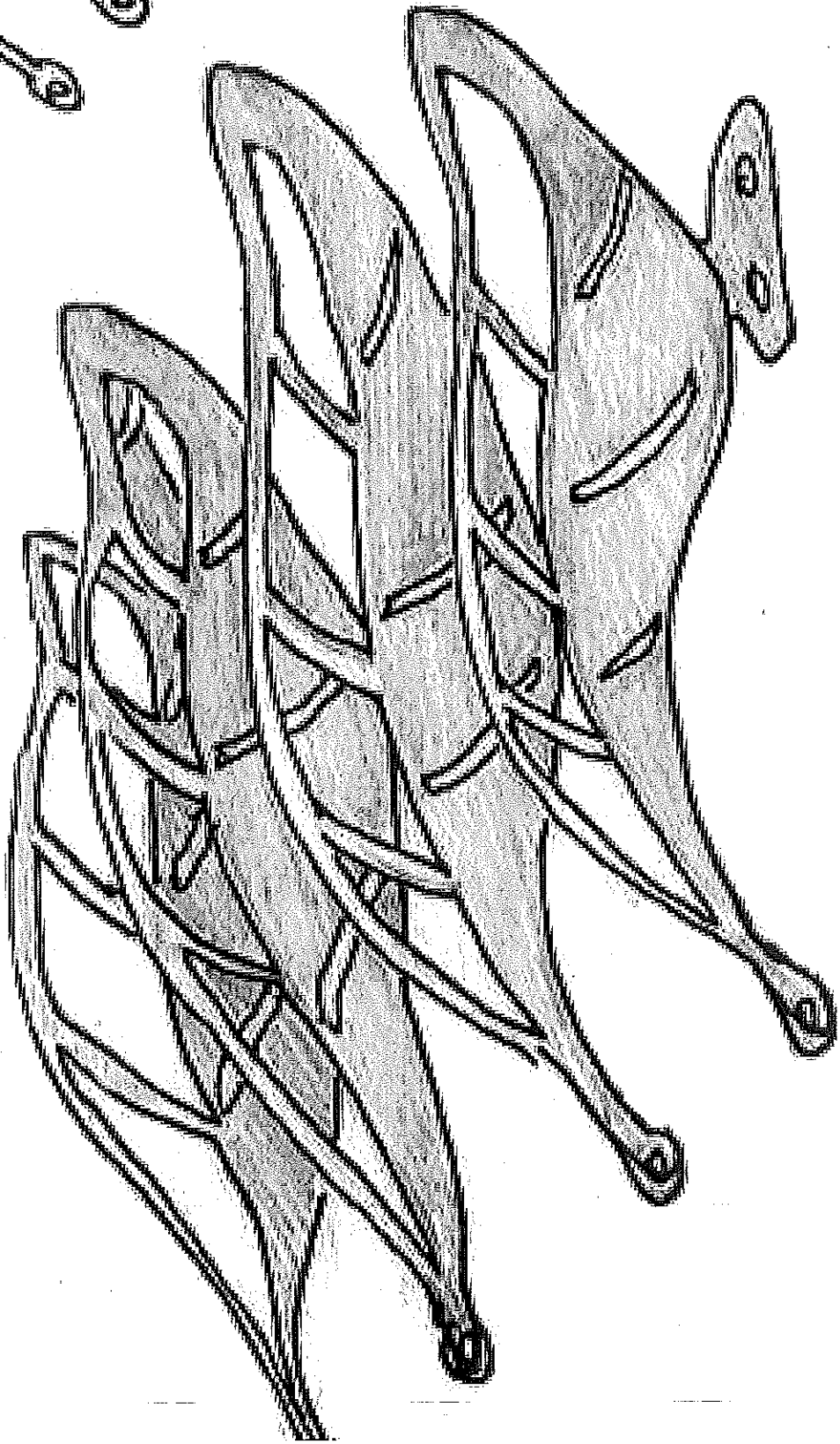
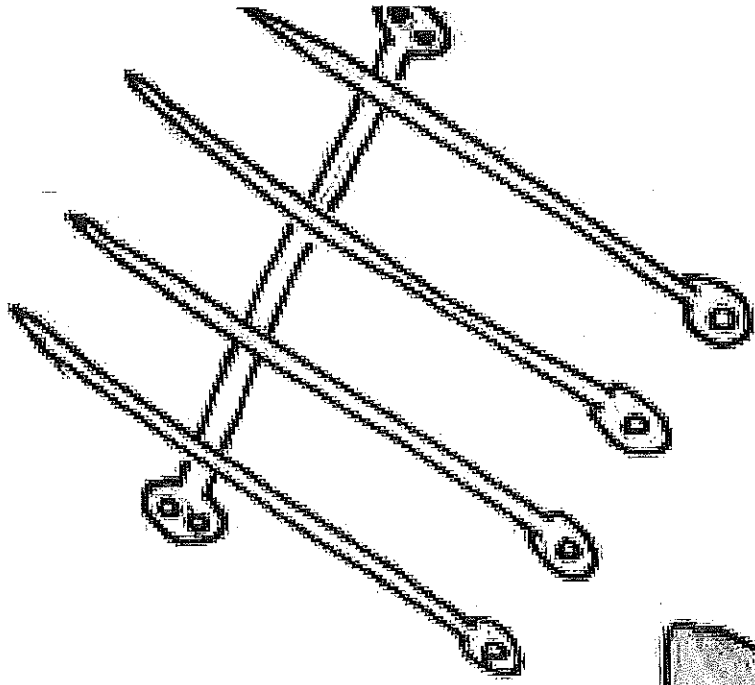
Left – original spider design

**Below – Improved Design** with legs above body making it easier to park bikes and with the body on the ground, a good place to sit or climb over. The new design is also safer in case of climbing as the body is on the ground.



~ Artwork & Sculpture Enquiries Welcome ~  
Contact Irene Osborne 0417 176 160  
Web: [www.arts2u.com](http://www.arts2u.com)

**Original design by Irene Osborne**  
**Redesign leaf ends - safer shape. . .**



# LEAVES BIKE RACK PLAN

*Artist copyright applies to this design and information.*

## Estimated Budget for 4x Leaves Bike Rack:

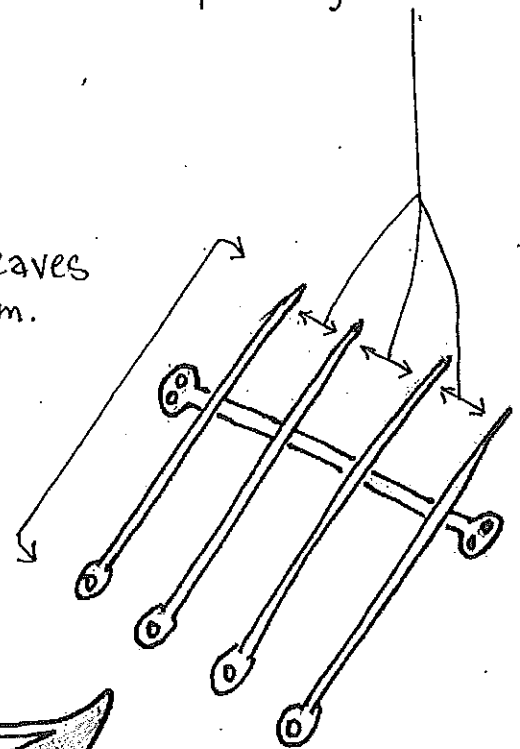
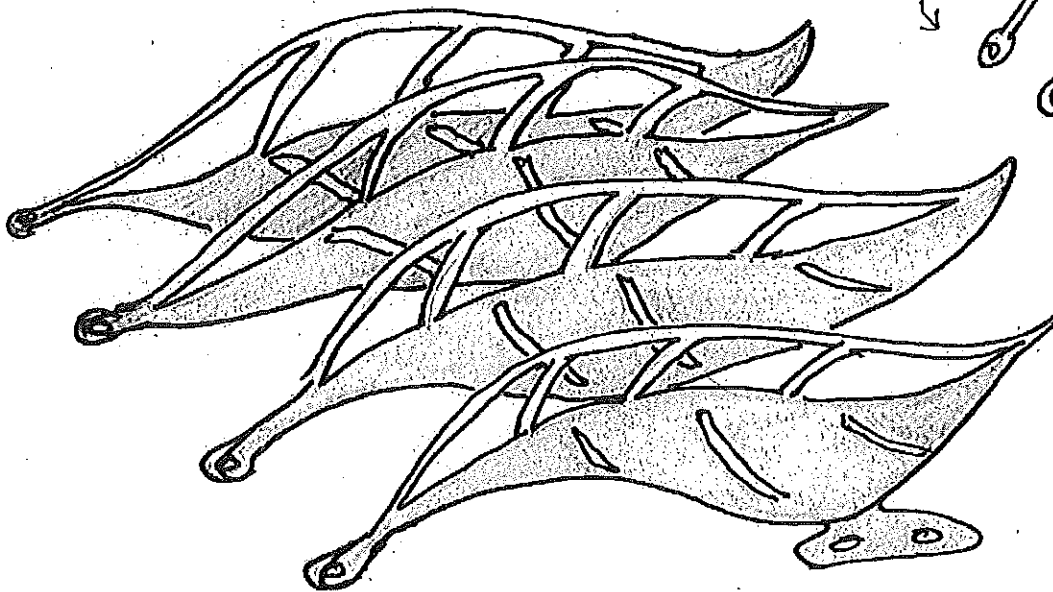
Qty round steel tube	\$ 350
Qty steel strengthener rod	\$ 275
Qty Flatbar	\$ 315
Qty Flat sheet metal	\$ 280
Dynabolts – footings	\$ 80
Galvanize & metal paints	\$ 540
Weld & construct racks	\$2800
Artists travel, documentation, freight, & accommodation.	\$1800
Insurance & Engineering	\$ 800
Contingency	\$ 500
<b>Total</b>	<b>\$ 7740</b>

( Extra leaves @ \$980 each)

NB: Above price does not include installation.

Spacing between leaves  
to park bicycles - 600 mm

Width of leaves  
approx 2m.



Height  
750 mm.

~ Artwork & Sculpture Enquiries Welcome ~  
 Contact Irene Osborne 0417 176 160  
 Web: [www.arts2u.com](http://www.arts2u.com)

## Attachment 5

**Louise Stokes**

---

**From:** Irene Osborne [artmail2me@yahoo.com]  
**Sent:** Wednesday, 25 March 2009 12:10 PM  
**To:** Louise Stokes  
**Subject:** RE: Nannup Bike Racks - spider redesigned!

Hi Louise,

I have redone the budget for the spider rack and also redone and improved the actual design (no charge for redesign!). You might like to show the committee and I'd be interested to know if they agree with the new one. Regardless of their decision, I would do whichever one they want. . . . The new budget for the spider is below, it shaves \$605 off the original budget :)

Cheers,

Irene Osborne  
 0417 176 160

Estimated Budget for Spider Bike Rack Design:

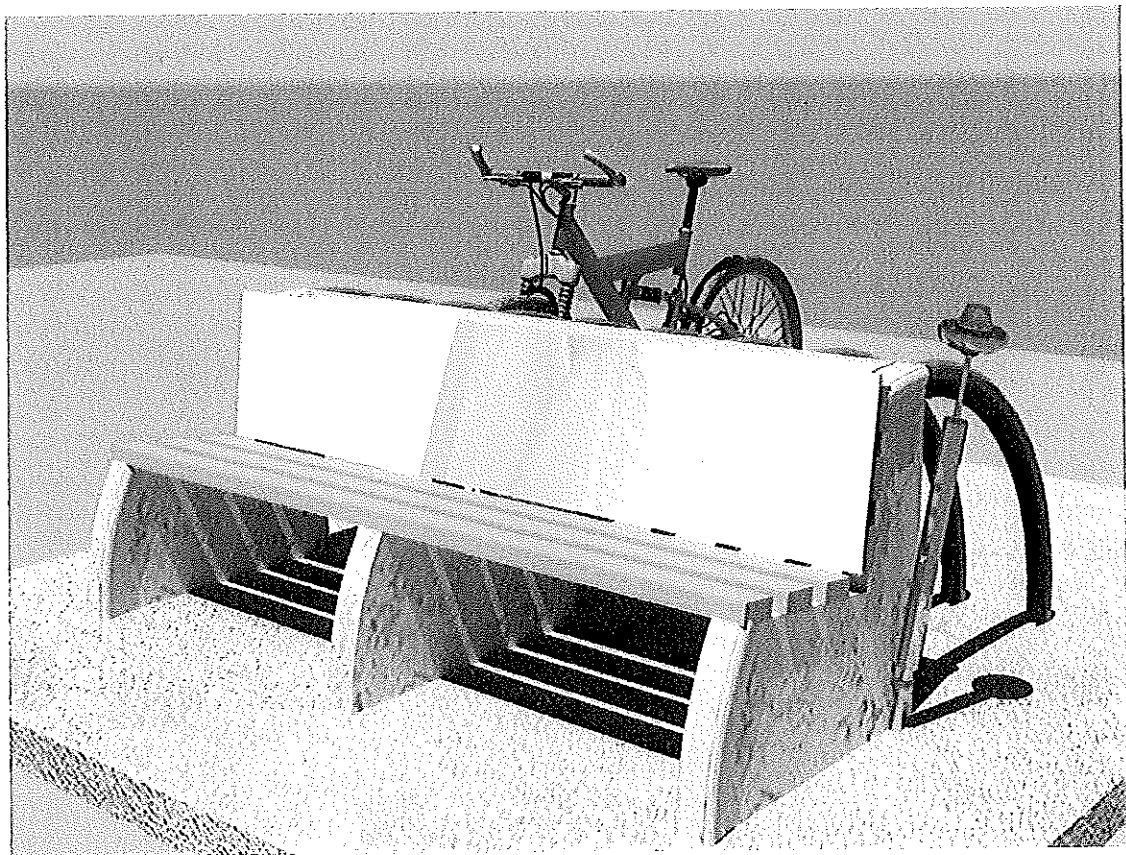
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Qty Flat sheet steel	\$ 380
Qty Steel rod anchors	\$ 290
Lasercutting	\$ 800
Galvanize & metal paints	\$ 450
Design, Artwork & construct:	\$3800
Artists travel, documentation, freight, & accommodation.	\$1200
Insurance & Engineering	\$ 800
<u>Contingency</u>	<u>\$ 380</u>
<b>Total</b>	<b>\$8100</b>

NB: Above price does not include installation or soft ground cover under sculpture if required.



Design images





Monday, 11 May 2009

Louise Stokes  
Community Development Officer  
Shire of Nannup  
PO Box 11  
Nannup WA 6275

## Nannup Public Artwork Bike Rack Project

Louise,

I have enquired with a number of suppliers to provide costings for bikerack project. Unfortunately there were very few who were willing to provide a quote. The 4 quotes I received were from:

Tree memories, Boyanup: supply timber seat & simple metal bikerack  
Rick Tucker Welding, Capel: Metal bikeracks  
South West Furniture, Busselton: Timber seat  
Spencer Signs, Bunbury: Seatback signage

Note : All costs exclude GST

### Bikerack

Design Fee (CPM)	\$500
Shop detailing drawings (CPM);	\$250
Rick Tucker Welding :	\$4850 per metal rack
Tree Memories :	\$4200 per timber seat
	\$750 per timber 'bike pump'
Fixings & plywood	\$100 per seat
<b>Total Cost:</b>	<b>\$10650 per seat (Ex GST)</b>

1. Cost does not include delivery or installation
2. Steelwork cost will be subject to confirmation as it will be over 60 days from original quote.

### Signage

<b>Spencer signs</b>	
2.2m wide x 0.46 high digital print :	\$132
Anti Graffiti sealant :	\$55

<b>Critical Path Management</b>	
Digital Artwork	\$100 per image

Regards



Russell Fuller Hill  
Critical Path Management

<p>AGENDA NUMBER: 10.19  SUBJECT: Accounts for Payment  LOCATION/ADDRESS: Nannup Shire  FILE REFERENCE: FNC 8  AUTHOR: Tracie Bishop – Administration Officer  DISCLOSURE OF INTEREST:  DATE OF REPORT: 18 May 2009</p>
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Attachment: Schedule of Accounts for Payment.

**COMMENT:**

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund are detailed hereunder and noted on the attached schedule are submitted to Council.

**Municipal Account**

Accounts Paid By EFT EFT 644 - 712	\$ 579,764.45
Accounts Paid By Cheque Voucher 16627 and Vouchers 17441 - 17539	\$ 1,037,212.19
Direct Debits Vouchers 99122 - 99125	\$ 15,113.63

**Trust Account**

Accounts Paid By Cheque Vouchers 22695 - 22697	\$ 480.00
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**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulation 13

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

As indicated in the Schedule of Accounts for Payment.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$1,632,570.27 in the attached schedule be accepted.

**VOTING REQUIREMENTS:**

**TRACIE BISHOP  
ADMINISTRATION OFFICER**

RATJ      JOURNAL

<u>Batch</u>	<u>GLCode</u>	<u>Description</u>	<u>Posting Year / Period</u>		<u>Amount</u>
3678	JNL		08/09	11	
	102310.21	INTERIM RATES MUN			0.90
	174610.00	SDY DEBTORS RATES - RATES MUN			-0.90
					<u>0.00</u>

Date: 21/05/2009  
 Time: 11:55:56AM

SHIRE OF NANNUP  
 GENERAL JOURNAL BATCH TRANSACTION LISTING

USER: TRACIE  
 PAGE: 1

Batch: 498

Seq #	Jnl #	Trans Date	Post Mth	Post Yr	Description	Type	No. Mths	Amount	Overhead	Depreciation	
1	11.4	21/05/2009	11	08/09	TRANSFER MONEY OUT OF CAB VIA RATES JNL 3677						
	GL # 160010.71				Desc CASH AT BANK MUNI A/C MUN			\$0.90 GST N			
	GL # 102310.21				Desc INTERIM RATES MUN			-\$0.90 GST N			
<b>TOTAL</b>									<b>0.00</b>		

**SCHEDULE OF ACCOUNTS PAYABLE  
SHIRE OF NANNUP  
SUBMITTED TO COUNCIL'S MAY 2009 MEETING**

Chq/EFT	Name	Description	Amount
<b>MUNICIPAL ACCOUNT</b>			
EFT644	K & C HARPER	VARIOUS MAINTENANCE JOBS	\$5,152.16
EFT645	RED 11	SUNDRY OFFICE SUPPLIES	\$23.05
EFT646	COPPIN ROCK CARTAGE	ROCK CARTAGE	\$1,815.00
EFT647	PICTON TYRE CENTRE PTY LTD	SUNDRY SUPPLIES	\$628.00
EFT648	TAFEWA CENTRAL	STAFF TRAINING	\$67.35
EFT649	COURIER AUSTRALIA	FREIGHT CHARGES	\$34.19
EFT650	CEMEX AUSTRALIA PTY LTD	7 MM SEALING AGGREGATE	\$958.80
EFT651	LANDGATE	RURAL VALUATIONS	\$799.18
EFT652	D & J MILLER (DO YOUR BLOCK CONTRACTING)	WATER CARTAGE	\$4,235.00
EFT653	GL HAPP PTY LTD	FUEL AND REFRESHMENTS	\$1,765.50
EFT654	K & C HARPER	PLUMBING WORKS	\$115.50
EFT655	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$43,083.57
EFT656	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$686.05
EFT657	NANNUP TELECENTRE	ADVERTISING / SHIRE NOTES	\$693.00
EFT658	RICOH BUSINESS CENTRE	PHOTOCOPIER CONTRACT	\$389.31
EFT659	WORTHY CONTRACTING	1 MONTH CONTRACT NWMF	\$9,463.33
EFT660	ROB PAULL AND ASSOCIATES	PROFESSIONAL FEES	\$6,341.50
EFT661	NANNUP SURVEYS	SURVEY MOWEN RD	\$7,631.25
EFT662	LEEWIN CIVIL PTY LTD	HIRE OF MACHINES AND LABOUR	\$130,743.80
EFT663	NANNUP SKIP BINS	TIP FEES	\$180.00
EFT664	LGIS RISK MANAGEMENT	REGIONAL RISK CO-ORDINATOR FEES	\$2,333.10
EFT665	TANIA JACKSON	COMMUNITY PLANNING DAY	\$250.00
EFT666	SOUTH WEST ECOMMERCE	DOMAIN NAME RENEWAL	\$209.00
EFT667	CIVI TEST SOU WEST	MOWEN ROAD WORKS	\$14,542.00
EFT668	LANDGATE	LAND ENQUIRY	\$87.50
EFT669	GEOFABRICS AUSTRALASIA PTY LTD	WORKS SUNDRY	\$632.50
EFT670	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$89,750.75
EFT671	NANNUP TELECENTRE	ADVERTISING	\$352.60
EFT672	WORTHY CONTRACTING	SUNDRY WORKS	\$23,309.00
EFT673	WADIFARM CONSULTANCY SERVICES	PROFESSIONAL SERVICES	\$384.00
EFT674	WESTERN POWER	PRODUCT & SERVICES CHARGE	\$468.00
EFT675	PICTON TYRE CENTRE PTY LTD	SUNDRY SUPPLIES	\$1,256.00
EFT676	VICKY SPENCE EVENT MANAGEMENT	LGMA NATIONAL CONGRESS & BUSINESS EXPO	\$1,275.00
EFT677	AUSTRALIAN TAXATION OFFICE	FBT FOR 31/3/2009	\$710.25
EFT678	COURIER AUSTRALIA	FREIGHT CHARGES	\$77.85
EFT679	SHANE COLLIE	REIMBURSEMENT OF EXPENSES	\$77.00
EFT680	INSIGHT CCS PTY LTD	MONTHLY SERVICE FEES	\$61.93
EFT681	K & C HARPER	REPAIR AIR VENT	\$328.90
EFT682	GREG MADER EARTHWORKS	EARTH WORKS	\$48,748.70
EFT683	CRAIGE WADDELL	REIMBURSEMENT OF EXPENSES	\$3,472.05
EFT684	WORTHY CONTRACTING	CARTING GRAVEL	\$880.00
EFT685	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$9,240.12
EFT686	THE MARQUE HOTEL - PERTH	ACCOMMODATION	\$602.00
EFT687	COPPIN ROCK CARTAGE	CARTAGE	\$5,058.79
EFT688	PHOENIX BUILDING COMPANY	PROGRESS CLAIM	\$47,044.50
EFT689	COURIER AUSTRALIA	FREIGHT CHARGES	\$343.81
EFT690	LANDGATE	LAND VALUATIONS	\$538.97
EFT691	DOBBIN DESIGN	DRAFT PLANS FOR NANNUP BROOK BFB	\$495.00
EFT692	GL HAPP PTY LTD	FUEL AND REFRESHMENT	\$618.95
EFT693	JR & A HERSEY PTY LTD	WORK SUNDRY	\$185.90
EFT694	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$9,075.00
EFT695	NICHOLLS MACHINERY	PARTS SUNDRY	\$313.40
EFT696	CAROL PINKERTON	RECOUP OF EXPENSES	\$800.00
EFT697	VASSE EXPRESS COURIER	DELIVERY OF CHAIRS	\$280.50
EFT698	WORTHY CONTRACTING	EARTH WORK SUNDRY	\$62,894.70
EFT699	WARREN BLACKWOOD CONSTRUCTIONS	EAST NANNUP TRAINING SHED & ABLUTION	\$8,800.00
EFT700	CUTTING EDGE EQUIPMENT PARTS	WORKS EQUIPMENT	\$2,190.01
EFT701	NANNUP SURVEYS	PROFESSIONAL FEES	\$6,506.60
EFT702	LEEWIN CIVIL PTY LTD	MACHINERY HIRE	\$1,100.00
EFT703	DEPARTMENT OF PREMIER AND CABINET	ADVERTISING	\$305.92
EFT704	PICTON TYRE CENTRE PTY LTD	TYRES AND VALVES	\$2,269.50
EFT705	NANNUP SKIP BINS	SKIP BIN FEES	\$90.00
EFT706	CIVIL/STRUCTURAL CONSULTING PTY LTD	HINES SUBDIVISION	\$1,100.00
EFT707	JOHN RODDA TRAILER SALES	PURCHASE OF TRAILER	\$2,850.00
EFT708	GEOFABRICS AUSTRALASIA PTY LTD	ROAD WORKS SUNDRY	\$385.00
EFT709	GL HAPP PTY LTD	FUEL	\$131.79
EFT710	NANNUP HARDWARE & AGENCIES	LAWN FERTILISER	\$2,731.59
EFT711	TRADE HIRE	WORK EQUIPMENT SUNDRY	\$337.40
EFT712	WORTHY CONTRACTING	1 MONTH CONTRACT	\$9,463.33



**SCHEDULE OF ACCOUNTS PAYABLE  
SHIRE OF NANNUP  
SUBMITTED TO COUNCIL'S MAY 2009 MEETING**

Chq/EFT	Name	Description	Amount
<b>TOTAL EFT PAYMENTS</b>			<b>\$579,764.45</b>
16627	WILTON'S BISTRO	REFRESHMENTS	\$365.00
17441	TAFEWA SOUTH WEST REGIONAL	CERT IN BUSINESS ADMIN	\$690.00
17442	CARLOTTA AG SERVICES	LABOUR HIRE	\$2,750.00
17444	WEST OZ LINEMARKING	REMARK CAR PARK BAYS	\$1,431.65
17445	REPCO PTY LTD	SUNDRY ITEMS	\$67.16
17446	J BLACKWOOD & SON LIMITED	WORK MATERIALS	\$436.85
17447	AMD CHARTERED ACCOUNTANTS	AUDIT YEAR ENDING 30 JUNE 2008	\$7,920.00
17448	ALL ATTACHMENTS BOBCAT TRUCK SERVICES	WORKS AT RIVERBEND CARAVAN PARK	\$100.00
17449	BUNNINGS- BUSSELTON	SUNDRY EQUIPMENT	\$33.20
17450	CJD EQUIPMENT PTY. LTD.	SERVICE ELECTRICAL WIRING	\$1,141.25
17451	STEPHANIE CAMARRI	RECOUNP OF EXPENSES	\$840.32
17452	THE GOOD FOOD SHOP	REFRESHMENTS	\$179.80
17453	UHY HAINES NORTON	FINANCIAL REPORTING WORKSHOP	\$880.00
17454	NANNUP HANDY FOODS	FUELS AND REFRESHMENTS	\$52.89
17455	PROTECTOR ALSAFE	SAFETY EQUIPMENT	\$187.00
17456	DEPARTMENT FOR PLANNING AND INFRASTRUCTURE	VEHICLE REGISTRATION	\$243.05
17457	KW & CA ROYCROFT	REPLACE TOWNHALL WINDOWS	\$4,000.00
17458	GT BRAKE & CLUTCH REPAIRS	ADJUST CLUTCH	\$91.30
17459	SHIRE OF BRIDGETOWN GREENBUSHES	PROVISION OF PLANNING SERVICES	\$522.50
17460	SYNERGY	POWER FOR STREET LIGHTS	\$719.20
17461	SUGAR MOUNTAIN ELECTRICAL SERVICES	FORESHORE PARK POWER	\$8,683.27
17462	STEWART & HEATON CLOTHING CO. PTY LTD	BFB CLOTHING NANNUP BROOK	\$70.73
17463	VOGUE FURNITURE	PURCHASE OF OFFICE EQUIPMENT	\$718.00
17464	WML CONSULTANTS	MOWEN RD SUPERVISION	\$20,079.68
17465	WORK CLOBBER	WORK CLOTHING OUTSIDE CREW	\$729.50
17466	DEPARTMENT FOR COMMUNITIES	RETURN OF YOUTH WEEK GRANT 2009	\$550.00
17467	R C LEWIS	CONSULTANCY FEES TIMEWOOD CENTRE	\$1,043.75
17468	ALL ATTACHMENTS BOBCAT TRUCK SERVICES	SUNDRY WORK	\$4,719.00
17469	BUNNINGS- BUSSELTON	GIFT CARD	\$100.00
17470	BLACKWOOD CAFE	REFRESHMENTS	\$153.00
17471	KLEENHEAT GAS PTY. LTD.	YEARLY FACILITY FEES	\$103.40
17472	MYERS EQUESTRIAN AND AGRICULTURAL SERVICES	SUNDRY WORKS	\$5,148.00
17473	PROTECTOR ALSAFE	SAFETY EQUIPMENT	\$424.12
17474	PIONEER CREDIT MANAGEMENT SERVICES	PROFESSIONAL FEES	\$256.59
17475	SHIRE OF NANNUP	PETTY CASH	\$161.10
17476	SUGAR MOUNTAIN ELECTRICAL SERVICES	TENNIS COURTS LIGHT REPLACEMENT	\$433.99
17477	LOUISE STOKES	TRAVEL REIMBURSEMENT	\$76.68
17478	TELSTRA	MOBILES	\$208.68
17479	TOTAL PACKAGING (WA) PTY LTD	DOGGY DUMPAGE DISPOSAL UNIT	\$85.80
17480	WALGA	MARKET FORCE ADVERTISING	\$451.59
17481	CHRIS WILLIAMSON	ARTISTS FEES	\$5,735.40
17482	BOSS OFFICE NATIONAL	TIMEWOOD CENTRE PLANS	\$261.25
17483	THE GOOD FOOD SHOP	REFRESHMENTS	\$64.80
17484	LOCAL GOVERNMENT MANAGERS AUSTRALIA	REFORM STRATEGY WORKSHOP	\$440.00
17485	NANNUP NEWSAGENCY	POSTAGE AND STATIONERY SUPPLIES	\$1,271.80
17486	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$186.49
17487	NANNUP LIQUOR STORE	REFRESHMENTS	\$348.87
17488	GT BRAKE & CLUTCH REPAIRS	SUNDRY MAINTENANCE	\$966.79
17489	SOUTH WEST NATIVE SEED SUPPLY	NATIVE SEEDS	\$188.10
17490	SYNERGY	PUMPING STATION	\$2,184.60
17491	STEWART & HEATON CLOTHING CO. PTY LTD	BIDELLA BFB UNIFORMS	\$416.28
17492	YAKKA PTY LTD	STAFF UNIFORMS	\$63.80
17493	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$474.90
17494	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$346.32
17495	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	\$280.54
17496	NORWICH UNION SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$271.05
17497	COMMONWEALTH SUPER SELECT	SUPERANNUATION CONTRIBUTIONS	\$282.01
17498	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$302.40
17499	HSTPLUS EXECUTIVE	SUPERANNUATION CONTRIBUTIONS	\$95.90
17500	SHIRE OF NANNUP	PAYROLL DEDUCTIONS	\$213.34
17510	B & B STREET SWEEPING PTY LTD	HIRE OF STREET SWEEPER	\$2,788.50
17511	OLD TEMPLEMORE ANTIQUES	RESTORATION OF AUDITORIUM SEATS	\$4,664.00
17512	ARRB GROUP LTD	UNSEALED ROADS MANUAL	\$291.50
17513	AQUA SHED	SUNDRY SUPPLIES	\$326.20
17514	BUNNINGS- BUSSELTON	PEST CONTROL EQUIPMENT	\$99.44
17515	BDA TREELOPPING SERVICE	REMOVE TREES	\$8,338.00
17516	COUNTRY WOMEN'S ASSOCIATION	REFRESHMENTS	\$240.00
17517	JASON SIGNMAKERS	WORK EQUIPMENT SUNDRY	\$6,358.00

**SCHEDULE OF ACCOUNTS PAYABLE  
SHIRE OF NANNUP  
SUBMITTED TO COUNCIL'S MAY 2009 MEETING**

Chq/EFT	Name	Description	Amount
17518	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY BOOKS	\$18.70
17519	MAIN ROADS WA	CONSTRUCT OF NEW BRIDGE AGG RD	\$875,600.00
17520	PROTECTOR ALSAFE	SAFETY EQUIPMENT - CARLOTTA	\$78.98
17521	KW & CA ROYCROFT	REPAIR SLIDING DOOR	\$166.00
17522	SHIRE OF NANNUP	BUILDING & CONSTRUCTION LEVY	\$716.88
17523	SYNERGY	ELECTRICITY EXPENSES	\$1,137.30
17524	SUGAR MOUNTAIN ELECTRICAL SERVICES	SUNDRY MAINTENANCE - MARINKO TOMAS	\$88.45
17525	STEWART & HEATON CLOTHING CO. PTY LTD	BFB UNIFORM CARLOTTA	\$631.00
17526	TELSTRA	TELEPHONE EXPENSES	\$1,487.62
17527	YALLINGUP MOTOR & MARINE UPHOLSTERY	WORKS ON AUDITORIUM SEATING	\$11,423.00
17528	R C LEWIS	CONSULTANT SERVICES TIMEWOOD CENTRE	\$762.50
17529	TULIPS WITH A DIFFERENCE	BULBS	\$660.00
17530	KEVIN BIRD	ADDITIONAL CLAIMS TOWN HALL	\$9,420.00
17531	DIRECT FUEL SUPPLIES	FUEL & OILS	\$2,198.77
17532	FITZ GERALD STRATEGIES	RENEW LEGAL OPINION MCLOEDS LAWYERS	\$192.78
17533	PURPLE PIG	WORK SUNDRY	\$183.74
17534	MJ LINDSAY & CO	WEED CONTROL	\$2,874.76
17535	NANNUP HANDY FOODS	FUELS AND REFRESHMENTS	\$81.60
17536	SYNERGY	ELECTRICITY EXPENSES	\$968.45
17537	WML CONSULTANTS	PROJECT MANAGEMENT	\$8,601.73
17538	WATER CORPORATION	WATER EXPENSES	\$10,118.45
17539	WARREN BLACKWOOD WASTE	BIN PICK UPS	\$5,453.15
<b>TOTAL CHEQUES - MUNICIPAL</b>			<b>\$1,037,212.19</b>
99122	BP AUSTRALIA	FUEL EXPENSES	\$13,964.31
99123	CALTEX AUSTRALIA	FUEL EXPENSES	\$1,029.43
99124	WESTNET	INTERNET USAGE FEES APRIL 09	\$119.89
<b>TOTAL DIRECT CREDITS - MUNICIPAL</b>			<b>\$15,113.63</b>
22695	AMY MYERS	REFUND OF BOND FOR EVENT HELD 16 MARCH 2009	\$160.00
22696	CWA ASSOCIATION	BOND REFUND CANCELLED EVENT	\$160.00
22697	KIM JOHNSON	REFUND OF BOND - FOR COMM CENTRE 7/4/2009	\$160.00
<b>TOTAL TRUST PAYMENTS</b>			<b>\$480.00</b>
<b>TOTAL MUNICIPAL PAYMENTS:</b>			<b>\$1,632,090.27</b>
<b>TOTAL TRUST PAYMENTS:</b>			<b>\$480.00</b>
<b>TOTAL PAYMENTS FOR THE PERIOD</b>			<b>\$1,632,570.27</b>