



AGENDA

WORKS AND SERVICES COMMITTEE

21 AUGUST 2017

MEMBERSHIP:
Mr M Kneipp (Administrator).

The meeting is scheduled to commence at 5.30pm.

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The Committee had before it the report of the Works and Services Committee meeting held 17 July 2017.	
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WSC17/65	REVIEW OF THE DISABLED CAR PARKING SPACE ADJACENT THE DUBBO POLICE STATION (ID17/1499)	56
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WSC17/66	DUBBO STAMPEDE RUNNING FESTIVAL 2017 - TEMPORARY ROAD CLOSURE OBLEY ROAD (ID17/1500)	62
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The Committee had before it the report dated 20 July 2017 from the Director Community and Recreation regarding Dubbo Regional Sports Council Playing Field Improvement Fund.

WSC17/74 WATER SAMPLING AND TESTING TENDER (ID17/1436)
The Committee had before it the report dated 8 August 2017 from the Director Infrastructure and Operations regarding Water Sampling and Testing Tender.

In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).

WSC17/75 CONSTRUCTION OF CLEAR WATER PUMP 4 AT JOHN GILBERT WATER TREATMENT PLANT (ID17/1493)
The Committee had before it the report dated 14 August 2017 from the Director Infrastructure and Operations regarding Construction of Clear Water Pump 4 at John Gilbert Water Treatment Plant.

In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).



**DUBBO REGIONAL
COUNCIL**

Report of the Works and Services Committee - meeting 17 July 2017

AUTHOR: Administrative Officer - Governance
REPORT DATE: 14 August 2017

The Committee had before it the report of the Works and Services Committee meeting held 17 July 2017.

MOTION

That the report of the Works and Services Committee meeting held on 17 July 2017, be adopted.



DUBBO REGIONAL
COUNCIL

**REPORT
WORKS AND SERVICES COMMITTEE
17 JULY 2017**

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Supervisor Governance, the Director Economic Development and Business, the Director Infrastructure and Operations, the Manager Civil Infrastructure and Solid Waste, the Manager Fleet Management Services, the Asset System Engineer, the Director Planning and Environment, the Manager Building and Development Services, the Director Community and Recreation and the Transition Project Corporate Communications.

Mr M Kneipp (Administrator) assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.34 pm.

**WSC17/48 REPORT OF THE WORKS AND SERVICES COMMITTEE - MEETING 19 JUNE 2017
(ID17/1022)**

The Committee had before it the report of the Works and Services Committee meeting held 19 June 2017.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the report of the Works and Services Committee meeting held on 19 June 2017, be adopted.

CARRIED

WSC17/49 BUILDING SUMMARY - JUNE 2017 (ID17/1064)

The Committee had before it the report dated 11 July 2017 from the Director Planning and Environment regarding Building Summary - June 2017.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained in the report of the Director Planning and Environment dated 11 July 2017 be noted.

CARRIED

WSC17/50 PROPOSED EXPANSION OF DOMESTIC WASTE MANAGEMENT SERVICE LEVELS TO DUBBO AND WELLINGTON (ID17/1210)

The Committee had before it the report dated 13 July 2017 from the Manager Civil Infrastructure and Solid Waste regarding Proposed Expansion of Domestic Waste Management Service Levels to Dubbo and Wellington.

A presentation was provided by Manager Civil Infrastructure and Solid Waste regarding the matter.

The Committee reports having met with Mr Don Graham and Mr Ben Shields regarding the matter.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That subject to the acceptance by Council of a tender in respect of Request for Tender T16-036 for the Regional Waste Services contract (including Waste Collection Services, Recycling Processing Services and Organics Processing Services), Council commence an expanded level of waste collection and processing services to the Dubbo Regional Council Local Government Area from 1 July 2018 incorporating both "two bin" (fortnightly Recycling and weekly Mixed Solid Waste) and "three bin" (fortnightly Recycling, weekly Organics and fortnightly Mixed Solid Waste) service levels to be delivered to the following areas (as shown in Appendix 1 of the report of the Manager Civil Infrastructure and Solid Waste dated 13 July 2017) by way of a combination of in-house resources and services provided under Contract T16-036 as follows:**

- | | |
|---------------------|--|
| Two Bin Area | 1. The villages of Eumungerie, Ballimore, Mogriguy, Bodangora, Dripstone, Mumbil, Stuart Town, Cadonia Estate and North Yeoval. |
|---------------------|--|

2. The other rural and urban fringe areas of the Dubbo and Wellington Collection Districts currently with a Council provided kerbside collection service.
 3. Multiple Unit Dwellings within Dubbo and Wellington.
- Three Bin Area The urban areas of Dubbo, Wellington, Geurie, Brocklehurst and Wongarbon (excluding Multiple Unit Dwellings such as retirement villages, gated estates and apartment blocks)
2. That a community education programme be undertaken prior to the commencement of the new services with specific attention given to the collection areas recommended to receive the “three bin” service including Dubbo, Brocklehurst, Wongarbon, Wellington and Geurie, and to all other areas within the current Wellington kerbside collection district, recommended to receive a “two bin” service for the first time.
3. That the draft 2018/2019 Revenue Policy include a Domestic Waste Management Charge for the “two bin” service of \$308 and for the “three bin” service of \$378 with such charges to apply uniformly to the whole of the Local Government Area receiving these respective service levels.
4. That the draft 2018/2019 and ongoing budgets for Domestic Waste Management Services provide for a \$50 per year rebate for all eligible pensioner occupied households receiving the “three bin” service.
5. That the proposed Mixed Solid Waste collection frequency to apply from 1 July 2018 be “fortnightly” (as the default level of service in respect of the “three bin” service) and include an upgrade option to “weekly” collection at an additional cost of \$40 per annum, as requested by the customer.
6. That negotiations be entered into with the current Recycling Services Contractor to provide a fortnightly recycling service to all properties within the Wellington Waste Collection District commencing 1 July 2018, as a variation to the current contract due to expire 30 June 2020.
7. That Council offer to enter into agreements with the Narromine Shire Council and Mid- Western Regional Council for the acceptance of uncontaminated green waste that is supplementary to the quantity collected in the Food and Garden Organics kerbside collection contract, at a 10% discount to the standard tipping fee for this class of material.

CARRIED

WSC17/51 LICENCE AGREEMENT FOR THE PIONEER PARK HOCKEY COMPLEX (ID17/324)

The Committee had before it the report dated 1 May 2017 from the Manager Horticultural Services regarding Licence Agreement for the Pioneer Park Hockey Complex.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the report from the Manager Horticultural Services dated 1 May 2017 be noted.**
- 2. That Council enter into a licence agreement with the Dubbo Hockey Association Inc. for the use of the Pioneer Park Hockey Complex commencing 1 July 2017 with the term of the licence agreement being for a period of ten (10) years.**
- 3. That the annual licence fee for the first 2 years shall be fixed at \$5,000 ex GST, increasing to \$10,000 ex GST for Year 3 increasing annually by CPI Sydney All Groups for the remainder of the 10 year licence agreement.**
- 4. That any necessary documentation be executed under the Common Seal of the Council.**

CARRIED

Council's Director Community and Recreation, Mr Murray Wood, declared a non-pecuniary, less than significant interest in the matter now before the Committee and left the room and was out of sight during the Committee's consideration, the reason being that Mr Wood is a registered player of the Dubbo Hockey Association and the immediate past President of the Dubbo Hockey Association.

WSC17/52 CAMERON PARK (WELLINGTON) - DRAFT MASTER PLAN (ID17/1034)

The Committee had before it the report dated 10 July 2017 from the Manager Horticultural Services regarding Cameron Park (Wellington) - Draft Master Plan.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the report of the Manager Horticultural Services dated 10 July 2017 be noted.**
- 2. That the draft Cameron Park master plan be placed on public exhibition for 28 days and the community invited to make submissions.**
- 3. That following public exhibition, a further report be presented to the Works and Services Committee in due course for consideration.**

CARRIED

At this junction the meeting adjourned, the time being 6.30 pm.

The meeting recommenced at 6.35 pm.

WSC17/53 TENDER FOR THE CONSTRUCTION OF WINGEWARRA STREET WATER MAIN REPLACEMENT BETWEEN DARLING STREET AND GIPPS STREET (ID17/1216)

The Committee had before it the report dated 11 July 2017 from the Director Infrastructure and Operations regarding Tender for the Construction of Wingewarra Street Water Main Replacement Between Darling Street and Gipps Street.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That Council accept the tender of Laser Plumbing Dubbo for the construction of the water main from Darling Street to Gipps Street in Wingewarra Street being Option A, of the tender document, at cost of \$337,669.73 excluding GST.**
- 2. That any necessary documents be executed under the Common Seal of Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

WSC17/54 TENDER FOR THE REPLACEMENT OF GUNDY CREEK BRIDGE ON RENSHAW MCGIRR WAY (ID17/1173)

The Committee had before it the report dated 5 July 2017 from the Director Infrastructure and Operations regarding Tender for the Replacement of Gundy Creek Bridge on Renshaw McGirr Way.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the conforming tender of Waegar Constructions Pty Ltd in the amount of \$993,152.11, ex GST, be accepted.**
- 2. That any necessary documents be executed under the Common Seal of Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

WSC17/55 TENDER FOR NETWASTE REGIONAL WASTE SERVICES (ID17/1209)

The Committee had before it the report dated 13 July 2017 from the Manager Civil Infrastructure and Solid Waste regarding Tender for Netwaste Regional Waste Services.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That subject to the successful tenderer confirming that they will be able to meet the proposed service commencement date of 1 July 2018 for the collection of Food and Garden organics, Council accept the Schedule of Rates Tender (Tender T16-036 for the Regional Waste Services contract including Waste Collection Services, Recycling Processing Services and Organics Processing Services) from JR & EG Richards (NSW) Pty Ltd with a total notional contract value of \$36,204,552 (ex GST) being for Separable Parts A, B and C for the respective terms as included in the contract, as follows:
 - Separable Part A – Waste Collection Services (\$18,708,228 ex GST)
 - Fortnightly Recycling to the Wellington and Dubbo Waste Collection Districts.
 - Fortnightly Mixed Waste collection to Dubbo urban/built up area, Brocklehurst, Wongarbron, Wellington and Geurie.
 - Weekly Mixed Waste collection to other rural villages and rural estates in the Dubbo Collection Districts and Multiple Unit Dwellings servicing (and properties taking up the upgrade option in the three bin service area).
 - Annual Bulky Rubbish Clean Up in Dubbo collection district, Wellington and Geurie.
 - Litter Bin Servicing in Dubbo.
 - Transfer Station Servicing.
 - Separable Part B – Recycling Processing Services (\$3,802,864 ex GST).
 - Separable Part C – Organics Processing Services, including the design and construction of the Dubbo Regional Organics Processing Plant and supply of new FOGO bins (\$13,693,460 ex GST);
2. That it be noted that Council's acceptance of the Tender of JR & EG Richards (NSW) Pty Ltd in item 1 as above, includes:
 - Alternative Tender A – Reduced rates for combining Separable Parts A and B.
 - Alternative Tender B – Reduced rates for litter bin collection being carried out with refurbished vehicles in lieu of new vehicles.

3. That negotiations be entered into with JR & EG Richards (NSW) Pty Ltd for a bridging servicing arrangement for the fortnightly collection of Recyclables in the Wellington Waste Collection District, including processing services, commencing 1 July 2018, as a variation to the current contract that Council has with this contractor, expiring 30 June 2020.
4. That the resolution of Council be advised in writing to the General Managers of Narromine Shire Council and Mid-Western Regional Council prior to their respective meetings to consider the Regional Waste Services Request for Tender.
5. That any necessary documents be executed under the Common Seal of the Council.
6. That the documents and considerations in regard to this tender remain confidential to Council.

CARRIED

WSC17/56 TENDER FOR THE PURCHASE OF A 100 HP FOUR WHEEL DRIVE TRACTOR PLANT 391 (ID17/1142)

The Committee had before it the report dated 3 July 2017 from the Manager Fleet Management Services regarding Tender for the Purchase of a 100 HP Four Wheel Drive Tractor Plant 391.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the tender from Chesterfield to supply a John Deere 6110M, four wheel drive tractor for the purchase price of \$108,661.82 ex GST, be approved.
2. That the documents and considerations in regard to this matter remain confidential to Council.

CARRIED

**WSC17/57 TENDER FOR THE REPLACEMENT OF THE PIONEER PARK HOCKEY COMPLEX -
SYNTHETIC PLAYING SURFACE (ID17/1003)**

The Committee had before it the report dated 15 June 2017 from the Manager Horticultural Services regarding Tender for the Replacement of the Pioneer Park Hockey Complex - Synthetic Playing Surface.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the tender of Tuff Turf N Co Pty Ltd be selected for the Replacement of the Pioneer Park Hockey Complex Synthetic Playing Surface at a cost of \$349,558.80 (ex GST).**
- 2. That any necessary documents be executed under the Common Seal of Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

Council's Director Community and Recreation, Mr Murray Wood, declared a non-pecuniary, less than significant interest in the matter now before the Committee and left the room and was out of sight during the Committee's consideration, the reason being that Mr Wood is a registered player of the Dubbo Hockey Association and the immediate past president of the Dubbo Hockey Association.

WSC17/58 TENDER FOR THE DESIGN, SUPPLY AND INSTALLATION OF SPORTS LIGHTING FOR LADY CUTLER EAST (ID17/1029)

The Committee had before it the report dated 23 June 2017 from the Manager Sporting Facilities regarding Tender for the Design, Supply and Installation of Sports Lighting for Lady Cutler East.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the tender of JLE Electrical be selected for the Design, Supply and Installation of Sports Field Lighting for Lady Cutler East at a cost of \$243,755 (ex GST).**
- 2. That any necessary documents be executed under the Common Seal of Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

WSC17/59 TENDER FOR THE DESIGN, SUPPLY AND INSTALLATION OF SPORTS LIGHTING FOR CALTEX PARK FIELD 2 (ID17/1030)

The Committee had before it the report dated 22 June 2017 from the Manager Sporting Facilities regarding Tender for the Design, Supply and Installation of Sports Lighting for Caltex Park Field 2.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the tender of Laser Electrical Dubbo be selected for the Design, Supply and Installation of Sports Field Lighting for Caltex Park Field 2 at a cost of \$139,730 (ex GST) on the basis of the provision of a supply of 1 x 15 amp single phase weather proof GPO (including conduits and cabling).**
- 2. That subject to the acceptance of the recommended tender for Design, Supply and Installation of Sports Lighting for Lady Cutler East (WSC17/58) in the amount of \$243,755 and the recommended tender for Design, Supply and Installation of Sports Lighting for Caltex Park Field 2 in the amount of \$139,730, the budget savings of \$216,515 within the 2017/2018 budget allocation for sports lights capital works be allocated to the Victoria Park No. 2 Sports Lights asset renewal works, bringing it forward from the 2018/2019 forward budget.**
- 3. That any necessary documents be executed under the Common Seal of Council.**
- 4. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

The meeting closed at 6.43 pm.

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CHAIRMAN



REPORT: Building Summary - July 2017

AUTHOR: Director Planning and Environment
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1432

EXECUTIVE SUMMARY

Information has been prepared on the statistics of the number of dwellings and residential flat buildings approved in the Dubbo Regional Council Local Government Area and statistics for approved Development Applications for the information of Council.

It should be noted that effective 1 July 2017 these statistics include the combined totals for the former Wellington and Dubbo City council areas and that effective 1 July 2017 separate figures for each of the former LGAs will not be included in this report.

Appendices 2 and 3 also include the retrospective figures for the combined LGA while **Appendix 1** only relates to the former Dubbo LGA prior to the current financial year.

ORGANISATIONAL VALUES

Customer Focused: Council aims to provide high quality and timely building and development services. This reporting provides ongoing monitoring of building activity in the Local Government Area (LGA).

Integrity: This report provides transparent statistics regarding development activity in the LGA.

One Team: This report demonstrates Council's commitment to work as one to ensure the growth of the LGA.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information contained within the report of the Director Planning and Environment dated 9 August 2017 be noted.

Melissa Watkins
Director Planning and Environment

REPORT

Provided for information are the latest statistics (as at the time of production of this report) for Development Applications for Dubbo Regional Council.

1. Residential Building Summary

Dwellings and other residential developments approved during July 2017 were as follows:

Dwellings	26
Other residential development	6
(No. of units)	(11)

For consistency with land use definitions included in the Dubbo Local Environmental Plan 2011, residential development has been separated into 'Dwellings' and 'Other residential development'. 'Other residential development' includes dual occupancies, secondary dwellings, multi-unit and seniors living housing.

These figures include Development Applications approved by private certifying authorities (Complying Development Certificates).

A summary of residential approvals for the former Dubbo City Council area since 2009-2010 is provided attached as **Appendix 1**, however it should be noted that the figures from July 2017 onwards include the approvals within the former Wellington Local Government Area as well as a consequence of the commencement of the merged application system. Separate figures for Wellington and Dubbo will no longer be provided in this report.

2. Approved Development Applications

The total number of approved Development Applications (including Complying Development Certificates) for July 2017 and a comparison with figures 12 months prior and the total for the respective financial years, are as follows:

	<u>1 July 2017 – 31 July 2017</u>
No. of applications*	84
Value	\$22,662,565
	<u>1 July 2016 – 31 July 2016</u>
No. of applications*	83
Value	\$15,748,379

(* Combined figures for both Dubbo and Wellington LGAs)

A summary breakdown of the figures is included in **Appendices 2-3**. Again, these figures represent the consolidated figures of both the former Dubbo City and Wellington councils (Dubbo Regional Council).

The information included in this report is provided for notation.

Appendices:

- 1 [↓](#) Building Summary
- 2 [↓](#) Approved Development Applications - July 2017
- 3 [↓](#) Approved Development Applications - July 2016

STATISTICAL INFORMATION ON DWELLINGS AND MULTI UNIT HOUSING

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2010/2011													
Dwellings	8	15	10	7	2	6	-	6	6	6	7	9	82
Flat Buildings	-	1	0	3	1	-	-	1	1	1	4	-	12
(No of units)	(-)	(2)	(0)	(5)	(2)	(-)	(-)	(2)	(2)	(2)	(7)	(-)	(22)
2011/2012													
Dwellings	6	12	10	6	7	16	4	16	12	8	12	9	118
Flat Buildings	1	1	-	1	2	2	-	-	-	-	-	1	8
(No of units)	(14)	(2)	(-)	(1)	(4)	(3)	(-)	(-)	(-)	(-)	(-)	(16)	(40)
2012/2013													
Dwellings	3	7	14	13	9	3	9	9	13	13	15	13	121
Flat Buildings	4	6	-	-	1	9	-	-	1	-	2	-	23
(No of units)	(8)	(6)	(-)	(-)	(2)	(11)	(-)	(-)	(2)	(-)	(39)	(-)	(68)
2013/2014 (incl. private certifiers)													
Dwellings	23	17	25	20	14	15	19	10	18	14	19	14	208
Flat Buildings	-	1	1	-	-	1	4	2	1	2	-	3	15
(No of units)	(-)	(2)	(2)	(-)	(-)	(2)	(46)	(1)	(2)	(4)	(-)	(6)	(65)
2014/2015*													
Single dwellings	19	34	19	21	13	16	14	12	20	19	15	20	222
Multi unit housing	3	1	6	5	6	12	-	4	2	1	9	5	54
(No of units)	(6)	(2)	(31)	(50)	(6)	(21)	(-)	(87)	(4)	(1)	(25)	(10)	(243)
2015/2016*													
Single dwellings	27	20	26	19	21	26	19	14	16	17	17	22	244
Multi unit housing	6	8	8	4	1	3	3	3	3	5	3	8	55
(No of units)	(50)	(98)	(12)	(7)	(2)	(5)	(18)	(4)	(5)	(14)	(6)	(23)	(244)
2016/2017*													
Single dwellings	24	13	17	18	12	21	16	18	18	14	18	36	225
Multi unit housing	8	5	7	4	6	5	3	2	1	5	4	7	57
(No of units)	(10)	(10)	(13)	(7)	(10)	(16)	(6)	(75)	(2)	(8)	(13)	(14)	(184)
2017/2018 * (Combined figures for Dubbo and Wellington former LGAs)													
Single dwellings	26												26
Multi unit housing	6												6
(No of units)	(11)												(11)

* (Includes private certifiers and redefined land use categories based on LEP definitions)



Civic Administration Building
P.O. Box 81 Dubbo NSW 2830
T (02) 6801 4000
F (02) 6801 4259
ABN 53 539 070 928

Print Date: 7/08/2017

Print Time:10:07:09AM

**Approved Development & Complying Development Applications
by Dubbo Regional Council and Private Certifiers-Period 1/07/2017 - 31/07/2017**

Development Type	Number of Applications	Est. \$	New Developments	Est. \$	Additions and Alterations	Est. \$	New Dwellings	New Lots
Dwelling - single	33	9,109,155	26	8,660,645	7	448,510	26	
Dwelling - Secondary/Dual Occ Dwelling	2	480,000	2	480,000			3	
Dwelling - Dual Occupancy, one storey	4	1,279,000	4	1,279,000			8	
Medium Density Res - Seniors Living SEPF	1	55,000			1	55,000		
Garage/Carport/Roofed Outbuildings	23	700,706	22	692,706	1	8,000	1	1
Fences/Unroofed Structures	2	25,000	2	25,000				
Swimming Pool	3	79,135	3	79,135				
Office Building	1	916,269	1	916,269				
Retail Building	3	1,490,000			3	1,490,000		
Warehouse/storage	1	125,000			1	125,000		
Infrastructure - Transport, Utilities	1	62,000	1	62,000				
Educational Building	2	4,190,600	2	4,190,600				
Signs/Advertising Structure	1	40,000	1	40,000				
Demolition	1	0	1					
Change of Use - Commercial	2	7,000	1	7,000	1			
Tourism Development	1	15,000	1	15,000				
Subdivision - Residential	3	0						6
Subdivision - Rural	1	0						3
Miscellaneous	4	4,088,700	4	4,088,700				

**Approved Development & Complying Development Applications
by Dubbo Regional Council and Private Certifiers-Period 1/07/2017 - 31/07/2017**

Development Type	Number of Applications	Est. \$	New Developments	Est. \$	Additions and Alterations	Est. \$	New Dwellings	New Lots
Totals for Development Types	89	22,662,565						

Total Number of Applications for this period: 84

*** Note: There may be more than one Development Type per Development Application
Statistics include applications by Private Certifiers

----- End of Report -----



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Print Date: 7/08/2017

Print Time:10:16:23AM

**Approved Development & Complying Development Applications
by Dubbo Regional Council and Private Certifiers-Period 1/07/2016 - 31/07/2016**

Development Type	Number of Applications	Est. \$	New Developments	Est. \$	Additions and Alterations	Est. \$	New Dwellings	New Lots
Dwelling - single	28	9,064,547	23	8,304,147	5	760,400	23	
Dwelling- Transportable/Relocatable	1	198,884	1	198,884			1	
Dwelling - Secondary/Dual Occ Dwelling	2	15,000	2	15,000			2	
Dwelling - Dual Occupancy, one storey	8	2,690,000	8	2,690,000			16	1
Garage/Carport/Roofed Outbuildings	22	438,890	22	438,890				
Swimming Pool	4	98,750	4	98,750				
Retail Building	5	2,562,808			5	2,562,808		
Office & Retail Building	1	30,000			1	30,000		
Factory/Production Building	1	95,000	1	95,000				
Warehouse/storage	1	290,000	1	290,000				
Infrastructure - Transport, Utilities	1	60,000	1	60,000				
Signs/Advertising Structure	1	22,500	1	22,500				
Home Industry	1	0			1			
Change of Use - Commercial	3	155,000	1	35,000	2	120,000		
Subdivision - Residential	6	0	1					2
Subdivision - Industrial	2	12,000			1			
Subdivision - Other	1	0	1					2
Miscellaneous	1	15,000	1	15,000				

**Approved Development & Complying Development Applications
by Dubbo Regional Council and Private Certifiers-Period 1/07/2016 - 31/07/2016**

Development Type	Number of Applications	Est. \$	New Developments	Est. \$	Additions and Alterations	Est. \$	New Dwellings	New Lots
Totals for Development Types	89	15,748,379						

Total Number of Applications for this period: 83

*** Note: There may be more than one Development Type per Development Application
Statistics include applications by Private Certifiers

----- End of Report -----



REPORT: Annual Plant Report 2016/2017

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 6 August 2017
TRIM REFERENCE: ID17/881

EXECUTIVE SUMMARY

A report on Council's Fleet Operation is submitted to Council on an annual basis.

This report and the attached schedule provide details of various aspects of Council's fleet operations for the period 1 July 2016 to 30 June 2017.

The overall results of the fleet's operation for the 2016/2017 financial year are good, with all Key Performance Indicators (KPI) as set out in the Delivery Plan achieved. The utilisation of the heavy plant fleet was 92.63% against a KPI target of 85%, whilst the special plant items achieved 56.22% against the KPI target of 55%.

The results of the various benchmarking exercises in relation to comparisons of light vehicle operating costs and the comparisons of internal and external hire rates were all satisfactory and indicate that Council's fleet is competitive against similar services provided by other statutory bodies or private enterprise, when compared using like criteria.

It should be noted that the much of the content of this report relates to the Fleet Operations of the former Dubbo City Council. As the integration of the two former council's continues, this report will ultimately address the operations of the Dubbo Regional Council.

ORGANISATIONAL VALUES

Customer Focused: The aim of the Annual Plant Report is to provide Council and Fleet Management Services clients with a detailed review of the motor vehicle and plant operation. This report outlines the annual performance of the Fleet and provides an overview of the operation against set performance indicators.

Integrity: The Annual Plant Report provides details in regards to the ownership, operation and management of a diverse fleet. The information in this Report is transparent and designed to provide an honest overview of the fleet performance.

One Team: Provision of fleet services for the whole organisation.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information contained within this report by the Director Infrastructure and Operations, dated 7 July 2017 be noted.

Ian Bailey

Director Infrastructure and Operations

REPORT

The aim of the annual plant report is to provide a resource and information document in relation to the administration, management and cost of operating the Council's plant and vehicle fleet. Where appropriate external hire information or industry data is available, it has been included in this report and used in comparisons through benchmarking.

Appendix 1, is a spreadsheet containing the average operational costs of the various categories of plant and light vehicles for the period under review. The information contained in this spreadsheet provides as an overview of the fleet operations for the 2016/2017 financial year.

Internal Hire Rates

The hire rates that are currently applied to the fleet are based on the utilisation formula set out in the Fleet Management Services Business Plan. This formula is based upon a figure of 1600 hours being the maximum number of "normal" working hours available under the present Award conditions.

Utilisation

It is considered that the plant and vehicle operation was good for the 2016/2017 financial year. The overall plant utilisation achieved was 92.63% which exceeds the adopted policy target of 85%. The utilisation of the specialised plant was 56.22% which exceeds the adopted policy target of 55%.

Milestones Achieved

In the last twelve months Fleet Management Services has continued the development of a very good working relationship within the team. The following milestones were achieved during the period:

A significant amount of time has been invested into the transition projects for Dubbo Regional Council. In order to provide a strong foundation moving forward most, if not all, core business fundamentals have been reviewed. Listed below are the more significant achievement associated with the merger:

- Undertaking a two way communication upgrade that will provide effective communications across the Dubbo Regional Council LGA.
- The merger of the fuel distribution systems at Dubbo and Wellington depots into one consolidated system.
- Standardising fuel cards and consolidating the reporting mechanisms.
- The introduction of Ausfleet, Council's fleet management system, into the Wellington Workshop.
- Undertaken a full safety system review at the Wellington Workshop and Wellington based plant and equipment.

- The Introduction of Plant Assessor, Council's plant safety management system, as the tool of choice to manage plant safety in Wellington.
- An extensive plant replacement program which seen the following items delivered:
 - 54 light vehicles – 33 in Dubbo and 21 in Wellington
 - 46 plant items – 33 in Dubbo and 13 in Wellington

It should be noted that the Fleet Management Service staff have achieved the above milestones on top of their normal work load. This have been an outstanding effort and they should be congratulated.

The Fleet Maintenance Supervisor, Mr Grant Everett, was the recipient of the inaugural National IPWEA Fleet Achievement Award. The purpose of the award is to encourage initiative and performance in fleet management by recognising the achievements of an individual and raise the profile of fleet management in public works. This award is due recognition of Grant's ongoing performance and is well deserved.

The Manager Fleet Management Services has continued as the chair of the National IPWEA Fleet Council. As part of the IPWEA Fleet Council program, seminars are conducted on a six monthly basis and involve councils from as far away as Cobar, Bathurst, Tamworth and Wagga Wagga. An average attendance to these meetings exceeds 30 members.

There has been ongoing involvement with our counterparts from the councils of Wagga Wagga, Griffith, Albury and Tamworth. The aim has been to establish a benchmarking and peer support group and to explore alternate methods of successfully managing a mixed vehicle and plant fleet in the current competitive environment.

The group is now meeting once a year with the venue rotating to each council in turn. Griffith hosted the most recent meeting in November 2016. The next meeting is scheduled to take place in Dubbo.

The benchmarking of vehicle crashes has been further developed with each council reporting their status, within the group of councils, in an annual review of their respective fleet operations.

Fleet Operational Requirements Review

The task of monitoring and reviewing the usage patterns of the entire plant fleet ensures that the plant is appropriate to meet the ongoing operational requirements and projected construction and maintenance demands.

This monitoring and reviewing process closely follows demands and trends, which become apparent, in the requests for external plant and vehicle hire. The External Plant Hire Table below shows hire activities for this financial year. I have commented on several items in relation to the amount of hire experienced during the financial year and suggested any action that may be necessary.

Internal Hire Rates

Hire rates have been applied to the sundry plant fleet for the last thirteen years. The use of the Central Store facility as a "Hire Shop" to book out/in and store these items on behalf of Fleet Management Services has proven successful, with the full cost of these items being recovered.

All the light vehicles and most of the heavier plant items are deemed to be available for 1600 hours per year and the hire rate charged to functions is calculated on this basis. In general terms, Council's internal rates are lower than, or at worst equal to, rates that can be sourced externally from the private sector. In most cases, the quality of Council's own fleet is superior to that hired externally because of Council's long established Plant Replacement Policy.

Benchmarking Plant and Light Vehicle Servicing Costs

Some of the significant costs involved in service and maintenance work which is contracted out, revolve around the time and costs for the transport to and from the depot, the supervision of work standards, notification/rectification of faults/defects and the inability to recover the costs of lost time/hire due to non-performance of the servicing dealer. These general issues are common problems across the dealer network and the associated costs are not easily captured or determined.

As Council's workshop provides a quality of workmanship that is equal to any local suppliers and it achieves industry standard servicing times, the comparison of hourly rates is an appropriate benchmark measure.

Council's hourly rate when measured against the plant and truck suppliers is on average 36% less than the local dealer. Council's hourly rate when measured against the car and light commercial suppliers is on average 30% less than the local dealer.

Neutral Drive

During the 2011/2012 year Council re-examined its commitment to the GreenFleet Carbon Capture Program utilised to offset our light vehicle fleet emissions. In examining the program Council decided that the revegetation benefits from this on-going commitment to an environmentally sustainable bottom line could be better focused on our own LGA, rather than seeing Council's investing in tree plantings in other localities.

Council is a large land holder in the LGA and an opportunity was identified for Council to develop its own carbon sequestration planting program in line with the Carbon Farming Initiative guidelines. A unique identity for this program was developed and registered and the "Neutral Drive" program was born.

Golf Links Creek was the Neutral Drive planting site for 2016/2017. Approximately 1,000 River Red Gum long stem tube stock trees have been planted at this site.

These trees will be managed by Councils Community and Recreation Division to ensure the greatest possible carbon capture to offset Council's light vehicle fleet emissions. Neutral Drive signage has also been installed at the Regand Park site to inform the public of the project.

Alternative Fuels

There have been no issues with the quality of the fuel or the performance of the fleet using E10 ethanol blended fuel.

In regards to biodiesel, the first load was delivered to Council in October 2008. The current blend ration of bio fuel to fossil based fuel is 5% bio fuel. There have been no issues with the quality of the fuel or the performance of the 60 vehicles using this blend.

In terms of suitability of the product in Council's fleet, there have been no recorded incidents or problems associated with the alternative fuels. The fine micron filter located on the outside of all the pumps is inspected and replaced on an annual basis and has shown no signs of contamination. This would indicate that the underground storage is in good order and more importantly, the quality of the alternative fuels is of a high standard.

Fleet Crash/Damage Experience

The following table provides a comparison between the 2015/2016 and 2016/2017 financial years and information on the total cost attributed to crashes for these two periods. These costs do not include GST. It should be noted that the high cost of crashes in the 2015/2016 year can be attributed to two plant items being written off due to fire and a third party crash. The cost to Council in the 2016/2017 year, considering Council only pays the excess (\$1,000) on those crashes where an insurance claim is lodged, was \$16,490.00.

Reporting Year	Cost (\$)
2015/2016	144,109.00
2016/2017	38,438.00

The following table provides information on the fleet crash history for 2016/2017 and the previous nine years.

Reporting Year	Total Number of Incidents	Claims made against Insurers	Incidents under \$1,000 insurance excess
2007/2008	33	11	22
2008/2009	28	7	21
2009/2010	30	10	20
2010/2011	21	10	11
2011/2012	20	13	7
2012/2013	35	10	25
2013/2014	19	7	12
2014/2015	27	9	18
2015/2016	31	9	22
2016/2017	20	11	9

The reported number of crashes for the 2016/2017 financial year was 20. This is 7.1 less than the average for previous financial years. The number of claims made against Council's insurers for the 2016/2017 financial year is 11. This is 1.4 more than the average for previous financial years.

Fleet Management Services takes part in the Australasian Fleet Managers Association/Lumleys General Insurance bi-annual benchmarking survey on crashes. This information, along with the benchmark group of Councils crash data, is presented in the table below.

Benchmark data has been collected from the Councils of Wagga Wagga, Griffith, Albury and Tamworth. The data gathered was then compared to the Lumleys General Insurance benchmark and Council's data (see **Appendix 2**). The results are as follows:

Sedans/Light Commercial (under 2 tonne)		Heavy Vehicles (over 2 tonne)	
1) Crash Rate (per 100 vehicles)			
Lumley Benchmark	20	Lumley Benchmark	10
Industry Average	30	Industry Average	25
Council Benchmark Average	16	Council Benchmark Average	13.5
Our Fleet	16	Our Fleet	2
2) Driver at Fault (percentage of crashes)			
Lumley Benchmark	30%	Lumley Benchmark	35%
Industry Average	65%	Industry Average	68%
Council Benchmark Average	58%	Council Benchmark Average	75%
Our Fleet	47%	Our Fleet	100%
3) Average costs per repair			
Lumley Benchmark	\$2,384	Lumley Benchmark	\$3,655
Industry Average	\$2,830	Industry Average	\$3,131
Council Benchmark Average	\$2,045	Council Benchmark Average	\$4,888
Our Fleet	\$1,694	Our Fleet	\$6,243

The results in the above table provide an indication of Council's fleet performance against the Lumley insurance benchmark, industry average and the benchmark Councils. As the table indicates, the light vehicle results are at the lower level when compared against most indicators.

The heavy vehicle crash rate per 100 vehicles result is good when compared against all indicators, the driver at fault and cost of repairs are high against the Lumley benchmark, industry average and Council benchmark averages.

The Manager Fleet Management Services and the Road Safety Officer continues to monitor the cause and number of crashes involving Council's vehicles. Any trends that are identified are targeted by the use of "e-education", which is a means of distributing statistics and educational information via the intranet. This method, along with the distribution of Fact Sheets has been very successful in providing information to the Council drivers and operators.

Fleet Management Services has established an indicator system that highlights drivers who have been involved in more than three "avoidable" crashes during a two year period. Avoidable crashes are crashes such as reversing crashes or crashes associated with carelessness. No drivers have been involved in three or more "avoidable" crashes during the past year period. All crash reports will continue to be monitored in an attempt to identify drivers who may require further training and to eliminate avoidable crashes.

External Plant Hire

The following table provides a comparison of external plant hire between the 2015/2016 and 2016/2017 financial years. It provides information regarding the number of hires, hours hired, cost of hire and types of plant hired from external sources by Fleet Management Services on behalf of the Council.

All hire rates quoted in the following table include an operator, except where shown otherwise:

Total Plant Hire Sourced through Fleet Management Services for Year 2016/2017						
	2015/2016			2016/2017		
Type	No of Hires	Total Hours	Total Value	No of Hires	Total Hours	Total Value
Air Compressor	4	72.00	\$ 378.00	2	152.00	\$ 1,874.88
Backhoe	23	282.50	\$ 21,180.00	7	82.25	\$ 7,922.50
Borer - Horizontal	2	11.50	\$ 732.00	9	144.35	\$ 13,169.70
Bus	2	56.00	\$ 953.31	8	104.00	\$ 1,721.70
Combinations: Inc Truck/Skidsteer/Leveller /Tractor/Roller/mini excavator	49	778.90	\$ 107,975.00	32	1671.20	\$ 237,714.25
Concrete Vibrator	2	16.00	\$ 121.52	1	8.00	\$ 648.00
Concrete Pump	0	0.00	\$ -	3	22.00	\$ 4,671.00
Crane	39	89.00	\$ 13,400.00	29	112.00	\$ 16,255.00
Dozers	3	97.50	\$ 30,375.00	4	358.00	\$ 95,501.00
Elevated Work Platform	22	208.00	\$ 8,184.47	44	720.00	\$ 16,710.57
Excavators	120	3866.00	\$ 356,886.82	30	2095.00	\$ 259,945.56
Excavators Mini <7t	63	1069.50	\$ 51,957.35	14	1537.25	\$ 51,883.49
Forklift	2	16.00	\$ 459.32	7	96.00	\$ 1,660.00
Front End Loader	27	455.50	\$ 45,937.85	15	498.00	\$ 58,773.75
Grader	1	24.00	\$ 300.00	1	76.00	\$ 11,520.00
Lighting Tower	9	872.00	\$ 6,603.41	5	72.00	\$ 678.64
Mini Loader	6	48.00	\$ 1,021.40	3	32.00	\$ 916.81
Mulcher	0	0.00	\$ -	1	5.50	\$ 1,540.00
Non Destructive Digger	5	160.00	\$ 4,935.00	4	128.00	\$ 4,828.21
Plate Compactor	7	108.00	\$ 1,805.57	3	216.00	\$ 1,404.15
Post Hole Borer	0	0.00	\$ -	1	24.00	\$ 202.50
Pump	20	664.00	\$ 9,634.86	6	624.00	\$ 8,061.08
Roller Multi Tyre (Dry	0	0.00	\$ -	3	128.00	\$ 9,450.00

Hire)						
Roller Pad Foot Single Drum (Dry Hire)	39	912.00	\$ 26,041.05	10	1784.00	\$ 55,940.00
Roller Smooth Single Drum (Dry Hire)	2	16.00	\$ 136.36	8	1664.00	\$ 49,770.00
Sedan (<i>Without Operator</i>)	10	424.00	\$ 3,697.45	14	737.60	\$ 3,340.55
Skidsteer Loader	78	1995.50	\$ 49,075.04	26	1961.75	\$ 49,390.07
Stabiliser	0	0.00	\$ -	3	105.52	\$ 51,678.00
Station Wagon	1	16.00	\$ 266.89	1	12.00	\$ 165.00
Tractor/Slasher	13	224.00	\$ 10,000.00	2	179.05	\$ 12,500.00
Trencher	3	7.50	\$ 750.00	3	144.00	\$ 3,863.20
Traffic Lights	6	248.00	\$ 2,720.00	3	1416.00	\$ 11,055.69
Truck & Crane Combo	23	64.00	\$ 9,600.00	22	69.16	\$ 9,962.50
Truck & Dog Combo	90	1462.00	\$ 191,362.95	10	506.50	\$ 64,760.00
Truck, Dump	15	806.00	\$ 71,935.00	9	1215.50	\$ 135,935.00
Truck, Low Loader	7	23.00	\$ 4,240.00	4	11.50	\$ 1,790.00
Truck, Tipping	34	640.00	\$ 48,587.52	9	829.25	\$ 79,146.25
Truck Spreader	0	0.00	\$ -	1	107.69	\$ 20,460.00
Truck Storage Tanker	0	0.00	\$ -	1	72.00	\$ 2,700.00
Utility 4X2	8	192.00	\$ 1,381.80	1	120.00	\$ 1,535.72
Utility 4x4	4	128.00	\$ 1,072.80	2	144.00	\$ 1,308.66
Variable Message Board	77	11400.00	\$ 54,108.37	11	11840.00	\$ 64,268.87
Water Truck	17	340.00	\$ 30,777.50	4	761.00	\$ 43,215.00
Weed Spray Unit (Quad)	142	834.50	\$ 58,415.00	129	1115.00	\$ 78,050.00
Total	975	28626.90	\$1,227,008.61	505	33701.07	\$1,547,887.30

Attached to this report is a graph indicating (in dollar terms) the external plant hire values for each month of the past financial year (**Appendix 3**).

In regards to the above table of hires, the following comments are made:

Borer - Horizontal

A Horizontal Borer was hired on 9 occasions during the last year, with the total hired hours being 144.35 hours at a cost of \$13,169.70. The Water Branch was responsible for the majority of this hire with work carried out at the Eumungerie Water Scheme and a range of smaller jobs within the Dubbo LGA.

Combinations: Truck/Skidsteer/Leveller/Tractor/Roller/mini excavator

A combination of truck/skidsteer/leveller/tractor/roller/mini excavator was hired on 32 occasions during the last year, with the total hired hours being 1,671.20 hours at a cost of \$237,714.25. The Works Services Branch was responsible for the majority of this hire with work carried out at the Taronga Zoo and the Golden Highway projects.

Dozer

A dozer was hired on 4 occasions during the last year, with the total hired hours being 358 hours at a cost of \$95,501. The Works Services Branch and the Whylandra Waste Disposal Depot was responsible for the majority of these hires. The dozer was primarily used for winning gravel.

Grader

A grader was hired on 1 occasion during the last year, with the total hired hours being 76 at a cost of \$11,520. This hire was required to meet work demands at times when Council's resources were already committed. The Mugga Downs Rehabilitation work was responsible for the majority of this hire.

Pad Foot Roller

A pad foot roller was hired on 10 occasions during the last year, with the total hired hours being 1,784 at a cost of \$55,940. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of these hires with construction work carried out at the Mugga Downs Rehabilitation and the Golden Highway projects.

Smooth Drum Roller

A smooth drum roller was hired on 8 occasions during the last year, with the total hired hours being 1,664 at a cost of \$49,770. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of these hires with construction work carried out at the Mugga Downs Rehabilitation and the Golden Highway projects.

Stabiliser

A stabiliser was hired on 3 occasions during the last year, with the total hired hours being 105.52 at a cost of \$51,678. The Works Services Branch was responsible for the majority of these hires with construction work carried out at the Mugga Downs Rehabilitation project.

Truck Dump

A range of dump trucks were hired on 9 occasions during the last year, with the total hired hours being 1,215.50 at a cost of \$135,935. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of this hire with construction work carried out at the Whylandra Waste Disposal Depot and the Mitchell Highway project.

Truck Tipping

A range of tipping trucks were hired on 9 occasions during the last year, with the total hired hours being 829.25 at a cost of \$79,146.25. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of this hire with construction work carried out at the Golden Highway project.

Truck Spreader

A spreader trucks was hired on 1 occasions during the last year, with the total hired hours being 107.69 at a cost of \$20,460. The Works Services Branch was responsible for this hire with construction work carried out at the Golden Highway project.

Water Truck

A water truck was hired on 4 occasions during the last year, with the total hired hours being 761 at a cost of \$43,215. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of these hires with construction work carried out at the Mugga Downs Rehabilitation and the Golden Highway projects.

Weed Spray Unit (Quad)

A quad bike weed spray unit was hired on 129 occasions during the last year, with the total hired hours being 1,115 at a cost of \$78,050. This hire is a "wet hire" (ie. comes with an operator) the reason being that the successful and safe operation of a quad bike is a specialised skill noting that the majority of the hours hired relates to spraying in difficult terrains. The Noxious Weeds Section of Parks and Landcare was responsible for these hires for the control of weeds in difficult terrain.

The following table provides a comparison between Council's internal rate and the external hire rates quoted in the 2016/2017 Tender for the Hire of Light Vehicles, Plant and Equipment to Council.

2016/2017 Hire Rate Comparison						
Type	With Operator	Without Operator	Internal Hourly Hire Rates 2015/2016		External Hourly Hire Rate 2015/2016	
			\$		\$	
			Minimum \$	Maximum \$	Minimum \$	Maximum \$
Backhoe	•		\$79.98	\$85.40	\$118.53	\$158.04
Excavator	•		\$89.80		\$158.04	\$184.38
Fork truck (Daily)		•	\$57.89	\$339.07	\$105.36*	
Grader	•		\$98.63		\$171.21	\$250.23
Loader (Front End)	•		\$93.15	\$112.00	\$144.87	\$171.21
Loader Skidsteer	•		\$59.93	\$104.62	\$111.95	\$144.87
Mini Excavator	•		\$56.74		\$111.95	\$158.04
Roller Double Drum (daily)		•	\$264.10		\$118.53*	\$197.55*
Roller Multi Tyred (daily)		•	\$301.44		\$256.82*	\$553.14*
Roller Smooth Drum	•		\$83.91		\$144.87	\$189.06
Roller Pad Foot	•		\$83.91		\$144.87	\$189.06
Sedan (daily)		•	\$51.84	\$84.29*		
Station Wagon		•	\$37.06	\$104.54*		
Traffic Lights (daily)		•	\$96.38		\$105.36	\$158.04
Truck Hi ab	•		\$59.01	\$93.39	\$197.55	\$210.72
Truck Prime Mover	•		\$118.17		\$184.38	\$263.40
Truck Tipping	•		\$58.54	\$100.73	\$131.70	\$171.21
Truck Tipping/Dog	•		\$119.21		\$158.04	\$197.55
Truck Water	•		\$79.50	\$97.64	\$105.36	\$171.21
Utility 4X2 Table Top (daily)		•	\$32.45	\$65.86	\$92.19*	
Utility 4X4 Crew Cab (daily)		•	\$46.18	\$87.07	\$92.19*	

Note: The listed items above include Fleet Management Services and Works Services overheads fees.

(*) The insurance and fuel costs are to be added to hire rate.

All Internal Plant and Equipment Hire have fuel included in the hire rates.

As in previous years, this year's internal hire rates are in all cases, except for the Roller Double Drum, are below the external hire rates that were received as a result of the call of the 2016/2017 Tender for the Hire of Light Vehicles, Plant and Equipment to Council.

The internal rate for the Roller Double Drum may appear to be more expensive than the external rate offered however the internal rate can be charged out at an hourly basis where the external rate is charged at a full day only. As the roller is rarely use for more than 2 to 3 hours in one day and often on the weekend rolling cricket pitches, the hourly rate is a better measure. Based on an hourly rate and the immediate access to the roller, which is stored onsite, the internal rate is the cheaper and better option.

SUMMARY

The results of the Council's fleet operation for the 2016/2017 financial year are good; with the utilisation of the plant fleet achieving 93.63% against a target of 85%. The utilisation of the special items at 56.22% exceeded the KPI target of 55%.

In general, the current fleet mix is satisfactory and the benchmarking information is acceptable.

Appendices:

- 1 [↓](#) Plant and Vehicle Cents Per Km 2016/2017
- 2 [↓](#) Crash Benchmark
- 3 [↓](#) External Plant Hire 2016/2017

Appendix 1

Plant and Vehicle Cents Per KM/HR

Printed 7/08/2017
Time 10:37 AM

Utility 4X2																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	33	\$ 419.39	\$ 240.27	\$ -	\$ 476.85	\$ 23.15	\$ -	\$ 24.29	\$ 4,224.90	\$ 2,552.36	\$ 448.03	\$ 235.74	\$ 8,644.99	16,401		\$0.53
2014-2015	35	\$ 341.91	\$ 213.26	\$ -	\$ 465.43	\$ 49.62	\$ -	\$ 17.66	\$ 3,451.86	\$ 1,951.28	\$ 521.22	\$ 213.29	\$ 7,225.52	15,680		\$0.46
2015-2016	35	\$ 410.52	\$ 231.59	\$ -	\$ 537.17	\$ 129.79	\$ -	\$ 1.30	\$ 3,264.08	\$ 1,657.59	\$ 789.82	\$ 295.00	\$ 7,316.86	13,371		\$0.55
2016-2017	44	\$ 394.00	\$ 255.00	\$ -	\$ 552.00	\$ 166.00	\$ -	\$ -	\$ 3,530.00	\$ 1,589.00	\$ 731.00	\$ 315.00	\$ 7,536.00	13,780		\$0.55
Variation		-\$16.52	\$23.41		\$14.83	\$36.21		-\$1.30	\$265.92	-\$68.59	-\$58.82	\$20.00	\$219.14	409		\$0.00

Utility 4X4																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	20	\$344.57	\$276.92		\$498.65	\$405.87		\$8.59	\$5,169.47	\$3,567.17	\$708.00	\$250.75	\$11,230.00	23515		\$0.48
2014-2015	19	\$391.78	\$302.54		\$573.42	\$223.23		\$13.64	\$4,800.30	\$2,681.25	\$774.03	\$190.51	\$9,950.69	22353		\$0.45
2015-2016	21	\$453.21	\$274.76		\$711.81	\$270.79		\$35.10	\$3,367.07	\$2,218.83	\$1,647.72	\$319.64	\$9,298.92	21215		\$0.44
2016-2017	16	\$390.00	\$314.00		\$570.00	\$340.00			\$4,499.00	\$2,018.00	\$856.00	\$319.00	\$9,308.00	20352		\$0.46
Variation	2	-\$63.21	\$39.24		-\$141.81	\$69.21		-\$35.10	-\$1,131.93	-\$200.83	-\$791.72	-\$0.64	\$9.08	-\$863.05		\$0.02

General Passenger Vehicle																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	51	\$ 426.90	\$ 264.05	\$ -	\$ 707.78	\$ 116.07	\$ -	\$ 2.22	\$ 5,034.86	\$ 2,233.62	\$ 334.11	\$ 269.62	\$ 9,389.22	21290		\$0.44
2014-2015	49	\$ 441.85	\$ 252.78	\$ -	\$ 746.20	\$ 45.74	\$ -	\$ 53.28	\$ 4,342.22	\$ 1,839.36	\$ 353.12	\$ 311.36	\$ 8,385.91	21711		\$0.39
2015-2016	49	\$ 489.09	\$ 261.58	\$ -	\$ 900.60	\$ 125.81	\$ -	\$ 42.00	\$ 3,981.53	\$ 1,628.54	\$ 281.99	\$ 315.45	\$ 8,026.56	21419		\$0.37
2016-2017	51	\$ 421.00	\$ 262.00	\$ -	\$ 798.00	\$ 134.00	\$ -	\$ 8.00	\$ 4,939.00	\$ 1,562.00	\$ 356.00	\$ 403.00	\$ 9,430.00	22355		\$0.42
Variation		-\$68.09	\$0.42		-\$102.60	\$8.19		-\$34.00	-\$957.47	-\$66.54	\$74.01	\$87.55	\$1,403.44	936		\$0.05

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Plant and Vehicle Cents Per KM/HR

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Senior Executive Staff																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	2	\$ 806.72	\$ 601.44	\$ -	\$ 1,369.50	\$ 336.07	\$ -	\$ 152.28	\$ 16,342.79	\$ 4,085.03	\$ 1,122.10	\$ 877.29	\$ 25,693.20	23642		\$1.09
2014-2015	2	\$ 554.12	\$ 483.82	\$ -	\$ 804.00	\$ 256.06	\$ -	\$ 452.10	\$ 9,727.06	\$ 2,598.25	\$ 1,350.86	\$ 594.73	\$ 16,820.98	26615		\$0.63
2015-2016	2	\$ 552.82	\$ 663.53	\$ -	\$ 1,113.00	\$ 29.75	\$ -	\$ 0.17	\$ 8,395.20	\$ 2,985.26	\$ 898.89	\$ 1,333.57	\$ 15,972.18	27256		\$0.59
2016-2017	2	\$ 563.00	\$ 415.00	\$ -	\$ 1,092.00	\$ -	\$ -	\$ -	\$ 7,466.00	\$ 2,855.00	\$ 644.00	\$ 393.00	\$ 13,433.00	23711		\$0.57
Variation		\$10.18	-\$248.53	\$ -	-\$21.00	-\$29.75	\$ -	-\$0.17	-\$929.20	-\$130.26	-\$254.89	-\$940.57	-\$2,539.18	-3,545		-\$0.05

Executive Staff Vehicles																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	7	\$ 537.52	\$ 348.50	\$ -	\$ 1,002.29	\$ -	\$ -	\$ -	\$ 5,418.80	\$ 3,453.02	\$ 407.27	\$ 405.58	\$ 11,572.98	24251		\$0.48
2014-2015	7	\$ 415.57	\$ 337.87	\$ -	\$ 894.14	\$ 114.93	\$ -	\$ 103.90	\$ 6,288.06	\$ 2,593.57	\$ 306.93	\$ 318.32	\$ 11,373.29	23638		\$0.48
2015-2016	7	\$ 527.66	\$ 337.46	\$ -	\$ 1,072.00	\$ 113.69	\$ -	\$ 110.65	\$ 5,196.77	\$ 2,605.99	\$ 383.55	\$ 297.80	\$ 10,645.56	25027		\$0.43
2016-2017	7	\$ 496.00	\$ 368.00	\$ -	\$ 942.00	\$ 30.00	\$ -	\$ 20.00	\$ 6,749.00	\$ 2,725.00	\$ 180.00	\$ 568.00	\$ 12,106.00	28313		\$0.43
Variation		-\$31.66	\$30.54	\$ -	-\$130.00	-\$83.69	\$ -	-\$90.65	-\$1,552.23	\$119.01	-\$203.55	\$270.20	\$1,460.44	-3,286		\$0.00

Truck - Tipping																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	15	\$ 371.36	\$ 838.59	\$ -	\$ 634.76	\$ 374.59	\$ -	\$ 15.09	\$ 10,156.23	\$ 4,510.77	\$ 3,561.09	\$ 2,805.82	\$ 23,268.30	12174		\$1.91
2014-2015	16	\$ 475.97	\$ 832.76	\$ -	\$ 712.81	\$ 670.58	\$ -	\$ 45.26	\$ 9,287.78	\$ 3,350.27	\$ 2,660.73	\$ 1,501.89	\$ 15,538.06	11432		\$1.71
2015-2016	16	\$ 521.03	\$ 836.11	\$ -	\$ 835.50	\$ 387.48	\$ -	\$ 70.34	\$ 8,399.86	\$ 3,187.74	\$ 3,772.41	\$ 1,043.18	\$ 19,053.65	11900		\$1.60
2016-2017	16	\$ 573.00	\$ 905.00	\$ -	\$ 1,034.00	\$ 60.00	\$ -	\$ 78.00	\$ 8,758.00	\$ 3,267.00	\$ 3,136.00	\$ 928.00	\$ 18,745.00	13848		\$1.35
Variation		\$51.97	\$68.89	\$ -	\$198.50	-\$327.48	\$ -	\$7.66	-\$358.14	\$79.26	-\$636.41	-\$115.18	-\$308.65	1,948		-\$0.25

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Plant and Vehicle Cents Per KM/HR

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Truck - Heavy Haulage																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	4	\$ 1,497.64	\$ 2,152.42	\$ -	\$ 4,245.45	\$ 5,541.81	\$ -	\$ -	\$ 21,671.23	\$ 30,432.33	\$ 9,013.40	\$ 1,187.29	\$ 75,741.55	34210		\$2.21
2014-2015	4	\$ 1,171.88	\$ 2,091.25	\$ -	\$ 1,123.00	\$ 391.61	\$ -	\$ -	\$ 19,865.29	\$ 17,693.68	\$ 10,144.31	\$ 1,499.54	\$ 53,980.55	26176		\$2.06
2015-2016	4	\$ 1,512.74	\$ 2,006.78	\$ -	\$ 1,227.28	\$ 1,868.55	\$ -	\$ -	\$ 31,895.40	\$ 12,872.79	\$ 15,817.54	\$ 2,187.96	\$ 69,389.02	21361		\$3.25
2016-2017	4	\$ 1,640.00	\$ 2,250.00	\$ -	\$ 1,467.00	\$ 3,331.00	\$ -	\$ -	\$ 29,439.00	\$ 13,525.00	\$ 11,702.00	\$ 3,386.00	\$ 66,742.00	23607		\$2.83
Variation		\$127.26	\$243.23		\$239.73	\$1,462.45			-\$2,456.40	\$652.21	-\$4,115.54	\$1,198.04	-\$2,647.02	2,246		-\$0.42

Truck - Water Cart																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	5	\$ 2,065.99	\$ 1,923.58	\$ -	\$ 2,603.19	\$ 156.61	\$ 18.49	\$ 920.58	\$ 20,665.06	\$ 10,469.52	\$ 11,892.97	\$ 1,110.06	\$ 51,826.06	13904		\$3.73
2014-2015	5	\$ 697.45	\$ 1,951.06	\$ -	\$ 639.80	\$ 121.70	\$ -	\$ -	\$ 17,322.84	\$ 7,977.54	\$ 4,623.96	\$ 1,326.18	\$ 34,660.53	13661		\$2.54
2015-2016	5	\$ 1,304.15	\$ 1,924.26	\$ -	\$ 1,443.80	\$ 1,153.47	\$ -	\$ -	\$ 15,821.31	\$ 7,284.16	\$ 5,539.82	\$ 2,152.83	\$ 36,623.80	14216		\$2.58
2016-2017	5	\$ 1,411.00	\$ 2,152.00	\$ -	\$ 1,569.00	\$ 2,913.00	\$ -	\$ -	\$ 19,217.00	\$ 5,788.00	\$ 7,877.00	\$ 2,327.00	\$ 43,258.00	10501		\$4.12
Variation		\$106.85	\$227.74		\$125.20	\$1,759.53			-\$3,395.69	-\$1,496.16	\$2,337.18	\$174.17	\$6,634.20	-3,715		\$1.54

Truck - Prime Mover																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	1	\$ 1,835.20	\$ 1,556.81	\$ -	\$ 6,376.06	\$ 25.45	\$ -	\$ 1,280.85	\$ 17,982.64	\$ 25,603.15	\$ 6,597.41	\$ 1,328.34	\$ 62,585.91	30046		\$2.08
2014-2015	1	\$ 1,562.50	\$ 1,903.91	\$ -	\$ 5,177.91	\$ 1,389.50	\$ -	\$ -	\$ 17,350.30	\$ 19,827.19	\$ 7,329.68	\$ 2,480.09	\$ 57,021.08	27863		\$2.05
2015-2016	1	\$ 1,512.74	\$ 1,867.70	\$ -	\$ 5,213.55	\$ 35.00	\$ -	\$ -	\$ 16,393.58	\$ 16,841.60	\$ 3,494.72	\$ 2,600.60	\$ 47,959.49	23807		\$2.01
2016-2017	1	\$ 1,640.00	\$ 2,094.00	\$ -	\$ 4,856.00	\$ 4,619.00	\$ -	\$ -	\$ 19,912.00	\$ 11,913.00	\$ 16,273.00	\$ 6,756.00	\$ 68,066.00	17570		\$3.87
Variation		\$127.26	\$226.30		-\$357.55	\$4,584.00			-\$3,518.42	-\$4,928.60	\$12,778.28	\$4,155.40	\$20,106.51	-6,237		\$1.86

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Truck - Street Sweeper																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	1	\$ 635.26	\$ 2,362.98	\$ -	\$ 648.00	\$ 865.90	\$ 11,031.91	\$ 180.00	\$ 49,484.94	\$ 29,483.02	\$ 14,472.67	\$ 4,738.39	\$ 113,903.07	2581		\$44.13
2014-2015	1	\$ 105.90	\$ 2,400.00	\$ -	\$ 365.00	\$ 3,079.44	\$ 11,381.09	\$ 603.34	\$ 59,506.37	\$ 21,658.85	\$ 16,282.24	\$ 6,958.76	\$ 122,340.99	2324		\$52.64
2015-2016	1	\$ 107.97	\$ 2,285.44	\$ -	\$ 368.00	\$ 513.00	\$ 7,907.90	\$ 242.37	\$ 56,225.09	\$ 18,847.40	\$ 30,624.16	\$ 5,778.13	\$ 122,899.46	2489		\$49.38
2016-2017	1	\$ 748.00	\$ 2,562.00	\$ -	\$ 749.00	\$ 700.00	\$ 10,148.00	\$ 245.00	\$ 56,579.00	\$ 17,485.00	\$ 25,128.00	\$ 2,249.00	\$ 137,932.00	2921		\$47.22
Variation		\$640.03	\$276.56	\$ -	\$381.00	\$187.00	\$2,240.10	\$2.63	\$353.91	-\$1,362.40	-\$5,496.16	-\$3,529.13	\$15,032.54	432		-\$2.16

Truck - Road Maintenance																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	2	\$ 1,497.64	\$ 2,679.57	\$ -	\$ 1,116.23	\$ 2,144.76	\$ 320.00	\$ -	\$ 37,751.82	\$ 15,817.79	\$ 19,812.95	\$ 2,116.13	\$ 83,256.87	20454		\$4.07
2014-2015	2	\$ 1,562.50	\$ 2,625.00	\$ -	\$ 1,132.96	\$ 1,821.47	\$ -	\$ -	\$ 34,605.84	\$ 10,961.85	\$ 15,801.55	\$ 2,791.57	\$ 71,302.72	17734		\$4.02
2015-2016	2	\$ 2,441.45	\$ 2,500.25	\$ -	\$ 1,872.28	\$ 741.20	\$ 93.96	\$ 235.59	\$ 19,705.15	\$ 8,198.35	\$ 17,698.14	\$ 1,940.97	\$ 55,427.32	17167		\$3.23
2016-2017	2	\$ 1,640.00	\$ 2,803.00	\$ -	\$ 1,059.00	\$ -	\$ -	\$ -	\$ 37,400.00	\$ 11,595.00	\$ 11,466.00	\$ 3,474.00	\$ 69,440.00	21164		\$3.28
Variation		-\$801.45	\$302.75	\$ -	-\$813.28	-\$741.20	-\$93.96	-\$235.59	\$17,694.85	\$3,396.65	-\$6,232.14	\$1,533.03	\$14,012.68	3,998		\$0.05

Truck - Garbage Collection																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	4	\$ 1,715.05	\$ 2,790.06	\$ -	\$ 1,532.88	\$ 3,880.30	\$ 1.45	\$ 15.47	\$ 58,509.34	\$ 34,160.33	\$ 27,292.61	\$ 1,489.84	\$ 131,387.32	29408		\$4.47
2014-2015	4	\$ 1,562.50	\$ 2,762.50	\$ -	\$ 1,123.00	\$ 12,429.84	\$ -	\$ -	\$ 57,877.96	\$ 26,283.92	\$ 32,217.98	\$ 2,328.02	\$ 136,585.71	28998		\$4.71
2015-2016	4	\$ 1,860.31	\$ 2,669.18	\$ -	\$ 1,458.89	\$ 9,046.20	\$ -	\$ 138.11	\$ 60,500.00	\$ 23,689.18	\$ 35,578.08	\$ 2,114.47	\$ 108,719.24	29917		\$3.63
2016-2017	4	\$ 1,640.00	\$ 4,396.00	\$ -	\$ 1,231.00	\$ 11,367.00	\$ -	\$ -	\$ 65,344.00	\$ 22,736.00	\$ 30,007.00	\$ 2,211.00	\$ 138,934.00	28586		\$4.86
Variation		-\$220.31	\$1,726.82	\$ -	-\$227.89	\$2,320.80	\$ -	-\$138.11	-\$4,844.00	-\$953.18	-\$5,571.08	\$96.53	\$30,214.76	-1,331		\$1.23

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Loader - Skidsteer																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	5	\$ 386.18	\$ 574.50	\$ -	\$ 60.00	\$ 624.17	\$ 213.63	\$ -	\$ 6,207.09	\$ 3,242.20	\$ 7,231.59	\$ 1,748.38	\$ 20,287.74	370		\$54.89
2014-2015	5	\$ 401.76	\$ 541.27	\$ -	\$ 58.00	\$ 1,250.55	\$ 561.36	\$ -	\$ 5,837.55	\$ 3,153.49	\$ 6,406.56	\$ 1,733.61	\$ 19,944.14	402		\$49.61
2015-2016	5	\$ 390.74	\$ 541.81	\$ -	\$ 63.00	\$ 119.72	\$ 255.75	\$ -	\$ 5,688.58	\$ 2,052.71	\$ 8,231.59	\$ 1,339.15	\$ 18,683.05	349		\$53.59
2016-2017	5	\$ 408.00	\$ 595.00	\$ -	\$ 238.00	\$ 809.00	\$ 1,147.00	\$ 13.80	\$ 6,120.00	\$ 2,376.00	\$ 10,819.00	\$ 1,428.00	\$ 23,958.00	353		\$67.87
Variation		\$17.26	\$53.19	\$ -	\$175.00	\$689.28	\$891.25	\$13.80	\$431.42	\$323.29	\$2,587.41	\$88.85	\$5,274.95	4		\$14.28

Roller - Multi Tyred																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	3	\$ 252.40	\$ 1,319.95	\$ -	\$ 40.00	\$ 8.48	\$ -	\$ -	\$ 15,853.88	\$ 3,706.50	\$ 3,975.56	\$ 1,685.01	\$ 26,841.78	392		\$68.42
2014-2015	3	\$ 401.76	\$ 1,214.65	\$ -	\$ 62.00	\$ 78.02	\$ -	\$ -	\$ 14,532.72	\$ 1,728.05	\$ 2,523.34	\$ 1,298.42	\$ 21,838.97	488		\$44.75
2015-2016	3	\$ 390.74	\$ 1,198.77	\$ -	\$ 63.00	\$ 871.53	\$ -	\$ 524.12	\$ 13,820.86	\$ 2,041.16	\$ 3,201.64	\$ 2,499.95	\$ 24,611.77	436		\$56.45
2016-2017	3	\$ 408.00	\$ 1,335.00	\$ -	\$ 235.00	\$ 225.00	\$ -	\$ 767.00	\$ 14,167.00	\$ 2,244.00	\$ 5,539.00	\$ 2,004.00	\$ 27,076.00	417		\$64.93
Variation		\$17.26	\$136.23	\$ -	\$172.00	-\$646.53	\$ -	\$242.88	\$346.14	\$202.84	\$2,337.36	-\$495.95	\$2,464.23	-19		\$8.48

Roller - Single Drum Smooth and Padfoot																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	2	\$ 193.09	\$ 1,303.60	\$ -	\$ 23.77	\$ -	\$ -	\$ -	\$ 14,886.42	\$ 6,067.99	\$ 2,746.12	\$ 1,611.07	\$ 26,832.06	503		\$53.34
2014-2015	2	\$ 401.76	\$ 1,262.45	\$ -	\$ 62.00	\$ -	\$ -	\$ -	\$ 13,645.89	\$ 3,721.85	\$ 1,857.24	\$ 2,356.50	\$ 23,307.68	453		\$51.51
2015-2016	2	\$ 390.74	\$ 1,238.45	\$ -	\$ 63.00	\$ -	\$ -	\$ -	\$ 12,893.43	\$ 3,514.21	\$ 8,566.89	\$ 1,389.78	\$ 28,056.49	526		\$53.34
2016-2017	2	\$ 408.00	\$ 1,388.00	\$ -	\$ 64.00	\$ 33.00	\$ -	\$ -	\$ 13,118.00	\$ 2,834.00	\$ 3,866.00	\$ 1,705.00	\$ 23,419.00	345		\$67.88
Variation		\$17.26	\$149.56	\$ -	\$1.00	\$33.00	\$ -	\$ -	\$224.58	-\$680.21	-\$4,700.89	\$315.22	-\$4,637.49	-181		\$14.54

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Compactor																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	1	\$ -	\$ 5,256.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,714.31	\$ 22,025.61	\$ 15,122.52	\$ 3,076.34	\$ 107,194.78	892		\$120.17
2014-2015	1	\$ -	\$ 6,007.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,571.46	\$ 15,995.09	\$ 40,244.97	\$ 3,166.28	\$ 121,984.80	789		\$154.61
2015-2016	1	\$ -	\$ 4,728.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,452.02	\$ 13,865.49	\$ 19,441.46	\$ 4,838.11	\$ 96,325.23	794		\$121.32
2016-2017	1	\$ -	\$ 5,508.00	\$ -	\$ -	\$ -	\$ -	\$ 1,166.00	\$ 31,219.00	\$ 20,887.00	\$ 27,443.00	\$ 2,743.00	\$ 88,968.00	928		\$95.87
Variation			\$5,508.00					\$1,166.00	-\$22,233.02	\$7,021.51	-\$8,001.54	-\$2,095.11	-\$7,357.23	134		-\$25.45

Grader																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	4	\$ 386.18	\$ 2,739.08	\$ -	\$ 117.79	\$ 4,395.01	\$ 3,729.21	\$ -	\$ 25,933.55	\$ 12,645.55	\$ 8,974.26	\$ 3,499.54	\$ 62,420.16	855		\$79.01
2014-2015	4	\$ 401.76	\$ 2,662.50	\$ -	\$ 62.00	\$ 763.65	\$ 2,736.57	\$ -	\$ 29,136.75	\$ 7,417.94	\$ 9,706.11	\$ 2,422.16	\$ 55,309.43	743		\$74.44
2015-2016	4	\$ 390.74	\$ 2,555.16	\$ -	\$ 63.00	\$ 5,258.23	\$ 3,960.54	\$ 88.67	\$ 30,406.80	\$ 5,960.60	\$ 10,193.89	\$ 2,782.98	\$ 61,660.59	739		\$83.44
2016-2017	4	\$ 563.00	\$ 2,865.00	\$ -	\$ 64.00	\$ -	\$ 3,837.00	\$ 168.00	\$ 34,740.00	\$ 7,255.00	\$ 6,130.00	\$ 2,593.00	\$ 58,218.00	754		\$77.21
Variation		\$172.26	\$309.85		\$1.00	-\$5,258.23	-\$123.54	\$79.34	-\$4,333.21	\$1,294.40	-\$4,063.89	-\$189.98	-\$3,442.59	15		-\$6.23

Loader - Backhoe																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	3	\$ 359.28	\$ 1,285.64	\$ -	\$ 59.00	\$ 1,529.78	\$ 52.98	\$ -	\$ 16,235.85	\$ 5,110.94	\$ 9,331.57	\$ 2,051.23	\$ 36,016.28	525		\$68.56
2013-2014	3	\$ 547.76	\$ 1,284.45	\$ -	\$ 60.00	\$ 1,286.36	\$ 18.13	\$ 134.91	\$ 12,698.99	\$ 6,389.99	\$ 11,027.42	\$ 1,569.00	\$ 35,017.02	736		\$47.60
2014-2015	3	\$ 267.84	\$ 1,218.51	\$ -	\$ 41.33	\$ 20.00	\$ 544.37	\$ -	\$ 16,422.78	\$ 4,505.33	\$ 6,207.20	\$ 1,609.14	\$ 30,836.51	747		\$41.26
2015-2016	3	\$ 484.69	\$ 1,237.34	\$ -	\$ 113.00	\$ 574.99	\$ 411.08	\$ 455.50	\$ 16,888.00	\$ 3,310.04	\$ 6,049.06	\$ 1,968.62	\$ 31,493.00	682		\$46.15
2016-2017	3	\$ 408.00	\$ 1,378.00	\$ -	\$ 64.00	\$ 1,390.00	\$ -	\$ -	\$ 17,083.00	\$ 3,103.00	\$ 7,376.00	\$ 2,106.00	\$ 32,920.00	641		\$51.36
Variation		-\$76.69	\$140.66		-\$49.00	\$815.01	-\$411.08	-\$455.50	\$195.00	-\$207.04	\$1,326.94	-\$137.38	\$1,427.00	-41		-\$5.20

Appendix 1

Plant and Vehicle Cents Per KM/HR

Printed 7/08/2017
Time 10:37 AM

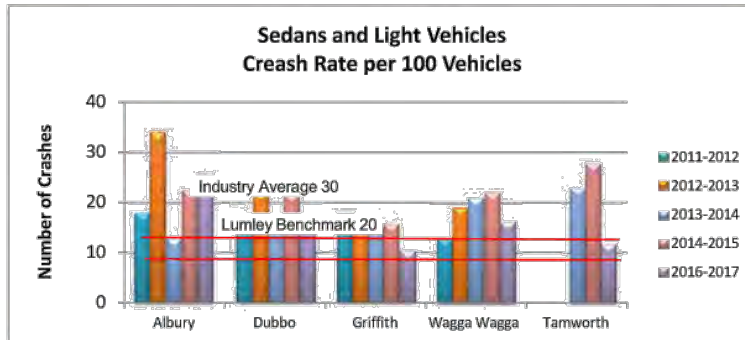
Loader - Front End																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2014	2	\$ 420.68	\$ 2,607.81	\$ -	\$ 37.50	\$ -	\$ 2,628.81	\$ 31.47	\$ 29,933.79	\$ 21,285.35	\$ 6,253.38	\$ 4,795.97	\$ 67,994.74	1,213		\$56.06
2014-2015	3	\$ 267.84	\$ 1,833.33	\$ -	\$ 125.67	\$ 41.28	\$ 2,348.98	\$ 262.20	\$ 20,122.43	\$ 11,694.61	\$ 2,579.61	\$ 2,855.72	\$ 42,131.68	903		\$46.66
2015-2016	3	\$ 260.49	\$ 2,036.79	\$ -	\$ 124.33	\$ 5,018.97	\$ 1,120.12	\$ -	\$ 20,942.27	\$ 9,288.03	\$ 13,413.96	\$ 4,102.37	\$ 56,307.33	857		\$65.68
2016-2017	3	\$ 498.00	\$ 2,276.00	\$ -	\$ 138.00	\$ -	\$ 1,528.00	\$ -	\$ 22,157.00	\$ 8,467.00	\$ 16,254.00	\$ 2,784.00	\$ 54,106.00	842		\$64.26
Variation		\$237.51	\$239.21		\$13.67	-\$5,018.97	\$407.88		\$1,214.73	-\$821.03	\$2,840.04	-\$1,318.37	-\$2,201.33	-15		-\$1.42

CRASH COMPARISON CHARTS

2011/2012 - 2016/2017

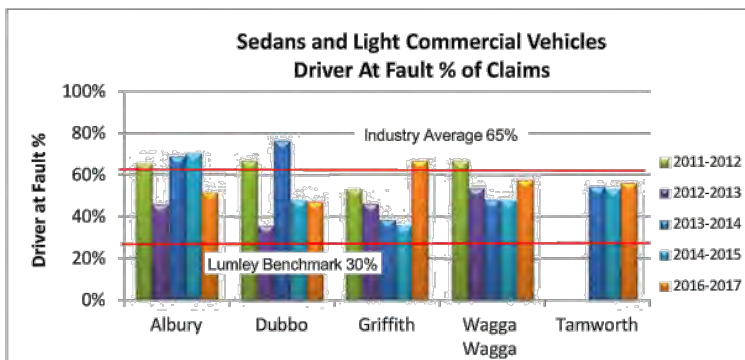
Sedan and Light Vehicles Crash Rate per 100 Vehicles

Albury	Dubbo	Griffith	Wagga Wagga	Tamworth	Year
18	17	18	13		2011-2012
34	22	15	19		2012-2013
13	15	15	21	23	2013-2014
23	22	16	22	28	2014-2015
36	25	21	22	11	2015-2016
26	16	10	16	12	2016-2017



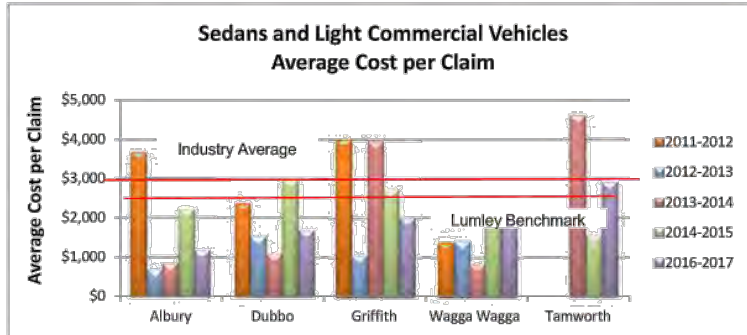
Sedans and Light Commercial Vehicles Driver at Fault % of Claims

Albury	Dubbo	Griffith	Wagga Wagga	Tamworth	Year
65%	67%	53%	67%		2011-2012
45%	36%	46%	54%		2012-2013
69%	76%	38%	48%	54%	2013-2014
70%	48%	36%	48%	53%	2014-2015
59%	71%	61%	54%	50%	2015-2016
51%	47%	67%	58%	56%	2016-2017

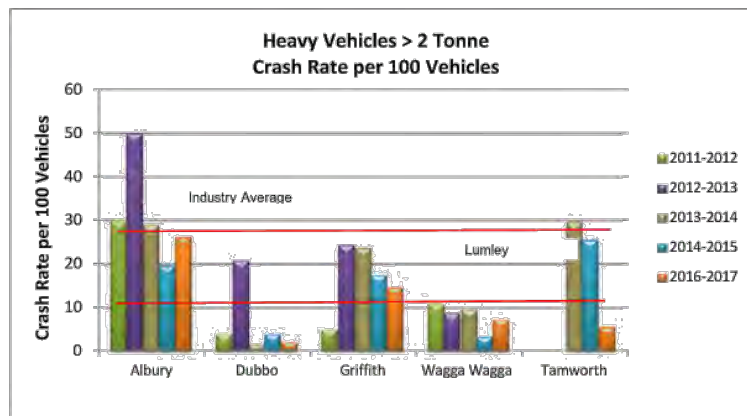


Sedans and Light Commercial Vehicles Average Cost per Claim

Albury	Dubbo	Griffith	Wagga Wagga	Tamworth	Year
\$3,659.87	\$2,375.17	\$4,005.27	\$1,394.72		2011-2012
\$685.48	\$1,537.24	\$1,064.46	\$1,419.08		2012-2013
\$843.63	\$1,096.52	\$3,964.36	\$840.03	\$4,625.39	2013-2014
\$2,224.10	\$2,969.36	\$2,744.73	\$2,072.60	\$1,577.33	2014-2015
\$1,412.24	\$3,198.40	\$3,215.56	\$956.75	\$8,216.86	2015-2016
\$1,179.66	\$1,694.47	\$2,025.22	\$2,054.68	\$2,924.64	2016-2017



Albury	Dubbo	Griffith	Wagga Wagga	Tamworth	Year
30	4	5	11		2011-2012
50	21	24	9		2012-2013
29	2	24	10	30	2013-2014
20	4	18	3	26	2014-2015
27	6	15	30	2	2015-2016
26	2	15	7	6	2016-2017

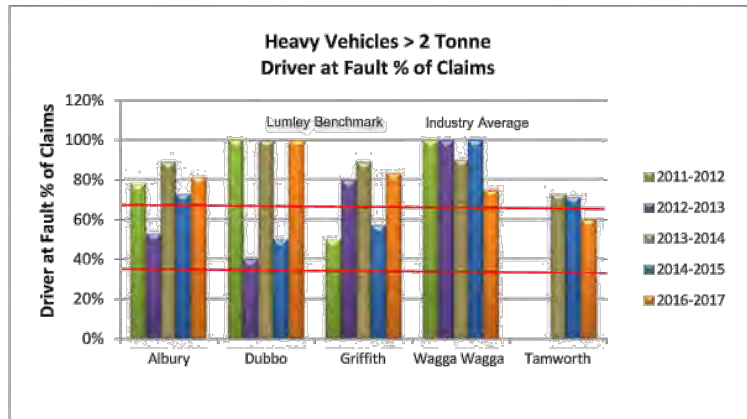


Albury	Dubbo	Griffith	Wagga Wagga	Tamworth	Year
78%	100%	50%	100%		2011-2012
53%	40%	80%	100%		2012-2013
89%	100%	89%	90%	73%	2013-2014

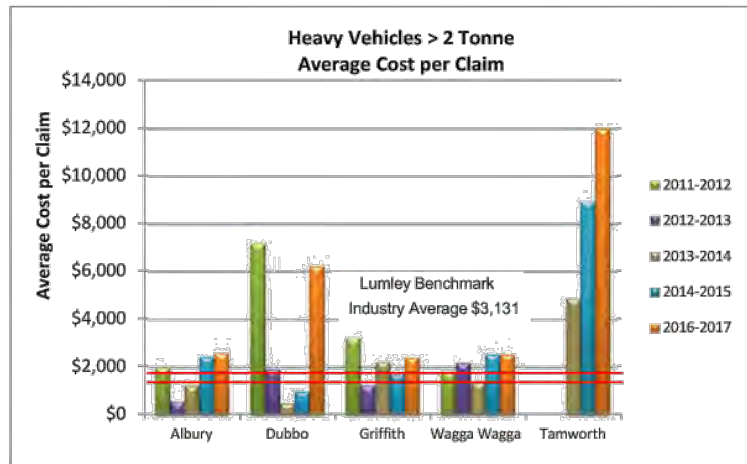
Appendix '2'

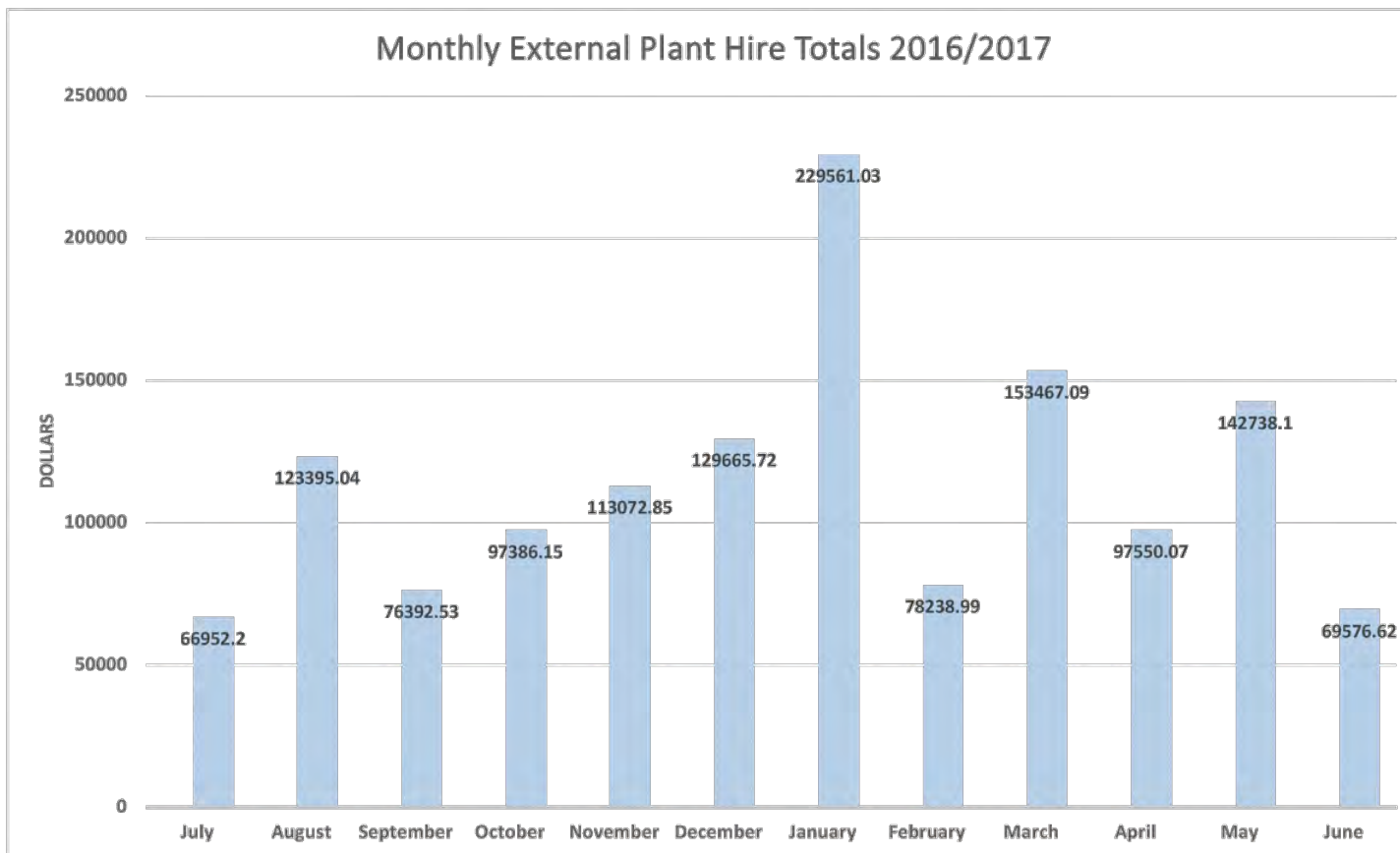
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73%	50%	57%	100%	71%	2014-2015
80%	33%	83%	75%		2015-2016
81%	100%	83%	75%	60%	2016-2017



Heavy Vehicles >2 Tonne Average Cost per Claim					
Albury	Dubbo	Griffith	Wagga Wagga	Tamworth	Year
\$1,995.00	\$7,198.50	\$3,238.50	\$1,817.00		2011-2012
\$594.94	\$1,923.60	\$1,246.70	\$2,201.00		2012-2013
\$1,247.55	\$500.00	\$2,239.95	\$1,377.80	\$4,878.27	2013-2014
\$2,449.91	\$1,006.50	\$1,747.86	\$2,545.00	\$8,942.52	2014-2015
\$1,910.27	\$26,713.67	\$21,049.17	\$235.50		2015-2016
\$2,590.50	\$6,243.00	\$2,422.17	\$2,539.00	\$12,001.80	2016-2017







DUBBO REGIONAL
COUNCIL

REPORT: Lease and Licences of Water/Sewer Sites

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 14 August 2017
TRIM REFERENCE: ID17/1492

EXECUTIVE SUMMARY

Council has previously entered into lease and licence agreements with a number of organisations to have their telecommunication equipment sited on various Council owned properties. These include Council's water reservoir sites at Bourke Hill, Newtown, Buninyong and Eulomogo, Water Depot in Macquarie Street and Hospital Hill Reservoir Wellington. All these properties are utilised to operate Council's Water and Sewer business. Southern Cross Austereo were the previous licensee for a site in the Rifle Range site. They sold their tower to Axicom Pty Ltd resulting in the need for a new licence agreement for the Rifle Range site.

ORGANISATIONAL VALUES

Customer Focused: Providing third party access to communication.

Integrity: Licence agreements provide accountability for the parties.

One Team: Not applicable.

FINANCIAL IMPLICATIONS

All income generated by licences/leases at water and sewerage sites will be allocated to the respective function.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That Council resolve to enter a new licence with Axicom Pty Ltd on Part Lot 17, DP 605017, for an annual fee of \$7,245 with CPI increase on each anniversary of the commencement date for a duration of 10 years.**
- 2. That Council reserves the option to extend the licence for a further two (2) five (5) year options, based upon satisfactory conclusion of the initial ten (10) year Licence period, if agreeable to both parties at the relevant time.**
- 3. That any necessary documents be executed under the Common Seal of the Council.**

Ian Bailey

Director Infrastructure and Operations

REPORT

Public and private telecommunication companies lease or have licences on Council's water and sewerage sites to operate telecommunication equipment. There are currently thirteen private and public transmitters operating from six of Council's water and sewerage sites. The previous licence agreement for the Rifle Range site was held by Southern Cross Austereo, who have sold their telecommunication equipment to Axicom Pty Ltd, and thus require a new licence agreement with Dubbo Regional Council.

The image below indicates the site for the proposed telecommunications licence.



It is recommended that Council enter a new the licence agreement with Axicom Pty Ltd for a Ten (10) year term for a fee \$7245/annum with a CPI increase on each anniversary date for the lease on Rifle Range Reservoir. It is also recommended an option for a further 2 five years term extensions be permitted, based on satisfactory review.



REPORT: Proposed Median Separation Island - Intersection Goode Street and Taylor Street

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1498

EXECUTIVE SUMMARY

This report deals with the consideration of the installation of a median separation island in Goode Street at its intersection with Taylor Street following road safety concerns with a recent crash history, corner cutting, non-compliance with the T intersection regulatory control and pedestrian access. There are no pedestrian facilities at this intersection.

The intersection is a 90 degree cross roads with Taylor Street being the priority road. Goode Street has Give Way signs located on the footpath on each approach that can be somewhat difficult to see with streetscape and parked cars. The provision of median separation islands, duplicate Give Way signs and line marking will raise the visual awareness of the intersection with additional pedestrian access ramps kerbside.

It is recommended that a median separation island with associated pedestrian gap and access ramps be installed in Goode Street at its intersection with Taylor Street in accordance with Council's Plan TM 7139 (attached as **Appendix 1**).

ORGANISATIONAL VALUES

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

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

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

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That median separation islands with duplicate Give Way signs with associated pedestrian gap and access ramps and associated line marking be installed in Goode Street at the intersection with Taylor Street, in accordance with Council's Plan TM 7139.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic". A number of concerns were raised by the Roads and Maritime Service representative where agreement could not be achieved. Whilst concern is noted, it is recommended that Council proceed with the smaller separation island as indicated on Plan TM7139. The Committee did not have unanimous support in the adoption of the recommendation shown below and accordingly should Council determine to proceed with the proposed plan, the Roads and Maritime Services and NSW Police will be provided with an opportunity to appeal the decision. Should an appeal be forthcoming the matter will be forwarded to the Regional Traffic Committee for determination.

RECOMMENDATION

That median separation islands with duplicate Give Way signs with associated pedestrian gap and access ramps and associated line marking be installed in Goode Street at the intersection with Taylor Street, in accordance with Council's Plan TM 7139.

Ian Bailey

Director Infrastructure and Operations

REPORT

Concerns have been raised by a local resident who was unfortunately involved in a two (2) vehicle crash within the road safety environment at the intersection of Goode Street and Taylor Street relevant to a more recent crash history, corner cutting, noncompliance with the T intersection regulatory control and lack of pedestrian facilities.

Goode Street and Taylor Street are located in South Dubbo being one block south of Cobra Street (Mitchell Highway) and one block west of Palmer Street. Goode Street provides a direct east/west link between Palmer and Fitzroy Streets and experiences reasonable traffic flows. There is an active traffic turning environment at the intersection. The intersection is a two way 90 degree cross roads with the Give Way regulatory control on Goode Street. There is no traffic separation or pedestrian protection at the intersection. The Give Way signs are located on the footpath with poor approach sight lines to the intersection as a consequence parked vehicles, streetscape and lack of approach centre line markings.

A review of the recorded available crash history for the past 5.5 years to June 2016 reveal that there has only been 1 cross traffic crash in 2013. However the resident, driving along Taylor Street was involved in an intersection crash in February this year where a vehicle failed to give way westbound in Goode Street with the resident's car ultimately being a write off. Fortunately no injuries were sustained. The resident is also aware of an additional crash at the intersection with a number of close calls.


Consideration has been given to improve the road safety environment at the intersection with the identified need to raise driver awareness of the cross roads intersection and regulatory requirements in Goode Street as a consequence of poor definition of current traffic facilities. It is proposed to introduce separation median islands with pedestrian gaps in Goode Street on both sides of Taylor Street with duplicate Give Way signs and associated approach centreline marking. Pedestrian access ramps will be provided opposite the median gaps on both sides of Goode Street.

It is recommended that to improve the road safety environment at the intersection of Goode Street and Taylor Street that median separation islands with associated pedestrian gap and access ramps be installed in accordance with Council's Plan TM 7139.


Appendices:

- 1 [Proposed Median Separation Island - Goode Street and Taylor Street - TM 7139](#)


GOODE STREET AND TAYLOR STREET INTERSECTION MEDIAN ISLANDS



R2-3 (L)

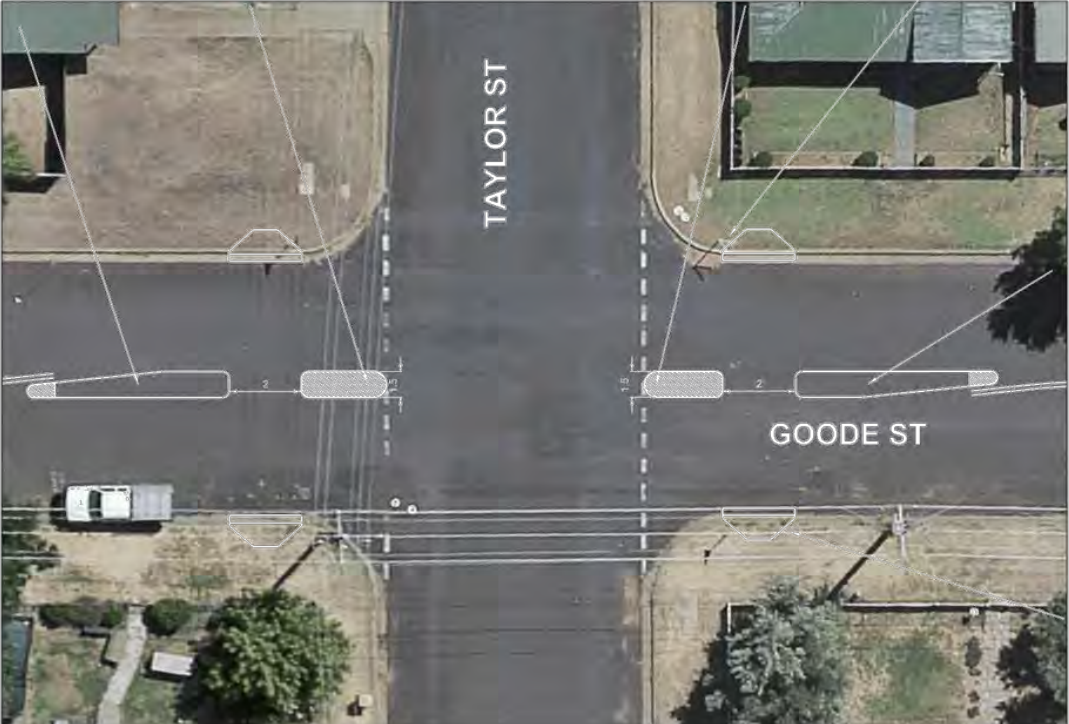


R1-2




R1-2

EXISTING STREET SIGN TO BE RELOCATED.

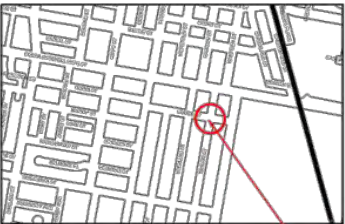


NOTES

1. MEDIAN ISLANDS ARE TO BE CONSTRUCTED ACCORDING TO DRC STANDARD STD 5458 AND PLACED ON THE TANGENT POINTS OF THE KERB RETURNS UNLESS OTHERWISE INDICATED.
2. PRAM RAMP TO BE CONSTRUCTED AS PER DRC STANDARD STD 5166.
3. ALL SIGNAGE TO BE PROVIDED AS SHOWN.
4. EXISTING SERVICES HAVE ONLY BEEN LOCATED ACCORDING TO DIAL BEFORE YOU DIG ENQUIRY. EXACT LOCATION OF EXISTING SERVICES SHOULD BE CONFIRMED PRIOR TO CONSTRUCTION.
5. REFUGE ISLANDS ARE TO BE 1.5m WIDE WITH A 2m GAP.
6. APPROACH ENDS OF MEDIANS TO BE PAINTED.



R2-3 (L)





LOCALITY PLAN

PROPOSED PRAM RAMP

LOCATION OF WORKS

CONCEPT

APPROVED _____ DATE _____ MANAGER TECHNICAL SUPPORT	SURVEY _____ DATE _____ DESIGN _____ DATE _____ DRAWING _____ DATE _____ CHECKED _____ DATE _____ DESIGNER DESIGN ENGINEER	FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES	SCALES <p style="text-align: center; font-weight: bold;">NOT TO SCALE</p> <p style="text-align: center;">ORIGINAL SIZE A1</p> 	PERMANENT MARK: N/A RL: N/A DATUM: AHD & MDASS STATUS: CONCEPT ONLY PRINT DATE: 16/09/17 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>No.</th> <th>DATE</th> <th>APPD</th> <th>DETAILS OF AMENDMENTS</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>16/09/17</td> <td>JOK</td> <td>DRAFT ISSUE</td> </tr> </tbody> </table>	No.	DATE	APPD	DETAILS OF AMENDMENTS	1.	16/09/17	JOK	DRAFT ISSUE	 <p>DUBBO REGIONAL COUNCIL</p>	DRAWING TITLE <p style="text-align: center;">CONCEPT PLAN</p>	JOB <p style="text-align: center;">GOODE STREET AND TAYLOR STREET MEDIAN ISLANDS</p>	SHEET NO. 1 OF 1 SHEETS PLAN NO. <p style="text-align: center;">TM 7139</p>
No.	DATE	APPD	DETAILS OF AMENDMENTS													
1.	16/09/17	JOK	DRAFT ISSUE													



REPORT: Review of the Disabled Car Parking Space Adjacent the Dubbo Police Station

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1499

EXECUTIVE SUMMARY

The NSW Police Force has initiated a Concept of Operations (Alert 2016) as a consequence of the National Terrorism Threat Advisory System that lists the current threat as probable on military, police and security agencies. There is an obligation to maintain effective access controls and to ensure security procedures are in place and operating in all police stations.

As part of the continued review of the security particular to police buildings it has been identified that the public disabled parking space on street in front of the police station is a risk in that it provides a perfect location for a vehicle borne improvised explosive device or attack police personnel at the building frontage.

It has been requested that the disabled parking space be removed and re-defined as police parking enabling the Police the ability to control the parking to the building frontage thereby reducing the threat and enhance the police vigilance with access to and from the building.

The existing disabled car parking space is a community facility and provides close accessibility in this Brisbane Street location. Its removal will necessitate the reinstatement of another disabled parking space in close proximity.

It is recommended that the existing disabled car parking space in Brisbane Street adjacent the Dubbo Police Station be removed and redefined as two 45 degree angle Police Only parking spaces and that a new disabled car parking space be installed on the eastern side of Brisbane Street immediately north of Church Street as detailed on Council's Plan TM7140 as attached to this report as **Appendix 1**.

ORGANISATIONAL VALUES

Customer Focused: The removal of the disabled car parking space in Brisbane Street will help to enforce the safety of the Dubbo Police Station.

Integrity: not applicable.

One Team: Dubbo Regional Council is working with the NSW Police Force to ensure the safety of the Dubbo Police Station.

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That the existing disabled car parking space in Brisbane Street adjacent the Dubbo Police Station be removed and redefined as two 45 degree angle Police Only parking spaces and that a new disabled car parking space be installed on the eastern side of Brisbane Street immediately north of Church Street as detailed on Council's Plan TM7140.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic". A number of concerns were raised by the Roads and Maritime Service representative which have been addressed. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

That the existing disabled car parking space in Brisbane Street adjacent the Dubbo Police Station be removed and redefined as two 45 degree angle Police Only parking spaces and that a new disabled car parking space be installed on the eastern side of Brisbane Street immediately north of Church Street as detailed on Council's Plan TM7140.

Ian Bailey

Director Infrastructure and Operations

REPORT

Council has received correspondence from the Assistant Superintendent Scott Tanner, Orana Area Local Command requesting consideration to the removal of the existing disabled parking space adjacent the Dubbo Police Station and reinstatement as "Police Parking" only. This follows the 2016 announcement from the National Terrorism Threat Advisory System that lists the current threat level of a terrorist attack in Australia as "probable". This means that there is credible intelligence to suggest that individuals and/or groups have developed both the intent and capability to undertake a terrorist attack in Australia. The military, police and security agencies have been identified as likely targets. As a consequence the NSW Police have initiated a Concept of Operations, known as Alert 2016.

Due to the current threat level all police are maintaining the highest standards in regards to personal security both on and off duty. Part of the Superintendent's obligation under Alert 2016 is to maintain effective access controls and to ensure related security procedures are in place and operating at all police premises.

A review has been undertaken of the security for police and in particular police buildings where it has been identified that the disabled parking space in front of the Dubbo Police Station is a risk. The disabled space is located directly in front of the building entrance and provides an ideal location for a vehicle borne improvised explosive device (IED) or for an attack on police staff entering and exiting the building. The designation of the existing disabled car parking spaces as police only parking will allow the police to control the parking area and reduce the threat.

The existing disabled parking spaces adjacent the Police Station were implemented with the redevelopment of the Station and support the existing disabled spaces further north in Brisbane Street adjacent the Dubbo Court House and State Office Building. All spaces are for broader community use and any proposal to remove the disabled space in front of the Police Station will necessitate the reinstatement of another space in close proximity to this section of Brisbane Street. Two locations have been identified that would satisfy local accessibility, Brisbane Street, east side immediately north of Church Street and Church Street north side immediately west of Brisbane Street.

Council has a proposal to undertake the beautification of Church Street between the Rotunda and Brisbane Street that includes the provision of an additional disabled car parking space which will be installed at the identified Church Street relocation. The project is scheduled for construction in the 2018/2019 financial year.

The request from the NSW Police for remedial changes to the on street parking environment to minimise the impact of a potential terrorist attack on Police and property is recognised as a reasonable solution to minimise the identified risk. The opportunity is available to ensure that an additional disabled car parking space can be reinstated in the same locality on the eastern side of Brisbane Street.

In consideration of the matter it is recommended that the existing disabled car parking space in Brisbane Street adjacent the Dubbo Police Station be removed and converted to two 45 degree angle car parking spaces designated as "Police Parking Only" with a new disabled 45 degree angle parking space reinstated on the eastern side of Brisbane Street immediately north of Church Street as detailed on Councils Plan TM7140.

Appendices:

- 1 [↓](#) Proposed Modification to Brisbane Street and Church Street Disabled Car Parking Spaces - TM7140




PROPOSED MODIFICATIONS TO BRISBANE & CHURCH STREETS DISABLED CAR SPACES



LOCATIONS:

1. PROPOSED CONVERSION OF EXISTING DISABLED SPACE TO 2 x 45° ANGLE "POLICE ONLY" PARKING SPACES.
2. PROPOSED ADDITIONAL DISABLED PARKING SPACE ON BRISBANE ST.
3. PROPOSED DISABLED PARKING SPACE ON CHURCH ST TO BE INSTALLED DURING PROPOSED CHURCH ST UPGRADE.

DRAFT

TRAFFIC MANAGEMENT PLAN AUTHORIZATION APPROVED BY: <i>Denise Valentino</i> DATE: 02/08/2017 ACCREDITATION NUMBER: 020198602 APPROVED: <i>[Signature]</i> DATE: 02/08/2017 <small>MANAGER TECHNICAL SUPPORT</small>		SURVEY: _____ DATE: _____ DESIGN: _____ DATE: _____ DRAWING: <i>Andrea Cristofari</i> DATE: 02/08/2017 CHECKED: <i>[Signature]</i> DATE: 02/08/2017 <small>DESIGNER DESIGN ENGINEER</small>		FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES <small>DO NOT WRITE IN THESE SPACES</small>		SCALES NOT TO SCALE ORIGINAL SIZE A1 0 1 2 3 4 5 6 8 10m		PERMANENT MARK: N/A RL: N/A DATUM: AHD & MDA&S STATUS: DRAFT ISSUE PRINT DATE: 20/08/2017 <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>APP'D</th> <th>DETAILS OF AMENDMENTS</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>20/08/2017</td> <td>AC</td> <td>DRAFT ISSUE</td> </tr> </tbody> </table>		NO.	DATE	APP'D	DETAILS OF AMENDMENTS	1.	20/08/2017	AC	DRAFT ISSUE	 DUBBO REGIONAL COUNCIL		DRAWING TITLE COVER SHEET		JOB PROPOSED MODIFICATIONS TO BRISBANE & CHURCH STREETS DISABLED CAR SPACES		SHEET NO. 1 OF 2 SHEETS PLAN NO. TM 7140	
NO.	DATE	APP'D	DETAILS OF AMENDMENTS																						
1.	20/08/2017	AC	DRAFT ISSUE																						

CONVERSION TO 2 x 45° "POLICE ONLY" DISABLED SPACES



LOCATION 1

PROPOSED DISABLED SPACE



LOCATION 2

DRAFT

TRAFFIC MANAGEMENT PLAN AUTHORISATION APPROVED BY: <i>Deirdre Valentine</i> DATE: 02/06/2017 ACCREDITATION NUMBER: 030196902 APPROVED: <i>[Signature]</i> DATE: 02/06/2017 TRAFFIC ENGINEER SUPPORT		SURVEY: _____ DATE: _____ DESIGN: _____ DATE: _____ DRAWING: <i>Andrew Crisp</i> DATE: 01/06/2017 CHECKED: <i>[Signature]</i> DATE: 02/06/2017 SENIOR DESIGN ENGINEER		FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES <small>For more information on the Traffic Management Plan process, please refer to the Traffic Management Plan Manual (TMPM) available on the Council's website.</small>		PERMANENT MARK: N/A RL: N/A DATUM: AHD & MDASS STATUS: DRAFT ISSUE PRINT DATE: 20/09/17 No. DATE APPD DETAILS OF AMENDMENTS 1. 20/09/2017 AC DRAFT ISSUE		SCALES NOT TO SCALE ORIGINAL SIZE A1 		DUBBO REGIONAL COUNCIL		DRAWING TITLE PROPOSED MODIFICATIONS TO PARKING SPACES		JOB PROPOSED MODIFICATIONS TO BRISBANE & CHURCH STREETS DISABLED CAR SPACES		SHEET NO. 2 OF 2 SHEETS PLAN NO. TM 7140	
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REPORT: Dubbo Stampede Running Festival 2017 - Temporary Road Closure Obley Road

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1500

EXECUTIVE SUMMARY

The 2017 Dubbo Stampede Running Festival will incorporate a course change to include the new Regand Park Track between Macquarie Street and Tamworth Streets via the Park's southern access adjacent Council's Water Treatment Plant.

The Dubbo Stampede proposes temporary road closures of Obley Road between the Newell Highway and Camp Road intersections and Tamworth Street on the western side of South Street for the purposes of facilitating the Dubbo Stampede Running Festival 2017 that incorporates a 5.5 km, 10 km, 21.1 km (half marathon run) and 42.2 km (full marathon run) including the use of the Tracker Riley Cycleway and the new Regand Park Track. This is the sixth such event and is to be held on Sunday 27 August 2017 with the events undertaken between 7.00 am to 1.00 pm.

It is proposed that Obley Road will be closed from 6.15am to 10.15 am between the Newell Highway and Camp Road intersections with "local traffic only" permitted to the Taronga Western Plains Zoo and return to the Newell Highway. An Obley Road detour will be required further south via Camp Road. The temporary road closure of Obley Road is subject to the implementation of a traffic management plan and temporary B Double access along Camp Road.

Additionally there will be temporary road closures of Tamworth Street (6.15 am – 12 noon) west of South Street, with changed traffic conditions for the use of Huckel Street, Macquarie Street, between Margaret Crescent and the new Regand Park Track (6.15am – 10.15am).

It is considered that there will be minimal impact on the road and traffic network with a temporary closure of Obley Road and the detour via Newell Highway and Camp Road. Macquarie Street between Margaret Crescent and the new Regand Park Track is to be utilised as part of the 21.1 km half and 42.2 full marathon events that also include lower Tamworth Street (West of South Street).

It should be noted that following the re-opening of Obley Road runners still competing in the half and full marathons will negotiate the Obley Road crossing at the existing pedestrian refuge adjacent the zoo under the direction of the marshals.

All intersections and road closure points will be undertaken by manned traffic control involving accredited traffic controllers and marshals. The requirement for local residential access from Macquarie Street to Huckel Street, Regand Park Track and Tamworth Streets will be under traffic control conditions. In the event of the Tamworth Street footbridge being closed due to flooding, a contingency plan will be implemented that reverts back to the original course along Macquarie Street including Huckel, Tamworth and South Streets. Council's Traffic Control Plan TM 7052, incorporating the contingency plan, is to be implemented for the event.

Event organisers have undertaken to ensure that all risks have been addressed to provide the optimum road safety environment for competitors and the general public.

It is recommended that Council approval be granted for the Dubbo Stampede 2017 to be undertaken in accordance with the Traffic and Event Management Plan incorporating the temporary road closure and detour of Obley Road between Newell Highway and Camp Road with local traffic access only to the Zoo entrance, the utilisation of Macquarie Street on the western side of the carriageway between Margaret Crescent and the new Regand Park Track including the temporary closure of Tamworth Street west of South Street and the Flood Contingency Plan, as conditioned by the NSW Police Service and Council and in accordance with Council's Traffic Control Plan TM 7052.

ORGANISATIONAL VALUES

Customer Focused: Approval for the conduct of the Dubbo Stampede running festival is an important event for residents of Dubbo and visitors.

Integrity: The approval meets all statutory requirements of other government agencies. .

One Team: Not applicable.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application of the Dubbo Running Festival Committee Incorporated be approved for the undertaking of the Dubbo Stampede Running Event on Sunday 27 August 2017, between 6.15 am and 1.00 pm, on condition of the NSW Police Service and subject to the following conditions of Dubbo Regional Council:
 - a. A temporary road closure will be implemented between 6.15 am and 10.15 am in Obley Road commencing on the southern side of Taronga Western Plains Zoo access south to the intersection of Camp Road including the implementation of a Traffic Control Plan and detour via the Newell Highway and Camp Road

- Intersection. "Zoo local traffic" access only will be available at the intersection of Newell Highway and Obley Road.
- b. That temporary road closures be implemented between 6.15 am and 12.00 pm in Tamworth Street west from the intersection of South Street to its conclusion.
 - c. The submissions of a Traffic Management and Traffic Control Plan to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to Traffic Control at Worksites and prepared by an accredited person. Council's Traffic Control Plan TM 7052 is to be implemented for the event.
 - d. Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specifically authorised for the event with current Roads and Maritime Services certification.
 - e. Council's Administration Officer must sight a copy of the current 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.
 - 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 and advice to the residents within the closed and affected roads prior to the event advising of the Dubbo Stampede Running Festival.
 - h. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
 - i. The NSW Police Service consent and conditions for the running of the event as considered necessary.
 - j. The applicant is to provide Council with a signed/dated copy of the Traffic and Event 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.
 - l. All costs associated with implementing these event conditions are to be met by the Event Organiser.
 - m. That in the event of the Tamworth Street footbridge being closed to flooding the "Contingency Plan" as detailed in the Event and Traffic Management Plan shall be invoked requiring the closure of Tamworth and South Streets, and the use of Huckel Street in accordance with Appendix 7, 8 and 9 and the Traffic Control Plan TM 7052, sheet 3.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic". A number of concerns were raised by the Roads and Maritime Service representative which have been addressed and reflect in the recommendation. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

- 1. That the application of the Dubbo Running Festival Committee Incorporated be approved for the undertaking of the Dubbo Stampede Running Event on Sunday 27 August 2017, between 6.15 am and 1.00 pm, on condition of the NSW Police Service and subject to the following conditions of Dubbo Regional Council:**
 - a. A temporary road closure will be implemented between 6.15 am and 10.15 am in Obley Road commencing on the southern side of Taronga Western Plains Zoo access south to the intersection of Camp Road including the implementation of a Traffic Control Plan and detour via the Newell Highway and Camp Road Intersection. "Zoo local traffic" access only will be available at the intersection of Newell Highway and Obley Road.**
 - b. That temporary road closures be implemented between 6.15 am and 12.00 pm in Tamworth Street west from the intersection of South Street to its conclusion.**
 - c. The submissions of a Traffic Management and Traffic Control Plan to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to Traffic Control at Worksites and prepared by an accredited person. Council's Traffic Control Plan TM 7052 is to be implemented for the event.**
 - d. Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specifically authorised for the event with current Roads and Maritime Services certification.**
 - e. Council's Administration Officer must sight a copy of the current 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.**
 - 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 and advice to the residents within the closed and affected roads prior to the event advising of the Dubbo Stampede Running Festival.**
 - h. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.**
 - i. The NSW Police Service consent and conditions for the running of the event as considered necessary.**
 - j. The applicant is to provide Council with a signed/dated copy of the Traffic and Event 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.**
 - l. All costs associated with implementing these event conditions are to be met by the Event Organiser.**

- m. That in the event of the Tamworth Street footbridge being closed to flooding the “Contingency Plan” as detailed in the Event and Traffic Management Plan shall be invoked requiring the closure of Tamworth and South Streets, and the use of Huckel Street in accordance with Appendix 7, 8 and 9 and the Traffic Control Plan TM 7052, sheet 3.

Ian Bailey
Director Infrastructure and Operations

REPORT

Council has received an application from the Dubbo Running Festival Committee Incorporated seeking Council approval to conduct the 6th Dubbo Stampede Running Festival 2017 that incorporates temporary road closures on several urban and rural roads. The previous events have been an overwhelming success with improvements made to the 10 km and 21.1 km course route that initially reduced the time period that the Obley Road closure will be in place. This was achieved by placing the 5.5 km internal loop of the Zoo at the conclusion of those events instead of at the start. Even with the introduction of a 42.2 km (full marathon) Obley Road closure will only increase by 30 minutes. The 2017 Dubbo Stampede will have an additional course change that will include the new Regand Park Track. As a consequence Macquarie Street will only be partially used and Tamworth and South Streets will not need to be closed. However, in the event that the Tamworth Street Footbridge is closed due to flooding a "Contingency Plan" has been developed that will revert back to the original course along Macquarie Street including Huckel, Tamworth and South Streets.

Event Description (see attached Traffic Management Plan and Traffic Control Plan)

The Dubbo Stampede Running Festival 2017 is proposed for Sunday, 27 August 2017 between the hours of 6.15 am to 1.00 pm that involves 4 running events:

- 5.5 km run
- 10 km run
- Half marathon, 21.1 kms
- Full marathon, 42.2 kms

The start and finish of the 4 separate races will be within the Taronga Western Plains Zoo. The Zoo will accommodate the Event Parking on site and in zoo land on the northern side of Obley Road east of the Newell Highway intersection – **Appendix 1 and 2.**

5.5 km Run

This run is undertaken wholly within Taronga Western Plains Zoo incorporating a single lap of the internal loop road, in a clockwise direction around the Zoo.

10 km Run

This event commences in the Zoo continues northbound within the Zoo to Obley Road, then south to the 10 km turnaround point towards Camp Road and return to the Taronga Western Plains Zoo entrance and follows the internal 5.5 km route to the start/finish point within the Zoo.

21.1 km Half Marathon

The half marathon follows the same route as the 10 km run however on the return leg northbound from Camp Road runners proceed east into the Dundullimal turnoff and the Tracker Riley Cycleway to Macquarie Street. Runners will then join Macquarie Street north past Huckel Street and the Water Treatment Plant, and then left into the new Regand Park track to Tamworth Street, continue across Tamworth Street to connect with the off road Tracker Riley Cycleway along the eastern side of the river corridor, west over the Serisier Bridge and then south continuing on the Tracker Riley Cycleway along the river corridor to Obley Road and the main entrance to the Zoo, then follows the internal 5.5 km route concluding at the start/finish point within the Zoo.

42.2 km Full Marathon

The full marathon follows the initial route as the 10 km and half marathon. However, in the Obley Road section runners will return northbound past the Dundullimal turnoff to the Council Weir Road turnoff and then return southbound on the cycleway to Dundullimal turnoff and follow the cycleway across Shibbles Bridge to Macquarie St. Runners will then continue north on the course and complete the first loop of the River circuit to Serisier Bridge and return to the Zoo and then continue on the shortened second loop. This time the runners will turn left at the bottom of Tamworth St and cross the footbridge (Yabang Gee Footbridge) and then turn left at the "Y" junction and follow the running track southbound along the western side of the river back to the Zoo for the last timer, to then complete an internal shortened Zoo loop back to the finish line.

Race Start Times

Marathon	7.00 am, cut off time 1.00 pm.
Half Marathon	7.45 am, cut off time 11.45 am.
10 km	8.15 am, cut off time 10.15 am
5.5 km	7.30 am, cut off time 9.00 am

Road Closures

Temporary road closures and appropriate traffic control will be required to provide optimum safety for competitors, spectators, officials and general public throughout the course.

Temporary road closures:

1. It is proposed to temporarily close Obley Road between 6.15 am and 10.15 am, commencing on the northern side of the pedestrian refuge (Centre of the Zoo entrance) in Obley Road, south to the intersection of Camp Road. Obley Road will be opened to traffic at 10.15 am. The half marathon cut off time is 11.45 am and 1.00 pm for the full marathon. It is expected that there will be a minimal number of runners who may still be on the course who are required to cross Obley Road at the existing pedestrian refuge and give way to traffic. Marshals will be in assistance to reinforce the requirements.

Obley Road from the Newell Highway south to the Zoo entrance will be designated for "Zoo local traffic only" to facilitate traffic to the zoo for the event and subsequent visitors to the Zoo following the 9.00 am opening time. Closure of Obley Road will require a detour via the Newell Highway and Camp Road. There are 2 private access points along the Obley Road closure, being to a separate Taronga Western Plains Zoo property, and at Dundullimal. The organisers will again consult with Dundullimal Homestead regarding the event. Enquiries have also been made with the Roads and Maritime Services and NSW Police Service with respect to the closure of Obley Road and detour via Camp Road. No concerns have been raised subject to the implementation of an approved Traffic Control Plan. Obley Road is a B Double Route to the intersection of Benolong Road. The Roads and Maritime Services have raised no concerns with a temporary B Double Route along Camp Road between the Newell Highway and Obley Road. Accredited Traffic Controllers and Trained Course Marshals will be stationed at all road closure points and along the course.

2. Macquarie Street, the 21.1 km Half and 42.2 km Full Marathon course will utilise the western side of Macquarie Street between Margaret Crescent and the new Regand Park track access. Runners will compete in an anti clockwise direction along the 2 metre wide on road cycleway and adjacent parking lane that will be delineated by traffic cones along the traffic lane edge line. Temporary warning signs will be strategically placed at intervals along Macquarie Street advising motorists of "Running Race in Progress".

The flood contingency course for the Tamworth Street Footbridge closure will utilise Macquarie Street between Margaret Crescent and Tamworth Street.

3. Huckel Street is to be used to its conclusion and return to Macquarie Street as part of the half and full marathon course only if the "Flood Contingency Plan" is implemented. Local resident access would be permitted under Traffic Control conditions. Huckel Street is a no through road accessing several properties. Runners will utilise the left hand side of the carriageway with a turn-around at its southern end.
4. Tamworth Street west of South Street is to be temporarily closed between 7.00 am and 12.00 pm to allow runners to exit the new Regand Park Track and continue northbound across Tamworth Street and join the existing Tracker Riley.

In the event of implementing the "Flood Contingency Course" Tamworth Street (Western End) will be temporarily closed between 7.00 am and 12.00 pm west from the intersection of Macquarie Street to its conclusion and South Street, south of Bligh Street to the intersection of Tamworth Street to permit the uninhibited movement of runners to transition from the public road system to the off road Tracker Riley Cycle Way in a northerly direction along the eastern side of the Macquarie River corridor. There are two property access points in Tamworth Street. Resident access will be available under traffic control conditions if required. There is no considered traffic impact on the competitors.

The event organiser will undertake a letterbox drop along Macquarie Street some two weeks in advance of the event date to advise of the course and runners utilising the western side of the Macquarie Street carriageway and associated traffic management within Macquarie Street, Huckel Street, Regand Park Boulevarde and Tamworth Street.

5. An additional off road parking area is being established in Zoo property on the northern side of Obley Road east of the Newell Highway that can accommodate approximately 400 vehicles. Vehicles will be directed to the area at the start of the half marathon 7.45 am and the 10 km event, 8.15 am, and controlled by traffic controllers.

CONCLUSION

The Dubbo Stampede Running Festival incorporates four (4) course events that will be run on private property, public reserve and on public roads.

The Traffic and Event Management Plan has provided details of the need for temporary road closures on Obley Road and Tamworth Street, west of South Street. Detours will be required around Obley Road via the Newell Highway and Camp Road. Appropriate Traffic Management and Traffic Control is to be implemented to provide a safe road environment for competitors in the 10 km and 21.1 km Half and 42.2 Full Marathon events. The 5.5 km course is wholly within the Zoo. The Roads and Maritime Services and NSW Police Service have indicated their support for the event and have identified matters that need to be addressed with the Traffic Control Plan. Council's Traffic Control Plan TM 7052 is to be implemented. The impact on the road network and road safety environment for the general public and competitors in the event is considered minimal and can be managed in accordance with the proposed traffic management. The duration is some 7 hours, between 6.15 am and 1.00 pm and should not impact on the local road and urban amenities. A "Flood Contingency Plan" has been developed in the event that the Tamworth Street footbridge is closed, that will require a revision to the original Stampede Course utilising the full length of Macquarie, Huckel, Tamworth and South Streets.

It is recommended that approval be granted for the temporary road closures required in Obley Road, between Newell Highway and Camp Road and associated detour via Camp Road, Tamworth Street west of South Street to facilitate the running of the Dubbo Stampede Running Festival 2017 on Sunday 27 August 2017, subject to Council's and NSW Police Service's standard conditions of consent that apply to road closures and events of this nature.

Appendices:

- 1 [↓](#) Dubbo Stampede Running Festival 2017 - Traffic and Event Management Plan
- 2 [↓](#) Dubbo Stampede Running Festival 2017 - TM7052 Traffic Control Plan

The Dubbo Stampede Running Festival 2017 Traffic and Event Management Plan

Event Location:	Taronga Western Plains Zoo, Dubbo
Event date and time:	Sunday 27 August 2017 from 6.15 am – 1.00 pm
Event Organiser:	Dubbo Running Festival Committee Incorporated

Approval

This Traffic Management Plan is approved by:

Name	Signature	Date of signing	Title
Rod Campbell	/...../20....	Chairman Dubbo Running Festival
	/...../20....	
	/...../20....	
Dennis Valantine	/...../20....	Dubbo Regional Council Traffic Engineer

Authority of the Event / Traffic Management Plan

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

Changes to the TMP require the approval of the Police, and Council. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained on those plans may contravene any aspect of the TMP.

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

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

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Purpose Of This Traffic Management Plan

The purpose of this TMP is to ensure that the traffic management aspects of the Dubbo Stampede Running Festival are:

1. Provide maximum safety for event participants, spectators and volunteers.
2. Reduce as far as possible the traffic impact on the rest of the community.

Contact Names Of Those Responsible For Organising And Approving The Event.

Event Organiser	Rod Campbell Chairman - Dubbo Running Festival Incorporated mob. 0428 058 549 Email: rodcampbell8@gmail.com
Police LAC	Dubbo
Council	Dennis Valantine Traffic Engineer (w) 02 6801 4000

Description Of The Event

The Dubbo Stampede Running Festival 2016 will consist of the following events:

- Marathon (42.2 km)
- Half marathon (21.1km);
- 10km run; and
- 5.3km run and Wallaby Wheel.

Description of Courses

The start and finish of the four separate races will be inside the Taronga Western Plains Zoo (zoo) on the roadway near the finish of the zoo loop; directly adjacent to the Cob & Co Shed, West of the flying fox and public play area of the zoo.

The Obley Rd section from the Zoo entrance down to the Camp Rd intersection will be closed to traffic from 6:15am until 10:15am.

5.3km

- From the start point at the Cob & Co Shed, entrants run in a clockwise direction through the ticket booths, around the zoo to the finish line opposite the public play area.
- Runners will follow the road in a clockwise direction to finish at the start/finish arch.
- Wheelchair participants follow the same course.

10km

- From the start point near the Cob & Co Shed, entrants run towards the Zoo entrance passing through the left hand side of the roundabout, move into the eastern most lane (RHS) of the zoo internal road and continue North to the main zoo entrance gates. No Traffic will be using the lane at this Stage.
- From the main entrance gates, runners continue in the Eastern most lane (RHS) and turn right onto Obley Road.
- Runners continue running down Obley Road on the right hand side of the road, past Dundullimal turn-off, around the bend toward Camp Road intersection before getting to the turn-around point for the 10km event.
- Runners will keep right at the turn around point and head back toward the zoo entrance, keeping in the right hand lane of Obley Road.
- Runners turn into the zoo entrance, through the main gates in the easternmost lane which will be closed to traffic. Then 55 metres past the main entrance gates runners will take a sharp left at the flag poles and follow the path toward the bike hire shed.
- Runners continue past the bike shed and circumvent the zoo carpark before turning right at the end of the car park and then left to continuing running through the toll booths at the start of the fee paying section of the zoo.
- Runners run a loop of the zoo circuit in a clockwise direction to finish at the start/finish arch.

21.1km Half Marathon

- Runners start at the Cob & Co Shed and then follow the initial route as the 10km, past Dundullimal turn-off for approx 500m where they will turn around, keeping to their right, and return along Obley Road to the Dundullimal turn-off.
- Runners will then turn right off Obley Rd (towards Dundullimal) and follow the sealed running track across Shibble Bridge to Macquarie Street.
- At Macquarie Street runners will turn left and run along the left side of the road which will have red Witches Hats placed along it for separation with vehicles.
- Immediately past the Water Treatment Works, runners will turn left through the entrance to the new river running track.
- At the bottom of Tamworth St, runners will cross over the bitumen car park onto the crushed granite running track and will continue on this track in a Northern direction, keeping the river on their left.
- Runners will continue on the river track down to Serisier Bridge, turn left onto the bridge pedestrian lane and cross the Macquarie River.
- Once on the Western side of the river, runners will turn left and head in a Southern direction along the crushed granite track, keeping the river on their left.
- Participants will run under the LH Ford Bridge and continue running on the concrete river track past Sir Roden Cutler Park, across Tracker Riley Bridge and then turn right at the "y" junction on the concrete path and head in a Southern direction up towards the zoo.
- Runners will stay on the concrete path veering left at the intersection of the Newell Highway and Obley Road, and continue to the zoo entrance.
- **Prior to 10:15am while Obley Rd is closed to traffic**, Runners will leave the concrete path directly opposite the zoo entrance at Zoo Gate 11 turning towards the zoo entrance and running through the main gates in the Left hand lane. Then 55 metres past the main entrance gates runners will take a sharp left (near the flagpoles) and follow the path toward the bike hire shed.
- **(After 10:15 when Obley Road reopens**, runners will go approx 20m further down Obley Rd and cross at the Pedestrian Crossing and normal traffic rules will apply.)
- From the bike shed, runners will cross the zoo carpark before turning right at the end of the car park, then left through the toll booths at the start of the fee paying section of the zoo.
- Runners run a loop of the zoo circuit in a clockwise direction to finish at the start/finish arch.

Marathon (42.2 km)

- Runners start at the Cob & Co Shed and then follow the initial route as the 10km and 21.1km runners, out the main Zoo gates, down Obley Rd. past Dundullimal turn-off for approx 500m where they will turn around.
- Keeping to the RHS, return back up along Obley Road past the Dundullimal turnoff to the Council Weir Rd turnoff where they will turn right onto the sealed running track and then right again. (Approx half way between the Dundullimal turn-off and the Zoo entrance.)

- Once on the running track, continue back to and turn left at the Dundullimal turnoff and follow the sealed running track across Shibble Bridge to Macquarie Street.
- At Macquarie Street runners will turn left and run along the left side of the road which will have red Witches Hats placed along it for separation with vehicles.
- Immediately past the Water Treatment Works, runners will turn left through the entrance to the new river running track.
- At the bottom of Tamworth St, runners will cross over the bitumen car park onto the crushed granite running track and will continue on this track in a Northern direction, keeping the river on their left.
- Runners will continue on the river track down to Serisier Bridge, turn left onto the bridge pedestrian lane and cross the Macquarie River.
- Once on the Western side of the river, runners will turn left and head in a Southern direction along the crushed granite track, keeping the river on their left.
- Participants will run under the LH Ford Bridge and continue running on the concrete river track past Sir Roden Cutler Park, across Tracker Riley Bridge and then turn right at the “Y” junction on the concrete path and head in a Southern direction up towards the zoo.
- From outside the Zoo entrance, runners will continue back around the river for another full loop back to the Zoo.
- Runners will then start another loop albeit a shorter one this time.
- This time the Marathon runners will turn left at the bottom of Tamworth Street and cross the footbridge(Yabang Gee Footbridge)
- They will then turn left at the “Y” junction and follow the running track back to the Zoo for the last time.
- This time they will enter the Zoo.
- **Prior to 10:15am while Obley Rd is closed to traffic**, Runners will leave the concrete path directly opposite the zoo entrance at Zoo Gate 11 turning towards the zoo entrance and running through the main gates in the Left hand lane. Then 55 metres past the main entrance gates runners will take a sharp left (near the flagpoles) and follow the path toward the bike hire shed.
- **(After 10:15 when Obley Road reopens**, runners will go approx 20m further down Obley Rd and cross at the Pedestrian Crossing and normal traffic rules will apply.)
- Approx 55m in from the main Zoo Gates, turn left and go in through the bike shed area and on down through the car park, turning right then left through the toll booths at the start of the fee paying section of the zoo.
- The Marathon runners will then turn Right at the Wild Dog exhibit, running around the back of the lake to the boom gate and then finish at the start/finish arch.

Race Start and Cut-off Times

Event	Start time	Cut-off time
Marathon	7.00 am	1.00 pm
Half marathon	7.45am	11.45am
10km	8.15am	10.15am

5.3km	7.30am	9.00am
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Road Closures / Changed Traffic Conditions

Road Section:	Obley Road – South of zoo entrance to just prior to Camp Road intersection.
Estimated closure time:	6.15am – 10.15am
Comments:	<p>After the last runner has reached the turnaround point on Obley Road, and has run back toward the zoo, past Dundullimal turn-off, signage at the intersection of Obley Road and Camp Road will be changed to include 'Local Traffic Only' to permit vehicles to enter Dundullimal. This is expected to occur at 8.45am.</p> <p>Newell Highway traffic heading north from Tomingley intending to turn onto Obley Road will be directed by VMS to turn right onto Camp Road and head east onto Obley Road.</p> <p>Newell Highway traffic heading south from Dubbo toward Obley Rd will be directed to continue past the zoo and turn left down Camp Rd to meet up with Obley Rd.</p> <p>Obley Rd traffic travelling into Dubbo will be directed to divert left onto Camp Road to meet up with the Newell Highway where they will turn right towards Dubbo.</p>
Road Section:	Macquarie Street between Margaret Crescent & Water Treatment Works
Estimated time of changed traffic conditions:	6.15am – 10.15am
Comments:	<p>Witches hats will be positioned along the left hand road edge on Macquarie Street to delineate the separation of vehicles from runners.</p> <p>Road signs will be located on Old Dubbo Rd notifying traffic coming into Dubbo of the running event.</p>
Road Section:	Huckel Street
Estimated time of changed traffic conditions:	7.00am – 11.45am
Comments:	<p>In 2017 runners won't be entering Huckel St but will instead cross straight over to the other side.</p> <p>Signage to slow vehicles will be installed either side of the intersection of Macquarie St and Huckel St to notify vehicles of runners crossing Huckel Street.</p> <p>Residents of Huckel Street will be notified by letter drop of the running event in the weeks prior to the event day.</p>
Road Section:	Tamworth Street Carpark at the river end.
Estimated closure time:	6.15am – 12.00pm
Comments:	<p>Car Park will be closed off at the South St intersection in line with the Drink Bubbler</p> <p>Road closure signs will be removed after the last runner has reached this point.</p>

Finish and Opening of Roads

Obley Road will close at 6:15am and be re-opened to traffic at 10.15am. After 10.15am and until 12.30pm, any marathon and half marathon entrants that are still running will be able to cross Obley Road from the running path on the northern side of the road, across to the zoo entrance, using the normal pedestrian and pushbike crossing area highlighted in red in the image below which will be marshalled to ensure safe pedestrian passage over this crossing.



Traffic Management Details

The Route

Marshalling is to be undertaken by a combination of Accredited Traffic Controllers (ATC) and Trained Course Marshals (CM). The CM will simply direct runners and alert traffic of the presence of runners. They will not be directing vehicles. ATC will be responsible for positioning of signage as per RMS and Council requirements.

Appropriate warning signage will be placed to notify vehicles of changed traffic conditions and runners on the roadways. This will include the driveway of 21 Obley Road (Lot 9 DP 753233) located on the northern side of Obley Road between the zoo entrance and Dundullimal entrance. This property with residence is owned by the zoo.

The Running Festival Committee will be responsible to notify residents that may be affected by the event of the planned traffic changes. This will include residents on the western side of Macquarie Street from Margaret Crescent to the river track entrance just past the Water Treatment Works. A letterbox drop will be done for all affected residents two weeks prior to the event date.

Route Mapping

Each year the use of a motor-bike/scooter will be used around the Tracker Riley runway to help map out the course with the use of GPS systems. A motor-bike may also be used on race day to help monitor and offer assistance to runners and volunteers if necessary.

Volunteers and Event Marshals

- Volunteers who will be donating their time and skills to assist in the smooth running of the Dubbo Stampede Running Festival include:
- Various Dubbo Rotary Clubs
- Various sporting clubs
- Various Church committees
- State Emergency Service (using accredited traffic controllers)
- Taronga Western Plains Zoo staff and volunteers

The festival committee will produce locations and lists of traffic control duties for event marshals, including where cones and barriers are to be installed. There will be allocated personnel and trucks to install these items on the morning of the event, and retrieve them at the close of each particular running leg.

- A motor vehicle will be used at approx 4am race day along the pathway on the Eastern side of Macquarie river to put out and then later collect all of the red Witches Hats and various signage.
- Motor vehicle will also be used on the Western side.

Public Safety

Waterways:	No waterways are used in this event.
Food:	<ul style="list-style-type: none"> ● The zoo café will be open to cater for the participants and observers. ● Outlets will be scattered around the public staging area on the zoo grounds. <p>All necessary approvals will be obtained through Council's Environmental Health Services for the provision of foods.</p>
Crowds	<p>2017 is the 6th year of the Dubbo Stampede event and last year saw 2,900 entrants register for the event. There was also a solid increase in crowd numbers over the past two years, and it is envisaged a crowd of up to 800 will be gathered around the finish chute, on the grassed areas within the zoo, and along the footpath grassed area at the entrance to the zoo, and all cheering on the participants.</p> <p>Spectators will also position themselves around the river circuit, which is along the route of the full and half marathon. This is a public area that provides safe vantage points for spectators with no interaction with motor vehicles.</p> <p>Small numbers of spectators are expected along the running track paralleling Obley Road between the zoo entrance and Dundullimal entrance, as the runners will be using Obley Road itself and the sealed track as well.</p> <p>Of the runners expected to participate in the four events, the majority of those will enter the 5.3km event which involves a loop of the zoo road and is contained within the zoo boundaries.</p>
First Aid	NSW Ambulance Paramedics will be present for the event at the start finish area. There will also be six to Eight St John's Ambulance first aid personnel employed during the event, some located half-way around the Zoo road, and the other personnel to be located at the drink station at the bottom of Tamworth St car park.
Space and Resource Requirements	The existing 'Cobb & Co' stables in the zoo recreation area will be used to store equipment and baggage. Between 3 & 5 marquees will be erected on the grassed area of the zoo grounds, near the café. These will be provided by sponsors. Council will also be asked to supply traffic cones, road barriers, and slow/changed traffic signage for roadways. If Council is not forthcoming these items will be hired. Dubbo Traffic Control will be supplying the Witches Hats.
Waste	Impacts on the environment are expected to be minimal. Sufficient garbage bins will be provided and located at each drink station along the route. Volunteers manning the drink stations will collect discarded cups and any other rubbish within their vicinity progressively during the race. A sweep vehicle will collect any cups and waste after the race.

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Insurance	Public Liability Insurance to the amount of \$20M has been sourced and Dubbo Regional Council will be listed as an interested party on the certificate of currency. Council will be provided with a copy.
Noise	The PA system is being provided and installed by Audio Plus. This will be set up on the road verge adjoining the 'Cobb & Co stables' in the located in the public playground area. This is in excess of 500m from the nearest dwelling and the volume of the system will have minimal impact on surrounding land owners. The zoo is familiar with hosting events including bands and jazz festivals.
Parking	<p>Participant and spectator vehicles will be primarily parked within the zoo grounds in the visitor car parking areas. Entrants will also be parked within the paid section of the zoo, approximately 250m past the ticket booths. This overflow parking area is used by the zoo for all their large events including Easter weekend and the Jazz Festival.</p> <p>Zoo Parking officers will be located within the zoo grounds to guide vehicles and buses. Vehicles will be directed to enter from Obley Road onto the 2nd road lane from the west, to enable cars leaving the zoo to exit along the western most lane. This will ensure vehicles are separated from runners. A map of traffic control within the zoo is included as Appendix 1.</p> <p>If required, cars may also be parked in the zoo owned farm land on the North side of Obley Road, just prior to the zoo entrance, as highlighted in the image below. (Appendix 2) This paddock is estimated to be able to accommodate 400 vehicles and vehicles will only be directed into this area at times when deemed required so as to ensure runner and vehicle interaction is minimised. The directing of vehicles into and out of the paddock area will be controlled by Zoo Staff and/or other accredited traffic controllers.</p> <p>Vehicles leaving the overflow parking section in the zoo grounds prior to 9.30 am (runners that have finished their event and are leaving the zoo) will follow the zoo circuit until the Bison Exhibit where they will then be directed left onto the service road. These vehicles will exit into the main western car parking area, thereby not having to pass through the start / finish precinct.</p> <p>Designated Drop off zone: Taxis and vehicles dropping off runners will be able to drop off runners at a designated drop off area just inside the main Zoo Gates. They will be controlled and directed by Zoo staff.</p>
Barriers	Road closure barriers will be erected on Obley Road just after the zoo entrance and just prior to the Camp Road intersection, and any other locations as directed by Dubbo City Council.

	Further barriers will be used to designate the finish area and specific parts of the run courses to ensure the safe and continuous flow of competitors throughout the races. Changed Traffic Conditions and other traffic signage will be prominently displayed in accordance with the approved Traffic Control Plan.
Control of Entry Points	All road entry points along the running route will have ATC and/or CM and signage, to alert vehicles of the event. This includes the following: <ul style="list-style-type: none">● Obley Rd / Zoo entrance,● Obley Rd / Dundullimal Entrance,● Obley Rd / Camp Rd intersection,● Huckle St● Tamworth St / South St carpark intersection.

Pedestrian Management	Spectators will be mainly situated within the zoo grounds and some along the river circuit route. The river circuit will remain open to the general public during the half and full marathon events. Competitors will be advised during the pre-race briefing to be aware of other track users and provide them the relevant courtesy.
Security	The race compound, including marquee area, is located entirely within the secure perimeter fence of the zoo. Committee members will be on site Saturday afternoon until zoo closing time. The zoo is closed to the public outside of normal operating hours.
Toilets	Ten (10) portaloos will be positioned near the race marshalling area to supplement the existing zoo toilet facilities. There are toilets available to participants and spectators at the 2km, 3km and 4km marks within the zoo grounds, as well as public and mobile toilets for the half and full marathon competitors at Dundullimal entrance, Water Works turnoff (Portaloo), Tamworth St car park (Portaloo), Sandy Beach, Ollie Robbins and the Lions Club Park in West Dubbo.
Emergency Management Procedures	Key CM and ATC will have Mobile Phone contact and possibly two way radio communication with the race precinct supervisors and the Race Director. All emergencies will be reported to the RD and appropriate emergency services will be deployed. CM will be advised not to render medical assistance outside of their training. In the event of an emergency, vehicles will be able to access the course, (mindful of the safety of other competitors) to collect injured competitors where their injury permits and transport them back to the zoo First Aid room for further treatment / assessment. Where an ambulance is required, the trained First Aid Officer will render initial assistance at the site and stabilise the patient until the arrival of the ambulance.

Appendices

1. Map of parking arrangements within the zoo
2. Map of parking area in paddock opposite Obley Road
3. Map of 5.3km 'Dingo Dash and Wallaby Wheel' circuit
4. Map of 10km 'Cheetah Chase' circuit
5. Map of 21.1km 'Zebra Zoom' circuit
6. Map of 42.2km 'Rhino Ramble' circuit
7. Contingency Road Closures/Changed Traffic conditions in the event of a flood.
8. Contingency 21.1km circuit in the event of a flood.
9. Contingency 42.2km circuit in the event of a flood.

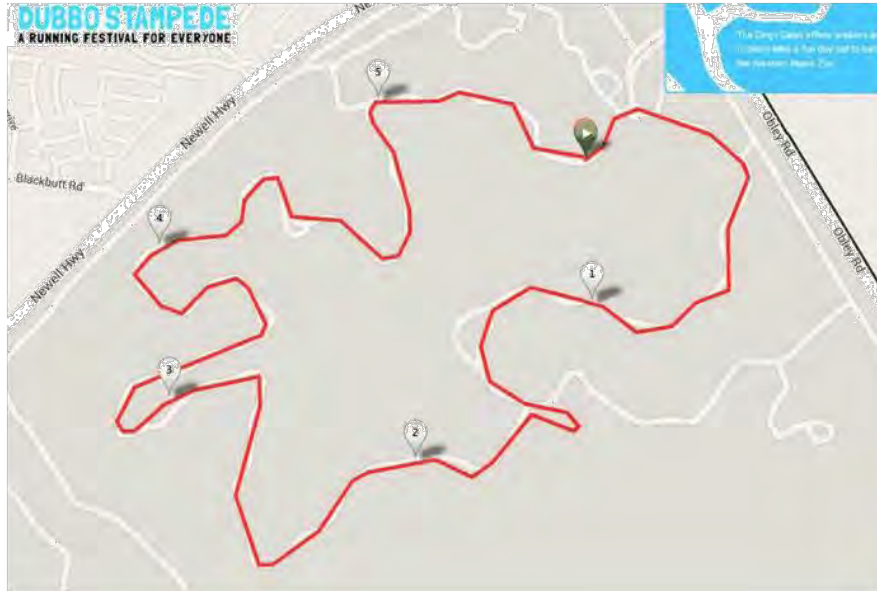
Appendix 1. Map of parking arrangements within the zoo



Appendix 2. Map of parking area in paddock opposite Obley Road

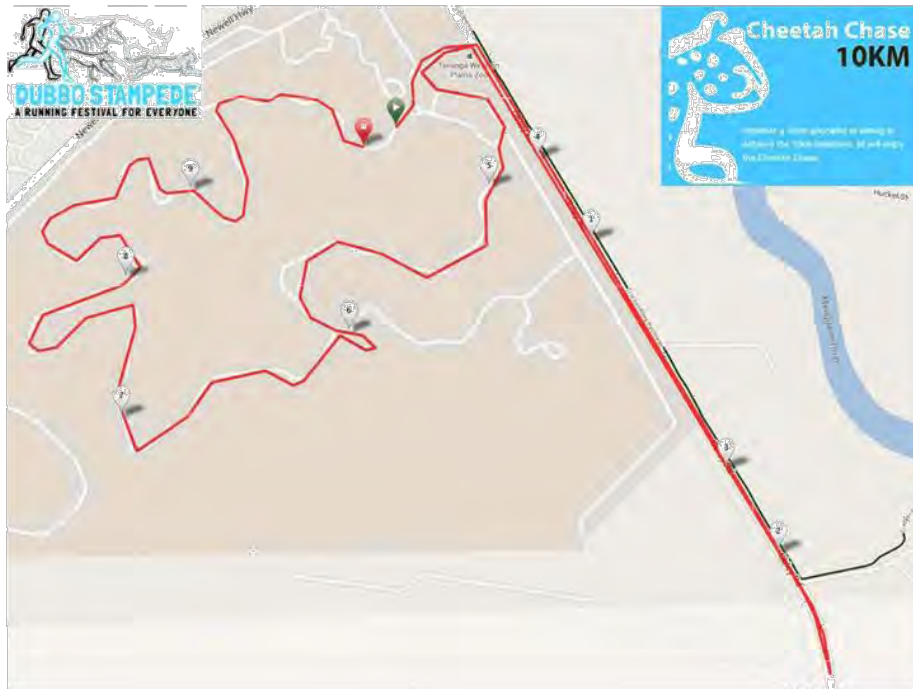


Appendix 3. Map of 5.3km 'Dingo Dash and Wallaby Wheel' Circuit



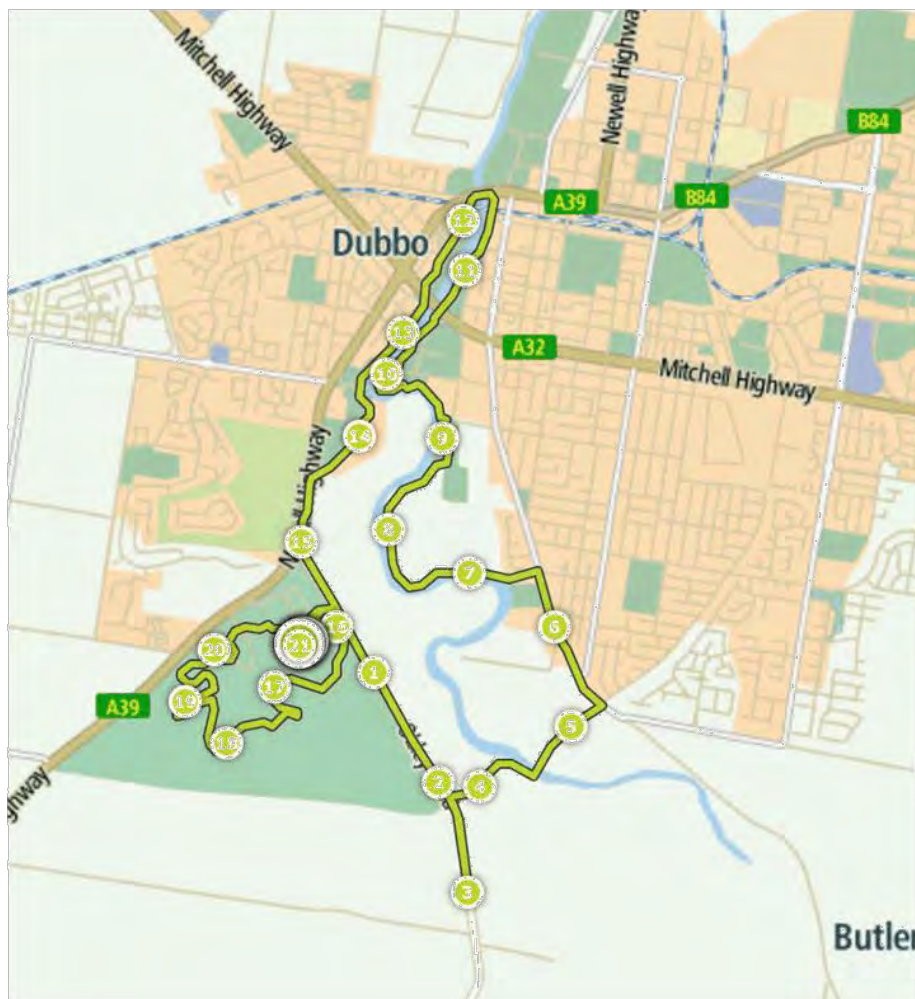
Appendix 4. Map of 10km 'Cheetah Chase' Circuit

Video: <https://www.youtube.com/watch?v=CDwKlfb1Gpl>



Appendix 5. Map of 21.1km 'Zebra Zoom' Circuit

Video: <https://www.youtube.com/watch?v=WmgBrvPDqVI>



Appendix 6. Map of 42.2km 'Rhino Ramble' Circuit

Video: <https://www.youtube.com/watch?v=nYrotXmQWNO>

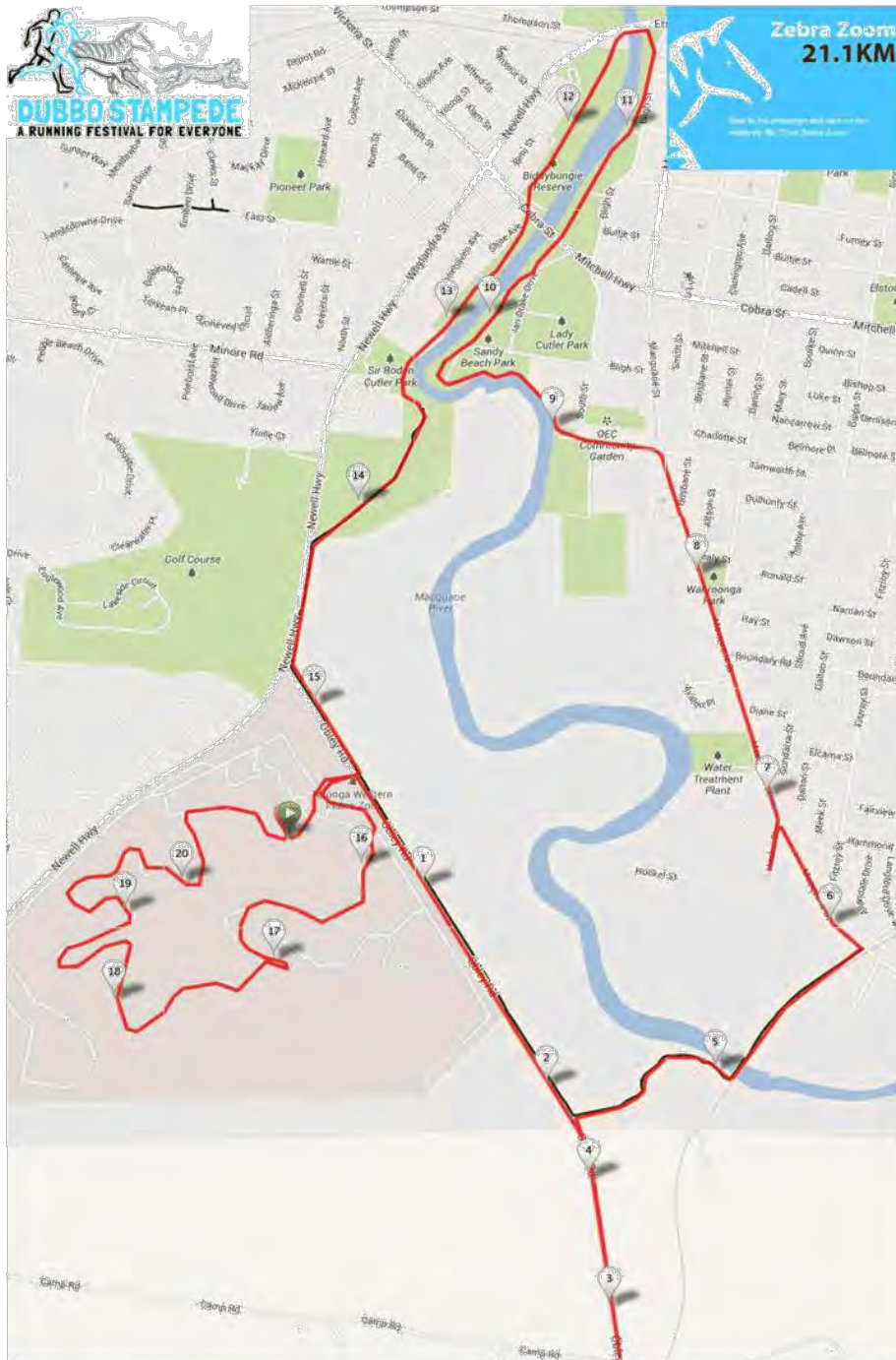


Appendix 7. Contingency Road Closures/Changed traffic conditions in the event of a flood closing the Tamworth St footbridge.

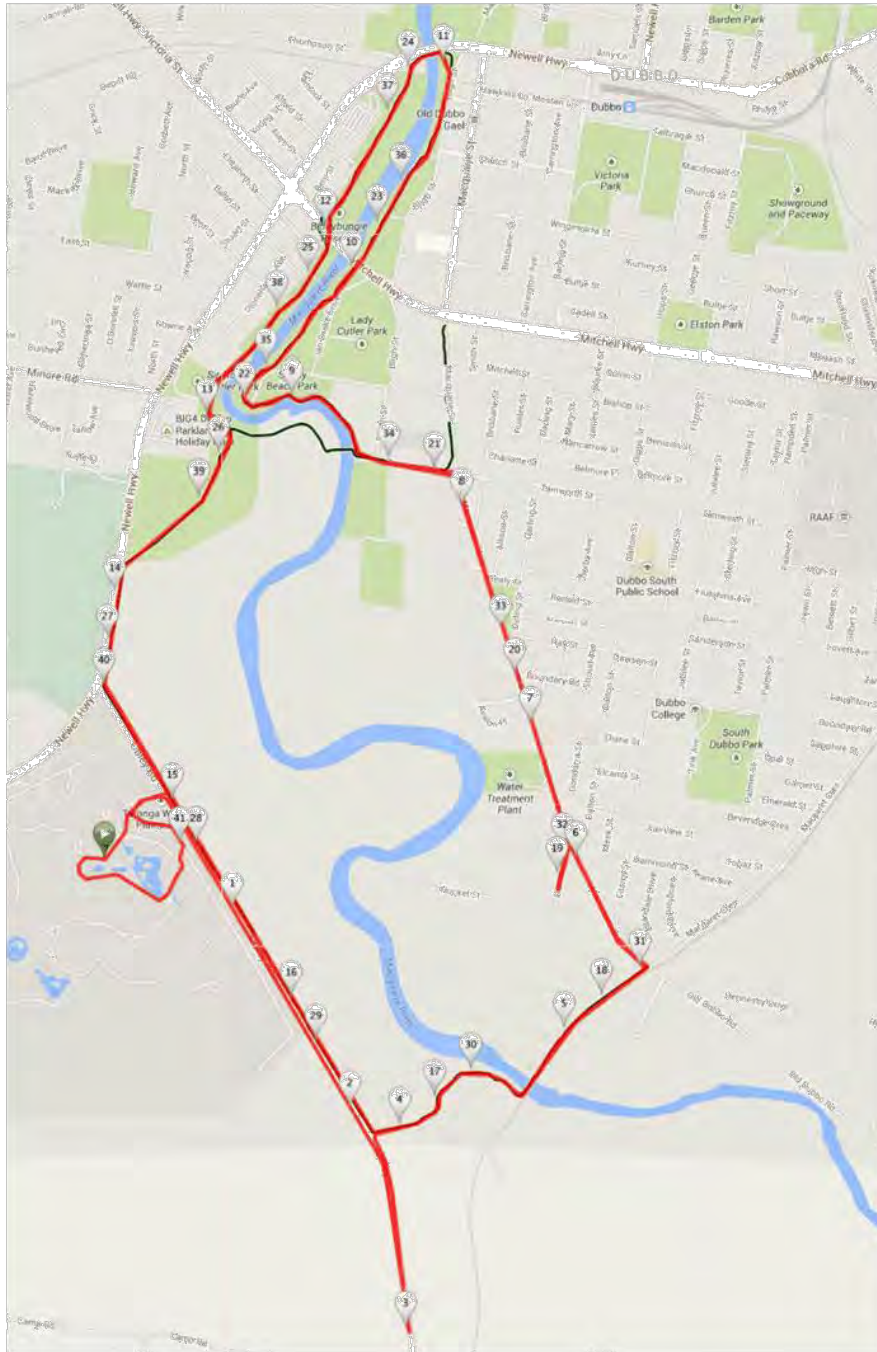
Road Section:	Obley Road – south of zoo entrance to just prior to Camp Road intersection.
Estimated closure time	6.15am – 10.15am
Comments:	After the last runner has reached the turnaround point on Obley Road, and has run back past Dundullimal turn-off, signage at the intersection of Obley Road and Camp Road will be changed to permit vehicles to enter Dundullimal. This is expected to occur at 8.45am. Am in contact with National Trust with regard to building work being carried out on the site. SES personnel will direct and control the traffic on the road.
Road Section:	Macquarie Street between Margaret Crescent & Tamworth St
Estimated time of changed traffic conditions:	7.00am – 11.30am
Comments:	Witches hats will be positioned along the left hand road edge on Macquarie Street to delineate the separation of vehicles from runners. Road signs will be located on Old Dubbo Rd notifying traffic coming into Dubbo of the running event.
Road Section:	Huckel Street
Estimated time of changed traffic conditions:	7.00am – 11.45am
Comments:	Runners will turn left down Huckel St and run to the end of bitumen sealed road before turning around and running back onto Macquarie St. Signage and Lollypop Marshals will be present to notify and slow traffic. Residents of Huckel Street will be notified by letter drop of the running event in the weeks prior to the event day.
Road Section	Regan Park Blvd
Estimated time of changed conditions	7.00am - 11.45am
Comments	Runners will cross the turnoff. Signage and Lollypop Marshals will be present to notify and slow traffic.

Road Section:	Tamworth Street from Macquarie Street, West to Macquarie River - South Street between Bligh St (North) and Tamworth Street (South).
Estimated closure time	7.00am – 12.00pm
Comments:	Road closure signs on Macquarie Street and South Street will be removed after the last runner has reached the river running track, West of South Street / Tamworth St intersection.

Appendix 8. Contingency *Map of 21.1km Circuit*



Appendix 9. Contingency Map of 42.2km Circuit



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Date of issue: 11/07/2017

Certificate of Currency

This is to certify the insurance policy detailed below is current and in force.

Insured Companies

Athletics Australia, Australian Masters Athletics Inc., i-Run and Approved Event Managers

Approved Event Manager: Mark Gardner

Insured Event: Dubbo Stampede

Event Date: Sunday 27th August, 2017

Includes cover for setup and close down on the day/s prior and the day/s following the Insured Event.

Type of Policy

- A) Public & Products Liability
- B) Professional Liability

Policy Number

AU00005800LI16A

Period of Insurance

31 August 2016 to 31 August 2017 at 4:00 pm LST

Territorial Limit

Worldwide

Limit of Liability

- A) AUD \$30,000,000 any one Occurrence and in the aggregate in respect of Products per Period of Insurance
- B) AUD \$10,000,000 each occurrence and in the aggregate per Period of Insurance

Interest / Notation

The specified entity/ies below are hereby noted under this Policy for their respective rights and interests in Athletics Australia and/or Athletics Australia organised or sanctioned events:

Dubbo Regional Council
NSW Police
Taronga Western Plains Zoo

Nothing herein contained shall serve to alter, vary or waive the provisions of the above-mentioned policy. For full details regarding coverage refer to the policy documentation or contact V-Insurance Group on 1300 945 547 or email sports@vinsurancegroup.com.

Signed on behalf of XL Insurance Company SE



Craig Elliott - Senior Underwriter

XL Catlin

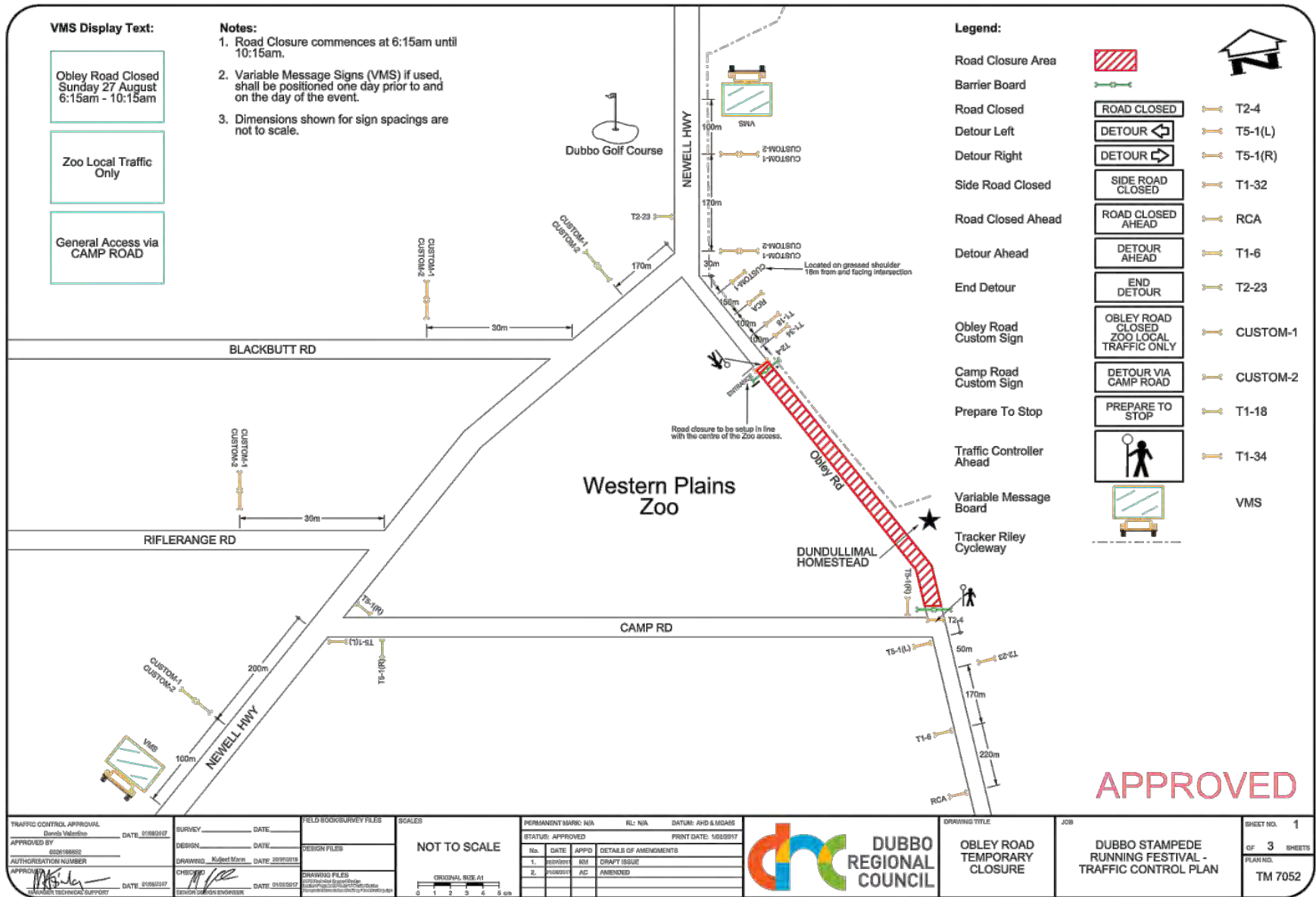
Sydney:

Phone: (02) 8270 1400

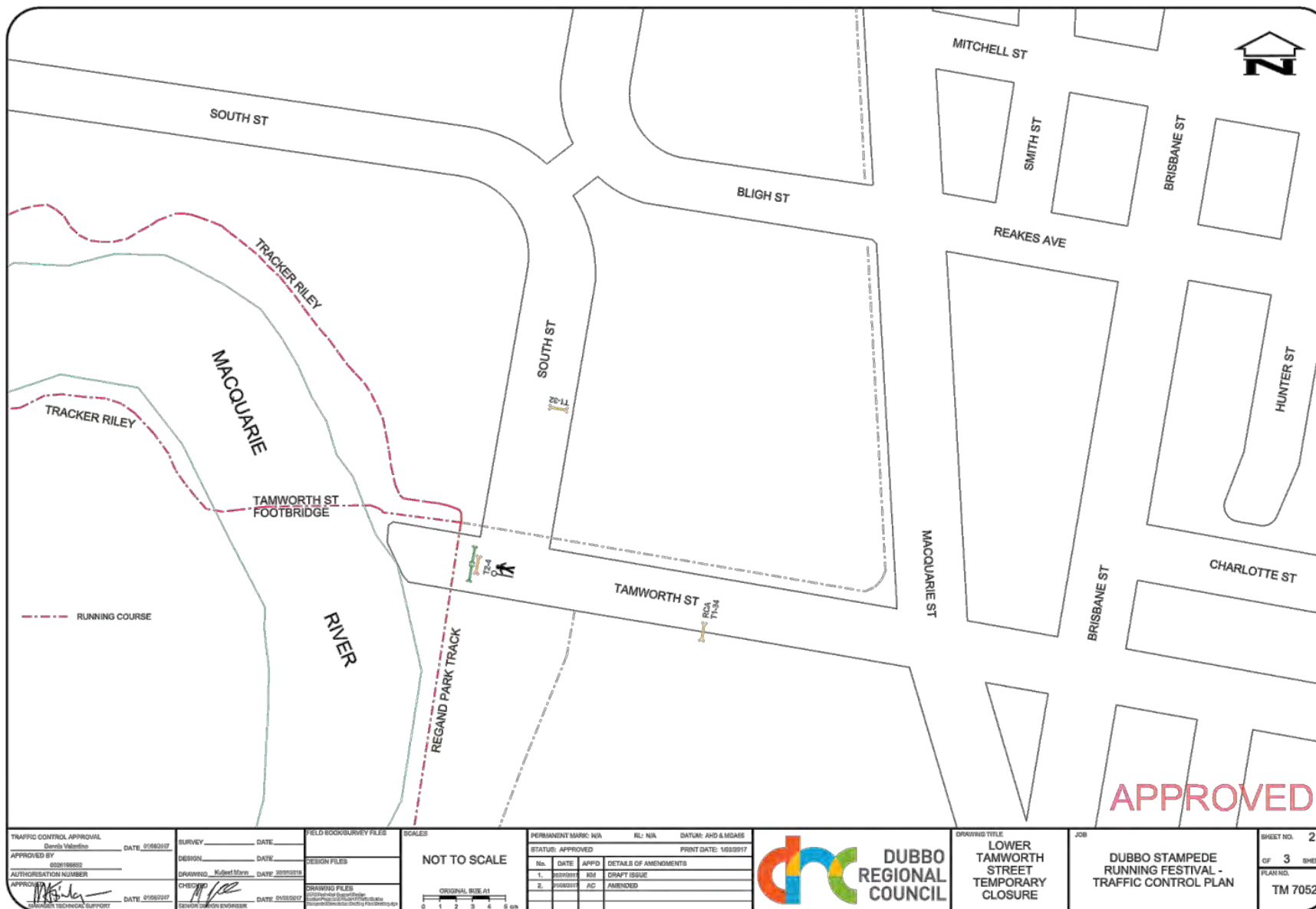
Melbourne

Phone: (03) 8679 5200

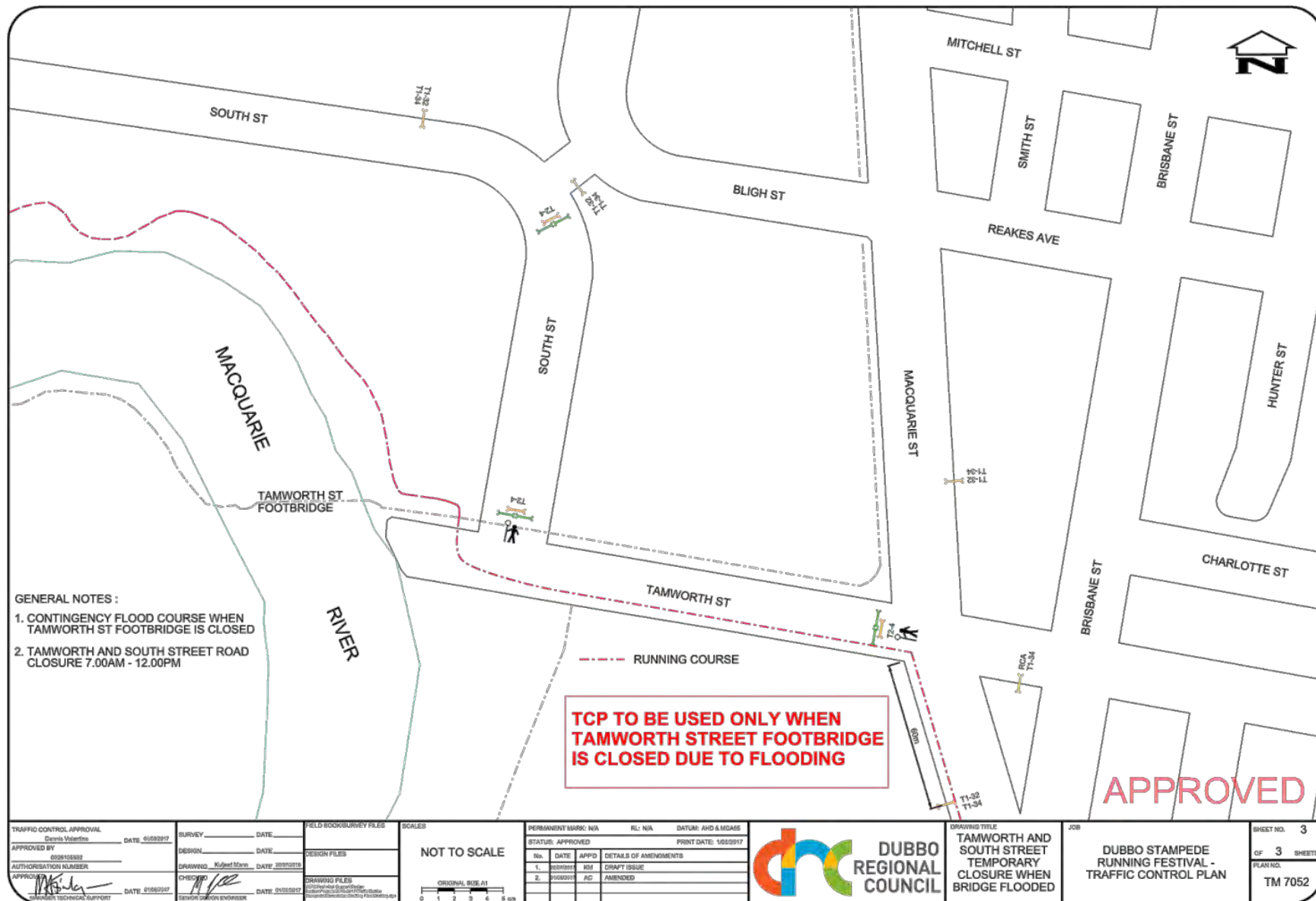
For more information please contact your local XL Insurance Company SE office or visit our website xlcatalin.com
ABN 36 083 570 441



TRAFFIC CONTROL APPROVAL APPROVED BY: <i>Quentin Valentini</i> DATE: 01/08/2017 AUTHORIZATION NUMBER: 0020169502 APPROVED BY: <i>M. Kelly</i> DATE: 01/08/2017 DESIGNER: <i>M. Kelly</i> DATE: 24/05/2017	SURVEY: _____ DATE: _____ DESIGN: _____ DATE: _____ DRAWN: <i>Rufert Mann</i> DATE: 20/01/2016 CHECKED: _____ DATE: 24/05/2017 DESIGNER/ENGINEER: _____	FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES ORIGINAL SIZE A1	PERMANENT MARK: N/A RL: N/A DATUM: AHD & MDASS STATUS: APPROVED PRINT DATE: 16/09/17 No. DATE APPD DETAILS OF AMENDMENTS 1. 20/01/2016 KM DRAFT ISSUE 2. 24/05/2017 AC AMENDED	DUBBO REGIONAL COUNCIL	DRAWING TITLE: OBLEY ROAD TEMPORARY CLOSURE JOB: DUBBO STAMPEDE RUNNING FESTIVAL - TRAFFIC CONTROL PLAN	SHEET NO. 1 OF 3 SHEETS PLAN NO. TM 7052
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TRAFFIC CONTROL APPROVAL APPROVED BY: <i>Quentin Valentino</i> DATE: 01/08/2017 AUTHORIZATION NUMBER: 0020166802 APPROVED: <i>[Signature]</i> DATE: 01/08/2017 TAMWORTH TECHNICAL SUPPORT		SURVEY: _____ DATE: _____ DESIGN: _____ DATE: _____ DRAWING: <i>Kylee Mann</i> DATE: 20/03/2016 CHECKED: <i>[Signature]</i> DATE: 24/05/2017 SENIOR DESIGN ENGINEER		FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES		PERMANENT MARK: N/A RL: N/A DATUM: AHD & MDASS STATUS: APPROVED PRINT DATE: 16/09/17 No. DATE APPD DETAILS OF AMENDMENTS 1. 20/03/2016 KM DRAFT ISSUE 2. 24/05/2017 AC AMENDED		DRAWING TITLE: LOWER TAMWORTH STREET TEMPORARY CLOSURE JOB: DUBBO STAMPEDE RUNNING FESTIVAL - TRAFFIC CONTROL PLAN SHEET NO. 2 OF 3 SHEETS PLAN NO. TM 7052	
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TRAFFIC CONTROL APPROVAL APPROVED BY: <i>Cecilia Valente</i> DATE: 05/09/17 AUTHORIZATION NUMBER: 0028105892 APPROVED: <i>[Signature]</i> DATE: 05/09/17 TRAFFIC CONTROL APPROVAL	SURVEY: _____ DATE: _____ DESIGN: <i>Kylee Mann</i> DATE: 20/10/16 CHECKED: <i>[Signature]</i> DATE: 24/05/17 SURVEY DESIGN CHECKED	FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES NOT TO SCALE ORIGINAL SIZE A1 0 1 2 3 4 5 6 8 10m	PERMANENT MARK: N/A RL: N/A DATUM: AHD & MDASS STATUS: APPROVED PRINT DATE: 16/09/17 <table border="1"> <thead> <tr> <th>No.</th> <th>DATE</th> <th>APPD</th> <th>DETAILS OF AMENDMENTS</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>20/10/16</td> <td>DM</td> <td>DRAFT ISSUE</td> </tr> <tr> <td>2.</td> <td>05/09/17</td> <td>AC</td> <td>AMENDED</td> </tr> </tbody> </table>	No.	DATE	APPD	DETAILS OF AMENDMENTS	1.	20/10/16	DM	DRAFT ISSUE	2.	05/09/17	AC	AMENDED	DUBBO REGIONAL COUNCIL	DRAWING TITLE: TAMWORTH AND SOUTH STREET TEMPORARY CLOSURE WHEN BRIDGE FLOODED JOB: DUBBO STAMPEDE RUNNING FESTIVAL - TRAFFIC CONTROL PLAN	SHEET NO. 3 OF 3 SHEETS PLAN NO. TM 7052
No.	DATE	APPD	DETAILS OF AMENDMENTS															
1.	20/10/16	DM	DRAFT ISSUE															
2.	05/09/17	AC	AMENDED															



DUBBO REGIONAL
COUNCIL

REPORT: SpringFest 2017 - Request for Approval to Conduct Road Cycle Event

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1501

EXECUTIVE SUMMARY

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

The Rotary Club of Wellington Incorporated has requested approval to conduct its 2017 Class 2 SpringFest Cycling Event commencing adjacent Cameron Park and utilising the Mitchell Highway, Cobbora Road, Geurie, Comobella Road, Mitchell Street, Geurie, Arthurville Road, Zaias Lane, Bushrangers Creek Road, Renshaw McGirr Way and return to Lee Street and Cameron Park on Saturday 23 September 2017. A temporary road closure of Nanima Crescent will be required as part of the SpringFest Celebrations in Cameron Park to conduct the start and finish of the cycling Event. A requirement of the guidelines is that bicycle road events be referred to the Local Traffic Committee for its consideration.

Application and Management Plans are attached to the report.

It is recommended that approval be granted for with the SpringFest Cycling Event as proposed and conditioned by Council and the NSW Police Service in accordance with the Guidelines for Bicycle Road Races.

ORGANISATIONAL VALUES

ORGANISATIONAL VALUES

Customer Focused: Approval for the conduct of the SpringFest Road Cycle event is an important event for residents of Wellington and visitors.

Integrity: The approval meets all statutory requirements of other government agencies. .

One Team: Not applicable.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application by the Rotary Club of Wellington Inc. for the SpringFest Cycle Event be approved as conditioned by the NSW Police Service and the following conditions of Dubbo Regional Council:

Approved Route:

- a. To commence at 10.00am from the Lee Street departure point and initially proceed 4km northwards on the Mitchell Highway (A32) as far as the Cobbora Road turnoff.
 - b. Turn right off the Mitchell Highway into Cobbora Road. Traffic Marshals will be stationed at this point to ensure all riders give way to oncoming traffic. The ride continues 18km north and then turns left onto the Geurie-Comobella Road.
 - c. The ride continues along Comobella Road for 13.9km to the village of Geurie and the Mitchell Highway. Riders cross the Mitchell Highway and continue along Mitchell Street for 750m before taking a slight turn left onto Arthurville Road. A Marshal will be stationed at the junction of Mitchell Street and the Mitchell Highway to ensure riders only cross the highway when it is clear of traffic.
 - d. The ride to proceeds along Arthurville Road for 8.5km to the bridge across the Macquarie River downstream from Ponto Falls. Riders will dismount and walk across this bridge because of gaps between the longitudinal decking. Marshal to be stationed at this point to remind riders of this requirement.
 - e. The ride continues in a south westerly direction for 7.5km and then turn left onto Zaias Lane. The ride continues east towards Wellington joining Bushrangers Creek Road after 8.1km. From there the route continues 8.9km into Wellington joining the Renshaw McGirr Way for 700m before taking the first exit at the roundabout, with the ride finishing a further 210m along the Mitchell Highway where the ride commenced.
2. Submission of Traffic Control Plan to Council for approval to be submitted a minimum of three weeks prior to the first event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the Road and Maritime Services NSW Guidelines for Bicycle Road Races and the Guide to Traffic Control at Worksites prepared by an accredited person.
 3. All traffic control including the placement and removal of barricades and/or regulation of Traffic is to be carried out by Traffic Controllers appropriately trained in accordance with the requirements of Australian Standard AS1742.3 and the Roads and Maritime services accreditation requirements for Traffic Control Planners or Controllers as required. In this respect there may be a requirement that Traffic Controllers and not Marshals are to be provided at the start/finish to stop all traffic whilst riders are:
 - Starting and finishing within a 60km/h or less speed zone;
 - Assembled on the road carriageway immediately prior to a mass or staggered start;
 - The start/finish of the event will occur within a closed road.

4. The NSW Police Service consent and conditions for Bicycle races, and a Permit under the NSW Road Transport Act 2013 – Section 115 is required. It is noted that the Cycling event is not a race however concurrence from the Police may be required.
5. Council's relevant appointed officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and NSW Police Service is specifically noted to be indemnified against any action resulting from the cycle race.
6. The applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.
7. The Roads and Maritime Services concurrence to the event utilising a section of the Mitchell Highway.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic". A number of concerns were raised by the Roads and Maritime Service representative which have been addressed and reflect in the recommendation. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

1. **That the application by the Rotary Club of Wellington Inc. for the SpringFest Cycle Event be approved as conditioned by the NSW Police Service and the following conditions of Dubbo Regional Council:**

Approved Route:

- a. **To commence at 10.00am from the Lee Street departure point and initially proceed 4km northwards on the Mitchell Highway (A32) as far as the Cobbora Road turnoff.**
- b. **Turn right off the Mitchell Highway into Cobbora Road. Traffic Marshals will be stationed at this point to ensure all riders give way to oncoming traffic. The ride continues 18km north and then turns left onto the Geurie-Comobella Road.**
- c. **The ride continues along Comobella Road for 13.9km to the village of Geurie and the Mitchell Highway. Riders cross the Mitchell Highway and continue along Mitchell Street for 750m before taking a slight turn left onto Arthurville Road. A Marshal will be stationed at the junction of Mitchell Street and the Mitchell Highway to ensure riders only cross the highway when it is clear of traffic.**
- d. **The ride to proceeds along Arthurville Road for 8.5km to the bridge across the Macquarie River downstream from Ponto Falls. Riders will dismount and walk across this bridge because of gaps between the longitudinal decking. Marshal to be stationed at this point to remind riders of this requirement.**

- e. The ride continues in a south westerly direction for 7.5km and then turn left onto Zaias Lane. The ride continues east towards Wellington joining Bushrangers Creek Road after 8.1km. From there the route continues 8.9km into Wellington joining the Renshaw McGirr Way for 700m before taking the first exit at the roundabout, with the ride finishing a further 210m along the Mitchell Highway where the ride commenced.
2. Submission of Traffic Control Plan to Council for approval to be submitted a minimum of three weeks prior to the first event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the Road and Maritime Services NSW Guidelines for Bicycle Road Races and the Guide to Traffic Control at Worksites prepared by an accredited person.
3. All traffic control including the placement and removal of barricades and/or regulation of Traffic is to be carried out by Traffic Controllers appropriately trained in accordance with the requirements of Australian Standard AS1742.3 and the Roads and Maritime services accreditation requirements for Traffic Control Planners or Controllers as required. In this respect there may be a requirement that Traffic Controllers and not Marshals are to be provided at the start/finish to stop all traffic whilst riders are:
 - i. Starting and finishing within a 60km/h or less speed zone;
 - ii. Assembled on the road carriageway immediately prior to a mass or staggered start;
 - iii. The start/finish of the event will occur within a closed road.
4. The NSW Police Service consent and conditions for Bicycle races, and a Permit under the NSW Road Transport Act 2013 – Section 115 is required. It is noted that the Cycling event is not a race however concurrence from the Police may be required.
5. Council's relevant appointed officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and NSW Police Service is specifically noted to be indemnified against any action resulting from the cycle race.
6. The applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.
7. The Roads and Maritime Services concurrence to the event utilising a section of the Mitchell Highway.

Ian Bailey

Director Infrastructure and Operations

REPORT

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

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

The Rotary Club of Wellington (the Club) is an incorporated body and seeks approval to conduct the SpringFest Cycling Event being a single Class 2 cycling ride on roads in the Wellington area on Saturday 23 September, 2017 between 9.30am and 2.30pm. The ride is 70km long and will be aimed at social and some more serious riders. The cycling event is not a race. The cycle event is being held as part of the SpringFest weekend celebrations being organised by the club.

The Club have requested approval to conduct its second SpringFest Cycle Classic utilising roads to the north, west and south of Wellington being Lee Street, Mitchell Highway, Cobbora Road, Geurie-Comobella Road, Mitchell Street at Geurie, Mitchell Highway at Geurie, Arthurville Road, Zaias Lane, Bushrangers Creek Road, Renshaw McGirr Way and then finishing on the Mitchell Highway in Nanima Crescent at the same point where the route commenced.

The Club has provided a comprehensive Application and Event and Traffic Management Plan incorporating Risk Management and Traffic Control plans for event awareness along the route, attached to this report as **Appendices 1, 2 and 3**.

It should be noted that the roads used are mainly quiet rural roads, with limited vehicular traffic at the times indicated. Conditions applicable to a cycle race of a minor impact can be undertaken in consultation with the NSW Police Service and/or Roads and Maritime Services as considered necessary and dependant on the road classification and class of the event. The process can be managed under delegated authority however referral and concurrence of the Traffic Committee is required in accordance with the Cycle Race Guidelines.

Roads and Maritime Services concurrence is required for the Mitchell Highway section of the cycling event

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

It is recommended that approval be granted to the Rotary Club of Wellington to conduct the SpringFest Cycling Event 2017 on the nominated roads within the Wellington area in accordance with the Event and Traffic Management Plan as conditioned by the NSW Police Service and Council and concurrence of the Roads and Maritime Services.

Appendices:

- 1 [↓](#) Wellington Rotary Club - Application - Springfest 2017
- 2 [↓](#) Wellington Rotary Club - Application - Springfest 2017 - Traffic Management Plan
- 3 [↓](#) Wellington Rotary Club - Springfest 2017 - Traffic Control Plan - Dubbo Traffic Control



The Rotary Club of Wellington Incorporated
District 9670, Club number 18002

16 July 2017

The Chairperson
Traffic Management Committee
Dubbo Regional Council
By email only: council@dubbo.nsw.gov.au

Dear Sir/Madam

APPLICATION BY THE ROTARY CLUB OF WELLINGTON TO CONDUCT ROAD CYCLE EVENT IN DUBBO REGIONAL COUNCIL AREA ON SATURDAY 23 SEPTEMBER 2017, FOR WELLINGTON SPRINGFEST

1. INTRODUCTION

The Rotary Club of Wellington (the Club) is an incorporated body and seeks approval to conduct a single **Class 2** cycling ride on roads in the Wellington Shire Area on Saturday 23 September 2017.

The cycle event is being held as part of the SpringFest weekend celebrations being organised by the Club.

2. THE CYCLING EVENT

The cycle event is planned for Saturday 23 September 2017 between 9.00am and 2.30pm. The ride will be of 70km and will be aimed at social and also more serious riders. The event is not a race.

The event would commence and finish at Lee St, Wellington, adjacent to the Tourist Information Centre in Cameron Park. Lee St will be closed for the SpringFest Street Parade and associated activities. The Cycle Event will take place on the roads nominated:

The ride will commence at 10.00am from the Lee St departure point and initially proceed 4km northwards on the Mitchell Highway (A32) as far as the Cobbora Rd turnoff.

The route turns off the Mitchell Highway to access Cobbora Rd. Traffic marshals will be stationed at this point to ensure all riders give way to oncoming traffic. After turning onto Cobbora Rd the ride continues 18km north and then turns left onto the Geurie- Comobella Rd.

After 13.9km the riders enter the village of Geurie and the ride proceeds along Mitchell St to the Mitchell Highway. Riders then directly cross the Mitchell Highway and continue along Mitchell St for 750m before taking a slight turn left onto Arthurville Rd. A Marshal will be stationed at the junction of Mitchell St and the Mitchell Highway to ensure riders only cross the Highway when it is clear of traffic and safe to do so.

The ride proceeds 8.5km to the bridge across the Macquarie River downstream from Ponto Falls. Riders will need to dismount and walk across this bridge because of gaps between the longitudinal wooden beams which constitute the road surface. A Marshal will be stationed at this bridge to remind riders of this requirement.

1



The Rotary Club of Wellington Incorporated
District 9670, Club number 18002

From the bridge the ride continues in a south westerly direction for 7.5km and then turns left onto Zaias Lane. The ride then continues east towards Wellington, joining Bushrangers Creek after 8.1km. From there the route continues 8.9km into Wellington, joining Renshaw McGirr Way for 700m before taking the first exit at the roundabout, with the ride finishing a further 210m along the Mitchell Highway – at the same point where the route commenced.

It should be noted that the roads used are mainly quiet rural roads, with limited vehicular traffic at the times indicated.

Electronic timing is used, which records the time each rider took to complete the course. Each rider is identified with bib numbers and electronic chips and as such there is no need for a mass start. A small award is presented in recognition of the persons who completed the course in the shortest time.

3. NATIONAL TRANSPORT REGULATIONS

Rotary is aware of the need to comply with the National transport regulations. In particular, it is cognisant of the requirement for consideration of public safety, convenience and consultation when conducting cycling events on public roads. In this regard, the Club will use the skills of riders with experience gained over a number of years combined with the process of consultation with State and Local Government authorities and the Police. The Club believes it has sufficiently considered all potential risks and control measures when conducting cycle events.

4. PUBLIC SAFETY AND CONVENIENCE

- a) The Club has taken comprehensive insurance cover and this will be renewed on June 30, annually. A copy of the 2017 certificate of currency is attached to the Management Plan. This policy includes, amongst other things, Public Liability insurance cover to the value of \$20 million. Dubbo Regional Council, NSW Police Service and Roads and Maritime Services are to be noted on the policy as being interested parties to the event.
- b) Safety for both cyclists and road users is the paramount criterion when choosing the venue and when conducting the event. The proposed course has been designed to minimise the number of intersections and turning points involved. There are two road crossings and Marshalls will be stationed at these points. Start/finish and turn points have been chosen to ensure minimum sight lines of 200m for other road users.
- c) There are no road closures required, nor turn around points, and as noted above, the courses are on roads through rural areas carrying minimal traffic and cycling will not impinge upon residential amenity. There is one right hand turn in the ride. Qualified traffic controllers will be stationed at this point to ensure the cross over is made safely.
- d) The Club's commitment to rider safety is evidenced by the use of instructions read to riders prior to the start of an event to ensure all possible action is taken to maintain rider and public safety.



The Rotary Club of Wellington Incorporated
District 9670, Club number 18002

- e) RTA standard approved road signs displaying the words “CYCLIST EVENT IN PROGRESS” will be placed at strategic locations on the course to warn motorists approaching from either direction of the start/finish. Signs will be placed at other points on the course. Escort vehicles, with signage, flashing amber dome lights and UHF radio communication between vehicles, will precede and follow the riders.
- f) One experienced member of a cycling club will be rostered as Referee. Members of the Wellington Branch of the SES will assume the roles of race Marshals for the event to ensure all requirements are carried out prior to and during the event. The SES will act as Traffic Controllers and will be stationed at the Start/Finish line to ensure cyclists are stopped if there is the likelihood of a rider interfering with vehicular traffic.
- g) Referees, Marshals and Traffic Controllers will be people with detailed knowledge and experience regarding the particular venue.
- h) The Referee will not permit the event to commence unless the required vehicles and signs are in place.
- i) The Referee, Marshal and Traffic Controllers will wear identifiable safety vests and have a red flag to warn cyclists to stop if deemed necessary.
- j) Marshals clearly understand the road rules and if necessary will slow down and/or stop cyclists to give priority to other road users at the Start/Finish lines.
- k) UHF radios and mobile phones are to be used for communication between lead and follow cars.
- l) The cyclists and officials are all mature citizens. Entrants will be keen, experienced cyclists and are expected to have considerable bike handling skills and a keen sense of road traffic awareness when turning or when being overtaken by vehicles.
- m) All cyclists will be instructed to stay on the left hand side of the left hand carriage-way on all roads to enable vehicles to overtake in a safe manner. Any cyclist who crosses the road centre-line is automatically disqualified from the event.
- n) The venue has off-road parking (including Pioneer Park parking areas) to ensure unhindered progress of other road users.
- o) All entrants will be made aware (if they were not already) of their responsibilities to avoid damage to local flora and fauna and the need to preserve the area as per government requirements.
- p) Any rubbish will be removed from the Start/Finish area and riders are forbidden to litter roadways during events.
- q) The Club will have on hand a qualified first aid officer, as well as fully stocked first aid kit.

5. SUMMARY

The Club acknowledges and greatly appreciates the assistance and support afforded to it by the NSW Police Service and the Dubbo Regional Council in enabling this very worthwhile



The Rotary Club of Wellington Incorporated
District 9670, Club number 18002

community event to proceed. In return, the Club will ensure that in staging the event, it will comply with all relevant NSW ordinances, National Transport Regulations and maintain responsible interaction with the public. The Club is keen to continue to promote cycling as a healthy and safe sport for interested riders. The Club is fortunate to have areas that offer a safe yet challenging topography for road cyclists.

The Club believes that this cycling event will successfully promote cycling, enjoyment of outdoor, recreation and healthy lifestyles within the local and wider community. The Club requests that you give a favourable response to this submission.

The Locality maps together with start/finish and turnaround point diagrams, list of equipment, Traffic Management Plan, Guidelines for Chief Marshal/Duty Official, Marshal's duties, Instructions to riders, and Insurance Certificate of Currency are in the attachments with this application.

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

Yours sincerely,

Richard Ivey

Ride Organiser
SpringFest Classic
On behalf of Rotary Club of Wellington
Ph 0428 284283
Em: rvivey@gmail.com

**TRAFFIC MANAGEMENT PLAN
- ON ROAD EVENTS**

SPECIAL EVENT DETAILS

Name of Event:	SpringFest Cycle Classic
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Event Organiser:	Rotary Club Wellington
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Sponsor:	N/A
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Requested Date:	One Day Only -- Saturday 23 September 2017
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Requested Times:	9.30am to 2.30pm
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CONTACT DETAILS

Contact Name: Richard Ivey
Coordinator

Phone No.: 02 6845 4545

Fax No.:

Mobile No.: 0428 284283

E-mail: rvivey@gmail.com

AGENCY CONTACT INFORMATION

Council: Dubbo Regional Council (Wellington) ph 6840 1700 (Dubbo) 68014000

Police: Orana Local Area Command - NSW Police Service 68831660

RMS: (Local RMS Contact) 68611444

Proponent / Event Organiser Declaration

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

Signed SIGN DOCUMENT

Name : EMILY FALSON

Date: 17 June 2017

Contact No. 0402 736 081

TRAFFIC MANAGEMENT PLAN

Location: Cameron Park Wellington NSW 2820

Date and Time: Saturday 23 September 2017

Sponsored by: N/A

Event Organiser: Rotary Club Wellington

TMP Version: *(Version 1)* **Revision Date:**

Document Author: Richard Ivey/Emily Falson

This Traffic Management Plan is approved by:

Richard Ivey	9 June 2017	Event Organiser
		Police
Dennis Valentine		Dubbo Regional Council

Authority of the Traffic Management Plan

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

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

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

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

PLANNING

Contact Names:

Event Organiser: Richard Ivey

Phone: 02 6845 1611

Fax:

Mobile: 0428 284 283

E-mail: rvivey@gmail.com

Police (LAC): Wellington Police

Phone: 02 6840 2099

Fax: 02 6840 2011

Mobile: *tba*

E-mail: *tba: name@police.nsw.gov.au*

Council: Dubbo Regional Council Dennis Valentine,

Phone: 02 6801 4930

Fax: 02 6801 4259

Mobile: 0418 244 350

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

Roads and Maritime Services: N/A

Phone: 68611444

Fax:

Mobile:

E-mail:

SITUATION ANALYSIS

Mission

- This one day event is being organised as part of the annual SpringFest Festival organised by the Rotary Club of Wellington.
- There will be a road bike ride covering 70km on roads in the Dubbo Regional Council area. The route for the bike ride is shown on the attached map.
- It is intended the day will provide an enjoyable day for residents of Wellington and the wider road bicycle communities.

EXECUTION

General Outline

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

The Routes

- Attachment 1 is a map showing the proposed route. The route has been selected so as to minimise the interaction with vehicular traffic. It should be noted that the roads used are mainly quiet rural roads, with limited vehicular traffic at the times indicated.
- Attachment 2 is a schedule giving details of roads, distances, times, turns and directions.

Physical Survey of Route

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

TRAFFIC CONTROL PLAN

**THE TRAFFIC CONTROL PLAN IS ATTACHED TO THIS DOCUMENT
(TCP- ATTACHMENT 6)**

Responsibilities

Event Organiser	<i>Developed the TCP</i>
Police	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Councils	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
RMS	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Other	

CONTINGENCY PLANS

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

Contingency Plan Checklist

Issues/Risks	Applicable		Action Taken/Comments
Heavy/Bad Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Poor Lighting	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All bikes have front & rear lights
Flood Hazard on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Flood Hazard at parking area	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All weather parking available.
Parking during Wet Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	All weather parking available.
Bush fire Hazard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Spring event = no bushfires
Accident on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.2
Breakdown on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.2
Absence of Marshal / Volunteer	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Back-up personnel available
Absence of Event Signage	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Back-up signage on hand
Blockage to Public Transport	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Slow Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Delayed Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Cancellation of Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Security of Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1 and 3.2
Security of VIP's	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Bridge Crossing Problems	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Responsibilities

Event Organiser	See Attachments 3
Police	<i>Set out agreed responsibility (Review Contingency Plan)</i>
Councils	<i>Set out agreed responsibility (Review Contingency Plan)</i>
RMS	<i>Set out agreed responsibility (Review Contingency Plan)</i>
Others	<i>Set out agreed responsibility</i>

PREPARE TRAFFIC SIGNAL DATA

This Section Applies
 Does not apply

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

Responsibilities

Event Organiser	<i>To be discussed with Wellington Council</i>
Police	<i>Set out agreed responsibility</i>
Council	<i>Set out agreed responsibility</i>
RTA	<i>Set out agreed responsibility</i>
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

RMS PERSONNEL REQUIRED

This Section Applies
 Does not apply

Requirements are;

Subject to Council's requirements

SPECIAL EVENT CLEARWAYS

This Section Applies
 Does not apply

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

The Special event clearway plan contains the following:

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

Responsibilities

Event Organiser	<i>(Application Submitted / Not Applicable)</i>
Police	<i>Set out agreed responsibility</i>
Councils	<i>Set out agreed responsibility</i>
RMS	<i>Set out agreed responsibility</i>
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

ADVERTISE TRAFFIC MANAGEMENT ARRANGEMENTS

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

Event Organiser	We are working with Dubbo Regional Council and many community organisations to advertise the event and advise the subsequent changes to traffic conditions. There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/ Television/Social media/Website and email).
Others	

VOLUNTEERS AND EVENT MARSHALS

This Section Applies
 Does not apply

Attachment 6 (Traffic Control Plan) to this TMP outlines the following:

- Flow Chart showing the **organizational structure** which will operate for the duration of the event
- List of **duties and responsibilities** for the Event Coordinator, Referee, Marshals and Volunteers.
- Specific **locations and deployment of Traffic Control Marshals**.
- **Contingency plans** for personnel who fail to show on the day.

PUBLIC SAFETY – POLICE

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

The event organisers are confident that any requirements specified by the Police as a result of their consideration of this application can be adhered to.

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

1. Provisions of the Road Transport Legislation will be observed at all times.
2. Any person competing in, organising, supporting participants or in any other manner connected with the event, shall obey any reasonable directions given by a member of the NSW Police Force.
3. A member of the New South Wales Police Force has the authority to delay, halt or cancel the event at any stage of the event in the interests of road safety or the safety of the community.
4. Any directions issued by the RMS will be promptly obeyed.
5. The event will be conducted in accordance with the timing and route supplied and approved by Police.
6. The event will be conducted within the nominated dates of the event.
7. Any breach of these conditions may result in the event being halted by the NSW Police.
8. The Organiser, Officials and Participants will take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
9. The Organiser will provide sufficient Marshals to control participants in the event.
10. The Organiser will ensure that all participants and event Marshals are adequately briefed as to their roles and responsibilities.
11. Participants will not be permitted on a road during periods of poor visibility due to inclement weather or fog, or where there is insufficient daylight to render a person dressed in dark clothing to be discernible at a distance of 100 metres.
12. Participants shall keep to the extreme left-hand side of the carriageway at all times.
13. Participants MUST NOT ride more than 2 abreast on multi lane roads.

14. Participants MUST ride in single file on single lane roads.
15. Participants to obey traffic rules and comply with “STOP” - “GIVE WAY” and “DON’T WALK “ signs during the event.
16. Participants to wear approved helmet in compliance with the Road Transport Legislation.
17. Participants MUST wear suitable reflective clothing when cycling upon a road.
18. The Organiser will provide escort vehicles as detailed below which will be positioned so as to create a positive awareness of the presence of the participants on the carriageway to other road users. Escort vehicles will not be larger than a Toyota LandCruiser type vehicle.
19. Escort and support vehicles will move off the carriageway when required to wait for the participants, so as not to obstruct traffic on single lane carriageways.
20. Except when held up by other traffic or mechanical failure, escort or support vehicles will not stop on the trafficable portion of the roadway for any reason.
21. Lead and rear vehicles will travel with rotating beacons and head and tail lamps illuminated when on escort duty.
22. Unless otherwise directed by police, escort vehicles shall be positioned in the following manner.
23. On a single lane carriageway a lead escort vehicle will be positioned ahead of the leading participants:
24. This vehicle will display a sign directed to the front of the vehicle displaying the words “CAUTION CYCLISTS FOLLOWING”, so as to provide advance warning to oncoming motorists and other road users.
25. A warning escort vehicle will be positioned about 300 metres to the rear of the last group of participants warning motorists of cyclists on the road ahead.
26. This vehicle will display a sign directed to the rear of the vehicle displaying the words “CAUTION CYCLISTS AHEAD” so as to provide advance warning to overtaking vehicles.
27. Warning signs referred to above will be not be less than 900mm x 400mm in size, on yellow/orange background with large black lettering, 170mm proportionate to the dimensions of the sign and in accordance with the Road Transport Legislation.

28. Each escort vehicle will also be fitted with flashing amber light on the highest point of the roof, and will have the hazard and warning lights operating at all times whilst performing escort duty.

29. Communication equipment will be provided to escort vehicles to enable communication between those vehicles and the Organiser. Communication is to be maintained between those vehicles at all times during the course of the event.

In addition the Organiser advises:

30. The Organiser will monitor road traffic. In the event of traffic built up, the cyclists will clear the road and allow traffic to pass.

31. Under no circumstances will support vehicles be used as escort vehicles.

32. Cyclists will travel in single file on all sections of roadway where road works are in progress.

Responsibilities

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

PUBLIC TRANSPORT

This Section Applies
 Does not apply

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

Responsibilities

Event Organiser	As required, negotiate with Transport Companies to arrange <ul style="list-style-type: none"> • Provision of extra buses for the event spectators and ensure normal services continue to operate efficiently • Provision of extra trains for the event spectators and ensure normal services continue to operate efficiently
Police	<i>As agreed with Police Service</i>
Councils	<i>As agreed with council</i>
RMS	<i>As agreed with RMS</i>

Others	<i>As agreed / set out here</i>

EVENT SIGNS

This Section Applies
 Does not apply

General information signs will be installed one or two weeks prior to the event, informing road users of an impending cycle event .

These information special event signs will also be used on the day.



VARIABLE MESSAGE SIGNS

This Section Applies
 Does not apply

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

NOTE: THE RMS MUST APPROVE PLACEMENT OF THESE SIGNS.

Responsibilities

Event Organiser	<i>We have followed previous locations with RMS and Council on the suggested locations. Council will be providing the VMS.</i>
Police	<i>To be consulted in planning process</i>
RMS	<i>To be consulted in planning process</i>
Council	<i>To be consulted in planning process</i>
Other	

ACCESS FOR LOCAL RESIDENTS, BUSINESSES, HOSPITALS AND EMERGENCY VEHICLES

This Section Applies
 Does not apply

Local Resident Access

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

Emergency Vehicle Access

Access for emergency vehicles during an event must be provided. Where necessary, any special arrangements should be shown in detail. Ambulance and Fire Brigade to endorse emergency access arrangements.

Responsibilities

Event Organiser	
Police	
Councils	
RMS	
Others	

PARKING

This Section Applies
 Does not apply

Sufficient parking for all cars is available within the Pioneer Park and adjacent precincts. Participants will then walk to the assembly area adjacent to the Start/Finish gate.

Responsibilities

Event Organiser	Some parking will be available in the Wellington Library carpark. Other parking will be available in Percy and Maxwell Sts south of Maughan St.
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>
Others	

HEAVY VEHICLE ALTERNATIVE ROUTES

This Section Applies
 Does not apply

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

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

Responsibilities

Event Organiser	<i>Organise with Police & RMS in planning process</i>
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>
Others	

COUNCIL – SPECIAL CONDITIONS

It is requested that any special conditions which Dubbo Regional Council may require could be incorporated in this Traffic Management Plan Application. Mr Valantine of Dubbo Regional Council has been consulted in the planning process and preparation of this submission.

Local Council Consulted: Dubbo Regional Council
Council Officer Consulted: Dennis Valantine
Date of Traffic Committee Meeting at Council (DD/MM/YYYY)
Special Conditions Imposed / Requested by Council were; (Conditions)

OTHER CONSIDERATIONS

This Section Applies
 Does not apply

Television

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

Responsibilities

Event Organiser	<i>Once approval is granted we will then have television producer/director attend to locate camera positions etc.</i>
Police	<i>List as agreed</i>
Councils	<i>List as agreed</i>
RMS	<i>List as agreed</i>
Others	<i>List as agreed</i>
	<i>List as agreed</i>
	<i>List as agreed</i>

ADMINISTRATION, LOGISTICS, COMMAND AND COMMUNICATIONS

See Organisational Flowchart for further details (Attachment 6.2)

Table of Contact Names and Responsibilities:

#	DUTY	RESPONSIBILITY	CONTACT NAME	CONTACT NO.
1	Event Organiser	Event Coordinator	Richard Ivey	0428 284283
2	Police	Ultimate Responsibility	Officer in Charge Dubbo Highway Patrol	68831660 Mobile??
3	SES	Traffic Control	Sonsera Boles	tba
4	Referee and Marshals	Ensuring all conditions and regulations are adhered to	Richard Ivey	0428 284283
5	Parking	Correct Parking	Peter Perry	tba
6	Event Signs	All Warning and traffic signs	Peter Perry	tba
7	Barriers / cones /delineation		Peter Perry	tba
8	Media Liaison		Sharon Frogley	tba
9	Confirm all marshals in position		Richard Ivey	0428 284283
10	Advise NSW Ambulance Service		Richard Ivey	0428 284283
11	Insurance		Emily Falson (Rotary)	0416 034106

COMMAND & COMMUNICATIONS

Command Post Location

The Command Post will be located under cover adjacent to the old Western Stores building corner Swift and Lee St.

The following personnel will be based from the Command Post:

Richard Ivey - Event Coordinator and ride referee Sharon Frogley – Media Relations
St Johns Ambulance Officer. Sonsera Boles - SES Coordinator

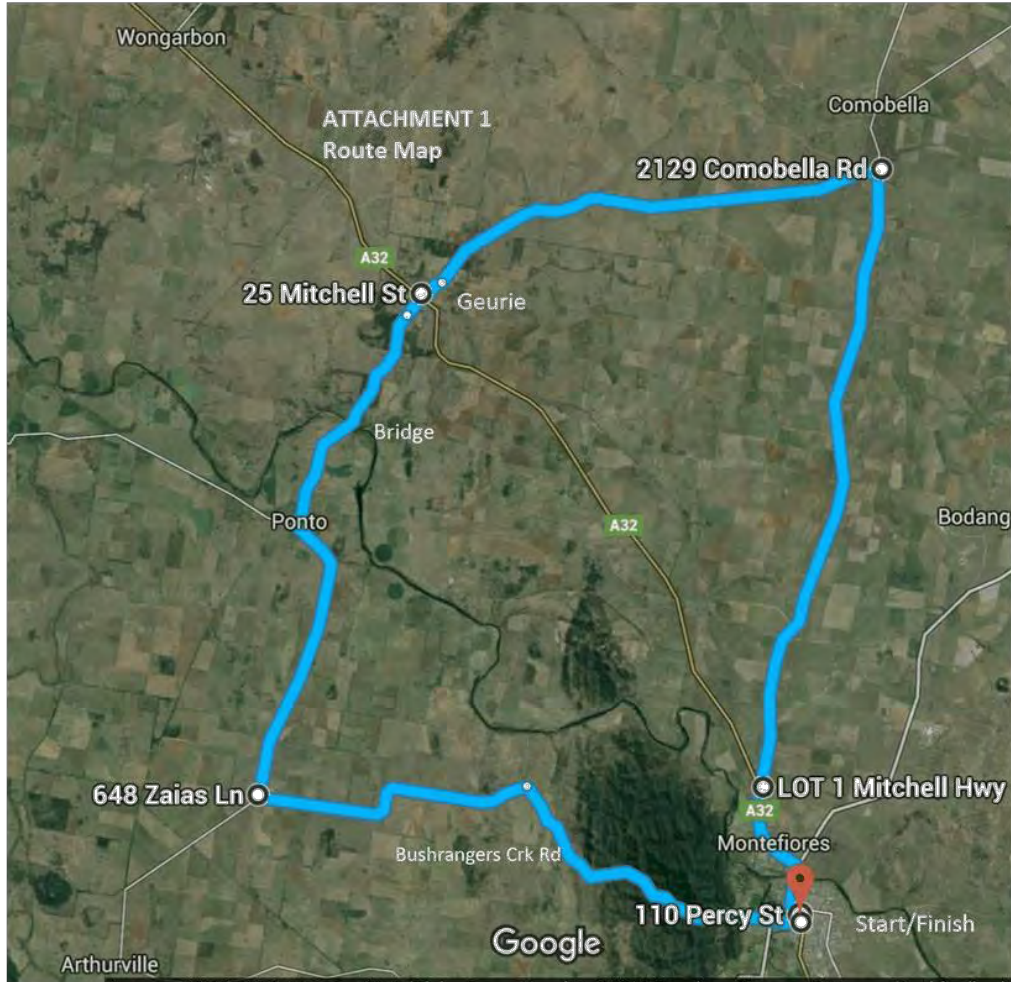
ORGANISATION	CONTACT NAME	CONTACT NO:
Event Organiser	<i>Insert contact details</i>	<i>Insert contact details</i>
Police	<i>Insert contact details</i>	<i>Insert contact details</i>
RMS	<i>Insert contact details</i>	<i>Insert contact details</i>
SES	<i>Insert contact details</i>	<i>Insert contact details</i>
Council	<i>Insert contact details</i>	<i>Insert contact details</i>
Media Liaison	<i>N/A</i>	<i>Insert contact details</i>
St John Ambulance	<i>Insert contact details</i>	<i>Insert contact details</i>

ATTACHMENTS

The attachments to this Traffic Management Plan are as follows:

1. **MAPS**
70km Ride
2. **ROUTE DESCRIPTION**
70km Ride
3. **CONTINGENCY PLAN CHECKLIST**
 - 3.1 Weather Conditions
 - 3.2 Accident on route
4. **INSTRUCTIONS TO PARTICIPANTS**
5. **PARTICIPANT'S AGREEMENT**
6. **TRAFFIC CONTROL PLAN**
 - 6.1 Organisational Structure
 - 6.2 Duties and Responsibilities
 - Coordinator
 - Registrar
 - Referee
 - Marshals
 - Volunteers
 - 6.3 Locations and Deployment of Traffic Control Marshals
 - 6.4 Contingency Plans for 'non show' personnel
7. **ON ROAD EVENTS**
RISK ASSESSMENT AND RISK MANAGEMENT

**ATTACHMENT 1
ROUTE MAP**



Attachment 2

Route Description NSW

70km ride

Note: Start time 10.00am. Expected finish time 2.30pm

DATE	START POINT	PROPOSED ROUTE	Shortest time	Longest time	FINISH POINT
23-09-16	Cameron Park	Head north along Mitchell Highway			
Saturday	Dep:10.00am	Percy St/Mitchell Highway/A32 >>			
		Turn right onto Cabbora Rd. Head north >>	Cobbora Rd turnoff >> 4.1km	10.10am	10.20am
		Turn left onto Comobella Rd. Head W>>	Comobella Rd >> 18.0km	10.30am	11.00am
		Turn left onto Mitchell St Head SW, cross Mitchell Hwy >>	Mitchell St, Geurie >> 13.9km	11.00am	12.00am
		Slight left onto Arthurville Rd. Head SW >>	Arthurville Rd >> 750m	11.02am	12.05am
		Bridge Crossing Macquarie River >>	Bridge Crossing Macquarie River >> 8.5km	11.20am	12.35pm
		Turn left onto Zaias Lane. Head E >>	Zaias Lane >> 7.5km	11.35am	1.00pm
		Turn right onto Bushrangers Creek Rd. Head E >>	Bushrangers Creek Rd/River Rd "T" intersection >> 8.1km	11.55am	1.30pm
		Renshaw McGirr Way >>	Renshaw McGirr Way >> 8.9km	12.25pm	2.20pm
		Roundabout Mitchell Hwy/Percy St >>	Roundabout Mitchell Hwy/Percy St >> 700m	12.27pm	2.25pm
		Percy St/Mitchell Highway/A32 >>	Percy St/Mitchell Highway/A32 >> 210m	12.30pm	2.30pm
					Cameron Park
					70km
					Finish Time 12.25pm

ATTACHMENT 3

CONTINGENCY PLAN CHECKLIST

Attachment 3.1

Weather and Conditions

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

- Causes:**
- Accidents from wet roads
 - Rider distress from either extreme cold or heat conditions
 - Floods
 - Accidents from storm conditions
 - Poor visibility in fog or low clouds leading to an accident

Proposed Controls:

1. Weather extreme information to be provided.
2. First aid kits available in support vehicles.
3. Emergency services to be identified at each location along the ride.
4. Utilize the following guideline on which to base a decision of stopping the ride, after the start, due to extreme weather conditions. "Event Organiser to liaise with Police and SES personnel for a decision whether to terminate, delay or alter the event."
5. Provide means of keeping the Marshalls up to date with weather conditions, to provide to riders, as follows:
 - i. Check that phone contacts with the authorities are relevant for the day of the event.
 - ii. Review weather conditions on day prior the event
 - iii. Relay weather forecast to riders in pre ride announcement.
 - iv. Check that support team has correct phone numbers and phones are working.
 - v. If weather forecast is severe place further controls in place.
 - vi. Warn participants at stops of possible severe conditions and that it may affect ride conditions and progress.

- vii. If conditions become too severe for riding, either terminate the event or, shorten the distance to by- pass the area if the condition is isolated.
6. Support Team to observe riders at checkpoints for obvious fatigue or stress and offer assistance if necessary. Exercise organiser's right to terminate ride if problem is wide spread. Determine time limits for each section and instruct riders who arrive later to terminate their ride.
7. Riders to wear high vis clothing in poor visibility conditions.
8. Public liability insurance obtained.
9. Police advised.

Attachment 3.2

Accident on route

Road Layout

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

Causes: Long descents
Junctions and intersections

Proposed Controls:

1. Advisory information of road layout to be provided
2. Map layouts will be provided.
3. RTA advisory signs are already in place.
4. First aid kits available in each support vehicle.
5. First aid qualified riders and support team members.
6. Emergency services to be identified at each location along the ride.
7. "Caution Cyclist" signs to be placed on support vehicles.
8. Flashing lights to be provided for support cars
9. Support vehicles instructed to be strategically placed before corners, hills, etc to protect riders.
10. Public liability insurance obtained.
11. Police advised.

Road Condition

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

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

Proposed Controls:

1. Support team to advise of poor conditions where possible, particularly road works.
2. Lead riders to use standard calls to advise of road conditions.

3. Encourage team riding to provide support.
4. First aid kits available in each support vehicle.
5. First aid qualified riders and support team members.
6. Emergency services to be identified at each location along the ride.
7. Public liability insurance obtained.
8. Police advised.

Interaction with Other Traffic

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

Causes:

- Cars
- Trucks
- Motorcycles
- Non-participating cyclists
- Pedestrians
- Animals

Proposed Controls:

1. Riders to ride as a team and obey all road rules.
2. The general community is made aware through local media, advertising and local interest parties.
3. Fix "Beware Cyclists Ahead" signs on all support vehicles.
4. Flashing lights on vehicles.
5. Support vehicles instructed to be strategically placed before corners, hills, etc to protect riders.
6. Riders to wear high vis clothing in poor visibility conditions
7. First aid kits available in each support vehicle.
8. First aid qualified riders and support team members.
9. Emergency services to be identified at each location along the ride.
10. Public liability insurance obtained.
11. Police advised.

Rider Performance

Scenario: A rider accident resulting from their own performance.

Causes:

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

Proposed Controls:

1. The requirements and conditions likely to be expected during the ride are provided at entry.
2. Support team monitoring rider performance.
3. Riders encouraged to be realistic about their ability to continue.
4. Advertised as a non-competitive ride, an individual challenge to complete the distance.
5. Riders requested to sign acknowledgement to ride rules.
6. First aid kits available in each support vehicle.
7. First aid qualified riders and support team members.
8. Emergency services to be identified at each location along the ride.
9. Public liability insurance obtained.
10. Police advised.

Bike Condition

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

Causes:

- Brakes
- Tyres

- Wheels
- Helmets

Proposed Controls:

1. All riders required to provide a bike in appropriate condition.
2. Riders encouraged to service bike pre-event — clean and lubricate chain, derailleur, and other components. Ensure brakes and gearing in good working order. Fitted correctly.
3. Riders required to provide minimum two spare tubes each.
4. Riders encouraged to also provide additional spares such as spare tyres.
5. Bikes in inadequate condition will exclude riders from participation.
6. Public liability insurance obtained.
7. Police advised

Attachment 4

Instructions to Participants

1. Food and Water Supply

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

2. Supply of rehydrating additives:

- Water to be provided by support team.
- All riders required to carry sufficient water for the event.

3. During event tidiness and clean-up

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

4. Vehicles

- Warning signs to be fixed to cars.
- Flashing lights to be fixed to cars.
- Each car to follow a team of riders.
- Cars to follow strategically to stop before bends in the road or before crests to provide traffic with best possible warning of riders ahead.

Following information to be provided:

- Maps/route
- Contacts – police, medical/hospital, bike repair/retail
- Rider details (phone, medical etc)

Attachment 5

PARTICIPANT'S AGREEMENT

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

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

- Riding accidents and subsequent rider injury and bike damage. Accidents may arise as a result any combination of the following:
 - o Traffic/other drivers;
 - o Rider error;
 - o Poor road conditions;
 - o Poor weather conditions including poor visibility;
 - o Mechanical malfunctions;
 - o Fatigue, etc.
- Health issues for riders may include:
 - o Dehydration;
 - o Hypothermia;
 - o Personal medical conditions (including fitness);

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

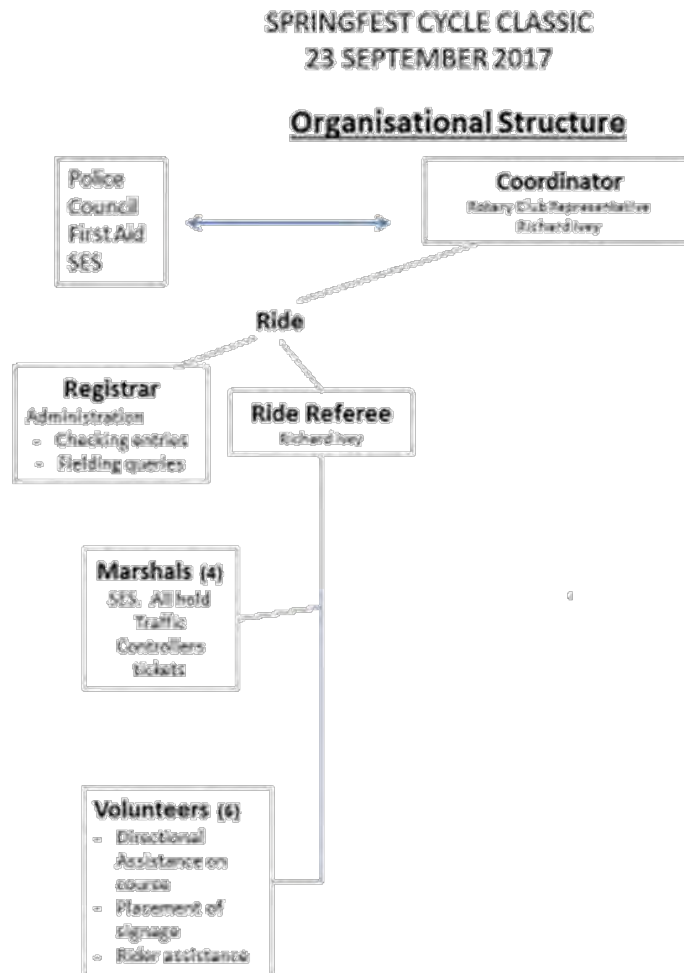
We encourage participants to contact the organisers should they have any concerns or additional suggestions to manage the various risks associated with this activity.

By signing this statement, participants acknowledge the risks associated with taking part in SpringFest Cycle Classic and agree to hold harmless organisers,

ATTACHMENT 6

6.1 Organisational Chart

The organizational chart for the cycle event is as set out below.



6.2 **Duties and Responsibilities – Ride**

The following notes specify the roles of the officials and volunteers involved in the ride.

Coordinator

- Liaise with representatives of: Council
Police
SES
St Johns Ambulance
Media
prior to, during and post the Event.
- Liaise with Ride Referees to ensure all communications from relevant parties are passed onto Ride Referees.
- Ensure all regulations, advice and operational requirements are adhered to.

Registrar

- Attend to all administrative matters
- Ensure all participants are correctly registered
- Ensure all Participants Agreements are signed.
- Confirm starting arrangements and times with riders

Referee

The role of the Referee is to:

- Safely and effectively run the event for riders.
- Cause minimum inconvenience to other road users.
- Comply with the Road Traffic legislation.

In order to do this the Referee will:

- Undertake inspection of course prior to ride commencement.
- If there is any doubt that the event will continue safely e.g., inclement weather, road works, traffic conditions, lack of marshals, etc., - discuss with Event Coordinator.
- Be familiar with the NSW POLICE CONDITIONS for cycling events and the relevant Traffic Management Plan.
- Be familiar with the Emergency Procedures which layout exactly what should be done in the event of an accident.
- Brief Marshals and Traffic Controllers on their locations, communication ('phone, radio use), positioning of warning signs, Accident Management guidelines.

- Ensure escort vehicles are equipped with radios, signs, and flashing beacons, and that the drivers know procedures
- Confirm that all signs, UHF radios, etc., as per Equipment List attached, are at the event.
- Ensure any batteries are charged.
- Relay any directions received from the Event Coordinator
- Deploy and coordinate Marshals and volunteers.

Marshals

The following **guidelines and instructions** will be circulated to all Marshals involved in the Ride at least 3 weeks prior to the Ride.

- All marshals will be familiar with Marshal's Duties. Marshals' must have read a copy of the NSW Police Conditions.
- If the minimum number of marshals is not available the event will be cancelled.
- Besides the UHF radios, officials must have road worker's safety vests, red and white flags, traffic cones and road signs to be positioned along the course.
- Each Marshal is to be assigned and position along the course and have explained the particular responsibilities associated with that location, e.g., positioning of warning signs.
- Marshals are to be briefed on limits of responsibility. If necessary, they are to stop riders to ensure other road users have right of way at turn points.
- Advise Marshals that if the situation demands, they must stop the riders. To do this they must:
 - o Look and listen for oncoming traffic from both directions.
 - o Take up a safe position in readiness to signal rider(s)
 - o Decide whether to stop the rider(s) to allow traffic to safely pass – Show RED flag to rider(s).
 - o If traffic appears while riders are negotiating turn, attract drivers' attention to the situation with clear and confident signalling.
 - o At all times, show courtesy to other road users.
- Instruct the Marshals at the turn points not to leave the location until the last rider has passed that point and to follow that rider back to the Start/Finish point, picking up, if necessary, any riders who have pulled out, or are unable to continue.
- UHF radios to be issued to drivers and brief them on its operation. Y

On the **day of the Ride Marshals will be briefed by the Referee on:**

- Safety, locations, warning signs, timing, radio use, and
- Emergency procedures per the Accident Management Guidelines

The following specific **guidelines and instructions** will be circulated to all Marshals involved in the **Start:**

- Call riders to the starting line as required..
- Remind all riders waiting to start to marshal in Lee St in an orderly manner as instructed.
- Brief the riders on course details and safety issues, i.e:- total distance.
- Crossing of centre line, if observed or reported, will result in DISQUALIFICATION. Urge riders to remind each other of this during the event.
- Location of turn points.
- Location of any known hazards – road works, gravel/sand patches, bad potholes, causeways, etc.
- Keep to the left hand side of the left hand carriageway to enable any following vehicle to overtake the group safely. Riders at the rear of a group/bunch are to warn riders ahead of vehicles approaching from behind.

After the Event Marshals are to ensure that:

- All road signs and traffic cones have been retrieved from the course.
- The site is left in a clean and tidy state. All rubbish to be properly disposed of in public rubbish bins.

Marshals will be issued with the following **equipment:**

- Reflective "Road Worker" vests.
- Traffic Cone Red flag.
- Warning Signs "warning cyclists ahead". These will be positioned so that traffic has adequate distance to slow/stop – at least 80m before meeting cyclists
- UHF radio and/or mobile phone.

Volunteers

Approximately six (6) volunteers will be available on the day to assist with the running of the event. The volunteers will be hold an RMS Traffic Controllers Ticket.

Tasks undertaken by these volunteers will include:

- Assisting the Registrar with administrative matters
- Relaying messages and equipment between Event officials and locations
- Assisting in pick-up of riders in the case of mechanical breakdown
- Ferrying back-up Marshals between positions if required.
- Other tasks as appropriate.

6.3 Locations and Deployment of Traffic Control Marshals

One (1) Traffic Control Marshall will be located at each of the following locations:

- Start Finish area
- At junction of Mitchell Highway and Coborra Rd
- At crossing of Mitchell Highway in Geurie
- At bridge crossing over the Macquarie River on the Arthurville Rd, downstream from Ponto Falls

6.4 Contingency Plans for 'non show' personnel

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

In the event of the Event Coordinator being unavailable at the last minute, the Ride Referee will assume that role. The most experienced Marshal will assume the role of the Referee.

The Ride will require four (4) qualified Traffic Marshals.. The Club will have access to a pool of at least 8 qualified Traffic Marshalls who would be drawn upon as required.

ATTACHMENT 7

ON ROAD EVENTS

RISK ASSESSMENT AND RISK MANAGEMENT

**SPRINGFEST CYCLE CLASSIC
23 SEPTEMBER 2017**

ON ROAD EVENTS RISK REGISTER

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
1	Severe Weather Conditions eg Rain – Hail – Heavy Fog - Severe Winds – Excessive Cold encountered at the commencement/during event.	3	2	Rider accident and injury, exposure	<ul style="list-style-type: none"> The location, time and date of the event has been deliberately chosen so as to significantly lessen the likelihood of severe weather events. If weather conditions are severe at the commencement, then the ride will be abandoned, delayed or shortened. Weather conditions will be monitored hourly on the day and communicated to rider support teams and Event officials. The event is of relatively short duration (max 4hrs) and if conditions unexpectedly deteriorate then the ride will be terminated or shortened (see Attachment 3.1 to TMP). 	1	2	Effects of adverse weather events can be foreshadowed and largely averted.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
2	Participant's health deteriorates during the event as a result of dehydration – sunburn – frostbite.	2	2	Rider accident and injury, exposure	<ul style="list-style-type: none"> The event is of relatively short duration (max 4hrs). Extreme weather conditions are not expected but can be catered for (see above) Sunburn cream and water will be readily available at the Start and at strategic points along the route Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders and command post via mobile phones. Riders will be a maximum of 35km from the command post and easily assisted by the support vehicle if required. 	2	2	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk.
3	Participant involved in an incident during the event resulting in serious injury.	3	3	Rider accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders, support vehicles and command post via mobile phones. Riders will be a maximum of 35km from the command post and easily assisted by the support vehicle if required Ambulance services are available from Wellington town (max 35km from furthest distance) 	3	2	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
4	Participant involved in an incident during the event resulting in a non serious injury that requires some degree of attention.	3	2	Rider accident and injury	<ul style="list-style-type: none"> • Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders and command post via mobile phones. • Riders will be a maximum of 35km from the command post and easily assisted by the support vehicle if required 	2	1	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk
5	Participants come across poor road conditions – road blocked/impassable during the event.	3	3	Pot holes, loose gravel, broken shoulders	<ul style="list-style-type: none"> • Support team to advise of poor conditions where possible, particularly road works. • Lead riders to use standard calls to advise of road conditions. • Encourage team riding to provide support. • First aid kits available in each support vehicle. • First aid qualified riders and support team members. • Emergency services to be identified at each location along the ride. • Public liability insurance obtained. • Police advised. • See Attachment 3.2 to TMP for further details 	1	2	Communications between riders, support vehicle and command post will lessen amount of residual risk.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
6	Participants come across severe ascent/descent on the road network during the event.	1	3	Bike instability	<ul style="list-style-type: none"> The proposed route has been selected so that there are no severe ascents or descents Map layout including ascent/descent information will be circulated to riders prior to commencement. 	1	3	Communications between riders, support vehicle and command post will lessen amount of residual risk

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
7	Participants have limited/no experience in participating in an event.	2	2	Rider fatigue, abandoning the ride	<ul style="list-style-type: none"> • The event is of relatively short duration (max 4hrs). • The requirements and conditions likely to be expected during the ride are provided at entry. • Support team monitoring rider performance. • Riders encouraged to be realistic about their ability to continue. • Advertised as a non-competitive ride, an individual challenge to complete the distance. • Riders requested to sign acknowledgement to ride rules. • First aid kits available in each support vehicle. • First aid qualified riders and support team members. • Emergency services to be identified at each location along the ride. • Public liability insurance obtained. • Police advised. 	2	1	Low risk, riders abandoning the ride can be relatively easily catered for.

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

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

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
15	Event cancelled prior/during the event.	1	3	Manageable risk	<ul style="list-style-type: none">Police discretion and their subsequent ruling is final	1	3	Participants will be advised of decision as soon as practical.

SpringFest Cycle Classic Wellington

www.invarion.com

ESCORT VEHICLE TO LEAD
CYCLISTS AT 300 METERS



CYCLE EVENT TO BE USED
BETWEEN START AND
FINISH SELECTIVELY
LOCATED ALONG THE COURSE



ESCORT VEHICLE TO FOLLOW
CYCLISTS AT 100 METERS



"CAUTION CYCLIST AHEAD"
SIGNS TO BE USED
AT INTERSECTIONS



	Date: 17/7/2017 Project: CYCLE RACE CONTRACTOR: DRC
	REF TCP: 64 MODIFIED TCP: DRC-WELLINGTON-17072017 APPROVED BY:
	AUTHOR: STEVE WILSON CERTIFICATE No: 0024855038 Exp:8/9/2018 SCALE: NOT TO SCALE. Copyright ©
Comments: GENERIC TCP FOR THE CYCLE COURSE ON NUMEROUS ROADS. CYCLE COURSE IS IN ONE DIRECTION FROM START TO FINISH.	



DUBBO REGIONAL
COUNCIL

REPORT: SpringFest Parade 2017 Wellington

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1502

EXECUTIVE SUMMARY

This report deals with the temporary road closure of the Mitchell Highway, between Maughan Street and Gisborne Street Wellington and several local streets, from 8.00am to approx. 3.00pm on Saturday, 23 September 2017 for the purposes of holding the SpringFest street parade and associated activities

SpringFest will be predominately undertaken within Cameron Park, however the adjacent Mitchell Highway will be closed to facilitate associated on road activities such as a street parade, cycle race, chariot races, artists, buskers and bands. The Mitchell Highway adjacent Cameron Park will be closed for some 7 hours with the northern extension from Warne Street to Gisborne Street only required for 2 hours to support the street parade. A detour around the closed section of the Mitchell Highway will be required along the Wellington Heavy Vehicle route and will need the approval of and a Road Occupancy Licence (ROL) from the Roads and Maritime Services.

It is recommended that Council approval be granted to the Rotary Club of Wellington SpringFest to implement a temporary road closure of the Mitchell Highway, between Maughan Street and Gisborne Street and the local Streets of Percy Street between Maxwell Street and Maughan Street and Gisborne Street between the Mitchell Highway to Market Square and Market Square between Gisborne Street and Soldier Street Wellington, from 9.30am to approximately 11.30am on Saturday, 23 September 2017, and Mitchell Highway between Swift Street and Warne Street Wellington from 8.00am to 3.00pm on the same day subject to RMS approval and conditions of Dubbo Regional Council and the NSW Police as considered necessary.

ORGANISATIONAL VALUES

Customer Focused: Approval for the conduct of the SpringFest Parade is an important event for residents of Wellington and visitors.

Integrity: The approval meets all statutory requirements of other government agencies. .

One Team: Not applicable.

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 SpringFest – Rotary Club Of Wellington Committee to undertake the annual Street Parade on Saturday 23 September 2017 and implement temporary road closures of the Mitchell Highway, between Maughan Street and Gisborne Street and the local Streets of Percy Street between Maxwell Street and Maughan Street and Gisborne Street between the Mitchell Highway to Market Square and Market Square between Gisborne Street and Soldier Street Wellington, from 9.30am to approximately 11.30am and Mitchell Highway between Swift Street and Warne Street Wellington from 8.00am to 3.00pm on the same day subject to RMS approval and conditions set down by Dubbo Regional Council and the NSW Police as considered necessary;

- a. The parade will commence at 10am and move from the Maughan Street roundabout along Percy Street and Nanima Crescent through the Wellington CBD adjacent to Cameron Park. The event is to be undertaken under Police escort in accordance with the requirements of the NSW Police Force and approval documentation forwarded to Council for notation.
- b. A submission of Traffic Management and Traffic Control Plans has been submitted to Council and the NSW Police Service prior to the event date. All traffic control measures contained in the plan are to be in accordance with the Australian Standard AS 1742.3, and the RMS Guide to Traffic Control at Worksites and approved by an accredited person. Council's Traffic Control Plan No. 321205883 dated 17/3/2017 will be implemented.
- c. The organiser is to provide Council's relevant appointed officer with a copy of the Public Liability Insurance Policy for the amount of at least \$20 million. Such policy is to note that Council and the NSW Police Service is indemnified against any possible action as a result of the parade.
- d. Traffic Controllers are to be provided at the nominated road closure points by the SES and shall be specifically authorised for the event and have current RMS certification.
- e. The applicant is responsible for all traffic control required for the event in accordance with the approved Traffic Control Plan.
- f. The applicant is to provide Council with a formal letter of acceptance of the conditions prior to final approval.
- g. The applicant is to ensure that the roadway is clear of any residue that may be deposited by the participants along the parade route.
- h. The applicant is to gain approval from the Roads and Maritime Services 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.
- i. All costs associated with implementing the event conditions are to be met by the Event Organiser.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic". The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

That Council approval be granted to the SpringFest – Rotary Club Of Wellington Committee to undertake the annual Street Parade on Saturday 23 September 2017 and implement temporary road closures of the Mitchell Highway, between Maughan Street and Gisborne Street and the local Streets of Percy Street between Maxwell Street and Maughan Street and Gisborne Street between the Mitchell Highway to Market Square and Market Square between Gisborne Street and Soldier Street Wellington, from 9.30am to approximately 11.30am and Mitchell Highway between Swift Street and Warne Street Wellington from 8.00am to 3.00pm on the same day subject to RMS approval and conditions set down by Dubbo Regional Council and the NSW Police as considered necessary;

- a. **The parade will commence at 10am and move from the Maughan Street roundabout along Percy Street and Nanima Crescent through the Wellington CBD adjacent to Cameron Park. The event is to be undertaken under Police escort in accordance with the requirements of the NSW Police Force and approval documentation forwarded to Council for notation.**
- b. **A submission of Traffic Management and Traffic Control Plans has been submitted to Council and the NSW Police Service prior to the event date. All traffic control measures contained in the plan are to be in accordance with the Australian Standard AS 1742.3, and the RMS Guide to Traffic Control at Worksites and approved by an accredited person. Council's Traffic Control Plan No. 321205883 dated 17/3/2017 will be implemented.**
- c. **The organiser is to provide Council's relevant appointed officer with a copy of the Public Liability Insurance Policy for the amount of at least \$20 million. Such policy is to note that Council and the NSW Police Service is indemnified against any possible action as a result of the parade.**
- d. **Traffic Controllers are to be provided at the nominated road closure points by the SES and shall be specifically authorised for the event and have current RMS certification.**
- e. **The applicant is responsible for all traffic control required for the event in accordance with the approved Traffic Control Plan.**
- f. **The applicant is to provide Council with a formal letter of acceptance of the conditions prior to final approval.**
- g. **The applicant is to ensure that the roadway is clear of any residue that may be deposited by the participants along the parade route.**
- h. **The applicant is to gain approval from the Roads and Maritime Services 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.**

- i. **All costs associated with implementing the event conditions are to be met by the Event Organiser.**

Ian Bailey

Director Infrastructure and Operations

REPORT

Council has received an application from the Rotary Club Wellington requesting Council approval to conduct the SpringFest 2017 street parade and associated activities that requires temporary road closures of two sections of the Mitchell Highway on Saturday 23 September 2017.

The SpringFest Committee have sought approval from Council in previous years to hold the annual SpringFest community event which due to its success is now an annual event in Wellington. The main activities for SpringFest will occur within Cameron Park however the Mitchell Highway adjacent to the Park will be required to host additional activities such as the street parade, start and finish of the cycle ride, chariot races, artists, buskers and bands. A separate report has been prepared for the Cycle Event.

The Mitchell Highway and local streets are proposed to be closed in two sections for variable time periods to accommodate the street parade and Cameron Park activities.

Street Parade Closure (9.30am – 11.30am)

Percy Street between Maxwell Street and Maughan Street.
Mitchell Highway, between Maughan Street and Gisborne Street.
Gisborne Street between the Mitchell Highway and Market Square.
Market Square between Gisborne Street and Soldier Street.

Mitchell Highway Closure - Cameron Park (8.00am – 3.00pm)

Mitchell Highway between Swift Street and Warne Street.

The Organiser has submitted a Special Event Transport Management Plan and relevant Traffic Control Plans addressing all requirements specific to an event of this nature. The event is considered to have an impact on the CBD traffic environment, however, suitable traffic diversions will be in place for traffic accessibility and detours of highway traffic will be via the Wellington Heavy vehicle route along Maxwell, Thornton and Gisborne Streets. Traffic control will be undertaken by Infrastructure Delivery East Branch which includes the set-up and erection of signs, implementation of road closures and pull down of signage at end of parade. The SES will be responsible to the actual traffic control during the progression of the event. The local Police have been notified of all road closures and will assist where required as they have in previous years.

Approval will also be required from the Roads and Maritime Services for the Mitchell Highway road closure and detour with the granting of a Road Occupancy Licence.

It is recommended that Council approval be granted to the SpringFest Rotary Club of Wellington to implement temporary road closures as detailed in the report to facilitate the annual SpringFest Street Parade and associated activities on Saturday 23 September 2017, between the hours of 8.00am to 3.00pm subject to approval and conditions set down by the Roads and Maritime Services, Dubbo Regional Council and the NSW Police.

Appendices:

- 1 [↓](#) Springfest Festival 2017 - Application - Traffic Management Plan and Maps




Dubbo Regional Council

PUBLIC EVENT

APPLICATION FORMS

To be completed 6 weeks from event date and return to
Dubbo Regional Council via
Shannon.Starr@dubbo.nsw.gov.au



Applicant Details	
Name of organisation:	Rotary Club of Wellington
Name of Applicant/Event co-ordinator:	Emily Falson 0402 736 081
Contact Address:	PO BOX 131 Wellington 2820
Contact phone number:	0402 736 081
Contact email:	emilyfalson@yahoo.com.au
Event Details	
Event:	SPRINGFEST
Event Date:	23 rd September 2017
Venue:	Cameron Park and Nanima Crescent Wellington
Event start & finish time:	7am – 9pm
Approximate number of people expected to attend:	<input type="checkbox"/> Under 500 <input checked="" type="checkbox"/> Over 500 to 3000 approx
Details of event:	<p>Please give a short summary of the event and what it involves.</p> <p>An annual event starts on the Friday night with the Quota Art show. Main event on Saturday 23/9 – markets, kids events, street parade, buskers, food outlets, 70 cycle race in the morning, family movie in the park under the stars.</p> <p>Also, Wellington Tin Roof band paying at the Japanese Gardens. This is their annual event and this year they approached the Springfest committee to run this event as part of Springfest.</p> <p>*preliminary program attached</p>
Applicant Signature:	Sign: 
I have filled this event form to the best of knowledge. I understand Dubbo Regional Council's event requirements as listed online and in this form.	Date: 1 st May 2017



SpringFest 2017
22nd to 24th September

Preliminary Program of Events

Friday 22nd September:

- Quota Charity Art Exhibition – opening night, complimented by music from local artists – Soldiers' Club, Arthur Street, Wellington

Saturday 23rd September:

- SpringFest Markets (8am-3pm) in the Park
- Quota Charity Art Exhibition – Soldiers' Club (8am-5pm)
- Red Cross Café (9am-2pm) – Western Stores Building
- Spectacular floral displays by the Wellington Garden Club – Western Stores Building
- Circus West performances – throughout the markets and on Nanima Crescent
- Wood turning crafts live – Western Stores Building
- Street Parade, Nanima Crescent (10am)– band, gophers, Fowler Steam engine, cars, floats
- SpringFest Cycle Classic (10am start)
- Children's events in the Park
- Wellington Tin Roof Big Band at the Wellington Osawano Japanese Gardens, Caves Road, Wellington - 6.30pm
- Family movie in the park

Sunday 24th September:

- Quota Charity Art Exhibition – Soldiers' Club (8am-5pm)
- Burrendong Arboretum – plant sale and guided tours (10am)
- Lunch time roast and entertainment at the Burrendong Hotel – 1pm – 4pm
- Banjo Patterson Museum Tours, 9am-4pm, Yeoval+

Contact: Emily Faison 0402 736 081 or visit www.wellingtonspringfest.com.au



Council Approval Matrix

Please ensure you have completed the below check list. These items are necessary to enable the Council to approve your event.

<p>Public Liability Insurance Dubbo Regional Council requires a copy of your Public Liability Insurance when holding an event on Council property. A minimum of \$20 million cover is required. Dubbo Regional Council must be noted on your Public Liability certificate.</p>	<p>Please attach your certificate to your application form. <i>This will be available early July. Renewal is June 30th for Rotary clubs. (See attached)</i></p>
<p>Does your event require Road Closures? <i>Yes/No</i></p>	<p>Please download and complete a Traffic Management Plan if required. <i>discussing with Peter James + Karen Power.</i></p>
<p>Is alcohol being served at your event? <i>Yes/No</i></p>	<p>Please attach a copy of your Office of Liquor and Gaming permit.</p>
<p>Will there be food stall holders at your event? <i>Yes/No</i></p>	<p>Please ensure they all have their copy of their food handling certificate on the day in case of inspection <i>noted - + check always carried out on the day</i></p>
<p>Do you require First Aid at your event? <i>Yes/No</i></p>	<p>Please include who will provide this. <i>St Johns Ambulance - booked</i></p>
<p>Are there Amusement Rides at your event? <i>Yes/No</i></p>	<p>Please download a copy of the Amusement ride form and attach to your event application form. <i>will be asked for ASAP + forwarded to council</i></p>
<p>Do you require Council Services? Fees apply Please tick</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Access to power <input type="checkbox"/> Wheelie Bins (\$11 per bin) <input type="checkbox"/> PA System (\$119 per day unmanned) <input type="checkbox"/> Chairs (\$2 per chair excluding delivery) <input checked="" type="checkbox"/> Erection of bridge banner (\$193) <input type="checkbox"/> Tiered seating <input type="checkbox"/> Other - please specify? <i>will confirm at the beginning of September</i>

** SES also provide services on the day*



Broker:

Aon Risk Services Australia Limited
 Postal Address & Enquiries care of:
 Mr Dominic Cannon
 Service Executive
 Aon Risk Solutions Australia Limited
 GPO Box 65
 Brisbane Qld 4001
 Aon Risk Solutions Australia Limited
 Telephone: (07) 3223 7467
 Facsimile: (07) 3223 7529

Certificate of Currency

Policy Number	AQ R008958 PLB		
Name of Insured	Rotary Club of Wellington and Dubbo Regional Council as an interested party for their respective rights and interests but only in respect of their vicarious liability for any negligent acts, errors or omissions of the Insured		
Type of Insurance	Public and Products Liability		
Cover	QBE will pay in respect of Personal Injury or Property Damage first happening during the Period of Insurance and caused by an Occurrence within the Territorial Limits in connection with Your Business.		
Limit of Liability	Public:	\$50,000,000	any one Occurrence
	Products:	\$50,000,000	any one Occurrence & in the aggregate for all injury or damage occurring during the Period of Insurance.
Territorial Limits	Anywhere in the World but subject to the Terms, Conditions and Exceptions of the Policy		
Period of Insurance	From: 4.00pm on 30 th June 2016 to: 4.00pm on 30 th June 2017		
Special Conditions	Subject to the existing Terms, Conditions and Exceptions of the Policy		

Brisbane this 30th day of June 2016 Signed

QBE INSURANCE (AUSTRALIA) LIMITED
 ABN: 78 003 191 035
 AFS Licence No. 239545

Master 3 coc

Site Plan

Please include, marquees, toilets, emergency evacuation meeting point, first aid station where applicable, car parking.

This will all be as per the normal Rotary Markets which are held every month.

The first aid station will be located opposite the VIC building in Cameron Park.

→ We are not sure where the markets will be located yet - up near the library or down the other end.

Comments:

Office use only:

Public Liability Insurance	Risk Officer	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....
Traffic Management Plan	Technical Services	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....
Risk Assessment	Safety officer	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....
Overall Event Approval	Event coordinator	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....

Approval Letter Trim# _____

TRAFFIC MANAGEMENT PLAN - ON ROAD EVENTS

SPECIAL EVENT DETAILS

Name of Event:	Wellington Bicentenary Springfest Parade
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Event Organiser:	Rotary Club Wellington with the Lions Club Of Geurie
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Sponsor:	N/A
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Requested Date:	One Day Only – Saturday 23September 2017
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Requested Times:	9.30am to 11am
-------------------------	----------------

CONTACT DETAILS

Contact Name: Peter Perry
Event Coordinator

Phone No.: 02 6846 6353

Fax No.:

Mobile No.: 0428 638 770

E-mail: rvivey@gmail.com

AGENCY CONTACT INFORMATION

Council: Wellington Council ph 6840 1700

Police: Orana Local Area Command

RMS: (Local RMS Contact)

SES Wellington: Sonsera Boles 0457 850 031

Proponent / Event Organiser Declaration

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

Signed

Name : Emily Falson
President, SpringFest Committee

Date: 3rd July 2017
Contact No. 0402 736 081

TRAFFIC MANAGEMENT PLAN

Location: Lee Street, onto Nanima Crescent, Cameron Park Wellington NSW 2820

Date and Time: Saturday 23 September 2017

Sponsored by: N/A

Event Organiser: Rotary Club Wellington

TMP Version: *(Version 1)* **Revision Date:**

Document Author: Emily Falson/Peter Perry

This Traffic Management Plan is approved by:

Peter Perry 31st July 2017 Event Organiser

Police
SES Wellington
Wellington Council

Authority of the Traffic Management Plan

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

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

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

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

PLANNING

Contact Names:

Event Organiser: Peter Perry

Phone: 02 6846 6353

Fax: 02 6846 6353

Mobile: 0428 638 770

E-mail: oldstation@skymesh.com.au

Police (LAC): Wellington Police

Phone: 02 6840 2099

Fax: 02 6840 2011

Mobile: *tba*

E-mail: *tba: name@police.nsw.gov.au*

Council: Wellington Council Peter James, RMCC Manager

Phone: 02 68406409

Fax: 02 98401794

Mobile: 0428 634034

E-mail: peter.james@wellington.nsw.gov.au

Roads and Maritime Services: N/A

Phone:

Fax:

Mobile:

E-mail:

SITUATION ANALYSIS

Mission

- This is a forty minute street parade being organised as part of the annual SpringFest Festival organised by the Rotary Club of Wellington.
- There will be approximately 50 entrants who will walk or drive a float or car from the corner of Gisborne Street on Lee Street, Wellington, onto Nanima Crescent up to the roundabout at Maughan Street – go around the roundabout and head back along the same route.

EXECUTION

- We will need to re position the taxi rank on Nanima Crescent

General Outline

- The parade is taken at walking pace and spectator's line the footpaths to watch

The Route

- Attachments 1 is a map showing the proposed route.

Wellington Springfest Saturday 23rd September 2017

An annual event held in Cameron Park, Nanima Crescent, and Lee Street, Wellington.

Street Parade

This year we celebrate the Bicentenary of Wellington and we have collaborated with the Wellington Bicentenary committee, to present the Wellington Bicentenary Springfest Parade.

The event is marshalled in Gisborne Street on the western side of Lee Street. The corner where KFC and Caltex service stations are.

Marshalling commences at 9am and the parade heads off just after 10am. The parade heads north onto Lee Street, continues past Warne Street, past Swift Street and down to the roundabout at Maughan Street. At Maughan Street, the parade walks around the roundabout and heads back along the same route – returning to the starting place. The parade takes around 40 minutes in total.

The streets are lined with spectators.

We propose to have Lee Street closed from Gisborne Street. Traffic will still have access to the Caltex service station from Lee Street only.

I have attached a copy of the traffic control plan from last year, as it is exactly the same route and closures required.

The chief parade marshal, Peter Perry will be accompanied by 4 – 6 others, for crowd control and readiness for the walk.

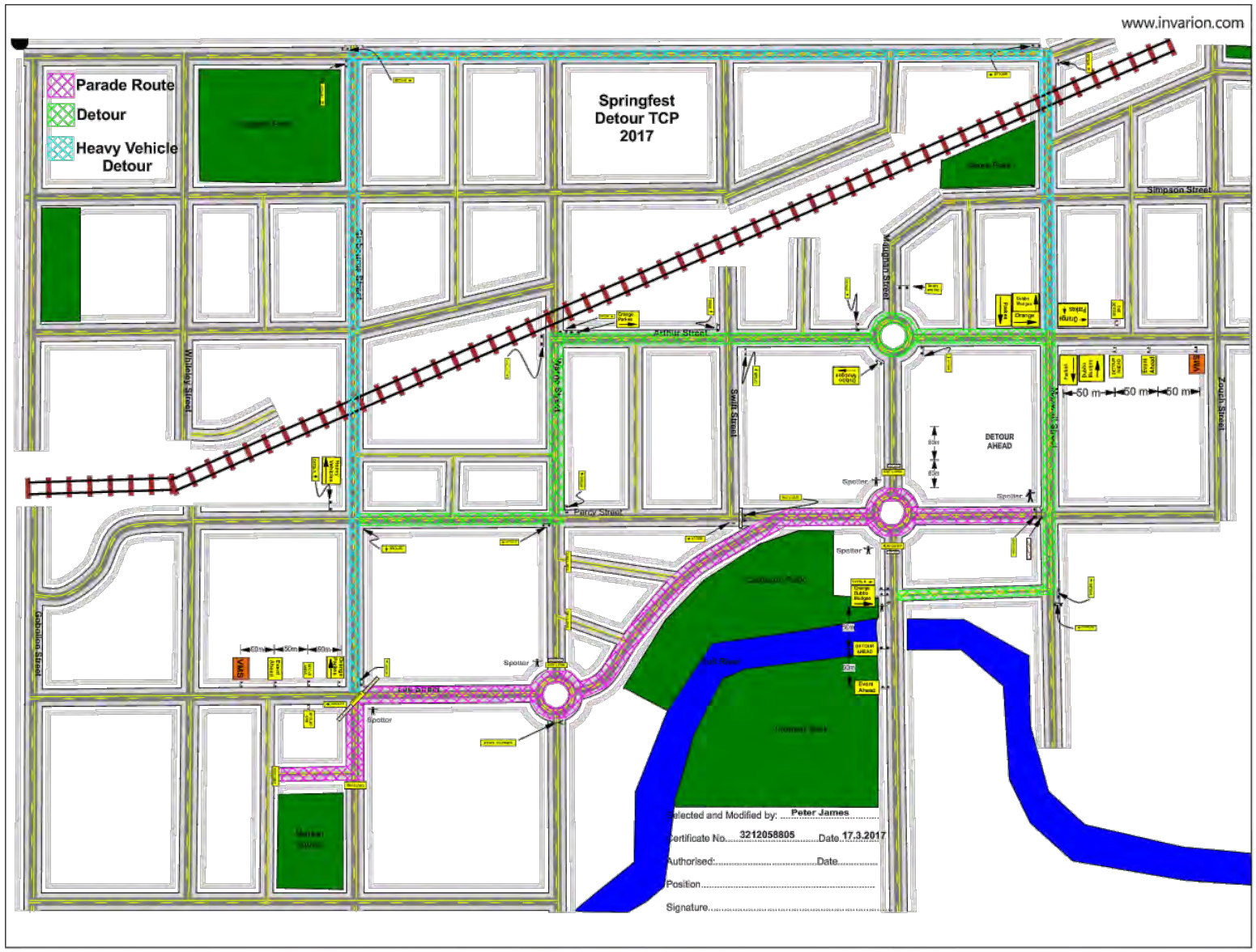
SES will be attending the whole event, and there will be SES members at the marshalling area and on foot, walking alongside the parade.

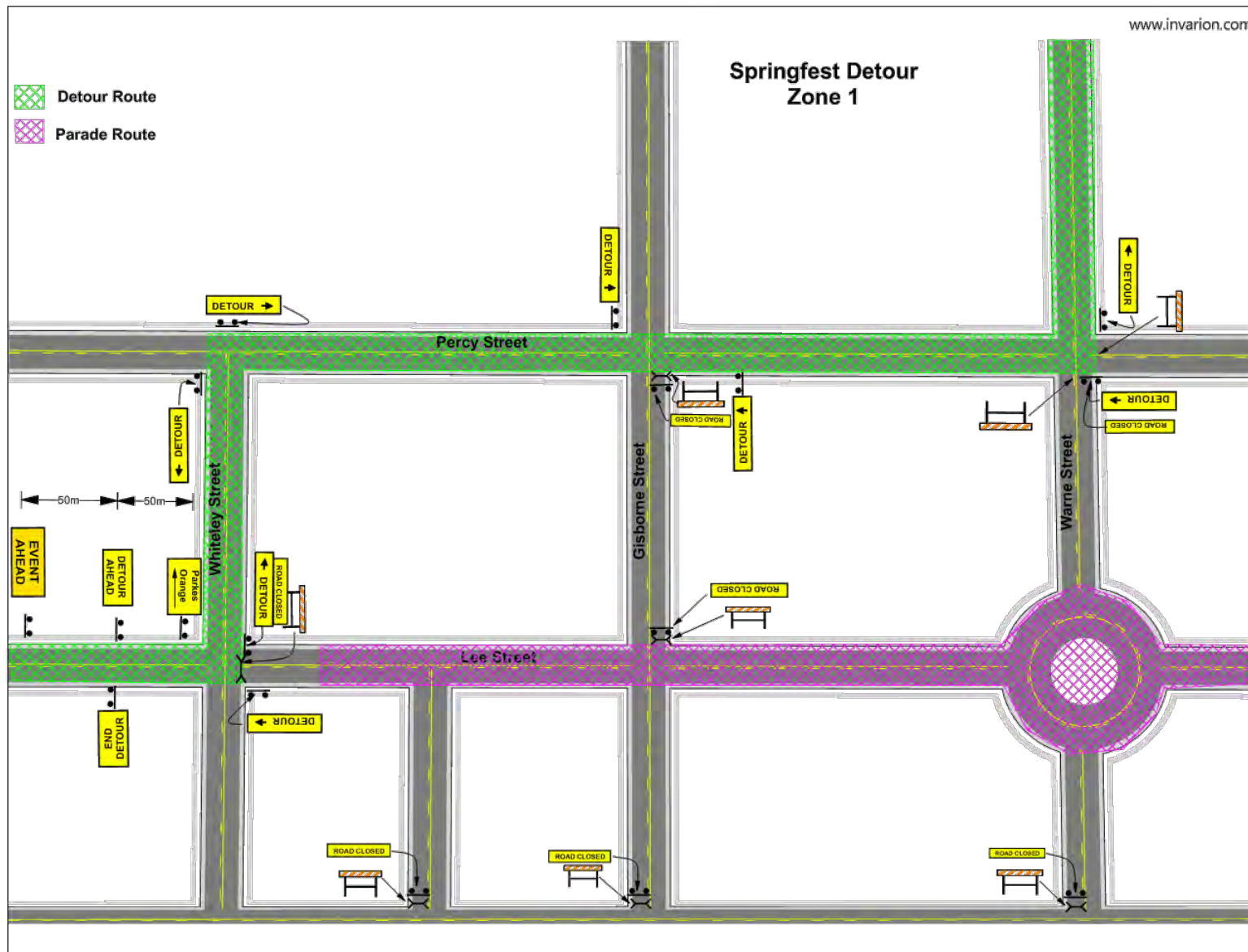
SES contact: Ms Sonsera Boles chief controller, Wellington SES,
contact: 0457 850 031

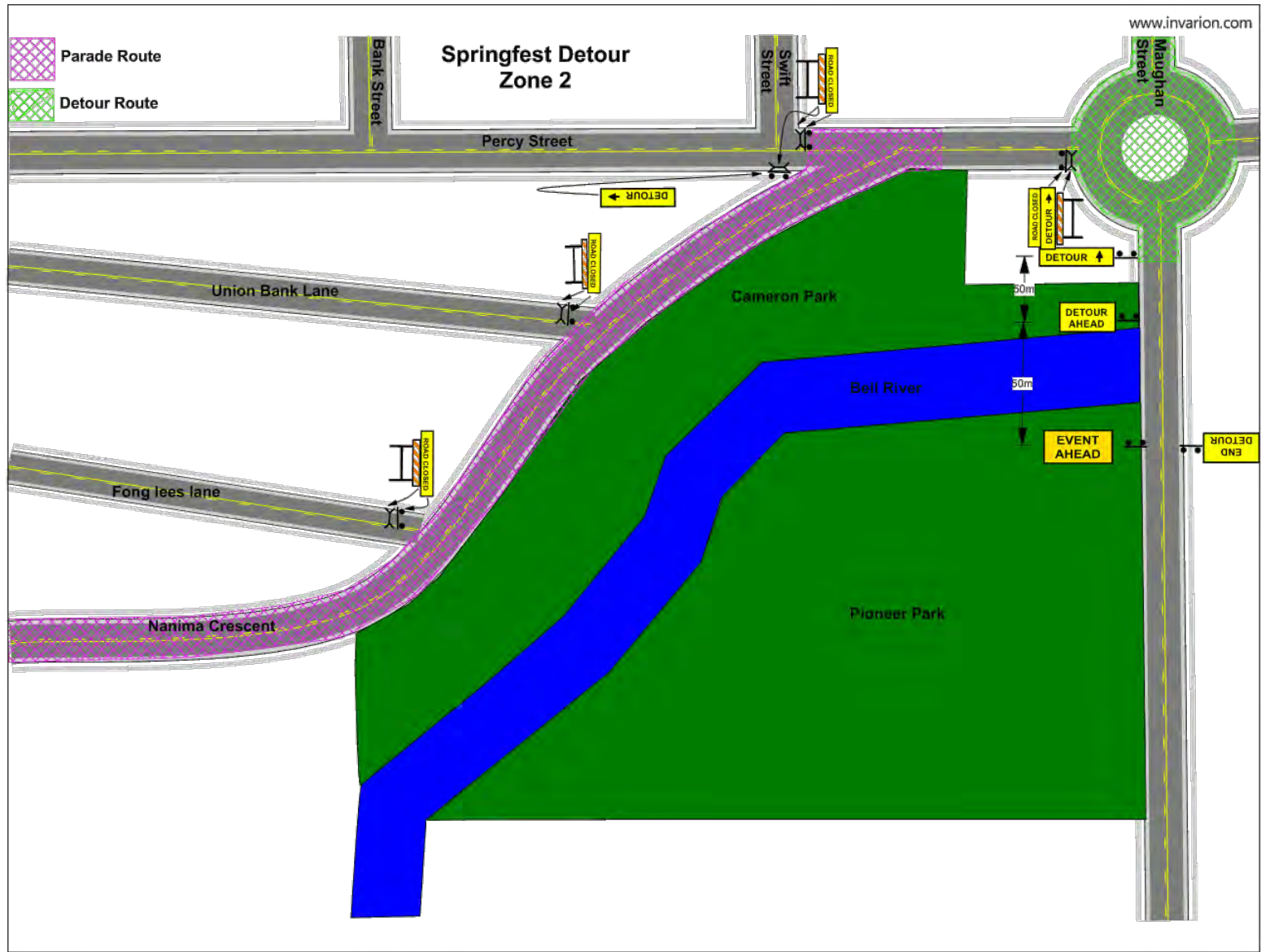
Peter Perry is confirming police presence this week. Last year we had a 2 person foot patrol with the parade

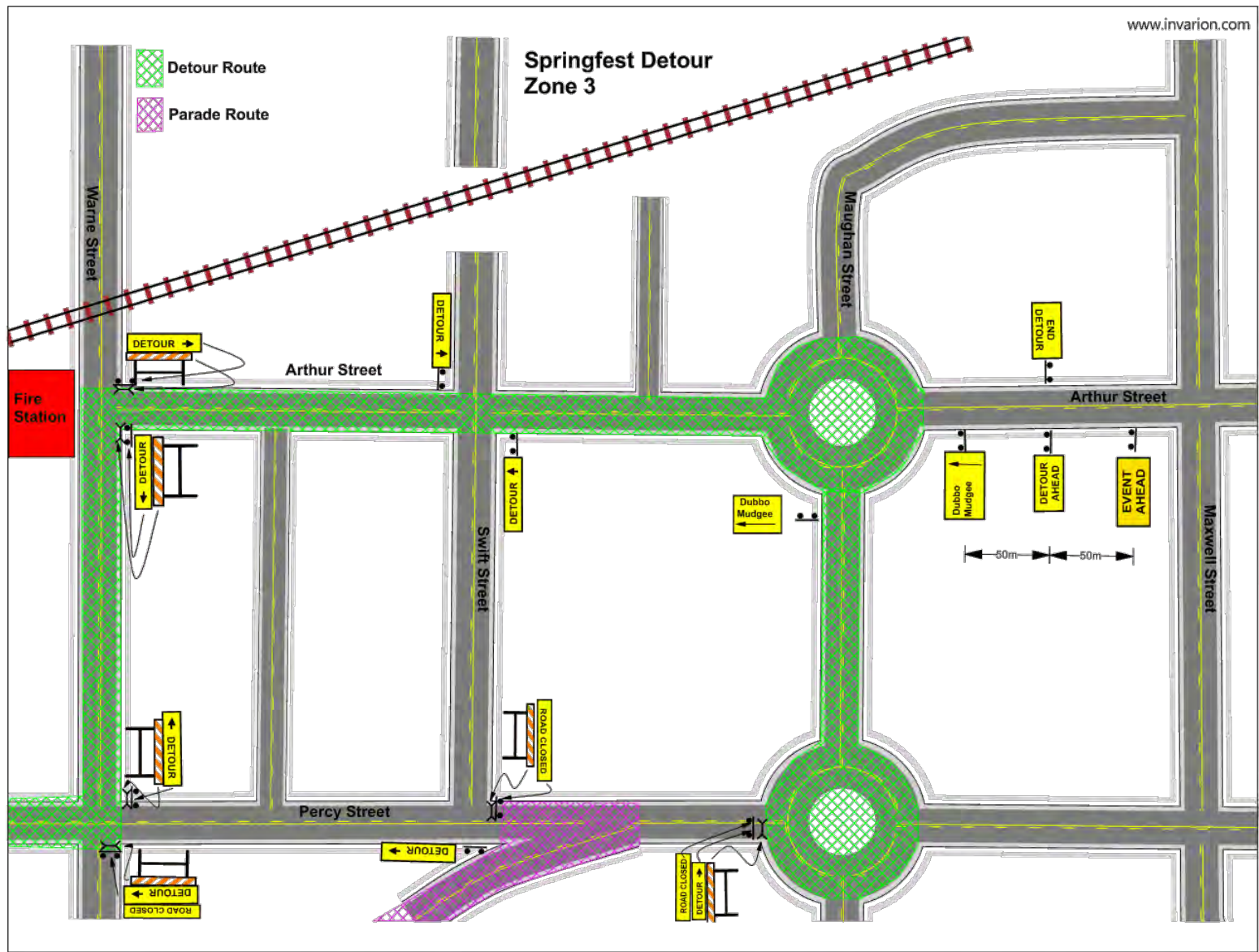
We will place a public notice in the Wellington Time and the Liberal Daily about the road closures.

We will also advertise the road closure through Binjang community radio station.











REPORT: Black Wattle Fair 2017 - Request for Road Closure at Burrendong Way, Mumbil

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1503

EXECUTIVE SUMMARY

Mumbil District Progress Association have submitted an application to hold the annual Black Wattle Fair on 1 October 2017. The Fair is held within the Mumbil Oval and Mumbil Hall area that is separated by the Burrendong Way. Approval is requested for a partial road closure of Burrendong Way between Cudgegong Street and Mackerel Street from 6.30am to 5pm. Burrendong Way is a regional road and will require the concurrence of the Roads and Maritime Services (RMS). A detour will be required around the closure through the village.

The application, supporting documentation and Traffic Control Plan TM 7135 are attached (**Appendix 1 and 2**). The Black Wattle Fair has been held in previous years and there have been no issues arising.

It is recommended that approval be granted for the Mumbil District Progress Association to implement a partial road closure of the Burrendong Way for the Black Wattle Fair in accordance with the traffic management plan and conditions of approval as imposed by the NSW Police Force, Council and RMS.

ORGANISATIONAL VALUES

Customer Focused: Approval for the conduct of the Black Wattle Fair is an important event for residents of Mumbil and visitors.

Integrity: The approval meets all statutory requirements of other government agencies. .

One Team: Not applicable.

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 for a partial road closure of Burrendong Way between Cudgegong Street and Mackerel Street on 1 October, 2017 for the Black Wattle Fair between 6.30am and 5pm, subject to;

- a. Approval is required from the RMS for the event to close part of Burrendong Way, with evidence provided to Council of the conditions of approval. In the event that approval is not granted, then the applicant is to advise Council if the event will proceed with a re-design that excludes the crossing of Burrendong Way.
- b. The submissions of an Event and Traffic Management Plan and Traffic Control Plans to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person.
- c. Traffic Controllers and 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 Roads and Maritime Services certification.
- d. Council's Administration Officer must sight a copy the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Roads and Maritime Services and NSW Police Force is specifically noted to be indemnified against any action resulting from the event.
- e. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.
- f. 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 Black Wattle Fair and road closure at Mumbil.
- g. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
- h. The NSW Police Force consent and conditions for the running of the event as considered necessary.
- i. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.
- j. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.
- k. All costs associated with implementing these event conditions are to be met by the Event Organiser.
- l. Pre event advice signage is to be located on the Burrendong Way, Mumbil, in advance of the proposed road closure area a minimum of two weeks prior to the event.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic".

The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

That Council approval be granted for a partial road closure of Burrendong Way between Cudgegong Street and Mackerel Street on 1 October, 2017 for the Black Wattle Fair between 6.30am and 5pm, subject to;

- a. Approval is required from the RMS for the event to close part of Burrendong Way, with evidence provided to Council of the conditions of approval. In the event that approval is not granted, then the applicant is to advise Council if the event will proceed with a re-design that excludes the crossing of Burrendong Way.
- b. The submissions of an Event and Traffic Management Plan and Traffic Control Plans to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person.
- c. Traffic Controllers and 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 Roads and Maritime Services certification.
- d. Council's Administration Officer must sight a copy the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council, Roads and Maritime Services and NSW Police Force is specifically noted to be indemnified against any action resulting from the event.
- e. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.
- f. 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 Black Wattle Fair and road closure at Mumbil.
- g. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
- h. The NSW Police Force consent and conditions for the running of the event as considered necessary.
- i. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.
- j. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.
- k. All costs associated with implementing these event conditions are to be met by the Event Organiser.
- l. Pre event advice signage is to be located on the Burrendong Way, Mumbil, in advance of the proposed road closure area a minimum of two weeks prior to the event.

Ian Bailey
Director Infrastructure and Operations

REPORT

Council has received an Event application from the Mumbil District Progress Association requesting a partial road closure of the Burrendong Way, Mumbil between Cudegong Street and Mackerel Street to facilitate the running of the Black Wattle Fair on Sunday 1 October 2017. The road closure will operate between 6.30am to 5.00pm with the fair commencing at 8.00am and concluding at 4.00pm. Burrendong Way is a regional road and will require the concurrence of the Roads and Maritime Services for its closure and detour.

The Black Wattle Fair activities will operate within the Mumbil Oval and Mumbil Hall area located on the eastern and western sides of Burrendong Way. A closure of Burrendong Way is required to ensure the safe movement of participants across the road and eliminate any traffic movements within the confines of the fair grounds. A detour will be required through the village via Cudegong, Mackerel and Naroogal Streets and shall be implemented in accordance with the approved Traffic Management and Traffic Control plan. Burrendong Way is not a heavily trafficked road and can be easily accommodated with the detour through the village. The Black Wattle Fair has been running for several years and has a successful history.

It is recommended that approval be granted for the Mumbil District Progress Association to undertake the Black Wattle fair on the 1 October 2017 as conditioned by Council, NSW Police Force and subject to the RMS formal concurrence of the road closure and conditions as applied.

Appendices:

- 1 [↓](#) Black Wattle Fair - 2017 - Road Closure Application
- 2 [↓](#) Blackwattle Fair 2017 - Traffic Management Plan



Burrendong Way, Mumbil, NSW 2820

Postal Address: PO Box 7, Wellington, NSW 2820

Visit us on www.mumbil.nsw.au & on Facebook Mumbils Black Wattle Fair

04 February 2017

General Manager
Dubbo Regional Council
PO Box 81
Dubbo NSW 2830

Dear Sir / Madam

Re: Request for road closure at Burrendong Way, Mumbil on Sunday, 01 October 2017

Mumbil District Progress Association Inc. will be holding our annual Black Wattle Fair on Sunday, 01 October 2017, and request permission for the road closures on the enclosed map. This has worked very well to ensure public safety on previous occasions. We propose to close the road at 6.30am and reopen it at 5pm.

Black Wattle Fair activities include market stalls, displays, chocolate wheel, food stalls, Chuck Akubra competition, displays, children's activities.

Thank you for your consideration of this matter.

Yours sincerely

Norma Berry (Treasurer)

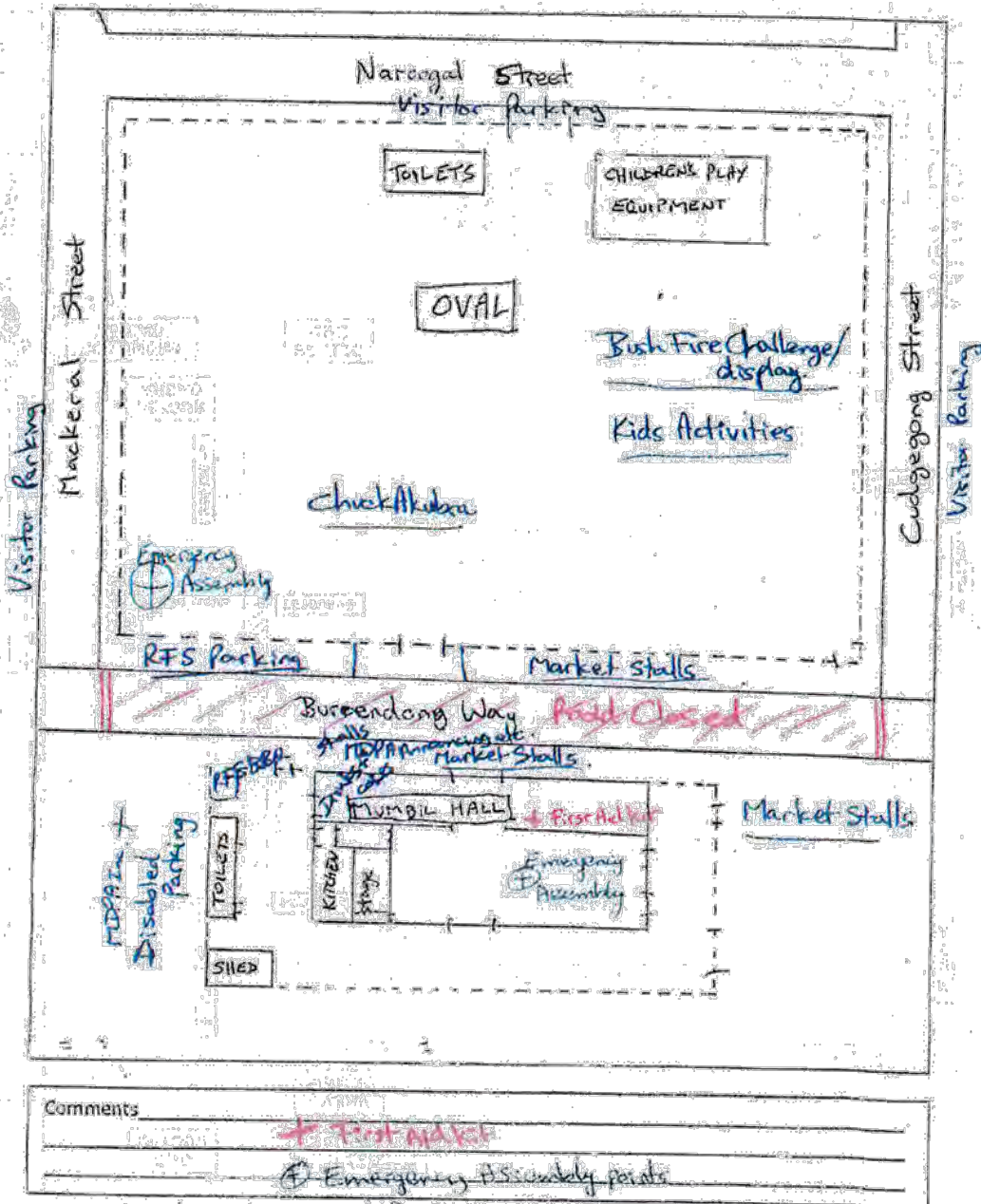
(on behalf of Mumbil District Progress Association Inc.)

Phone: (02) 68467667

Risk Assessment	
<p>Event: Black Wattle Fair</p> <p>Date: 01 October 2017</p> <p>Location: Mumbil Hall & Mumbil Oval (opposite) Burrendong Road (between Cudgegong Street & Mackerel Street, Mumbil) Mumbil NSW 2820</p>	
Hazard Checklist	
Children / bystanders crossing from Mumbil Hall to Mumbil Oval	<p>Road closed and detour signs as on approved plan.</p> <p>Road closed 6.30am until 5pm to allow time for set up and pack away.</p>
Trips	<p>Remove small tree branches or large stones.</p> <p>Mumbil Hall entrances – put visible tape on steps as required.</p> <p>Vigilant and assist aged / frail patrons.</p>
Hot weather / heat related health problems	<p>Supply ample seating inside, outside the Hall and on the Oval.</p> <p>Provide some shade on the Oval for spectators.</p> <p>Variety of drinks and refreshments on sale.</p> <p>Indoor activities for children.</p> <p>Vigilant and assist if required.</p> <p>First Aiders available. St John Ambulance First Aid Kit available.</p>
If Ambulance required	<p>Remove road closure barrier to allow Ambulance access to Hall.</p> <p>Direct Ambulance to Oval entry gate.</p>

Site Plan

Please include, marquees, toilets, emergency evacuation meeting point, first aid station where applicable, car parking.

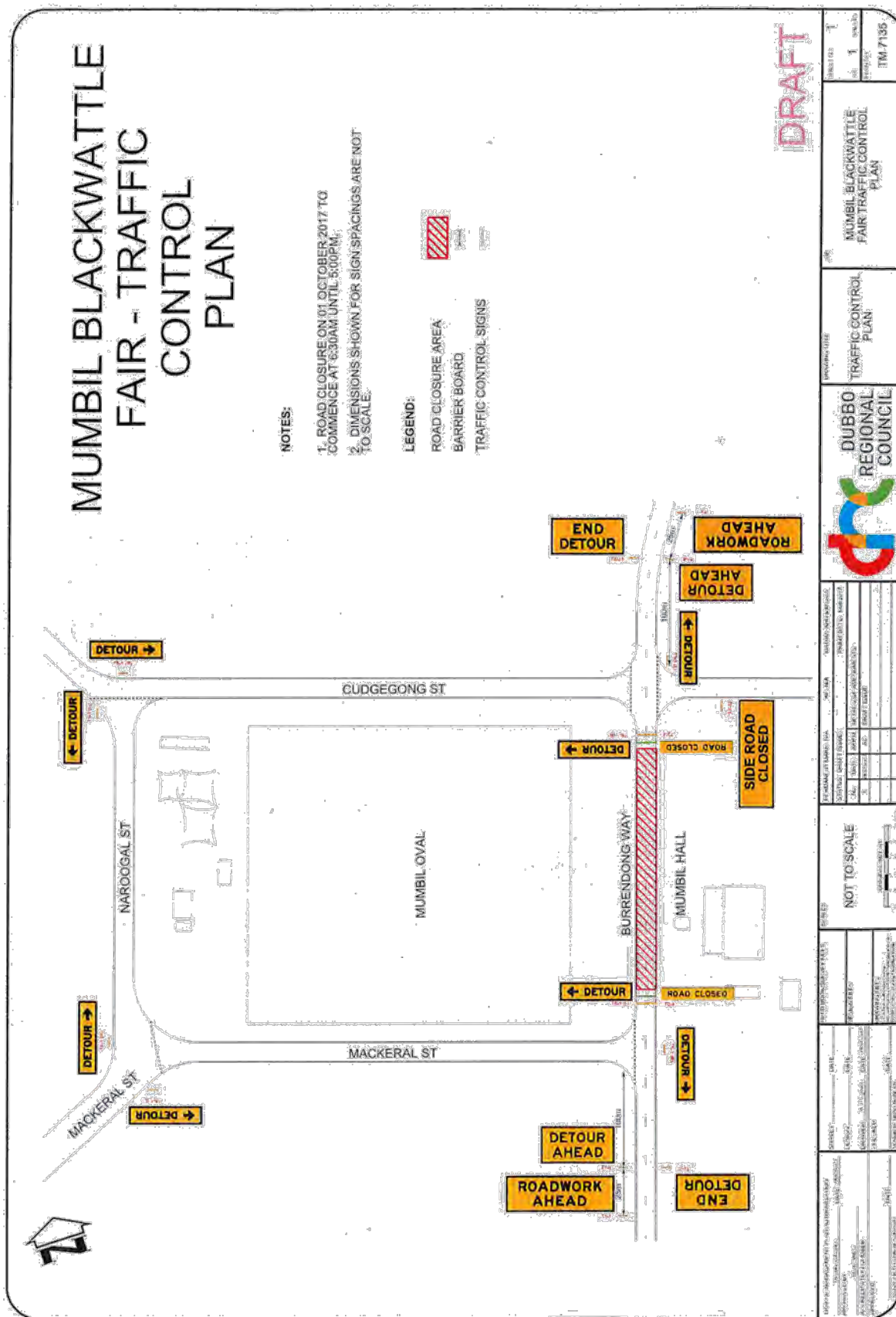


Comments

+ First Aid Kit

⊕ Emergency Assembly points

Legend: - - - fences around Hall and oval
 // // // Road closed (cones in place)



Special Event Resources

Special Event Transport Management Plan Template

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

I EVENT DETAILS

I.1 Event summary

Event Name: Black Wattle Fair
 Event Location: Mumbil Hall & Mumbil Oval
 Event Date: 01/10/2017 Event Start Time: 8am Event Finish Time: 4pm
 Event Setup Start Time: 6.30am Event Packdown Finish Time: 5pm
 Event is off-street on-street moving on-street non-moving
 held regularly throughout the year (calendar attached)

I.2 Contact names

Event Organiser * 7 WELLINGTON
Norma Berry, PO Box 820, WELLINGTON, NSW 2820
 Phone: 0268467667 Fax: _____ Mobile: _____ E-mail: faram48@hotmail.com

Event Management Company (if applicable)
 Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

Police Dubbo Police Station & Wellington Police Station
 Phone: _____ Fax: _____ Mobile: _____ E-mail: _____
DOUBBO REGIONAL
Wellington Council
 Council Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

Roads & Traffic Authority (if Class 1)
 Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

**Note: This Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

I.3 Brief description of the event (one paragraph)

Family fun day, children's activities, market stalls, displays, chocolate wheel, food stalls, ChuckAkubra competition

CLASS 2

3.9 Heavy vehicle impacts

Impacts heavy vehicles - RTA to manage TCP detour

Does not impact heavy vehicles

3.10 Special event clearways

Special event clearways required - RTA to arrange

Special event clearways not required

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

CLASS 2

CLASS 1

4.1 Access for local residents, businesses, hospitals and emergency vehicles

Plans to minimise impact on non-event community attached see TCP detour map

This event does not impact the non-event community either on the main routes (or location) or detour routes

4.2 Advertise traffic management arrangements

Road closures or restrictions - advertising medium and copy of proposed advertisements attached

No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached

No road closures, restrictions or special event clearways - advertising not required

4.3 Special event warning signs

Special event information signs are described in the Traffic Control Plans see TCP detour map

This event does not require special event warning signs

4.4 Permanent Variable Message Signs

Messages, locations and times attached

This event does not use permanent Variable Message Signs

4.5 Portable Variable Message Signs

The proposed messages and locations for portable VMS are attached

This event does not use portable VMS

5 PRIVACY NOTICE

The "personal information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), 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 Transport Management Plan 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 provide his/her "personal information"
- The "personal information" held by the Police, RTA 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 required 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.

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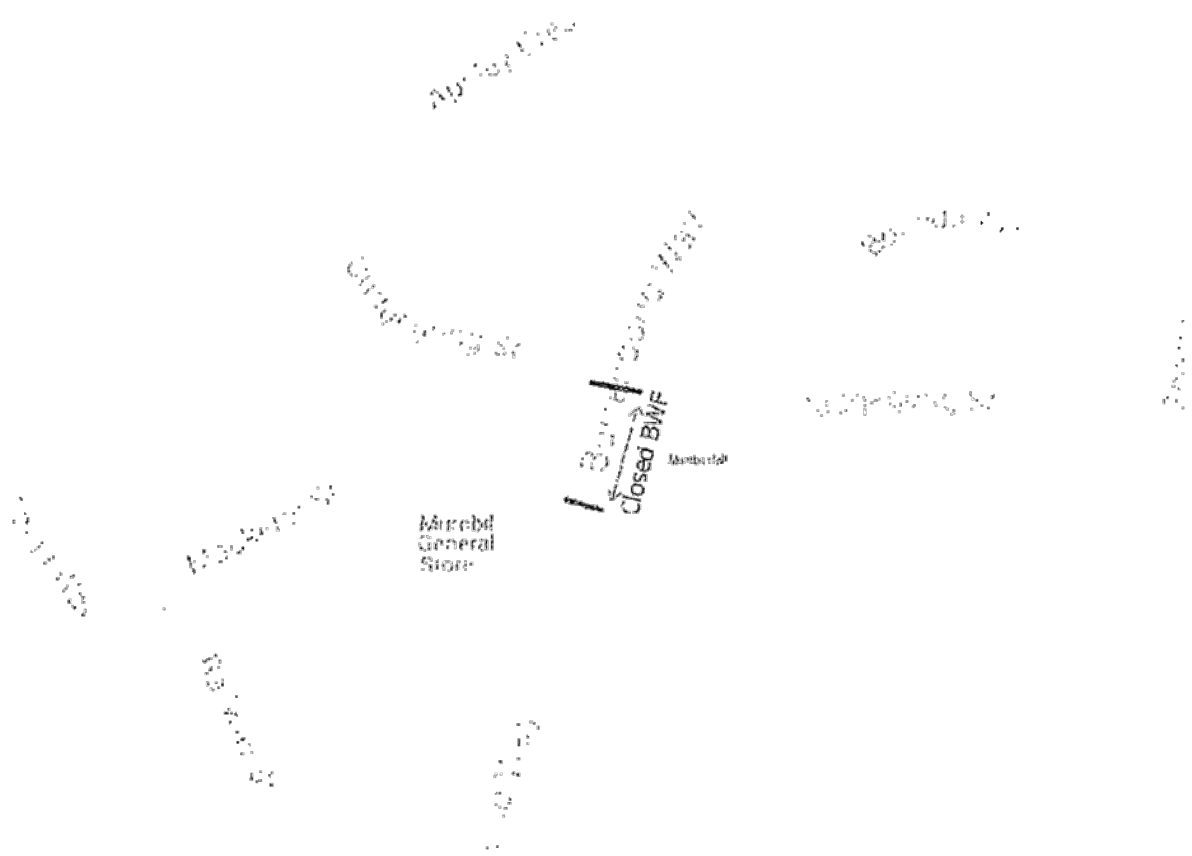
Traffic & Transport Management of Special Events

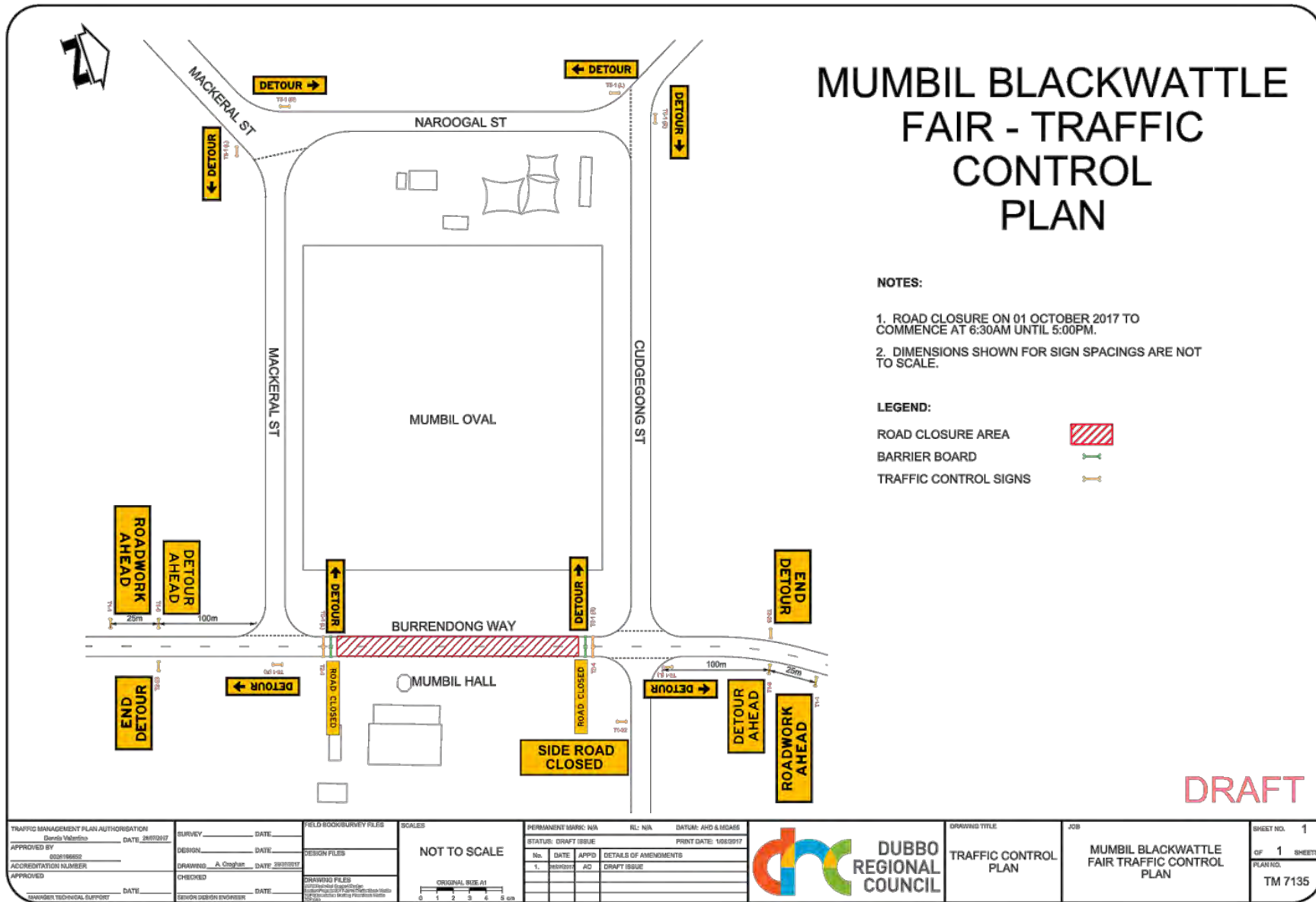
Version 3.1 August 2, 2006

WORKS AND SERVICES COMMITTEE

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**Burrendong Way Mumbil will be closed
between
Cudgegong St and Mackerel St Mumbil
on Sunday
1st October 2017
for the duration of the
Mumbil Black Wattle Fair
approx 6.30am-4pm**







MUMBIL BLACKWATTLE FAIR - TRAFFIC CONTROL PLAN

- NOTES:**
1. ROAD CLOSURE ON 01 OCTOBER 2017 TO COMMENCE AT 6:30AM UNTIL 5:00PM.
 2. DIMENSIONS SHOWN FOR SIGN SPACINGS ARE NOT TO SCALE.

- LEGEND:**
- ROAD CLOSURE AREA 
 - BARRIER BOARD 
 - TRAFFIC CONTROL SIGNS 

DRAFT

TRAFFIC MANAGEMENT PLAN AUTHORIZATION APPROVED BY: <u>Quentin Valentini</u> DATE: <u>28/09/17</u> ACCREDITATION NUMBER: <u>002196502</u> APPROVED: _____ DATE: _____ <small>MANAGER TECHNICAL SUPPORT</small>		SURVEY: _____ DATE: _____ DESIGN: _____ DATE: _____ DRAWING: <u>A. Christoph</u> DATE: <u>28/09/17</u> CHECKED: _____ DATE: _____ <small>DESIGN DUBBO ENGINEER</small>		FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES <small>COMPROMISED BY ANY ALTERATION TO THE ORIGINAL FILE</small>		SCALES NOT TO SCALE ORIGINAL SIZE A1 		PERMANENT MARK: N/A RL: N/A DATUM: AHD & MGDAS STATUS: DRAFT ISSUE PRINT DATE: 16/09/17 <table border="1"> <thead> <tr> <th>No.</th> <th>DATE</th> <th>APPD</th> <th>DETAILS OF AMENDMENTS</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>28/09/17</td> <td>AC</td> <td>DRAFT ISSUE</td> </tr> </tbody> </table>		No.	DATE	APPD	DETAILS OF AMENDMENTS	1.	28/09/17	AC	DRAFT ISSUE	 DUBBO REGIONAL COUNCIL		DRAWING TITLE TRAFFIC CONTROL PLAN		JOB MUMBIL BLACKWATTLE FAIR TRAFFIC CONTROL PLAN		SHEET NO. <u>1</u> OF <u>1</u> SHEETS PLAN NO. TM 7135	
No.	DATE	APPD	DETAILS OF AMENDMENTS																						
1.	28/09/17	AC	DRAFT ISSUE																						



DUBBO REGIONAL
COUNCIL

REPORT: Dubbo Triathlon Races 2017/2018

AUTHOR: Director Infrastructure and Operations
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1504

EXECUTIVE SUMMARY

This report deals with the approval procedures required for bicycle (triathlon) races on public roads. The Dubbo Triathlon Club is seeking approval to conduct the Club's triathlon race season for 2017/2018 on Bligh and Macquarie Streets and Old Dubbo Road. This will be the second year the Triathlon Club has included an on road bicycle leg for the junior event. For the safety of junior competitors there is a need for a temporary road closure of Bligh Street south of Wingewarra Street to Macquarie Street. The junior event precedes the senior event that will be conducted as normal on the open road network.

A Traffic Management Plan will need to be developed for the temporary road closure. Consultation has been undertaken with the affected property owners being Poplars Caravan Park and Dubbo Square. Access is still available to both developments via Wingewarra and Bultje Streets and the northern Council Car Park driveway in Bligh Street however; oversized vehicles such as the Coles delivery semi-trailer and caravans may need to traverse several adjoining streets of the CBD. The Triathlon Club has consulted with Dubbo Square and the Poplars Caravan Park who have supported the road closures and foresees that there will be minimal if any impact on the customers. In the event that there is a clash of dates with the Sunday River Markets the Club will not run an event on that day.

The matter is referred to the Local Traffic Committee for its consideration. It is recommended that approval be granted to the Dubbo Triathlon Club to conduct its 2017/2018 racing season as proposed including a temporary road closure of Bligh Street for the Junior Event as conditioned by Council and the NSW Police Force.

ORGANISATIONAL VALUES

Customer Focused: Consideration of the safety of the public is undertaken in this process.

Integrity: Not applicable.

One Team: Dubbo Regional Council is working with the Community and Police to assist and co-ordinate a response.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application of the Dubbo Triathlon Club be approved for the 2017/2018 Season as conditioned by the NSW Police Service and the following conditions of Dubbo Regional Council.
2. Approval shall be for the use of Bligh Street from Ollie Robins Oval south to Macquarie Street, Macquarie Street from Bligh Street to Hennessy Road, Old Dubbo Road from Hennessy Road south for a distance of 9 kilometres to the turnaround and return on the nominated days between 9.30am to 3.30pm on 28 October 2017 as part of the River Festival and during the racing season from 12 November 2017 to 25 March 2018 – 12 November 2017, 17 December 2017, 14 January 2018, 4 February 2018, 11 March 2018 and 25 March 2018.
3. Approval for a temporary road closure of Bligh Street for the 4 junior triathlon events south of Wingewarra Street to Macquarie Street between 7.30am to 9.00am.
4. Submission of a traffic management plan to Council for approval to be submitted a minimum of three (3) weeks prior to the first event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS 1742.3 and the Roads and Maritime Services and NSW Guidelines for Bicycle Road Races and The Guide to Traffic Control at Worksites, prepared by an accredited person.
5. All Traffic Control including the placement and removal of barricades and/or regulation of traffic is to be carried out by traffic controllers appropriately trained in accordance with the requirements of Australian Standard AS 1742.3 and the Roads and Traffic Authority Accreditation Requirements for Traffic Control Planners or Controllers as required.
6. All competitors shall comply with the Australian Road Rules, for the cycle route.
7. All traffic advisory signs (“cyclists on road”) shall be placed in accordance with the approved traffic control plan.
8. The NSW Police Force consent and conditions for bicycle races permit under the NSW Roads Transport Act 2013, Section 115.
9. Council’s Administrative Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo City Council, NSW Police Service and Roads and Maritime Services (RMS) is specifically noted to be indemnified against any action resulting from the Triathlon Races.
10. The applicant shall provide to the Managers of Dubbo Square and Poplars Caravan Park details of the Clubs 2017/2018 Race Season Schedule of Events nominating the Junior Events and the temporary road closure days and pre-event advice on any changes that may be required in addition to post event feedback with the developments and Council.
11. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before a final approval is granted.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee by electronic means in accordance with Clause 5.3.1 of the RMS document "Delegation to Councils for the Regulation of Traffic". A number of concerns were raised by the Roads and Maritime Service representative which have been addressed and reflect in the recommendation.

The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

- 1. That the application of the Dubbo Triathlon Club be approved for the 2017/2018 Season as conditioned by the NSW Police Service and the following conditions of Dubbo Regional Council.**
- 2. Approval shall be for the use of Bligh Street from Ollie Robins Oval south to Macquarie Street, Macquarie Street from Bligh Street to Hennessy Road, Old Dubbo Road from Hennessy Road south for a distance of 9 kilometres to the turnaround and return on the nominated days between 9.30am to 3.30pm on 28 October 2017 as part of the River Festival and during the racing season from 12 November 2017 to 25 March 2018 – 12 November 2017, 17 December 2017, 14 January 2018, 4 February 2018, 11 March 2018 and 25 March 2018.**
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- 5. All Traffic Control including the placement and removal of barricades and/or regulation of traffic is to be carried out by traffic controllers appropriately trained in accordance with the requirements of Australian Standard AS 1742.3 and the Roads and Traffic Authority Accreditation Requirements for Traffic Control Planners or Controllers as required.**
- 6. All competitors shall comply with the Australian Road Rules, for the cycle route.**
- 7. All traffic advisory signs ("cyclists on road") shall be placed in accordance with the approved traffic control plan.**
- 8. The NSW Police Force consent and conditions for bicycle races permit under the NSW Roads Transport Act 2013, Section 115.**
- 9. Council's Administrative Officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo City Council, NSW Police Service and Roads and Maritime Services (RMS) is specifically noted to be indemnified against any action resulting from the Triathlon Races.**
- 10. The applicant shall provide to the Managers of Dubbo Square and Poplars Caravan Park details of the Clubs 2017/2018 Race Season Schedule of Events nominating the Junior Events and the temporary road closure days and pre-event advice on any changes that may be required in addition to post event feedback with the developments and Council.**

11. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before a final approval is granted.

Ian Bailey

Director Infrastructure and Operations

REPORT

The guidelines for Bicycle Road Races provides a comprehensive overview of the approval process and the requirement of those bodies and cycling organisations. Approval is required from the New South Wales Police Force under the NSW Road Transport Act 2013 Section 115.

A new Committee has been formed this season for the Dubbo Triathlon Club. The Club is currently preparing a Traffic Management Plan that will be required to be submitted for Council approval prior to commencement of the first event.

Bicycle Road Race

A bicycle road race which forms part of a triathlon may be categorised as a Class 1 or 2 event with the difference being that one impacts on the major traffic transport system and the other does not. The request by Dubbo Triathlon Club for the use of Bligh and Macquarie Streets and Old Dubbo Road for the bicycle leg is categorised as a Class 2 event.

The bicycle leg of the triathlon is a time trial where there is no drafting or pack riding permitted. Club triathlon races are conducted on a Sunday morning with the swim leg undertaken in the Macquarie River. The run leg is an out and back course along the Macquarie River corridor south from Ollie Robbins. If the Macquarie River is inaccessible the swim leg will be held at the Dubbo Aquatic Leisure Centre where a short running transition is undertaken from the Dubbo Aquatic Leisure Centre along the southern side of the Talbragar Street rail corridor with Club Marshals in attendance to advise competitors of the road crossings ahead. The cycle leg commences at Ollie Robbins Oval, then south into Bligh Street, Macquarie Street and along Old Dubbo Road to a turnaround at 9 km (Sprint Course) and a 20 km (Olympic Course).

Cyclists must undertake the road leg in accordance with the Australian Road Rules with marshals provided at strategic locations to give directions to cyclists. "Cyclists on road" warning signs are strategically placed along the route and at intersections. The triathlon cycle leg is distinctively different from a normal cycle race with no bunch start or sprint finish, and as such there is no considered requirement for traffic control.

Junior Road Race – Temporary Road Closure

The Junior Triathlon was held on the road (bicycle leg) for the first time last year to raise the profile, quality and experience for Junior Tri-athletes. In order to provide a safe and secure on road cycle leg a temporary road closure was implemented in Bligh Street commencing south of Wingewarra Street to Macquarie Street between 7.30am – 9.00am. The Senior Triathlon will commence at the completion of the Junior Triathlon utilising the traditional open road cycle course out along Old Dubbo Road.

Following completion of the swim the Junior Tri-athletes will ride south from the Ollie Robins Oval boat ramp along the river corridor access road, through the sealed car park to Bligh Street then south in Bligh Street to Macquarie Street and return. The exit onto Bligh Street occurs just north of Council's southern Bligh Street Public Car Park entry/exit access and Dubbo Square entry/exit access. The northern road closure in Bligh Street will occur south of Wingewarra Street enabling access to the northern entry/exit driveway to Council's Bligh Street Public Car Park. Access to Dubbo Square is still available through Council's car park and from Bultje Street. Intersection road closures will be required at Bultje Street, Ian Drake Drive, Sandy Beach Road and at Macquarie Street. River access would still be available via Tamworth Street, South Street and Sandy Beach Road.

The temporary closure of Bligh Street will potentially have some minor impacts on access to the Dubbo Square and Poplars Caravan Park. Whilst access is still available via Bultje Street, there is concern with the movement of semitrailer deliveries to Dubbo Square and caravans potentially requiring access via alternate CBD streets. Consultation was undertaken last year with each of the Managers of Dubbo Square and Poplars Caravan Park with both supporting the event. No concerns were raised following the running of the season's events. Further consultation has been undertaken with the Managers of Dubbo Square and Poplars Caravan Park. The Manager of Poplars Caravan Park has advised the Club that he foresees no issues with the proposed closures. The effect on the clientele would be minimal to non-existent. Last year extra signage was placed in Bligh and Wingewarra Streets to direct customers to Dubbo Square via the northern entry to the Council Car Park during the times that the road was blocked and has been implemented into the Road Closure Traffic Control Plan.

In the event that there is a clash with the Sunday Riverside markets the Club has advised that it will not run the event on that day and will re-schedule it to one of the two contingency dates.

Comment

The implementation of a temporary road closure of Bligh Street to facilitate the Junior Triathlon Bike Leg in 2016 on Sunday mornings (7.30 am to 9.00 am) had negligible impact on the road network and access to the lower CBD area and the adjoining developments of Dubbo Square and Poplars Caravan Park. There were no adverse comments received following the conclusion of the 2016/2017 season.

The on road competitive cycle leg is an educational step in introducing the juniors to a higher quality event experience under safe and controlled conditions before progressing to open road event cycling. The Traffic Management and Traffic Control Plan that was implemented last year to support the temporary road closure was successful.

Communication and feedback is an important component of the success of the road closure particular to the adjoining Dubbo Square and Poplars Caravan Park. As such the Club will be required to provide details of the Event dates and any changes that may occur prior to an individual event and regularly seek post event feedback from both Dubbo Square and Poplars Caravan Park.

The approval to Dubbo Triathlon Club will be for a 12 month period, covering 7 triathlon races between October 2017 to March 2018. The nominated race dates are 28 October 2017 as part of the River Festival and during the racing season from 12 November 2017 to 25 March 2018 – 12 November 2017, 17 December 2017, 14 January 2018, 4 February 2018, 11 March 2018 and 25 March 2018. Conditions applicable to the Triathlon and Cycle leg of the event will be prepared in consultation with the NSW Police Service, Roads and Maritime Services and Council as considered necessary.

It is therefore recommended that Council approval be granted for the Dubbo Triathlon Club to conduct its 2017/2018 Season Races and a temporary road closure of Bligh Street for the Junior Triathlon event and the open road use for the Senior Triathlon of Bligh Street, Macquarie Street and Old Dubbo Road for the cycle leg and conditioned by the NSW Police Force and Council.



REPORT: Dubbo Aquatic Leisure Centre - Site Location for the Water Play/Splash Pad

AUTHOR: Director Community and Recreation
REPORT DATE: 5 August 2017
TRIM REFERENCE: ID17/1427

EXECUTIVE SUMMARY

Dubbo Regional Council has been progressing the development of the Dubbo Aquatic Leisure Centre (DALC) draft master plan that, once adopted, will provide long term strategic planning for the ongoing development of the facility.

As part of the development of the DALC draft master plan, consideration has been given to the positioning of the Water Play/Splash Pad, which will provide additional wet play recreational opportunities at the DALC. Following community consultation and the subsequent engagement of specialist leisure and recreation consultants, Facility Design Group, to further progress the design it was identified that the site between the existing kiosk and children's leisure pool is the preferred location.

Dubbo Regional Council has \$800,000 for the installation of the Water Play/Splash Pad that has been funded through the Stronger Communities (Major Projects) funding stream. These funds are required to be fully allocated by June 2019 and expended and acquitted by December 2019.

This report shall recommend that Council adopts the site between the existing kiosk and the children's leisure pool as the location of the Water Play/Splash Pad. If adopted, work can then commence on the designs and tender documentation for the construction of the Water Play/Splash Pad. Construction of the Water Play/Splash Pad would be undertaken following the close of the 2017/2018 and prior to the start of the 2018/2019 swimming seasons to avoid disruption to the public.

ORGANISATIONAL VALUES

Customer Focused: The development of the Dubbo Aquatic Leisure Centre draft master plan 2017–2036 has been accomplished through community and stakeholder engagement, including the former Dubbo City Council DALC Working Party.

Integrity: An open and transparent community engagement process has been implemented throughout the development of the draft master plan.

One Team: The Master Plan has been prepared utilising resources from stakeholders across the organisation.

FINANCIAL IMPLICATIONS

Dubbo Regional Council has \$800,000 for the installation of the Water Play/Splash Pad that has been funded through the Stronger Communities (Major Projects) infrastructure funding stream. These funds are required to be fully allocated by June 2019 and expended and acquitted by December 2019.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That the report of the Director Community and Recreation, dated 5 August 2017 be noted.**
- 2. That the identified location of the Water Play/Splash Pad in the Dubbo Aquatic Leisure Centre draft master plan 2017–2036, being the site between the existing kiosk and children’s leisure pool, be adopted as the preferred site.**
- 3. That following the adoption of the preferred site for the Water Play/Splash Pad within the Dubbo Aquatic Leisure Centre, that suitably qualified and experienced contractors are identified and engaged to design and/install the facility in accordance with Council’s purchasing policies.**

Murray Wood

Director Community and Recreation

BACKGROUND

City Strategy Services was engaged by the Community and Recreation division to undertake the preparation of a master plan for the Dubbo Aquatic Leisure Centre (DALC). This process has involved community and stakeholder (internal and external) consultation and input from a specialist leisure and recreation consultant, Facility Design Group.

A report from Manager City Strategy Services was considered by the Executive Leadership Team August Meeting (ELT17/98) presenting the **Dubbo Aquatic Leisure Centre draft master plan 2017–2036** and outlining the process undertaken to date in its development.

From the report and subsequent discussions the report was adopted with two of the recommendations being:

“2. That following the Local Government election on 9 September 2017 and the receipt of details of operational costs associated with the infrastructure included in the draft Master Plan, consultation be undertaken with the new Council;”

and;

“4. That a report be presented to the August 2017 Works and Services Committee meeting seeking adoption of the location of the splash pad, due to funding deadlines.”

This report specifically addresses Recommendation 4 regarding the proposed location of the Water Play/Splash Pad within the Dubbo Aquatic Leisure Centre draft master plan 2017–2036, whilst remaining mindful of Recommendation 2 and the need for further consultation with the new Council following the upcoming Local Government election.

REPORT

At its meeting on 14 April 2016, the Dubbo Aquatic Leisure Centre Working Party of the former Dubbo City Council considered a report titled ‘Strategic Review of the Provision of Aquatic Recreation Facilities in Dubbo’. In consideration of the report, the Working Party recommended the following:

- “1. That the estimate of \$190,000 for detailed design of the indoor pool facility at the DALC be noted.*
- 2. That Council not relocate aquatic facilities from the present Victoria Park – CBD site.*
- 3. That Council undertake the development of a Master Plan for the DALC at the Victoria Park- CBD site which addresses at a minimum:*
 - a. Catering for indoor lap swimming for both 25 metres and 50 metre pools options*

- b. *The installation of a separate program/Learn to Swim pool indoors*
- c. ***The provision for active aquatic recreation and aquatic play elements***
- d. *The incorporation of a fitness-gym type facility*
- e. *The renewal of kiosk, office space and amenity facilities*
- f. *The potential resuming of parkland in Victoria Park for the purposes of the DALC in a manner that does not degrade the current amenity and cultural values of the park*
- g. *The likely capital, operational and asset management costs for any proposed development of the DALC.”*

The City Strategy Branch was subsequently engaged by Council’s Community and Recreation division to prepare a Master Plan for the Dubbo Aquatic Leisure Centre (DALC) and the Dubbo Aquatic Leisure Centre draft master plan 2017–2036 was presented to the Executive Leadership Team on 1 August 2017 (ELT17/98).

In May 2016 the State Government announced the merger between the former Dubbo City and Wellington councils. To assist the newly formed entity and its community \$10 million was provided by the State Government for Stronger Communities - Community based and Major Projects (\$1 million and \$9 million respectively).

In consideration of the resolution from the DALC Working Party that as part of the development of the DALC master plan that *“The provision for active aquatic recreation and aquatic play elements,”* be addressed, a grant submission was prepared and submitted for the construction of a Water Play/Splash Pad requesting \$800,000 under the Stronger Communities (Major Projects) stream. This submission was assessed through a merit based process and was ultimately successful in being allocated the requested funds. As part of the requirements of the Stronger Communities (Major Projects) funding stream these funds are required to be fully allocated by June 2019 and expended and acquitted by December 2019.

A part of the Manager City Strategy Services report the preferred location for the Water Play/Splash Pad within the Dubbo Aquatic Leisure Centre master plan was identified.

“(j) Water Play/Splash Pad

Council has received a grant of \$800,000 under the Stronger Communities Fund – Major Projects for the development of a water play park at the DALC site to provide an additional aquatic and recreational option at the Centre.

The area considered most suitable for the purposes of a new interactive water play area is the site between the existing kiosk and children’s leisure pool.”

The location of the Water Play/Splash Pad is shown in figure 1 below:

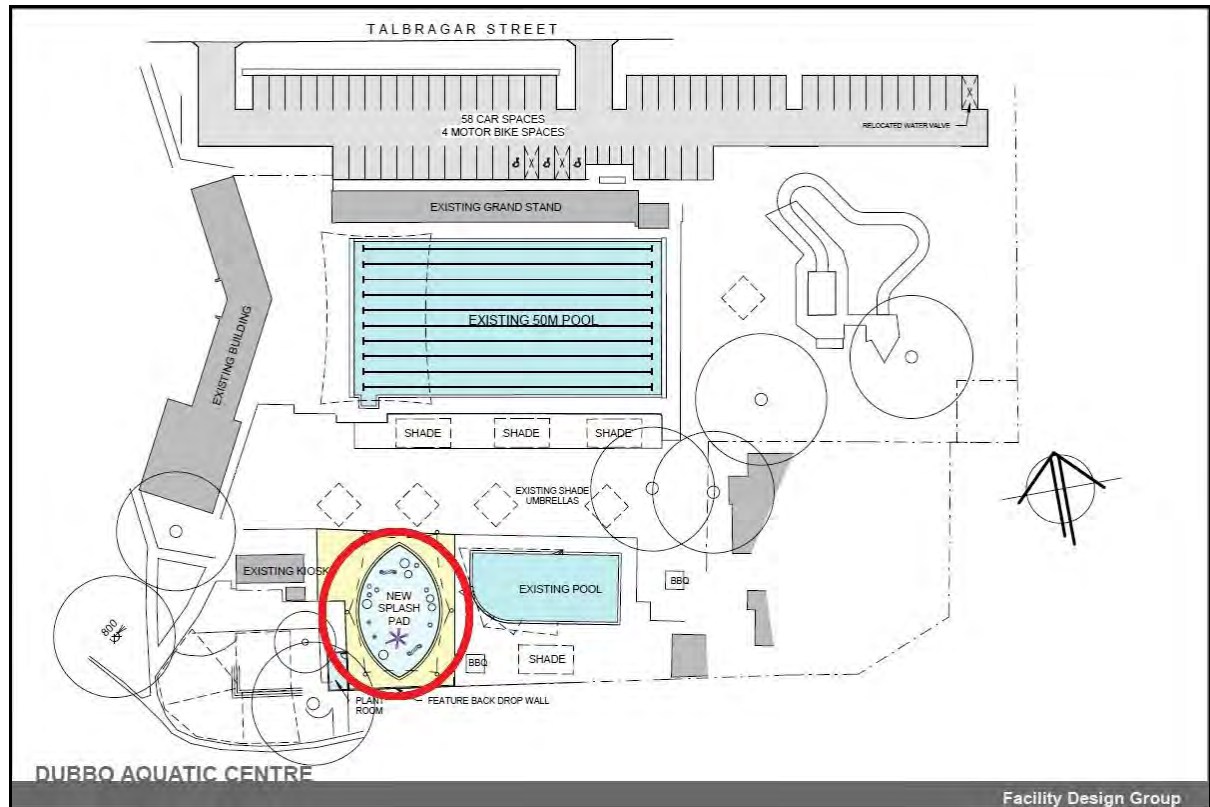


Figure 1. Preferred site of the Water Play/Splash Pad within the DALC (Stage 1 redevelopment).

For Dubbo Regional Council to meet the funding requirement of fully expending and acquitting the \$800,000 allocated to the construction of the Water Play/Splash Pad by the December 2019 deadline, and minimise the disruption to the public during its construction, a final decision is required on its location. Once a decision is made work can commence on engaging a suitably qualified contractor to design and install the new facility following the end of the 2017/2018 swimming season. This would enable the facility to be completed and ready for use for the 2018/2019 swim season.

An important consideration in adopting the preferred site is whether or not it is consistent with the future development of the facility.

As such the placement and subsequent construction of the Water Play/Splash Pad is seen as Stage 1 of the future development of the DALC (Figure 1).

As shown in figures 2 and 3 below, the preferred site for the Water Play/Splash Pad is consistent with both options that will go back to the newly elected Council for further consultation (Recommendation 2 from ELT17/98) following the upcoming Local Government elections.

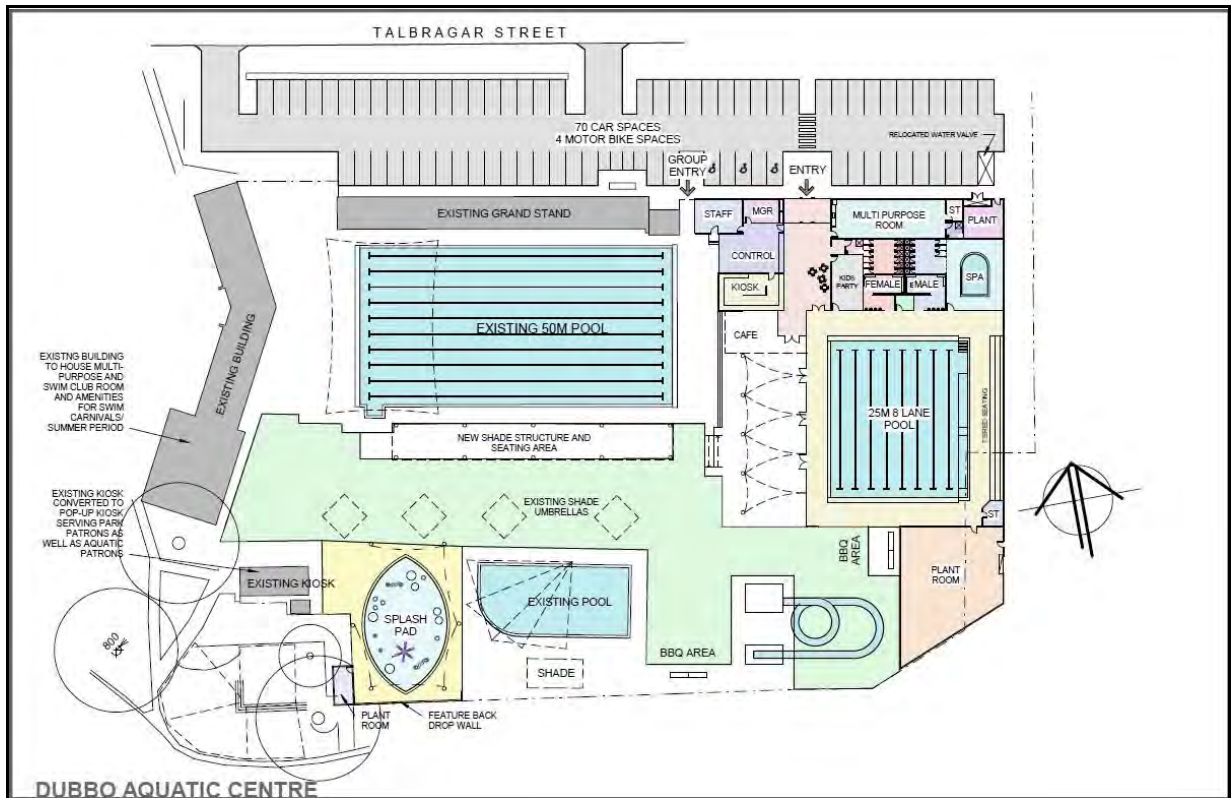


Figure 2. Stage 2 – Option 1 of the redevelopment of the DALC.

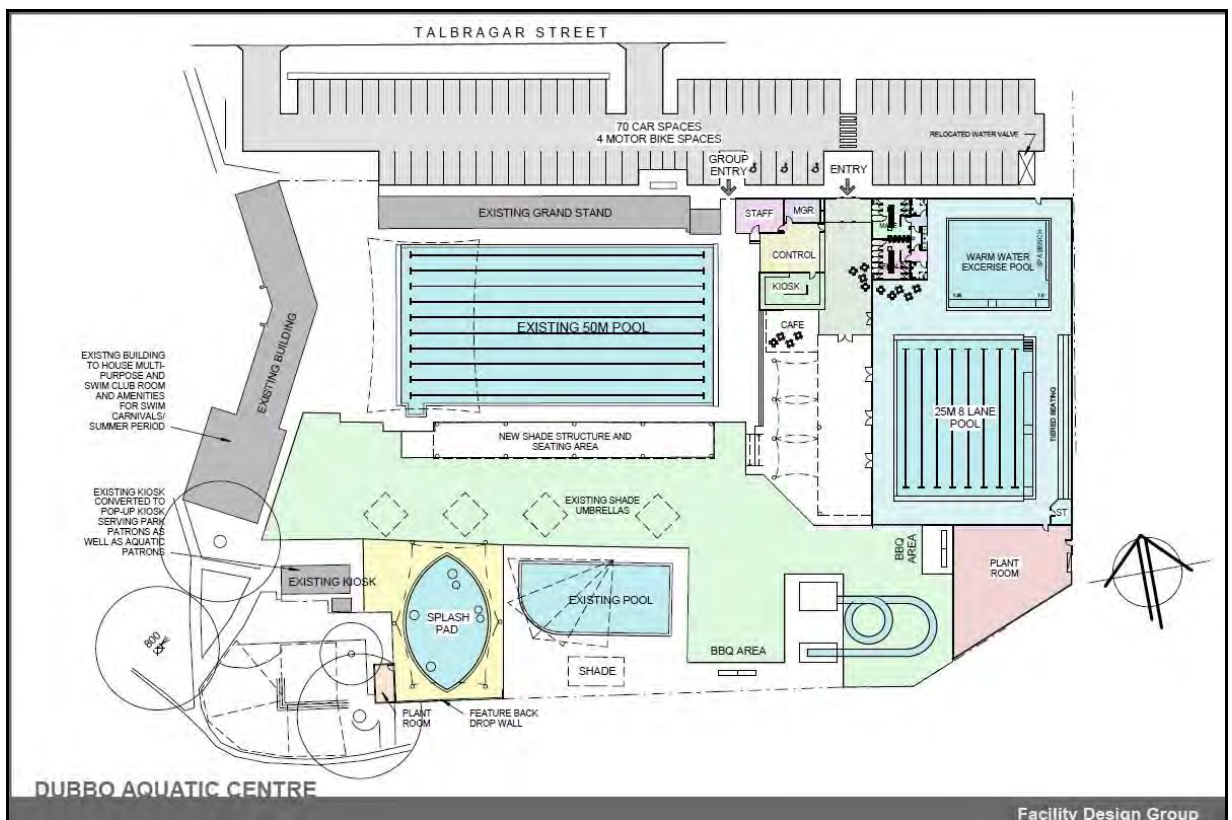


Figure 3. Stage 2 – Option 2 of the redevelopment of the DALC.

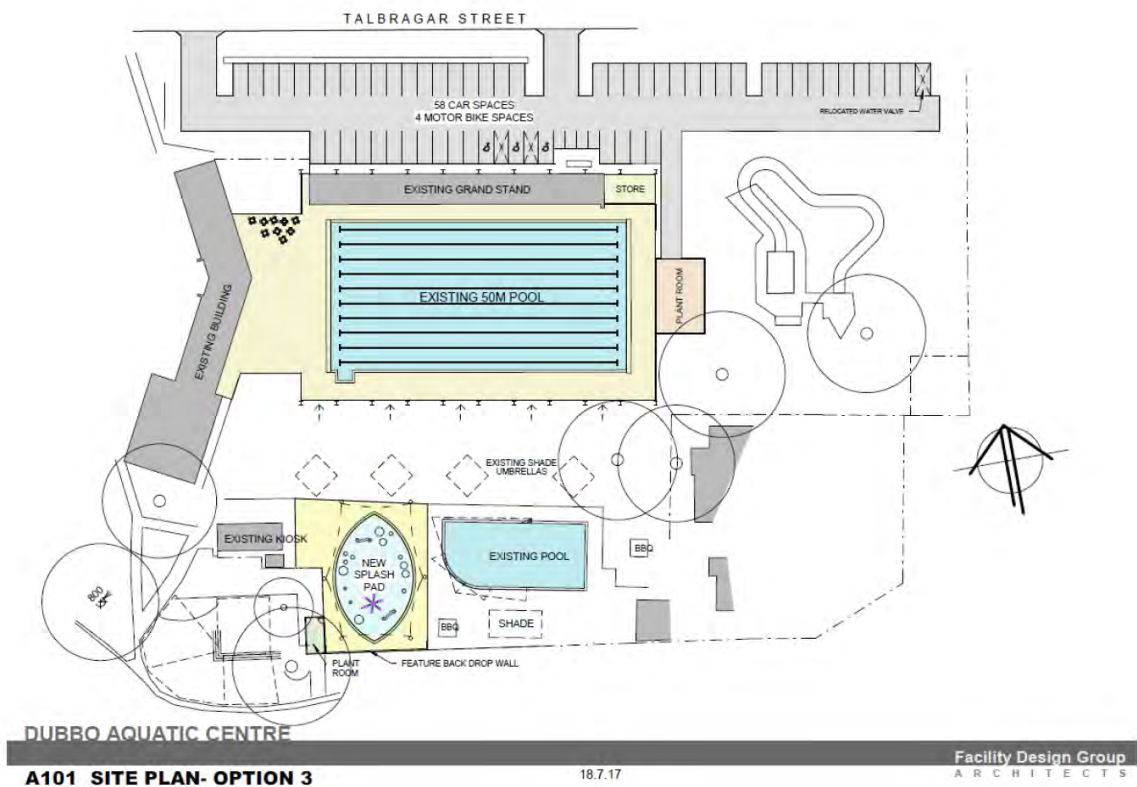


Figure 4: Stage 2 – Option 3 of the redevelopment of the DALC being an enclosed 50m pool

An Opinion of Probable Cost from Facility Design Group that has identified the amount of \$789,300 ex gst would be required for the construction of the Water Play/Splash Pad.

On the basis that Council needs to expend the \$800,000 allocated to the construction of the Water Play/Splash Pad by December 2019, and that construction of the facility needs to be accomplished between April and September 2018 to minimise disruption to the public it shall be recommended that the Water Play/Splash Pad be sited between the kiosk and Children’s Leisure Pool.



DUBBO REGIONAL
COUNCIL

REPORT: Aquatic Centre Season Operating Hours

AUTHOR: Director Community and Recreation
REPORT DATE: 26 July 2017
TRIM REFERENCE: ID17/1304

EXECUTIVE SUMMARY

In general the season opening and closing dates for the aquatic facilities of Dubbo Regional Council including the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and the Geurie Swimming Pool have remained the same.

The proposed Dubbo Aquatic Leisure Centre season opening date will be Saturday 9 September 2017 with the season closing date to be Sunday 1 April 2018.

As a result of the proposed Wellington Swimming Pool redevelopment and following feedback received from the Wellington Swimming Club and the Pool Supervisor regarding usage, the Wellington Swimming Pool proposed season opening date will be Saturday 7 October 2017 and closing date to be Sunday 11 March 2018.

The Geurie Swimming Pool proposed season opening date will be Saturday 4 November 2017 and closing date to be Sunday 11 March 2018.

In looking to achieve operating efficiencies within the aquatic centres whilst still meeting the needs of the core user groups and the general community an extensive review of the season opening and closing dates as well as the hours of operation for the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and Geurie Swimming Pool is required.

It is recommended the proposed 2017/2018 season opening and closing dates for the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and Geurie Swimming Pool be adopted and a review of the season opening and closing dates as well as the hours of operation for the three Aquatic Facilities be completed by the 30 June 2018 and include community consultation.

ORGANISATIONAL VALUES

Customer Focused: Dubbo Regional Council provides quality aquatic facilities across the local government area for the community to access.

Integrity: Dubbo Regional Council consult with the community and consider the feedback received when making decisions on the operating hours of aquatic facilities.

One Team: A collaboration between the community and Dubbo Regional Council to attain aquatic facility operating hours which aim to meet the needs of the community yet also achieve efficiencies in operating expenses.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That the 2017/2018 season opening and closing dates for Dubbo Regional Council Aquatic Facilities be:
 - a) Dubbo Aquatic Leisure Centre opening date being Saturday 9 September 2017 and the season closing date being Sunday 1 April 2018.
 - b) Wellington Swimming Pool opening date being Saturday 7 October 2017 and the closing date being Sunday 11 March 2018.
 - c) Geurie Swimming Pool opening date being Saturday 4 November 2017 and the closing date being Sunday 11 March 2018.
2. A review of the season opening and closing dates as well as the hours of operation for the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and Geurie Swimming Pool shall be completed by 30 June 2018.
3. That it be noted that community consultation shall form an integral part of the review of the season opening and closing dates and operational hours for the aquatic facilities.

Murray Wood
Director Community and Recreation

BACKGROUND

In general the season opening and closing dates for the aquatic facilities of Dubbo Regional Council including the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and the Geurie Swimming Pool have remained the same. The Dubbo Aquatic Leisure Centre generally opens on the second Saturday in September and closes the last weekend in March.

The Wellington Swimming Pool opens the last weekend in October and the season runs for twenty two weeks, closing the last weekend in March.

The Geurie Swimming Pool opens the second weekend in November and the season runs for eighteen weeks, closing mid-March.

REPORT

In alignment with the status quo utilised for the last five seasons the Dubbo Aquatic Leisure Centre season opening date will be Saturday 9 September 2017 with the season closing date to be Sunday 1 April 2018.

As a result of the proposed Wellington Swimming Pool redevelopment and following feedback received from the Wellington Swimming Club and the Pool Supervisor regarding usage, the Wellington Swimming Pool season opening date will be Saturday 7 October 2017 and closing Sunday 11 March 2018. The proposed dates will see the pool open three weeks earlier than normal, remain open for 22 weeks and subsequently close three weeks earlier which will allow for an earlier start date for the redevelopment.

The Geurie Swimming Pool season opening date will be Saturday 4 November 2017 and closing date Sunday 11 March 2018. These dates will see the pool open one week earlier, remain open for eighteen weeks and thus close one week earlier as well. This decision to open the Geurie Swimming Pool earlier was due to feedback received from the community, Pool Supervisor and regular lifeguards.

The operating hours for the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and the Geurie Swimming Pool have remained relatively unchanged for a number of years with no extensive review completed. In looking to achieve operating efficiencies within the aquatic centres whilst still meeting the needs of the core user groups and the general community an extensive review of the season opening and closing dates as well as the hours of operation for the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and Geurie Swimming Pool is required. The review would include community consultation, comparisons with other aquatic facilities, analysing admission statistics and examining staffing budgets.

SUMMARY

In conclusion it is recommended that the proposed season opening and closing dates for the Dubbo Aquatic Leisure Centre (9 September 2017 to 1 April 2018), Wellington Swimming Pool (7 October 2017 to 11 March 2018) and Geurie Swimming Pool (4 November 2017 to 11 March 2018) be adopted.

Furthermore a review of the season opening and closing dates as well as the hours of operation for the Dubbo Aquatic Leisure Centre, Wellington Swimming Pool and Geurie Swimming Pool be completed by the 30 June 2018. It is recommended that this review includes community consultation.



DUBBO REGIONAL
COUNCIL

REPORT: Dubbo Regional Sports Council Playing Field Improvement Fund

AUTHOR: Director Community and Recreation
REPORT DATE: 20 July 2017
TRIM REFERENCE: ID17/1257

EXECUTIVE SUMMARY

The Dubbo Sports Council Playing Field Improvement Fund has been administered by the Dubbo Sports Council. Twenty five percent (25%) of the sporting organisation fees collected by Council, are contributed to the Playing Field Improvement Fund which is a restricted asset. As of 30 June 2017 some \$95,000 remains in the restrict asset which is only available to Dubbo sporting organisations.

Dubbo Regional Sports Council received three Playing Field Improvement Fund applications from Dubbo Touch Association, Dubbo District Football Association and Dubbo Netball Association.

The Dubbo Touch Association, Playing Field Improvement Fund application was to construct an undercover BBQ area on John McGrath Oval between the Dubbo Touch Clubhouse and the Riverbank Amenities. The material project costs for the undercover BBQ area is \$27,541 and volunteer labour from the TAFE and Dubbo Touch will contribute approximately an additional \$19,200. Dubbo Touch has received a grant from Office of Sport Local Sport Grant Program for \$14,470 and have indicated the club will contribute \$6,535. Dubbo Touch Association have requested \$6,535 from the Dubbo Sports Council Playing Field Improvement Fund.

Dubbo and District Football Association submitted a Playing Field Improvement Fund application to purchase and install a new amenities building on Lady Cutler East Ovals. Dubbo and District Football Association have indicated they will contribute \$20,000, an Asia Cup Legacy Grant has been applied for \$60,000. Dubbo and District Football Association have requested an additional \$20,000 from the Dubbo Sports Council Playing Field Improvement Fund.

The Dubbo Netball Association application for the Dubbo Sports Council Playing Field Improvement Fund includes the purchase and installation of a patio awning for the front of the existing clubhouse at the Nita McGrath Courts and the purchase and installation of a large window looking out over the courts. The cost of the window project is \$4,262.50 and the patio awning \$15,900, totalling \$20,162.50. Dubbo Netball Association requested \$15,000 from the Dubbo Sports Council Playing Field improvement Fund.

The Dubbo Regional Sports Council Management Committee met on Tuesday 11 July 2017, 6pm at Council's Wellington Office where the three applications for the Playing Field Improvement Fund were tabled. The Dubbo Regional Sports Council Management committee endorsed the three applications; Dubbo Touch Association \$6,535, Dubbo and District Football Association \$20,000 and Dubbo Netball Association \$10,081.25 based on a dollar for dollar contribution.

It is recommended that the Dubbo Sports Council Playing Field Improvement Fund applications from Dubbo Touch Association, Dubbo and District football Association and Dubbo netball Association and the funds as endorsed by the Dubbo Regional Sports Council Management committee be adopted by Council.

Furthermore it is recommended the \$20,000 adopted for Dubbo and District Football Association be transferred to the 9.06 Sporting Facilities function and placed in a restricted asset for the Lady Cutler East new amenities project until such time that grant funding is successfully applied for.

ORGANISATIONAL VALUES

Customer Focused: Dubbo Regional Council provides funding to assist and support sporting organisations in the local government area to improve sporting facilities.

Integrity: The funding is administered by the Dubbo Regional Sports Council Management committee and all applications must be endorsed by the committee.

One Team: A collaboration between the community being sporting organisations and the Dubbo Regional Council to improve sporting facilities in the local government area.

FINANCIAL IMPLICATIONS

The 9.07 Recreation Planning and Programs – Playing Field Improvement Fund will be reduced by \$36,616.25 of which \$20,000 will be transferred to 9.06 Sporting Facilities into a restrict asset for the Lady Cutler East new amenities project.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That the Dubbo Touch Association, Dubbo Sports Council Playing Field Improvement Fund application for \$6,535 be approved and that the Dubbo Touch Association be formally notified as to the outcome of their application.**
- 2. That the Dubbo Touch Association be requested to liaise with the Community and Recreation Division in regards to the project management for this project.**
- 3. That the Dubbo and District Football Association, Dubbo Sports Council Playing Field Improvement Fund application for \$20,000 be approved and the Association be formally notified as to the outcome of their application.**
- 4. That the \$20,000 approved for the Dubbo and District Football Association be transferred to 9.6 Sport Facilities function and placed in a restricted asset for the Lady Cutler East amenities project until such time that matching grant funding is received.**
- 5. That the Dubbo Netball Association, Dubbo Sports Council Playing Field Improvement Fund application for \$10,081.25 be approved and that the Association be formally notified as to the outcome of their application.**
- 6. That the Dubbo Netball Association be requested to liaise with the Community and Recreation Division in regards to the project management for this project.**

Murray Wood

Director Community and Recreation

BACKGROUND

The Dubbo Sports Council Playing Field Improvement Fund has been administered by the Dubbo Sports Council. Twenty five percent (25%) of the sporting organisation fees collected by Council, are contributed to the Playing Field Improvement Fund which is a restricted asset. Sporting organisations have used the Playing Field Improvement Fund to assist in funding various projects to upgrade or develop new facilities.

As a result of the amalgamation the Dubbo Regional Sports Council at the first AGM held in February 2017 adopted that only the Dubbo sporting organisations would be eligible to apply for funds contributed to the Dubbo Sports Council Playing Field Improvement Fund until 30 June 2017. The balance of the fund which will be approximately \$95,000 once the June 2017 quarterly reviews have been completed. After 1 July 2017 a separate Dubbo Regional Sports Council Playing Field Improvement Fund restricted asset will be established of which twenty five percent (25%) of sporting organisation fees collected by Council from Dubbo and Wellington will be contributed. Sporting organisations from Dubbo and Wellington who meet the criteria would then be eligible to apply for this funding thereafter.

REPORT

Dubbo Regional Sports Council received three Playing Field Improvement Fund applications from Dubbo Touch Association, Dubbo Netball Association and Dubbo and District Football Association.

The Dubbo Touch Association, Playing Field Improvement Fund application is to construct an undercover BBQ area on John McGrath Oval between the Dubbo Touch Clubhouse and the Riverbank Amenities. The BBQ area will include a concrete slab, 6m x 4m steel framed shelter with a stainless steel gas BBQ, an aluminium table and three bench seats. The BBQ area would not only be used by Dubbo Touch Association but also be available to the general community. The material project costs for the undercover BBQ area is \$27,541 and volunteer labour from the TAFE and Dubbo Touch will contribute approximately an additional \$19,200. Dubbo Touch has received a grant from the Office of Sport Local Sport Grant Program for \$14,470 and have indicated the club will contribute \$6,535. Dubbo Touch Association have requested \$6,535 from the Dubbo Sports Council Playing Field Improvement Fund.

Dubbo and District Football Association submitted a Playing Field Improvement Fund application to purchase and install a new amenities building on Lady Cutler East Ovals. The amenities block would include two male and two female toilets as well as two disabled toilets with a ramp which meets the current Australian standards. Currently there are only amenities on Lady Cutler Oval which means kids and spectators playing on Lady Cutler East Oval have to cross the busy Bligh Street to get to this facility which is a safety issue. Also the Lady Cutler Precinct has no disability access to amenities. Dubbo and District Football Association have indicated they will contribute \$20,000 and an Asia Cup Legacy Grant has been applied for \$60,000. The Dubbo and District Football Association have requested \$20,000 from the Dubbo Sports Council Playing Field Improvement Fund to contribute to this facility.

The Dubbo Netball Association application for the Dubbo Sports Council Playing Field Improvement Fund includes the purchase and installation of a patio awning for the front of the existing clubhouse at the Nita McGrath Courts to provide protection from the elements for players and spectators and use as an assembly point for pickup and drops off for training. Dubbo Netball Association are also applying to purchase and install a large window looking out over the courts to assist the committee with viewing of games, monitoring behaviour and identifying misconduct as well as communicating with players and spectators. The cost of the window project is \$4,262.50 and the patio awning \$15,900, totalling \$20,162.50. Dubbo Netball Association have requested \$15,000 for the Dubbo Sports Council Playing Field Improvement Fund.

The Dubbo Regional Sports Council Management Committee met on Tuesday 11 July 2017, at Council's Wellington Office where the three applications for the Playing Field Improvement Fund were tabled. The Dubbo Regional Sports Council Management committee determine that all three applications had merit and met the criteria.

The Committee endorsed the application by the Dubbo Touch Association for \$6,535 from the Playing Field Improvement Fund for the undercover BBQ area.

The Committee endorsed the application by the Dubbo and District Football Association, Dubbo Sports Council Playing Field Improvement Fund application for \$20,000 for new amenities at Lady Cutler East and that the funds be held with Council until grant funding is secured for the \$60,000 whether it be through success with the Asia Cup Legacy Grant or another avenue.

Finally The Committee endorsed the application by the Dubbo Netball Association's Playing Field Improvement Fund for the patio awning and window. An amount of \$10,081.25 which is half the total costs of the project was endorsed with the criteria specifying dollar for dollar funding.

SUMMARY

With the Dubbo Regional Sports Council Management Committee endorsing the Playing Field Improvement Fund Application's received from Dubbo Touch Association, Dubbo and District Football Association and Dubbo Netball Association it is recommended that the applications be adopted by Council and the funding as recommended moved by the Dubbo Regional Sports Council Management meeting be adopted and the relevant sporting organisations notified. Furthermore it is recommended the funding allocated to Dubbo and District Football Association for new amenities at Lady Cutler East be placed in a restricted asset for this project in the 9.06 Sporting Facilities function. Dubbo Touch Association and Dubbo Netball Association are to be informed to liaise with the Manager Sporting Facilities in regard to project management of their respective projects.