



AGENDA

INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE

16 APRIL 2018

MEMBERSHIP: Councillors J Diffey, V Etheridge, D Grant, D Gumley, A Jones, S Lawrence, G Mohr, K Parker, J Ryan and B Shields.

The meeting is scheduled to commence at .

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ICRC18/37 REPORT OF THE INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE - MEETING 19 MARCH 2018 (ID18/657) The Committee had before it the report of the Infrastructure, Community and Recreation Committee meeting held 19 March 2018.	3
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- ICRC18/41** **REPORT OF THE VICTORIA PARK REDEVELOPMENT ADVISORY COMMITTEE - MEETING 27 MARCH 2018 (ID18/563)** 116
The Committee had before it the report of the Victoria Park Redevelopment Advisory Committee meeting held 27 March 2018.
- ICRC18/42** **REPORT OF THE SOCIAL JUSTICE AND CRIME PREVENTION WORKING PARTY - MEETING 28 MARCH 2018 (ID18/564)** 126
The Committee had before it the report of the Social Justice and Crime Prevention Working Party meeting held 28 March 2018.
- ICRC18/43** **SPORTING ORGANISATION FEES AND CHARGES 2018/2019 (ID18/560)** 129
The Committee had before it the report dated 28 March 2018 from the Recreation Coordinator regarding Sporting Organisation Fees and Charges 2018/2019.
- ICRC18/44** **CONTRACT FOR MANAGEMENT OF THE DUBBO AQUATIC LEISURE CENTRE (ID18/558)**
The Committee had before it the report dated 28 March 2018 from the Director Community and Recreation regarding Contract for Management of the Dubbo Aquatic Leisure Centre.
- In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).*
- ICRC18/45** **T17-031 - CONSTRUCTION OF BOUNDARY ROAD EXTENSION AND ROUNDABOUT AT WHEELERS LANE DUBBO (ID18/664)**
The Committee had before it the report dated 10 April 2018 from the Director Infrastructure and Operations regarding T17-031 - Construction of Boundary Road Extension and Roundabout at Wheelers Lane Dubbo.
- In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).*



**DUBBO REGIONAL
COUNCIL**

Report of the Infrastructure, Community and Recreation Committee - meeting 19 March 2018

AUTHOR: Administration Officer - Governance
REPORT DATE: 10 April 2018

The Committee had before it the report of the Infrastructure, Community and Recreation Committee meeting held 19 March 2018.

RECOMMENDATION

That the report of the Infrastructure, Community and Recreation Committee meeting held on 19 March 2018, be adopted.



REPORT
INFRASTRUCTURE, COMMUNITY AND
RECREATION COMMITTEE
19 MARCH 2018

PRESENT: Councillors J Diffey, V Etheridge, D Grant, A Jones, S Lawrence, G Mohr, K Parker, J Ryan and B Shields.

ALSO IN ATTENDANCE:

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Team Leader Governance, the Director Economic Development and Business, the Manager Communications and Stakeholder Engagement, the Director Infrastructure and Operations (R Mills), the Manager Water Supply and Sewerage, the Manager Solid Waste, the Director Planning and Environment, the Manager Strategic Planning Services, the Director Community and Recreation and the Manager Social Services.

Councillor S Lawrence assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.41pm

ICRC18/24 REPORT OF THE INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE - MEETING 19 FEBRUARY 2018 (ID18/490)

The Committee had before it the report of the Infrastructure, Community and Recreation Committee meeting held 19 February 2018.

Moved by Councillor B Shields and seconded by Councillor J Diffey

MOTION

That the report of the Infrastructure, Community and Recreation Committee meeting held on 19 February 2018 be adopted.

CARRIED

ICRC18/25 DRAFT WATER SUPPLY AND SEWERAGE SERVICES CUSTOMER SERVICE STANDARDS AND 2017 WATER AND SEWERAGE CUSTOMER SURVEY RESULTS - PUBLIC EXHIBITION (ID18/486)

The Committee had before it the report dated 8 March 2018 from the Manager Water Supply and Sewerage regarding Draft Water Supply and Sewerage Services Customer Service Standards and 2017 Water and Sewerage Customer Survey Results - Public Exhibition.

Moved by Councillor K Parker and seconded by Councillor J Ryan

MOTION

1. That the Draft Water Supply and Sewerage Services Customer Service Standards 2018/2019 and 2019/2020 attached to the report of the Manager Water Supply and Sewerage dated 1 March 2018 as Appendix 1, be placed on public exhibition, for a period of not less than 28 days.
2. That the Water Supply and Sewerage Services Customer Satisfaction Survey results 2017 be noted.
3. That the Water Supply and Sewerage Services Customer Satisfaction Survey report, attached as Appendix 2 to the report of the Manager Water Supply and Sewerage dated 1 March 2018 be placed on public exhibition for a period of not less than 28 days.

CARRIED

ICRC18/26 ANZAC DAY CEREMONIES - DUBBO REGIONAL COUNCIL AREA (ID18/504)

The Committee had before it the report dated 14 March 2018 from the Senior Traffic Engineer regarding Anzac Day Ceremonies - Dubbo Regional Council Area.

Moved by Councillor A Jones and seconded by Councillor G Mohr

MOTION

That Council approval be granted to the Returned and Services League Sub-Branch in Dubbo and Wellington and the Stuart Town Advancement Association and Mumbil District Progress Association to undertake their respective Anzac Day Marches on Wednesday 25 April 2018 and implement road closures and detours as conditioned by the Roads and Maritime Services, NSW Police and Council's following conditions of consent:

1. Dubbo:
 - a) For the Dawn Service and Anzac Day March temporary road closures are to be provided;
 - Dawn Service in Darling Street between Talbragar and Wingewarra Streets from 5.00am – 6.30am;
 - Anzac Day March in Brisbane Street between Wingewarra and Serisier Streets and Wingewarra Street between Darling and Brisbane Street from 9.00am to 10.45am;
 - Wingewarra Street from Brisbane to Macquarie Streets and Macquarie Street from Wingewarra to Talbragar Streets from 10.15am to 11.00am;

- Talbragar Street from Macquarie Street to Memorial Drive Victoria Park from 10.45am to 11.15am, Darling Street from Talbragar to Wingewarra Streets from 10.15am;
 - Wingewarra Street between Darling Street and Brisbane Street as directed by the NSW Police Service at the conclusion of the Cenotaph service at approximately 12.00 noon to 12.30pm;
 - Council's Traffic Control Plan TM7084 (as attached as Appendix 5) is to be used for the event.
- b) Submission of a Traffic Management and Traffic Control Plan to Council for approval with the Traffic Control Plan submitted a minimum three (3) weeks prior to the event. All traffic control measures contained in the plan is to be in accordance with Australian Standard AS1742.3 and the RMS Guide to Traffic Control at Worksites and prepared by an accredited person.
- c) Traffic Controllers and/or trained Marshalls are to be provided at all road closure points, and other locations as identified in the Event and Traffic Management Plans as attached as Appendices 1 and 5.
- d) Council's Administration Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and NSW Police is specifically noted to be indemnified against any action resulting from the event.
- e) The applicant is responsible for the provision of all traffic controls required for the event (ie: Marshalls, traffic barriers and signs).
- f) A public notification is required for the Anzac Day March a minimum of seven (7) days prior to the event.
- g) The applicant is to forward a letter to Dubbo Regional Council with all the required documentation accepting the above conditions before final approval will be granted.
2. Wellington:
- a) For the Anzac Day March a temporary road closure is to be provided on the Mitchell Highway, being Nanima Crescent, and Lee Street between Maughan Street and Whiteley Street from 10.45am to 11.00am with the detour via Arthur Street, Warne Street, Percy Street and Whiteley Street. Council's Traffic Control Plan Wellington Anzac Detour (as attached as Appendix 6) is to be used for this event.
- b) The Applicant is to gain approval from the Roads and Maritime Service for the closure and detour of the Mitchell Highway and Road Occupancy Licence with evidence provided to Council of such approval and conditions as warranted.
- c) Submission of a Traffic Management Plan and Traffic Control Plan to Council for approval with the Traffic Control Plan submitted a minimum three (3) weeks prior to the event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the RMS Guide to Traffic Control at Worksites and prepared by an accredited person.
- d) Traffic Controllers and/or trained Marshalls are to be provided at all road closure points, and other locations as identified in the Event and Traffic Management Plans as attached as Appendices 2 and 6.
- e) Council's Administration Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional

Council, Roads and Maritime Service and NSW Police is specifically noted to be indemnified against any action resulting from the event.

- f) The applicant is responsible for the provision of all traffic controls required for the event (ie: Marshalls, traffic barriers and signs).
- g) A public notification is required for the Anzac Day March a minimum of seven (7) days prior to the event.
- h) The applicant is to forward a letter to Dubbo Regional Council with all the required documentation accepting the above conditions before final approval will be granted.

3. Stuart Town:

- a) For the Anzac Day Ceremony a temporary road closure is to be provided in Molong Street between the Burrendong Way (Alexander Street) and Bell Street from 8.00am to 2.30pm with a detour of Molong Street via the Burrendong Way and Bell Street. Council's Traffic Control Plan TM 7175 (as attached as Appendix 7) is to be used for the event.
- b) Concurrence is required from the Roads and Maritime Service for the event to utilise part of Burrendong Way between Molong and Bell Streets as a detour with advice provided to Council.
- c) Submission of a Traffic Management Plan and Traffic Control Plan to Council for approval with the Traffic Control Plan to be submitted a minimum of three (3) weeks prior to the event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the RMS Guide to Traffic Control at Worksites and prepared by an accredited person.
- d) Traffic Controllers and/or trained Marshalls are to be provided at all road closure points, and other locations as identified in the Event and Traffic Management Plans as attached as Appendices 3 and 7
- e) Council's Administration Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Roads and Maritime Service and NSW Police is specifically noted to be indemnified against any action resulting from the event.
- f) The applicant is responsible for the provision of all traffic controls required for the event (ie: Marshalls, traffic barriers and signs).
- g) A public notification is required for the Anzac Day March a minimum of seven (7) days prior to the event with notification letters to be delivered to the affected residents within the road closures areas in the village.
- h) The applicant is to forward a letter to Dubbo Regional Council with all the required documentation accepting the above conditions before final approval will be granted.

4. Mumbil:

- a) For the Anzac Day March and Ceremony a temporary road closure is to be provided on the Burrendong Way (Burrendong Street) between Railway Parade and Cudgegong Street from 7.00am to 10.30am with a detour via Railway Parade and Apsley Crescent. Burrendong Way from Apsley Crescent south to Cudgegong Street will remain open and restricted to Local Traffic Only with an additional Road Closed Ahead sign and Local Traffic Only sign to be placed at the detour point at the Apsley Crescent and Burrendong Street intersection. Council's Traffic Control Plan TM7127 (as attached as Appendix 8) is to be used

- for the event.
- b) Submission of a Traffic Management and Traffic Control Plan to Council for approval with the Traffic Control Plan submitted a minimum three (3) weeks prior to the event. All traffic control measures contained in the plan is to be in accordance with Australian Standard AS1742.3 and the RMS Guide to Traffic Control at Worksites and prepared by an accredited person.
 - c) Traffic Controllers and/or trained Marshalls are to be provided at all road closure points, and other locations as identified in the Event and Traffic Management Plans as attached as Appendices 4 and 8.
 - d) Council's Administration Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and NSW Police is specifically noted to be indemnified against any action resulting from the event.
 - e) The applicant is responsible for the provision of all traffic controls required for the event (ie Marshalls, traffic barriers and signs).
 - f) A public notification is required for the Anzac Day March a minimum of seven (7) days prior to the event with notification letters to be delivered to the affected residents within the road closures in the village.
 - g) The applicant is to forward a letter to Dubbo Regional Council with all the required documentation accepting the above conditions before final approval will be granted.

CARRIED

Councillor D Grant declared a pecuniary, significant interest in the matter now before the Committee and left the room and was out of sight during the Committee's consideration of this matter. The reason for such interest is that Councillor Grant has business dealings with Stuart Town Progress Association and Mumbil Advancement Association who arrange the respective ANZAC Day marches, through his work with Elders Insurance.

ICRC18/27 SPECIAL EVENTS LAZY RIVER ESTATE (ID18/505)

The Committee had before it the report dated 14 March 2018 from the Senior Traffic Engineer regarding Special Events Lazy River Estate.

Moved by Councillor G Mohr and seconded by Councillor K Parker

MOTION

That Council approval be granted to the Lazy River Estate to implement the traffic management for Old Dubbo Road and Angle Road as required to facilitate the variable scale of Class 2 events that are undertaken at the Estate during 2018 in accordance with the Events Detail and Traffic Management Plan as stipulated by the Roads and Maritime Services, NSW Police and Council in the following conditions of consent:

1. **The Traffic Management for medium and large Class 2 events shall be undertaken in accordance with the plans: Geolyse 117203, TP01, 02, 03, 04 and 05 dated 11 December 2017 and Dubbo Traffic Control Plans Lazy River Estate 2500 and Lazy River Estate 5000 dated 1 March 2018.**

2. **Submission of Traffic Management and Traffic Control Plans for each of the scaled events to Council for approval with the Traffic Control Plan submitted a minimum three (3) weeks prior to the event. All traffic control measures contained in the Plan are to be in accordance with Australian Standard AS1742.3 and the Roads and Maritime Service Guide to Traffic Control at Worksites and prepared by an accredited person.**
3. **Traffic Controllers and/or trained Marshalls are to be provided at all locations as identified in the Event and Traffic Management Plan.**
4. **Council's Administration Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and the NSW Police are specifically noted to be indemnified against any action resulting from the event.**
5. **The applicant is responsible for the provision of all traffic controls required for the event (ie Traffic Controllers, Marshals, traffic barriers and signs).**
6. **The applicant is required to provide a calendar of dates for all Class 2 Events and seek an annual approval for the proposed traffic management on the Old Dubbo Road and Angle Road to facilitate the variable scale of these events at the Lazy River Estate. An Event Management Plan for each event and Special Event Transport Management Plan including Traffic Control Plans, Risk Management and Public Liability insurance must be submitted to Council three (3) months prior to the first event. If the situation occurs that a proposed new event falls outside of the approved events criteria then a separate application will be required for that event three (3) months prior to the event date.**
7. **The applicant is to satisfy Council of the provisions of sufficient on-site parking for each event which reasonably avoids spillage onto the public road area.**
8. **The applicant is to forward a letter to Dubbo Regional Council with all the required documentation accepting the above conditions before final approval will be granted.**

CARRIED

ICRC18/28 REPORT OF THE VICTORIA PARK REDEVELOPMENT ADVISORY COMMITTEE - MEETING 27 FEBRUARY 2018 (ID18/287)

The Committee had before it the report of the Victoria Park Redevelopment Advisory Committee meeting held 27 February 2018.

Moved by Councillor A Jones and seconded by Councillor J Ryan

MOTION

That the report of the Victoria Park Redevelopment Advisory Committee meeting held on 27 February 2018, be adopted.

CARRIED

ICRC18/29 REPORT OF THE SOCIAL JUSTICE AND CRIME PREVENTION WORKING PARTY - MEETING 28 FEBRUARY 2018 (ID18/286)

The Committee had before it the report of the Social Justice and Crime Prevention Working Party meeting held 28 February 2018.

Moved by Councillor J Ryan and seconded by Councillor D Grant

MOTION

That the report of the Social Justice and Crime Prevention Working Party meeting held on 28 February 2018 be adopted.

CARRIED

ICRC18/30 REPORT OF THE STREET TREE ADVISORY COMMITTEE - MEETING 8 MARCH 2018 (ID18/495)

The Committee had before it the report of the Street Tree Advisory Committee meeting held 8 March 2018.

Moved by Councillor J Ryan and seconded by Councillor V Etheridge

MOTION

That the report of the Street Tree Advisory Committee meeting held on 8 March 2018, be noted.

CARRIED

ICRC18/31 REPORT OF THE CYCLING FACILITY WORKING PARTY - MEETING 14 MARCH 2018 (ID18/506)

The Committee had before it the report of the Cycling Facility Working Party meeting held 14 March 2018.

Moved by Councillor D Grant and seconded by Councillor B Shields

MOTION

That the report of the Cycling Facility Working Party meeting held on 14 March 2018, be adopted.

CARRIED

ICRC18/32 UPDATE - MACQUARIE REGIONAL LIBRARY AND SERVICE MODEL (ID18/502)

The Committee had before it the report dated 13 March 2018 from the Manager Macquarie Regional Library regarding Update - Macquarie Regional Library and Service Model.

Moved by Councillor A Jones and seconded by Councillor K Parker

MOTION

1. That the information contained within the report of the Manager Macquarie Regional Library dated 13 March 2018 be noted.
2. That Council enter into a new Regional Library Agreement with Narromine Shire Council and Warrumbungle Shire Council effective from 1 July 2018 until 30 June 2021.

Moved by Councillor B Shields and seconded by G Mohr

AMENDMENT

1. That the information contained within the report of the Manager Macquarie Regional Library dated 13 March 2018 be noted.
2. That Council enter into a new Regional Library Agreement with Narromine Shire Council and Warrumbungle Shire Council effective from 1 July 2018 until 30 June 2019 to allow Council to review its membership and delivery of the Macquarie Regional Library service.
3. That Councillor A Jones be the Councillor representative on the Macquarie Regional Library Committee.

The amendment on being put to the meeting was carried.

CARRIED

The amendment then became the motion and on being put to the meeting was carried.

CARRIED

ICRC18/33 SOUTH DUBBO TAVERN - GAMING MACHINE THRESHOLD INCREASE (ID18/499)

The Committee had before it the report dated 12 March 2018 from the Manager Social Services regarding South Dubbo Tavern - Gaming Machine Threshold Increase.

Moved by Councillor J Ryan and seconded by Councillor A Jones

MOTION

1. That the information contained within the report of the Manager Social Services dated 12 March 2018 be noted.
2. That Council determine its position and make a recommendation to Liquor and Gaming NSW in relation to the South Dubbo Tavern proposed increase of gaming machines from 21 to a maximum of 23 accordingly.

CARRIED

Moved by Councillor J Ryan and seconded by Councillor A Jones

MOTION

That Council objects to the gaming machine threshold application by the South Dubbo Tavern to increase poker machine numbers from 21 to a maximum of 23 the reason being that the cumulative impact of an increase in gaming machines would result in a negative impact on the socially disadvantaged of the Dubbo Community.

CARRIED

ICRC18/34 DUBBO REGIONAL SPORTS COUNCIL - PLAYING FIELD IMPROVEMENT FUND APPLICATION - DUBBO JUNIOR RUGBY CLUB (ID18/496)

The Committee had before it the report dated 9 March 2018 from the Recreation Coordinator regarding Dubbo Regional Sports Council - Playing Field Improvement Fund Application - Dubbo Junior Rugby Club.

Moved by Councillor J Ryan and seconded by Councillor D Grant

MOTION

- 1. That the information contained within the report of the Recreation Coordinator dated 9 March 2018 be noted.**
- 2. That the Dubbo Junior Rugby Club, Dubbo Sports Council Playing Field Improvement Fund application for \$1,435 be approved and the Club be formally notified of the outcome of their application.**
- 3. That the Sporting Asset Coordinator work with the Dubbo Junior Rugby Club to complete the project.**

CARRIED

Councillor J Ryan declared a non-pecuniary, less than significant interest in the matter now before the Committee and remained in the room during the Committee's consideration of this matter. The reason for such interest is that Councillor J Ryan is a sub-committee member of the Dubbo Junior Rugby Club and is organising an U15 team tour to New Zealand later this year and that this interest would not affect his decision making on the matter.

ICRC18/35 NEW WASTE CONTRACT COMMENCING 1 JULY 2018 (ID18/427)

The Committee had before it the report dated 5 March 2018 from the Manager Solid Waste regarding New Waste Contract Commencing 1 July 2018.

Moved by Councillor J Ryan and seconded by Councillor J Diffey

MOTION

- 1. That the provision of Domestic Waste Services be supplied to all residents within the Defined Waste Collection Zones in accordance with the designated three (3) bin and**

- two (2) bin services.
2. That the maps as attached to the report of the Manager Solid Waste dated 5 March 2018 as Appendix 1 be adopted to designate these specific waste collection zones.
 3. That there shall be no 'opt in' or 'opt out' basis provided within these defined zones.
 4. That Commercial Services may be supplied to properties that fall within the Defined Waste Collection zones applying to the Domestic Services for three (3) bin and two (2) bin areas.
 5. That the Waste Management Vacant Land Charges be applied to all vacant properties within all the Defined Waste Collection zones as applicable for residential purposes to which the provision of a Domestic Waste Management Service is available.
 6. That the Waste Management Service Rural Charge be applied to all areas outside the Domestic Waste Defined Collection zones where a residence occurs on the subject property only.
 7. That all transfer stations and landfills be secured and subject to open hours in order to control the disposal of waste at these facilities and that this program be progressively implemented until all waste facilities are secured.
 8. That properties affected by the introduction of new services or discontinuing existing services be advised by Council accordingly of Council's decision in this matter.

CARRIED

ICRC18/36 LEAVE OF ABSENCE

A request for leave of absence was received from Councillor D Gumley who was absent from the meeting due to personal reasons.

Moved by Councillor A Jones and seconded by Councillor D Grant

MOTION

That such request for leave of absence be accepted and Councillor D Gumley be granted leave of absence from this meeting.

CARRIED

The meeting closed at 5.59pm.

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CHAIRMAN



DUBBO REGIONAL
COUNCIL

REPORT: Proposed Parking Restrictions Wallace and McGee Lanes, Dubbo

AUTHOR: Senior Traffic Engineer
REPORT DATE: 9 April 2018
TRIM REFERENCE: ID18/647

EXECUTIVE SUMMARY

This report deals with the road safety environment in Wallace and McGee Lanes as a consequence of the increased parking activity, associated with adjacent development, restricted traffic flows, congestion and accessibility.

Both Wallace and McGee Lanes have a narrow road carriageway facilitating access predominately to the commercial and semi residential development fronting Bultje Street and Darling Street. Wallace Lane intersects with Carrington Avenue behind the Dubbo RSL connecting with McGee Lane and is a no through road. Both lanes have frontage to the rear of the Dubbo RSL Hall building which has an off street car parking area with access from Carrington Avenue and McGee Lane. There is a history of obstructed access with the incidence of vehicles parking against the Dubbo RSL Hall building effectively reducing the carriageway down to a single travel lane and making it difficult to access the rear of adjacent properties.

An investigation reveals that the access issues that have been raised within the laneways generally occur on a daily basis restricting access and turning capability particular for delivery and larger vehicles. Consideration has been given to the introduction of parking restrictions and associated line marking to delineate no parking areas in the narrow Wallace and McGee Lanes.

It is recommended that Council implement No Parking restrictions and associated line marking in Wallace and McGee Lanes in accordance with Council's Plan TM 7183 attached to this report (**Appendix 1**).

ORGANISATIONAL VALUES

Customer Focused: Traffic and Parking Management is a vital and necessary part of the road infrastructure for all residents of Dubbo Regional Council demonstrating Council's commitment to ensuring the implementation of traffic facilities provide a safe and efficient road network.

Integrity: Council demonstrates its commitment to making the road environment safer and manageable for all residents of the Dubbo Regional Council Local Government Area.

One Team: Council is working with the local businesses and residents to deliver an outcome that will improve the on road Traffic and Parking environment throughout the City.

FINANCIAL IMPLICATIONS

Allocation of funds will be made available from the Minor Traffic Improvements Vote – Signs and Markings within the Traffic Management Function.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That Council implement No Parking restrictions and associated line marking in Wallace and McGee Lanes in accordance with Council’s Plan TM 7183 attached to the report.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday, 6 April 2018. The Committee had unanimous support for the adoption of the recommendation with an updated Council Plan TM7183 as shown below.

RECOMMENDATION

That Council implement No Parking restrictions and associated line marking in Wallace and McGee Lanes in accordance with Council’s Plan TM 7183 attached to the report.

Dennis Valantine
Senior Traffic Engineer

REPORT

Several road safety concerns have been raised by the Team Leader of The Westhaven Association Ltd and ongoing concerns raised with Council's Parking Patrol Officer at the parking and traffic environment in Wallace and McGee Lanes specific to:

- Narrow carriageway of both Lanes.
- Inconsiderate parking, turning and access conflict to the adjacent commercial and semi residential development fronting Darling Street and Bultje Street.
- Two way traffic conflict.
- Access restriction for larger vehicles such as a mini bus for Westhaven and other delivery vehicles.

With the advent of new development activity in the area there has been an increase in demand for on street parking within the laneways resulting in poor parking behaviour and subsequent impact on accessibility and through traffic movements. All properties backing onto both Lanes have satisfactory rear off street parking with the exception of the three terraces fronting Darling Street where residents, if required, can access the Residential Parking Scheme that applies in Darling Street.

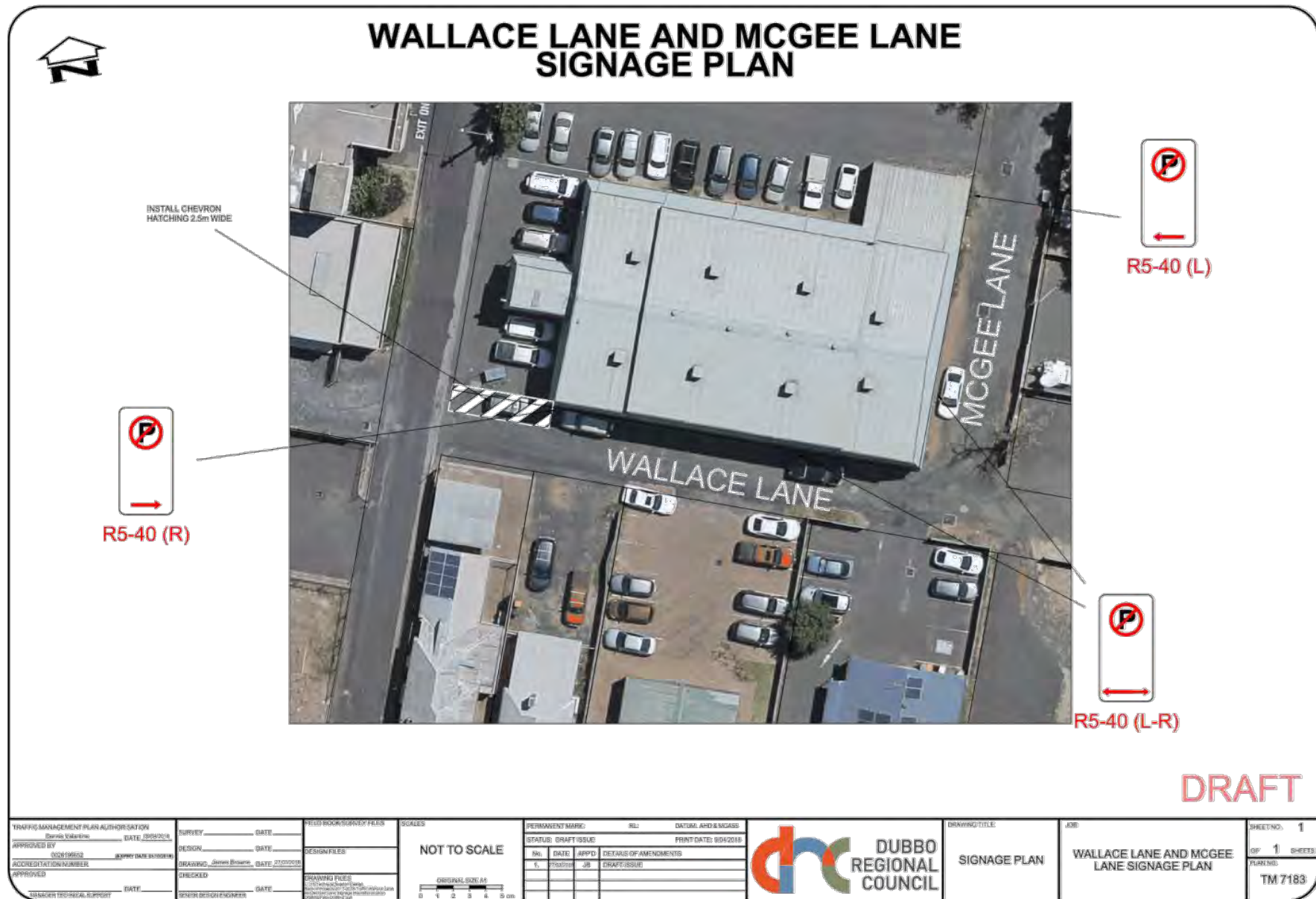
Wallace Lane is 6.0m wide between property boundaries and provides direct access east off Carrington Avenue to the 90 degree northbound angle turn into McGee Lane being 7.0m between boundaries. Both lanes border the rear of the Dubbo RSL Hall which has direct access off Carrington Avenue to its off street car parking area that is also accessible to the northern end of McGee Lane. The parking and access issues predominately occur with the incidence of vehicles parking against the rear walls of the RSL Hall restricting through traffic to a single lane impeding or obstructing turning traffic into development. There are 6 properties that are accessed from Wallace Lane and 10 from McGee Lane including circulation traffic from the RSL Hall.

The investigation revealed there is a requirement to introduce parking restrictions in Wallace and McGee Lanes to remove the parking congestion and access constraints to adjoining commercial and residential development and subsequently provide two way traffic flows in the Laneways to Carrington Avenue by removing the parking on the southern and eastern external walls of the Dubbo RSL Hall building.

It is recommended that Council implement No Parking restrictions and associated line marking in Wallace and McGee Lanes in accordance with Councils Plan TM 7183 attached to the report.

Appendices:

- 1 [Council's Plan 7183 - Wallace Lane and McGee Lane Signage Plan](#)





REPORT: Proposed Median Separation Island Intersection Railway Street and Gundong Street, Wongarbron

AUTHOR: Senior Traffic Engineer
REPORT DATE: 9 April 2018
TRIM REFERENCE: ID18/648

EXECUTIVE SUMMARY

This report deals with the proposal for a median separation island in Gundong Street at its intersection with Railway Street Wongarbron following road safety concerns with corner cutting, non-compliance with the T-intersection regulatory control and pedestrian safety. There are no formed footpaths or pedestrian facilities at this intersection.

Gundong Street intersects at Railway Street 90 degree, with Railway Street being the priority road. There are no Give Way signs on approach to Railway Street with the T intersection rule applying. There is an expanse of pavement widening and grassed shoulder around the east bound left turn from Railway Street into Gundong Street that places the traffic within close proximity to the corner building and encourages corner cutting and excessive turning speed and risk to pedestrians. The provision of a median separation island, Give Way sign and line marking will raise the visual awareness of the intersection, reinforce the correct turning paths away from the edge of the building and power pole, and enhance pedestrian safety.

It is recommended that a median separation island with associated pedestrian gap and intersection line marking be installed in Gundong Street at its intersection with Railway Street in accordance with Council's Plan TM 7182 (attached as **Appendix 1**).

ORGANISATIONAL VALUES

Customer Focused: Road safety concerns will be addressed with the installation of the median separation island, making the area safer for the community.

Integrity: Council shows commitment to making the road environment safer for all residents of Dubbo Regional Council.

One Team: Council working with the public to deliver this project and improve the road safety.

FINANCIAL IMPLICATIONS

The allocation of funds will be made available from the Minor Traffic Improvement Vote within the Traffic Management Function.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That a median separation island with Give Way signs, pedestrian gap and associated line marking be installed in Gundong Street at the intersection with Railway Street, in accordance with Council's Plan TM 7182.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday, 6 April 2018. The Committee had unanimous support for the adoption of the recommendation, with the updated Council Plan TM7182 as shown below.

RECOMMENDATION

That a median separation island with Give Way signs, pedestrian gap and associated line marking be installed in Gundong Street at the intersection with Railway Street, in accordance with Council's Plan TM 7182.

Dennis Valantine
Senior Traffic Engineer

REPORT

Concerns have been raised by the Proprietor of the Garling Gallery with the road safety environment at the intersection of Railway Street and Gundong Street with particular regard to the excess pavement widening on the north western side of the intersection adjacent the gallery that places traffic close to the corner building and pedestrians, encourages 'at speed' corner cutting with the incidence of non-compliance with the T intersection regulatory control.

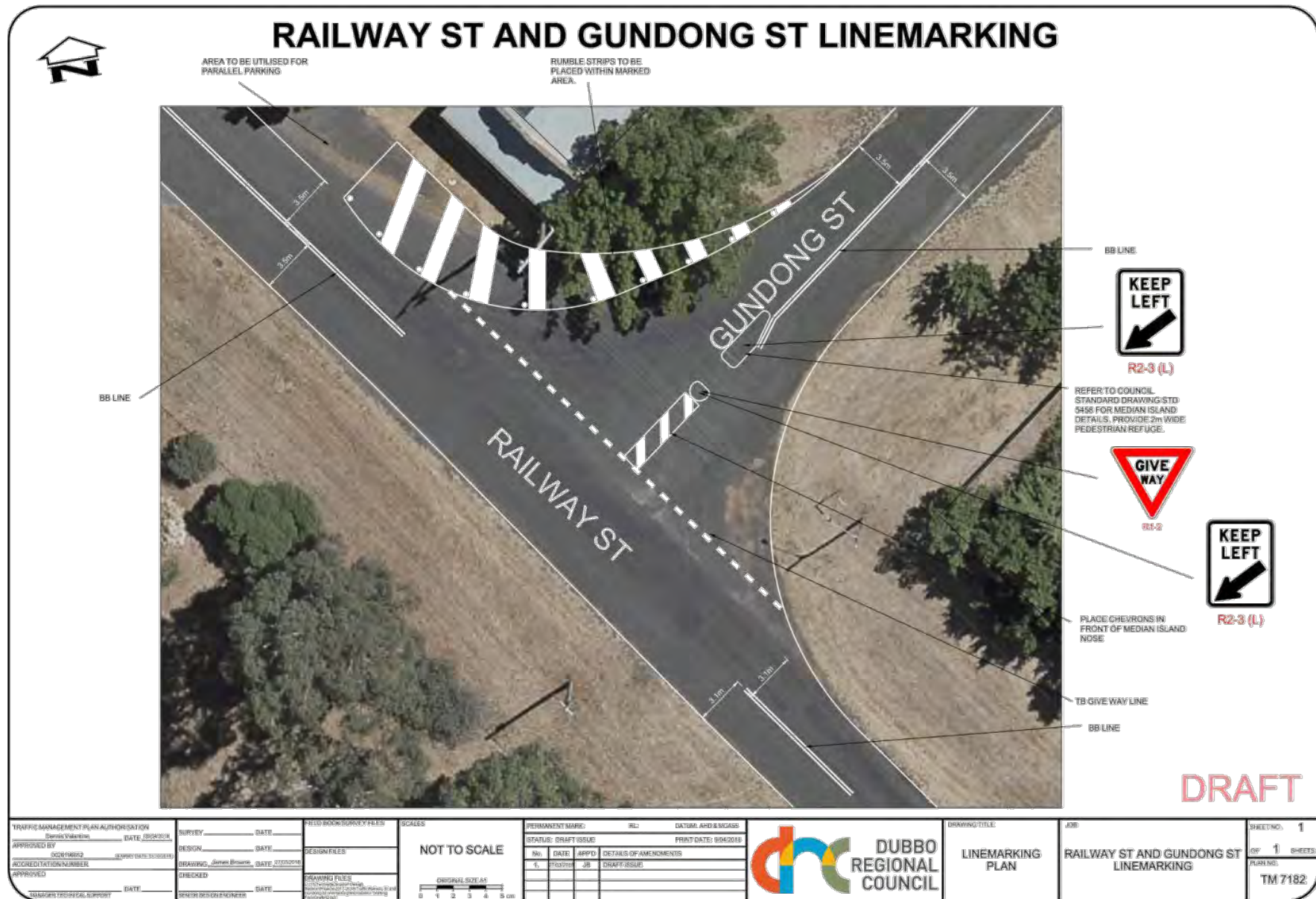
Gundong Street facilitates commercial and community activity and intersects with Railway Street as a 90 degree T-intersection. There is no formed footpath or kerb and gutter in either street with the road formation comprising of a sealed carriageway and grass / gravel shoulders. Gundong Street has a 7.5 m and variable width bitumen sealed carriageway with a 7.0 m seal and Parking Lane in Railway Street. There is no Give Way sign or line marking to delineate the wide expanse of pavement at the intersection. On the north western corner the edge of pavement is 1.3 m off a power pole and veranda post connected to the building. Pedestrians are required to traverse the edge of the carriageway to negotiate the intersection. The resident is very aware of the potential safety risks to the property and pedestrians at the intersection with the existing road alignment around the north western corner.

Consideration has been given to improve the road safety environment at the intersection with the identified need to reduce turning vehicle speed and the excessive pavement width for the left turn into Gundong Street. This can be improved with a realignment of the road carriageway and vehicle turning path with line marking and the introduction of a median separation island at the intersection.

It is recommended that to improve the road safety environment at the intersection of Railway Street and Gundong Street a median separation island with associated pedestrian gap and line marking be installed in accordance with Council's Plan TM 7182.

Appendices:

- [1](#) Council's Plan TM 7182 - Railway and Gundong Streets Linemarking





DUBBO REGIONAL
COUNCIL

REPORT: Mount Arthur Challenge - Run and Cycling Event, Wellington

AUTHOR: Senior Traffic Engineer
REPORT DATE: 9 April 2018
TRIM REFERENCE: ID18/649

EXECUTIVE SUMMARY

This report deals with the approval procedures required for running and bicycle road races on public roads as detailed in the Roads and Maritime Service's Guidelines for Bicycle Road Races.

The Mount Arthur Reserve Trust has requested approval to conduct its annual Mt Arthur Running and Class 2 Cycling Events on Sunday 22 July 2018. There are two running events over 5km and 9km that will utilize the Mt Arthur Reserve (Yarraman Trail), Bushrangers Creek Road and Brennans Way. The Cycling Event is over 50km and is to be conducted on Council roads including Bushrangers Creek Road, Zaias Lane, Arthurville Road, Suntop Road and Renshaw McGirr Way.

An Event application and Management Plans are attached to the report (**Appendices 1-3**). A temporary one lane road closure will be required on Bushrangers Creek Road between the Wellington Showground and Evans Way from 10.00 am to 1.30 pm to conduct running events. A requirement of the guidelines is that running and bicycle road races be referred to the Local Traffic Committee for its consideration.

It is recommended that the Committee concur with the events as proposed and conditioned by Council and the NSW Police Service in accordance with the Guidelines for Running and Bicycle Road Races.

ORGANISATIONAL VALUES

Customer Focused: Approval is required to conduct the Mount Arthur Challenge Run and Cycling Event, an important and major event for the Wellington Community and Visitors.

Integrity: The approval meets all statutory requirements of other Government Agencies.

One Team: Council works with the Community to facilitate a safe event.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application of the Mount Arthur Reserve Trust for the Mt Arthur Running and Cycling Events to be held on Sunday 22 July 2018 be approved and undertaken in accordance with the Event and Traffic Management Plan under conditions set by the NSW Police Service and the following conditions of Dubbo Regional Council:
 - a. Running Events “Wallaby Run” 5km and “Wedgetail Challenge” 9km – implementation of a temporary one lane road closure of Bushrangers Creek Road between the Showground (western gate) and Evans Way and a full road closure of Brennans Way between Bushrangers Creek Road and Man of the Mountain Trail from 10.00am to 1.30pm.
 - b. Cycling Event – “Limestone Ride” 50km event shall commence within the Wellington Showground, left onto Bushrangers Creek Road for 8.5km, left into Zaias Lane for 8.1km, left into Arthurville Road for 6.7km, left into Suntop Road for 16.0km, left into Renshaw McGirr Way for 9.5km then left into Bushrangers Creek Road for 0.7km to the finish at the Wellington Showground.
2. That Traffic Control Plans be submitted to Council’s Senior Traffic Engineer for approval, a minimum of three (3) weeks prior to the event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the Road and Maritime Services NSW Guidelines for Bicycle Road Races and the Guide to Traffic Control at Worksites prepared by an accredited person.
3. That all traffic control including the placement and removal of barricades and/or regulation of traffic is to be carried out by Traffic Controllers appropriately trained in accordance with the requirements of Australian Standard AS1742.3 and the Roads and Maritime Services accreditation requirements for Traffic Control Planners or Controllers as required. In this respect, there is a requirement that Traffic Controllers, and not marshals, are to be provided at the start/finish and turnaround points to stop all traffic whilst riders are:
 - Starting and finishing within a 60km/h or less speed zone.
 - Assembled on the road carriageway immediately prior to a mass or staggered start.
 - Undertaking the turn-around movement.
 - Sprint to the finish line.
4. That the applicant obtain the NSW Police Service’s Permit for bicycle races pursuant to the NSW Road Transport Act 2013 – Section 115.
5. That Council’s Administration Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Roads and Maritime Services and the NSW Police are specifically noted to be indemnified against any action resulting from the cycle race.
6. That the applicant be required to obtain concurrence from the Roads and Maritime Services as the Renshaw McGirr Way is a regional road.
7. That the applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday, 6 April 2018. The Committee had unanimous support for the adoption of the updated recommendations and Traffic Management Plans as shown below.

RECOMMENDATION

1. That the application of the Mount Arthur Reserve Trust for the Mt Arthur Running and Cycling Events to be held on Sunday 22 July 2018 be approved and undertaken in accordance with the Event and Traffic Management Plan under conditions set by the NSW Police Service and the following conditions of Dubbo Regional Council:
 - a. Running Events “Wallaby Run” 5km and “Wedgetail Challenge” 9km – implementation of a temporary one lane road closure of Bushrangers Creek Road between the Showground (western gate) and Evans Way and a full road closure of Brennans Way between Bushrangers Creek Road and Man of the Mountain Trail from 10.00am to 1.30pm.
 - b. Cycling Event – “Limestone Ride” 50km event shall commence within the Wellington Showground, left onto Bushrangers Creek Road for 8.5km, left into Zaias Lane for 8.1km, left into Arthurville Road for 6.7km, left into Suntop Road for 16.0km, left into Renshaw McGirr Way for 9.5km then left into Bushrangers Creek Road for 0.7km to the finish at the Wellington Showground.
2. That a 40 km speed zone be implemented for the traffic control on Bushrangers Creek Road and Evans Drive for the proposed traffic control for the event.
3. That Traffic Control Plans be submitted to Council’s Senior Traffic Engineer for approval, a minimum of three (3) weeks prior to the event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the Road and Maritime Services NSW Guidelines for Bicycle Road Races and the Guide to Traffic Control at Worksites prepared by an accredited person.
4. That all traffic control including the placement and removal of barricades and/or regulation of traffic is to be carried out by Traffic Controllers appropriately trained in accordance with the requirements of Australian Standard AS1742.3 and the Roads and Maritime Services accreditation requirements for Traffic Control Planners or Controllers as required. In this respect, there is a requirement that Traffic Controllers, and not marshals, are to be provided at the start/finish and turnaround points to stop all traffic whilst riders are:
 - Starting and finishing within a 60km/h or less speed zone.
 - Assembled on the road carriageway immediately prior to a mass or staggered start.
 - Undertaking the turn-around movement.
 - Sprint to the finish line.
5. That the applicant obtain the NSW Police Service’s Permit for bicycle races pursuant to the NSW Road Transport Act 2013 – Section 115.
6. That all participants obey the NSW Road Rules.
7. That Council’s Administration Officer must sight a copy of the Public Liability

Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Roads and Maritime Services and the NSW Police are specifically noted to be indemnified against any action resulting from the cycle race.

- 8. That the applicant be required to obtain concurrence from the Roads and Maritime Services as the Renshaw McGirr Way is a regional road.**
- 9. That the applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.**

Dennis Valentine
Senior Traffic Engineer

REPORT

Council has received an Event application from the Mount Arthur Reserve Trust for Council approval to conduct its annual Mt Arthur Challenge incorporating Two Running and Class 2 Cycling Events on Sunday 22 July 2018. The Event is organised by the Mt Arthur Challenge Committee being a delegated subcommittee of the Trust. The two running events and cycling event will commence and finish at the Wellington Showground. The runs will be held predominately within the Mt Arthur Reserve with the use of Bushrangers Creek Road and Brennans Way with the 50km Cycling event using Council roads west and south within the Arthurville, Suntop and Curra Creek area in an anti- clockwise direction from the Wellington Showground. These Events were first held in 2014 to celebrate the 50th anniversary of the establishment of the Mt Arthur Reserve. The event has since been held in 2015, 2016 and 2017. Following the success of these events the Trust is seeking to run the 2018 Mt Arthur Challenge. Application and Management Plans are attached to the report (**Appendices 1-3**).

The Roads and Maritime Services Guidelines for Bicycle Road Races provides a comprehensive overview of the approval process and requirements of statutory bodies and the cycling organisation. An approval by the NSW Police Service under Section 115 of the Road Transport Act 2013 is required to conduct a cycle race on public roads. The measures set down in this document explain to the applicants how to make application and the minimum expectations for managing traffic and conducting a cycle race. Bicycle road races are categorised into a Class 1 and 2 events with the differentiation being that one impacts on major traffic transport systems and the other does not. It should be noted that the Mount Arthur Challenge Cycling Events is not a Cycle Race but a Cycling Event, that includes social, recreational and the more serious participants.

The request by the Mount Arthur Reserve Trust for the use Bushrangers Creek Road, Zaias Lane, Arthurville Road, Suntop Road and Renshaw McGirr Way for the "Limestone Ride" 50km Cycling Event is categorised as a Class 2 event.

Running Events

The two running events will be predominately held in the Mt Arthur Reserve with partial use of public roads that will require a temporary closure of the northern travel lane of Bushrangers Creek road between the Showground (western gate) and Evans Drive and a full road closure of Brennans Way between Bushrangers Creek Road and Man of the Mountain Trail from 10.00am to 1.30pm. A Traffic Control Plan will be implemented for the lane closure and traffic diversion to the southern lane. Brennans Way is a No Through Road with two residents at the northern end of the road. Residents are personally consulted on the proposed 2.5 hour closure and have not raised concerns with the past events. Oxley Avenue just west of the Showground will have a partial restriction due to the one lane closure on Bushrangers Creek road however will have access under traffic control conditions. The road network is very lightly trafficked with no expected impact on local access.

“Wedgetail Challenge”- 9km: Starting time to be confirmed but will be between 10am – 11.00am “Wallaby Run”- 5km: Starting time to be confirmed but will be between 10.15am – 11.15am.

Both runs will commence and finish within the Showground and will have staggered wave starts. Runners will enter and finish off Bushrangers Creek road under Traffic Control conditions.

Cycling Event

The cycling event is known as the “Limestone Ride” and will be run between 9am – 1.00pm over a 50km course starting and finishing at the Wellington Showground. The course is undertaken in an anti-clockwise direction through very lightly trafficked local rural roads requiring left turns only at intersections. These roads are also used by the Dubbo Cycle Club for its seasonal competition program. Electronic timing is used recording the individual rider’s time, hence there is no massed start required.

Bushrangers Creek Road will be open at the time the Cycling event starts and finishes. Traffic Controllers will implement a temporary road closure outside the showground at the start/finish line of the event. The cyclists commence the ride from within the Showground and turn left onto Bushrangers Creek Road for 8.5km, left into Zaias Lane for 8.1km, left into Arthurville Road for 6.7km, left into Suntop Road for 16.0km, left into Renshaw McGirr Way for 9.5km then left into Bushrangers Creek Road for 0.7km to the finish at the Showground. The course will be identified with standard road signs strategically located in each direction advising motorists of a “Cyclist Event in Progress” and “Caution Cyclists Ahead”. Escort vehicles will precede and follow the cyclists.

Comment

Conditions applicable to a running and/or cycle race of a minor impact can be undertaken in consultation with the NSW Police Service and/or Roads and Maritime Services as considered necessary and dependant on the road classification and class of the event. The process can be managed under delegated authority however referral and concurrence of the Traffic Committee is required in accordance with the Cycle Race Guidelines. Concurrence from the Roads and Maritime Services will be required for the use of the Regional Road Renshaw McGirr Way.

General conditions that apply to organisations to conduct running and cycle races include compliance with the road rules, provision of traffic management and traffic control plans prepared by accredited persons together with accredited traffic controllers as considered necessary in respect of the road race, a permit from the NSW Police Service and public liability insurance.

The 2018 Mt Arthur Challenge will be the 5th Event for the Mount Arthur Trust organising committee. Historically the events have been very successful with its level of participation, organisation and community involvement. Detailed Event Management Plans have been a major contribution to the safe and efficient management of the running and cycling events that continues to gain increased exposure and participation.

It is recommended that approval be granted to the Mount Arthur Reserve Trust to conduct the 2018 Mt Arthur Challenge Running and Cycling Event on the nominated roads within the Wellington area in accordance with the Event and Traffic Management and Traffic Control Plans as approved by the NSW Police Service and Council.

Appendices:

- 1 [↓](#) Application Form 2018 - Mt Arthur Trust - Running Event
- 2 [↓](#) Application Form 2018 - Mt Arthur Trust - Cycling Event
- 3 [↓](#) Application Cover Letter 2018 - Cycling and Running Event



**APPLICATION BY MT ARTHUR TRUST TO CONDUCT RUNNING EVENTS IN
DUBBO REGIONAL LOCAL GOVERNMENT AREA
ON SUNDAY 22 JULY 2018**

1. INTRODUCTION

The Mt Arthur Trust (the Trust) is an incorporated body and seeks approval to conduct two **Running Events** in the Dubbo Regional Local Government Area on Sunday 22 July 2018.

These events were first held in 2014 as part of the celebrations being organised by the Trust to celebrate the 50th anniversary of the establishment of the Mt Arthur Reserve. The event has been held annually since then.

In addition to the two running events, a cycling event will be conducted on the same day - over Council roads in the Arthurville, Suntop, Curra Creek area. This cycling event is the subject of separate permission application to Council.

The event is organised by the Mt Arthur Challenge Committee, a delegated sub-committee of the Trust¹. The current members of the Mt Arthur Challenge Committee are:

Shaun Baigent (Chairman of Trust)
Lizzy Rich ('Co-secretary')
Erica Baigent ('Co-secretary')
Chris George (Mt Arthur Reserve Ranger)
Lisa Thomas
Jared Wykes
Emmalee Holmes

The Mt Arthur Trust currently consists of:

Shaun Baigent (Chairman)
Marion Dawson (Vice Chairperson)
Erica Baigent (Secretary)
David Grant (Treasurer)
Linda Villy
Emmalee Holmes
Christine Robinson

Further information about the Challenge is included within the event website:
www.mtarthurchallenge.org.au .

¹ See last page of this document for more information on the status of the Trust and the Committee.

2. THE RUNNING EVENTS

Two running events would be conducted on **Sunday 22 July between 10am and 1:30pm** and will mainly utilise existing trails within the Mt Arthur Reserve.

- The first run is the **9km 'Wedgetail Challenge'**, commencing at 11am.
- The second run is the **5km 'Wallaby Run'**, commencing at 11:15am

These events would commence and finish at the Wellington Showground and take place using the roads nominated. Maps showing the proposed routes are attached.

Using staggered ('wave') starts, both runs will commence from the Wellington Showground (the marshalling area is completely within the Showground fence). Electronic timing is used, which records the time each individual runner takes to complete their chosen course. All participants will be identified by individual bib and timing chip numbers. A trophy/award is awarded to the fastest time in specified categories however there is no prize money on offer.

The runners will enter Bushrangers Creek Road from the "top" or western most gate of the Showgrounds. Runners will turn left onto **Bushrangers Creek Rd** and then travel 600m west as far as **Brennans Way**. There will be qualified traffic controllers both at the exit where runners first enter Bushrangers Creek Rd and at the Brennans Way T-junction to control runners and traffic.

Runners will turn north along **Brennans Way**, continue 1500m north and then enter the Mt Arthur Reserve via the **Yarraman Trail**. The 5km and 9km runs utilise different routes within the Reserve.

The 9km runners will exit the Reserve again onto **Brennans Way**, continue approximately 1000m south and then enter the Reserve again via the **Yarraman Trail**.

All runners (ie both the 9km and 5km entrants) will exit the Reserve via the southern end of the **Yarraman Trail** (near **Evans Drive**), turning east onto **Bushrangers Creek Road** and return to the finish at the Showground (again entering the showground via the 'top' or western most gate of the Showground).

Permission is requested to close one lane of Bushrangers Creek Road between the western most gate of the Showground and Evans Drive for the duration of the running events.

Permission is requested to close Brennan's Way from Bushrangers Creek Road to the junction of the Man of the Mountain Trail for the duration of the running events.

It should be noted that the roads used are quiet rural roads, especially on a Sunday in winter, with very little vehicular traffic at the times indicated. Qualified traffic controllers and full signage will be utilised as indicated in the attached documents.

3. PUBLIC SAFETY AND CONVENIENCE

The Trust is cognisant of the requirement for consideration of public safety, convenience and consultation when conducting running which may impact on public roads. The Trust will use the skills of qualified traffic personnel combined with the process of consultation with State and Local Government authorities and the Police. The Trust believes it has sufficiently considered all potential risks and control measures for conducting running events.

In summary:

- a) The Trust intends to take out comprehensive insurance cover through Elders Insurance to cover the event. This policy will include Public Liability insurance cover to the value of \$20 million. Dubbo Regional Council, the Roads and Maritime Services (RMS) and the Department of Industry (Crown Lands) will be noted on the policy as being interested parties to the event. The Trust will provide a copy of the Certificate of Currency and full Policy to the Traffic Committee prior to the event.

- b) Safety for both runners and road users was considered in the design of the courses and in conducting the event over the past 4 years. The running courses have been designed to minimise the use of public roads. There are no crossroads within the courses. Start/finish and turn off points/traffic controller locations ensure minimum sight lines of 200m for other road users.
- c) Permission is sought to **close one lane of Bushrangers Creek Road between the western boundary of the Showground and Evans Drive**. Permission is also sought to temporarily close **Brennan's Way between Bushranger's Creek Road and the junction of the Man of the Mountain Trail** whilst runners are on this road.
- d) Traffic control signs indicating that there is an event in progress with traffic conditions will be placed on Bushrangers Creek Road, 250m to the east of the start and 500m west of Evans Way warning motorists of the lane closure on Bushrangers Creek. Traffic control signage will also be placed on Oxley Avenue and Brennans Way (both at its commencement and 200m north of the exit to the Man of the Mountain Trail). Warning signs will also be placed on Evans Drive, 200m from the T-junction with Bushrangers Creek Road. The Trust will inform residents along Brennans Way, Bushrangers Creek Road and Oxley Avenue of the event and the proposed changed traffic conditions.
- e) Qualified Traffic Controllers will implement the proposed road closures to ensure all requirements are carried out prior to and during the event.
- f) Course Co-ordinator, Run Co-ordinator, Marshalling Area Co-ordinator and other volunteers will be people with detailed knowledge and experience regarding the particular venue and their specific allocated roles.
- g) The Course Co-ordinator and Run Co-ordinator will not permit any event to commence unless the required vehicles, signs, Traffic Controllers and other required volunteers are in place.
- h) The Course Co-ordinator, Run Co-ordinator and Traffic Controllers will wear identifiable Hi Visibility safety clothing and utilise the appropriate warning signage.
- i) Safety requirements are communicated to competitors prior to the event via email, the event website and pre-race briefing at the marshalling area.
- j) UHF radios and mobile phones are to be used for communication between all parties.
- k) The venue has off-road parking at the Start/Finish area to ensure unhindered progress of other road users. Members of the Rural Fire Service will direct vehicle parking at the showground.
- l) Any rubbish will be removed from the Start/Finish area and along the event courses.
- m) A manned St John's Ambulance Tent with (4WD vehicle backup) will be based at the Showgrounds command centre. The SES will be stationed both at the Wellington Showground and on the running courses within the Mt Arthur Reserve. Volunteers with first aid kits will also be placed at strategic points on the course.

4. SUMMARY

The locality maps together with start/finish and route layout, Traffic Management Plan, guidelines and duties for personnel and risk assessments, are in the attachments with this application.

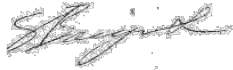
Over the last 4 years the Mt Arthur Challenge event has successfully promoted enjoyment of outdoor recreation and the Mt Arthur Reserve within the local and wider community. The event

attracts competitors from across the Central West and beyond, with flow-on benefits to Wellington businesses.

The Trust acknowledges and greatly appreciates the assistance and support afforded to it by the Dubbo Regional Council, RMS and NSW Police Service in enabling this very worthwhile community event to proceed.

Should you wish to discuss any matters arising from this submission, please do not hesitate to contact the undersigned.

Yours sincerely,



Shaun Baigent
Chairman, Mt Arthur Reserve Trust

***Note 1:** The Mount Arthur Reserve Trust is appointed by the Minister for Lands under the Crown Lands Act 1989 to manage the Mount Arthur Reserve. A Reserve Trust, or Crown Lands Act Trust, is the legal body which enables the temporary ownership of reserved or dedicated Crown land so it can be managed by the Trust on behalf of the public. The Trust owns a legal interest in the property for which it is responsible.*

A Trust is permitted to delegate certain functions to a 'delegated subcommittee'. The Mount Arthur Challenge Committee has been approved by the Department of Trade and Investment (Crown Lands) as a delegated subcommittee of the Trust. The Committee has its own Terms of Reference approved by Crown Lands.

**TRAFFIC MANAGEMENT PLAN
- ON ROAD EVENTS**

SPECIAL EVENT DETAILS

Name of Event:	Mt Arthur Challenge (Running Events)
Event Organiser:	Mt Arthur Challenge Committee on behalf of the Mt Arthur Reserve Trust
Sponsor:	Various, see event website
Requested Date:	One Day Only - Sunday 22 July 2018
Requested Times:	9.00am to 2.30pm

CONTACT DETAILS

Contact Name: Shaun Baigent
Chairman
Mt Arthur Trust

Mobile No.: 0427249906

Fax No.: Nil

E-mail: mtarthurchallenge@outlook.com

AGENCY CONTACT INFORMATION

Council: Dubbo Regional Council ph 6840 1700

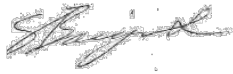
Police: Orana Local Area Command

RMS: *(Local RMS Contact)*

Proponent / Event Organiser Declaration

I the undersigned declare that the herein proposed event will be staged and operated in accordance with ASI 742.3, NSW Police Service Instructions, Work, Health and Safety Act 2011 requirements and the conditions as set out in the RMS Traffic Control Manual Version 4 2010.

Signed



Name : Shaun Baigent
(Chair, Mt Arthur Trust)
0427249906

Date: 16/03/2018

Contact No. 02 68871261 OR

TRAFFIC MANAGEMENT PLAN

Location: Wellington Showgrounds, Bushrangers Creek Wellington NSW 2820

Date and Time: Sunday 16 July 2017

Sponsored by: Various – please refer to the event website

Event Organiser: Mt Arthur Trust (and Mt Arthur Challenge Sub-committee)

TMP Version: (*Version 5*) **Revision Date:** 16/03/2018

Document Author: Richard Ivey/Erica Baigent/Lizzy Rich

This Traffic Management Plan is approved by:

Shaun Baigent	16/03/2018	Event Organiser (Mt Arthur Trust)
		Police
		Dubbo Regional Council

Authority of the Traffic Management Plan

This Traffic Management Plan (TMP), when approved by the relevant authorities becomes the prime document detailing the traffic and transport arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police and RMS and where necessary the appropriate local government organisation. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained in those plans may contravene any aspect of the TMP.

Signatories to this TMP should normally be the agency's senior officer appointed to the operational command team for the event on the day.

In case of emergencies, or for the management of incidents, the police are not subject to the conditions of the TMP but will make every effort to inform the other agencies of the nature of the incident and the police response.

PLANNING

Contact Names:

Event Organiser: Mt Arthur Reserve Trust (Chairman - Shaun Baigent)

Phone: 02 68871261

Fax: Nil

Mobile: 0427249906

E-mail: shaunbaigent@bigpond.com or mtarthurchallenge@outlook.com

Police (LAC): Wellington Police

Phone: 02 6840 2099

Mobile: tba

E-mail: tba

Council: Dubbo Regional Council (Dennis Valentine)

Phone: 02 684014930

Mobile: 0418244350

E-mail: dennis.valentine@dubbo.nsw.gov.au

Roads and Maritime Services:

Phone: tba

Fax: tba

Mobile: tba

E-mail: tba

SITUATION ANALYSIS

Mission

- The governing body of the Trust is planning two (2) running events and one (1) Class 2 road bike ride on Sunday 22 July 2018.
- There will be 2 running events - 5km and 9km using Bushrangers Creek Road and Brennan's Way plus existing walking trails in the Reserve. Also there will be one road bike ride (50km) on public roads adjacent to the Reserve. The route for the running events is shown on the attached maps. **The riding event is the subject of a separate Traffic Management Plan** (as supplied).
- It is intended the day will again promote the Mt Arthur Reserve as a community resource and provide an enjoyable day for residents of Wellington, running enthusiasts, and the wider road bicycle community.

EXECUTION

General Outline

- The two (2) runs will be conducted on parts of Bushrangers Creek Rd and Brennans Way, both public roads situated entirely within the Dubbo Regional Local Government Area and within the Orana Local Area Police Command.
- Specific details of the running events are presented in the following sections.

The Routes

- **Attachment 1.1** includes maps showing the proposed routes. The routes have been selected so as to minimise the interaction with vehicular traffic. It should be noted that the roads used are quiet rural roads, especially on a Sunday in winter, with very little vehicular traffic at the times indicated.

Physical Survey of Route

Item	Verified	Action Taken
All one way streets are described	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block access to Church on Sunday	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	This is a potential impact, although unlikely. The proposed road/land closures will impact two residents at the northern end of Brennan's Way and 6 residents along Oxley Avenue. Residents will be personally informed and the impacts will be limited to a 2 hour period. However the majority of Church Services in Wellington would have commenced prior to the road/land closures being enacted. During the lane closure on Bushranger's Creek Road, access from Oxley avenue is only subject to delays rather than complete closure.
Block access to local business	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Ambulance /Fire Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Heavy Vehicle Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Hospital Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Local Resident	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	The proposed road/land closures will impact two residents at the northern end of Brennan's Way and 6 residents along Oxley Avenue. Residents will be personally informed and the impacts will be limited to a 2.5 hour period on a Sunday morning. During the lane closure on Bushranger's Creek Road, access from Oxley avenue will be only subject to delays rather than complete closure.
Block Police Vehicle Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Public Facility (oval etc)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Public Transport Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Can route use alternatives such as bike tracks, paths, parks, bush tracks etc	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Conflict with local construction	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Distance measured is correct	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Measured on Google Maps and by odometer
Lane widths and numbers checked to ensure safety of participants and public	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Measured in situ
Restricted Turns / Movements Checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Course layout minimizes turns and traffic interaction
Road Signage / Restrictions Checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Checked and no restrictions apply
Route Impeded by Traffic Calming Devices?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Signalised Intersections Checked for event requirements / restrictions	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	All intersections are sign posted
Tidal Flows Relevant	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Traffic Generators such as shopping centres, schools etc checked and notifications given	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

TRAFFIC CONTROL PLAN

In previous years the final Traffic Control Plan (TCP) was prepared by Council following the approval of the event by the Traffic Committee. We assume this will again be the case in 2018.

The 2018 TCP is attached and we expect very little change (if any) to this plan for 2018.

Responsibilities

Event Organiser	Implement the TCP in accordance with Traffic Committee and Council requirements.
Police	Set any necessary conditions for the TMP and TCP
Councils	Set any necessary conditions for the TMP and TCP
RMS	Set any necessary conditions for the TMP and TCP
Other	

CONTINGENCY PLANS

This section of the Traffic Management Plan describes the contingency plans for the event. The contingency plan checklist identifies all possible issues/risks that may interfere with the event and the action to be taken to minimise the disturbance of the event.

Contingency Plan Checklist

Issues/Risks	Applicable		Action Taken/Comments
Heavy/Bad Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.1
Poor Lighting	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Flood Hazard on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.1
Flood Hazard at parking area	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All weather parking available at Showground
Parking during Wet Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	All weather parking available at Showground
Bush fire Hazard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Mid winter event = no bushfires
Accident on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.2
Breakdown on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.2
Absence of Marshal / Volunteer	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Back-up personnel available
Absence of Event Signage	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Event will not proceed without the required signage.
Blockage to Public Transport	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Slow Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.1
Delayed Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.1
Cancellation of Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.1
Security of Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 2.1 and 2.2
Security of VIP's	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Bridge Crossing Problems	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Responsibilities

Event Organiser	See Attachments 2 and 5
Police	Support in event of accident/emergency
Councils	Pre event support to address any road hazards where possible.
RMS	N/A
Others	SES, St Johns Ambulance present on the day to assist in the event of a competitor sustaining injury.

PREPARE TRAFFIC SIGNAL DATA

This Section Applies
 Does not apply

The RMS charges for ALL personnel or time required in the undertaking of Traffic Signal adjustments at fill cost to the Event Organiser.

Responsibilities

Event Organiser	N/A
Police	N/A
Council	N/A
RTA	N/A
Others	N/A

RMS PERSONNEL REQUIRED

This Section Applies
 Does not apply

Requirements are;

Nil.

SPECIAL EVENT CLEARWAYS

This Section Applies
 Does not apply

The RMS can organise special event clearways in certain circumstances if required

The Special event clearway plan contains the following:

- Clearway Enforcement
- Clearway Towing
- Clearway Advertising
- Clearway Signs
- Letterbox drops to local businesses and residents

Responsibilities

Event Organiser	<i>N/A</i>
Police	<i>N/A</i>
Councils	<i>N/A</i>
RMS	<i>N/A</i>
Others	<i>N/A</i>

ADVERTISE TRAFFIC MANAGEMENT ARRANGEMENTS

No major changes to Traffic Conditions will occur. Advertising of the event will be carried out in the Wellington Times and on Binjang Radio in the 4 weeks leading up to the event, as well as direct advertising to residents directly affected.

Event Organiser	<p>We will be working with Dubbo Regional Council and many community organisations to advertise the event and advise the subsequent changes to traffic conditions.</p> <p>There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/ Television/Social media/Website and email).</p> <p>An advisory notice will be posted out to all affected residents on the cycling route and running routes. Trust/Committee representatives will also personally approach those affected by the temporary lane closure on Bushranger's Creek Road and the temporary closure of a section of Brennan's Way, to explain the event and the closures.</p>
Others	

VOLUNTEERS AND EVENT MARSHALS

This Section **Applies**
 Does not apply

Attachment 5 to this TMP outlines the following:

- Flow Chart showing the **organisational structure** which will operate for the duration of the event
- List of **duties and responsibilities** for the main organisational roles.
- Specific **locations and deployment of Traffic Controllers.**

PUBLIC SAFETY – POLICE

It is requested that this section be finalised in consultation with the Police representative on the Traffic Management Committee.

The Challenge organisers are confident that any requirements specified by the Police as a result of their consideration of this application can be adhered to. This section of the application will be finalised in consultation with the Police representative on the Traffic Management Committee.

In submitting this application for consideration by the Police, the Organisers advise that:

1. Provisions of the Road Transport Legislation will be observed at all times.
2. Any person competing in, organising, supporting participants or in any other manner connected with the event, shall obey any reasonable directions given by a member of the NSW Police Force.
3. A member of the New South Wales Police Force has the authority to delay, halt or cancel the event at any stage of the event in the interests of road safety or the safety of the community.
4. Any directions issued by the RMS will be promptly obeyed.
5. The event will be conducted in accordance with the timing and route supplied and approved by Police.
6. The event will be conducted within the nominated dates of the event.
7. Any breach of these conditions may result in the event being halted by the NSW Police.
8. The Organiser, Officials and Participants will take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
9. The Organiser will provide sufficient Marshals to control participants in the event.
10. The Organiser will ensure that all participants and event Marshals are adequately briefed as to their roles and responsibilities.
11. Participants are not permitted on a road during periods of poor visibility due to inclement weather or fog, or where there is insufficient daylight to render a person dressed in dark clothing to be discernible at a distance of 100 metres.
12. Participants shall keep within the designated lane at all times and obey all instructions from Traffic Controllers and Marshals.
13. The Organiser will provide traffic management signage and traffic controllers positioned to create a positive awareness of the presence of the participants on the carriageway to other road users.
14. The Organiser will provide escort vehicles as detailed below which will be positioned to effectively deliver an escort to traffic through the remaining open lane on Bushranger's Creek Road during the event and the single lane closure. Escort vehicles will not be larger than a Toyota Hi Ace type vehicle.
15. Lead and rear vehicles will travel with rotating beacons and head and tail lamps illuminated when on escort duty.
16. Warning will be not be less than 900mm x 400mm in size, on yellow/orange background with large black lettering, 170mm proportionate to the dimensions of the sign and in accordance with the Road Transport Legislation.

- 17. Each escort vehicle will also be fitted with flashing amber light on the highest point of the roof, and will have the hazard and warning lights operating at all times whilst performing escort duty.
- 18. Communication equipment will be provided to escort vehicles to enable communication between those vehicles and the Organiser. Communication is to be maintained between those vehicles at all times during the course of the event.
- 19. Standard traffic control signage will be used in relation to the temporary Bushranger's Creek Road land closure and temporary Brennan's Way closure.

Responsibilities

Event Organiser	Acknowledges all Conditions and Requirements as specified in this document and subsequently and agrees to abide by them.
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>

PUBLIC TRANSPORT

This Section Applies
 Does not apply

(Public Transport requirements to be shown in detail if this section applies)

Responsibilities

Event Organiser	<i>N/A</i>
Police	<i>N/A</i>
Councils	<i>N/A</i>
RMS	<i>N/A</i>
Others	<i>N/A</i>

EVENT SIGNS

This Section **Applies**
 Does not apply

General information signs will be installed one or two weeks prior to the event, informing road users of an impending event and resulting changed traffic conditions.

These information special event signs will also be used on the day. The following sign will used prior to and during the event.

MOUNT ARTHUR CHALLENGE EVENT

**BUSHRANGERS CREEK ROAD
ONE LANE CLOSED
BETWEEN EVANS WAY AND SHOWGROUNDS
ON
SUNDAY 22 JULY 2018
9:30AM TO 1:30PM**

VARIABLE MESSAGE SIGNS

This Section Applies
 Does not apply

Variable Message Signs (VMS) are used to advise road users of altered traffic conditions on the day of an event and are placed in strategic locations.

NOTE: THE RTA MUST APPROVE PLACEMENT OF THESE SIGNS.

Responsibilities

Event Organiser	<i>Nil – no VMS to be used in relation to altered traffic conditions.</i>
Police	<i>N/A</i>
RMS	<i>N/A</i>
Council	<i>N/A</i>
Other	

ACCESS FOR LOCAL RESIDENTS, BUSINESSES, HOSPITALS AND EMERGENCY VEHICLES

This Section **Applies**
 Does not apply

Local Resident Access

Occupants in areas affected will receive a letterbox notice with a minimum seven days notice. Signs are to be displayed as per RMS & Local Council requirements, advising of the traffic arrangements. The duration of the road closures will be kept to the minimum time possible.

Emergency Vehicle Access

Access for emergency vehicles during the event will be provided for at all times both to the Showground and via road sections under the control of the qualified traffic controllers on the day.

Responsibilities

Event Organiser	<p>We will be working with Dubbo Regional Council and many community organisations to advertise the event and advise the subsequent changes to traffic conditions.</p> <p>There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/Social media/Website/Posters and email).</p> <p>An advisory notice will be posted out to all affected residents on the cycling route and running routes. Trust/Committee representatives will also personally approach those affected by the temporary lane closure on Bushranger's Creek Road and the temporary closure of a section of Brennan's Way, to explain the event and the closures.</p>
Police	Support as necessary
Councils	
RMS	
Others	St Johns Ambulance and SES will be present at the Showground (and in the case of the SES, also in the Mt Arthur Reserve).

PARKING

This Section **Applies**
 Does not apply

Sufficient parking for all cars is available within the Showground precinct. All vehicles will enter and leave the Showground precinct via the eastern most gate of the Showground and park in the area adjacent to this entrance. Participants will then walk to the assembly area adjacent to the Start/Finish gate.

Essential and emergency vehicles will have access to all areas of the Showground as required

Responsibilities

Event Organiser	Arrange with Wellington Showground and RFS for coordination of parking areas.
Police	N/A
Councils	N/A
RMS	N/A
Others	RFS to oversee the parking area on the day of the event.

HEAVY VEHICLE ALTERNATIVE ROUTES

This Section Applies
 Does not apply

All heavy vehicle alternative routes must be of similar standards to existing road system. Standards would include road width, structural strength and height clearances. E.g. bridges and overhead wires.

Heavy vehicle alternative routes need to be provided with advanced advisory signs 2-3 weeks prior to the event. These alternatives also need to be advertised in local and or major newspapers.

Responsibilities

Event Organiser	<i>N/A</i>
Police	<i>N/A</i>
Councils	<i>N/A</i>
RMS	<i>N/A</i>
Others	

COUNCIL – SPECIAL CONDITIONS

The Committee will incorporate any special conditions which Dubbo Regional Council may require into in the Traffic Management Plan/Traffic Control Plan.

Mr Nicholas Havyatt and Bryson Rees of the former Wellington Council were consulted in the traffic management planning process for the first event in 2014, and the preparation of the 2014 Traffic Management Application. Minor updates were made to that plan/application for the 2015-2017 events. Changes in 2017 were in consultation with Dennis Valentine of Dubbo Regional Council and in accordance with the Traffic Committee Approval and RMS concurrence.

We propose implementing the same arrangements as those required by Council and RMS in 2017.

Local Council Consulted: Dubbo Regional Council
Council Officer Consulted: Dennis Valentine
Date of traffic Meeting at Council *(meeting yet to be held)*
Special Conditions Imposed / Requested by Council were; *(Conditions)*

OTHER CONSIDERATIONS

This Section Applies
 Does not apply

Television

Locations for all static television / camera crews and details of any mobile cameras should be shown. Traffic Control Plans are required for each static location, using AS1742.3 as its reference document.

Responsibilities

Event Organiser	<i>N/A</i>
Police	<i>N/A</i>
Councils	<i>N/A</i>
RMS	<i>N/A</i>
Others	<i>N/A</i>

ADMINISTRATION, LOGISTICS, COMMAND AND COMMUNICATIONS

Table of Contact Names (*tentative*) and Responsibilities:

#	DUTY	RESPONSIBILITY	CONTACT NAME	CONTACT NO.
1	Administration	Event Coordinator and Registrar	Shaun Baigent Erica Baigent	0427249906
2	Rescue/Accident management	SES St Johns Ambulance	Sonsera Boles	0407223953
3	Ensuring all conditions and regulations are adhered to.	Course Co-ordinator, Run Co-ordinator.	Chris George	0487217572
4	Parking	Rural Fire Service	tba	tba
5	Traffic Control	Course Co-ordinator	Chris George	0487217572
6	Event Signs	Event Co-ordinator, Course Co-ordinator, Run Co-ordinator.	Shaun Baigent Chris George	0427249906 0487217572
7	Barriers / cones /delineation	Course Co-ordinator	Chris George	0487217572
8	Media Liaison	Marshalling Area Co-ordinator	Lizzy Rich	0428371872
9	Confirm all traffic controllers and marshals in position	Course Co-ordinator	Chris George	0487217572
10	Advise NSW Ambulance Service	Event Co-ordinator	Shaun Baigent	0427249906
11	Liaise with Police	Event Co-ordinator	Shaun Baigent	0427249906
12	Insurance	Mt Arthur Reserve Trust	Erica Baigent David Grant	0427249906 0448802111

COMMAND & COMMUNICATIONS

The following personnel will be based at the Marshalling Area (Wellington Showground):

- Event Co-ordinator
- Marshalling Area Co-ordinator
- Ride Co-ordinator
- Run Co-ordinator
- Registrar
- St Johns Ambulance Co-ordinator

Contact List for involved organisations:

ORGANISATION	CONTACT NAME	CONTACT NO:
Mt Arthur Reserve Trust	Shaun Baigent	0427249906
Police	Dan Skelly	tba
SES	Sonsera Boles	0407223953
Dubbo Regional Council	Dennis Valentine	0418244350
St John Ambulance	tba	tba

ATTACHMENTS

The attachments to this Traffic Management Plan are as follows:

1. **MAPS**
 - 1.1 9km and 5km Running Events
2. **CONTINGENCY PLAN CHECKLIST**
 - 2.1 Weather Conditions
 - 2.2 Accident on route
3. **INSTRUCTIONS TO PARTICIPANTS**
4. **PARTICIPANT'S AGREEMENT**
5. **TRAFFIC CONTROL PLAN**
 - 5.1 Organisational Structure
 - 5.2 Duties and Responsibilities
 - 5.4 Contingency Plans for 'non show' personnel
6. **RISK REGISTER AND CONTROL PLAN**

1.1 MAPS

Figure 1 Map of the full course used in the running events.



Figure 2 Map of the public roads to be used in association with the 5km 'Wallaby Run'

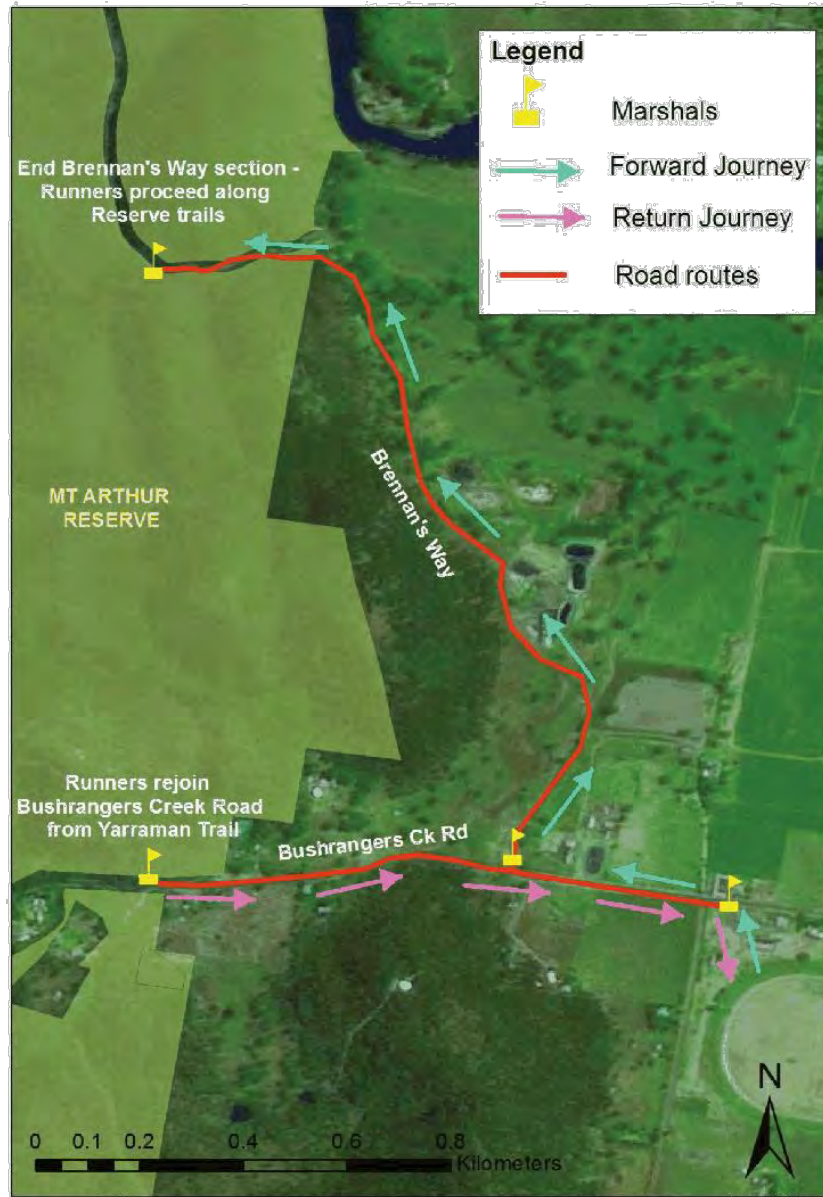
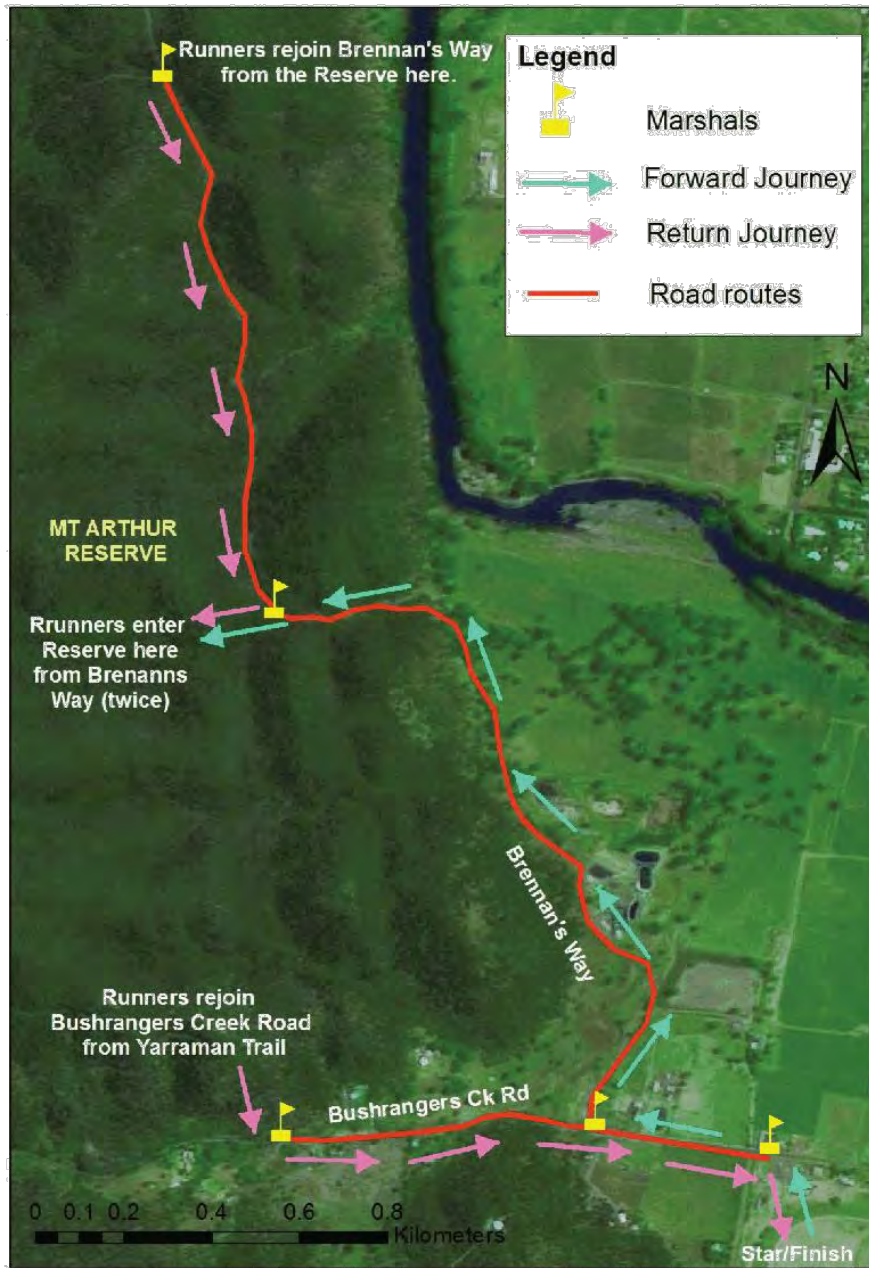


Figure 3 Map of the public roads to be used in association with the 9km 'Wedgetail Challenge'



Attachment 2.1

Weather and Conditions

Poor to extreme weather conditions leading to poor running conditions and injuries.

Causes: Accidents from wet roads/tracks
Hypothermia from cold conditions
Floods
Accidents from storm conditions
Poor visibility in Fog or low clouds leading to an accident

Proposed Controls:

1. Weather extreme information to be provided.
2. First aid kits available with race marshals stationed on the course.
3. Emergency services to be available for the route.
4. Utilize the following guideline on which to base a decision of stopping the run, after the start, in the event of extreme weather conditions (heavy rain, ice, fog, high wind, hail or extreme temperatures). "Event Organiser to liaise with Police and SES personnel for a decision whether to terminate, delay or alter the event."
5. Provide means of keeping the Marshalls up to date with weather conditions, to inform runners, as follows:
 - i. Check that phone contacts with the authorities are relevant for the day of the event.
 - ii. Review weather conditions on day prior the event
 - iii. Relay weather forecast to riders in pre run announcement.
 - iv. If weather forecast is severe place further controls in place.
 - v. Warn participants at stops of possible severe conditions
 - vi. If conditions become too severe, either terminate the event or, shorten the distance to by- pass the area if the condition is isolated.
6. Support Team to observe runners at checkpoints for obvious fatigue or stress and offer assistance if necessary. Exercise organiser's right to terminate run if problem is wide spread. All participants will be aware of the two hour time limit for the completion of the running events.
7. Public liability insurance obtained.
8. Police advised.

Attachment 2.2

Accident on route

Scenario: A runner suffers injury along the route; either on roadway or tracks within the Reserve.

Proposed Controls:

1. Advisory information of route layout to be provided
2. Map layouts will be provided.
3. RMS advisory signs are already in place.
4. First aid kits available on the course.
5. Fellow runners available to render support and/or advise support personnel.
6. Emergency services available in close proximity (St Johns Ambulance based at Showground, SES at the Showground and on the running course)
7. Flashing lights to be provided for escort vehicles
8. Public liability insurance obtained.
9. Police advised.

Interaction with Other Traffic/obstacles/livestock

Scenario: A runner accident resulting from interaction with other traffic or obstacles.

Causes: Cars
 Trucks
 Motorcycles
 Non-participating pedestrians
 Animals

Proposed Controls:

1. The general community is made aware through local media, advertising, information personally delivered to affected residents informing them that the event is on and the nature of the event.
2. Implement lane closure/road closure to reduce risk.
3. Flashing lights on escort vehicles.
4. Marshals located on the course
5. First aid kits available with marshals
6. Location of emergency services to be clearly identified. SES stationed on the course. St Johns ambulance stationed at the Showground.
7. Spectators to stay behind barriers at start/finish line.
8. Public liability insurance obtained.
9. Police advised.

Runner Performance

Scenario: A runner accident resulting from their own performance.

Causes: Poor behaviour
 Poor fitness
 Insufficient skills for the event
 Medical condition

Proposed Controls:

1. The requirements and conditions likely to be expected during the running events are provided at entry.
2. Runners encouraged to be realistic about their ability to continue.
3. Runners requested to sign acknowledgement to run rules.
4. First aid kits readily available on the course.
5. Location of emergency services to be clearly identified. St Johns Ambulance based at Showground in close proximity to the running event courses. SES stationed on the running course.
6. Public liability insurance obtained.
7. Police advised.

Attachment 3

Instructions to Participants

1. Course Conditions/Safety

- Runners to be informed of nature of the event, ascent/descent information, course condition and emergency procedures.
- Runners required to stay on the marked course at all times.
- Runners required to 'clock off' at the marshalling area event if they have withdrawn from the event.

2. Food and Water Supply

- Runners to be instructed to bring water and any particular energy foods or snacks required. Water available at Start/Finish area and at the specified drink stations along the course.
- Runners to monitor own dietary requirements.

3. Supply of rehydrating additives:

- Water to be provided at strategic points along the course
- Runners to be encouraged to carry own water if preferred.

4. Rules:

- Event rules must be obeyed.

5. During event tidiness and clean-up

- Ensure all rubbish is collected and disposed at each stop.

Following information to be provided:

- Maps/route
- Rules
- Contacts – police, medical/hospital.

Attachment 4 Participant's Agreement

The following waiver is included in the online registration form for the Mt Arthur Challenge. Participants cannot complete their registration unless they have agreed to the following:

The Participant's agreement has been drawn up to protect the interest of the Mt Arthur Challenge organisers, the Mt Arthur Trust, beneficiaries and sponsors. The intention of this agreement is for all participants to acknowledge the risks involved in participating in such an event and agree to not hold responsible the organisers, the Mt Arthur Trust, beneficiaries and/or sponsors for any injury, loss or damage that may occur as a result of participating in the Challenge.

Some of the risks associated with participating in an event such as this include, but are not limited to the following:

1. Accidents and subsequent injury. Accidents may arise as a result of any combination of the following:

- a) Traffic/other drivers/animals/pedestrians.*
- b) Participant error*
- c) Poor road and track conditions*
- d) Poor weather conditions including poor visibility*
- e) Fatigue, etc*

2. Health issues for participants may include:

- a) Dehydration*
- b) Hypothermia*
- c) Personal medical conditions (including fitness)*

Organisers have attempted to manage risks as much as possible. However participants are ultimately responsible for ensuring they have the appropriate fitness and have completed sufficient training to complete this event. In addition, participants are required to comply with all rules and decisions made by the organising committee.

We encourage participants to contact the organisers should they have any concerns or additional suggestions to manage the various risks associated with this activity.

By accepting these terms, participants acknowledge the risks associated with taking part in the Mt Arthur Challenge and agree to hold harmless the organisers, beneficiaries and fellow participants against any injury, loss or damage that may be incurred.

As a registered participant in the Mt Arthur Challenge:

1.a. I acknowledge that I have read and understand this Indemnity and Release and agree to be bound by it.

1.b. I certify that if I am acting as an agent of the competitor who will be participating in the Mt Arthur Challenge and in consideration of the Event Organiser accepting the competitor's application to participate in the Mt Arthur Challenge, I have the authority and do grant an indemnity to the organiser on behalf of each individual competitor.

2. I acknowledge that by submitting an entry application form and participating in the Mt Arthur Challenge, this may involve real risks including but not limited to serious injury or even death from various causes including over exertion, dehydration and accidents with other participants, spectators or road users. I voluntarily assume all risks associated with my entry application and participation in the Mt Arthur Challenge or any activity associated with it. I consent to receiving any medical treatment that Event Organisers think necessary during or after the event.

3. I, the undersigned, in consideration of and as a condition of acceptance of my entry in the Event for myself, my executors, administrators, heirs, next of kin, successors and assigns, release the Event Organiser, officers, its agents, affiliates, employees, members, volunteers, sponsors, promoters and any person or other body directly or indirectly associated with the Event, from all claims, demands and proceedings arising out of or in connection with my participation in the Event and I indemnify them against all liability (including acts of negligence to the fullest extent permitted by law) whatsoever and howsoever caused arising as a result of or in connection with my participation in the Event including any loss whatsoever of personal property or otherwise.

4. I will abide by the Mt Arthur Challenge rules and timelines, as varied from time to time and will abide by directions given by Event officials and accept the Event Organiser has discretion to accept or decline an entry on whatever grounds.

5. I acknowledge that the entry fee I have paid (for myself or another person) in relation to the Event may entitle me (or that other person) to the opportunity to participate in the Mt Arthur Challenge on 22 July 2018 and to receive any entitlements upon completion of the Event.

6. I acknowledge that I am not (and no other person is) entitled to a refund or credit of any nature in relation to the entry fee(s) I have paid (for myself or another person), for any reason whatsoever, or in any circumstances, unless and to the extent that the Event Organiser is required to provide a refund or payment at law.

7. I acknowledge that the Event Organiser is entitled to deduct administrative, legal, operational and other costs from any amount (if any) I would be entitled to receive by way of refund (if payable at law).

8. I accept the Event Organiser may at their absolute discretion, limit the number of entries in an event for risk management purposes. Should my entry be received and rejected after an introduced limit has been reached, I shall be entitled to a full refund of my entry fees only and have no other claims.

9. I consent to my details being disclosed to parties necessary in the conduct of the Mt Arthur Challenge, medical officials during treatment and official charities for purposes of issuing Tax Invoices.

10. I consent to the publication and/or use in any form of media whatsoever of my name, image, voice, results, statements or otherwise, without payment or compensation and agree that I will reasonably expect to receive marketing material, such as SMS and e-news, from the Mount Arthur Challenge Committee and Mount Arthur Reserve Trust regarding its events.

Parent/Guardian Acceptance:

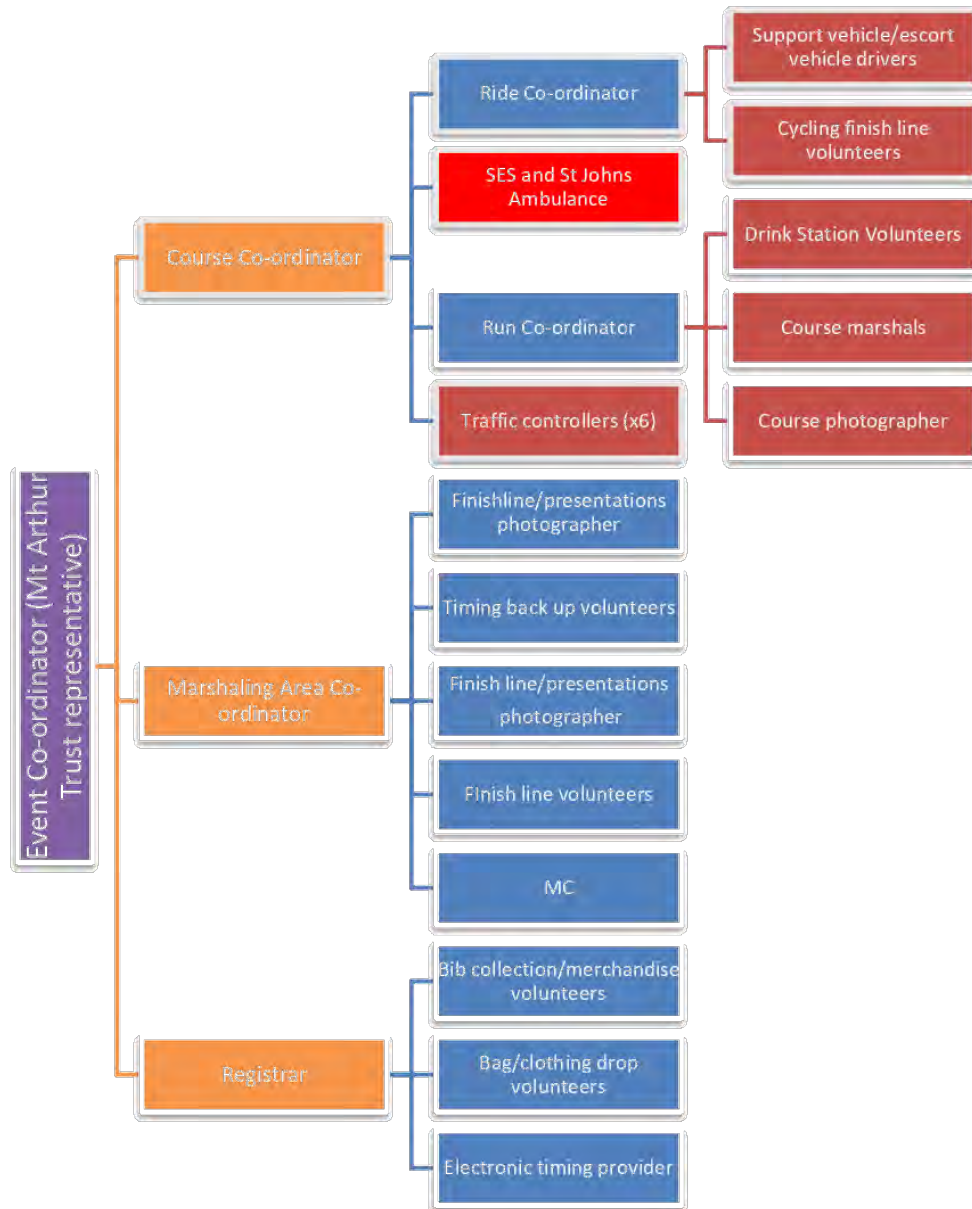
Declaration for minors - If you are under 18 years at the time of entering the Mt Arthur Challenge, this declaration MUST be accepted by your parent or guardian.

I certify that I am the parent/guardian of ("the minor") who will be participating on the day of the Mt Arthur Challenge. In consideration of the Event Organiser accepting the minor's application to participate in the Event, I agree to indemnify and shall keep indemnified the Organisers in respect of any losses they or any of them may suffer as a consequence of any claim/s by the minor and to the same extent as any other competitor indemnifies the organisers pursuant to the Clause 1 above.

**COMPETITORS OR THEIR AUTHORISED AGENT MUST ACCEPT THIS
AGREEMENT**

ATTACHMENT 5: 2018 Event Personnel

5.1 Organisational Chart



Tentative allocation of roles <i>(to be confirmed prior to the event)</i>		
Role	Name	Contact
Event Co-ordinator (Mt Arthur Trust Chair)	Shaun Baigent	0427249906
Course Co-ordinator	Chris George	0487217572
Registrar	Erica Baigent/Shawn Baigent	
Marshalling Area Co-ordinator	Lizzy Rich	0428371872
Ride Co-ordinator	Jared Wykes	0407786267
Run Co-ordinator	Chris George/Lisa Thomas	0487217572, 0439259522
SES	Sonsera Boles	0407223953
St Johns Ambulance	tba	tba

5.2 Duties and Responsibilities

The following notes outline the roles of the officials and volunteers involved in the event.

Event Coordinator

- Liaise with representatives of the Police and Ambulance prior to, during and post the event (as necessary)
- Liaise with the other co-ordinator roles to ensure all communications from relevant parties are passed onto those positions.
- Ensure all regulations, advice and operational requirements are adhered to.

Course Co-ordinator

- Liaise with SES and St Johns Ambulance
- Liaise with Ride and Run Co-ordinators
- Co-ordinate trail preparation ahead of the running event.
- Brief Marshals and Traffic Controllers on their roles, locations, communication (phone, radio use), positioning of warning signs, Accident Management guidelines, emergency services arrangements.
- Oversee the placement of traffic cones and road signs associated with traffic control.
- Ensure each Marshal has been assigned a position along the course and understands the particular responsibilities associated with that location, e.g., positioning of warning signs, directions to competitors and drink station procedures.
- Ensure escort vehicles are equipped with radios, signs, and flashing beacons, and that the drivers know procedures
- Confirm that all signs, UHF radios, etc., as per Equipment List, are at the event.
- Ensure any batteries are charged.

Registrar *(with assistance from volunteers)*

- Attend to all administrative matters.
- Ensure all participants are correctly registered.
- Ensure all Participants Agreements (waivers) are signed.
- Confirm starting arrangements and times with participants (bib collection volunteers)
- Oversee any merchandise on offer
- Oversee any bag drop arrangements.

Marshalling Area Co-ordinator *(with assistance from volunteers)*

- Run the Race Program
- Marshalling competitors to the starting line.
- Race start and delivery of race briefings in presence of Ride and Run Co-ordinators (after approval for race commencement received from course co-ordinator). Most of the relevant information relating to the running and cycling courses and event rules will have been provided to competitors on the event website, during the online registration process, via emails and on posters around the marshalling area and bib collection desk. Therefore the verbal pre-race briefing will be limited to:
 - Remind all competitors waiting start to stay inside the Showground.
 - A brief reminder for each group of competitors on the most important course details.
 - Crossing of centre line by competitors (outside of the road closures) is prohibited.
 - Location of turn-off points for cyclists and a reminder to keep to the left hand side of the left hand carriageway to enable any following vehicle to overtake the group safely. Riders at the rear of a group/bunch are to warn riders ahead of vehicles approaching from behind.
 - Location of any additional specific hazards identified immediately prior to the event commencing– road works, gravel/sand patches, bad potholes, causeways, steep ascents, uneven track surfaces etc.
 - A reminder that the emergency contact numbers are printed on the competitor's race bibs.
 - Any necessary comments about the weather conditions.
- Sponsor announcements.
- Music.
- First point of contact for MC.
- Finish line preparations – medals etc.
- Co-ordinate presentations.
- First point of contact for timing back up volunteers.

Ride Co-ordinator

- Safely and effectively run the event for cyclists.
- Cause minimum inconvenience to other road users.
- Comply with Road Traffic legislation.
- Undertake inspection of course prior to ride commencement.
- If there is any doubt that the event will continue safely eg inclement weather, road works, traffic conditions, lack of marshals etc - discuss with Course Co-ordinator and Challenge Co-ordinator.
- Be familiar with the NSW Police Conditions for cycling events and the relevant Traffic Management Plan.
- Be familiar with the emergency procedures in event of an accident.
- Brief ride volunteers on their role and responsibilities, location, communication arrangements, signage, accident management guidelines and ride rules.
- Ensure escort vehicles are equipped with radios, signs and flashing beacons and that the drivers are aware of the event procedures.
- Ensure sweep vehicle appropriate for picking up bikes and riders if necessary (ie equipped with a tray or trailer and spare seats).
- Confirm that all signs, UHF radios etc are at the event.

- Ensure any batteries are charged.
- Relay any directions received from the Course Co-ordinator and/or Challenge Co-ordinator.
- Confirm all riders have returned at the conclusion of the event – check with escort vehicle drivers, registrar and electronic timing provider.

Run Co-ordinator

- Undertake inspection of the course prior to run commencement.
- If there is any doubt that the event will continue safely eg inclement weather, road works, traffic conditions, lack of marshals etc – discuss with the course co-ordinator and Challenge Co-ordinator.
- Be familiar with the relevant Traffic Management Plan.
- Be familiar with the emergency procedures in event of an accident.
- Brief run volunteers on their role and responsibilities, location, communication arrangements, signage, accident management guidelines and run rules.
- Confirm that all equipment is deployed to the course marshals – drink station equipment, backpacks, first aid kits, radios etc.
- Ensure any batteries are charged.
- Relay any directions received from the Course Co-ordinator and/or Challenge Co-ordinator.
- Confirm all course signage is in place.
- Deploy and coordinate Marshals and volunteers.
- Confirm that all runners have returned – check with course marshals, registrar and electronic timing provider.

Traffic Controllers

- One (1) Traffic Controller will be located at each of the five (5) locations as specified in Attachment 1.1 (Figures 2 and 3).
- All Traffic Controllers must hold an RMS Traffic Controllers ticket.
- If the minimum number of Traffic Controllers is not available the event cannot proceed.
- Traffic Controllers will have UHF radios, road worker's safety vests and the required signage.
- Whilst unlikely due to the lane and road closures that will be in place, if necessary Traffic Controllers are to stop runners to ensure other road users have right of way.
- In the unlikely event that a Traffic Controller need to stop the runners they must:
 - Look and listen for oncoming traffic from both directions.
 - Take up a safe position in readiness to signal runners
 - Decide whether to stop the runners to allow traffic to safely pass
 - If traffic appears while runners are negotiating a turn, attract drivers' attention to the situation with clear and confident signalling.
 - At all times, show courtesy to other road users.
 - UHF radios to be issued to drivers and brief them on its operation.
- In the unlikely event that a Traffic Controller needs to stop the cyclists they must:
 - Look and listen for oncoming traffic from both directions.
 - Take up a safe position in readiness to signal rider(s)
 - Decide whether to stop the rider(s) to allow traffic to safely pass

- If traffic appears while riders are negotiating turn, attract drivers' attention to the situation with clear and confident signalling.
- At all times, show courtesy to other road users.
- UHF radios to be issued to drivers and brief them on its operation.
- Traffic Controllers will be issued with the following equipment:
 - Reflective "Road Worker" vests.
 - Standard traffic control signage as per the Traffic Control Plan.
 - UHF radio and/or mobile phone.

Race Marshals/Volunteers

- An additional team of volunteers will be available on the day to assist with the running of the Challenge. Tasks undertaken by these volunteers will include:
 - Assisting the Registrar with administrative matters, merchandise and bag drop facilities.
 - Assisting the Marshalling Area Co-ordinator.
 - Relaying messages and equipment between Challenge officials and locations as necessary.
 - Driving escort and sweep vehicles (cycling event only).
 - Assisting in pick-up of runners or riders in the case of injury or withdrawal.
 - Ferrying back-up Marshals between positions if required.
 - Being stationed at strategic locations on the Mt Arthur walking trails in use for the event, including at junctions and drink stations.
 - A 'sweep' walker will follow the last runner on the running courses to ensure all competitors have returned safely.
 - Other tasks as appropriate.
 - Each Marshal is to be assigned a specific role on the course and have explained the particular responsibilities associated with that role/location.
- Run Marshals stationed at strategic points will be instructed not to leave the location until the last runner has passed that point and to follow that runner back to the Start/Finish point, picking up, if necessary, any runners who have pulled out, or are unable to continue.
- The Ride sweep vehicle drivers are required to stay behind the last cyclists until the 3 hour cut off mark has been reached and must offer to pick up those riders and transport them back to the Showground at that point. If that offer is refused the cyclists must acknowledge that they continue to ride under normal road conditions and without event support.
- **After the Event** volunteers are to ensure that:
 - All road signs, course signs, equipment and traffic cones have been retrieved from the course.
 - The site is left in a clean and tidy state. All rubbish to be properly disposed of in public rubbish bins at the Showgrounds.
- Volunteers will be issued with the following equipment:
 - Hi-vis vests.
 - First aid kits as appropriate and according to the individual's specified role.
 - The Warning Signs relevant to their role (eg "caution cyclists ahead")
 - UHF radio and/or mobile phone.

5.3 Contingency Plans for 'non show' personnel

The possibility of this happening will be reduced to a minimum by contacting each person 3 days prior to the event.

In the event of the Course Coordinator being unavailable at the last minute, the Run and Ride Co-ordinator's will share this role. Should the Ride or Run co-ordinator not be available on the day, this role will be filled by the next most experienced volunteer, assisted by the Registrar, Course co-ordinator and Challenge Co-ordinator.

Between the Ride and the Run, six (6) qualified Traffic Marshals are required, drawn from a larger pool of qualified traffic controllers.

Attachment 6 - Mount Arthur Challenge – Running Events Risk Assessment and Management

ON ROAD EVENTS

RISK ASSESSMENT AND RISK MANAGEMENT

MT ARTHUR CHALLENGE
22 July 2018

ON ROAD EVENTS RISK REGISTER

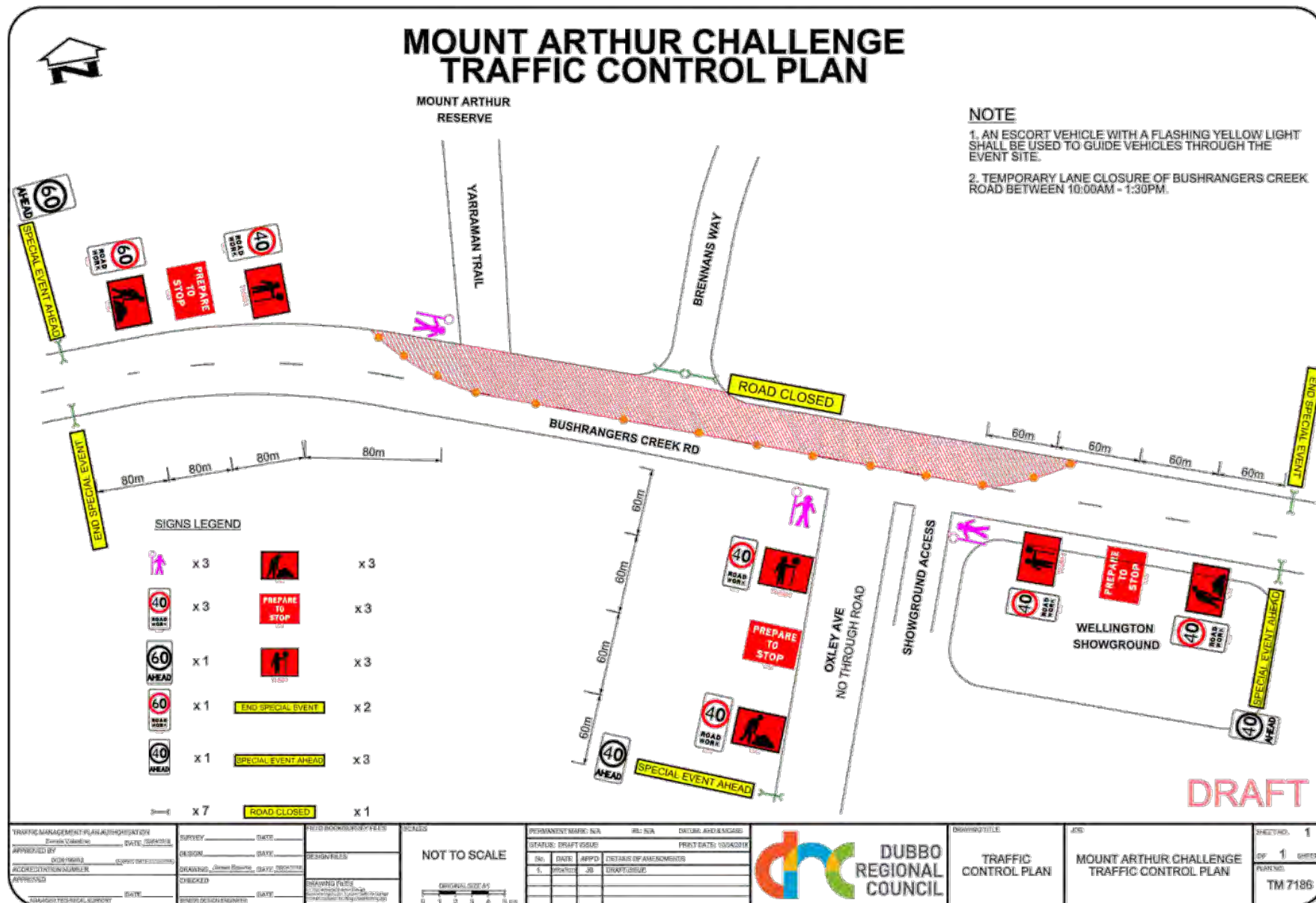
RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
1	Severe Weather Conditions eg Heavy Rain – Hail – Heavy Fog -Severe Winds – Excessive Cold encountered at the commencement/during event.	3	2	Runner accident and injury, exposure	<ul style="list-style-type: none"> • The location, time and date of the event has been deliberately chosen so as to significantly lessen the likelihood of severe weather events. • If weather conditions are severe at the commencement, then the run will be abandoned, delayed or shortened. • Weather conditions will be monitored hourly on the day and communicated to Event officials. • The running events are of relatively short duration (max 2hrs) and if conditions unexpectedly deteriorate then the running events will be terminated or shortened (see Attachment 2.1 to TMP). 	1	2	Effects of adverse weather events can be foreshadowed and largely averted.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
2	Participant's health deteriorates during the event as a result of dehydration – cold.	2	2	Runner accident and injury, exposure	<ul style="list-style-type: none"> The running events are of relatively short duration (max 2hrs). Extreme weather conditions can be catered for (see above). Sunburn cream and water will be readily available at the Start. Water will also be available at strategic points along the route. Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between volunteers stationed on the route and command post via mobile phones and hand-held radios. Runners will be a maximum of 4km from the command post and easily assisted by the support vehicles and personnel if required. 	2	2	Preventative measures and assistance from volunteers and first aid post will lessen residual risk.
3	Participant involved in an incident during the event resulting in serious injury.	3	3	Runner accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between volunteers on the route and command post via mobile phones and handheld radio. Runners will be a maximum of 4km from the command post and easily assisted by the support vehicle and personnel if required. Ambulance services are available from Wellington town (max 6km from furthest distance) 	3	2	Preventative measures and assistance from volunteers and first aid post will lessen residual risk

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
4	Participant involved in an incident during the event resulting in a non serious injury that requires some degree of attention.	3	2	Runner accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between route and command post via mobile phones and radio. First aid kits on course. Runners will be a maximum of 4km from the command post and easily assisted by the support vehicle and personnel if required. 	2	1	Preventative measures and assistance from volunteers on the course and first aid post will lessen residual risk
5	<p>Participants come across poor road/track conditions – road/track blocked/impassable during the event.</p> <p>Participants interact with vehicle, pedestrian, animals or other obstacle.</p>	3	3	<p>Poor runner surface.</p> <p>Vehicle, pedestrian or animal on course.</p>	<ul style="list-style-type: none"> Course preparation undertaken thoroughly Course inspected prior to the event. Participants briefed on nature of course (uphill and downhill, narrow trails, uneven surfaces, at registration and prior to event). Support team to advise of poor conditions where possible on the day. Traffic Control arrangements in place with the required signage and qualified traffic controllers. Residents along the course informed ahead of time that the event will be on and the nature of the event. First aid kits available at strategic points. First aid qualified personnel available. Emergency services available from Showground. Public liability insurance obtained. Police advised. See Attachment 2.2 to TMP for further details 	1	2	Communications between volunteers on the course, runners, and command post will lessen amount of residual risk.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
6	Participants come across severe ascent/descent on the track during the event.	1	3	Runner fatigue	<ul style="list-style-type: none"> Map layouts including ascent/descent information will be circulated to runners prior to commencement. Participants expected to compete according to their own known capability. 	1	3	Communications between volunteers, runners, and command post will lessen amount of residual risk
7	Participants have limited/no experience in participating in an event.	2	2	Runner fatigue, abandoning the run	<ul style="list-style-type: none"> The running events are of relatively short duration (max 2hrs). The requirements and conditions likely to be expected during the run are provided at entry. Runners encouraged to be realistic about their ability to continue. Runners requested to sign acknowledgement to run rules. First aid kits available. Emergency services to be strategically located. Public liability insurance obtained. Police advised. 	2	1	Low risk, runners abandoning the run can be easily catered for.
8	Participants lose their way during the event.	1	2	Runner inattention	<ul style="list-style-type: none"> The course will be well signposted and marshals will be stationed at all strategic points. Runners will be inline of sight or within earshot of other participants and officials. 	1	1	Negligible.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
11	Pilot/rear escort vehicle/s suffers mechanical breakdown during the event.	2	3	Breakdown	<ul style="list-style-type: none"> Back- up support vehicles are available 	2	1	Support vehicle and command post will be coordinated via mobile phones
14	Approved route unable to be travelled upon.	1	3	Unlikely due to present stability & condition of route	<ul style="list-style-type: none"> Police discretion and their subsequent ruling is final 	1	3	Participants will be advised of decision as soon as practical.
15	Event cancelled prior/during the event.	1	3	Manageable risk	<ul style="list-style-type: none"> Police discretion and their subsequent ruling is final 	1	3	Participants will be advised of decision as soon as practical.





**APPLICATION BY MT ARTHUR TRUST TO CONDUCT A CYCLING EVENT IN
DUBBO REGIONAL LOCAL GOVERNMENT AREA
ON SUNDAY 22 JULY 2018**

1. INTRODUCTION

The Mt Arthur Trust (the Trust) is an incorporated body and seeks approval to conduct a **single Class 2 cycling ride** in the Dubbo Regional Local Government Area on Sunday 22 July 2018.

This event was first held in 2014 as part of the celebrations being organised by the Trust to celebrate the 50th anniversary of the establishment of the Mt Arthur Reserve. The event has been held annually ever since.

In addition to the cycling component of the event, two running events will be held on the same day, commencing from the Wellington Showground and utilising the walking trails within the Mt Arthur Reserve (via Bushranger's Creek Road and Brennan's Way). These running events are the subject of a separate permission application to Council.

The event is organised by the Mt Arthur Challenge Committee, a delegated sub-committee of the Trust¹. The current members of the Mt Arthur Challenge Committee are:

Shaun Baigent (Chairman of Trust)
Lizzy Rich ('Co-secretary')
Erica Baigent ('Co-secretary')
Chris George (Mt Arthur Reserve Ranger)
Lisa Thomas
Jared Wykes
Emmalee Holmes

The Mt Arthur Trust currently consists of:

Shaun Baigent (Chairman)
Marion Dawson (Vice Chairperson)
Erica Baigent (Secretary)
David Grant (Treasurer)
Linda Villy
Emmalee Holmes
Christine Robinson

Further information about the Challenge is included within the event website:
www.mtarthurchallenge.org.au.

¹ See last page of this document for more information on the status of the Trust and the Committee.

2. THE CYCLING EVENT

The cycling event would be conducted on **Sunday 22 July between 9:00am and 1:30pm** and will include both social and more serious riders.

The event is known as the **'Limestone Ride'** with a distance of **50km**. This event would commence and finish at the Wellington Showground and take place using the roads nominated. Maps showing the proposed routes are attached.

The ride is expected to commence at 10:00am from the Showground. The ride will enter Bushrangers Creek Road from the 'middle gate' of the Showground, opposite the Polo Ground. Riders will turn left onto Bushrangers Creek Road and thus will not need to cross an oncoming land of traffic. There are no right hand turns within the route.

The route proceeds 8.4km west along Bushrangers Creek Road to the junction with Zaias Lane. Turning left onto this road, the route proceeds 4.5km to the commencement of Little River Road. The route takes the left turn at this point, remaining on Arthurville Road and proceeding 2.2km and turning left onto the Suntop Road. From here the route travels 16km along the Suntop Road to the Renshaw McGirr Road, turns left onto Renshaw McGirr Road and then travels 8.5km to meet Bushrangers Creek Road. The route then turns left onto Bushrangers Creek Road for 700m and terminates at the Showground- at the point where the route commenced.

It should be noted that the roads used are quiet rural roads, especially on a Sunday in winter, with very little vehicular traffic at the times indicated.

Electronic timing is used, which records the time each individual rider takes to complete the course. All participants are identified by individual bib and timing chip numbers. Hence there is no massed start required and participants are not competing to be the first across the finish line. A small award is presented in recognition of the persons completing the event in the shortest time.

3. PUBLIC SAFETY AND CONVENIENCE

The Trust is cognisant of the requirement for consideration of public safety, convenience and consultation when conducting running which may impact on public roads. The Trust will use the skills of qualified traffic personnel combined with the process of consultation with State and Local Government authorities and the Police. The Trust believes it has sufficiently considered all potential risks and control measures for conducting cycling events.

In summary:

- a) The Trust intends to take out comprehensive insurance cover through Elders Insurance to cover the event. This policy will include, amongst other things, Public Liability insurance cover to the value of \$20 million. Dubbo Regional Council, the Department of Trade and Investment (Crown Lands) and Roads and Maritime Services will be noted on the policy as being interested parties to the event. The Trust will provide a copy of the Certificate of Currency and full Policy to the Traffic Committee prior to the event.
- b) The proposed course has been designed to minimise the number of intersections and turning points involved. There are no right hand turns, crossroads or turn around points on this course. Start/finish and turn off points have been chosen to ensure minimum sight lines of 200m for other road users. The course uses roads through rural areas carrying minimal traffic and running will not impinge upon residential amenity.
- c) Traffic control signs indicating that there is an event in progress with traffic conditions will be placed on Bushrangers Creek Road, at least 250m to the east of the start and 500m west of Evans Way. Traffic control signage will also be placed on Oxley Avenue and Brennans Way. Warning signs will also be placed on Evans Drive, 200m from the T-junction with Bushrangers Creek Road. The Trust will inform residents along the course of the event and the proposed changes traffic conditions.

- d) Road signs displaying the words "CYCLIST EVENT IN PROGRESS" and "CAUTION CYCLISTS AHEAD" will be placed at strategic locations on the course to warn motorists approaching from either direction of the start/finish. Escort vehicles, with signage, flashing amber dome lights and UHF radio communication (channel number as advised by SES) between vehicles, will precede and follow the riders.
- e) Qualified Traffic Controllers will implement a temporary road closure outside the Wellington Showground at the start/finish zone of the cycling event only.
- f) The venue has off-road parking at the Start/Finish area to ensure unhindered progress of other road users. Members of the Rural Fire Service will direct vehicle parking at the venue.
- g) Course Co-ordinator, Ride co-ordinator, Marshalling Area Co-ordinator, Marshals and other volunteers will be people with detailed knowledge and experience regarding the particular venue and their specific allocated roles.
- h) The relevant Course Co-ordinator and Ride Co-ordinator will not permit any event to commence unless the required vehicles, signs, Traffic Controllers and volunteers are in place.
- i) The Ride Co-ordinator, and Traffic Controllers will wear identifiable Hi Visibility safety clothing and warn cyclists to stop if deemed necessary.
- j) UHF radios and mobile phones are to be used for communication between lead and follow cars, other volunteers on the course and the command post.
- k) Safety requirements are communicated to competitors prior to the event via email, the event website and pre-race briefing at the marshalling area.
- l) Entrants must obey the road rules. Entrants will be expected to have good bike handling skills and road traffic awareness.
- m) All cyclists will be instructed to stay on the left hand side of the carriage-way on all roads to enable vehicles to overtake in a safe manner. Any cyclist who crosses the road centre-line outside of the temporary road closure zone is automatically disqualified from the event.
- n) Any rubbish will be removed from the Start/Finish area and along the course.
- o) A manned St John's Ambulance Tent with (4WD vehicle backup) will be based at the Wellington Showground adjacent to the Marshalling Area. First aid kits will also be made available with volunteers on the course.

4. SUMMARY

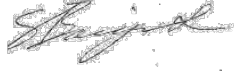
The locality maps together with start/finish and route layout, Traffic Management Plan, guidelines and duties for personnel, risk assessments are in the attachments with this application.

Over the last 4 years the Mt Arthur Challenge event has successfully promoted enjoyment of outdoor recreation and the Mt Arthur Reserve within the local and wider community. The event attracts competitors from across the Central West and beyond, with flow-on benefits to Wellington businesses.

The Trust acknowledges and greatly appreciates the assistance and support afforded to it by the Dubbo Regional Council, RMS and NSW Police Service in enabling this very worthwhile community event to proceed.

Should you wish to discuss any matters arising from this submission, please do not hesitate to contact the undersigned.

Yours sincerely,



Shaun Baigent
Chairman, Mt Arthur Reserve Trust

Note 1: *The Mount Arthur Reserve Trust is appointed by the Minister for Lands under the Crown Lands Act 1989 to manage the Mount Arthur Reserve. A Reserve Trust, or Crown Lands Act Trust, is the legal body which enables the temporary ownership of reserved or dedicated Crown land so it can be managed by the Trust on behalf of the public. The Trust owns a legal interest in the property for which it is responsible.*

A Trust is permitted to delegate certain functions to a 'delegated subcommittee'. The Mount Arthur Challenge Committee has been approved by the Department of Trade and Investment (Crown Lands) as a delegated subcommittee of the Trust. The Committee has its own Terms of Reference which have also been approved by the Department.

**TRAFFIC MANAGEMENT PLAN
- ON ROAD EVENTS**

SPECIAL EVENT DETAILS

Name of Event:	Mt Arthur Challenge (Cycling Event)
Event Organiser:	Mt Arthur Challenge Committee on behalf of the Mt Arthur Reserve Trust
Sponsor:	Various, see event website
Requested Date:	One Day Only - Sunday 22 July 2018
Requested Times:	9.00am to 2.30pm

CONTACT DETAILS

Contact Name: Shaun Baigent
Chairman
Mt Arthur Trust (and Mt Arthur Challenge Committee)

Mobile No.: 0427249906

Fax No.: Nil

E-mail: mtarthurchallenge@outlook.com

AGENCY CONTACT INFORMATION

Council: Dubbo Regional Council ph 6840 1700

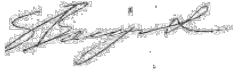
Police: Orana Local Area Command

RMS: (Local RMS Contact)

Proponent / Event Organiser Declaration

I the undersigned declare that the herein proposed event will be staged and operated in accordance with AS1742.3, NSW Police Service instructions, *Work, Health and Safety Act 2011* requirements and the conditions as set out in the RMS Traffic Control Manual Version 4 2010.

Signed



Name : Shaun Baigent
(Chair, Mt Arthur Trust)

Date: 20/03/2018

Contact No. 02 68871261 OR 0427249906

TRAFFIC MANAGEMENT PLAN

Location: Wellington Showgrounds, Bushrangers Creek Wellington NSW 2820

Date and Time: Sunday 16 July 2017

Sponsored by: Various, see event website

Event Organiser: Mt Arthur Trust

TMP Version: *(Version 5)* **Revision Date:** 16/03/2018

Document Author: Richard Ivey/Erica Baigent/Lizzy Rich

This Traffic Management Plan is approved by:

Shaun Baigent	16/03/18	Event Organiser (Mt Arthur Trust)
		Police
		Dubbo Regional Council

Authority of the Traffic Management Plan

This Traffic Management Plan (TMP), when approved by the relevant authorities becomes the prime document detailing the traffic and transport arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police and RMS and where necessary the appropriate local government organisation. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained in those plans may contravene any aspect of the TMP.

Signatories to this TMP should normally be the agency's senior officer appointed to the operational command team for the event on the day.

In case of emergencies, or for the management of incidents, the police are not subject to the conditions of the TMP but will make every effort to inform the other agencies of the nature of the incident and the police response.

PLANNING

Contact Names:

Event Organiser: Mt Arthur Reserve Trust (Chairman - Shaun Baigent)

Phone: 02 68871261

Fax: Nil

Mobile: 0427249906

E-mail: shaunbaigent@bigpond.com OR mtarthurchallenge@outlook.com

Police (LAC): Wellington Police

Phone: 02 6840 2099

Mobile: tba

E-mail: tba

Council: Dubbo Regional Council (Dennis Valentine)

Phone: 02 684014930

Mobile: 0418244350

E-mail: dennis.valentine@dubbo.nsw.gov.au

Roads and Maritime Services:

Phone: tba

Fax: tba

Mobile: tba

E-mail: tba

SITUATION ANALYSIS

Mission

- The governing body of the Trust is planning two (2) running events and one (1) Class 2 road bike rides on Sunday 22 July 2018.
- There will be 2 running events - 5km and 9km using Bushrangers Creek Road and Brennans Way plus existing walking trails in the Reserve. Also there will be 1 road bike ride (50km) on public roads adjacent to the Reserve. The route for the riding event is shown on the attached maps. **The running events are the subject of a separate Traffic Management Plan** (as supplied).
- It is intended the day will again promote the Mt Arthur Reserve as a community resource and provide an enjoyable day for residents of Wellington, running enthusiasts, and the wider road bicycle community.

EXECUTION

General Outline

- The road bike ride will be conducted over public roads situated entirely within the Dubbo Regional Local Government Area and within the Orana Local Area Police Command.
- Specific details of the ride are presented in the following sections.

The Routes

- **Attachments 1.1 and 1.2** to this plan are maps showing the proposed routes. The routes have been selected so as to minimise the interaction with vehicular traffic. It should be noted that the roads used are quiet rural roads, especially on a Sunday in winter, with very little vehicular traffic at the times indicated.
- **Attachment 2.1** is a schedule giving details of roads, distances, times, turns and directions.

Physical Survey of Route

Item	Verified	Action Taken
All one way streets are described	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block access to Church on Sunday	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block access to local business	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Ambulance /Fire Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Heavy Vehicle Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Hospital Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Local Resident	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Police Vehicle Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Public Facility (oval etc)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Public Transport Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Can route use alternatives such as bike tracks, paths, parks, bush tracks etc	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Conflict with local construction	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Distance measured is correct	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Measured on Google Maps and by odometer
Lane widths and numbers checked to ensure safety of participants and public	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Measured in situ
Restricted Turns / Movements Checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Course layout minimizes turns and traffic interaction
Road Signage / Restrictions Checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Checked and no restrictions apply
Route Impeded by Traffic Calming Devices?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Signalised Intersections Checked for event requirements / restrictions	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	All intersections are sign posted
Tidal Flows Relevant	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Traffic Generators such as shopping centres, schools etc checked and notifications given	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

TRAFFIC CONTROL PLAN

In previous years the final Traffic Control Plan (TCP) was prepared by Council following the approval of the event by the Traffic Committee. We assume this will again be the case in 2018.

The 2017 TCP is attached (Attachment 7) and we expect very little change (if any) to this plan for 2018.

Responsibilities

Event Organiser	Implement the TCP in accordance with Traffic Committee and Council requirements.
Police	Set any necessary conditions for the TMP and TCP
Councils	Set any necessary conditions for the TMP and TCP
RMS	Set any necessary conditions for the TMP and TCP
Other	

CONTINGENCY PLANS

This section of the Traffic Management Plan describes the contingency plans for the event. The contingency plan checklist identifies all possible issues/risks that may interfere with the event and the action to be taken to minimise the disturbance of the event.

Contingency Plan Checklist

Issues/Risks	Applicable		Action Taken/Comments
Heavy/Bad Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Poor Lighting	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All bikes have front & rear lights
Flood Hazard on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Flood Hazard at parking area	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All weather parking available at Showground
Parking during Wet Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	All weather parking available at Showground
Bush fire Hazard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Mid winter event = no bushfires
Accident on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.2
Breakdown on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.2
Absence of Marshal / Volunteer	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Back-up personnel available
Absence of Event Signage	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Event will not proceed without the required signage.
Blockage to Public Transport	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Slow Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Delayed Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Cancellation of Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Security of Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1 and 3.2
Security of VIP's	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Bridge Crossing Problems	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Responsibilities

Event Organiser	See Attachments 3
Police	Support in event of accident/emergency
Councils	Pre event support to address any road hazards where possible.
RMS	N/A
Others	SES, St Johns Ambulance present on the day to assist in the event of a competitor sustaining injury.

PREPARE TRAFFIC SIGNAL DATA

This Section Applies
 Does not apply

The RMS charges for ALL personnel or time required in the undertaking of Traffic Signal adjustments at fill cost to the Event Organiser.

Responsibilities

Event Organiser	N/A
Police	N/A
Council	N/A
RTA	N/A
Others	N/A

RMS PERSONNEL REQUIRED

This Section Applies
 Does not apply

Requirements are;

Nil.

SPECIAL EVENT CLEARWAYS

This Section Applies
 Does not apply

The RMS can organise special event clearways in certain circumstances if required

The Special event clearway plan contains the following:

- Clearway Enforcement
- Clearway Towing
- Clearway Advertising
- Clearway Signs
- Letterbox drops to local businesses and residents

Responsibilities

Event Organiser	N/A
Police	N/A
Councils	N/A
RMS	N/A
Others	N/A

ADVERTISE TRAFFIC MANAGEMENT ARRANGEMENTS

No major changes to Traffic Conditions will occur. Advertising of the event will be carried out in the Wellington Times and on Binjang Radio in the 4 weeks leading up to the event. Affected residents will be contacted directly.

Event Organiser	<p>We will be working with Dubbo Regional Council and many community organisations to advertise the event and advise the subsequent changes to traffic conditions.</p> <p>There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/Social media/Website/posters and email).</p> <p>An advisory notice will be posted out to all affected residents on the cycling route.</p>
Others	

VOLUNTEERS AND EVENT MARSHALS

This Section **Applies**
 Does not apply

Attachment 6 to this TMP outlines the following:

- Flow Chart showing the **organisational structure** proposed for the duration of the event
- List of **duties and responsibilities** for the main organisational roles.
- **Specific locations and deployment of Traffic Controllers.**

PUBLIC SAFETY – POLICE AND RMS

It is requested that this section be finalised in consultation with the Police and RMS representatives on the Traffic Management Committee.

In submitting this application for consideration by the Police, the Organisers advise that:

1. Provisions of the Road Transport Legislation will be observed at all times.
2. Any person competing in, organising, supporting participants or in any other manner connected with the event, shall obey any reasonable directions given by a member of the NSW Police Force.

3. A member of the New South Wales Police Force has the authority to delay, halt or cancel the event at any stage of the event in the interests of road safety or the safety of the community.
4. Any directions issued by the RMS will be implemented.
5. The event will be conducted in accordance with the timing and route supplied and approved by Police.
6. The event will be conducted within the nominated date of the event.
7. Any breach of these conditions may result in the event being halted by the NSW Police.
8. The Organiser, Officials and Participants will take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
9. The Organiser will provide sufficient Traffic Controllers to control participants in the event.
10. The Organiser will ensure that all participants, volunteers and event Traffic Controllers are adequately briefed as to their roles and responsibilities.
11. Yellow signs stating 'CAUTION CYCLISTS AHEAD' (in black lettering) will be placed at all intersections along the cycling route (ie 14 locations). A further 3 of these signs are in reserve for placement at any specific locations of concern, as determined by the ride co-ordinator following final course inspection in the week prior to the event.
12. Yellow signs stating 'CYCLIST EVENT IN PROGRESS' with two cyclist symbols (all lettering and symbols in black) will be placed at 10 locations along the cycling course, at locations in between the warning signage described in item 11 above. This means that warning signage will be positioned, on average, every 2km along the course.
13. Traffic Controllers will stop all traffic within the finish line zone when riders are assembled on the carriage way immediately prior to the start of the event and whilst riders are starting and finishing within a 60km/h speed limit (or less) area.
14. Participants are not permitted on a road during periods of poor visibility due to inclement weather or fog, or where there is insufficient daylight to render a person dressed in dark clothing to be discernible at a distance of 100 metres.
15. Participants shall keep to the extreme left-hand side of the carriageway at all times.
16. Participants must not ride more than 2 abreast on multi lane roads.
17. Participants must ride in single file on single lane roads.
18. Participants to obey traffic rules and comply with any "STOP" and "GIVE WAY" signs during the event.
19. Participants to wear approved helmet in compliance with the Road Transport Legislation.
20. Participants must wear suitable hi-visibility clothing when cycling upon a road.
21. The Organiser will provide escort vehicles as detailed below which will be positioned so as to create a positive awareness of the presence of the participants on the carriageway to other road users. Escort vehicles will not be larger than a Toyota Hi Ace type vehicle.

22. Escort and support vehicles will move off the carriageway when required to wait for the participants, so as not to obstruct traffic on single lane carriageways.
23. Except when held up by other traffic or mechanical failure, escort or support vehicles will not stop on the trafficable portion of the roadway for any reason.
24. Lead and rear vehicles will travel with rotating beacons and head and tail lamps illuminated when on escort duty.
25. Unless otherwise directed by police, escort vehicles shall be positioned in the following manner.
 - a. On a single lane carriageway a lead escort vehicle will be positioned 300m ahead of the leading participants. This vehicle will display a yellow sign directed to the front of the vehicle displaying the words "CAUTION CYCLISTS FOLLOWING" (in black lettering) so as to provide advance warning to oncoming motorists and other road users.
 - b. A warning escort vehicle will be positioned 100m metres to the rear of the last group of participants warning motorists of cyclists on the road ahead. This vehicle will display a yellow sign directed to the rear of the vehicle displaying the words "CAUTION CYCLISTS AHEAD" (in black lettering) so as to provide advance warning to overtaking vehicles.
26. Each escort vehicle will also be fitted with flashing amber light on the highest point of the roof, and will have the hazard and warning lights operating at all times whilst performing escort duty.
27. Communication equipment will be provided to escort vehicles to enable communication between those vehicles and the Organiser. Communication is to be maintained between those vehicles at all times during the course of the event.

In addition the Organiser advises:

28. The Organiser will monitor road traffic. In the event of traffic built up, the cyclists will clear the road and allow traffic to pass.
29. Under no circumstances will a support vehicle be used as an escort vehicle.
30. Cyclists are to travel in single file on all sections of roadway where road works are in progress.

Responsibilities

Event Organiser	Acknowledges all Conditions and Requirements as specified in this document and subsequently and agrees to abide by them.
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>

PUBLIC TRANSPORT

This Section Applies
 Does not apply

(Public Transport requirements to be shown in detail if this section applies)

Responsibilities

Event Organiser	<i>N/A</i>
Police	<i>N/A</i>
Councils	<i>N/A</i>
RMS	<i>N/A</i>
Others	<i>N/A</i>

EVENT SIGNS

This Section **Applies**
 Does not apply

General information signs will be installed one or two weeks prior to the event, informing road users of an impending event and resulting changed traffic conditions.

Course directional signage on the roads will also be in place on the day.

In the case of the running events (see separate application), the following sign will used prior to and during the event.

<p>MOUNT ARTHUR CHALLENGE EVENT</p> <p>BUSHRANGERS CREEK ROAD</p> <p>ONE LANE CLOSED</p> <p>BETWEEN EVANS WAY AND SHOWGROUNDS</p> <p>ON</p> <p>SUNDAY 22 JULY 2018</p> <p>9:30AM TO 1:30PM</p>	
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VARIABLE MESSAGE SIGNS

This Section Applies
 Does not apply

Variable Message Signs (VMS) are used to advise road users of altered traffic conditions on the day of an event and are placed in strategic locations.

NOTE: THE RTA MUST APPROVE PLACEMENT OF THESE SIGNS.

Responsibilities

Event Organiser	<i>We will not be using VMS advising of altered traffic conditions.</i>
Police	<i>N/A</i>
RMS	<i>N/A</i>
Council	<i>N/A</i>
Other	

ACCESS FOR LOCAL RESIDENTS, BUSINESSES, HOSPITALS AND EMERGENCY VEHICLES

This Section **Applies**
 Does not apply

Local Resident Access

Occupants in areas affected will receive a letterbox notice with a minimum seven days notice. Any alternative routes will be outlined in local media. Signs are to be displayed as per any RMS & Local Council requirements, advising of the traffic arrangements.

Emergency Vehicle Access

Access for emergency vehicles during the event will be provided for at all times both to the Showground and via road sections under the control of the qualified traffic controllers on the day.

Responsibilities

Event Organiser	Deliver event and road closure flyers to affected residents. Ensure that all emergency services are aware of the arrangements in place for the event.
Police	Provide support for the event as necessary.
Councils	
RMS	
Others	St Johns Ambulance and SES will be present at the Showground (and in the case of the SES, also in the Mt Arthur Reserve).

PARKING

This Section **Applies**
 Does not apply

Sufficient parking for all cars is available within the Showground precinct. All vehicles will enter and leave the Showground precinct via the eastern most gate of the Showground and park in the area adjacent to this entrance. Participants will then walk to the assembly area adjacent to the Start/Finish gate.

Essential and emergency vehicles will have access to all areas of the Showground as required.

Responsibilities

Event Organiser	Arrange with Wellington Showground and RFS for coordination of parking areas.
Police	N/A
Councils	N/A
RMS	N/A
Others	RFS to oversee the parking area on the day of the event.

HEAVY VEHICLE ALTERNATIVE ROUTES

This Section Applies
 Does not apply

All heavy vehicle alternative routes must be of similar standards to existing road system. Standards would include road width, structural strength and height clearances. E.g. bridges and overhead wires.

Heavy vehicle alternative routes need to be provided with advanced advisory signs 2-3 weeks prior to the event. These alternatives also need to be advertised in local and or major newspapers.

Responsibilities

Event Organiser	N/A
Police	N/A
Councils	N/A
RMS	N/A
Others	

COUNCIL – SPECIAL CONDITIONS

The Committee will incorporate any special conditions which Dubbo Regional Council may require into in the Traffic Management Plan/Traffic Control Plan.

Mr Nicholas Havyatt and Bryson Rees of the former Wellington Council were consulted in the traffic management planning process for the first event in 2014, and the preparation of the 2014 Traffic Management Application. Minor updates were made to that plan/application for the 2015-2017 events. Changes in 2017 were in consultation with Dennis Valentine of Dubbo Regional Council and in accordance with the Traffic Committee Approval and RMS concurrence.

We propose implementing the same arrangements in 2018 as those required by Council and RMS in 2017.

Local Council Consulted: Dubbo Regional Council
Council Officer Consulted: Dennis Valentine
Date of traffic Meeting at Council *(meeting yet to be held)*
Special Conditions Imposed / Requested by Council were; *(Conditions)*

OTHER CONSIDERATIONS

This Section Applies
 Does not apply

Television

Locations for all static television / camera crews and details of any mobile cameras should be shown. Traffic Control Plans are required for each static location, using ASI 742.3 as its reference document.

Responsibilities

Event Organiser	N/A
Police	N/A
Councils	N/A
RMS	N/A
Others	N/A

ADMINISTRATION, LOGISTICS, COMMAND AND COMMUNICATIONS

See Organisational Flowchart for further details (Attachment 6.1)

Table of Contact Names and Responsibilities:

#	DUTY	RESPONSIBILITY	CONTACT NAME	CONTACT NO.
1	Administration	Event Coordinator and Registrar	Shaun Baigent Erica Baigent	0427249906
2	Rescue/Accident management	SES St Johns Ambulance	Sonsera Boles	0407223953
3	Ensuring all conditions and regulations are adhered to.	Course Co-ordinator, Ride Co-ordinator	Chris George Jared Wykes	0487217572 0407786267
4	Parking	RFS	tba	tba
5	Traffic Control	Course Co-ordinator	Chris George	0487217572
6	Event Signs	Event Co-ordinator, Course Co-ordinator, Ride Co-ordinator.	Shaun Baigent Chris George Jared Wykes	0427249906 0487217572 0407786267
7	Barriers / cones /delineation	Course Co-ordinator	Chris George	0487217572
8	Media Liaison	Marshalling Area Co-ordinator	Lizzy Rich	0428371872
9	Confirm all traffic controllers and marshals in position	Course Co-ordinator Ride Co-ordinator	Chris George and Jared Wykes	0487217572 0407786267
10	Advise NSW Ambulance Service	Event Co-ordinator	Shaun Baigent	0427249906
11	Liaise with Police	Event Co-ordinator	Shaun Baigent	0427249906
12	Insurance	Mt Arthur Reserve Trust	Erica Baigent David Grant (Elders Insurance)	0427249906 0448802111

COMMAND & COMMUNICATIONS

The following personnel will be based at the Marshalling Area (Wellington Showground):

Event Co-ordinator
Marshalling Area Co-ordinator
Ride Co-ordinator
Run Co-ordinator
Registrar
St Johns Ambulance Co-ordinator.

Contact List for involved organisations:

ORGANISATION	CONTACT NAME	CONTACT NO:
Mt Arthur Reserve Trust	Shaun Baigent	0427249906
Police	Dan Skelly	tba
SES	Sonsera Boles	0407223953
Dubbo Regional Council	Dennis Valentine	0418244350
St John Ambulance	tba	tba

ATTACHMENTS

The attachments to this Traffic Management Plan are as follows:

1. **MAPS**
 - 1.1 **50km Ride**

2. **ROUTE DESCRIPTION**
 - 2.1 **50km Ride**

3. **CONTINGENCY PLAN CHECKLIST**
 - 3.1 **Weather Conditions**
 - 3.2 **Accident on route**

4. **INSTRUCTIONS TO PARTICIPANTS**

5. **PARTICIPANT'S AGREEMENT**

6. **TRAFFIC CONTROL PLAN**
 - 6.1 **Organisational Structure**
 - 6.2 **Duties and Responsibilities**
 - 6.4 **Contingency Plans for 'non show' personnel**

7. **RISK REGISTER AND CONTROL PLANS**

Attachment 1.1 'Limestone Ride' route map



ROUTE DESCRIPTION – 50KM RIDE

Note: Start time 10:00am. Maximum finish time 1:00pm.

Date	Start Point	Proposed Route			Shortest Time (average)	Longest Time (average)	Finish Point
22/7/2018 Sunday	Wellington Showground	Turn left and enter at Bushrangers Ck Road. Head west >>					
	Dep:10:00am	Bushrangers Creek Road >>	Zaias Land >>	8.5km	10:20am	10:25am	
		Turn Left onto Zaias Lane. Head west >>	Arthurville Rd T intersection >>	8.1km	10:35am	10:55am	
		Turn left onto Arthurville Rd. Head SW >>	Little River Rd Junction	4.5km	10:45am	11:10am	
		Keep left on Arthurville Rd. Head South >>	Suntop Rd T intersection >>	2.2km	10:50am	11:20am	
		Turn left onto Suntop Rd. Head East >>	Renshaw McGirr Way T intersection >>	16.0km	11:20am	12:30am	
		Turn left onto RenshawMcGirr Way. Head NE >>	Bushrangers Ck Rd T intersection >>	9.5km	11:40am	12:25am	
		Turn left onto Bushrangers Ck Road. Head west >>	Arr: Turn left into Wellington Showgrounds	0.7km	11:45am	12:00pm	Wellington Showground

* 'Shortest' and 'Longest' times above are average times only. Our electronic timing records from past events indicate that the shortest time taken to complete the route on the day was 1 hr 21mins. The slowest time was in 2014 at 4 hrs 14mins. Since 2015 we have set an overall time limit for riders to complete the ride of 3 hours (a cut off at 1:00pm).

Attachment 3.1 - Cycling Event

Weather and Conditions

Poor to extreme weather conditions leading to poor riding conditions and injuries.

- Causes:**
- Accidents from wet roads
 - Hypothermia from cold conditions
 - Floods
 - Accidents from storm conditions
 - Poor visibility in Fog or low clouds leading to an accident

Proposed Controls:

1. Weather extreme information to be provided.
2. First aid kit available in support vehicle.
3. Emergency services stationed at the Wellington Showground.
4. Utilize the following guideline on which to base a decision of stopping the ride, after the start, due to extreme weather conditions (heavy rain, ice, fog, high wind, hail or extreme temperatures). "Event Organiser to liaise with Police and SES personnel for a decision whether to terminate, delay or alter the event."
5. Provide means of keeping the Marshalls up to date with weather conditions, to provide to riders, as follows:
 - i. Check that phone contacts with the authorities are relevant for the day of the event.
 - ii. Review weather conditions on day prior the event
 - iii. Relay weather forecast to riders in pre ride announcement.
 - iv. Check that support team has correct phone numbers and phones are working.
 - v. If weather forecast is severe place further controls in place.
 - vi. Warn participants at stops of possible severe conditions and that it may affect ride conditions and progress.
 - vii. If conditions become too severe for riding, either terminate the event or, shorten the distance to by- pass the area if the condition is isolated.
6. Support volunteers to observe riders for obvious fatigue or stress and offer assistance if necessary. Exercise organiser's right to terminate ride if problem is wide spread. An overall time limit will be set and riders who have not returned within that time will be advised to terminate their ride.
7. Riders to wear high vis clothing in poor visibility conditions.
8. Public liability insurance obtained.
9. Police advised.

Attachment 3.2

Accident on route

Road Layout

Scenario: A rider accident resulting from the inherent road layout.

Causes: Long descents
Junctions and intersections

Proposed Controls:

1. Advisory information of road layout to be provided
2. Map layouts will be provided.
3. RMS advisory signs are already in place.
4. First aid kits available in support vehicle.
5. Emergency services available from the Wellington Showground.
6. "Caution Cyclist" signs to be used.
7. Flashing lights to be provided for escort vehicles
8. Public liability insurance obtained.
9. Police advised.

Road Condition

Scenario: A rider accident resulting from poor road maintenance or condition.

Causes: Pot holes
Loose gravel and other debris
Rock fall
Corrugated sections
Broken shoulders

Proposed Controls:

1. Encourage team riding to provide support
2. Riders to use standard calls to advise those behind of road conditions where possible.
3. Support volunteers to advise of any poor conditions where possible, particularly road works.
4. First aid kits available in support vehicle.
5. First aid qualified support team member.
6. Public liability insurance obtained.
7. Police advised.

Interaction With Other Traffic/obstacles/livestock

Scenario: A rider accident resulting from interaction with other traffic or obstacles.

Causes: Cars
Trucks
Motorcycles
Non-participating Pedestrians
Animals

Proposed Controls:

1. Riders to obey all road rules.
2. Encourage team riding to provide support.
3. The general community is made aware through local media, advertising, mail out to residents on the affected route, and local interest parties.
4. Fix "Caution Cyclists Ahead" signs on all escort vehicles.
5. Flashing lights on escort vehicles.
6. Riders to wear high vis clothing in poor visibility conditions
7. First aid kit available in support vehicle.
8. First aid qualified support team member.
9. Emergency services available from Wellington Showground.
10. Spectators asked to stay off the road way.
11. Public liability insurance obtained.
12. Police advised.

Rider Performance

Scenario: A rider accident resulting from their own performance.

Causes: Poor behaviour
Dress — dark clothing
Poor fitness
Insufficient skills for the event
Bunch riding
Drafting too close
Medical condition

Proposed Controls:

1. The requirements and conditions likely to be expected during the ride are provided at entry.
2. Volunteers observing rider performance.
3. Riders encouraged to be realistic about their ability to continue.
4. Riders requested to sign acknowledgement to ride rules.
5. First aid kit available in support vehicle.
6. Emergency services available from Wellington Showground.

7. Public liability insurance obtained.
8. Police advised.

Bike Condition

Scenario: Bikes fail to operate effectively placing riders at risk of accident.

Causes: Brakes Tyres
Wheels Helmets

Proposed Controls:

1. All riders required to provide a bike in appropriate condition.
2. All bikes must be of a style suited to road cycling over a 50km distance.
3. Riders encouraged to service bike pre-event — clean and lubricate chain, derailleur, and other components. Ensure brakes and gearing in good working order and fitted correctly.
4. Riders required to provide minimum two spare tubes each.
5. Riders encouraged to also provide additional spares such as spare tyres.
6. Bikes in inadequate condition or of an inappropriate style will exclude riders from participation.
7. Public liability insurance obtained.
8. Police advised

Attachment 4

Instructions to Participants

1. Food and Water Supply

- Riders to be instructed to bring water and any particular energy foods or snacks required. Water available at Start/Finish area
- Riders to monitor own dietary requirements.

2. Supply of rehydrating additives:

- All riders required to carry sufficient water for the event.
- Water to be provided by support team in case of riders requiring additional assistance.

3. During event tidiness and clean-up

- Ensure all rubbish is collected and disposed at each stop.

4. Vehicles

- Warning signs to be fixed to escort vehicles.
- Flashing lights to be fixed to escort vehicles.

6. Rules

- Road rules must be obeyed.
- Ride rules must be obeyed.
- Riders required to 'clock off' at the marshalling area event if they have withdrawn from the event.

Following information to be provided:

- Maps/route
- Rules
- Contacts – Event contact, emergency services location and instructions

More information regarding the rules for the cycling event can be found at:
<http://www.mtarthurchallenge.org.au/important-event-information.html>

Attachment 5 Participant's Agreement

The following waiver is included in the online registration form for the Mt Arthur Challenge. Participants cannot complete their registration unless they have agreed to the following:

The Participant's agreement has been drawn up to protect the interest of the Mt Arthur Challenge organisers, the Mt Arthur Trust, beneficiaries and sponsors. The intention of this agreement is for all participants to acknowledge the risks involved in participating in such an event and agree to not hold responsible the organisers, the Mt Arthur Trust, beneficiaries and/or sponsors for any injury, loss or damage that may occur as a result of participating in the Challenge.

Some of the risks associated with participating in an event such as this include, but are not limited to the following:

1. Accidents and subsequent injury. Accidents may arise as a result of any combination of the following:

- a) Traffic/other drivers/animals/pedestrians*
- b) Participant error*
- c) Poor road and track conditions*
- d) Poor weather conditions including poor visibility*
- e) Fatigue, etc*

2. Health issues for participants may include:

- a) Dehydration*
- b) Hypothermia*
- c) Personal medical conditions (including fitness)*

Organisers have attempted to manage risks as much as possible. However participants are ultimately responsible for ensuring they have the appropriate fitness and have completed sufficient training to complete this event. In addition, participants are required to comply with all rules and decisions made by the organising committee.

We encourage participants to contact the organisers should they have any concerns or additional suggestions to manage the various risks associated with this activity.

By accepting these terms, participants acknowledge the risks associated with taking part in the Mt Arthur Challenge and agree to hold harmless the organisers, beneficiaries and fellow participants against any injury, loss or damage that may be incurred.

As a registered participant in the Mt Arthur Challenge:

1.a. I acknowledge that I have read and understand this Indemnity and Release and agree to be bound by it.

1.b. I certify that if I am acting as an agent of the competitor who will be participating in the Mt Arthur Challenge and in consideration of the Event Organiser accepting the competitor's application to participate in the Mt Arthur Challenge, I have the authority and do grant an indemnity to the organiser on behalf of each individual competitor.

2. I acknowledge that by submitting an entry application form and participating in the Mt Arthur Challenge, this may involve real risks including but not limited to serious injury or even death from various causes including over exertion, dehydration and accidents with other participants, spectators or road users. I voluntarily assume all risks associated with my entry application and participation in the Mt Arthur Challenge or any activity associated with it. I consent to receiving any medical treatment that Event Organisers think necessary during or after the event.

3. I, the undersigned, in consideration of and as a condition of acceptance of my entry in the Event for myself, my executors, administrators, heirs, next of kin, successors and assigns, release the Event Organiser, officers, its agents, affiliates, employees, members, volunteers, sponsors, promoters and any person or other body directly or indirectly associated with the Event, from all claims, demands and proceedings arising out of or in connection with my participation in the Event and I indemnify them against all liability (including acts of negligence to the fullest extent permitted by law) whatsoever and howsoever caused arising as a result of or in connection with my participation in the Event including any loss whatsoever of personal property or otherwise.

4. I will abide by the Mt Arthur Challenge rules and timelines, as varied from time to time and will abide by directions given by Event officials and accept the Event Organiser has discretion to accept or decline an entry on whatever grounds.

5. I acknowledge that the entry fee I have paid (for myself or another person) in relation to the Event may entitle me (or that other person) to the opportunity to participate in the Mt Arthur Challenge on 22 July 2018 and to receive any entitlements upon completion of the Event.

6. I acknowledge that I am not (and no other person is) entitled to a refund or credit of any nature in relation to the entry fee(s) I have paid (for myself or another person), for any reason whatsoever, or in any circumstances, unless and to the extent that the Event Organiser is required to provide a refund or payment at law.

7. I acknowledge that the Event Organiser is entitled to deduct administrative, legal, operational and other costs from any amount (if any) I would be entitled to receive by way of refund (if payable at law).

8. I accept the Event Organiser may at their absolute discretion, limit the number of entries in an event for risk management purposes. Should my entry be received and rejected after an introduced limit has been reached, I shall be entitled to a full refund of my entry fees only and have no other claims.

9. I consent to my details being disclosed to parties necessary in the conduct of the Mt Arthur Challenge, medical officials during treatment and official charities for purposes of issuing Tax Invoices.

10. I consent to the publication and/or use in any form of media whatsoever of my name, image, voice, results, statements or otherwise, without payment or compensation and agree that I will reasonably expect to receive marketing material, such as SMS and e-news, from the Mount Arthur Challenge Committee and Mount Arthur Reserve Trust regarding its events.

Parent/Guardian Acceptance:

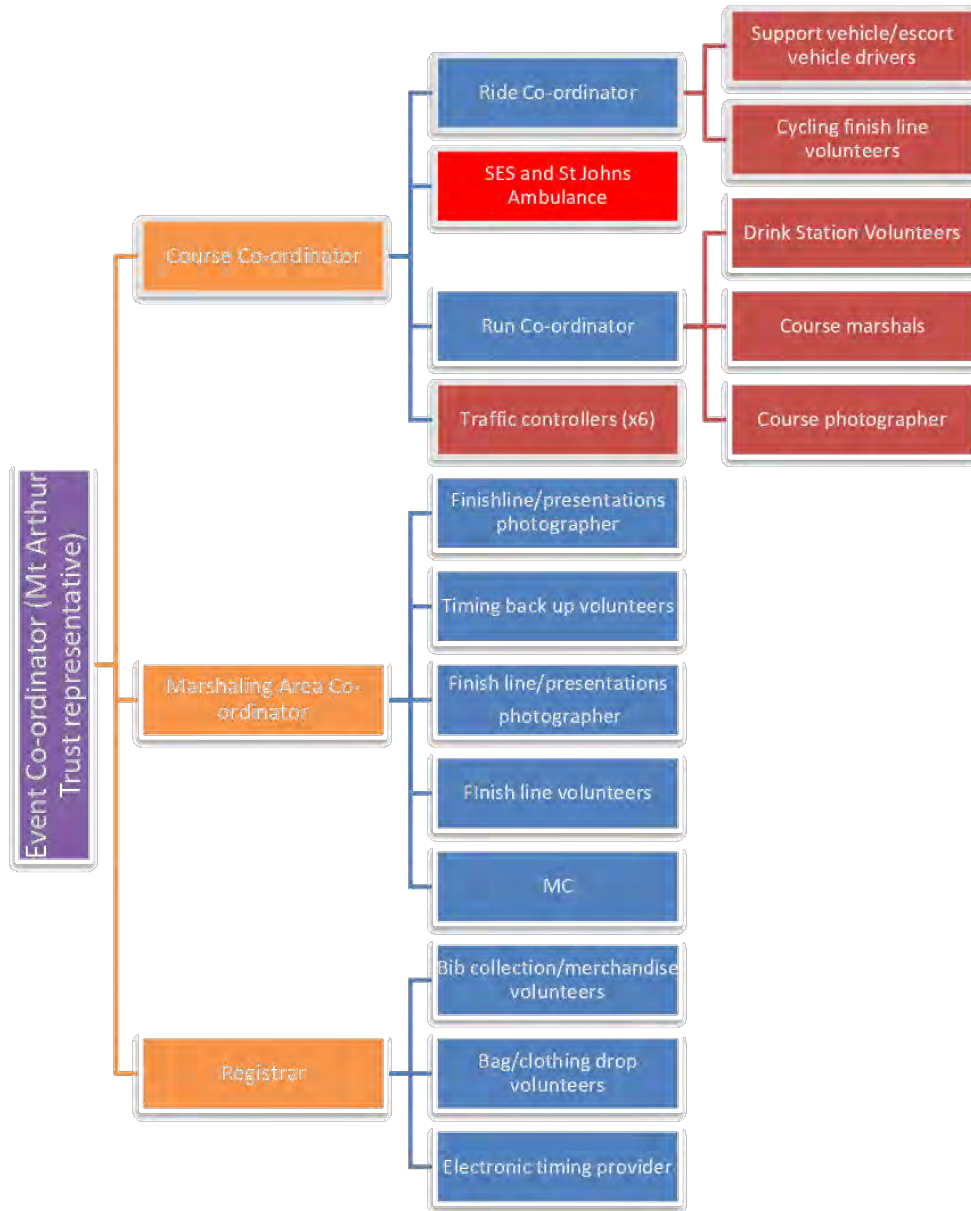
Declaration for minors - If you are under 18 years at the time of entering the Mt Arthur Challenge, this declaration MUST be accepted by your parent or guardian.

I certify that I am the parent/guardian of ("the minor") who will be participating on the day of the Mt Arthur Challenge. In consideration of the Event Organiser accepting the minor's application to participate in the Event, I agree to indemnify and shall keep indemnified the Organisers in respect of any losses they or any of them may suffer as a consequence of any claim/s by the minor and to the same extent as any other competitor indemnifies the organisers pursuant to the Clause 1 above.

COMPETITORS OR THEIR AUTHORISED AGENT MUST ACCEPT THIS AGREEMENT

ATTACHMENT 6: 2018 Mt Arthur Challenge Personnel

6.1 Organisational Chart



Tentative allocation of roles <i>(to be confirmed prior to the event)</i>		
Role	Name	Contact
Event Co-ordinator (Mt Arthur Trust Chair)	Shaun Baigent	0427249906
Course Co-ordinator	Chris George	0487217572
Registrar	Erica Baigent/Shawn Baigent	
Marshalling Area Co-ordinator	Lizzy Rich	0428371872
Ride Co-ordinator	Jared Wykes	0407786267
Run Co-ordinator	Chris George/Lisa Thomas	0487217572, 0439259522
SES	Sonsera Boles	0407223953
St Johns Ambulance	tba	tba

6.2 Duties and Responsibilities

The following notes outline the roles of the officials and volunteers involved in the event.

Event Coordinator

- Liaise with representatives of the Police and Ambulance prior to, during and post the event (as necessary)
- Liaise with the other co-ordinator roles to ensure all communications from relevant parties are passed onto those positions.
- Ensure all regulations, advice and operational requirements are adhered to.

Course Co-ordinator

- Liaise with SES, St Johns Ambulance and RFS.
- Liaise with Ride and Run Co-ordinators
- Co-ordinate trail preparation ahead of the running event.
- Brief Marshals and Traffic Controllers on their roles, locations, communication ('phone, radio use), positioning of warning signs, accident management guidelines, emergency services arrangements.
- Oversee the placement of traffic cones and road signs associated with traffic control.
- Ensure each Marshal has been assigned a position along the course and understands the particular responsibilities associated with that location, e.g., positioning of warning signs, directions to competitors and drink station procedures.
- Ensure escort vehicles are equipped with radios, signs, and flashing beacons, and that the drivers know procedures
- Confirm that all signs, UHF radios, etc., as per Equipment List, are at the event.
- Ensure any batteries are charged.

Registrar *(with assistance from volunteers)*

- Attend to all administrative matters.
- Ensure all participants are correctly registered.
- Ensure all Participants Agreements (waivers) are signed.
- Confirm starting arrangements and times with participants (bib collection volunteers)
- Oversee any merchandise on offer
- Oversee any bag drop arrangements.

Marshalling Area Co-ordinator *(with assistance from volunteers)*

- Run the Race Program
- Marshalling competitors to the starting line.
- Race start and delivery of race briefings in presence of Ride and Run Co-ordinators (after approval for race commencement received from course co-ordinator). Most of the relevant information relating to the running and cycling courses and event rules will have been provided to competitors on the event website, during the online registration process, via emails and on posters around the marshalling area and bib collection desk. Therefore the verbal pre-race briefing will be limited to:
 - Remind all competitors waiting start to stay inside the Showground.
 - A brief reminder for each group of competitors on the most important course details.
 - Crossing of centre line by competitors (outside of the road closures) is prohibited.
 - Location of turn-off points for cyclists and a reminder to keep to the left hand side of the left hand carriageway to enable any following vehicle to overtake the group safely. Riders at the rear of a group/bunch are to warn riders ahead of vehicles approaching from behind.
 - Location of any additional specific hazards identified immediately prior to the event commencing– road works, gravel/sand patches, bad potholes, causeways, steep ascents, uneven track surfaces etc.
 - A reminder that the emergency contact numbers are printed on the competitor's race bibs.
 - Any necessary comments about the weather conditions.
- Sponsor announcements.
- Music.
- First point of contact for MC.
- Finish line preparations – medals etc.
- Co-ordinate presentations.
- First point of contact for timing back up volunteers.

Ride Co-ordinator

- Safely and effectively run the event for cyclists.
- Cause minimum inconvenience to other road users.
- Comply with Road Traffic legislation.
- Undertake inspection of course prior to ride commencement.
- If there is any doubt that the event will continue safely eg inclement weather, road works, traffic conditions, lack of marshals etc - discuss with Course Co-ordinator and Challenge Co-ordinator.
- Be familiar with the NSW Police Conditions for cycling events and the relevant Traffic Management Plan.
- Be familiar with the emergency procedures in event of an accident.
- Brief ride volunteers on their role and responsibilities, location, communication arrangements, signage, accident management guidelines and ride rules.
- Ensure escort vehicles are equipped with radios, signs and flashing beacons and that the drivers are aware of the event procedures.
- Ensure sweep vehicle appropriate for picking up bikes and riders if necessary (ie equipped with a tray or trailer and spare seats).
- Confirm that all signs, UHF radios etc are at the event.
- Ensure any batteries are charged.
- Relay any directions received from the Course Co-ordinator and/or Challenge Co-ordinator.

- Confirm all riders have returned at the conclusion of the event – check with escort vehicle drivers, registrar and electronic timing provider.

Run Co-ordinator

- Undertake inspection of the course prior to run commencement.
- If there is any doubt that the event will continue safely eg inclement weather, road works, traffic conditions, lack of marshals etc – discuss with the course co-ordinator and Challenge Co-ordinator.
- Be familiar with the relevant Traffic Management Plan.
- Be familiar with the emergency procedures in event of an accident.
- Brief run volunteers on their role and responsibilities, location, communication arrangements, signage, accident management guidelines and run rules.
- Confirm that all equipment is deployed to the course marshals – drink station equipment, backpacks, first aid kits, radios etc.
- Ensure any batteries are charged.
- Relay any directions received from the Course Co-ordinator and/or Challenge Co-ordinator.
- Confirm all course signage is in place.
- Deploy and coordinate Marshals and volunteers.
- Confirm that all runners have returned – check with course marshals, registrar and electronic timing provider.

Traffic Controllers

- One (1) Traffic Controller will be located at each of the following locations - outside the Wellington Showground exit (middle gate) where the cycling event will commence, at the junction of Bushranger's Creek Road with Brennan's Way, and at the junction of Bushranger's Creek road and the Yarraman Trail.
- All Traffic Controllers must hold an RMS Traffic Controllers ticket.
- If the minimum number of Traffic Controllers is not available the event cannot proceed.
- Traffic Controllers will have UHF radios, road worker's safety vests and the required signage.
- Whilst unlikely due to the lane and road closures that will be in place, if necessary Traffic Controllers are to stop runners to ensure other road users have right of way.
- In the unlikely event that a Traffic Controller need to stop the runners they must:
 - Look and listen for oncoming traffic from both directions.
 - Take up a safe position in readiness to signal runners
 - Decide whether to stop the runners to allow traffic to safely pass.
 - If traffic appears while runners are negotiating a turn, attract drivers' attention to the situation with clear and confident signalling.
 - At all times, show courtesy to other road users.
 - UHF radios to be issued to drivers and brief them on its operation.
- In the unlikely event that a Traffic Controller needs to stop the cyclists they must:
 - Look and listen for oncoming traffic from both directions.
 - Take up a safe position in readiness to signal rider(s)
 - Decide whether to stop the rider(s) to allow traffic to safely pass.
 - If traffic appears while riders are negotiating turn, attract drivers' attention to the situation with clear and confident signalling.
 - At all times, show courtesy to other road users.
 - UHF radios to be issued to drivers and brief them on its operation.

- Traffic Controllers will be issued with the following equipment:
 - Reflective "Road Worker" vests.
 - Standard traffic control signage as per the Traffic Control Plan.
 - UHF radio and/or mobile phone.

Race Marshals/Volunteers

- An additional team of volunteers will be available on the day to assist with the running of the Challenge. Tasks undertaken by these volunteers will include:
 - Assisting the Registrar with administrative matters, merchandise and bag drop facilities.
 - Assisting the Marshalling Area Co-ordinator.
 - Relaying messages and equipment between Challenge officials and locations as necessary.
 - Driving escort and sweep vehicles (cycling event only).
 - Assisting in pick-up of runners or riders in the case of injury or withdrawal.
 - Ferrying back-up Marshals between positions if required.
 - Being stationed at strategic locations on the Mt Arthur walking trails in use for the event, including at junctions and drink stations.
 - A 'sweep' walker will follow the last runner on the running courses to ensure all competitors have returned safely.
 - Other tasks as appropriate.
 - Each Marshal is to be assigned a specific role on the course and have explained the particular responsibilities associated with that role/location.
- Run Marshals stationed at strategic points will be instructed not to leave the location until the last runner has passed that point and to follow that runner back to the Start/Finish point, picking up, if necessary, any runners who have pulled out, or are unable to continue.
- The Ride sweep vehicle drivers are required to stay behind the last cyclists until the 3 hour cut off mark has been reached and must offer to pick up those riders and transport them back to the Showground at that point. If that offer is refused the cyclists must acknowledge that they continue to ride under normal road conditions and without event support.
- **After the Event** volunteers are to ensure that:
 - All road signs, course signs, equipment and traffic cones have been retrieved from the course.
 - The site is left in a clean and tidy state. All rubbish to be properly disposed of in public rubbish bins at the Showgrounds.
- Volunteers will be issued with the following equipment:
 - Hi-vis vests.
 - First aid kits as appropriate and according to the individual's specified role.
 - The Warning Signs relevant to their role (eg "caution cyclists ahead")
 - UHF radio and/or mobile phone.

6.3 Contingency Plans for 'non show' personnel

The possibility of this happening will be reduced to a minimum by contacting each person 3 days prior to the event.

In the event of the Course Coordinator being unavailable at the last minute, the Run and Ride Co-ordinator's will share this role. Should the Ride or Run co-ordinator not be available on the day, this role will be filled by the next most experienced volunteer, assisted by the Registrar, Course co-ordinator and Challenge Co-ordinator.

Between the Ride and the Run, six (6) qualified Traffic Marshals are required, drawn from a larger pool of qualified traffic controllers.

Attachment 7: Mt Arthur Challenge – road cycling event risk assessment and management

ON ROAD EVENTS

RISK ASSESSMENT AND RISK MANAGEMENT

MT ARTHUR CHALLENGE
22 July 2018

ON ROAD EVENTS RISK REGISTER

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
1	Severe Weather Conditions eg Heavy Rain – Hail – Heavy Fog -Severe Winds – Excessive Cold encountered at the commencement/during event.	3	2	Rider accident and injury, exposure	<ul style="list-style-type: none"> • The location, time and date of the event has been deliberately chosen so as to significantly lessen the likelihood of severe weather events. • If weather conditions are severe at the commencement, then the ride will be abandoned, delayed or shortened. • Weather conditions will be monitored hourly on the day and communicated to rider support teams and Event officials. • The event is of relatively short duration (max 3hrs) and if conditions unexpectedly deteriorate then the ride will be terminated or shortened (see Attachment 3.1 to TMP). 	1	2	Effects of adverse weather events can be foreshadowed and largely averted.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
2	Participant's health deteriorates during the event as a result of dehydration – sunburn – frostbite.	2	2	Rider accident and injury, exposure	<ul style="list-style-type: none"> The event is of relatively short duration (max 3hrs). Extreme weather conditions can be catered for (see above). Sunburn cream will be available at the start of the event. Water will be available at the Start and with support volunteers along the route (escort and support vehicle). Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders and command post via mobile phones. Riders will be a maximum of 25km from the command post and easily assisted by the support vehicle if required. 	2	2	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk.
3	Participant involved in an incident during the event resulting in serious injury.	3	3	Rider accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders and command post via mobile phones. Riders will be a maximum of 25km from the command post and assisted by the support vehicle if required. Ambulance services are available from Wellington town (max 30km from furthest distance) 	3	2	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
4	Participant involved in an incident during the event resulting in a non serious injury that requires some degree of attention.	3	2	Rider accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders/course volunteers and command post via mobile phones. Riders will be a maximum of 25km from the command post and easily assisted by a support vehicle if required. 	2	1	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk
5	<p>Participants come across poor road conditions – road blocked/impassable during the event.</p> <p>Participants interact with vehicle, pedestrian, animals or other obstacle.</p>	3	3	<p>Pot holes, loose gravel, broken shoulders</p> <p>Vehicle, pedestrian or animal on course.</p>	<ul style="list-style-type: none"> Prior inspection of route, advise participants of all known hazards prior to event start. Support volunteers to advise of poor conditions where possible, particularly road works. Lead riders to use standard calls to advise of road conditions where possible. Residents along the course informed ahead of time that the event will be on and the nature of the event. First aid kits available in each support vehicle. Emergency services based at the Wellington Showground. Public liability insurance obtained. Police advised. See Attachment 3.2 to TMP for further details 	1	2	Communications between riders, support vehicle and command post will lessen amount of residual risk.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
6	Participants come across severe ascent/descent on the road network during the event.	1	3	Bike instability	<ul style="list-style-type: none"> The proposed routes have been selected so that there are no severe ascents or descents Map layouts including ascent/descent information will be circulated to riders prior to commencement. 	1	3	Communications between riders, support vehicle and command post will lessen amount of residual risk
7	Participants have limited/no experience in participating in an event.	2	2	Rider fatigue, abandoning the ride	<ul style="list-style-type: none"> The event is of relatively short duration (max 3hrs). The requirements of the event and conditions likely to be expected during the ride are provided at entry. Escort volunteers monitoring rider performance. Riders encouraged to be realistic about their ability to continue. Riders requested to sign acknowledgement to ride rules at time of registration. First aid kits available in support vehicle. Course marshals and volunteers in mobile phone and radio contact with command post. Public liability insurance obtained. Police advised. 	2	1	Low risk, riders abandoning the ride can be relatively easily catered for.

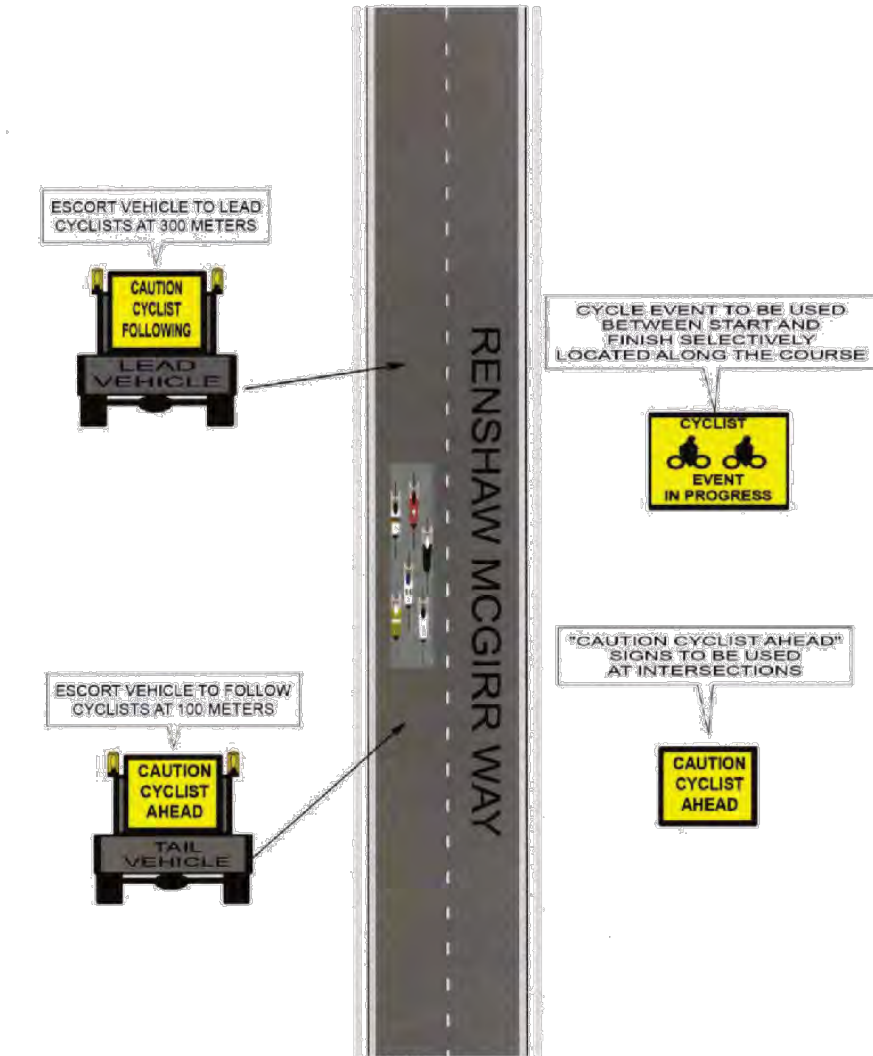
RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
8	Participants lose their way during the event.	1	2	Rider inattention	<ul style="list-style-type: none"> Brief with maps at start of event The course will be well signposted and volunteers will be available in escort vehicles. 	1	1	Even if riders lose their way, mobile phones and support vehicle will provide redirection.
9	Participant's equipment/vehicle becomes unserviceable or unroadworthy during the event.	3	3	Brakes, tyres, wheels, helmets	<ul style="list-style-type: none"> All riders required to provide a bike in appropriate condition and of an appropriate style. Riders encouraged to service bike pre-event — clean and lubricate chain, derailleur, and other components. Ensure brakes and gearing in good working order. Fitted correctly. Riders required to provide minimum two spare tubes each. Riders encouraged to also provide additional spares such as spare tyres. Bikes in inadequate condition or of inappropriate style will exclude riders from participation. Public liability insurance obtained. Police advised Rider/bike pick up available if necessary. 	2	2	At the extreme, participants will be required to abandon the event. Return transport to Finish will be available via support vehicle and coordinated via mobile phones
10	Participants suffer a mechanical/equipment breakdown/failure during the event.	3	2	As above	<ul style="list-style-type: none"> As above 	2	2	As above

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
11	Pilot/rear escort vehicle/s suffers mechanical breakdown during the event.	2	3	Breakdown	<ul style="list-style-type: none"> Back- up support vehicles are available 	2	1	Support vehicle and command post will be coordinated via mobile phones
12	Support vehicle/s suffers mechanical breakdown during the event.	2	3	Breakdown	<ul style="list-style-type: none"> Back- up support vehicles are available 	2	1	Support vehicle and command post will be coordinated via mobile phones
13	Participant attempts/participates in event when not authorised to ride a bike.	1	3	Gear and participant's condition	<ul style="list-style-type: none"> All riders will be required to wear an approved helmet. Bikes to be in serviceable condition and of an appropriate style for the event. Ride referee and event co-ordinator has discretion to refuse start/require abandonment of ride 	1	2	Ride coordinator can refuse participation if necessary.
14	Approved route unable to be travelled upon.	1	3	Unlikely due to present stability & condition of route	<ul style="list-style-type: none"> Police discretion and their subsequent ruling is final. 	1	3	Participants will be advised of decision as soon as practical.
15	Event cancelled prior/during the event.	1	3	Manageable risk	<ul style="list-style-type: none"> Police discretion and their subsequent ruling is final 	1	3	Participants will be advised of decision as soon as practical.

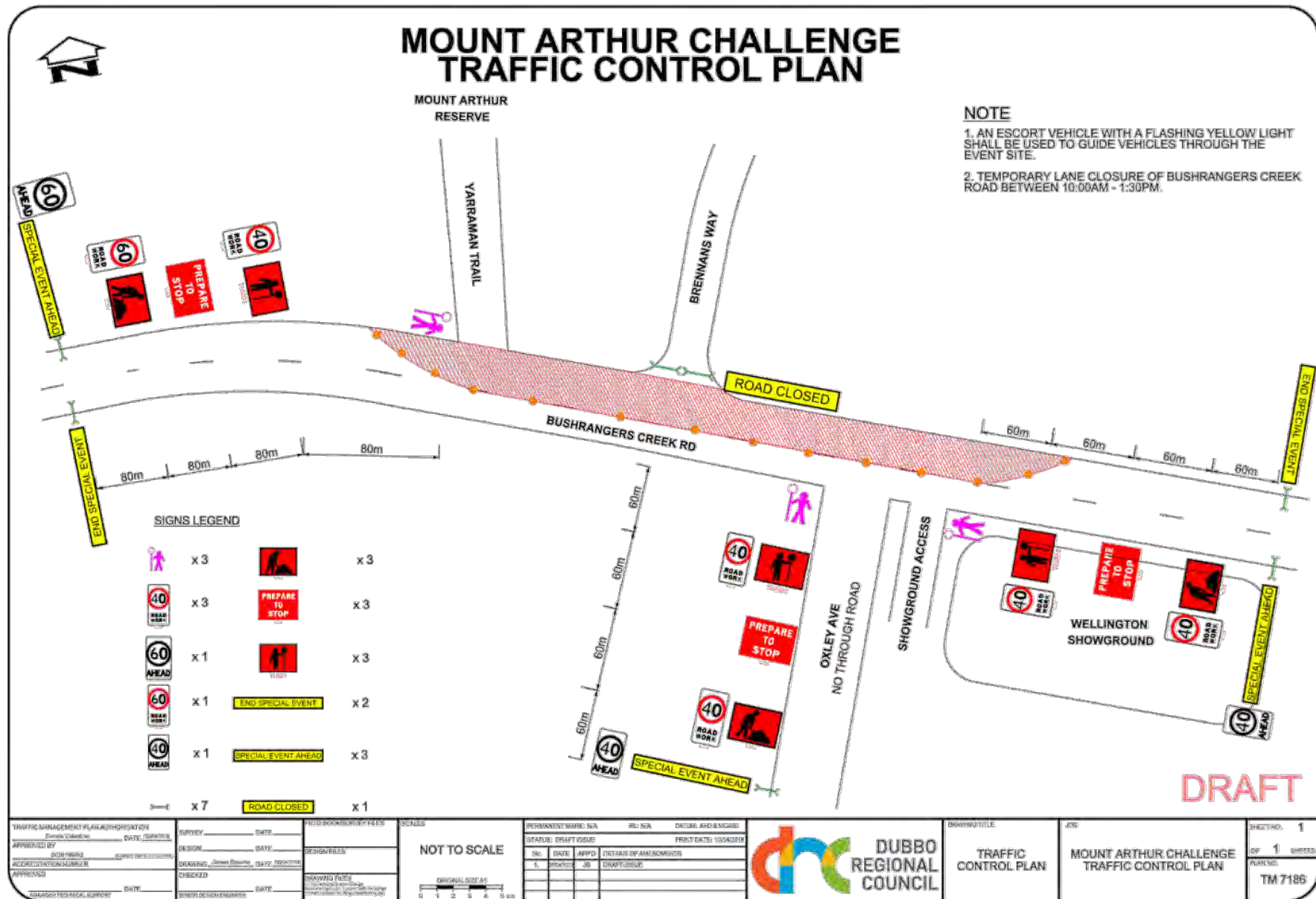
Attachment 8 2017 Mt Arthur Challenge Traffic Control Plan

The Traffic Control Plan prepared for the 2017 Mt Arthur Challenge by Dubbo Regional Council is included below. We propose implementing the same arrangements in 2018.

MOUNT ARTHUR CHALLENGE CYCLE EVENT WELLINGTON www.invarion.com



	Date: 21/6/2017 Project: CYCLE RACE CONTRACTOR: DRC REF TCP: 83 MODIFIED TCP: DRC-MOUNT ARTHUR-21062017 APPROVED BY:
	AUTHOR: STEVE WILSON CERTIFICATE No: 0024855038 Exp: 9/9/2018 SCALE: NOT TO SCALE Copyright ©
Comments: GENERIC TCP FOR THE CYCLE COURSE ON NUMEROUS ROADS. CYCLE COURSE IS IN ONE DIRECTION FROM START TO FINISH.	





All correspondence to:

The Secretary
PO Box 328
WELLINGTON NSW 2820

20 March 2018

The General Manager
Dubbo Regional Council
PO Box 81
Dubbo NSW 2830

Dear Mr McMahon

Application for Permission to Conduct a Running and Road Cycling Event 22 July 2018

On behalf of the Mt Arthur Reserve Trust, I submit the enclosed applications for permission to conduct cycling and running events on Sunday 22 July 2018 on roads adjacent to the Mt Arthur Reserve. Separate applications are included for the running and riding events.

Running

It is proposed to hold two concurrent running events of 5km and 9km. Details of these events are included in the attachments to this letter.

Riding

It is proposed to hold a cycling event over a 50km course. Details of this event are also included in the attachments to this letter.

Should you require further information or clarification on any matters, please do not hesitate to contact me on 0427249906.

Yours sincerely

Shaun Baigent
Chairman
Mount Arthur Reserve Trust

Mount Arthur Public Recreation Reserve 85000



Report of the Victoria Park Redevelopment Advisory Committee - meeting 27 March 2018

AUTHOR: Administration Officer - Governance
REPORT DATE: 29 March 2018

The Committee had before it the report of the Victoria Park Redevelopment Advisory Committee meeting held 27 March 2018.

RECOMMENDATION

That the report of the Victoria Park Redevelopment Advisory Committee meeting held on 27 March 2018, be adopted.

Appendices:

1 [↓](#) Victoria Park Redevelopment Advisory Committee - 27 March 2018 - Reports



REPORT
VICTORIA PARK REDEVELOPMENT
ADVISORY COMMITTEE
27 MARCH 2018

PRESENT: Councillor J Diffey, the Director Community and Recreation, the Manager Open Space and Recreation, the Sporting Assets Coordinator, the Recreation Coordinator, President Dubbo Regional Sports Council (N. Webster), Dubbo District Cricket Association (A. Wells), Dubbo Junior Rugby Union (A. Willner), Westside RLFC (C. Parkes) and Cricket NSW (D. Brock).

ALSO IN ATTENDANCE:

Dubbo Cricket Club members (J. Moran and D. Skinner).

Councillor J Diffey assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.30pm.

VPR18/3 OPTIONS FOR EXPENDITURE OF THE STRONGER COMMUNITIES GRANT FUNDING FOR THE VICTORIA PARK OVALS PRECINCT (ID18/547)

The Committee had before it the report dated 22 March 2018 from the Director Community and Recreation regarding Options for Expenditure of the Stronger Communities Grant funding for the Victoria Park Ovals precinct.

RECOMMENDATION

1. That the Victoria Park Redevelopment Advisory Committee (VPRAC) select Option 1 as the preferred priority for Stage 1 that utilises the \$3.1 million provided to Council under the Stronger Communities Major Projects grant funding stream.
2. That it be noted that Option 1 requires an additional funding contribution of \$500,000.
3. That the infrastructure that is not able to be built within the \$3.1 million available grant funding be the subject of future grant funding applications and/or budget allocations by Council.

VPR18/4 LEAVE OF ABSENCE

Requests for leave of absence were received from Councillors B Shields and D Grant and Dubbo Rugby Union (G. Board) who were absent from the meeting for personal reasons. Such leave of absence were accepted by the Committee and the members concerned were granted leave of absence for this meeting.

The meeting closed at 5.50pm.

.....
CHAIRMAN

VICTORIA PARK REDEVELOPMENT ADVISORY COMMITTEE
27 MARCH 2018

VPR18/3



REPORT: Options for Expenditure of the Stronger Communities Grant funding for the Victoria Park Ovals precinct.

AUTHOR: Director Community and Recreation
REPORT DATE: 22 March 2018
TRIM REFERENCE: ID18/547

EXECUTIVE SUMMARY

There are three distinct options that have been costed in accordance with feedback from the Victoria Park Redevelopment Advisory Committee (VPRAC) arising from the meeting 27 February 2018. The desired infrastructure exceeded the available pool of funds under the Stronger Communities Major Projects Round.

The exploration of three options has been undertaken to ensure the VPRAC has three distinct choices as to what the priorities are for expenditure of the \$3.1 million grant funding.

Option 1 focuses on the achieving sealed carpark between Victoria Park No. 2 and 3 Oval, new integrated canteen/amenities/change room/club room building adjacent to the grandstand on Victoria Park No. 1 Oval and the new playing surface on Victoria Park No. 1 Oval. This option is reliant on the sourcing of an additional \$500,000 in funds.

Option 2, due to no increase in additional funding, would be a scaled down version of the new building being a grandstand and new female amenities, some refurbishment of the grandstand, the sealing of the Victoria Park No. 2 and 3 Ovals carpark and the new playing surface on Victoria Park No.1 Oval.

Option 3, due to no increase in additional funding, would be the construction of a new integrated canteen/amenities/change room/club room building adjacent to the grandstand on Victoria Park No. 1 Oval and the new playing surface on Victoria Park No. 1 Oval. The carpark would not be sealed between Victoria Park No. 2 and 3 Ovals under Option 3.

Each option has differing strengths and weaknesses, providing a distinct choice in terms of what infrastructure is delivered with the Stronger Communities Fund monies available.

ORGANISATIONAL VALUES

Customer Focused: The Victoria Park Redevelopment Advisory Committee (VPRAC) is structured to ensure the local and the state sporting organisations are able to contribute to the design and prioritise expenditure of the \$3.1 million Stronger Communities Grant.

Integrity: This project represents a continued focus on obtaining and delivering on grant funding for strategic projects that have been endorsed by a Council resolution and Council's adopted master plans. It is also consistent with sporting stakeholder consultation held by the

VICTORIA PARK REDEVELOPMENT ADVISORY COMMITTEE
27 MARCH 2018

VPR18/3

Dubbo Regional Sports Council.

One Team: Successful grant funded projects require significant input from a number of branches of Council and external stakeholders.

FINANCIAL IMPLICATIONS

There is currently no other available funds to allocate to this project beyond the \$3.1 million Stronger Communities Fund - Major Projects funds. Given the breadth of capital works currently being undertaken by Council, there is a risk that a number of projects may require additional funding to meet unforeseen costs. In this regard it is important for project managers to be disciplined in delivering projects such as the Victoria Park Ovals redevelopment within available budgets.

Should Option 1 be recommended by the Committee and subsequently endorsed by Council, Council shall be required to allocate an additional \$500,000, or seek additional funding of this amount, in the immediate short term.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That the Victoria Park Redevelopment Advisory Committee (VPRAC) select Option 1, Option 2 or Option 3 as the preferred priority for Stage 1 that utilises the \$3.1 million provided to Council under the Stronger Communities Major Projects grant funding stream, noting that Option 1 requires an additional \$500,000 funding.
2. That the infrastructure that is not able to be built be the subject of future grant funding applications and/or budget allocations by Council.

Murray Wood
Director Community and Recreation

BACKGROUND

The former Dubbo City Council at its Extraordinary meeting held 2 May 2011 resolved:

"2. That Council proceed to submit funding applications under the RDAF, round one for Barden Park Athletic Facilities development as priority one and Victoria Park Master Plan as priority two."

The Victoria Park Master Plan project included the development of a regional centre of excellence for cycling and triathlon at Regand Park. Council was notified later in 2011 that it had been unsuccessful in Round 1 of the Regional Development Australia Fund (RDAF) grant funding. Council took a very proactive approach to understanding the weak points of the Round 1 applications and seeking to improve those areas of the Barden Park application. Subsequently Council selected Barden Park for submission under Round 2 of RDAF program and that was ultimately successful.

In a similar manner Council continued to develop the concept and the business case for redeveloping Victoria Park No.1 Oval and developing a new cycling facility at Regand Park in accordance with Council's adopted master plan. In this regard a revised business case and grant proposal was submitted to the NSW Government under the Stronger Communities funding program in the 2016/2017 financial year.

Whilst not initially successful with being allocated monies under this program, the project was announced as the recipient of \$7.10 million for Stage 1 on 7 August 2017, by the Member for Dubbo, the Hon. Troy Grant MP. This brings to fruition a significant project of the former Dubbo City Council and enables Council to create genuine regional centres for rugby union/rugby league/cricket and cycling that are capable of holding provincial level tournaments and representative fixtures.

The grant allocated expenditure to two (2) distinct projects:

- | | |
|---|-------------|
| 1. New cycling facility at a new site | \$3,950,000 |
| 2. Expansion of Victoria Park No.1 Oval and new assets such as canteen, fencing | \$3,100,000 |

At the first meeting of the VPRAC, the Committee recommended to Council that the \$1,500,000 upgrade of the Victoria Park No.1 Oval play surface be adopted. This was subsequently adopted by Council.

REPORT

OPTION 1 – Budget \$3,600,000

The building infrastructure and the car park Victoria Park No. 2 and 3 Oval, new integrated canteen/amenities/change room/club room

Strengths

- Immediately all users and the broader community shall have access to better supporting infrastructure than the current facilities at Victoria Park No.1 Oval and Victoria Park No. 2 and 3 Ovals.
- Addresses the lack of canteen facilities at Victoria Park No.1 Oval.
- Equalises access for all genders to change rooms and amenities. As more girls and women take up sports not traditionally played by females, infrastructure must allow equal access to amenities.
- Concentrates spectator infrastructure and therefore activity to the grandstand side of the oval.
- It provides infrastructure that caters for both club based utilisation – spectators and participants – and events such as state titles championships.

Weaknesses

- The lack of additional funding (\$500,000) means that the infrastructure development shall have to be staged i.e. the carpark between Victoria Park No. 2 and 3 Ovals would be a later stage of Option 1.
- This leaves the Rugby clubhouse isolated from the integrated building on the grandstand side. There is the opportunity for this to be a general community space as well as being available for use during sporting events should Rugby utilise the club room in the integrated building.

OPTION 2 – Budget \$3,100,000

Reduced building infrastructure on Victoria Park No.1 Oval and completing carpark between Victoria Park No. 2 and 3 Ovals.

Strengths

- This provides for some equalised access for all genders to amenities which removes a safety issue where women have to walk to the toilets located well behind the grandstand through an unlit car park.
- Enables refurbishment of existing change rooms underneath the grandstand.
- Addresses the lack of canteen facilities at Victoria Park No.1 Oval.
- Spreads the infrastructure between the three ovals in the precinct by enabling the building of a carpark between Victoria Park No. 2 and 3 Ovals.
- Local suppliers are available to provide temporary amenities/showers/changerooms if required for major events. Over time this builds a genuine business case to support future grant applications/decisions by Council.

Weaknesses

- It is more difficult to obtain grant funding for expansion of amenities and changerooms as under normal funding streams as evidence is required showing it shall bring new activity to the Dubbo community.
- More limited in scope in regards to providing equal access for women and men to amenity facilities.
- Doesn't concentrate infrastructure to the grandstand side of the ovals thereby reducing spectator concentration leading to requests for duplication of infrastructure into the future.

OPTION 3 – Budget \$3,100,000

Integrated building infrastructure on Victoria Park No.1 Oval and no work on the carpark between Victoria Park No. 2 and 3 Ovals.

Strengths

- Equalises access for all genders to change rooms and amenities. As more girls and women take up sports not traditionally played by females, infrastructure must allow equal access to amenities.
- Addresses the lack of canteen facilities at Victoria Park No.1 Oval.
- Overcomes the issue that it is typically more difficult to obtain grant funding for expansion of amenities and changerooms as under normal funding streams as evidence is required showing it shall bring new activity to the Dubbo community.
- The carpark cost is easier to amount to fund directly by Council – with the total car park budget estimate for construction being \$470,000.
- Potentially, because a carpark enables the safe holding of other events such as DREAM festival and Regional Artlands there are a broader opportunities to obtain grant funding.

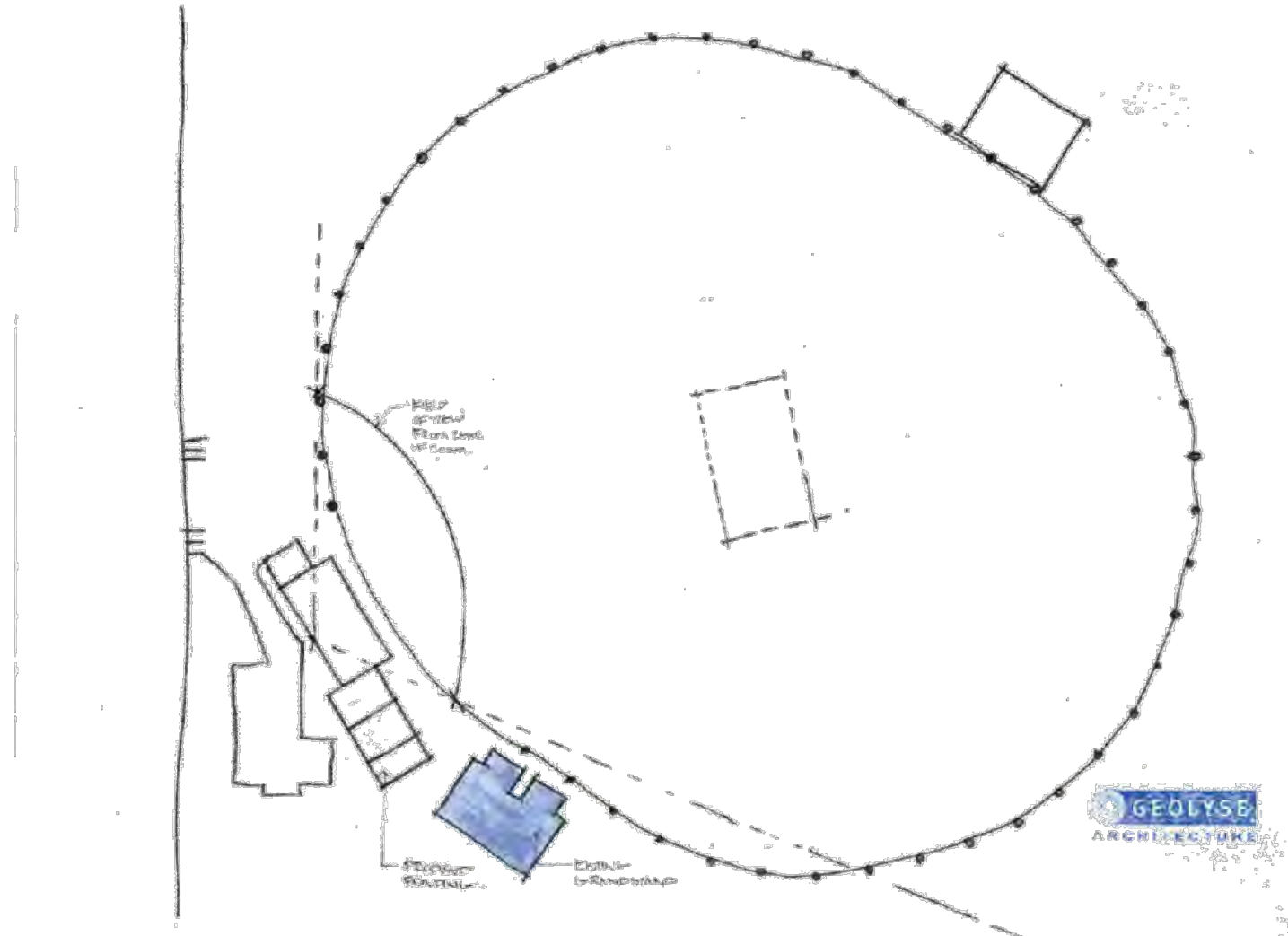
Weaknesses

- Does not see infrastructure being extended to the Victoria Park No. 2 and 3 Ovals at this time.

The Committee is required to assess each of the options included in this report and recommend a proposed option to Council for consideration.

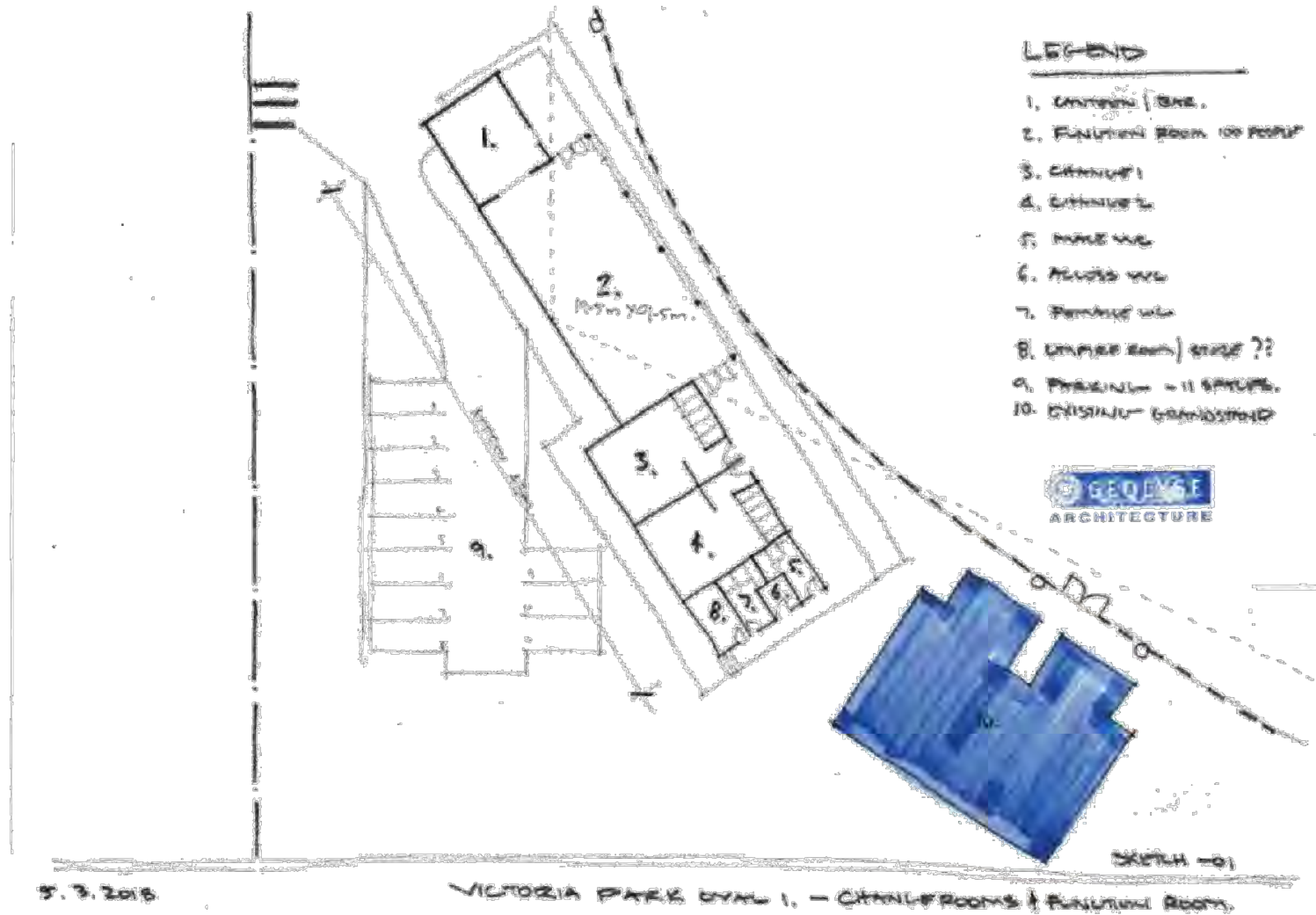
Appendices:

1. Sketch Plan Victoria Number 1 Oval Integrated canteen, clubroom, amenities, changeroom Building



APPENDIX NO: 1 - SKETCH PLAN VICTORIA NUMBER 1 OVAL INTEGRATED CANTEN, CLUBROOM, AMENITIES, CHANGEROOM BUILDING

ITEM NO: VPR18/3





**DUBBO REGIONAL
COUNCIL**

Report of the Social Justice and Crime Prevention Working Party - meeting 28 March 2018

AUTHOR: Administration Officer - Governance
REPORT DATE: 29 March 2018

The Committee had before it the report of the Social Justice and Crime Prevention Working Party meeting held 28 March 2018.

RECOMMENDATION

That the report of the Social Justice and Crime Prevention Working Party meeting held on 28 March 2018, be adopted.



REPORT
SOCIAL JUSTICE AND CRIME PREVENTION
WORKING PARTY
28 MARCH 2018

PRESENT: Councillors B Shields, V Etheridge, D Grant and A Jones.

ALSO IN ATTENDANCE:

The Chief Executive Officer, the Director Community and Recreation, the Manager Social Services.

Councillor B Shields assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.30pm.

SJCP18/7 PRESENTATION BY CRIME PREVENTION OFFICER, SENIOR CONSTABLE IAN BURNS - DUBBO POLICE (ID18/435)

The Working Party was to receive a presentation by Crime Prevention Officer, Senior Constable Ian Burns - Dubbo Police regarding this matter. Unfortunately Senior Constable Burns was unable to attend and this matter was not presented.

SJCP18/8 DRAFT COLLECTIVE IMPACT POLICY (ID18/537)

A general discussion was held to inform the development of the draft policy.

RECOMMENDATION

- 1. That Councillors are to provide their feedback to the Mayor prior to closing of the business papers for the April 2018 Ordinary meeting of Council.**
- 2. That the Policy be put to the April 2018 Ordinary meeting of Council for the purposes of placing the Policy on public display for a period of 28 days to obtain public feedback.**

SJCP18/9 LEAVE OF ABSENCE

A request for leave of absence was received from Councillor S Lawrence who was absent from the meeting for personal reasons. Such leave of absence was accepted by the Working Party and the member concerned was granted leave of absence for this meeting.

The meeting closed at 6pm.

.....
CHAIRMAN



DUBBO REGIONAL
COUNCIL

REPORT: Sporting Organisation Fees and Charges 2018/2019

AUTHOR: Recreation Coordinator
REPORT DATE: 28 March 2018
TRIM REFERENCE: ID18/560

EXECUTIVE SUMMARY

At the Ordinary Meeting of Council held on 26 February 2018 Council resolved:

- “1. That the information contained within the report of the Recreation Coordinator dated 31 January 2018 be noted.*
- 2. That a thirty percent (30%) blanket subsidy be applied to all sporting organisation sporting ground preparation fees and charges excluding litter control and included in the 2018/2019 Draft Dubbo Regional Council Revenue Policy. With a further report to be brought to Council outlining results of further consultation with effected sporting organisations.*
- 3. That no subsidy be applied to litter control for any sporting organisation.*
- 4. That the Recreation Coordinator communicate the subsidy to be applied to all sporting organisation fees and charges excluding litter control through the Dubbo Regional Sports Council following adoption by Council.*
- 5. That twenty five percent (25%) of the total revenue from sporting organisation fees and charges be contributed to the Dubbo Regional Sports Council Playing Field Improvement Fund and be made available, upon application and assessment to all sporting organisations who are members of the Council and contribute fees.*
- 6. That the Recreation Coordinator review the sporting ground preparation agreed briefs and associated fees and charges annually.”*

Council’s Recreation Coordinator presented the proposed 2018/2019 Sporting Organisation fees and charges to the Dubbo Regional Sports Council General meetings in both Dubbo and Wellington on 6 March 2018 and 13 March 2018 respectively.

The 2018/2019 Sporting Organisation Fees and Charges presentation was also emailed to all the Dubbo sporting organisations on 8 March 2018 and the Wellington sporting organisations on 14 March 2018 with the sporting organisations being given until 4 April 2018 to provide written feedback in regard to the fees and charges.

All sporting organisations who under the proposal would see an increase in fees and charges were requested to meet with Council’s Recreation Coordinator to discuss the sporting preparation agreed brief and associated fees and charges, discuss options with regard to trying to lower fees and to encourage sporting organisations who did not see the proposed fees and charges viable for their organisation to provide a submission. Dubbo Ultimate Frisbee Federation, Dubbo and District Junior Rugby League Association and Dubbo Athletics Club indicated they were happy with their fees and did not require a meeting.

Meetings were held with Dubbo City Softball Association, Wellington Warriors Soccer Club, Wellington Junior Rugby Club, Wellington Junior Rugby League Club, Wellington Little Athletics Club, Wellington Cricket Club, Dubbo Junior Rugby Club, Dubbo and District Senior and Junior Cricket Association and Dubbo Cycle Club.

In summary based on the consultation conducted with sporting organisations and the feedback received in regard to the proposed 2018/2019 fees and charges it is recommended that the thirty percent (30%) blanket subsidy be applied to all sporting organisation ground preparation fees and charges excluding litter control which will be 'actual cost' and included in the 2018/2019 Draft Dubbo Regional Council Revenue Policy.

It is also recommended that Council give consideration to feedback from the Wellington Cricket Club, Wellington Little Athletics Club, Dubbo Cycle Club and Wellington Junior Rugby Club with regard to an alternative fee structure where Council could provide a phase in period over multiple years that would work toward those sports receiving a 30% subsidy as other sports do.

ORGANISATIONAL VALUES

Customer Focused: Development of sporting ground preparation agreed briefs that are accurate and current as determined by the needs of the sporting organisation.

Integrity: The application of equitable and consistent sporting organisation fees and charges based on sporting ground preparation agreed briefs.

One Team: Collaboration between sporting organisations and Council to determine sporting organisation fees and charges.

FINANCIAL IMPLICATIONS

The financial implications associated with the review will see the sporting organisation fees and charges amended in the Dubbo Regional Council Draft Revenue Policy 2018/2019.

POLICY IMPLICATIONS

The fees and charges will be included in the Dubbo Regional Council Draft Revenue Policy for 2018/2019.

RECOMMENDATION

- 1. That the information contained within the report of the Recreation Coordinator dated 28 March 2018 be noted.**
- 2. That the thirty percent (30%) blanket subsidy be applied to all sporting organisation ground preparation fees and charges, excluding litter control, and included in the 2018/2019 Draft Dubbo Regional Council Revenue Policy.**
- 3. That Council consider alternative fee structures for Wellington Cricket Club, Wellington Little Athletics Club, Dubbo Cycle Club and Wellington Junior Rugby Club that aims to have these sports receiving a 30% subsidy after a phase in period over a period of years, to be determined by Council, to enable these sports to continue to be viable in the short term.**
- 4. That no subsidy be applied to litter control for any sporting organisation.**

Tracey Whillock

Recreation Coordinator

REPORT

As a result of Council's resolution, Council's Recreation Coordinator presented the proposed 2018/2019 Sporting Organisation fees and charges to the Dubbo Regional Sports Council General meetings in both Dubbo and Wellington on 6 March 2018 and 13 March 2018 respectively.

The presentation included information on the process undertaken over the past 12 months to review the sporting preparation agreed briefs and associated fees and charges, outlined the proposal for the 2018/2019 sporting organisation fees and charges, detailed the litter control at actual cost and possible strategies to reduce litter costs, indicated the benefits of the new proposal, tabled the proposed fees for each individual sporting organisation as a comparison to 2017/2018 and outlined the opportunities for sporting organisations to provide feedback.

The Sporting Organisations in attendance at the meetings were provided the opportunity to give feedback in regard to the proposed 2018/2019 sporting organisation fees and charges at the meeting however no feedback was received at this time.

The 2018/2019 Sporting Organisation Fees and Charges presentation was emailed to all the Dubbo sporting organisations on 8 March 2018 and the Wellington sporting organisations on 14 March 2018 and sporting organisations were given until 4 April 2018 to provide written feedback in regard to the fees and charges.

On 14 March 2018 an email was sent to all sporting organisations who under the proposal would see an increase in fees and charges requesting a meeting to discuss the sporting preparation agreed brief and associated fees and charges to ensure they were in fact correct, discuss options in regard to trying to lower fees and charges and to encourage sporting organisations who did not see the proposed fees and charges viable for their organisation to provide a submission.

Dubbo Ultimate Frisbee Federation provided an email response on 14 March 2018 and Dubbo and District Junior Rugby League Association provided an email response on 29 March 2018, both indicating they were happy with the proposed fees and charges and did not require a meeting. Dubbo Athletics Club provided an email on 3 April 2018 indicating the changes to the fees are a reasonable increase.

Meetings were held with the following sporting organisations:

- 20 March 2018 - Dubbo City Softball Association indicated they were happy with the proposed 2018/2019 sporting organisation fees and charges.
- 21 March 2018 - Wellington Warriors Soccer Club had reviewed their agreed brief and confirmed the club would look to engage the contractor Allan Boland to erect and pull down the goal posts at Pioneer Oval as well as a club member who is a greenkeeper to undertake the line marking requirements. The club was happy to leave in the bin collection and the associated fees.

- 21 March 2018 - Wellington Junior Rugby Club reviewed their agreed brief and confirmed that once the new amenities building is constructed at Rygate Oval the club would look to relocate training and competition games to Rygate Oval from the 2019 season. The agreed brief was amended to remove line marking at Bicentennial Park except for the Walla Gala Day where the extra playing areas are required. Wellington Junior Rugby Club provided a letter dated 16 March 2018 indicating that the only reason they moved to Bicentennial Park was due to the amenities at Rygate Oval not being to an acceptable standard. They requested Council reconsider the proposed fees and charges as they feel they should not incur extra costs for having to train at one facility and play competition games at another due to Council's facilities not being adequate. The agreed brief was amended based on the 2019 season that Wellington Junior Rugby Club would conduct all training and competition as the Rygate Oval amenities will be completed and therefore the case put forward in their correspondence is invalid.
- 21 March 2018 - Wellington Junior Rugby League Club reviewed their agreed brief and have opted to continue to clean the amenities at Kennard Park at the end of their competition when a double header is scheduled which see the Wellington Senior Rugby League play on the Sunday. With the fees adjusted to remove the amenities cleans the club was happy with the remaining fees.
- 21 March 2018 - Wellington Little Athletics Club reviewed their agreed brief and indicated there was nothing they could see which could be removed to reduce the costs. During the meeting and in the email dated 26 March 2018 the club indicated that they were aware an increase was required but an increase of approximately double would not be viable for the small club and would result in a substantial increase to their registration fees and likely to impact their participation numbers. The club also indicated that they will also be required to pay storage container fees in 2018 which is a new fee for the Wellington based club which will also financially impact the club. The club have contributed funds in conjunction with a grant application to renew the long jump pits and have volunteers patch the discus nets each year.
- 21 March 2018 - Wellington Cricket Club reviewed their agreed brief and indicated there was nothing they could see which could be removed to reduce the costs. Wellington Cricket provided a letter dated 31 March 2018 indicating the increase in fees of more than \$3,000 was not sustainable for the club. The club indicated they would need to increase their senior fees by \$50 per game (to be shared by all players of each game) and junior fees by \$50 per season to accommodate the increase in fees and charges and this could potentially make cricket too costly for many participants. Wellington Cricket requested Dubbo Regional Council consider keeping wicket charges to four hundred dollars (\$400) per wicket with the normal CPI increase per year thereafter. The club suggested the difference between the four hundred dollars (\$400) and the actual cricket pitch preparation of six hundred and thirty eight dollars (\$638) could be seen as a "subsidised levy" to keep all cricket players in the game in Wellington. The letter also indicated Wellington Cricket have successfully applied for a

number of grants to upgrade playing facilities and subsidy participation cricket programs in Wellington.

- 22 March 2018 - Dubbo Junior Rugby Club reviewed their agreed briefs and indicated the services and cost were accurate and the club was subsequently happy with the proposed 2018/2019 fees and charges.
- 23 March 2018 - Dubbo and District Junior and Senior Cricket Associations reviewed their agreed brief and identified a couple of things including boundary line marking and synthetic cricket pitch whipper snipping which they could potentially do themselves. The Senior and Junior Cricket Associations will table the line marking and whipper snipping with their committees however, feel the clubs will decide to maintain these services in the agreed brief and the Associations would divide the increased fees across each club.
- 28 March 2018 - Dubbo Cycle Club reviewed their agreed brief and indicated there was nothing they could see which could be removed to reduce the costs. The club had already removed the edging of the track which members now conduct. The club indicated the increase of more than two hundred percent (200%) was not viable for the club and provided a letter dated 3 April 2018 indicating the club would like consideration given to a reduction of the costs so that it is an incremental jump or stabilisation for years to come.

Wellington Cowboys Senior Rugby League Club also provided an email dated 15 March 2018 indicating that they were glad to see the club's fee decreasing for the 2018/2019 period. They also asked for consideration to be given to the Cowboys fees due to the work club volunteers are putting in to clean and paint the dressing sheds, canteen and amenities at Kennard Park. Due to a number of other sporting organisations throughout Dubbo Regional Council having financially contributed to projects, successfully applied for grants, engaged their sponsors to undertake work and held volunteer working bees with no subsidy reflected within their sporting organisation fees and charges a further subsidy to the Wellington Cowboys Senior Rugby League Club would not be recommended.

Through email correspondence amendments were also made to the sporting preparation agreed briefs for Dubbo AFL, Dubbo Rhinos, Wellington Senior Rugby League Club and Wellington Senior Rugby Club.

Reminder emails in regard to the deadline for providing feedback in relation to the fees and charges and to organise a meeting were sent on 20 March 2018, 22 March 2018 and 28 March 2018.

Following the Sports Council meetings, the individual meetings with clubs and feedback received the following table provides the accurate breakdown of fees and charges for each sporting organisation based on the sporting preparation agreed brief.

Table 1. Sporting Organisation Fees and Charges

Sporting Organisation	2017/2018 Sporting Fees	Sporting Ground Preparation 100% Actual Costs	Thirty (30%) Subsidy	Proposed 2018/2019 Sporting Fees	Notes
Dubbo and District Football Association	\$8,469.69	\$10,168.26	\$3,050.48	\$7,117.78	DDFA have only asked for the initial string line of all soccer fields and will engage a contractor to complete remarks as per previous agreed briefs.
Dubbo Netball Association	\$7,103.91	\$8,352.54	\$2,505.77	\$5,846.78	DNA fees includes edging of the courts and line marking of the hard courts every 5 years.
Dubbo Touch Association – Summer	\$8,420.25	\$9,038.62	\$2,711.59	\$6,327.03	
Dubbo Touch Association – Winter	\$3,727.57	\$3,742.58	\$1,122.77	\$2,619.81	
Dubbo Demons AFL Club	\$860.05	\$120.00	\$36.00	\$84.00	Dubbo Demons have opted to line mark the fields after purchasing a line marker and erect and pull down the junior goal posts.
Dubbo City Softball Association	\$0	\$84.00	\$25.20	\$58.80	Dubbo City Softball fees include bin collection.
Dubbo Junior Rugby Club	\$2,440.08	\$3,976.58	\$1,192.97	\$2,783.61	DJRC fees include accurate and current costs for agreed brief requirements.
Dubbo CYMS RLFC	\$6,194.42	\$6,162.12	\$1,848.64	\$4,313.48	Litter control removed and charged at 'actual cost'
Macquarie Raiders RLFC	\$6,194.42	\$6,162.12	\$1,848.64	\$4,313.48	Litter control removed and charged at 'actual cost'
Dubbo Westside RLFC	\$6,194.42	\$5,270.68	\$1,581.20	\$3,689.48	Litter control removed and charged at 'actual cost'
Dubbo Rhino's Rugby Club	\$6,194.42	\$5,898.26	\$1,769.48	\$4,128.78	Litter control removed and charged at 'actual cost' Includes line marking of Barden Park for training. Rhinos have also removed trial game.
Dubbo Rugby Club	\$6,194.42	\$6,122.86	\$1,836.86	\$4,286.00	Litter control removed and charged at 'actual cost'
Dubbo and District Junior Rugby League	\$3,601.91	\$6,735.00	\$2,020.50	\$4,714.50	DDJRL fees include line marking costs associated with marking the mini and mod fields.
Dubbo Athletics Club	\$3,729.63	\$9,565.13	\$2,869.54	\$6,695.59	DAAC fees includes a contribution towards line marking of the synthetic track every 6 years.

Dubbo Ultimate Frisbee Federation	\$0	\$60.00	\$18.00	\$42.00	DUFF fees include bin collection.
Dubbo Cycle Club	\$566.50	\$1,832.00	\$549.60	\$1,282.40	DCC fees include line marking of the track every 5 years.
Dubbo and District Junior and Senior Cricket Association	\$52,321.94	\$80,989.53	\$24,296.86	\$56,692.67	DDCA and DDJCA fees include accurate and current costs for the agreed brief requirements.
Wellington Cricket Association	\$5,150.00	\$12,145	\$3,643.50	\$8,501.50	WCA fees include accurate and current costs for the agreed brief requirements.
Wellington Soccer Club	\$2,121.80	\$108.00	\$32.40	\$75.60	WSC have opted to engage a contractor to erect and pull down the goal posts and line mark the fields.
Wellington Junior Rugby Club	\$668.47	\$1,639.50	\$491.85	\$1,147.65	WJRC have indicated will move to Rygate Oval for competition which will share costs with Senior Rugby. Fees include accurate and current costs for agreed brief requirements.
Wellington Rugby Club	\$1,300.00	\$826.50	\$247.95	\$578.55	WRC have indicated will move to Rygate Oval and will share the costs with Junior Rugby.
Wellington Little Athletics Club	\$742.63	\$2,272.00	\$681.60	\$1,590.40	WLAC fees include accurate and current costs for agreed brief requirements.
Wellington Junior Rugby League Club	\$577.83	\$818.50	\$245.55	\$572.95	
Wellington Senior Rugby League Club	\$1,389.47	\$1,109.50	\$332.85	\$776.65	
Wellington Netball Club	\$562.38	\$560.00	\$168.00	\$392.00	
Wellington Tennis Club	\$562.38	\$560.00	\$168.00	\$392.00	
Wellington Touch Association	\$1,336.94	\$1,580.00	\$474.00	\$1,106.00	
TOTAL	\$136,625.53	\$191,069.55	\$57,320.88	\$133,748.68	

Appendices:

- 1 [Sporting Organisation Fees and Charges 2018/2019 - Correspondence with feedback from Sporting Organisations](#)

Tracey Whillock

From: Tracey Whillock
Sent: Wednesday, 14 March 2018 10:18 AM
To: 'Tim Hosking'
Subject: RE: Meeting Request - Sporting Organisation Fees and Charges 2018/2019

Thanks Tim for your email.

I am happy to meet with yourself and AFL to discuss master planning for South Dubbo Oval. I will wait to hear back from Nick when he is available and then will let you know a date and time.

Regards

Tracey

From: Tim Hosking [mailto:Tim.Hosking@environment.nsw.gov.au]
Sent: Wednesday, 14 March 2018 10:13 AM
To: Tracey Whillock <Tracey.Whillock@dubbo.nsw.gov.au>
Subject: RE: Meeting Request - Sporting Organisation Fees and Charges 2018/2019

Hi Tracey,

Our fees are tiny and quite achievable in our revenue streams, so no problem with us and no need to meet from our end.

I'd just want to talk about SDO anyway... and I'm sure you have many other bigger priorities at the moment!

Cheers Tim

Tim Hosking
President, Dubbo Ultimate Frisbee Federation Inc.
duffcontact@gmail.com | 0438600837 | www.facebook.com/dubboultimate

From: Tracey Whillock [mailto:Tracey.Whillock@dubbo.nsw.gov.au]
Sent: Wednesday, 14 March 2018 9:59 AM
To: dubbosoftball <dubbosoftball@gmail.com>; 'Angela Blackett' <angelab@customsteel.com.au>; Adam Willner <Adam.Willner@australianbusiness.com.au>; Dubbo South Jr RLFC & Dubbo City Rugby League - Neil Millgate <neilmillgateddjr1@hotmail.com>; anthony.martin@inet.net.au <anthony.martin@inet.net.au>; dubbodad <dubbodad@gmail.com>; Tim Hosking <Tim.Hosking@environment.nsw.gov.au>; exec@dubbocycleclub.com.au; Dubbo District Cricket Association - Tom Mitchell <ddcsecretary@gmail.com>; Jeff Shanks <jms@lukagroup.com.au>; Lindsay Wood <LWood@RewardH.com.au>; Naomi Coady <coady_1@bigpond.com>
Subject: Meeting Request - Sporting Organisation Fees and Charges 2018/2019

Hi Everyone,

As per my previous email in regard to the presentation provided at Sports Council on Tuesday 6 March 2018 in regard to the proposed sporting organisation fees and charges Dubbo City Softball, Dubbo Junior Rugby, Dubbo and District Junior Rugby League, Dubbo Athletics, Dubbo Ultimate Frisbee, Dubbo Cycle and Dubbo and District Senior and Junior Cricket would all see an increase in their fees and charges.

I would like to meet with each of these sporting organisations next week if possible to discuss the agreed briefs and proposed fees and charges. I am likely to be in Wellington on Wednesday or Thursday holding

Tracey Whillock

From: District Secretary DDJRL <secretaryddjrl@hotmail.com>
Sent: Thursday, 29 March 2018 9:01 AM
To: Tracey Whillock
Subject: Re: Final Reminder - Feedback due on proposed Changes to the 2018/2019 Sporting Organisation Fees and Charges

Hi Tracey,

Dubbo and District Junior Rugby League is happy with the 2018/2019 fee structure.

Regards

Carene Smith
Dubbo & District JRL Secretary

From: Tracey Whillock <Tracey.Whillock@dubbo.nsw.gov.au>
Sent: Wednesday, 28 March 2018 11:01 AM
Subject: Final Reminder - Feedback due on proposed Changes to the 2018/2019 Sporting Organisation Fees and Charges

Hi Everyone,

Just a reminder that all feedback in regard to the proposed changes to the 2018/2019 Sporting Organisation Fees and Charges is due Thursday 29th March 2018, 5pm.

If your fees are proposed to increase and you haven't organised a meeting with me to discuss and would like to, please get in contact with me asap.

After this date I will be preparing a report to go to Council with the feedback of the sporting organisations on the proposed fees and charges for their determination on the proposal.

If you have any questions or would like clarification on anything please don't hesitate to give me a call.

Regards

Tracey
Tracey Whillock
Recreation Coordinator
Dubbo Regional Council
P 02 6801 4000 F 02 6801 4259
E Tracey.Whillock@dubbo.nsw.gov.au

Tracey Whillock

From: Tony Martin <anthony.martin@inet.net.au>
Sent: Tuesday, 3 April 2018 7:55 PM
To: Tracey Whillock; Nathan Petterson; campoto62@gmail.com
Subject: RE: Final Reminder - Feedback due on proposed Changes to the 2018/2019 Sporting Organisation Fees and Charges

Hi Tracey,

Have checked with Cameron our Treasurer re the changes and he feels they are ok to proceed with.

They are reasonable as an increase

Tony Martin
Secretary
DAC

Sent from [Mail](#) for Windows 10

From: [Tracey Whillock](#)
Sent: Wednesday, March 28, 2018 11:42 AM
Subject: Final Reminder - Feedback due on proposed Changes to the 2018/2019 Sporting Organisation Fees and Charges

Hi Everyone,

Just a reminder that all feedback in regard to the proposed changes to the 2018/2019 Sporting Organisation Fees and Charges is due Thursday 29th March 2018, 5pm.

If your fees are proposed to increase and you haven't organised a meeting with me to discuss and would like to, please get in contact with me asap.

After this date I will be preparing a report to go to Council with the feedback of the sporting organisations on the proposed fees and charges for their determination on the proposal.

If you have any questions or would like clarification on anything please don't hesitate to give me a call.

Regards

Tracey

Tracey Whillock
Recreation Coordinator
Dubbo Regional Council
P 02 6801 4000 F 02 6801 4259
E Tracey.Whillock@dubbo.nsw.gov.au

Tracey Whillock

From: Allan Nicholson <allan.nicholson@dpi.nsw.gov.au>
Sent: Wednesday, 28 March 2018 1:12 PM
To: Tracey Whillock
Subject: HPE CM: Re: Minutes - Wellington Soccer Agreed Brief and Sporting Fees Meeting 21/03/2018

Record Number: ED2018/041125

Tracey
We will do all line marking, including initial

Allan n

On Wednesday, March 28, 2018, Tracey Whillock <Tracey.Whillock@dubbo.nsw.gov.au> wrote:

Hi Allan and Paul,

Thanks for meeting with me last Wednesday 21st March 2018 to discuss the Wellington Soccer Agreed Brief and Sporting Fees for 2018/2019.

As per the meeting discussions at this stage I have removed the remarks of the soccer fields in the agreed brief with the Soccer club looking to engage a greenkeeper in the club to complete. Can you please confirm whether you would like the initial string line included or taken out by tomorrow Thursday 29th March 2018, 5pm? I have attached the amended agreed brief to date. Proposed fees excluding initial string line are \$75.60 (Actual costs before 30% subsidy \$108) or proposed fees including initial string line are \$1584.80 (Actual costs before 30% subsidy \$2264)

I have also removed the erection and pulling down of the soccer goal posts at Pioneer Park with the club engaging Allan Boland to complete. The soccer club to confirm prior to next season whether they would like to store the goal posts in their shipping container or at the depot.

Just a reminder if you wish to provide feedback on the proposed sporting fees and charges this is due by Thursday 28th March 2018, 5pm. You can send me a letter or email.

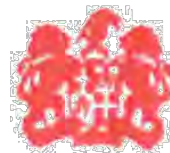
The aim is Soccer will is hoping to source grant funding to install new sports lighting at Pioneer Oval and all training and competition games be played here. Therefore Rygate Park will not be required and thus the line marking and goal post contributions have been removed from the agreed brief.

Wellington Soccer are hoping to apply for grant funding to purchase a line marking machine. Wes to provide Wellington Soccer with recommendations in regard to a line marking machine. Club has also

Wellington Junior Rugby Club Inc.

PO Box 385
Wellington NSW 2820
ABN: 282 1943 9108

President: Ben Blackhall 0427 162 066
Secretary: Louise Taylor 0428 453 620



Att: Tracey Whillock
Recreational Coordinator
Dubbo Regional Council
16th March, 2018

Sporting Organisation Fees and Charges 2018/2019

On behalf of the Wellington Junior Rugby Union Club, I refer to the email from Tracey Whillock in regards to presentation provided at the Dubbo Regional Council General Wellington meeting held on Tuesday 13th March.

This proposal indicates that Wellington Junior Rugby ground fees increase from \$668.47 (2017/18) to 51237.12 (2018/19). This is obviously a significant increase.

I understand we share the costs of Rygate Park with Senior Rugby and soccer but pay all the costs for Bicentennial Oval. The only reason that Junior Rugby play at Bicentennial Oval for their Junior games and Walla Gala day is because the amenities at Rygate are disgusting and not fit for visiting clubs.

Once the amenities are completed as part of the Rygate development, Junior Rugby will move back to Rygate. It is our belief that as the Dubbo Regional Council is responsible for the grounds and amenities that we should have a reduction in our ground fees. Wellington Junior rugby incurs this extra cost because the facilities are not adequate and we urge Dubbo Regional Council to reconsider our increased fee proposal.

Regards


Louise Taylor (Secretary)

Tracey Whillock

From: Morley, Carolyn <CAROLYN.RADFORD@det.nsw.edu.au>
Sent: Monday, 26 March 2018 8:16 AM
To: Tracey Whillock
Subject: Re: Little Athletics Sporting Fees

Hi Tracey

We just wanted to send you an email in regards to the price increase for Wellington Little Athletics. We understand that there needs to be an increase, however we feel that the proposed increase is too much (being more than doubled). We are a club who basically run off minimal funds and most of our fees are paid to Little Athletics NSW. We have tried to keep our fees down to promote more athletes to join Little Athletics and have steadily grown our numbers. Over the years we have endeavoured to maintain the long jump pits, successfully gained a grant and matched that grant with our own funds, patched the discus nets etc.

Thankyou for your consideration in this matter

Cheers

*Carolyn Morley
Assistant Principal
Wellington Public School*

From: Tracey Whillock <Tracey.Whillock@dubbo.nsw.gov.au>
Sent: Tuesday, 20 March 2018 8:52 AM
To: Morley, Carolyn
Subject: RE: Little Athletics Sporting Fees and Charges Meeting

Thanks Carolyn

Tracey Whillock
Recreation Coordinator
Dubbo Regional Council
P 02 6801 4000 F 02 6801 4259
E Tracey.Whillock@dubbo.nsw.gov.au



<http://dubbo.nsw.gov.au>

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From: Morley, Carolyn [<mailto:CAROLYN.RADFORD@det.nsw.edu.au>]
Sent: Sunday, 18 March 2018 1:55 PM
To: Tracey Whillock <Tracey.Whillock@dubbo.nsw.gov.au>
Subject: Re: Little Athletics Sporting Fees and Charges Meeting

Hi Tracey, I'll be there at 3.30 with Christie and Michelle cheers Carolyn

Sent from my iPhone

On 15 Mar 2018, at 12:19 pm, Tracey Whillock <Tracey.Whillock@dubbo.nsw.gov.au> wrote:

Hi Everyone,



(Incorporating Wellington Junior Cricket)

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President: Nicholas Cosier
0428 481 237

Vice President: Jason Ryan
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Secretary: Marie Cornish OAM 162 Arthur Street WELLINGTON NSW 2820
Ph:- 0407 458413 Email: see letterhead

Dubbo Regional Council
Chief Executive Officer - Mr Michael McMahon
Community & Recreation Director - Mr Murray Wood
Recreation Co-Ordinator - Mrs Tracey Whillock
PO Box 81
DUBBO NSW 2830

31st March 2018

Dear Mr McMahon, Mr Wood & Tracey

**REQUESTING A REVIEW OF THE PROPOSED 2018-19
WELLINGTON DISTRICT CRICKET ASSOCIATION SPORTING FEES and CHARGES**

The Executive of Wellington District Cricket Association feel that the intended rise of some \$3000 from \$5150.00 (2017-18) to \$8501.50 (2018-19) in our proposed 2018-19 Sporting Fees and Charges after the 30% subsidy is applied is unsustainable.

The Association under the previous Wellington Council negotiated a "user pay" system to keep Cricket in Wellington going with a Senior T20 Competition plus a Junior player fee per game a number of years ago. Senior teams numbers since introduction have varied from 6, 7 or 8 participating whilst our Juniors have in the past 3 seasons participated in the Dubbo Junior District Cricket Associations Competition with two, three and two teams respectively and until this past season played some home games. It is hoped that DDJCA will see their way clear to letting us have home games again in the 2018-19 season where it is anticipated we will have 3 teams (2x U12s & 1 x U14s) participating.

We all know that Cricket Wicket Preparations are a costly exercise, but our grounds have always been in immaculate condition which we take immense pride in. Especially when teams from outside the Dubbo and former Wellington Local Government areas have availed themselves of their use over many many years. Wellington have hosted Australian, State, Country and Regional Female and Male Carnivals from Open age to underage in this time.

The proposed rise equates to every players Registration or Match Fees rising by \$50 per game (Seniors) and for the season for Juniors. We have difficulty understanding why there is such a disparity of Council's charges for 3 turf wickets at Victoria Park costing \$1591.43 (\$531 per wicket) to Wellington's \$638 for one wicket per week when more staff would be used in Dubbo then Wellington to prepare wickets. Under the proposed charges, usage per wicket equates to \$88.50 each for 6 Senior teams on a Saturday at Victoria Park with U14 & U16yrs Junior teams able to use in the morning. Whilst Wellington's total charge of \$8501.50 if we use 17 wickets for the season equates to \$500 per wicket but will still cost \$125 each for 4 teams with U12s & U14s able to use in the morning, which they will also pay for in a round about way though DDJCA fees. Plus if in the hotter summer months teams elect to play under lights in the cooler weather each team is expected to add another \$100 for lighting costs (approx \$100 per hour)

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These costing will make our cricket too costly for many participants for the 2018-19 season, even with funding, if we were lucky enough to be able to source some, will mean many Senior and Junior players will turn to another sport where it is cheaper to participate. We also find in Wellington where many people are from "low socio" economic backgrounds prefer for their children to participate in school sports rather than outside (weekends/mid week) where funding is available or costs are relatively low due to subsidies.

We would like Dubbo Regional Council to seriously look at keeping our wicket charges to \$400 per week with the normal CPI increase per year there after. The \$difference could be seen as a "subsidised levy" to keep all cricket players in the game in Wellington and being reviewed annually to suit their current situation.

Council might like to also take into consideration, the Association and Wellington sporting bodies along with schools owe much to Mrs Marie Cornish (OAM), the Association's Secretary and Life Member of Cricket NSW, Country Cricket NSW, Western Zone Cricket and NSW Combined High School Sport being able to source Grants over many years to support not only Cricket but many jointly associated facilities in Wellington.

• **Commonwealth Bank**

Flood Grant - Pioneer 2 Synthetic Cricket Wicket

Grassroots Programs x 2 - Trips to SCG for "on-ground" entertainment, Playing Shirts & Equipment

• **Federal Government Volunteers Grant**

Rygate Canteen - all Fridges, BBQ, Bay-Marie, Trolley, Hot water System & other items

Rygate & Pioneer Canteens - Slush Puppy Machine each

Pioneer - Chairs, Freezer, 1st Aid kit

Umpiring & Coaching Courses

• **Sport & Recreation** - various funding to assist with Junior Registrations, playing shirts & caps/hats

Umpiring & Coaching Courses

• **Australian Sports Foundation** "Giving For Grassroots" 2017 Spartan "Balls4all"

• **Cricket NSW & McDonalds** - One Changeroom at Pioneer with Council for hosting an Australian Cricket Australian (ACA) touring game in Wellington, Upgrading Nets as part of Rygate Park's redevelopment which is pending.

Indigenous & Non-Indigenous Funding for Milo T20 Blast Programs 6 to 9/10yr olds for 60mins to 90mins weekly program. No costs for inaugural year 2016-17 & 50% in 2017-18 - this program costs \$99 per child and normally only runs for 8/10 weeks, we run for the season.

• **Infigen Energy (Windfarm)** - Rygate Nets upgrading

• **Local Government Sporting Program** - Rygate Nets - Pending

• **Grants Hub** - Volunteers funding - pending

• **Community Building Partnership** - missed on a number of occasions for various projects at Rygate

• **Holden Home Ground Advantage** - missed for Scoreboards at all 4 sporting grounds in 2015

Other Sporting and Non Sporting Bodies she has advised or assisted with successful Grant Applications are:-

- Wellington Little Athletics
- Wellington Netball
- Wellington Public School P&C
- Wellington Amateur Theatrical Society
- Wellington Bowling Club
- Wellington Golf Club
- Wellington Rugby League
- Wellington Touch Football
- Wellington Rugby Union

Yours sincerely

Nicholas Cosier
President





DUBBO CYCLE CLUB

Victoria Park, Darling St Dubbo
A.B.N. 801 492 731 94

3/4/2018

Proposed 2018/2019 Sporting Organisation Fees and Charges
Tracey Whillock

In regards to the price increase for fees and charges for 2018/2019.
It is apparent that the jump in price is over 200% compared to what the Dubbo Cycle Club paid in 2017. I would request that this information be re-examined to look at why this may be the case. The Dubbo Cycle Club does its part in cleaning up the edge of the track and the members do their best to keep the use of the facility as tidy as possible. We believe we are good users of the track and would like any consideration to be given to the reduction of this cost so that it is an incremental jump or better still that it stabilises for years to come.
Thank you for your consideration.

Regards,
Matthew Gilbert
President
Ph: 0400894512
president@dubbocycleclub.com.au
www.dubbocycleclub.com.au

Tracey Whillock

From: Darren Ah See <darrena@wachs.net.au>
Sent: Thursday, 15 March 2018 9:59 AM
To: Tracey Whillock
Subject: FW: Proposed Changes to the 2018/2019 Sporting Organisation Fees and Charges
Attachments: DRC Sporting Fees and Charges Preso March 2018.pptx

Hi Tracey,

Glad to see the Wellington Cowboys Senior RLFC fees decreasing for the 18/19 period.

I would ask that further consideration be given to the Cowboys work in cleaning and painting the dressing sheds and canteen at Kennard Park as well, as this has so far involved 3 full days of volunteer work from participants associated with the club. To finish these works as well as possibly completing similar works for the Mens and Females toilets at Kennard Park, I would anticipate that a further 5-10 days may be required.

Regards

Darren Ah See

Chief Executive Officer
Wellington Aboriginal Corporation Health Service



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I acknowledge and respect the traditional lands of all Aboriginal people, I respect all Elders past, present & future. I ask all those that walk, work & live on traditional Aboriginal lands to be respectful of culture & traditions and work together as one to better Aboriginal Health.

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