

Schedule A**KEY RESULTS SCHEDULE**

Organisation:	Recreational Trailbike Riders Association of WA	Grant Number: [REDACTED]	TRIM Number: [REDACTED]
Project Title:	Ride trail to Manjimup Trailbike Hub from Perth Metro	Project Dates: 01/06/2023 to 30/06/2024	
Grant Type:	Trails Planning - CF	Amount: \$20,000	
Brief Project Description: Creation of a self ride trail from Perth Metro to Manjimup Trailbike Hub linking several towns such as Manjimup, Collie, Dwellingup through existing Off Highway reserves and power corridors for licensed, registered and insured trailbikes.			
Project Objectives: <ul style="list-style-type: none">• To engage a suitably qualified consultant to determine a route using existing legal "Off Highway", "Off pavement" roads and power corridors "by licensed riders on road registered trail bikes through the Peel and South West regions linking several towns such as Manjimup, Collie, Dwellingup to the Perth metro Area.• To guide riders out of sensitive and potential conflict areas (such as through mining, mining rehabilitation and monoculture forestry areas) and away from the Munda Biddi and Bibbulmun trails, using predominantly Off Pavement routes.• Delivery will be a GPS route along existing road reserves with as much "Off Highway" and Off Pavement" as possible.• Consideration for realignments that allow for pending mining and other road closures to maximise health, tourism, social and economic benefits.			

Outputs/Outcomes	Performance Measures	Results
PROJECT GOVERNANCE	<ul style="list-style-type: none"> Provide evidence of the establishment and operation of a steering group across the project and that key stakeholders (including for example: Department of Local 	



Department of
**Local Government, Sport
and Cultural Industries**

Schedule A

<p>Key stakeholders were invited to join the Project Control Group (PCG).</p>	<p>Government, Sport and Cultural Industries (DLGSC), Department of Biodiversity, Conservation and Attractions (DBCA), Department of Transport (DoT) and all relevant LGA's) were invited to join the PCG.</p> <ul style="list-style-type: none"> • Provide evidence at least 3 PCG meetings were convened throughout the duration of the project. 	
<p>PROJECT SCOPE / FRAMEWORK / STAKEHOLDER ENGAGEMENT</p> <p>The scope, Trail Framework and procurement process for this project has been agreed to by key stakeholders prior to commencement.</p>	<ul style="list-style-type: none"> • Provide evidence of thorough consultation with relevant stakeholders (including for example, all relevant Local Government Authorities, DLGSC, DBCA, DoT, Department of Planning, Lands and Heritage (DPLH), Department of Water and Environmental Regulation (DWER), Department of Mines, Industry Regulation and Safety (DMIRS), Water Corporation, Western Power and other relevant State Government Departments and land managers) and that the following has been agreed: <ul style="list-style-type: none"> ○ the scope of the project, including what aspects are to be completed by consultants. 	



Schedule A

	<ul style="list-style-type: none"> ○ the procurement process to engage the consultant. ○ The Trail proposal (Stage 1) and Trail Framework (Stage 2) <ul style="list-style-type: none"> ● Provide evidence highlighting consultation with Traditional Owners (for example: the South West Aboriginal Land and Sea Council); and local aboriginal elders has taken place as part of the project and their input considered in any further progress of the trail development. ● Provide evidence of consultation with the broader community. 	
<p>DOCUMENTATION</p> <p>A detailed project plan and budget was submitted for the Ride trail to Manjimup Trailbike Hub from Perth Metro.</p> <p>A Trail Framework (Stage 2), and Concept Plan (Stage 4) was developed for the Ride trail to Manjimup Trailbike Hub from Perth Metro that aligns to Stage 1-4 of the 8-stage process as outlined on</p>	<ul style="list-style-type: none"> ● Provide a detailed project plan and budget within 2 months of commencement of the project. ● Provide a copy of the agreed Trail Framework that clearly articulates consideration of relevant aspects outlined in the Trail Development Series (TDS) Stage 2. ● Provide a final copy of the Ride trail from Perth to Manjimup Concept Plan that clearly articulates 	



Schedule A

<p>pages A9 to A26 of the <u>Trail Development Series</u>.</p>	<p>consideration of all aspects outlined in the Trail Development Series (TDS) Stages 1-4 and includes:</p> <ul style="list-style-type: none"> • Project outline based on the agreed Trail Framework (Stage 2) and Site Assessments (Stage 3) of the TDS. • Trail Concept including: <ul style="list-style-type: none"> ▪ a GPS route along existing road reserves ▪ proposed infrastructure requirements. ▪ broad scale signage plan. <p>Proposed development process including staging, priority or implementation sequencing and implementation estimates including:</p> <ul style="list-style-type: none"> ▪ Infrastructure, signage, maintenance, branding and promotion, project implementation, communication (rider education). 	
<p>PROJECT REPORTING</p>	<ul style="list-style-type: none"> • Provide a written progress update on implementation of the program against the Key Results Schedule 	



Department of
**Local Government, Sport
and Cultural Industries**

Schedule A

Provide regular communication and project updates.	performance measures following each PCG meeting.	
--	--	--

DRAFT



Schedule A

<p>CHILD SAFEGUARDING</p> <p>Every child has the right to feel safe when participating in arts, cultural, sporting, recreation, and community activities.</p> <p>Organisations that undertake child-related work or activities have a duty of care to keep children and young people (those aged under 18 years) safe from harm.</p> <p>Protecting children and young people from harm, harassment, discrimination, and abuse is in part a legal requirement, an ethical obligation and a future requirement.</p>	<ol style="list-style-type: none"> 1. Complying with all lawful requirements, including the <i>Working with Children (Criminal Record Checking) Act 2004</i>. <p>Working with Children Check legislation www.workingwithchildren.wa.gov.au</p> <ol style="list-style-type: none"> 2. Capability Building and Continuous Improvement. <p>Does this project or funding require an employee, contractor and/or volunteer from your organisation to undertake child-related work/activity (as defined in section 6 of the <i>Working with Children (Criminal Record Checking) Act 2004</i>) in delivering the project or achieving the project outcomes?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If the answer to the above question is yes, the organisation is required to complete the Child Safeguarding Self-Assessment, then develop and implement a Child Safeguarding Improvement Plan to build capability in areas identified in the self-assessment.</p>	
--	---	--



Schedule A

	<p>A tool can be found at: Self-Assessment Tool.</p> <p>The following resources are available to assist your organisation to respond to areas of improvement to protect children and young people:</p> <ul style="list-style-type: none"> National Principles for Child Safe Organisations www.humanrights.gov.au/our-work/childrens-rights/national-principles-child-safe-organisations. Commissioner for Children and Young People (CCYP) website https://www.ccyp.wa.gov.au. 	
<p>PROJECT COMPLETION</p> <p>Satisfactory completion of the project/s and DLGSC acquittal requirements within the agreed timeframe.</p>	<ul style="list-style-type: none"> Acquittal of funds according to the agreed acquittal schedule and project timelines. Completion of Schedules A & B. 	
<p>ACKNOWLEDGEMENT</p> <p>DLGSC is appropriately acknowledged by agreed strategies between DLGSC and Recreational Trailbike Riders Association of WA.</p>	<p>DLGSC is acknowledged consistent with Schedule C and including:</p> <p>Social Media</p> <p>At least two acknowledgements using an appropriate social media platform.</p>	



Schedule A

	<p>Verbal</p> <p>At least two public announcements</p> <p>Written</p> <p>At least two written acknowledgements</p> <p>Signage (optional)</p> <p>At one event/activity</p> <p>Logo</p> <p>DLGSC logo to be used on:</p> <ul style="list-style-type: none"> • Website • Annual Report • Newsletters • Event programs and/or • Other as agreed <p>(Address each acknowledgement requirement with evidence (photo, website link) of implementation.)</p>	
--	---	--

Schedule B**ACQUITTAL STATEMENT****TRIM Number:** [REDACTED]

Organisation: Recreational Trailbike Riders Association of WA
Grant Number: [REDACTED]
Project Title: Ride trail to Manjimup Trailbike Hub from Perth Metro
Project Dates: 01/06/2023 to 30/06/2024.
Acquittal Statement due no later than: 30/07/2024

Revenue Items		Actual
Department Grant amount	\$20,000	(1)
From other Government Departments (please specify)		
Other revenue received for Project		
Supplied by your organisation		
Total Revenue		
Expenditure Items (e.g. Administration costs, venue hire, instructor's fees, equipment hire)		
Total Expenditure		(2)

ORGANISATION CERTIFICATION

- I certify that the above figures are correct and that the ORGANISATION expended a total of \$ _____ (2) on the program as detailed in the Key Results Schedule (KRS) including the Department grant of \$ _____ (1).
- I have enclosed our completed Key Results Schedule for the period as required under clause 12 (Acquittal Requirements) in the Funding Agreement.
- I certify that I have the authority, as vested by the Board/Committee/Council/CEO, to submit this acquittal documentation by electronic transmission.

Name: _____**Position Held:** _____**Signature:** _____ **Date:** _____

Schedule C

Grant Acknowledgement Requirements

Department of Local Government, Sport and Cultural Industries

The State Government through the Department provides significant grant funding for sport in Western Australia.

In receipt of grant funding, sport and recreation organisations must acknowledge the contribution made by the Department in appropriate ways.

There are a number of ways funding can be acknowledged. These include but are not limited to:

Signage

The Department's signage will be prominently displayed at agreed events/programs as detailed in Schedule A.

If you have further queries regarding signage, please contact your Department Project Officer on 6552 7300 or Department regional office.

Verbal Acknowledgement

The Department will be acknowledged as a major supporter of the organisation and/or event in speeches, interviews and public announcements. The suggested wording for this acknowledgement is:

The State Government through the Department of Local Government, Sport and Cultural Industries is a major supporter of (the sport and recreation organisation and/or the name of the event/program) in Western Australia. Sport and recreation creates vibrant, inclusive and connected WA communities.

Written Acknowledgement

The Department will be acknowledged in all public material of the organisation. The suggested wording for this acknowledgement is:

The State Government through the Department of Local Government, Sport and Cultural Industries is a major supporter of (name of sport and recreation organisation and/or the name of the event/program) in Western Australia. Sport and recreation creates vibrant, inclusive and connected WA communities.

Logo

The Department logo will be included on all print material as agreed with the Department, including but not limited to:

- Annual Report
- Event programs
- Official stationery
- Brochures/flyers/posters
- Certificates/awards
- Newsletters
- Website

Schedule C

The Department logo can be accessed on the Department's website www.dlgsc.wa.gov.au/funding/logo-and-acknowledgement.

NB: The size and positioning of the DLGSC logo on all print material must reflect the Department as a major supporter.

Media

Any media releases will acknowledge the Department as a major supporter as per written acknowledgement above. The funded organisation will endeavour to gain pictorial, written and/or verbal acknowledgement for the Department in all print and electronic media opportunities.

Social media

Any social media regarding the Project should include the following recognition of the Department by:

- Tagging the Department's social media account on the appropriate platform:
 - Facebook: **@DeptLGSC**
 - Twitter: **@DeptLGSC**
 - Instagram: **@DeptLGSC**

Other

Other opportunities for the Department acknowledgement agreed between the Department and the funded organisation.