



AGENDA INFRASTRUCTURE AND LIVEABILITY COMMITTEE 9 MARCH 2020

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 _____ pm.

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**DUBBO REGIONAL
COUNCIL**

Report of the Infrastructure and Liveability Committee - meeting 10 February 2020

AUTHOR: Manager Governance Operations
REPORT DATE: 3 March 2020

The Committee had before it the report of the Infrastructure and Liveability Committee meeting held 10 February 2020.

RECOMMENDATION

That the report of the Infrastructure and Liveability Committee meeting held on 10 February 2020, be noted.



**REPORT
INFRASTRUCTURE AND LIVEABILITY
COMMITTEE
10 FEBRUARY 2020**

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

ALSO IN ATTENDANCE:

The Chief Executive Officer, the Executive Manager Governance and Internal Control, the Manager Governance Operations, the Community Support Officer, the Communications Partner, the Director Organisational Performance, the Director Culture and Economy, the Director Infrastructure, the Director Development and Environment, the Manager Growth Planning and the Director Liveability.

Councillor G Mohr assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.40pm.

ILC20/1 DUBBO INDOOR MULTI-SPORT FACILITY - PROGRESS REPORT (ID20/4)

The Committee had before it the report dated 9 January 2020 from the Director Liveability regarding Dubbo Indoor Multi-sport Facility - Progress Report.

Moved by Councillor K Parker and seconded by Councillor J Ryan

MOTION

- 1. That Council agree to formally withdraw from the Regional Sports Infrastructure Fund agreement, by executing a revocation document.**
- 2. That the Dubbo Regional Council provide advice to the Project Control Group to ensure the views and expectations of our Sports Community are understood.**

CARRIED

ILC20/2 2020 TITAN MACQUARIE MUD RUN - TEMPORARY ROAD CLOSURES (ID20/60)

The Committee had before it the report dated 3 February 2020 from the Senior Traffic Engineer regarding 2020 Titan Macquarie Mud Run - Temporary Road Closures.

Moved by Councillor B Shields and seconded by Councillor D Gumley

MOTION

That approval be granted to the Titan Mud Run Committee for the temporary closure of the Ollie Robbins Oval access road off Bligh Street, Victoria Street east of Stonehaven Avenue, the western extension of Tamworth Street from South Street and the access road to Sir Roden Cutler Park off Whylandra Street on Saturday 28 March 2020 between 6 am and 6 pm to facilitate the running of the 2020 Titan Macquarie Mud Run subject to the following conditions:

- a. **The submission of an Event and Traffic Management Plan and Traffic Control Plan to Council for approval in accordance with Australian Standard 1742.3, and Transport for NSW' Guide to Traffic Control at Worksites prepared by an accredited person. Council's Traffic Control Plan TM 7283 is to be implemented for the event.**
- **b. Trained course marshals are to be provided at all road closure points and other locations as identified in the Event and Traffic Management Plan with restricted access only to emergency and authorised vehicles.**
- c. **Council's Executive Manager Governance and Internal Control must sight a copy of the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council is specifically noted to be indemnified against any action resulting from the event.**
- **d. The applicant is responsible for the provision of all traffic control required for the event in accordance with the Traffic Control Plan.**
- e. **All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Event and Traffic Management Plan.**
- **f. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.**
- **g. All costs associated with implementing these event conditions are to be met by the event organiser.**

CARRIED

**ILC20/3 2020 MAN FROM IRONBARK FESTIVAL - ROAD CLOSURE REQUEST AT
MOLONG STREET, STUART TOWN (ID20/62)**

The Committee had before it the report dated 3 February 2020 from the Senior Traffic Engineer regarding 2020 Man from Ironbark Festival - Road Closure Request at Molong Street, Stuart Town.

Moved by Councillor A Jones and seconded by Councillor J Diffey

MOTION

That Council approval be granted for a temporary road closure of Molong Street, between Alexander Street and Bell Street, on 11 April 2020 for the 2020 Man from Ironbark Festival between 6.00 am to 6.00 pm, subject to the following:

- a. **Consent is required from Transport for NSW for the event to utilise part of the Burrendong Way between Molong and Bell streets as a detour with advice provided to Council. In the event that consent is not granted, the applicant is to advise Council if the event will proceed with a re-design that excludes the use of Burrendong Way.**
- b. **The submission of an Event and Traffic Management Plan and Traffic Control Plan to Council for approval in accordance with Australian Standard 1742.3, and the Transport for NSW Guide to Traffic Control at Worksites prepared by an accredited person.**
- c. **The applicant is to provide details on parking arrangements around the intersections of Burrendong Way and Molong and Alexander Streets to ensure that on street parking does not impact on the safe intersection sight distance requirements.**
- d. **Traffic controllers and/or trained course marshals are to be provided at all road closure points, and other locations as identified in the Event and Traffic Management Plan with restricted access only to emergency and authorised vehicles. All traffic controllers are to be specially authorised for the event with current Transport for NSW certification.**
- e. **Council's Executive Manager Governance and Internal Control must sight a copy the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Transport for NSW and the 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 control required for the event in accordance with the Traffic Control Plan.**
- g. **The applicant is responsible for all costs associated with the placement of a public notification, a minimum of two weeks prior to the event, and advice to the residents within the closed roads advising of the 2020 Man from Ironbark Festival and the road closure of Molong Street, Stuart Town.**
- h. **All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Event and Traffic Management Plan.**
- i. **The NSW Police's consent and conditions for the running of the event as considered necessary.**
- j. **The applicant is to provide Council with a signed and dated copy of the Event and Traffic Management Plan.**
- k. **The applicant is to submit to Council all the appropriate documentation required,**

accepting the above terms and conditions before final approval will be granted.

- I. All costs associated with implementing these event conditions are to be met by the event organiser.

CARRIED

ILS20/4 LEAVE OF ABSENCE

A request for leave of absence was received from Councillor V Etheridge who is absent on Council Business.

Moved by Councillor D Gumley and seconded by Councillor K Parker

MOTION

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

CARRIED

The meeting closed at 5.41pm.

.....
CHAIRMAN



REPORT: 2019 Sister City Student Exchange visits by Dubbo Students to Minokamo and Wujiang

AUTHOR: Sister Cities Officer
REPORT DATE: 17 February 2020
TRIM REFERENCE: ID20/93

EXECUTIVE SUMMARY

During the 2019 April School holidays a group of six students and two chaperones visited China and Wujiang on student exchange. They spent three nights in Beijing, five nights in Wujiang and two nights in Shanghai. Students Angus MacKenzie and Sasha Morrison-Zhou; and chaperone, Felicity Newton have prepared a presentation and will report to Council on behalf of the group with a visual presentation by Poppy Williams.

During the 2019 October School holidays a group of ten students and two chaperones visited Japan and Minokamo on student exchange. They spent three nights in Tokyo and eight nights in Minokamo. Students Sam Hagan and India Shaw; and chaperone Alice McKechnie have prepared a presentation and will report to Council on behalf of the group with a visual presentation by Julia Dickerson.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

This report is relevant to the Dubbo Regional Council *Community Strategic Plan* theme 5 Liveability, specifically 5.5 “The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits”; and 5.5.1 “Access to recreation and cultural facilities for young people is improved”.

RECOMMENDATION

That the report from the Sister Cities Officer dated 17 February 2020, be noted.

Kylie Sutherland
Sister Cities Officer

BACKGROUND

Dubbo first participated in a student exchange with Minokamo in approximately 1990. The exchange in its current form has been running for approximately thirteen years. It involves an annual reciprocal exchange of ten students and two chaperones between Minokamo and Dubbo.

Dubbo and Wujiang reached an agreement on a reciprocal student exchange in 2013 and the first reciprocal exchange of students occurred in 2014 with fourteen Wujiang students and their two leaders visiting Dubbo; and seven students and two chaperones from Dubbo visiting Wujiang. All the participants of both sister city student exchanges are home stayed with local families from the host sister city. The host city facilitates and funds a full itinerary of tours, school visits, cultural experiences, official function and other activities for the visiting student delegates.

REPORT

The Dubbo Wujiang Student Exchange Delegation for 2019 was chaperoned by Mr Chris and Mrs Felicity Newton. The six student participants, their schools and year (at time of travel) are listed below:

Katherine Coddington	Dubbo College Senior Campus (11)
Sasha Morrison Zhou	St Johns College (9)
Ethan Styles	St Johns College (10)
Angus Mackenzie	St Johns College (9)
Poppy Williams	St Johns College (11)
Jackson Shadwell	Dubbo College Delroy Campus (10)

The Dubbo Minokamo Exchange Delegation for 2019 was chaperoned by Mr Ben Palmer and Ms Alice McKechnie. The ten student participants, their schools and year (at time of travel) are listed below:

Phoenix Aubusson-Foley	Dubbo College South Campus (10)
Claudia Day Giusti	St Johns College (10)
Julia Dickerson	St Johns College (10)
Ruby Eggert	Dubbo College South Campus (10)
Sam Hagan	Dubbo Christian School (11)
Isabella Heinrich	St Johns College (10)
Tyerell Howison	Dubbo College South Campus (10)
Hollie Martin	St Johns College (9)
Elise Scullard	St Johns College (11)
India Shaw	Dubbo Christian School (10)

The level of hospitality extended to the Dubbo exchange groups during their visits to Wujiang and Minokamo was exceptional and all the students and chaperone were full of praise for the efforts of their host sister cities, host schools and host families.

Once again, the student exchange program has provided our Dubbo students with a window into the lives of a fellow Japanese or Chinese student.

Many have made friendships that will continue throughout their lives, while others have had their eyes opened to a world full of opportunity and diversity. No student has returned to their families unchanged, and I look forward to observing how the sister city student exchange experience influences their life choice in the future.



REPORT: Neighbourhood Shopping Precinct CCTV Grant Funding to include Wellington

AUTHOR: Social Justice Coordinator
REPORT DATE: 29 January 2020
TRIM REFERENCE: ID20/56

EXECUTIVE SUMMARY

Council resolved at its Extraordinary Council Meeting held 28 January 2020 that a report be prepared in regard to the viability of expanding the Neighbourhood Shopping precincts CCTV grant program, to include the Wellington shopping precinct. Consultation was undertaken with Dubbo Police, coupled with information from the NSW Justice Department and a substantial audit of the current CCTV systems in Dubbo and Wellington was undertaken, in preparation for a Dubbo Neighbourhood Shopping Precinct CCTV grant program report, prepared for Council 29 October 2018.

Based on feedback and information received, the placement of public CCTV cameras in nominated Neighbourhood Shopping Precincts in Dubbo and Wellington is subject to a range of scrutinies, as well as significant up-front and ongoing costs for Council.

The Dubbo CBD and Wellington Town Centre areas are covered by the Dubbo Regional Council Public CCTV systems. An independent consultant from Liverpool in Sydney Mr Luis Catarina undertook an audit of the Wellington Town Centre camera system with a recommendation that the newly upgraded public CCTV system be designed to cover entry and exit points in the Town Centre; and provide coverage of areas of concern for the Orana Mid-Western Police District.

Due to the high cost of installation, licencing fees, ongoing running costs, maintenance and cost of replacement it is not practical for Council to have cameras covering all businesses in the areas of Dubbo CBD and Wellington Town Centre.

In October 2018 Council resolved to endorse the CCTV program that operated in Bathurst that involved shop keepers installing stand-alone cameras which covered an area in the public space adjacent to the shop front. The system was to be of a certain quality and be registered with the NSW Police CCTV Register. The shopkeeper could apply through Council for a reimbursement of \$500, through the Neighbourhood Shopping Precinct CCTV Grant Funding program to contribute to the cost of system installation.

The Neighbourhood Shopping Precinct CCTV Grant Funding program has been operating in Dubbo since March 2019 with three shopkeepers taking up the offer in the Boundary Road Precinct, at a total cost of \$1,500.

FINANCIAL IMPLICATIONS

Financial implications for implementation of CCTV systems in neighbourhood shopping centres is dependent on uptake. Since March 2019 Council has allocated \$1,500 for three businesses in the Boundary Road Precinct. The recommendation that was adopted in October 2018 was that Dubbo Regional Council allocate \$10,000 annually for the Neighbourhood Shopping Precinct CCTV Grant Funding program.

POLICY IMPLICATIONS

This report is relevant to the Dubbo Regional Council *Community Strategic Plan* theme 5 Liveability, specifically 5.6 “We are a safe and healthy community”.

RECOMMENDATION

1. That the report of the Social Justice Coordinator dated 29 January 2020, be noted.
2. That Council consider expanding the Neighbourhood Shopping Precinct CCTV Grant Funding program to include businesses outside of the area covered by the Council CCTV system in the recognised shopping precinct in Wellington (the Mitchell Hwy from Goolma Road to the Roundabout on the Corner of Maughan and Arthur Streets with the inclusion of Swift Street).

Jason Yelverton
Social Justice Coordinator

BACKGROUND

Due to the high cost of installation, licencing fees, ongoing running costs, maintenance and cost of replacement, it is not practical for Council's public CCTV system to have cameras covering all businesses in the areas of Dubbo CBD and Wellington Town Centre.

In October 2018 Council resolved to endorse the CCTV program that operated in Bathurst, which involved shop keepers installing stand-alone privately owned cameras that covered an area in the public space adjacent to the respective shop front. The system was to be of a certain quality; and registered with the NSW Police CCTV Register. The shopkeeper could apply through Council for a reimbursement of \$500 via the Neighbourhood Shopping Precinct CCTV Grant Funding program, to contribute to the cost of installation of the system.

The Neighbourhood Shopping Precinct CCTV Grant Funding program has been operating in Dubbo since March 2019 with three shopkeepers taking up the offer in the Boundary Road Precinct, at a total cost of \$1,500.

REPORT

The Dubbo Neighbourhood Shopping Precinct grant fund was set up to cover recognised shopping areas not covered in the Dubbo Regional Council Public CCTV System which were not deemed by Police as priority locations. Although the CBD area in Wellington is recognised as a priority location and is covered by the existing and expanding Public CCTV System there is a preserved need to expand the area covered by CCTV cameras in the public space. Therefore, the expansion of the Dubbo Neighbourhood Shopping Precinct grant funding is best suited to meet the perceived need.

The expansion of the Dubbo Neighbourhood Shopping Precinct grant fund to include Wellington would only require small changes to the existing application and acquittal forms.

SUMMARY

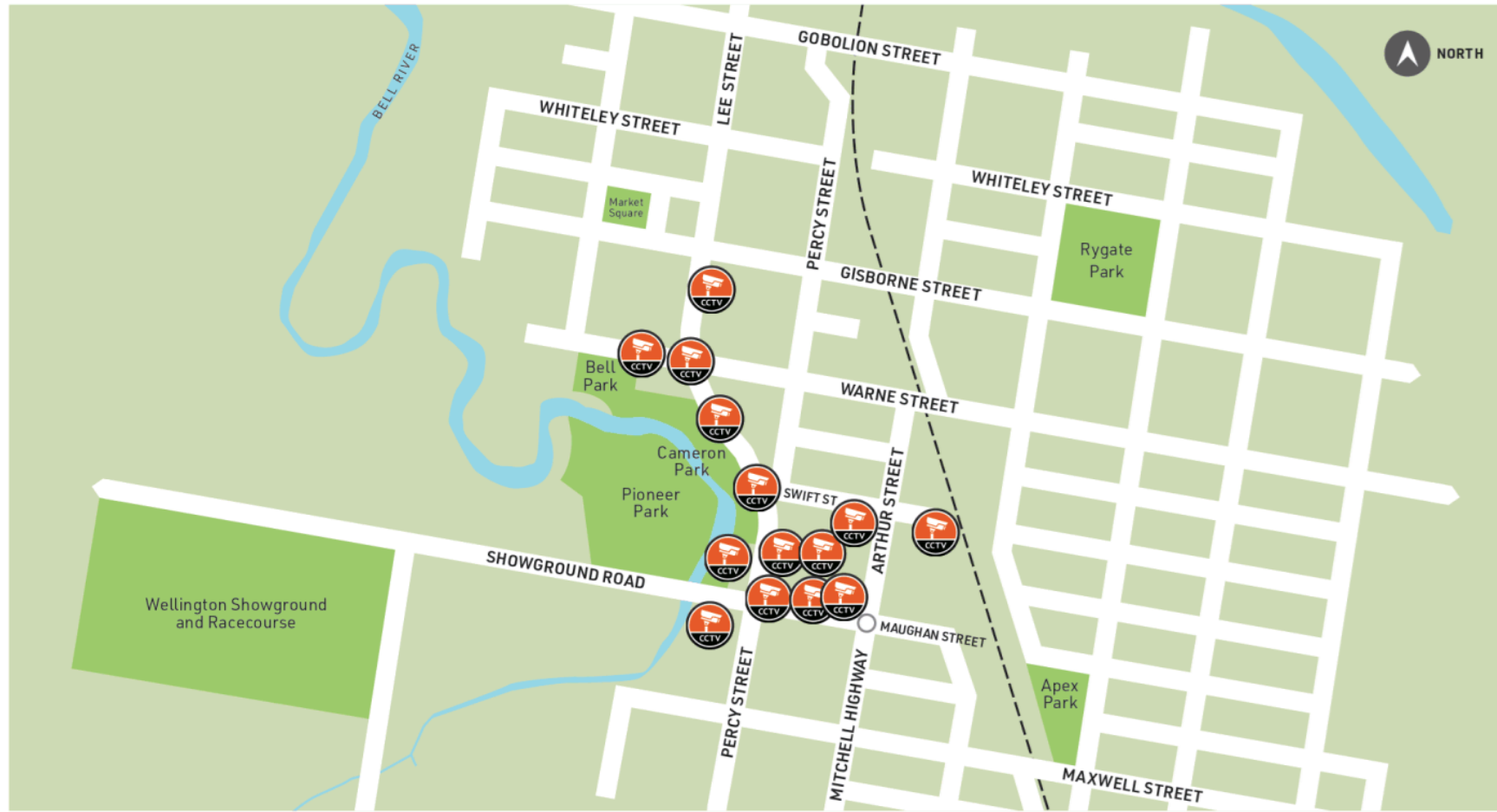
The expansion of the Neighbourhood Shopping Precinct CCTV grant funding to include the Wellington Town Centre would reduce the burden on Council for the cost currently incurred with the existing public CCTV system, whilst still having cameras available for crime detection by police:

- Ongoing cost of repairs, cleaning, and maintenance of cameras.
- Upgrading of cameras and network requirements and licencing fees.
- Energy cost associated with the running of the system.
- Costs associated with linking the cameras to the current system through radio links and the systems software.

Appendices:

- 1 [DRC CCTV map Wellington](#)

WELLINGTON SAFETY CAMERA SYSTEM



(02) 6801 4000

PO Box 81, Dubbo NSW 2830

dubbo.nsw.gov.au

Cnr Church and Darling Street, Dubbo
Cnr Nanima Crescent and Warne Street, Wellington



DUBBO REGIONAL
COUNCIL

REPORT: 2020 Anzac Day Ceremonies - Dubbo Regional Council Area

AUTHOR: Senior Traffic Engineer
REPORT DATE: 2 March 2020
TRIM REFERENCE: ID20/143

EXECUTIVE SUMMARY

This report deals with the approval procedures required for the undertaking of the Anzac Day March on Saturday 25 April 2020 at numerous venues throughout the Dubbo Regional Council Local Government Area (LGA). Anzac Day Ceremonies that require a road closure to undertake a March will occur in Dubbo, Wellington and Stuart Town.

The Anzac Day March is categorised as a Special Event (Class 2) that will require traffic management to facilitate temporary road closures in lieu of the traditional Police escorted March and rolling road closures. The Anzac Day March can be undertaken to satisfy the requirements of a Class 2 Event, with the temporary closure of roads and detours in place to provide the optimum safety for participants and the public. Special Event Transport Management Plans and Traffic Control Plans will be required for the marches, road closures and detours (**Appendices 1, 2 and 3**).

It is recommended that Council approval be granted for the Anzac Day March to be undertaken in Dubbo, Wellington and Stuart Town in accordance with the Events Detail, Event Management Plans and Traffic Control Plans contained within the report for each venue, subject to conditions of Council, Transport for NSW and NSW Police.

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

That Council approval be granted to the Returned and Services League Sub-branch in Dubbo and Wellington and the Stuart Town Advancement Association to undertake their respective Anzac Day Marches on Saturday 25 April 2020, and implement road closures and detours as conditioned by Transport for NSW, 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 5.00 am to 6.30 am;
 - Anzac Day March in Brisbane Street between Wingewarra and Serisier streets and Wingewarra Street between Darling and Brisbane streets from 9.00 am to 10.45 am;
 - Wingewarra Street from Brisbane to Macquarie streets and Macquarie Street from Wingewarra to Talbragar streets from 10.15 am to 11.00 am;
 - Talbragar Street from Macquarie Street to Memorial Drive, Victoria Park, from 10.45 am to 11.15 am, Darling Street from Talbragar to Wingewarra streets from 10.15 am;
 - Wingewarra Street between Darling and Brisbane streets as directed by the NSW Police at the conclusion of the Cenotaph service at approximately 12.00 noon to 12.30 pm;
 - Council's Traffic Control Plan TM7084 (attached as Appendix 5) is to be used for the event.
 - Submission of a Traffic Management Plan and Traffic Control Plan to Council for approval with the Traffic Control Plan submitted a minimum three 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 'Traffic Control at Worksites Manual' prepared by an accredited person.
- b. 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 (attached as Appendices 1 and 2).
- c. Council's Manager Governance and Internal Control 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 are specifically noted to be indemnified against any action resulting from the event.
- d. The applicant is responsible for the provision of all traffic controls required for the event (ie Marshalls, traffic barriers and signs).
- e. A public notification is required for the Anzac Day March a minimum of seven days prior to the event.
- f. The applicant is to forward a letter to 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, between Nanima Crescent and Lee Street and between Maughan and Whiteley streets from 10.45 am to 11.00 am, with the detour via Arthur, Warne, Percy and Whiteley streets. Council's Traffic Control Plan Wellington Anzac Detour is to be used for this event (Appendix 2).
 - b. The applicant is to gain approval from Transport for NSW 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 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 'Traffic Control at Worksites Manual' 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.
 - e. Council's Manager Governance and Internal Control must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Transport for NSW and NSW Police are 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 days prior to the event.
 - h. The applicant is to forward a letter to 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 8.00 am to 2.30 pm, with a detour of Molong Street via Burrendong Way and Bell Street. Council's Traffic Control Plan TM 7175 (Appendix 3) is to be used for the event.
 - b. Concurrence is required from the Transport for NSW 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 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 'Traffic Control at Worksites Manual' 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 (Appendix 4).
 - e. Council's Manager Governance and Internal Control must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Transport for NSW and NSW Police are 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 days prior to the event, with notification letters to be delivered to the affected residents within the road closure areas in the village.
 - h. The applicant is to forward a letter to Council with all the required documentation accepting the above conditions before final approval will be granted.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Monday, 2 March 2020. The Committee had unanimous support in the adoption of the recommendation.

RECOMMENDATION

That Council approval be granted to the Returned and Services League Sub-branch in Dubbo and Wellington and the Stuart Town Advancement Association to undertake their respective Anzac Day Marches on Saturday 25 April 2020, and implement road closures and detours as conditioned by Transport for NSW, 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 5.00 am to 6.30 am;
 - Anzac Day March in Brisbane Street between Wingewarra and Serisier streets and Wingewarra Street between Darling and Brisbane streets from 9.00 am to 10.45 am;
 - Wingewarra Street from Brisbane to Macquarie streets and Macquarie Street from Wingewarra to Talbragar streets from 10.15 am to 11.00 am;
 - Talbragar Street from Macquarie Street to Memorial Drive, Victoria Park, from 10.45 am to 11.15 am, Darling Street from Talbragar to Wingewarra streets from 10.15 am;
 - Wingewarra Street between Darling and Brisbane streets as directed by the NSW Police at the conclusion of the Cenotaph service at approximately 12.00 noon to 12.30 pm;
 - Council's Traffic Control Plan TM7084 (attached as Appendix 5) is to be used for the event.
 - Submission of a Traffic Management Plan and Traffic Control Plan to Council for approval with the Traffic Control Plan submitted a minimum three 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 'Traffic Control at Worksites Manual' prepared by an accredited person.
- b. 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 (attached as Appendices 1 and 2).
- c. Council's Manager Governance and Internal Control 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 are specifically noted to be indemnified against any action resulting from the event.

- d. The applicant is responsible for the provision of all traffic controls required for the event (ie Marshalls, traffic barriers and signs).
 - e. A public notification is required for the Anzac Day March a minimum of seven days prior to the event.
 - f. The applicant is to forward a letter to 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, between Nanima Crescent and Lee Street and between Maughan and Whiteley streets from 10.45 am to 11.00 am, with the detour via Arthur, Warne, Percy and Whiteley streets. Council's Traffic Control Plan Wellington Anzac Detour is to be used for this event (Appendix 2).
 - b. The applicant is to gain consent from Transport for NSW 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 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 'Traffic Control at Worksites Manual' 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.
 - e. Council's Manager Governance and Internal Control must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Transport for NSW and NSW Police are 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 days prior to the event.
 - h. The applicant is to forward a letter to 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 8.00 am to 2.30 pm, with a detour of Molong Street via Burrendong Way and Bell Street. Council's Traffic Control Plan TM 7175 (Appendix 3) is to be used for the event.
 - b. Consent is required from the Transport for NSW 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 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 'Traffic Control at Worksites Manual' 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 (Appendix 4).
 - e. Council's Manager Governance and Internal Control must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Transport for NSW and NSW Police are 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 days prior to the event, with notification letters to be delivered to the affected residents within the road closure areas in the village.
 - h. The applicant is to forward a letter to Council with all the required documentation accepting the above conditions before final approval will be granted.

Dennis Valentine
Senior Traffic Engineer

REPORT

Council has received Special Event Applications from the Returned Servicemen's League (RSL) Sub-branches of Dubbo and Wellington and the Stuart Town Advancement Association to conduct their respective Anzac Day March and Ceremonies on Saturday 25 April 2020 on streets within the townships.

In more recent years Anzac Parades have grown in status with safety concerns that the event could no longer be sustained purely by escort and rolling road closures. Those concerns relate to intersection traffic and spectator control. Some smaller village events actually require temporary road closures and detours to facilitate the Anzac Day marches and ceremonies. Events on road are approved and managed in accordance with the RMS 'Guide to Traffic and Transport Management for Special Events'. A Special Event Transport Management Plan (TMP)/Event Management Plan (EMP) and Traffic Control Plans (TCP) are used for the administrative and management processes required to conduct events on public roads.

The Anzac Day March event in Wellington is categorised as a Class 1 Event with Dubbo and Stuart Town as Class 2 Events and as such obligations are placed upon Council, Police and Transport for NSW and the event organiser to ensure that specific criteria is followed.

The Dubbo and Wellington RSL Sub-branches and Stuart Town Advancement Association are the organising bodies for the Anzac Day March and Ceremonies 2020. Under the Event Management Criteria, the organisers will be solely responsible for the conduct of the event and the submission of an Event Management Plan, incorporating a Traffic Management Plan and Traffic Control Plan. Council has developed Traffic Control Plans for the Anzac Day marches and ceremonies for the following locations. Traffic Management Plans (TMP) and Traffic Control Plans are attached as appendices to the report (**Appendices 1, 2 and 3**).

Anzac Day March and Ceremonies

Dubbo

Anzac Day commences with a Dawn Service at the Victoria Park Cenotaph Darling Street between Talbragar and Wingewarra streets, which will be closed from 5.00 am to 6.30 am to allow the gathering of the crowd at the Dawn Service and to prevent traffic driving past during the Service. There is no March for this service.

The Anzac Day March marks the beginning of the Commemorative Service, with the marshalling for the March being undertaken in Brisbane and Wingewarra streets, adjacent the RSL Memorial Club, commencing at 9.45 am. The March commences at 10.15 am, being led by Police Escort out of Brisbane Street left into Wingewarra Street followed by the vintage cars then followed by the foot marchers. The March will proceed along Wingewarra Street adjacent to the RSL Club, west to Macquarie Street, north along Macquarie Street to Talbragar Street, east in Talbragar Street to Memorial Drive at Victoria Park ready to form up and march onto the Cenotaph where the Commemorative Service will commence at approximately 10.40 am. At the conclusion of the Service, Darling Street remains closed until 1 pm to allow for the vintage cars to leave the area with the returned service men and

women on board, as they are then taken to the RSL Club. It is also proposed to keep Wingewarra Street between Darling and Brisbane streets closed until 1.00 pm to allow the ex-service men and women, current servicemen and women and others to return to the Dubbo RSL Club.

The following road closures are proposed:

1. Brisbane Street to Wingewarra Street, south to the northern side of Serisier Street 9.00 am to 11.00 am to allow the marshalling of vehicles for the parade motorcade.
2. Wingewarra Street to Darling Street to Brisbane Street 9.00 am to 11.00 am. This section of Wingewarra Street will be closed well before the marshalling commences to ensure that the road carriageways remain clear of parked cars and all marshalling can be undertaken in a contained area.
3. Wingewarra Street to Brisbane Street to Macquarie Street, Macquarie Street to Wingewarra Street to Talbragar Street and Talbragar Street, Macquarie Street to Memorial Drive Victoria Park from 10.15 am to 11.30 am.
4. Darling Street between Talbragar and Wingewarra streets, 10.30 am to 1.00 pm and Wingewarra Street between Darling Street and Brisbane Street from 12.00 noon to 1.00 pm.

Council's Traffic Control Plan TM 7084 is to be used for the Dubbo Anzac Day March events. As attached as **Appendix 1**.

Wellington

Anzac Day commences with a Dawn Service at the Cameron Park Cenotaph at 6.00 am. There is no requirement for any road closures as this is a short 10 minute service.

For the Anzac Day March, marshalling will be undertaken at 10.00 am in Market Square, between Soldiers Lane and Gisborne Street, before proceeding to Lee Street for the commencement of the March at 10.25 am then south-bound along Nanima Crescent concluding at the Cameron Park Cenotaph for the Ceremony at 11.00 am.

The following road closures are proposed:

The Mitchell Highway, being Nanima Crescent and Lee Street, between Maughan and Whiteley streets from 10.25 am to 11.00 am, with the vehicle detour to go via Arthur, Warne, Percy and Whiteley streets. Council's Traffic Control Plan Wellington Anzac Detour TPC is to be used for the event (**Appendix 2**).

In discussions with the Special Events and Operations Planning Co-ordinator there is no requirement for a 'Road Occupancy Licence' for the short duration temporary road closure and detour of the Mitchell Highway for the Anzac Day March, however the concurrence of Transport for NSW Western is required.

Stuart Town

The Anzac Day Ceremony commences at 11.00 am in Molong Street adjacent to the School of Arts Hall.

For the Ceremony a temporary road closure is to be provided in Molong Street between Burrendong Way (Alexander Street) and Bell Street from 8.00 am to 2.30 pm with a detour of Molong Street, via the Burrendong Way and Bell Street. Council's Traffic Control Plan TM 7175 is to be used for the event (**Appendix 3**). Burrendong Way is a regional road and the detour/traffic management for Molong Street closure will require the concurrence of the Transport for NSW Western.

SUMMARY

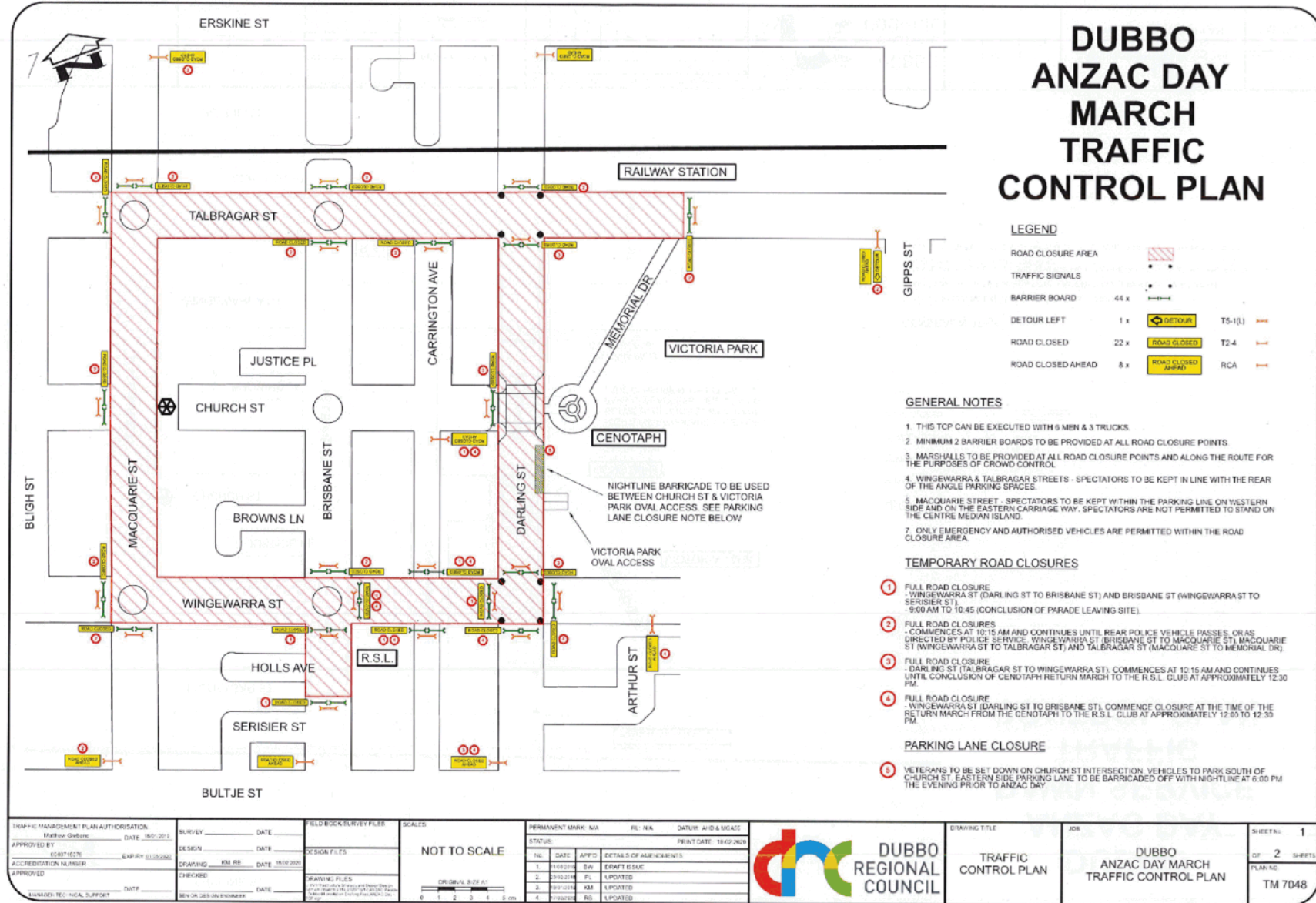
Council has received applications from the Dubbo and Wellington RSL Sub-branches and Stuart Town Advancement Association to undertake their respective 2020 Anzac Day Marches that require temporary road closures and detours of the Mitchell Highway, regional roads, Burrendong Way and numerous local streets.

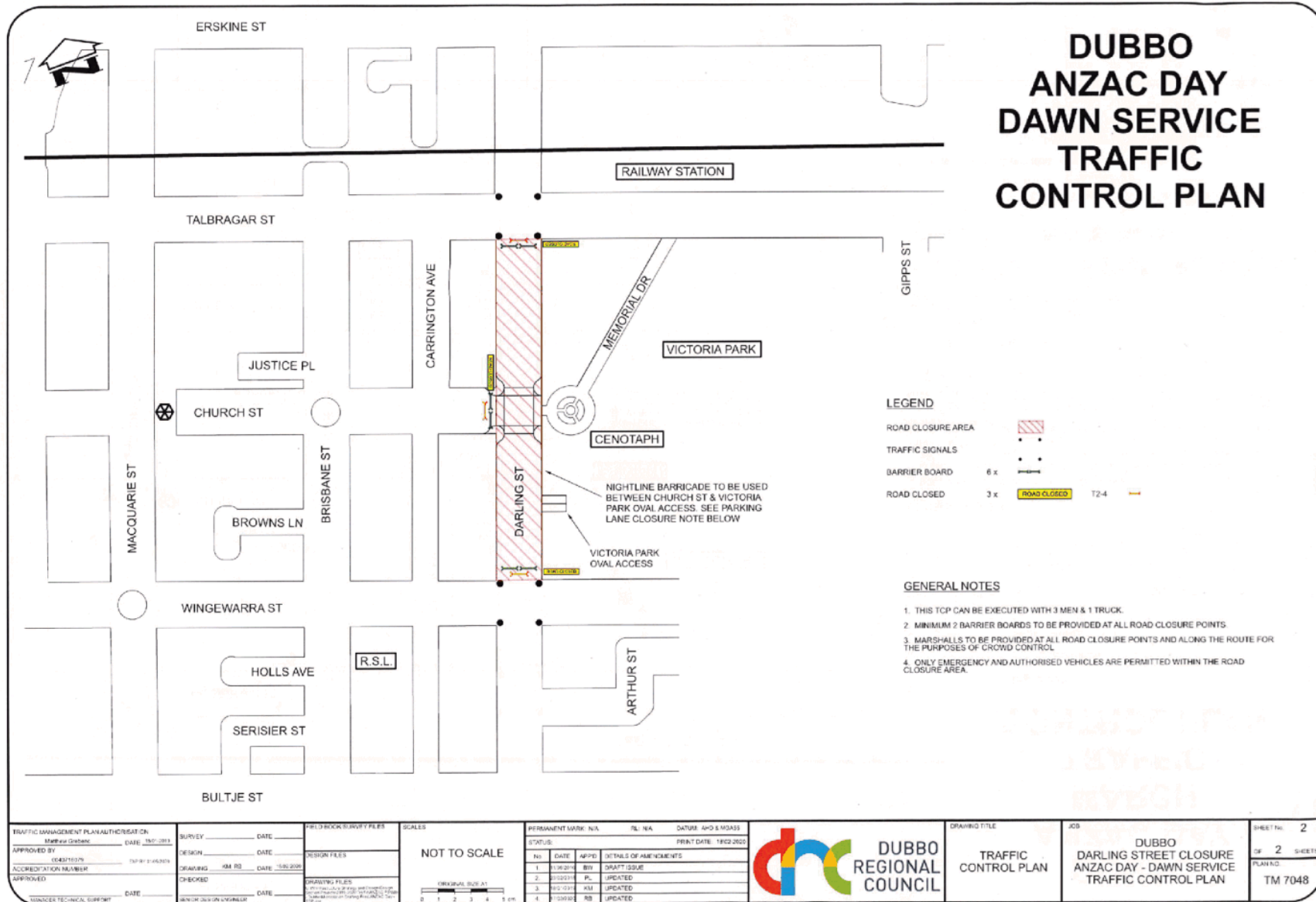
Special Event Traffic Management Plans and Traffic Control Plans have been developed for the individual events. The transport for NSW and NSW Police will impose separate conditions on the event, in addition to Council's conditions of approval, to undertake the temporary road closures, detours and Marches. Public Liability has been provided for Dubbo, Stuart Town and Wellington.

It is therefore recommended that approval be granted for the Return Services League Dubbo and Wellington Sub-branches and Stuart Town Advancement Association to undertake their respective 2020 Anzac Day Marches in accordance with the Traffic Management Plans and Traffic Control Plans and as conditioned by Council, Transport for NSW and the NSW Police.

Appendices:

- 1 [↓](#) 2020 Anzac Day Traffic Control Plan - Dubbo
- 2 [↓](#) 2020 Anzac Day March Event Request - Dubbo
- 3 [↓](#) 2020 Anzac Day Traffic Control Plan - Wellington
- 4 [↓](#) 2020 Anzac Day Traffic Control Plan - Stuart Town
- 5 [↓](#) 2020 Anzac Day Special Event Application - Stuart Town







**The Returned and Service League Of Australia
Incorporated in New South Wales
Dubbo Sub Branch**

PO Box 4159
Dubbo NSW 2830
Phone: (02)68816486
Fax: (02)68820080

President: Tom Gray
Hon Tres: J Millar
Hon Sec: WC Greenwood
ABN: 48 199 561 366

Thursday, 9 January 2020

CEO
Dubbo Regional Council
PO Box 81
DUBBO NSW 2830

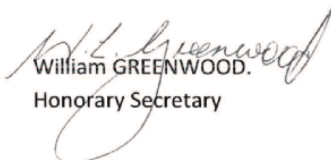
Dear Michael

On Saturday, 25th April 2020 the Dubbo RSL Sub Branch will again commemorate Anzac Day. The order of the day will be the usual Dawn Ceremony at 5.30am at the Cenotaph and the March of Ex-Service people from the RSL Memorial Club at 10.30am followed by the 11.00am Service at the Cenotaph.

The Mayor and yourself are cordially invited to be officially present at both functions and permission is sought to hold the March by the way of Wingewarra, Macquarie and Talbragar Streets up to the Railway Entrance and into Victoria Park.

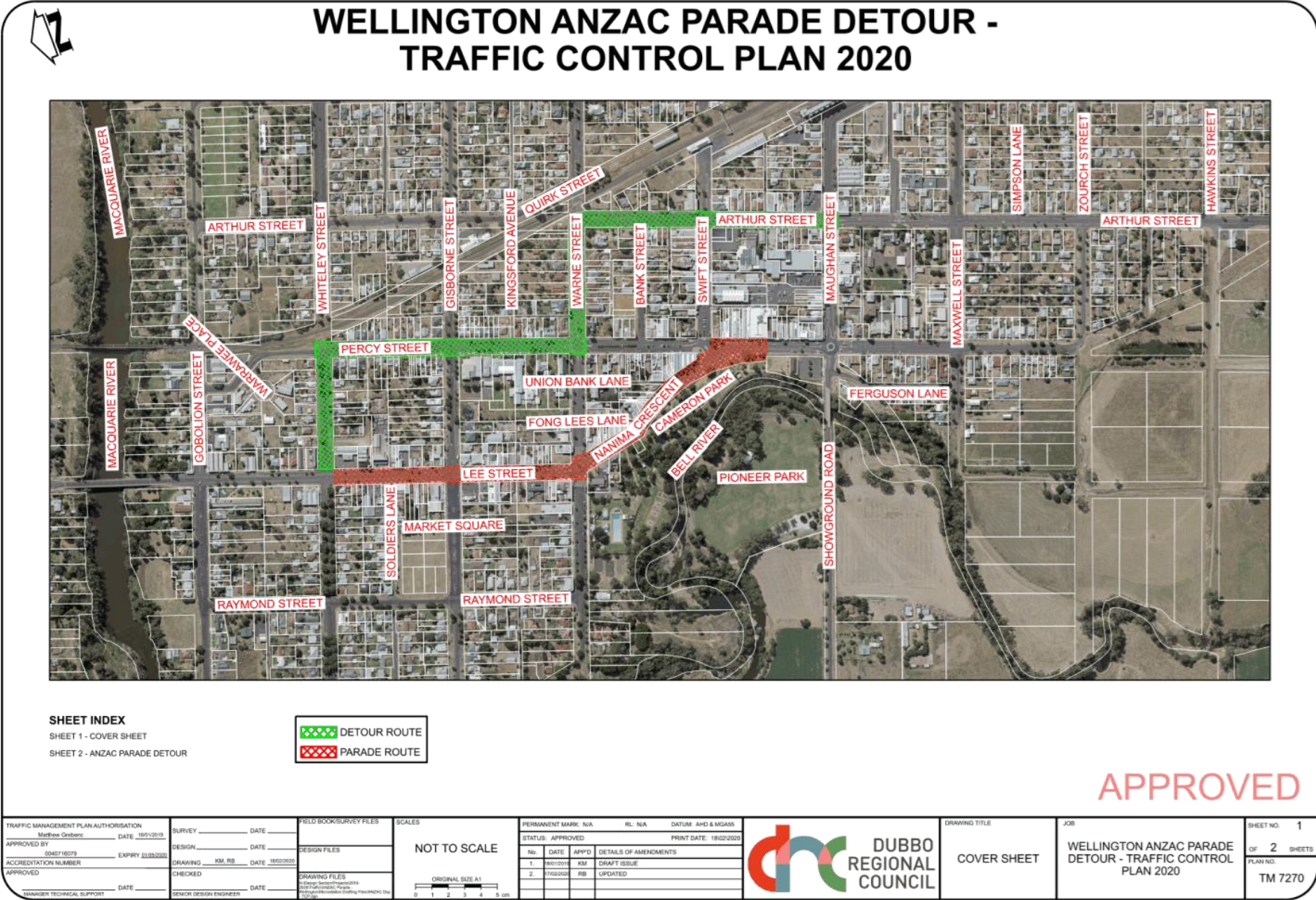
Your advice on these matters would be appreciated.

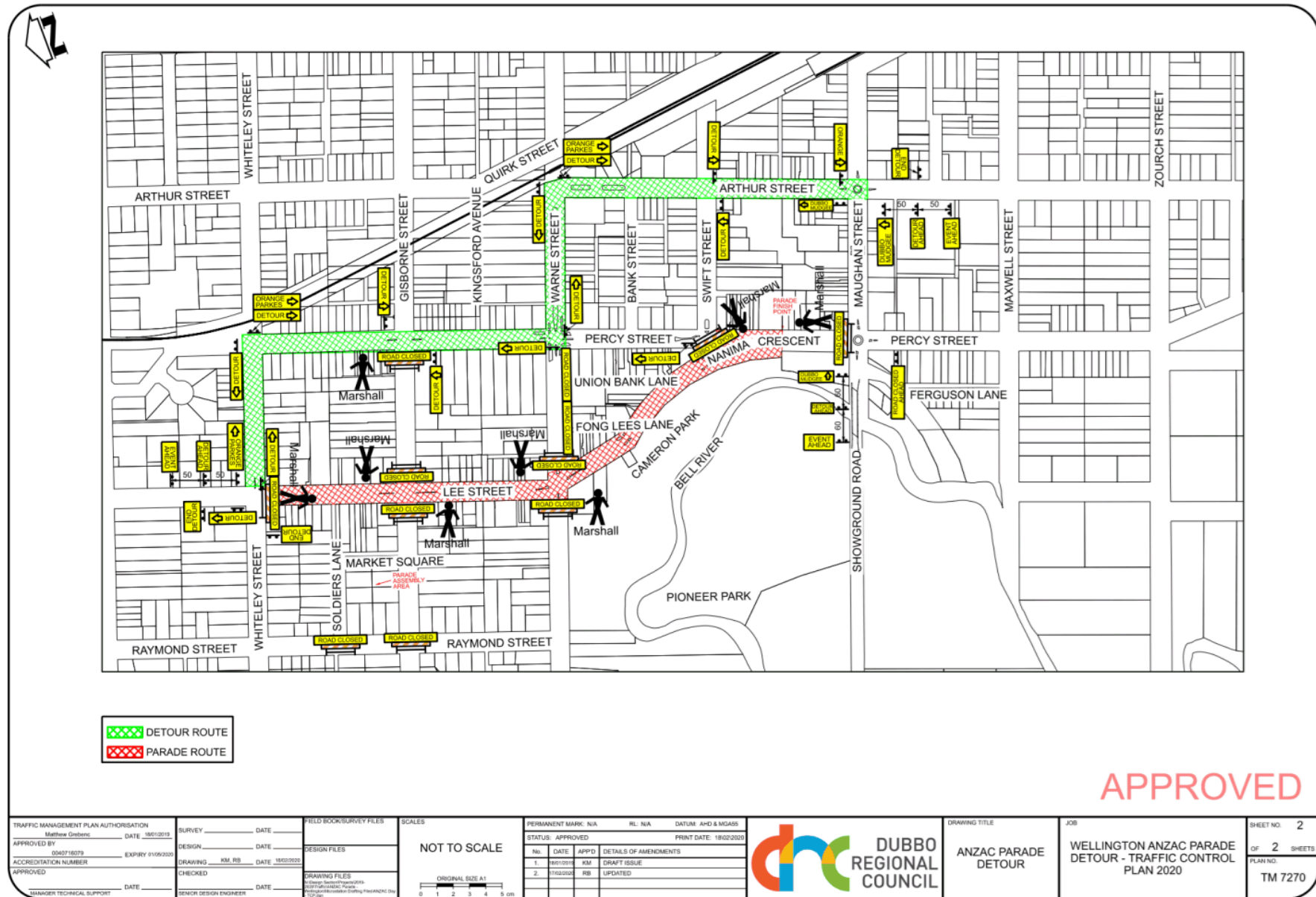
Yours faithfully
DUBBO RSL SUB BRANCH

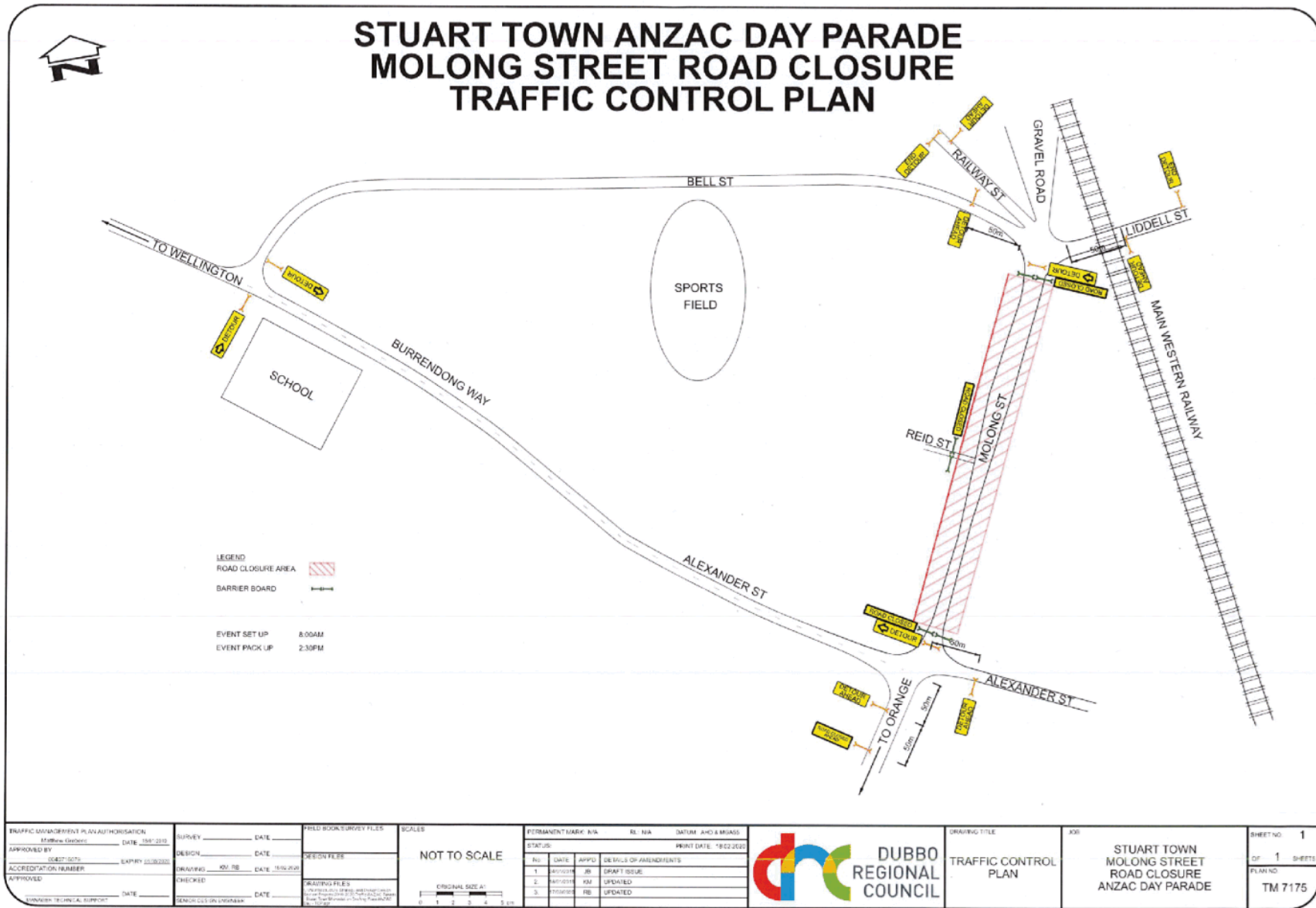

William GREENWOOD.
Honorary Secretary


DUBBO REGIONAL COUNCIL	
ACTIONED TO	ACEO
23 JAN 2020	
CONTAINER #	121673

"The price of liberty is eternal vigilance"







<p>APPLICATION – SPECIAL EVENT RESOURCES</p> <p>Special Event Transport Management Plan Template</p>	 <p>DUBBO REGIONAL COUNCIL</p> <p>PO Box 81 DUBBO 2830 Phone: 6801 4000 Fax: 6801 4259 E-mail: council@dubbo.nsw.gov.au</p>
---	---

Note: Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan

1. EVENT SUMMARY

1.1 Event Details

Event name: Stuart Town Anzac Day Service

Event location: Moiong street Stuart Town

Event date: 25/4/20 Event start time: 10:30am Event finish time: 12:30pm

Event setup start time: 10:30am Event pack down finish time: 12:30pm

Event is off-street on-street moving on-street non-moving held regularly throughout the year (calendar added)

1.2 Event Organiser

Title: Mr Mrs Miss Ms Other

Surname: McGregor

Given name/s: Sam Anzac Day Committee Member

Event management company name (if applicable): Stuart Town advancement association (Anzac committee)

Postal address: 17 Alexander Street Stuart town

Business phone: 019516546

E-mail: stanzac@hotmail.com

Wellington

Police: Phone: 68402099 E-mail: _____ Mobile: 522 783

Council: Roads and Maritime Services (if Class 1 - regional NSW and Class 2 event) Phone: 68014000 E-mail: _____ Mobile: _____

Dubbo council

DUBBO REGIONAL COUNCIL

ACTIONED TO: GRTE

COMPLA: DJBS

Note: The event organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

1.3 Brief description of the event (one paragraph)

Anzac Day Service - "March, service"

road closed from 10:30am til 12:30pm

Hi Dennis,
Sam McCreger, here are Road
Closure forms for Stuart Town
Anzac day -
0419516546 - stanzac@hotmail.com

Schedule 1 Form – Notice of Intention to Hold a Public Assembly

Taken from NZS1: Police Waiver to

Police Waiver to Hold a Public Assembly (Form 1) (2019) (NZS1) - Section 148 of the Resource Management Act 1991

Summary Offences Act 1988

To the Commissioner of Police

I, John McCueyar

of 17 Alexander Street Stuart Town

do hereby give notice to you on behalf of Stuart Town Advancement Association - Stuart town Anzac Committee.

that I, the Commissioner of Police that on the 25th of April 2020

is intended to hold either: Anzac Service - March.

"Senior Sergeant" Michael Smith
411pm 16/9/19
Wellington Police Station"

to hold a public assembly, not being a procession of approximately 200 persons which will assemble

at Molong Street Stuart Town

at approximately 10:30 am

and disperse at approximately 12:30 am

or (to a public assembly, being a procession of approximately 200 persons which will assemble at

Molong Street Stuart town

at approximately 10:30 am

and at approximately 11 am the procession will commence and shall proceed

From Stuart town Railway down Molong Street to Anzac Gates

This notice is given in reliance of the appropriate notification, if any, and the notification is hereby given. A diagram may be attached.

2 The purpose of the proposed assembly is 2020 Anzac Day Service Stuart Town.

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be _____ of vehicles and/or floats involved and their type and dimensions are as follows.

* (ii) There will be _____ of bands, musicians, entertainers etc entertaining or addressing the assembly.

* (iii) The following number and type of animals will be involved in the assembly.

* (iv) Other special characteristics of the proposed assembly are as follows

anzac day service

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the Summary Offences Act 1988 may be served on me at the following:

Address 17 Alexander Street Stuart Town

Post Code 2520

Telephone 0419516546

Signature Paul Meyer

Capacity/Title Anzac Committee Member Stuart Town

Date 24/08/2019

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY AND EMERGENCY SERVICES

Class 2	<p>4.1 Access for local residents, businesses, hospitals and emergency vehicles</p> <p><input type="checkbox"/> Plans to minimise impact on non-event community attached.</p> <p><input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes.</p>
	<p>4.2 Advertise traffic management arrangements</p> <p><input type="checkbox"/> Road closures or restrictions – advertising medium and copy of proposed advertisements attached.</p> <p><input type="checkbox"/> No road closures or restrictions but special event clearways in place – advertising medium and copy of proposed advertisement attached.</p> <p><input type="checkbox"/> No road closures, restrictions or special event clearways – advertising not required.</p>
	<p>4.3 Special event warning signs</p> <p><input type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s.</p> <p><input type="checkbox"/> This event does not require special event warning signs.</p>
	<p>4.4 Permanent variable message signs</p> <p><input type="checkbox"/> Messages, locations and times attached.</p> <p><input type="checkbox"/> This event does not use permanent variable message signs.</p>
	<p>4.5 Portable variable message signs</p> <p><input type="checkbox"/> The proposed messages and locations for portable VMS are attached.</p> <p><input type="checkbox"/> This event does not use portable VMS.</p>

5. PRIVACY NOTICE

The 'Personal Information' contained in the completed Transport Management Plan (TMP) may be collected and held by the NSW Police, the NSW Roads and Maritime Services (RMS), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The 'personal information' is being collected for submission of the TMP for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The 'personal information' being supplied is either my own or I have the approval of the person concerned to produce his/her 'personal information'.
- The 'personal information' held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the 'personal information' relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6. APPROVAL

TMP Approved by: _____ Event Organiser Date: _____

7. AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: Dubbo Regional Council Date: _____

The RMS/TMC's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to the TMP.

Regulation of traffic authorised by: _____ RMS/TMC Date: _____

**Regulate traffic' means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.*

2. RISK MANAGEMENT - TRAFFIC

- | | |
|--|---|
| Class 2 | 2.1 Occupational Health and Safety – Traffic Control |
| | <input type="checkbox"/> Risk assessment plan/s attached. |
| | 2.2 Public Liability Insurance |
| | <input type="checkbox"/> Public liability insurance arranged. Certificate of currency attached. |
| 2.3 Police | |
| <input type="checkbox"/> Police written approval obtained. | |
| 2.4 Fire Brigades and Ambulance | |
| <input type="checkbox"/> Fire brigades notified. | |
| <input type="checkbox"/> Ambulance notified. | |

3. TRAFFIC AND TRANSPORT MANAGEMENT

- | | |
|--|---|
| Class 2 | 3.1 The route or location |
| | <input type="checkbox"/> Map attached. |
| | 3.2 Parking |
| | <input type="checkbox"/> Parking organised – details attached. |
| | <input type="checkbox"/> Parking not required. |
| | 3.3 Construction, traffic calming and traffic generating developments |
| | <input type="checkbox"/> Plans to maximise impact of construction activities, traffic calming devices or traffic generating developments attached. |
| | <input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic generating developments at the location/route or on the detour routes. |
| | 3.4 Trusts, authorities or Government enterprises |
| | <input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached. |
| <input type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise. | |
| 3.5 Impact on/of public transport | |
| <input type="checkbox"/> Public transport plans created – details attached. | |
| <input type="checkbox"/> Public transport not impacted or will not impact event. | |
| 3.6 Reopening roads after moving events | |
| <input type="checkbox"/> This is a moving event – details attached. | |
| <input type="checkbox"/> This is a non-moving event. | |
| 3.7 Traffic management requirements unique to this event | |
| <input type="checkbox"/> Description of unique traffic management requirements attached. | |
| <input type="checkbox"/> There are no unique traffic requirements for this event. | |
| 3.8 Contingency plans | |
| <input type="checkbox"/> Contingency plans attached. <i>PH</i> | |
| 3.9 Heavy vehicle impacts | |
| <input type="checkbox"/> Impacts heavy vehicles – RMS/TMC to manage. | |
| <input checked="" type="checkbox"/> Does not impact heavy vehicles. | |
| 3.10 Special event clearways | |
| <input type="checkbox"/> Special event clearways required – RMS/TMC to manage | |
| <input checked="" type="checkbox"/> Special event clearways not required | |

EVENT MANAGEMENT PLAN		Stuart Town Anzac Day service		
Do tasks or activities involve any of the following?	No	Yes	If YES, provide details	What control measures are required or have been implemented to minimise the risk?
All Activities and Tasks				
High risk work activities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Deviation from a current safe operating procedure or risk assessment?	<input type="checkbox"/>	<input type="checkbox"/>		
Biological Hazards				
Contact with needles or syringes?	<input type="checkbox"/>	<input type="checkbox"/>		
Chemicals or Hazardous Substances				
Use, storage or transport of hazardous substances or chemicals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Electricity				
Use of electrical equipment or leads?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Generators?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Environmental Conditions				
Potential for air, water or ground pollution?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Disposal of waste?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Disturbance to the community?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		service near by residents notified of service
Driving vehicles or operating equipment in potentially unsuitable ground conditions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

EVENT MANAGEMENT PLAN				
Do tasks or activities involve any of the following?	No	Yes	If YES, provide details	What control measures are required or have been implemented to minimise the risk?
Slippery surfaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Obstructions or items which may be a trip hazard?	<input type="checkbox"/>	<input type="checkbox"/>		
Traffic				
People moving around or passing through the work area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Vehicles moving around or passing through the work area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Work Conditions				
Work outdoors?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Water on hand and offered encourage to wear hats sunscreen.
Change in weather conditions (hot or cold) or working in wet weather?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Housekeeping issues including storage of materials or goods?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Work at Height or Depth				
Work at a height greater than 1.5m?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Use ladders to access tasks?	<input type="checkbox"/>	<input type="checkbox"/>		
Potential for falling objects onto people below?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Use of elevated work platforms?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other Hazards				

EVENT MANAGEMENT PLAN				
Do tasks or activities involve any of the following?	No	Yes	If YES, provide details	What control measures are required or have been implemented to minimise the risk?
Fire Risk / Burns				
Hot objects or surfaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Flammable materials or sources of ignition?	<input type="checkbox"/>	<input type="checkbox"/>		
Hazardous Manual Tasks				
Pushing, pulling, lifting, carrying or otherwise moving objects manually?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		All person follow correct manual handling procedures
Human Interaction				
Work with Children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Service of alcohol?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Machinery and Equipment				
Refuelling vehicles or equipment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Hand tools or small powered equipment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Equipment that may cause flying objects? (e.g. Brush cutters, high pressure equipment, mowers, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Noise				
Exposure to noise from equipment or tools?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Slips, Trips or Falls				
Potential for people to fall from one level to another?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

EVENT MANAGEMENT PLAN				
Do tasks or activities involve any of the following?	No	Yes	If YES, provide details	What control measures are required or have been implemented to minimise the risk?
1.	<input type="checkbox"/>	<input type="checkbox"/>		
2.	<input type="checkbox"/>	<input type="checkbox"/>		
3.	<input type="checkbox"/>	<input type="checkbox"/>		

EMERGENCY EVACUATION PROCEDURE

Guest will be informed before Service of Evacuation point.
 Stuart Town Railway station is the evacuation area.
 also place a written statement on service programs.

**Business Insurance
Certificate of Currency**

Insurance

Policy Number ER482326100V

Client Number EB029365

Client Name STUART TOWN ADVANCEMENT ASSOC

STUART TOWN ADVANCEMENT ASSOC
C/- BARBARA EADE
16 CANOBLA ROAD
STUART TOWN NSW 2820

Elders Insurance
ELDERS INSURANCE WESTERN PLAIN
ABN: 15 159 270 970
ATTN: DAVID GRANT
PO BOX 1013 DUBBO NSW 2830
(P) 0268814777 (F) 0268814750
(E) eldersdubboinsurance@elders.com.au

Period of Insurance
From 11/01/2019 To 11/01/2020 at 4pm

Issued By
Elders Insurance (Underwriting Agency) Pty Limited

This certificate acknowledges that the policy referred to is in force for the period shown
Details of the cover are listed below.

The Insured

STUART TOWN ADVANCEMENT ASSOC INC SUB COMMITTEES

Cover Details

Location MOLONG STREET STUART TOWN NSW 2820 **Risk Number 1**
Business EVENT MANAGEMENT SERVICE CONSU
Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	\$250,000	
Excess	\$1,000 for property damage claims only	
	\$0 for personal injury claims	

Clauses

B40: ORGANISERS

The Broadform Liability Section of this Policy does not cover liability for claims in respect of:

1. Personal injury or damage to property of persons actually participating in any performance, sport, game, contest or display involving athletic, acrobatic, military or equestrian skill or the use of firearms, missiles of any kind, explosives or combustibles.
2. Personal injury or damage to property of persons caused by the use of mechanical amusement devices.

Your Business

Your Business specified in the Schedule is more fully described as:
ART STUDIO
TENNIS CLUB
ANNUAL EASTER FESTIVAL WHICH INCLUDES A BBQ.



REPORT: 2020 Dubbo Motor Bike Rally

AUTHOR: Senior Traffic Engineer
REPORT DATE: 2 March 2020
TRIM REFERENCE: ID20/144

EXECUTIVE SUMMARY

This report deals with a proposed road closure of Talbragar Street and partial closure of Carrington Avenue and Brisbane Street for the purposes of holding the 2020 Dubbo Motor Bike Rally. The event is a static display only of motor bikes stalls and exhibitors and will be facilitated between Macquarie Street and Darling Street. The inaugural event in 2019 was held in Church Street encompassing both sides of Brisbane Street and due to the success and participation of the event it was determined that the event needed to be relocated to a major street of the CBD.

The 2020 Dubbo Motor Bike Rally will be the second event with the desire for it to become a regular event tapping into the increasing popularity of motor cycles in Australia. The event is to be held on Saturday 2 May 2020 from 6.00 am to 6.00 pm. The Talbragar Street Railway Corridor and the Darling Street public carparks will also be required to facilitate stall holders and additional resources. The Committee has undertaken consultation with some 86 businesses in Talbragar Street on the proposed road closure, with no objections received. The Talbragar Street closure will impact on the commercial bus service that requires a temporary bus zone to be established in Macquarie Street adjacent the Visitor Information Centre. The Manager Dubbo Bus line's has concurred with the temporary bus zone and rerouting the service around the closure to Darling Street. Council's Plan TM 7347 as attached as **Appendix 2**.

The event can be readily accommodated within Talbragar Street with minimal impact on the functionality of the adjoining road network or businesses. Dubbo Traffic Control has developed a Traffic Control Plan - Dubbo, Talbragar Street, Road Closed 061219 (attached as part of the 2020 Dubbo Bike Rally – Event Management Plan and Application – page 3 of this document **Appendix 1**) for the road closure.

It is recommended that approval be granted to Dubbo Motor Bike Rally Incorporated for a temporary road closure of Talbragar Street between Macquarie Street and Darling Street and partial closure of Carrington Avenue and Brisbane Street. With the implementation of a temporary bus zone in Macquarie Street on Saturday 2 May 2020 in accordance with the approved Event and Traffic Management Plan and Traffic Control Plan (**Appendix 2**).

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

That approval be granted to Dubbo Motor Bike Rally Incorporated to undertake the 2020 Dubbo Motor Bike Rally on Saturday 2 May 2020 between 6.00am and 6.00pm in accordance with the Event and Traffic Management Plans and Councils following conditions of consent:

1. That a temporary road closure be implemented in Talbragar Street between Macquarie Street and Darling Street with partial closures of Carrington Avenue and Brisbane Street between 6.00am and 6.00pm in accordance with the approved Traffic Management Plan and Traffic Control Plan – Dubbo, Talbragar Street, Road Closed 061219.
2. That a temporary bus zone of 28m long be implemented on Friday 1 May 2020 and removed on Monday 4 May 2020 in Macquarie Street at the existing Bus Service J pole adjacent the Visitor Information Centre in accordance with Councils Plan TM 7347.
3. That approval be granted for the occupation of the Talbragar Street Railway Corridor and Darling Street public carparks.
4. 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' 'Traffic Control at Worksites Manual' prepared by an accredited person.
5. 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.
6. The applicant is responsible for the provision of all traffic controls required for the event (ie Marshalls, traffic barriers and signs).
7. A public notification is required for the temporary road closures a minimum of seven (7) days prior to the event.
8. Council's Manager Governance and Internal Control 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 are specifically noted to be indemnified against any action resulting from the event.
9. The applicant is to forward a letter to Council with all the required documentation accepting the above conditions before final approval will be granted.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Monday, 2 March 2020. The Committee had unanimous support in the adoption of the recommendation.

RECOMMENDATION

That approval be granted to Dubbo Motor Bike Rally Incorporated to undertake the 2020 Dubbo Motor Bike Rally on Saturday 2 May 2020 between 6.00am and 6.00pm in accordance with the Event and Traffic Management Plans and Councils following conditions of consent:

1. That a temporary road closure be implemented in Talbragar Street between Macquarie Street and Darling Street with partial closures of Carrington Avenue and Brisbane Street between 6.00am and 6.00pm in accordance with the approved Traffic Management Plan and Traffic Control Plan – Dubbo, Talbragar Street, Road Closed 061219.
2. That a temporary bus zone of 28m long be implemented on Friday 1 May 2020 and removed on Monday 4 May 2020 in Macquarie Street at the existing Bus Service J pole adjacent the Visitor Information Centre in accordance with Councils Plan TM 7347.
3. That approval be granted for the occupation of the Talbragar Street Railway Corridor and Darling Street public carparks.
4. 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' 'Traffic Control at Worksites Manual' prepared by an accredited person.
5. 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.
6. The applicant is responsible for the provision of all traffic controls required for the event (ie Marshalls, traffic barriers and signs).
7. A public notification is required for the temporary road closures a minimum of seven (7) days prior to the event.
8. Council's Manager Governance and Internal Control 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 are specifically noted to be indemnified against any action resulting from the event.
9. The applicant is to forward a letter to Council with all the required documentation accepting the above conditions before final approval will be granted.

Dennis Valentine
Senior Traffic Engineer

REPORT

Council has received an application from Dubbo Motor Bike Rally Incorporated requesting Council's consideration to a temporary road closure of Talbragar Street between Macquarie Street and Darling Street and part of Carrington Avenue and Brisbane Street and the Talbragar Street public carpark to hold the 2020 Dubbo Motor Bike Rally (DMBR). The event is to be held on Saturday 2 May 2020 between 6.00 am and 6.00 pm.

The Rally is not a parade, or on road event, but a static display of motorbikes within Talbragar Street. The inaugural event in 2019 was held in Church Street between the Rotunda and Brisbane Street. The event was very successful with a larger than expected participation that required the Church Street closure to be extended on the eastern side of Brisbane Street to Carrington Avenue. An estimated crowd in excess of 3000 attended the event. It is envisaged that DMBR will become a perpetual event. The event will attract motor bike enthusiasts together at the one location and taps into the increasing popularity of motor cycles in Australia with the potential for a place on the Dubbo Events Calendar.

Additional activities and stall holders including motor cycle dealership's and vendors of motorbike merchandise will be located within the road closure, with the Talbragar Street Railway Corridor public carpark and the Darling Street carpark to be used for additional stalls and resources. A major feature of the Rally is to facilitate the professional promotion of motor cycle safety. The NSW Police Force will be in attendance including a Highway Patrol static display. A clear lane along Talbragar Street will be maintained for emergency vehicles and suppliers under escort who made need to deliver to businesses with no rear access. Pedestrian access is maintained within Talbragar Street.

In Australia there are currently no motorcycle rallies identified in the format of the proposed 2020 Dubbo Motor Bike Rally model, which is based on the famous USA Rallies at Sturgis, Lone Star and Daytona Beach. Existing motor cycle events, such as Show and Shine, Swap Meets and Day Motor Cycle Events, do not replicate the American model. The American rallies are incredibly popular with motor bike enthusiasts, attracting thousands of bikes and 500,000 to 700,000 people at each event. The 2020 Dubbo Motor Bike Rally provides the opportunity to create a unique event that promotes motor cycle safety whilst at the same time enhancing the Dubbo visitor economy, contribution to the viability of the CBD, provide social and recreational activity to the residents and visitors to Dubbo and surrounds. The event has the opportunity to grow into an annual event for motor bike enthusiasts further boosting the Dubbo economy.

The existing Commercial Bus Service in the CBD is one way south to north in Macquarie Street with services to Erskine Street for Dubbo West services, east in Talbragar Street to the Darling Street intersection for services to continue north, south and east. The temporary road closure of Talbragar Street will impact on the north south and east bus services. Discussions have been held with the Manager Dubbo Buslines where it has been agreed to establish a temporary bus zone in Macquarie Street at an existing J pole adjacent the Visitor Information Centre. Bus services can then continue east via Erskine Street where buses can resume the services at the Darling Street intersection.

An Event and Traffic Management Plan, Traffic Control Plan and Risk Management Plan has been submitted by the applicant (attached as **Appendix 1**). The Committee having undertaken consultation with some 86 businesses in Talbragar Street, part of Carrington Avenue and Brisbane Street with no objections to the temporary closure (a record of Business Notifications and comments is (attached as **Appendix 3**). Brochures were left to those premises that were closed. The two most common responses were 'great' or 'we don't open Saturdays'. There was an overwhelming support for the event. Historically, this section of Talbragar Street has been successfully used in the past for various events and is well accepted by the business community with little impact on accessibility and the surrounding road network.

It is considered that the 2020 Dubbo Motor Bike rally can be satisfactorily accommodated within Talbragar Street and the partial road closures of Carrington Avenue and Brisbane Street. Dubbo Traffic Control has developed a Traffic Control Plan – Dubbo, Talbragar Street, Road Closed 061219 that is suitable for the closures. Council's Plan TM 7347 details the temporary bus zone in Macquarie Street adjacent the Visitor information Centre.

It is recommended that Council approval be granted to Dubbo Motor Bike Rally Incorporated for the implementation of a temporary road closure of Talbragar Street between Macquarie Street and Darling Street and partial closures of Carrington Avenue and Brisbane Street and Talbragar Street Railway corridor and Darling Street public carparks including a temporary bus zone in Macquarie Street adjacent the Visitor information centre on Saturday 2 May 2020 between 6.00 am and 6.00 pm to facilitate the 2020 Dubbo Motor Bike Rally.

Appendices:

- 1 [↓](#) 2020 Dubbo Bike Rally - Event Management Plan and Application - updated
- 2 [↓](#) 2020 Dubbo Bike Rally - Temporary Bus Zone Signage Plan - Macquarie Street Dubbo
- TM 7347
- 3 [↓](#) 2020 Dubbo Bike Rally - Consultation

DUBBO MOTOR BIKE RALLY - TALBRAGAR STREET ROAD CLOSURE 2020

Date 2 May 2020 – 6am to 6pm.

Location – Talbragar Street between Macquarie Street and Darling Street (see map attached)

The Dubbo Motor Bike Rally Incorporated (DMBR) held the inaugural Dubbo motorbike rally in Church Street Dubbo on the Saturday the 11th of May 2019, the success of the event has identified the need for a move to a major street to enable suitable space to allow the growth of the event.

Talbragar Street has been identified as the suitable venue and all businesses in the street and nearby in side streets have been consulted and support the event in their street.

A traffic management plan for the day will be prepared by contractors (Dubbo Traffic Control -DTC) in relation to the road closures for this event. The DMBR are consulting with Dubbo Busline for their town bus route to be varied on the day with a pickup location being a deviation of the services north along Macquarie Street, east in Erskine Street then south into Darling Street which should not cause any undue impact on passengers. It will be proposed that a 30 metre temporary Bus Zone (Australian Road Rule – Reg' 195) will need to be installed at the existing J pole sign adjacent the Visitor Information Centre in Macquarie Street to avoid the need for the buses to use the area being used by the rally. Rebecca Hamblin, Manager of Dubbo Busline has been consulted on 15th October 2019 and concurs with this change for the day to enable the committee to close Talbragar Street for this event.

A draft map of the layout for the rally day is attached which indicates the stalls/displays set up in the parking against the curb and use of car parks to allow the footpaths to be free for pedestrians.

The street, whilst closed to cars and large vehicles will remain open to motorcycles, emergency and delivery vehicles with the assistance of volunteers from the Dubbo Rescue Unit.

To limit impact on general traffic in the CBD a turnaround area will be placed inside the closed off areas (just east of the Macquarie Street roundabout and just west of the Darling Street traffic lights) for motorcyclists to use in the closed off area the avoid the need to enter Macquarie or Darling streets.

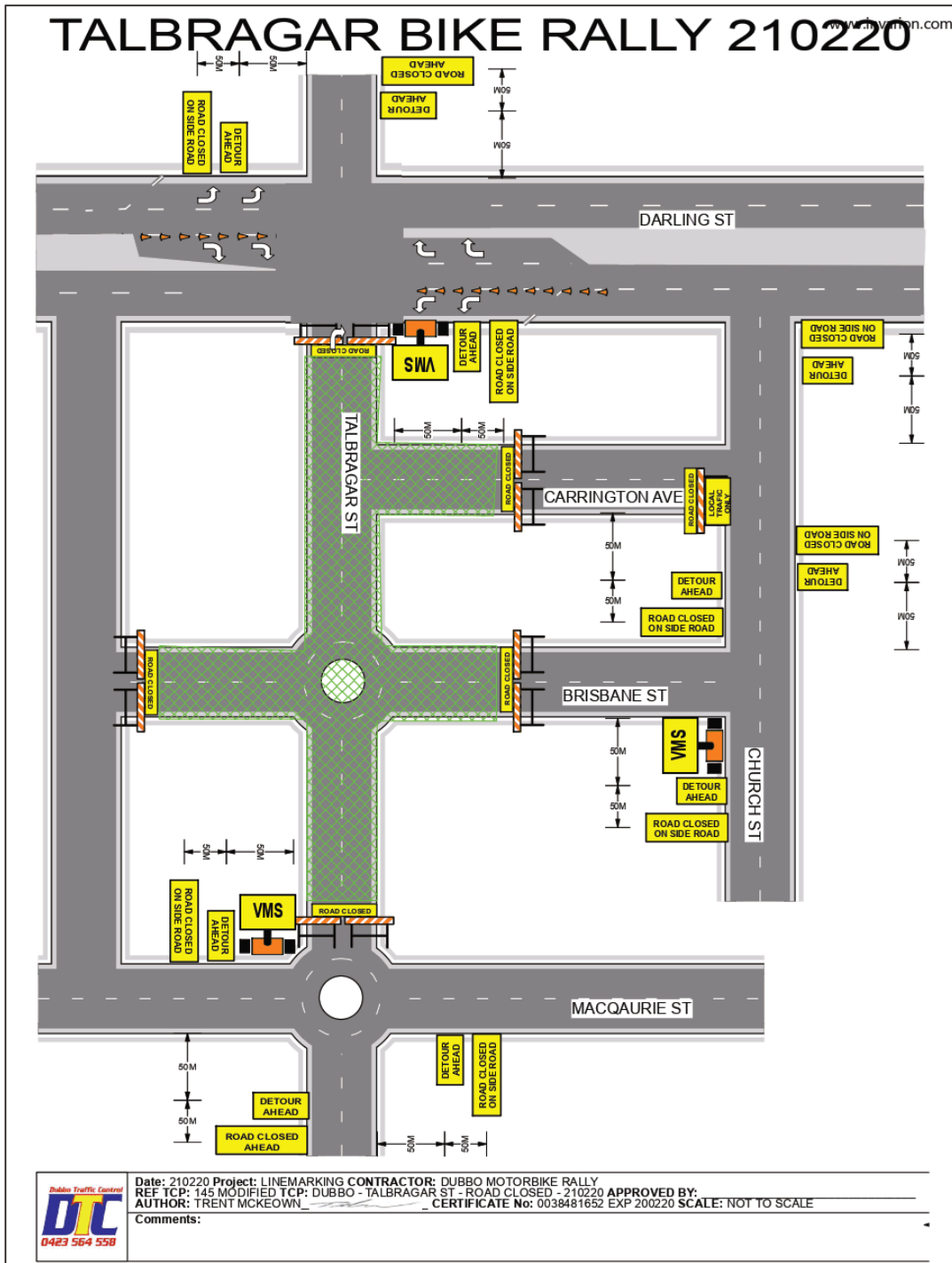
Variable message signage (VMS) will be positioned on Macquarie Street just north of Talbragar Street facing southbound traffic, on Brisbane Street, just south of Talbragar Street facing northbound traffic and in Talbragar Street just west of Darling street facing north bound traffic from the Wednesday 29 April 2020 stating "Special Event – Talbragar St Closed 2/5/20" to provide advance notice to road users of the planned closure.

ATTACHMENT - Dubbo Motor Bike Rally 2020 proposed footprint

Note - Traffic control plan to be provided from consultant (DTC)

Dubbo Motor Bike Rally 2020 proposed footprint
Including exhibitor sites





DUBBO MOTOR BIKE RALLY INC
TALBRAGAR STREET DUBBO CONSULTATION ON 20 SEPTEMBER 2019
PERSONAL VISIT TO BUSINESS PREMISES BY PRESIDENT STAN SINGLE AND COMMITTEE MEMBER DAVID MINEHAN

Item No.	Street No.	Business Premises	Person Contacted	Contact Persons Comment
1		Smart Newsagency	Peter	Fantastic - no objection
2		Stous Cafe	Lynn	Great - will put up poster
3	101	K.C Printing/Photocopying	Sheryl	Do not open Saturdays
4	102	Cartridge World	Andrew	Okay - no objections
5	105	A Picture Framing	Rick Swart	Okay - no objections
6	107	Hoppy Chinese Restaurant	Staff	They were busy. Left Flyer with Staff
7	109	Ella Bache	Christie Harder	Good for Town. No Objection
8	111	CBM Computers	Nelsco	Good. No Objection
9	113	Linahuel Christian Book store	Owner Absent	Left Flyer with staff
10	117	Florist	Ir. sha	OK. As long as it is not Mothers Day
11	123	Hendersons Work Wear	Geoff	Good. No objections
12	125	Gun Pro	Ron Sloey. Gwer Absent	Left Flyer for Manager
13	Carrington Ave	Jans Massage Therapy	Jan	Ok. No objection
14	Carrington Ave	Next Door to Jans		Not Open Saturday. Left Flyer under door
15		American Take Away	Barbra Johnson	OK. No objection
16	141	Kitchen Shop	Sandra	Flyer left to pass onto Manager. Sandra said "that would be nice"
17	143	Hung Wah Chinese		Left Flyer with Staff.
18	145	Shoe Repairs		Closed. Left Flyer Under the door
19	147	Whitney's Jeweller		Left Flyer with Staff. They said "Great, Thanks"
20	151	Christian Book Shop		Left Flyer with Staff. Manager not there
21	132	Gas World	Greg	That's alright. No objection
22	130	Civic Dry Cleaners	Ross Bennett	Peachy - no objection
23	122-128	Itexhane	Pat Manager	Great - no objection
24		Marathon Health	Counter Staff	Not open Saturday both Sides
25	104	The Liberal	Counter Staff	Not open Saturday. Left Flyer with staff
26	1003	Assurance Training	Shanee	not normally open Saturdays
27	100A	Solar Heart	Asleigh	Not open Saturday
28		Mollys Patch	Molly	Good on You.
29	94	Spakepears Funerals		Flyer Left with staff. Don't happen Saturdays
30		Pawn Broker Easy Cash	Leon	No objection
31		Black Tamborine Coffee Shop		Flyer left with Staff. No objection
32	80	In Home Care		No open on Saturdays
33	78	IFS Salon		Closed. Flyer left under door
34	68	Great Wall As an Grocer		Flyer left with Staff.
35		Benevolent Society		Not Open Saturday
36	56	Legal aid commission		Not open Saturday
37	52	Kevin Heeky Solicitor		not open Saturday
38	50	Holendo Homes		not open Saturday
39	58	Four Seasons Chinese Restaurant	Tim	Great. No Objection
40	56	Bob Barry Real Estate		Not Open Saturday
41	32	Larkham's Funeral Directors		Not open Saturday
42	1752	Florist		Not open Saturday
43		Riv West		Not open Saturday. Flyer left
44	40	Inter Sport	Tranzy McCabe	That's really good.
45	34	Wheeters Cycles	Shari Dunn	No objection
46	32	Oz Tracers		Not open. Flyer left under door
47	30	Clored		Flyer left under door
48	28	Closed		Flyer left under door
49	26	Sureway Employment		Not open Saturday Flyer Left
50	24	Ray White		Not open Saturday Flyer Left
51	18	Dougal Saunders		Not open Saturday Flyer Left
52	16	Horseland		No objection
53	21	Vacant Premises		
54	23	Kebab Shop		Not Open Flyer left under door
55	25	Mattinum	Charise	Not open Saturday. No objection
56	27	Tattoo Studio	Owner	Very Happy. No objection
57	29	Yumony Yarn	Robyn	No objection
58	31	Osborne Legal		Not open Saturday. No objection
59	33	Roz Office Cafe		Closed Down
60	35		Manrah	Happy - no objections
61	37	Har Predictions		Closed - Flyer left under door
62	39	Big On Style	Sue Shields	Helen no there. Flyer left with staff
63	41	Harry's Mens Wear	Peter	Happy - no objections
64	43	Dubbo Sewing Patch	Roz Peters	All good - no objections
65	43A	Closed until further notice		
66	45	Mass Nutrition	Dave	All good - no objections
67	47	Wedding Shoppe	Leonie Ferguson	Fine - no objection
68	55	Royal Bubs and Tots		Flyer left with Staff
69	57	Japanese Restaurant Tanosh		Very Happy - no objections
70		Post Office	Virginia Brown	No objection
71	73	Rivers	Manager Kim	No objection
72	79	Lazale Florist	Suzi	No Objection
73	81	PC Computers	Joseph	No objection
74	83	Book Central	G. Endacott	No objection
75	Brisbane St	Rubbys Tyres	Max	No objection
76	Brisbane St	St Vincent de Paul	Manager Pat	No objection
77	Brisbane St	The Local	Karen	Not open, but may open for the day
78	Brisbane St	Poppy Flowers	Leanne	No objection
79	Brisbane St	Uniting Church Op Shop	Manager Absent	Flyer left with Staff



DUBBO MOTOR BIKE RALLY 2020

EVENT MANAGEMENT PLAN	
EVENT DETAILS	
Event Name	Dubbo Motor Bike Rally
Event Venue	Talbragar Street Dubbo (Section Macquarie Street to Darling Street) the Brisbane Street Council Car Park and the Darling Street Council Park on corner. Brisbane Street from Talbragar Street down to first driveway. Carrington Avenue from Talbragar Street down to the first Driveway. Please refer attached map showing area requested as well as placement of stallholders.
Date(s) of Event	Saturday 02 nd May 2020
Start Time	5am to 6pm
Finish Time	
ORGANISER DETAILS	
Event Manager Name	Stan Single
Organisation	Dubbo Motor Bike Rally Inc
Postal Address	P.O. Box 2824, Dubbo NSW 2830
Email Address	dubbotorbike rally@gmail.com
Contact Number	0429845070
OVERVIEW OF ACTIVITIES TO BE CONDUCTED AT THE EVENT	
<p>The proposed event is a gathering of motor cycle enthusiasts from Australia wide. Motor cycle dealerships are being invited to display and promote their models and merchandise as well as individual stall holders and vendors selling motor bike merchandise. A major feature of the Rally is to facilitate professional promotion of motor cycle safety.</p> <p>The Dubbo Motor Bike Rally model is based on the USA style rallies such as the famous Sturgis Rally in Dakota, Lone Star Rally in Texas and the Daytona Beach Bike Week Rally in Florida. The activities of these Rallies are central to designated closed streets which are restricted to motor bikes only. The motor bikes are densely parked creating a static street display of several hundred to thousands of bikes which is a spectacle in itself. The Committee intends to emulate these Rallies in the designated closed section of Talbragar Street Dubbo, be it on a much smaller scale. Therefore there will be no other organised activities by this Committee. Our involvement is specific to the closed designated section of Talbragar Street however our Web Page will be promoting 'Things to do in Dubbo' and we will be encouraging the Dubbo Hotels to use this Rally as a platform to create suitable activities and attraction for the entertainment of visitors as occurred at the 2019 Rally event.</p>	

- There will be a NSW Police Force presence at the event.
- NSWPF Western Region Commander has confirmed that he will be requesting Strike Force Raptor to attend the event to monitor possible attendance of OMCG. (OMCG colours are not permitted to be worn).
 - NSWPolice Highway Patrol will have a static display of their latest fleet of motor cycles and pursuit vehicles at the event venue.

TARGET AUDIENCE

Motor bike enthusiasts Australia wide.

MAIN PURPOSE OF EVENT

To create a perpetual event attracting a gathering of motor bike enthusiasts in Dubbo, tapping into the increasing popularity of motor cycles in Australia. Statistics from the NSW Roads and Maritime Service indicates that as at 30/6/2018 there are 224,585 motor cycles registered in NSW (211,833 are registered for private use). http://www.rms.nsw.gov.au/about/corporate-publications/statistics/registrationandlicensing/tables/table112_2018q2.html

While motor cycle road safety will be a strong feature of the event, the Dubbo visitor economy will be greatly enhanced and the success will see this as a growing annual perpetual event, further boosting the Dubbo visitor economy. The 2019 Rally increased the visitor economy by over 33% over the event weekend.

In Australia there are currently no motor cycle rallies identified in the format of the proposed Dubbo Motor Bike Rally model - which is based on the USA famous Motor Bike Rallies at Sturgis, Lone Star and Daytona Beach, as described below in the Overview. While there are Show and Shine events, Swap Meets, usually run by OMCG, Day Motor cycle Events and organised social group rides, these events do not replicate the successful American model. The USA Rallies are incredibly popular with motor bike enthusiasts attracting thousands of bikes at each event. Attendance at the Sturgis Rally has historically been around 500,000 people, reaching a high of over 700,000 in 2015. The event generates around \$800 million in revenue. It is interesting to note that while Sturgis is the largest bike rally in the world, its Committee is non-profit and its board members are all volunteers, as is the Dubbo Committee. https://en.wikipedia.org/wiki/Sturgis_Motorcycle_Rally

The Dubbo motor Bike Rally is a not for profit event. Profits will be donated to registered charities in Dubbo.

ATTENDANCE

In 2019 there were 88 participants (78 personnel as stallholders and 10 Committee personnel). It is our

<p>Expected number of attendees <i>Spectators, visitors</i></p>	<p>expectation that there will be more stallholders this year due to the success of the 2019 event.</p> <p>In 2019 the estimated crowd was in excess of 3,000 with 2400 overnight visitors. It is our expectation that this will increase this year, due to the success of the 2019 event.</p>	
	<p>APPROVALS AND INSURANCE</p>	
	<p>TYPE</p>	<p>REFERENCE/CURRENCY</p>
	<p>Current affiliate of the National Motor Cycle Alliance. AON Insurance with a combined limit of Liability of \$50 Million. See Attachment</p>	<p>Certificate of Currency</p>

<p>COMMUNICATIONS AND MARKETING PLAN</p> <p>How you are planning to promote your event, what messages you need to broadcast and how.</p>	
	<p>Event uploaded to the Region Events Calendar</p>
	<p>Posters to be delivered to motels and high pedestrian traffic areas and Visitors Information Centre</p>
	<p>Media release to be sent to local and regional print, tv, radio</p>
	<p>Contact to be made with local radio stations/newspapers to offer interview</p>
	<p>Whats on in Dubbo Facebook Page</p>
	<p>Weekly events E-blast</p>
	<p>WEB Page and Facebook (social media)</p>
	<p>Correspondence with Motor Cycle Groups eg. Harley Owners Group (HOGs) Ulyses Club, Honda Goldwing Group, Indian Group, National Motor cycle Alliance etc.</p>
	<p>Stickers distributed at motor cycle events committee members attended Australia wide</p>
	<p>Liaison with Dubbo Chamber of Commerce</p>

ADJOINING PROPERTIES

If the event is likely to impact in any way on adjoining properties (eg extra cars, noise, road closures) it is highly recommended that you contact the occupants well in advance. Please outline how and when.

On the 20/09/2019 Chairperson Stan Single and Committee member David Minehan visited every premises in Talbragar Street between Macquarie St & Darling St and also the affected businesses in Brisbane St & Carrington Ave.

Results - 86 premises visited (N.B - not including hotels as they have already been spoken too)

9 premises were closed at the time. brochure was left under their door with the Rally Committee contact details. (see copy of brochure)

Not one business had a negative response.

The two most common responses were either "Great" or "We don't open Saturday's" (generally followed by a supportive comment)

Numerous businesses offered their front windows for flyers.

Could not have expected such a great supportive response from all the businesses

WASTE MANAGEMENT PLAN

Additional bins, recycling, post ground and surrounds clean up.

As well as normal bins in Talbragar Street, the Committee has arranged with J.R. Richards to supply 12 extra bins to the site and collect.

TOILETS

Public toilets Pastoral and Castlereagh Hotels, Victoria Park, Riverdale Shopping Centre, Information Visitor Centre. Also public toilets in Church Street and Myers.

TRAFFIC AND PEDESTRIAN MANAGEMENT
Ingress, egress, times, locations, parking.
EMERGENCY SERVICES
<p>While the section of Talbragar Street from Macquarie Street to Darling Street will be closed for the event, a clear lane will be maintained for emergency Vehicles. Normal pedestrian access will apply for other sites.</p>
KEY STAKEHOLDERS AND SUPPLIERS
<p>The Dubbo Motor Bike Rally Committee Dubbo Community Local Business Houses Dubbo Regional Council Stall holders NSW Police Force Motor Cycling Australia Limited</p> <p>Although Talbragar street will be closed, non motor cycle access will still be available for suppliers and provisions to nearby businesses and emergency services.</p>
DISABLED PATRONS
<p>There will be no alterations or structures that change the current access and egress of pedestrians and vehicles to the designated area in Talbragar Street and other sites. Therefore the status quo re disabled access remains.</p>
GENERAL PARKING
<p>Apart from the designated area in Talbragar Street, normal street parking applies</p>



EMERGENCY EVACUATION PROCEDURE
Site Plan including seating, ingress and egress, medical services, food, amenities, stages

As per Dubbo Regional Council Plans

OVERSPILL
Nil issues
PUBLIC TRANSPORT
Negotiations are currently being held with DTC and Dubbo Bus Lines to re-route the services from Talbragar Street on the day of the event 2/5/2020 as follows: <i>that a deviation of the services can be accommodated north along Macquarie Street, east in Erskine then south into Darling Street without any undue impact on passengers. It will be proposed that a temporary Bus Zone (length) will need to be installed at the existing J pole sign adjacent the Visitor Information Centre and incorporated into the Traffic Management and Traffic Control Plan.</i>
PEDESTRIANS
There will be increased pedestrian activity within the confines of the designated closed areas. However once all the parking spaces are in use, there will be minimal vehicle movement. NSW Police presence will monitor rider behaviour.

2	RISK MANAGEMENT - TRAFFIC
CLASS 2 CLASS 3	<p>2.1 Occupational Health & Safety - Traffic Control</p> <p><input type="checkbox"/> Risk assessment plan (or plans) attached</p> <p>2.2 Public Liability Insurance</p> <p><input type="checkbox"/> Public liability insurance arranged - Certificate of Currency attached</p> <p>2.3 Police</p> <p><input type="checkbox"/> Police written approval obtained</p> <p>2.4 Fire Brigades and Ambulance</p> <p><input type="checkbox"/> Fire brigades notified</p> <p><input type="checkbox"/> Ambulance notified</p>
3	TRAFFIC AND TRANSPORT MANAGEMENT
CLASS 2 CLASS 3	<p>3.1 The route or location</p> <p><input type="checkbox"/> Map attached</p> <p>3.2 Parking</p> <p><input type="checkbox"/> Parking organised - details attached</p> <p><input type="checkbox"/> Parking not required</p> <p>3.3 Construction, traffic calming and traffic generating developments</p> <p><input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached</p> <p><input type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes</p> <p>3.4 Trusts, authorities or Government enterprises</p> <p><input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise - written approval attached</p> <p><input type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise</p> <p>3.5 Impact on/of Public transport</p> <p><input type="checkbox"/> Public transport plans created - details attached</p> <p><input type="checkbox"/> Public transport not impacted or will not impact event</p> <p>3.6 Reopening roads after moving events</p> <p><input type="checkbox"/> This is a moving event - details attached</p> <p><input type="checkbox"/> This is a non-moving event</p> <p>3.7 Traffic management requirements unique to this event</p> <p><input type="checkbox"/> Description of unique traffic management requirements attached</p> <p><input type="checkbox"/> There are no unique traffic requirements for this event</p> <p>3.8 Contingency plans</p> <p><input type="checkbox"/> Contingency plans attached</p>

2 RISK MANAGEMENT - TRAFFIC

- 2.1 Occupational Health & Safety - Traffic Control**
Risk assessment plan (or plans) attached
- 2.2 Public Liability Insurance**
Public liability insurance arranged. Certificate of currency attached
- 2.3 Police** POLICE DISPLAY AND S/F RAPTOR ATTENDING AS THEY DID IN 2019
Police written approval obtained
- 2.4 Fire Brigades and Ambulance**
Fire brigades notified
Ambulance notified

3 TRAFFIC AND TRANSPORT MANAGEMENT

- 3.1 The route or location**
Map attached
- 3.2 Parking**
Parking organised - details attached
 Parking not required
- 3.3 Construction, traffic calming and traffic generating developments**
Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached. SEE TRAFFIC MANAGEMENT PLAN
 There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
- 3.4 Trusts, authorities or Government enterprises**
 This event uses a facility managed by a trust, authority or enterprise; written approval attached
 This event does not use a facility managed by a trust, authority or enterprise
- 3.5 Impact on/of Public transport**
 Public transport plans created - details attached
 Public transport not impacted or will not impact event
- 3.6 Reopening roads after moving events** SEE TRAFFIC MANAGEMENT PLAN
 This is a moving event - details attached
 This is a non-moving event
- 3.7 Traffic management requirements unique to this event** SEE TRAFFIC MANAGEMENT PLAN
 Description of unique traffic management requirements attached
 There are no unique traffic requirements for this event
- 3.8 Contingency plans** NOT REQUIRED
 Contingency plans attached

3	<p>The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly (make out wherever it is applicable):</p> <p>(i) There will be (number) of vehicles and/or (number) of floats involved. The type and dimensions are as follows:</p> <p>(ii) There will be (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.</p> <p>(iii) The following number and type of animals will be involved in the assembly:</p> <p>(iv) Other special characteristics of the proposed assembly are as follows:</p>
4	<p>I take responsibility for organising and conducting the proposed assembly.</p>
5	<p>Notices for the purposes of the <i>Summary Offences Act 1988</i> may be served upon me at the following address:</p> <p>..... Postcode Telephone No.</p>
6	<p>Signed:</p> <p>Capacity/Title:</p> <p>Date:</p>

Schedule 1 Form - Notice of Intention to Hold a Public Assembly

SUMMARY OFFENCES ACT 1988 - Sec 23

To the Commissioner of Police

1 I, _____ (name)
of _____
on behalf of _____
notify the Commissioner of Police that
on the _____ (day) of _____ (month), _____ (year) it is intended to hold
either:
(a) a public assembly, **not** being a procession, of approximately
_____ number persons,
which will assemble at _____
at approximately _____ am/pm,
and disperse at approximately _____ am/pm.
or
(b) a public assembly, being a procession of approximately
_____ number persons,
which will assemble at approximately _____ am/pm, and at
approximately _____ am/pm the procession will commence and shall proceed

(Details of the proposed assembly and the proposed details of the procession and the proposed route of the procession shall be attached.)

2 The purpose of the proposed assembly is _____

6 APPROVAL

TMP Approved by: Event Organizer Date

7 AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: Council Date

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: RTA Date

* "Regulate traffic" means to limit or control the passage along a road of persons, vehicles or animals (Roads Act 1993). Council and RTA require traffic to be regulated as described in the risk management plans with the signs installed under the direction of a qualified person.

CLASS 2	<p>3.9 Heavy vehicle impacts</p> <p><input type="checkbox"/> Impacts heavy vehicles - RTA to manage</p> <p><input type="checkbox"/> Does not impact heavy vehicles</p>
	<p>3.10 Special event clearways</p> <p><input type="checkbox"/> Special event clearways required - RTA to arrange</p> <p><input type="checkbox"/> Special event clearways not required</p>
4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES	
CLASS 3	<p>4.1 Access for local residents, businesses, hospitals and emergency vehicles</p> <p><input type="checkbox"/> Plans to minimise impact on non-event community attached</p> <p><input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes</p>
	<p>4.2 Advertise traffic management arrangements</p> <p><input type="checkbox"/> Road closures or restrictions - advertising medium and copy of proposed advertisements attached</p> <p><input type="checkbox"/> No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached</p> <p><input type="checkbox"/> No road closures restrictions or special event clearways - advertising not required</p>
CLASS 2	<p>4.3 Special event warning signs</p> <p><input type="checkbox"/> Special event information signs are described in the Traffic Control Plans</p> <p><input type="checkbox"/> This event does not require special event warning signs</p>
	<p>4.4 Permanent Variable Message Signs</p> <p><input type="checkbox"/> Messages, locations and times attached</p> <p><input type="checkbox"/> This event does not use permanent Variable Message Signs</p>
	<p>4.5 Portable Variable Message Signs</p> <p><input type="checkbox"/> The proposed messages and locations for portable VMS are attached</p> <p><input type="checkbox"/> This event does not use portable VMS</p>
	<p>5 PRIVACY NOTICE</p> <p>The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Roads and Traffic Authority (RTA) or Local Government.</p> <p>I declare that the details in this application are true and complete. I understand that:</p> <ul style="list-style-type: none"> The "Personal Information" being collected for submission of the Transport Management Plan for the event described in Section 4 of this document. I must supply the information under the Road Transport Legislation (as defined in the Road Transport (General Act) 1999 and the Road Act 1999. Failure to supply full details and to sign or confirm this declaration will result in the event not proceeding. The "Personal Information" being supplied is either my own or I have the authority of the person concerned to provide "Personal Information". The "Personal Information" held by the Public RTA or Local Government may be disclosed in detail to staff of NSW to event managers or any other person or organisation required to manage traffic or provide resources required to conduct the event, or to any other road user or resident who may be impacted by the event. The persons to which the "Personal Information" relates has a right to access or correct this application with the provisions of the relevant Privacy legislation.

INCIDENT MANAGEMENT PLAN
Pre-event contact with emergency services, first aid, ambulance locations, site plan, signage, communications, emergency evacuation, key contacts, lost children.

As with the 2019 Dubbo Motor Bike Rally, contact will be made by the Committee with local Ambulance and other emergency services closer to the date of the event.

INCIDENT REPORTS			
DATE AND TIME	DESCRIPTION	PERSON(S) INVOLVED	ACTION TAKEN

KEY CONTACTS – ORGANISING COMMITTEE	
Stan Single	0429845070
Dave Minehan	0499049909
Kim Williams	0419433765
Shane Smith	0427854553
Wayne Amor	0472556488
Joan Hamilton	0400442575

KEY CONTACTS – SUPPLIERS AND PARTICIPANTS	
Anticipate 40 stallholders	
General Public and Motor Bike Enthusiasts visiting the City	
New South Wales Police Force	

EVENT VOLUNTEER MANAGEMENT				
NAME	CONTACT PHONE	ROLES	REPORTS TO	RESPONSIBLE FOR
Volunteer Rescue Association	0418116102	Man the barriers to Talbragar Street, Brisbane Street, Carrington Ave. As per traffic Plan	Site Manager	Manning Barricades and First Aid treatment.

EVENT BUDGET		
	ESTIMATED	ACTUAL
Stallholders	3,000	
Sponsorship	12,000	
Merchandise	25,000	
Membership Fees	12.00	
TOTAL	40,012	
EXPENSES	ESTIMATED	ACTUAL
Stallholders Reimb	\$3,000	
Merchandise	\$19,000	
Marketing and Promotion	\$8,000	
Postage	\$200	
Printing and Stationery	\$900	
Incorporation/Insurance	\$700	
TOTAL	\$31,800	
Profit/Loss	Profit \$8,212	

EVENT RUNNING SHEET	
Event Name	Dubbo Motor Bike Rally
Event Contact	Stan Single

Date	02 nd May 2020	
Event Venue	Talbragar Street Dubbo	
Venue Contact	Stan Single	
TIME	TASK	RESPONSIBILITY
October 2019	Event Application to Council	Single/Hamilton
December 2019	Renew current insurance	Joan Hamilton
October 2019	Professionalise and build on webpage and Facebook	Single/Amor/Minehan
October 2019	Application for Funding from Council	Single/Hamilton
October 2019	Application for funding from Destination NSW	Single/Hamilton
November 2019	Contact Bike Magazines	Amor/Single
November 2019	Contact with Bike Safety Stakeholders	Single
July to December 2019	<p>Committee Portfolio Holders continue with negotiations and promotion with various stakeholders reporting achievements and developments back to the Committee via email and formally at scheduled Committee meetings.</p> <p>Portfolios include:</p> <ul style="list-style-type: none"> • Dubbo Community Liaison Officer • Motor Bike Community Liaison Officer • Merchandise Portfolio Holder • Marketing Portfolio Holder • Venue Design Portfolio Holder • Sponsorship Portfolio Holder • Media Portfolio Holder 	Committee Members/Portfolio Holders

	<ul style="list-style-type: none"> Risk Management Portfolio Holder 	
December-May 2020	Committee Portfolio Holders finalise event details and report back to committee meetings	Committee Members/Portfolio Holders
July 2019 to February 2020	Monthly Committee Meetings	Joan Hamilton to arrange
February to May 2020	Fortnightly Committee Meetings	Joan Hamilton to arrange,

Risk Management Plan

As the event organiser you have a responsibility to ensure that your event is undertaken in a safe manner and that you minimise wherever possible harm to people or property.

Under OH&S legislation and other related law, the event organiser is obliged to ensure that reasonable steps are taken to ensure that events are conducted in a manner which provides for the safety of everyone that might be present at any time, including the general public, volunteers, staff, independent contractors and their employees and sub-contractors.

Liability arises where a person is 'exposed' to the risk of injury to health and safety, it is not necessary for a person to have been actually injured but merely 'exposed to risk'. Therefore, an event management plan must focus on the risk to health and safety rather than the consequences of an injury or accident.

During your planning process it is essential to develop a Risk Management Plan so potential hazards are identified early and appropriate measures are put in place to reduce the likelihood of an incident occurring.

To develop the Risk Management Plan:

Step One: Establishing the Context

- Identify the specific details of your event
- Identify the list of all your event stakeholders and relevant contact details

Step Two: Identify Risks

- Hold a brainstorming session with your stakeholders to identify all potential risks
- Log these risks in your risk assessment matrix

Step Three: Analyse Risks

A risk is the combination of the likelihood (table 1) and consequence (table 2) of an incident occurring. The levels and descriptors in these tables may change and the descriptions will vary greatly depending upon your event under consideration. At the risk analysis stage risks should be evaluated with existing or known controls in place; unlike the identification phase (Step Two) where known treatments are ignored.

Step Four: Evaluate Risks

For risk evaluation it is recommended level of risk (table 3) is used. By comparing the likelihood (table 1) and consequence (table 2) values, level of risk (table 3) identifies a risk rating of either:

- Low
- Moderate
- High
- Extreme

Step Four: Treatment of Risks

Evaluate the level of each identified risk and act accordingly using treatment of risk rating (table 4).

In order to create a thorough Risk Management Plan there are key things that you'll need to consider, this is called the Risk Assessment.

Risk Assessment

Your event Risk Assessment should be developed in conjunction with all parties involved in the undertaking of the event including paid and volunteer staff, venues and contractors.

The Risk Assessment should identify what hazards or risks are associated with the event, and what measures are in place to reduce/eliminate that hazard/risk occurring.

Risks should also be prioritised based on the most significant risks, and a staff member allocated to the management of each risk area to ensure ownership of its management.

Some specific areas of attention your Risk Assessment should consider addressing are:

- **Health and Safety** - Identify any potential hazards that could compromise health and safety of your event visitors, suppliers and the general public
- **Financial Risks** - From poor attendance, cancellations, or unexpected need for extra resources
- **Reputational Risk** - The chance you or your organisation will receive poor publicity as a result of something happening at your event
- **Environmental Risk** - Impacts your event present the local environment

If you are looking to hold your event on public land, Council will require a copy of your Risk Management Plan including Risk Assessment. It is important therefore that you consider and document all risks relevant to the event and how you propose to manage those risks.

TABLE ONE: Likelihood of Risk		
LEVEL	DESCRIPTION	EXAMPLES
A	Almost certain	Expected to occur in most circumstances
B	Likely	Will probably occur in most circumstances
C	Possible	Should occur at some time
D	Unlikely	Could occur at some time
E	Rare	May occur, only in exceptional circumstances

TABLE TWO: Consequence of Risk Criteria					
	1	2	3	4	5
Description	Negligible	Minor	Moderate	Major	Catastrophic
Reputation	Unsubstantiated, low impact, low profile or no news item	Substantiated, low impact, low news profile	Substantiated, public embarrassment, moderate impact, moderate news profile	Substantiated, public embarrassment, high impact news profile, third party actions	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profiles, third party actions
Operations	Little impact	Inconvenient delays	Significant delays to major deliverables	Non achievement of major deliverables	Non achievement of key deliverables

Health	No injuries	First aid treatment on site	Medical treatment - on or off site	Accidental death, extensive injury or permanent disability	Multiple deaths or severe permanent disablements
Financial Impact	Insignificant Less than \$1,000	\$1,000 - \$10,000	\$10,000 - \$50,000	\$50,000 - \$150,000	More than \$150,000

TABLE THREE: Level of Risk						
LIKELIHOOD		CONSEQUENCE				
		Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost certain	A	HIGH	HIGH	EXTREME	EXTREME	EXTREME
Likely	B	MODERATE	HIGH	HIGH	EXTREME	EXTREME
Possible	C	LOW	MODERATE	HIGH	EXTREME	EXTREME
Unlikely	D	LOW	LOW	MODERATE	HIGH	EXTREME
Rare	E	LOW	LOW	MODERATE	HIGH	HIGH

TABLE FOUR: Treatment of Risk Rating	
EXTREME	Discontinue the activity and/or implement immediate corrective action(s)
HIGH	Corrective action needed, to be implemented as soon as possible
MODERATE	Attention indicated
LOW	Implement practical short / medium term control measures



DUBBO MOTOR BIKE RALLY

RISK MANAGEMENT PLAN

Event Name Dubbo motorbike rally

Event Date 2 / 5 / 2020

Event Location Talbragah Street Dubbo (between Macquarie and Darling Streets)

Risk Management Plan prepared by: David Minehan

Date of Completion 13 / 10 / 2019

	HAZARD	POSSIBLE OUTCOME	RISK SCORE	RISK RATING	RISK CONTROL
1	Food poisoning	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> Ensure food vendors are aware of their obligations under the Temporary Event Food Handling Guidelines (Food Authority NSW) A food safety supervisor must be appointed and compliant with the Temporary Event Food Handling Guidelines (Food Authority NSW) A copy of the Temporary Event Food Handling Guidelines (Food Authority NSW) will be with the Coordinator on the event day. Ensure food vendors have \$20M public liability insurance
2	Inflatable equipment becoming unstable	Injury to public	C3	MODERATE	<ul style="list-style-type: none"> Ensure equipment operators are appropriately licensed with \$20M Public Liability insurance coverage

3	Live electrical wires or faulty equipment	Injury to public, personal injury	E4	MODERATE	<ul style="list-style-type: none"> In the case of wet weather, no cords run along the ground and are fitted with plug covers Rally site coordination team to inspect sites with power to ensure - No frayed or poor quantity leads, no double adaptors no cables to run along ground without suitable coverage for walkway, no suspended cables in thoroughfares. No use of out of date equipment Equipment to be in suitable condition Ensure all stallholders have \$20M public liability insurance
4	Leaky or faulty LPG cylinders, heaters, and appliances	Injury to public, personal injury	E4	MODERATE	<ul style="list-style-type: none"> DBMR officials to be identified by their clothing Shared pedestrian/motorcycle areas to be signed – 10km/h Public road remains open to motorcycles with footpaths for pedestrians No vehicles between 8am & 6pm other than emergency services, delivery vehicles (who cannot deliver to rear of business premises which are to be escorted by DMBR official). Traffic and pedestrian plan developed to manage movement in and around the site Strict bump in and bump out times are established and timed prior to arrival and after departure of crowds Ensure all members of the organising committee and volunteers are aware of safe lifting and relevant OHS practices Ensure committee/volunteer have the means to make direct contact with First Aid and/or ambulance services. First aid equipment and first aid officer to provide initial first aid support should it be necessary The Dubbo Motor bike Rally marquee will be the first point of contact DMBR tent will be the focal point for providing information to attendees, and communications with
5	Motor vehicle and pedestrian collisions	Personal Injury	C2	MODERATE	
6	Participants/volunteers carrying large or awkward objects	Personal Injury	C2	MODERATE	
7	Medical Emergency	Injury to public	C3	MODERATE	
8	Missing Person/Lost Child	Trauma to those concerned	C1	MODERATE	

					emergency services – to be staffed from 8am to end of event and are to be in contact with Venue Coordinator
9	Unstable marquees, stages, tiered seating, etc	Injury to public, personal injury	C3	MODERATE	<ul style="list-style-type: none"> • Marquees are erected to manufacture's specifications • No pegs permitted, marquee legs to be held down with weights (15kg+) and in accordance with manufacturers recommendations
10	Heat / Cold distress	Personal Injury	C2	MODERATE	<ul style="list-style-type: none"> • Monitor weather conditions prior to event • Ensure appropriate sun protection and water is available for committee/volunteers
11	Extreme weather - wind, lightning, flood, etc.	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> • Monitor weather conditions prior to event • Include extreme weather contingencies in the emergency evacuation plan
12	Unclean / inadequate waste management facilities	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> • Provide adequate quantities of clean facilities • Bins to be sourced from contractor for street event
14	Trip hazards	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> • Serious trip hazards removed or treated to prevent injury • Rubber mats & cable traps over cables • Barriers placed around protruding equipment • Changes in height and edges highlighted • Guy ropes and stakes checked for trip hazards and are clearly marked • DMBR committee to assist Venue Coordinator to identify any risks. • Stallholders who do not comply with safety and other instructions will be directed from sight and will not receive their security deposit.
15	Emergency situation resultant from injury, fire, explosion, bomb threats, chemical releases, etc.	Injury to public, personal injury	D4	MODERATE	<ul style="list-style-type: none"> • Develop Emergency Management Plan
16	Slip hazards due to wet water	Injury to public, personal injury	C3	MODERATE	<ul style="list-style-type: none"> • Identify slip areas • Isolate where possible and place warning signage
17	Emergency service vehicle cannot access site	Injury to public, personal injury	C3	MODERATE	<ul style="list-style-type: none"> • Emergency ingress and egress established

18	Vehicles and pedestrians unable to access parking or entry to the site	Reputation	B1	MODERATE	<ul style="list-style-type: none"> Traffic site plan to be prepared by consultant for pedestrian and motor vehicle movements Motorcycle access will be maintained throughout event, suitable nearby parking for vehicles and if necessary for the overflow of motorcycles
19	Wheelchair and prams unable to access event site	Reputation	C1	MODERATE	<ul style="list-style-type: none"> Event is held in a public area, width of access of paths to be greater than 1.2m
20	Event parking overspill	Reputation	B1	MODERATE	<ul style="list-style-type: none"> Public parking available in vicinity and suitable for a Saturday event
21	Fire or burn incidents	Injury to public, personal injury	C3	MODERATE	<ul style="list-style-type: none"> Sites utilising heating/cooking facilities to provide suitable fire suppression. First aid site identified by signage Committee to have contact with Emergency Services
22	Intoxicated person/s	Reputation, financial	C1	MODERATE	<ul style="list-style-type: none"> No alcohol supplied in event
23	Antisocial behaviour, people safety and security	Injury to public, reputation	C1	MODERATE	<ul style="list-style-type: none"> Conducted as a family friendly public street event, seek police assistance for antisocial behaviour, should it be identified. Committee principle of event is themed for Road Safety. Police (traffic & public order) briefed and presence for deterring anti-social behaviour
26	Welfare of committee and volunteers	Reputation	C1	MODERATE	<ul style="list-style-type: none"> Dedicated resource to manage volunteers and undertake actions to heighten engagement
27	Unlicensed amusement ride operators	Injury to public, personal injury	C4	MODERATE	<ul style="list-style-type: none"> No amusement rides
29	Risk to persons handling cash	Injury to public, personal injury	C3	MODERATE	<ul style="list-style-type: none"> A cash security plan to be established
30					

OFFICE USE ONLY	
Date Received	
Date Reviewed	Comments
/ /	/ /
/ /	/ /



CERTIFICATE OF AFFILIATION

This is to certify that as of 1st January 2020

Dubbo Motor Bike Rally Inc.

is an affiliated organization of the **National Motorcycle Alliance**
and as such, is protected under the Motorcycling Australia Limited
Primary General and Products Liability Insurance Policy

Date of expiry of Affiliation - 31 December, 2020

Phone 1300 WE RIDE (1300 937 433) **Fax** 02 8378 0798 **Email** admin@motorcyclealliance.com.au
Mail 9 Cooper Street Smithfield NSW 2164 **Website** www.motorcyclealliance.com.au



Certificate of Currency

In our capacity as Insurance Brokers to Motorcycling Australia Limited and its State/Territory Bodies, we hereby certify that the under mentioned insurance policy is current. This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy detailed below, or assume continuity of the policy.

Policy Type: Public & Products Liability Insurance

Policy Number: MAIL/PL/2016-2020

Insured: Motorcycling Australia Limited and its State/Territory Bodies: Motorcycling NSW Limited, Motorcycling Victoria, Motorcycling Queensland, Motorcycling South Australia Inc., Motorcycling Western Australia Inc., Motorcycling Tasmania Inc., Motorcycling Australia Northern Territory Inc.

Any subsidiary company (including subsidiaries thereof) of the Named Insured and any affiliated club or other organisation under the control of the Named Insured and over which it is exercising active management;

Nature of Business: Principally but not limited to the administration, organising, preparation and conducting of motorcycle and quad bike race events, practice and training sessions, educational programmes and any other activity incidental thereto including nonmotor sport activity, property owners, lessors, lessees and any other club related activity.

Period of Insurance: From: 4.00 pm on 31st December 2019 Local Standard Time
To: 4.00 pm on 31st December 2020 Local Standard Time

Limit of Liability: Combined limit of AUD\$50 million any one occurrence (including primary layer for \$2million via MA Insurance Limited) and in the aggregate during any one period of insurance based on various layers of coverage arranged

Primary Layer	\$2,000,000 Insurer - MA Insurance Limited.
First Excess layer	\$8,000,000 over \$2,000,000 Primary layer. Insurers – certain Underwriters at Lloyds of London
Second Excess layer	\$30,000,000 over \$10,000,000 Primary and Excess Layers Insurers – certain Underwriters at Lloyds of London

Interest Insured: Subject to the terms and conditions of the Policy, the Insurer shall indemnify the Insured against the legal liability of the Insured to pay damages or compensation in respect of a) Death/Injury to any person; b) Damage to property; c) Advertising injury; occurring within the Geographical Limits during the Period of Insurance as a result of an Occurrence happening in connection with the Insured's Business.

Consult Insurance Solutions Pty Ltd (ABN 86 136 911 638 AFSL 339045) t/a McDougall Kelly & Martinis
Suite 5, 400 High Street Kew Vic 3101



Deductibles: \$ 5,000 each and every occurrence all claims

Geographical Limits: Anywhere in the World except the United States of America and Canada where this Policy will only apply in respect of products exported into those countries and/or travelling directors or Employees who are non resident in such countries.

Subject to the Terms and Conditions of this Policy.

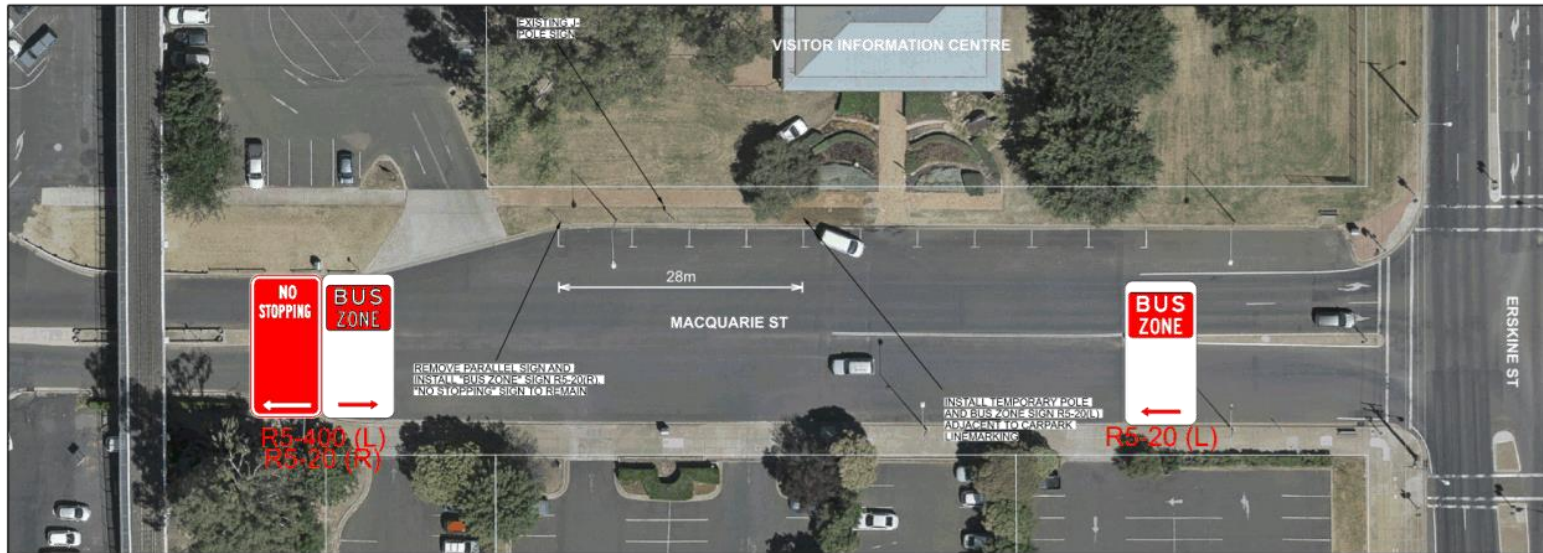
Yours faithfully,

A handwritten signature in black ink, appearing to read 'John Kelly'.

John Kelly
Senior Partner

Consult Insurance Solutions Pty Ltd (ABN 86 136 911 638 AFSL 339045) t/a McDougall Kelly & Martinis
Suite 5, 400 High Street Kew Vic 3101

TEMPORARY BUS ZONE MACQUARIE STREET-DUBBO 2020 DUBBO BIKE RALLY



DRAFT

CHECKED - SENIOR DESIGN ENGINEER _____ INT _____ DATE _____ APPROVED - MANAGER INFRASTRUCTURE STRATEGY _____ INT _____ DATE _____	PRINT DATE: 18/02/2020 08:54:10 AM	PERMANENT MARK: RL DATUM: AHD71 & GDASANGA ZONE SS	STATUS: DRAFT ISSUE	DUBBO REGIONAL COUNCIL INFRASTRUCTURE STRATEGY & DESIGN 4/11 Ross St, Dubbo, NSW 2880 02 9421 2000 02 9421 2001 02 9421 2002 02 9421 2003 02 9421 2004 02 9421 2005 02 9421 2006 02 9421 2007 02 9421 2008 02 9421 2009 02 9421 2010 02 9421 2011 02 9421 2012 02 9421 2013 02 9421 2014 02 9421 2015 02 9421 2016 02 9421 2017 02 9421 2018 02 9421 2019 02 9421 2020	PROJECT TITLE: TEMPORARY BUS ZONE MACQUARIE STREET-DUBBO. 2020 DUBBO BIKE RALLY	SHEET NO: 1 OF 1
	SURVEY: _____ DATE _____ DESIGN: _____ DATE _____ DRAWING: JB DATE 17/02/2020	REV. DATE INT DETAIL OF AMENDMENTS A 17/02/2020 JB DRAFT ISSUE	SCALE: NOT TO SCALE		DRAWING TITLE: SIGNAGE PLAN	REV: A

DUBBO MOTOR BIKE RALLY INC
 TALBRAGAR STREET DUBBO CONSULTATION ON 20 SEPTEMBER 2019
 PERSONAL VISIT TO BUSINESS PREMISES BY PRESIDENT STAN SINGLE AND COMMITTEE MEMBER DAVID MINEHAN

Item No.	Street No.	Business Premises	Person Contacted	Contact Persons Comment
1		Snares Newsagency	Peter	Fantastic - no objection
2		Lotus Café	Lynn	Great - will put up Poster
3	101	K.C. Printing/Photocopying	Sheryl	Do not open Saturdays
4	103	Cartridge World	Andrew	Okay - no objections
5	105	A Picture Framing	Nick Bryant	Okay - no objections
6	107	Happy Chinese Restaurant	Staff	They were busy. Left Flyer with Staff
7	109	Ella Bache	Christie Horder	Good for Town. No Objection
8	111	CBM Computers	Nessor	Cool. No Objection
9	113	Emanuel Christian Book store	Owner absent	Left Flyer with Staff
10	117	Florist	Trisha	OK. As long as it is not Mothers Day
11	123	Hendersens Work Wear	Geoff	Good. No objections
12	125	Gun Pro	Ron Sloey, Ower Absent	Left Flyer for Manager
13	Carrington Ave	Jans Massage Therapy	Jan	Ok. No objection
14	Carrington Ave	Next Door to Jans		Not Open Saturday. Left Flyer under door
15		Athenian Take Away	Barbra Johnson	Ok. No objection
16	141	Kitchen Shop	Sandra	Flyer left to pass onto Manager. Sandra said "that would be nice"
17	143	Hing Wah Chinese		Left Flyer with Staff.
18	145	Shoe Repairs		Closed. Left Flyer under the door
19	147	Whitney's Jeweller		Left Flyer with Staff. They said "Great, Thanks"
20	151	Christian Book Shop		Left Flyer with Staff. Manager not there
21	132	Gas World	Greg	That's alright. No objection
22	130	Civic Dry Cleaners	Ross Bennett	Peachy - no objection
23	122-128	Roybane	Pat Manager	Great - no objection
24		Marathon Health	Counter Staff	Not open Saturday both Sides
25	104	The Liberal	Counter Staff	Not open Saturday. Left Flyer with staff
26	100B	Assurance Training	Shanee	not normally open Saturdays
27	100A	Solar Heart	Ashleigh	Not open Saturday
28		Molly's Patch	Molly	Good on You.
29	94	Shakespears Funerals		Flyer Left with staff. Don't happen Saturdays
30		Pawn Broker Easy Cash	Leon	No objection
31		Black Tamborine Coffee Shop		Flyer left with Staff. No objection
32	80	In Home Care		No open on Saturdays
33	78	LJS Salon		Closed. Flyer left under door
34	68	Great Wall Asian Grocer		Flyer left with Staff.
35		Benevolent Society		Not Open Saturday
36	66	Legal aid commission		Not open Saturday
37	62	Kevin Hockey Solicitor		not open Saturday
38	60	Hotondo Homes		not open Saturday
39	58	Four Seasons Chinese Restaurant	Tim	Great. No Objection
40	56	Bob Berry Real Estate		Not Open Saturday
41	52	Larkham's Funeral Directors		Not open Saturday
42	1/52	Florist		Not open Saturday
43		Riv West		Not open Saturday, Flyer left
44	40	Inter Sport	Tracey McCabe	That's really good
45	34	Whealers Cycles	Shari Dunn	No objection
46	32	Oz Traders		Not open. Flyer left under door
47	30	Closed		Flyer left under door
48	28	Closed		Flyer left under door
49	26	Sureway Employment		Not open Saturday Flyer Left
50	24	Ray White		Not open Saturday Flyer Left
51	18	Dougal Saunders		Not open Saturday Flyer Left
52	16	Horseland		No objection
53	21	Vacant Premises		
54	23	Kebab Shop		Not Open Flyer left under door
55	25	Mathnum	Christie	Not open Saturday, No objection
56	27	Tatoo Studio	Owner	Very Happy. No objection
57	29	Yummy Yarn	Robyn	No objection
58	31	Osborne Legal		Not open Saturday, No objection
59	33	Post Office Café		Closed Down
60	35		Mannah	Happy - no objections
61	37	Hair Predictions		Closed - Flyer left under door
62	39	Big On Style	Sue Shields	Helen no there. Flyer left with staff
63	41	Harry's Mens Wear	Peter	Happy - no objections
64	43	Dubbo Sewing Patch	Roz Peters	All good - no objections
65	43A	Closed until further Notice		
66	45	Mass Nutrition	Dave	All good - no objections
67	47	Wedding Shoppe	Leonie Ferguson	Fine - no objection
68	55	Royal Bubs and Tots		Flyer left with Staff
69	57	Japanese Restaurant Tanoshi		Very Happy - no objections
70		Post Office	Virginia Brown	No objection
71	73	Rivers	Manager Kim	No objection
72	79	Leslie Florist	Suzi	No Objection
73	81	PC Computers	Joseph	No objection
74	83	Book Central	G. Endacott	No objection
75	Brisbane St	Robbo's Tyres	Max	No objection
76	Brisbane St	St Vincent de Paul	Manager Pat	No objection
77	Brisbane St	The Local	Karen	Not open, but may open for the day
78	Brisbane St	Poppy Flowers	Leanne	No objection
79	Brisbane St	Uniting Church Op Shop	Manager Absent	Flyer left with Staff