



INFRASTRUCTURE POLICY COMMITTEE

AGENDA

4 FEBRUARY 2020

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **INFRASTRUCTURE POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 4 February 2020**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8218.

AGENDA

1	INTRODUCTION.....	3
1.1	Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
2	COMMITTEE MINUTES.....	5
2.1	Minutes of the Orange and Cabonne Road Safety Committee held on 30 October 2019.	5
2.2	Minutes of the City of Orange Traffic Committee Meeting – 17 December 2019	55
3	GENERAL REPORTS	276
3.1	Current Works	276

1 INTRODUCTION

1.1 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Infrastructure Policy Committee at this meeting.

2 COMMITTEE MINUTES

2.1 MINUTES OF THE ORANGE AND CABONNE ROAD SAFETY COMMITTEE HELD ON 30 OCTOBER 2019.

RECORD NUMBER: 2019/2672

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

EXECUTIVE SUMMARY

The Orange & Cabonne Road Safety Community Committee met on 30 October 2019 but did not have a quorum. The members present discussed the agenda items and refer the following record of the meeting for recommendations to be resolved at the next Orange & Cabonne Road Safety Community Committee meeting. This report is provided to the Infrastructure Policy Committee for noting only.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “3.2 Live - Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council notes the reports presented by the Orange & Cabonne Road Safety Community Committee from its meeting held on 30 October 2019.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

ATTACHMENTS

- 1 Minutes of the Meeting of the Orange & Cabonne Road Safety Community Committee held on 30 October 2019
- 2 OCRSC 30 October 2019 Agenda, D19/64916 [↓](#)

ORANGE CITY COUNCIL
MINUTES OF THE
ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE
HELD IN GIYALANG GANYA, 286 LORDS PLACE ORANGE
ON 30 OCTOBER 2019
COMMENCING AT 10.30AM

1 INTRODUCTION

ATTENDANCE

Cr J McRae (Chairperson), Miss Elizabeth Griffin, Mrs Kristine Boggs, Mr Surendra Sapkota (Cabonne Council), Cr Anthony Durkin (Cabonne Council alternate delegate), Strategic Planning and Design Engineer, Director Community, Recreation and Cultural Services, Manager Community Services, Orange Cabonne Road Safety Officer.

GUESTS

Sgt Brendan Turner (Station Manager, Orange Police), Acting Sgt Adam Cornish (NSW Police), Monica Lea (Roads and Maritime Services), Jason Lewis (Transport Asset Engineer)

1.1 Apologies and Leave of Absence

RECOMMENDATION

Cr J McRae/Ms E Griffin

That the apologies be accepted from Cr Kevin Duffy, Jason Theakstone (Manager Engineering Services), Cr Greg Treavors, Matthew Chisholm and Chief Inspector Atkins for the Orange & Cabonne Road Safety Community Committee meeting on 30 October 2019.

As there was not a quorum, the members present decided to discuss the agenda items and refer the following record of the meeting for recommendations to be resolved at the next Orange & Cabonne Road Safety Community Committee.

1.2 Acknowledgement of Country

An acknowledgement of country was conducted by the Chairperson.

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES**RECOMMENDATION****Cr J McRae/Ms E Griffin**

That the Minutes of the Meeting of the Orange & Cabonne Road Safety Community Committee held on 6 March 2019 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Orange & Cabonne Road Safety Community Committee meeting held on 6 March 2019.

3 PRESENTATIONS**3.1 POLICE REPORT**

TRIM REFERENCE: 2019/2226

- Operation Merit was conducted over 12 weeks with 5,064 breath tests and 100 drug tests.
- There has been an 18 percent drop in serious injury crashes, however the RMS reports that in the western area there has been an increase in fatal crashes, with eight more than last year.
- Data indicates that a young P-plater driver's risk of a crash increases by three times after wet weather.

RECOMMENDATION**Ms E Griffin/Cr J McRae**

That the discussion on the Police Report be noted.

3.2 ROAD SAFETY ISSUES

TRIM REFERENCE: 2019/2227

- Concerns were raised regarding the pedestrian crossing in Anson Street, due to pedestrians not looking for oncoming traffic. It was suggested that signage be constructed on the footpath surface to warn pedestrians to look for oncoming traffic. Signage on the footpath surface to draw the attention and downward gaze of pedestrians using mobile phones.
- School crossings at Glenroi and Bowen Public Schools do not have crossing supervisors. The RMS representative informed the Committee the RMS have a formula for determining if schools require crossing supervisors. The Road Safety Officer is to check with RMS and the Safety Around Schools Officer regarding the data for Glenroi and Bowen public schools.
- Spring Hill traffic counter data revealed high speeds being travelled on Seaton Street. The high speeds incidents occurred in the school zone periods. There are no flashing lights in the local school zone.
- Police reported an increase in patrols in the area and requested the data be re-sent to Acting Sgt Adam Cornish.

RECOMMENDATION**Cr J McRae/Ms E Griffin**

- 1 That the discussion on Road Safety Issues be noted.
- 2 That the Road Safety Officer of the Committee provide an update from RMS concerning the data for Glenroi and Bowen Public Schools as discussed.

4 GENERAL REPORTS

4.1 ROAD SAFETY COMMITTEE - ACTION PLAN 2018

TRIM REFERENCE: 2019/2229

RECOMMENDATION

Cr J McRae/Ms E Griffin

That the Orange and Cabonne Road Safety Community Committee Action Plan be reviewed and updated, and the updates be acknowledged.

4.2 ROAD SAFETY REPORT

TRIM REFERENCE: 2019/2278

RECOMMENDATION

Ms E Griffin/Cr J McRae

That the Road Safety Report be acknowledged.

THE MEETING CLOSED AT 11:35 AM.



ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

AGENDA

30 OCTOBER 2019

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **GIYALANG GANYA, 286 LORDS PLACE ORANGE** on **Wednesday, 30 October 2019** commencing at **10.30AM**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Andrea Hamilton-Vaughan on 6393 8620.

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE**30 OCTOBER 2019**

AGENDA**EVACUATION PROCEDURE**

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

Under no circumstances is anyone permitted to re-enter the building until the all clear has been given and the area deemed safe by authorised personnel.

In the event of an evacuation, a member of Council staff will assist any member of the public with a disability to vacate the building.

1	INTRODUCTION	3
1.1	Apologies and Leave of Absence	3
1.2	Acknowledgement of Country.....	3
1.3	Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
2	PREVIOUS MINUTES	4
2.1	Minutes of the Meeting of the Orange & Cabonne Road Safety Community Committee held on 06 March 2019.....	5
3	PRESENTATIONS.....	9
3.1	Police Report	9
3.2	Road Safety Issues	11
4	GENERAL REPORTS.....	12
4.1	Road Safety Committee - Action Plan 2018	12
4.2	Road Safety Report	15

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE**30 OCTOBER 2019**

1 INTRODUCTION**MEMBERS**

Cr K Duffy, Cr J McRae, Mrs Lina Moffitt, Miss Elizabeth Griffin, Mr Shaun Eggleston, Mr Matthew Chisholm, Mrs Kristine Boggs, Sgt Mark Hevers (NSW Police), Mr Surendra Sapkota (Cabonne Council), Cr Greg Treavors (Cabonne Council), Cr Anthony Durkin (Cabonne Council alternate delegate), Strategic Planning and Design Engineer, Manager Engineering Services, Director Community, Recreation and Cultural Services, Manager Community Services, Orange Cabonne Road Safety Officer

1.1 APOLOGIES AND LEAVE OF ABSENCE**1.2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Aboriginal Australians who are present.

1.3 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Orange & Cabonne Road Safety Community Committee at this meeting.

RECOMMENDATION

ATTACHMENTS

- 1 Minutes of the Meeting of the Orange & Cabonne Road Safety Community Committee
held on 6 March 2019

ORANGE CITY COUNCIL**MINUTES OF THE****ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE****HELD IN ENGINEERING AND TECHNICAL SERVICES OFFICE, MAIN STREET, CUDAL****ON 6 MARCH 2019****COMMENCING AT 10.30AM**

1 INTRODUCTION**ATTENDANCE**

Cr K Duffy (Chairperson), Cr J McRae, Miss Elizabeth Griffin, Mrs Kristine Boggs, Manager Engineering Services, Manager Community Services, Orange Cabonne Road Safety Officer

1.1 Apologies and Leave of Absence

RESOLVED**Cr J McRae/Ms E Griffin**

That the apologies be accepted from Sgt Mark Hevers and Mr Matthew Chisholm for the Orange & Cabonne Road Safety Community Committee meeting on 6 March 2019.

1.2 Acknowledgement of Country

Conducted by the Chairperson

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES**RESOLVED****Ms E Griffin/Cr J McRae**

That the Minutes of the Meeting of the Orange & Cabonne Road Safety Community Committee held on 26 September 2018 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Orange & Cabonne Road Safety Community Committee meeting held on 26 September 2018.

MINUTES OF ORANGE & CABONNE ROAD SAFETY COMMITTEE

6 MARCH 2019

3 PRESENTATIONS**3.1 POLICE REPORT**

TRIM REFERENCE: 2019/277

Deferred - Police representative not present

RECOMMENDATION

Nil

3.2 ROAD SAFETY ISSUES

TRIM REFERENCE: 2019/278

- 1 Spring Hill speeding issues in Seaton and Carcoar Streets. The RSO to investigate and price Community Speedwatch trailers/VMS.
- 2 Modifying Vehicles for accessible transport – the Road Transport Act 2013 is required to be updated to include legislation regarding the fitting of accessible transport equipment and the securing of passengers requiring accessible transport equipment.
- 3 There was a question regarding the reverse parking right of way in a 45 degree angle parking area. Confirmation of the understood rule to be provided at the next meeting, that it is the driver wishing to park their vehicle who must wait and give way to oncoming traffic.

RECOMMENDATION

Cr J McRae/Ms E Griffin

- 1 That the discussions on the Road Safety Issues be noted.
- 2 That the Road Safety Officer investigate Community Speedwatch Trailers for the information of the Committee.

4 GENERAL REPORTS**4.1 ROAD SAFETY REPORT**

TRIM REFERENCE: 2019/279

- Behavioural campaigns were ongoing as per the funded RMS Road Safety Action Plan.
- Free Cuppa for the Driver was successfully launched for 2019. It was suggested that RMS train RSOs across the State in social media as it is an important part of the Free Cuppa campaign.
- Be Seen Be Safe - The RSO will work with Councils to gain greater compliance to drive with their headlights on 24/7.
- Child Restraint Checking Days will be completed in Cabonne prior to Easter.

RECOMMENDATION

Mrs K Boggs/Cr J McRae

- 1 That the Road Safety Report be acknowledged.
- 2 That Road Safety social media be shared on Orange City Council Facebook page, Twitter, and other relevant websites.

MINUTES OF ORANGE & CABONNE ROAD SAFETY COMMITTEE

6 MARCH 2019

4.2 ROAD SAFETY COMMITTEE - ACTION PLAN 2019

TRIM REFERENCE: 2019/280

RECOMMENDATION

Cr J McRae/Ms E Griffin

That the Orange and Cabonne Road Safety Community Committee Action Plan be reviewed and updated.

THE MEETING CLOSED AT 11.30AM

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

3 PRESENTATIONS

3.1 POLICE REPORT

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

3.2 ROAD SAFETY ISSUES

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

4 GENERAL REPORTS**4.1 ROAD SAFETY COMMITTEE - ACTION PLAN 2018**

TRIM REFERENCE: 2019/2229

AUTHOR: Sue Collins, Administration Officer

EXECUTIVE SUMMARY

Attached is the Action Plan to be reviewed and updated at the conclusion of each meeting.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “3.1 Live - Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and the wider community”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Orange and Cabonne Road Safety Community Committee Action Plan be reviewed and updated.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

ATTACHMENTS

- 1 Action Plan - Orange and Cabonne Road Safety Community Committee - OCRSC - 2019, D19/7954

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 1 Action Plan - Orange and Cabonne Road Safety Community Committee - OCRSC - 2019

D19/7954

Orange and Cabonne Road Safety Community Committee

Action Plan

Action	Who	Delivery/Operational Plan reference	Cost implications	Resourcing implications	Start	End	Update/Completed
Orange Cabonne Road Safety Officer to collect speed data from traffic classifiers and provide reports to Police and OCC Traffic Committee.	Manager Engineering Services	3.2 Partner with key stakeholders to deliver infrastructure and activities that improves the safety and security of the community.	Nil	Standard operating procedure	Ongoing	Ongoing	Underway in Cabonne
To improve sharing of information between the RMS, Police and Council.	Road Safety Officer	3.2 Partner with key stakeholders to deliver infrastructure and activities that improves the safety and security of the community.	N/A	Standard operating procedure	Ongoing	Ongoing	
Update the Active Travel plan and include measures to increase driver and cyclist education, on road markings and signage and considerations for increase road widths in high usage shared activity areas.	Manager Works	3.1 Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and the wider community	N/A	Road Safety Officer to request resources from RMS to be used by Orange and Cabonne Councils.	Ongoing	Ongoing	

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 1 Action Plan - Orange and Cabonne Road Safety Community Committee - OCRSC - 2019

Inform community regarding the success of traffic blisters across the LGA and investigate further funding for additional treatments.	Manager Engineering Services	3.1 Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and the wider community		Refer to Traffic Committee report.			
--	------------------------------	---	--	------------------------------------	--	--	--

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

4.2 ROAD SAFETY REPORT

RECORD NUMBER: 2019/2278

AUTHOR: Andrea Hamilton-Vaughan, Road Safety Officer

EXECUTIVE SUMMARY

The Road Safety Officer (RSO) covers two Local Government Areas, the City of Orange and Cabonne Council. Three funding bodies, Orange and Cabonne Councils and the Roads & Maritime Services (RMS) each fund the Local Government Road Safety Program (LGRSP). The RSO works with road safety stakeholders in the community and in particular the NSW Police.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “3.2 Live - Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Road Safety Officer report be acknowledged.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION**DRIVER FATIGUE AWARENESS DAY – BE A CHAMP STOP FOR A CAMP**

The driver fatigue campaign to target young male hunters in regional New South Wales was launched on the 23 April, 2019 at the 2 Fat Ladies Café and Lolly Shop, Lucknow. The campaign was launched by Chief Inspector Phil Brooks, NSW Police, Traffic and Highway Patrol with guest speaker Member for Orange, Mr Phil Donato.

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE**30 OCTOBER 2019****4.2 Road Safety Report**

BE SEEN BE SAFE DRIVE WITH YOUR HEADLIGHTS ON 24/7

Phase three of the Be Seen. Be Safe campaign has been launched to address key road user movements including intersection crashes and high speed roads.

The social media campaign was a huge success achieving the following results:

- Total reach – 1,002,868 people
- Total engagements – 200,314 people
- Video viewed – 853,166 times

ATTACHMENTS

- 1 Final Report - Driver Fatigue Awareness Day - Be a Champ Stop for a Camp, D19/61980
- 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time, D19/61987

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 1 Final Report - Driver Fatigue Awareness Day - Be a Champ Stop for a Camp

FINAL REPORT

COMMUNITY GRANT

DRIVER FATIGUE AWARENESS DAY

BE A CHAMP, STOP FOR A CAMP

The driver fatigue campaign to target young male hunters in regional New South Wales was launched on the 23 April, 2019 at the 2 Fat Ladies Café and Lolly Shop, Lucknow. The campaign was launched by Chief Inspector Phil Brooks, NSW Police, Traffic and Highway Patrol with guest speaker Member for Orange, Mr Phil Donato.

The launch was supported by a social media campaign and distribution of resources to develop a conversation within families and peers to ensure hunters had sufficient sleep before starting their journey home after a night of hunting.

- ▶ Objectives of the campaign:
- ▶ To change driver behavior
- ▶ To raise awareness of driver fatigue and the fatal consequences of weekend hunting trips.

Resources:

- Green ribbons
- Water bottles
- Be a champ, stop for a champ checklists
- Posters – the above resources were distributed to Trangie, Naromine, Orange and Wollongong.
- Social media campaign
- T shirts for the principals
- Rebranding the Driver Fatigue Awareness Day Facebook page and developed consistent branding across all platforms

Social Media results:

- 4 stories created for social media targeting the grief of those affected by the fatal crash in 2016 and one story as an overview of the tragic event.
- 32,648,551 impressions – The number of times any content from your page or about your page entered a person's screen viewed the driver fatigue videos
- 8,606,560 – Total number of times videos have started or viewed

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE**30 OCTOBER 2019****Attachment 1 Final Report - Driver Fatigue Awareness Day - Be a Champ Stop for a Camp**

- Over 31,000 engagements on the Facebook page
- Over 2,000 shares
- 52% of views were by males.

Partnerships and outcomes:

The NSW Police are committed to the Driver Fatigue Awareness Day and Be a champ and stop for a champ for 2020 and are keen to have their Police cars badged with the messages.

Our team will pursue this partnership to engage with regional communities to broaden our Driver Fatigue Awareness Day and Be a champ, stop for a camp reach.

The project came in on budget and can gain momentum in the future.

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Free Cuppa for the Driver

FINAL REPORT

"Fighting driver fatigue one cuppa at a time"

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



CONTENTS

Project Coordinators	2
Safety Systems Description	2
Project Description	2
Project Rationale	3
Project Objectives:	3
Project Strategies	4
Project Timeline	4
Stakeholders	17
Costs and Budget	18
Contributors	19
Planned Evaluation	19
Final Cost	20
Final Valuation	20

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Project Coordinators

The project coordinators for the 2018-2019 phase of Free Cuppa for the Driver were as follows:

Name	Local Government Area (LGA)
Andrew Cutts	Bathurst Regional and Blayney Shire Councils
Jayne Bleechmore	Dubbo Regional and Gilgandra Shire Councils
Kate McDougall	Eurobodalla Shire Council
Melanie Sutor and Belinda Coe	Forbes, Lachlan and Parkes Shire Councils
Renee McMillan	Moree Plains Shire Council
Jenny Kirk	Narrabri Shire Council
Andrea Hamilton-Vaughan	Orange City and Cabonne Shire Councils
Lisa Lovegrove	Port Stephens Council
Kym Snow	Shoalhaven City Council
Alison Balding	Upper Hunter and Muswellbrook Shire Councils
Cheyenne O'Brien	Warrumbungle Shire Council
Phillip May	RMS Western Region including Bland, Cootamundra-Gundagai Regional, Edward River, Griffith City and Leeton Shire Councils

Safety Systems Description

Free Cuppa for the Driver meets the following Safe System Descriptions:

- **Safe System** – Safer people.
- **Understanding Crashes and Risk** - Educate driver about the signs of driver fatigue.
- **Education and Information Supporting Road Users** - Implementing the 'free cuppa' schemes, encourage visiting drivers to stop and take a break.
- **Enforcement of Road Rules** - Police enforcement is not possible for driver fatigue; however, this project is supported by NSW Police Traffic and Highway Patrol Command. Police will promote the scheme through their media channels and discuss fatigue with drivers whilst conducting RBTs.

Project Description

The ninth phase of the scheme was implemented across twenty-two (22) LGA's. These were Bathurst Regional, Bland, Blayney, Cabonne, Cootamundra- Gundagai Regional, Dubbo Regional, Edward River, Eurobodalla, Forbes, Gilgandra, Griffith City, Lachlan, Leeton, Moree Plains, Muswellbrook, Narrabri, Orange City, Parkes, Port Stephens, Shoalhaven, Upper Hunter and Warrumbungle.

The project's major strategy is the 'free cuppa for the driver' scheme where visiting drivers are eligible for a free cuppa at any participating business. The councils will provide the scheme's promotional material and the participating businesses will provide the 'free cuppa'.

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Project Rationale

Between 2013 - 2017 there were 10,381 crashes across the Bathurst Regional, Bland, Blayney, Cabonne, Cootamundra- Gundagai Regional, Dubbo Regional, Edward River, Eurobodalla, Forbes, Gilgandra, Griffith City, Lachlan, Leeton, Moree Plains, Muswellbrook, Narrabri, Orange City, Parkes, Port Stephens, Shoalhaven, Upper Hunter and Warrumbungle council areas of which 12% were fatigue related. These fatigue related crashes resulted in 76 fatalities and 497 serious injuries and 465 moderate injuries.

The majority of drivers were male (70%). The age groups most over-represented were 17 - 25 year olds (28%), 30 - 39 year olds (17%) and over 60 year olds (16%). The LGAs with the highest fatigue related crashes were Bland (23%), Blayney (19%), Cabonne (19%), Forbes (19%) and Upper Hunter (18%). The majority of fatigue related crashes occurred on roads with a speed zone of 100km/h or higher. Most of the participating council areas have a major highway (Golden, Great Western, Hume, Mid-Western, Mitchell, Newell and Sturt) running through them, which means they have increased tourist traffic compared to other areas as people drive from the city to the country, country to the coast or from Victoria to Queensland via inland NSW. The majority of fatigue related crashes occurred on one of the above-mentioned highways.

A tourist targeted road safety campaign encouraging drivers to stop and take a break would most likely have a positive effect on the road toll across the participating council areas. Research shows that fatigue plays a higher role in night-time crashes and in crashes in rural areas. It is suggested that this is because rural speeds are high and fatigued drivers do not take the necessary evasive action required to avoid a crash - therefore the crashes are often deadly.

In 2017 more people in NSW died in fatigue related crashes than drink driving crashes. Being awake for about 17 hours has a similar effect on performance as a blood alcohol content of 0.05. Driver fatigue is a unique and complex problem. Unlike speeding and drink driving, there is no legislation, tests or enforcement to regulate driver fatigue. Public education is the only policy instrument currently available to address driver fatigue.

Project Objectives:

1. To encourage visiting drivers to stop and take a break in the Bathurst Regional, Bland, Blayney, Cabonne, Cootamundra- Gundagai Regional, Dubbo Regional, Edward River, Eurobodalla, Forbes, Gilgandra, Griffith City, Lachlan, Leeton, Moree Plains, Muswellbrook, Narrabri, Orange City, Parkes, Port Stephens, Shoalhaven, Upper Hunter and Warrumbungle council areas
2. To provide visiting drivers with an effective incentive to encourage them to stop for regular breaks across Western NSW.
3. To increase visiting drivers' knowledge about the early warning signs of driver fatigue and effective countermeasures.
4. To reduce the number and severity of fatigue related crashes in the participating council areas.
5. To provide additional rest areas along strategic routes.

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Project Strategies

1. Thorough evaluation of phase seven of the scheme (2016/2017). This will involve; analysing the scheme's usage rates, collating the business feedback, reviewing the promotion strategy, the amount of media coverage generated and an in-depth crash analysis (who is at risk on what roads).
2. Develop phase eight of the scheme. Visiting drivers will be entitled to a free cuppa (at any participating business) by showing their driver's licence (if they live at least 100km from the town). The councils will provide the scheme's promotional material and the participating businesses will provide the free cuppa. The scheme also includes a prize draw for visiting drivers and participating businesses.
3. An official launch.
4. Promotion of the scheme to visiting drivers and locals. This will involve;
 - updating and promoting the free cuppa website
 - onsite signage for participating businesses including decal stickers for the front doors of their shop and sandwich board signs/bali banners to place on the footpaths
 - developing and distributing promotional brochures about the scheme and driver fatigue to local accommodation places, tourist attractions and Visitor Information Centres across NSW, VIC and QLD
 - installing roadside banners and metal signs on the outskirts of the participating towns to promote the scheme and remind drivers to take a break - promoting the scheme through other organisations such as Driver Revivers, Newell Highway Promotions Committee, NRMA, RACV and RACQ - regular media coverage, including social media (facebook and twitter)
 - promoting the scheme to participating councils' staff - dovetailing the RMS 'Don't trust your tired self' campaign
5. Evaluate the effectiveness of the scheme and suggest improvements for the next phase.

Project Timeline

Item	Estimated start Date	Event/Activity	Responsible officer	Date of action	Action Required	Status
1	03/07/2018	In-depth analysis of phase eight-usage rates, business feedback, crash data, promotional strategy and materials, media coverage (including social media) and more.	Andrea Renee Mel Jayne Cheyenne			Complete.
2	17/07/2018	Planning teleconference.	All	20/07/2017		Complete.
3	17/07/2018	Northern Region presentation. Liaise with other regions and	Andrea Renee Kristine			Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		councils to participate in phase nine of the scheme.				
4	01/08/2018	Conduct a promotional material stock-take to determine how many roadside banners, sandwich board signs, Bali banners, disposable cups, driver entry forms and entry boxes are available for use.	Mel All		Mel is waiting on all team members to confirm the list on Loomio. It is under the title Stock-take. Mel to email those who haven't given her stocktake yet. We really need it to do the promotional order, so we need this info ASAP.	Complete.
5	01/08/2018	Update the master database of potential participating businesses, 'expression of interest letter', Info-flyer, 'welcome letter', registration form, outdoor signage agreement form and staff training policy.	Mel Andrew Renee Jayne		Jayne- Outdoor signage form and staff training policy These documents will be uploaded onto Loomio.	Complete.
6	14/08/2018	Planning teleconference.	All	Andrew and Renee might not be able to make it to the next teleconference.	14/08/2018	Complete.
7	20/08/2018	Send the first 'expression of interest' letter (which will also include a registration	All Jayne		Andrea has confirmed the social media data for Renee to complete the final report, and then Mel can include those figures in the infographic flyer to be sent out with the	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		form and outdoor signage agreement form) to all local food outlets (e.g. cafes, pubs, service stations etc.) inviting them to register to participate in the scheme.			invitation letter and registration form. All team members need to get postal labels and the other documents printed so once finalised the team can send off the invitation package. The deadline will still remain on 16/09/2018 for businesses to register.	
8	30/08/2018	As businesses register, send each business a 'welcome letter' and update the master spreadsheet. The 'welcome letter' confirms their registration and outlines the project timeline.	All Andrew		Everyone needs to confirm with the masterlist that welcome letters have been sent and the businesses are correct. Everyone can just update it on google docs. Carmel and Alison don't have a dropbox. Anyone with the link can access it. Andrew has sent a dropbox link to everyone.	Complete.
9	30/08/2018	Write and distribute a media release advising local businesses that registration is open for phase nine of the 'free cuppa' scheme.	Jayne		Jayne has uploaded the media release onto Loomio under the 'Registrations open media release and welcome letter' thread and the media release document is called 04092018_Free_Cuppa_Registrations_now_open. All team members should send it to their communications team to amend to their organisation's standards and publish.	Complete.
10	06/09/2018	Prepare and send a reminder letter to the unregistered food outlets, reminding them that they have until 16/09/2018 to register to	All		Each team member can decide whether they would like to send this out to businesses that they would like to register but haven't done so yet.	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		participate in phase nine of the scheme.				
11	06/09/2018	Planning teleconference.	All		Next teleconference 2pm Thursday 6 September.	Complete.
12	10/09/2018	Review the promotional strategy for 'free cuppa' and make changes if necessary. Share strategy details with team for information at the next teleconference.	Media Team		<p>Need to focus on new LGA'S in the scheme and promote them.</p> <p>Andrea will also talk to Phil about filming videos in the South West region on 31 January. Phil has put his phone number on Loomio.</p> <p>18/10/2018-Cheyenne to create sub-group in Loomio for the media team to discuss this.</p> <p>01/11/2018- Media team are too busy with other projects and will aim to work on this as soon as it quiets down at the end of the year/start of next year.</p> <p>30/01/2019- the pop-up stand at truck stops is too dangerous, the media team will look into holding it at a petrol station or weigh station at the set dates.</p> <p>20/02/2019- the pop-up stand at Gilgandra Roadhouse was a success in promoting the campaign and underlying fatigue message.</p> <p>Decision to be made on future pop-up stand.</p>	Complete.
13	16/09/2018	Expressions of interest (registrations) for phase nine close. Confirm the local exclusion zones (100km	All		Andrew is currently working on exclusion zones.	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		from all participating towns). Update the localised lists and forward for inclusion in the master spreadsheet.				
		Update spreadsheet of participating businesses for the website.				
14	21/09/2018	Participating business list is finalised	Andrew All		Everyone needs to get their registered business info to Andrew by 21/09/2018. Carmel to send 2 late registered businesses to Andrew for the masterlist. Gundagai and Wagga Wagga will be involved.	Complete.
15	04/10/2018	Planning teleconference.	All		27/09/2018 @2pm	Complete.
16	04/10/2018	Determine the location of the launch, prize draw and debrief.	All		Andrew put his hand up for a launch at Bathurst for the Western region, he will just look into if he can hold it and if he can get morning sunrise on board. At this stage there will only be a launch in western region to attract as much media attention as possible. 06/12/2018- Andrew confirmed the launch can be in Bathurst. The prize draw and debrief will be in Wellington on 19 June 2019.	Complete.
17	04/10/2018	Confirm the local exclusion zones (100km from all	Andrew Mel		Andrew will look into online databases where information for the masterlist entered will be consistent. It was noted that	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		participating towns). Update the localised terms and conditions and the master spreadsheet.			Free Cuppa team members might spell a word (i.e. a business name) wrong and it could go undetected in the masterlist. Other terms and conditions include only 1 coffee per day per vehicle, etc. Mel will upload the terms and conditions on Loomio. T&C's will be included on brochure, entry box and business pack. 01/11/2018- Renee has put this on Loomio for Andrew to include in the brochure.	
18	12/10/2018	Develop the town maps for inclusion in the promotional brochure. Send a google maps link of participating businesses to Andrew, which includes latitude and longitude coordinates.	Andrew		01/11/2018- Andrew will send Steve/Mel (Parkes) the mapping information to do the design for the brochure. To reduce costs the maps will be of 3 businesses or more in a town. Steve is currently on leave but Mel will ask Steve when he is back from leave to do this.	Complete.
19	19/10/2018	Submit details of roadside banner to RMS if the banner is to be located in a speed zone greater than 60 km/h	All		18/10/2018- Please include a location on Google maps of where the banner will go to your RMS region if it's in speed zones greater than 60km/h or your council if below 60km/h. 01/11/2018- The cost to everyone needs to be placed on Loomio for consideration in the budget on if more banners should ordered, and the costs of other options.	Complete.
20	23/10/2018	Write and	Media		To be discussed on Loomio, in	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		distribute a media release promoting the local businesses that have registered to participate in the scheme.	Team		the sub group and distributed to the rest of the team.	
21	26/10/2018	Determine how many of each promotional item is required (the difference between stock levels and the number of participating businesses).	Mel All		Mel is still waiting on the stocktake and finalised materlist to be able to do this. Mel will try and get the quotes before the next teleconference- this is all dependent on getting the stocktake finalised. 01/11/2018- Mel will look into updating old sandwich boards.	Complete.
22	26/10/2018	Update the 'free cuppa' website	Andrea		Renee has allowed Mitch to have access to dropbox to put photo's of businesses on the website. Andrea to check with Mitch and get the photos put up. Logo's need to be removed and replaced with the 'Proudly supported by the Local Government Road Safety Program'. The online brochure is not the most recent. Mitch should have received it but it hasn't been uploaded.	In Progress.
23	30/10/2018	Prepare brochure text and send for graphic design.	Andrew			Complete.
24	2/11/2018	Order the required amount of promotional material and decal stickers.	Mel		To order after the next teleconference. Will do once stocktake is complete. 01/11/2018- Just waiting on if Roadside banners should be ordered, given the change or where they can be placed. Also	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



					waiting on Vinyl stickers for old sandwich boards. Orders will start to be placed next week.	
25	01/11/2018	Planning teleconference.	All		Jayne to contact Keri to book for 2.00pm.	Complete.
26	06/11/2018	Update social media roster and distribute. Ensure all team members have access to the Facebook page.	Media Team			Complete.
27	27/11/2018	Liaise with the Newell Highway Promotions Committee to discuss the scheme, promotion and ways to work together.	Mel		The committee received a grant for road safety advertising on the Newell Highway. Mel is waiting for the committee to come back to her if it will get across the line and if they need more information. Mel sent back comments on media statement, asking for it to include more infographics.	Complete.
28	30/11/2018	Meet with participating businesses to determine an agreed location for the sandwich board signs/Bali banners. Complete the outdoor signage agreement form. Take photo or video of business for social media at same time.	All		The agreement form is on Loomio.	Complete.
29	30/11/2018	Submit the relevant applications (Section 68) to	All		Section 68 can be applied for 5 years, which could significantly reduce labour of applications.	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		the local council for the installation of the sandwich board signs/Bali banners.				
30	06/12/2018	Planning teleconference.	All		2pm on Thursday 6/12/18. Renee is an apology.	Complete.
31	05/01/2019	Write a media release for Heavy Vehicle magazines and any other traveller publishers and send off to them.	Andrea		20/02/2019- Andrea to write up and send in the next couple of weeks. Jayne to look into.	In Progress.
32	10/01/2019	Planning teleconference.	All		On pick up day on 30/01/2019 at 2.00pm. Held at RMS building so other regions can call in.	Complete.
33	22/01/2019	Sort and pack promotional material into council groupings for collection by RSOs.	Mel			Complete.
34	22/01/2019	Arrangements to be made for RSOs to collect their promotional material from Parkes and hold Planning meeting on a suitable date to be decided	All		Meeting to be held on Wednesday 30/01/2019. - Couriered items are jumbled and the recipients will need to go through the stock spread sheet to determine what is theirs. - Renee needs Alison & Kym's address for stock. - Renee has updated and posted T&C's to everyone.	Complete.
35	22/01/2019	Develop the launch invitation list and distribute the invitations.	All Andrew		Send list to Andrew by COB 31 Jan.	Complete.
36	01/02/2019	Commence social media updates and continue through to	All		Phil's videos for South West have been rejected due to format and content. Jayne will speak to Andrea about getting something up instead of	In Progress.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		30/06/2018			nothing.	
37	02/02/2019	Planning teleconference.	All		Wednesday 20 February, 2-4pm.	Complete.
38	05/02/2019	Organise the launch logistics - venue, catering, program etc.	Andrew		Harvest Café on 28 Feb @ 11am in Bathurst.	Complete.
39	07/02/2019	Distribute the brochures to Visitors Information Centres across NSW, VIC and QLD. Send flyers and a letter to Driver Reviver sites in South West and Western NSW informing them of the scheme.	Cheyenne		Jayne to send her poster which informs travellers of participating businesses in the town of the VIC. 20/02/2019- brochures have been sent, but flyers to driver reviver sites haven't been sent. Kristine to get updated Driver Reviver contact list and Kym to get driver reviver contacts for the Southern area.	Complete.
40	12/02/2019	Liaise with council staff for the installation of the roadside banners on the entry roads into the participating towns in time for the scheme's commencement on 1 March 2019.	All		It's a good idea to book the staff in to put up banners on 1 March.	Complete.
40A	12/02/2019	Pre-launch Media release	Andrea All		Andrew to send team members media release to publish before the launch.	Complete.
41	19/02/2019	Package the promotional material for each participating business.	All		Mel to put list on Loomio of what needs to be included in the participating business pack.	Complete.
42	20/02/2019	Distribute the scheme's promotional materials to the participating	All		To distribute the last week of February.	Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		businesses.				
43	26/02/2019	Promote the scheme to council staff.	All		Jayne will send out her generic email.	Complete.
44	26/02/2019	Dovetail the 'Don't trust your tired self' campaign. Organize localised activities.	All		Everyone should begin this in their LGA's.	Complete.
45	01/03/2019	Official launch of phase Nine.	All		Factor in Mayor and GM conference at NSW Parliament in Sydney. Jayne will confirm the dates and the launch will be planned around it on Loomio. It was noted that the launch be held mid week, to allow for travel time.	Complete.
46	01/03/2019	Phase nine commences.				
47	01/03/2019	Planning meeting.			Wednesday 20 March @ 2pm.	Complete.
48	02/03/2019	Write and distribute a media release about the official launch of phase nine of the scheme.	Media Team			Complete.
49	12/03/2019	Write and distribute a media release in the lead up to Easter 2019 (21 April).	Jayne		This will be combined with item 51.	Complete.
50	04/04/2019	Planning teleconference.	All		Next teleconference 1 May @ 2.00pm.	Complete.
51	16/04/2019	Write and distribute a media release in the lead up to ANZAC Day. Include any results so far if	Media Team			Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		possible.				
52	17/04/2019	Follow up with businesses in Free Cuppa Program.	All		To do before Easter holidays.	Complete.
53	07/05/2019	Write and distribute a 'final weeks' media release.	Cheyenne			Complete.
54	14/05/2019	Liaise with council staff to take down the roadside banners by 31 May 2019.	All			Complete.
55	14/05/2019	Develop, print and send the business feedback survey.	Renee and Cheyenne		Take printed forms when you go to collect materials and businesses can complete them on the spot.	Complete.
56	31/05/2019	Phase nine concludes.				
57	01/06/2019	Collect driver prize entry forms and business feedback surveys from participating businesses. Give businesses participation certificate, printed on high quality certificate paper.	All			Complete.
58	01/06/2019	Collect ALL Free Cuppa Cups from participating businesses- to get an estimate on the number of free cuppas handed out through the	All			Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		scheme.				
59	01/06/2019	Prepare and send a thank-you letter to the participating businesses. The letter will outline the results of phase nine.	Jayne			Complete.
60	01/06/2019	Prepare and send a thank-you letter to those outside of the Free Cuppa team who contributed towards the success of the phase that has just ended.				Complete.
61	08/06/2019	Once all Free Cuppa resources are collected from participating businesses perform a stocktake and complete the stocktake excel spreadsheet.	All Renee			Complete.
61B	08/06/2019	Upload entries onto survey monkey for the prize draw and final report.	All			Complete.
62	11/06/2019	Purchase the prizes.	Cheyenne			Complete.
63	19/06/2019	Conduct the prize draw and debrief. Contact the winners. Send the prizes.	All		At Wellington VIC.	Complete.
64	15/06/2019	Write and distribute a media release announcing the	Cheyenne			Complete.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



		winners.				
65	18/06/2019	Evaluate the scheme's effectiveness.	Renee			Complete.
66	25/06/2019	Identify locations using data collected from participating driver for possible installation of new/improved rest areas along strategic routes. Advise RMS and Newell Highway Task Force of collated information.	Renee			
67	25/06/2019	Write and distribute a media release outlining the results of phase nine of the scheme.	Media Team			
68	25/06/2019	Write and submit the final report.	Renee			

Stakeholders

Joint Submission:	<u>Hunter Region:</u> Muswellbrook, Port Stephens and Upper Hunter local government areas. <u>Southern Region:</u> Eurobodalla and Shoalhaven City local government areas. <u>South Western Region:</u> Bland, Cootamundra-Gundagai Regional, Edward River, Griffith City and Leeton local government areas. <u>Western Region:</u> Bathurst Regional, Blayney, Cabonne, Dubbo Regional, Forbes, Gilgandra, Lachlan, Moree Plains, Narrabri, Orange City, Parkes and Warrumbungle local government areas.
Stakeholder involvement contribution:	<u>Council:</u> Support, advice, resources, administrative assistance, funding, education, contacts, identification of new rest area locations, funding applications (rest areas) and promotion of the scheme (Engineering, Planning and Tourism); <u>Local business:</u> Support and participation in the scheme, provision of the 'free cuppa', promotion of the scheme, feedback, and staff training; <u>RMS:</u> Support, advice, resources, funding, crash data, fatigue artwork, research findings and possible dovetailing of regional programs.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Costs and Budget

Cost Area	Description	Estimated Cost (excl. GST)	Actual Cost (excl. GST)
Online Marketing	Social Media	\$11,500.00	\$10,454.55
Online Marketing	Website	\$2,800.00	\$2,545.45
Online Marketing	Video Training Deposit	\$650.00	\$590.91
Online Marketing	Video Editing	\$4,000.00	\$1,818.18
Online Marketing	Free Cuppa App	\$5,000.00	\$0.00
Roadside Banners	Approvals	\$2,000.00	\$0.00
Roadside Banners	Installation	\$6,855.00	\$7,000.00
Printing/Promotional Items	Brochures	\$3,652.00	\$2,920.00
Printing/Promotional Items	Flyers	\$1,061.00	\$960.00
Printing/Promotional Items	Roadside Banners	\$8,816.00	\$7,995.00
Printing/Promotional Items	Business Signage (sandwich & bali)	\$1,055.00	\$950.00
Printing/Promotional Items	Entry Boxes	\$742.00	\$674.55
Printing/Promotional Items	Entry Box Stickers	\$0.00	\$545.45
Printing/Promotional Items	Business Window decals	\$311.00	\$345.45
Printing/Promotional Items	Entry Forms	\$380.00	\$340.00
Printing/Promotional Items	Takeaway Cups and Lids	\$1,667.00	\$1,497.60
Printing/Promotional Items	Sandwich Board Stickers	\$0.00	\$450.00
Printing/Promotional Items	Free Cuppa Shirts	\$450.00	\$394.40
Printing/Promotional Items	Keep Cups	\$2,000.00	\$6,780.00
Printing/Promotional Items	Pull-up Banners	\$755.00	\$680.00
Printing/Promotional Items	Section 68 Contributions	\$5,990.00	\$3,550.00
Printing/Promotional Items	Media	\$3,600.00	\$4,636.36
Printing/Promotional Items	Graphic Design	\$2,000.00	\$1,818.18
Printing/Promotional Items	Free Cuppas	\$0.00	\$40,500.00
Launch	Venue	\$600.00	\$0.00
Launch	Catering	\$800.00	\$799.09
Launch	Speakers (Welcome to Country)	\$600.00	\$0.00
Prizes	Driver Entry Prizes	\$600.00	\$2,191.82
Prizes	Business Entry Prizes	\$600.00	\$545.45
Postage and Handling	Courier (Promotional Items)	\$2,000.00	\$1,486.28
Postage and Handling	Driver Reviver Flyers	\$380.00	\$0.00
Postage and Handling	VIC's Brochures	\$600.00	\$562.56
Postage and Handling	Letters	\$860.00	\$950.00
Pop-up Stand	Catering	\$500.00	\$163.45
Communications	Loomio Subscription	\$570.00	\$500.39
Administration	Staff Wages Contributions	\$1,700.00	\$2,454.55
Administration	Misc. Admin	\$250.00	\$518.18
TOTAL		\$74,844.00	\$107,677.88

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Contributors

Contributor	Description	Estimated Funds (excl. GST)	Actual Funds (excl. GST)
RMS	Bathurst and Blayney Council - RSO Funding	\$4,165.00	\$4,165.00
RMS	Dubbo Regional and Gilgandra Shire Councils - RSO Funding	\$4,165.00	\$4,165.00
RMS	Moree Plains Shire Council - RSO Funding	\$2,085.00	\$2,085.00
RMS	Narrabri Shire Council - RS Funding	\$2,085.00	\$2,085.00
RMS	Orange City and Cabonne Shire Councils - RSO Funding	\$4,165.00	\$4,165.00
RMS	Parkes, Forbes and Lachlan Shire Councils - RSO Funding	\$6,250.00	\$6,250.00
RMS	Warrumbungle Shire Council - RSO Funding	\$2,085.00	\$2,098.89
RMS	South West Region RMS - RS Funding	\$8,340.00	\$8,340.00
RMS	Shoalhaven City Council - RSO Funding	\$2,085.00	\$2,085.00
RMS	Eurobodalla Shire Council - RSO Funding	\$2,085.00	\$2,085.00
RMS	Port Stephens Council - RSO Funding	\$2,085.00	\$2,085.00
RMS	Muswellbrook and Upper Hunter Council - RSO Funding	\$4,170.00	\$4,170.00
Council	Bathurst and Blayney Council's in kind support	\$2,101.00	\$1,909.09
Council	Dubbo Regional and Gilgandra Shire Councils' in kind support	\$5,300.00	\$2,916.52
Council	Moree Plains Shire Council in kind support	\$1,114.00	\$589.09
Council	Narrabri Shire Council in kind support	\$1,044.00	\$909.09
Council	Orange City and Cabonne Shire Councils' in kind support	\$1,643.00	\$1,363.64
Council	Parkes, Forbes and Lachlan Shires' Councils' in kind support	\$4,844.00	\$3,681.82
Council	Warrumbungle Shire Council in kind support	\$5,700.00	\$5,386.36
Council	South West Region RMS in kind support	\$199.00	\$0.00
Council	Shoalhaven City Council in kind support	\$40.00	\$909.09
Council	Eurobodalla Shire Council in kind support	\$40.00	\$0.00
Council	Port Stephens Council in kind support	\$0.00	\$833.64
Council	Muswellbrook and Upper Hunter Council in kind support	\$0.00	\$3,036.36
Local Businesses	Next Level Digital - Video Edits	\$4,000.00	\$1,818.18
Local Businesses	Free Cuppas	\$0.00	\$40,500.00
TOTAL		\$69,790.00	\$107,677.88

Planned Evaluation

1. Number of people who use the scheme
2. Number of participating businesses in the scheme
3. Amount of media coverage generated - including social media
4. Anecdotal feedback from visiting drivers, participating businesses and Visitor Information Centres
5. Results of driver prize entry forms
6. Results of the business feedback surveys

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Final Cost

The final cost for the scheme in phase nine was \$107,677.88

Final Valuation

1. Number of people who use the scheme

There were 676 driver prize entry forms collected and entered into the evaluation spread sheet. This is a decrease of 241 entries when compared to the number of entries received during the 2018 campaign. We are unsure as to why the number of entries has decreased; however feedback from the participating businesses suggests that some people either did not wish to complete the entry form or staff forgot to encourage entries be completed. We have also estimated by recording the number of cups used during the scheme that over 9,000 'Free Cuppas' were given away during 2019.

2. Number of participating businesses in the scheme

We had 105 business register however due to various reasons only 101 actually participated in the scheme.

3. Amount of media coverage generated - including social media

Six (6) media releases were distributed across the 22 local government areas as part of the 2019 Free Cuppa for the Driver campaign. These releases generated a number of interviews and stories across several media types including television, radio and print media.

Phase nine of the scheme produced great results for social media with all key indicators up on last year. The social media marketing strategies improved across digital platforms from the previous year on reach, engagement and views.

TARGET KPI	FIGURE
TOTAL REACHThe number of people who had any content from your Page or about your Page enter their screen. This includes posts, check-ins, ads, social information from people who interact with your Page and more	19,739,087
TOTAL ENGAGEMENTThe number of people who engaged with your Page. Engagement includes any click or story created. (Unique Users)	1,313,421
TOTAL VIDEO VIEWS	2,769,965
FOLLOWER COUNT	+ 2018

The biggest winner was an overwhelming increase of 2,018 new followers to the Facebook page which has not experienced growth over the past couple of years. This increase is attributed to the relevance of the scheme to new regions including the Upper Hunter, a small section of the north coast and Southern Region.

The mission statement for Free cuppa for the driver social media is to take the public with us towards zero and grow the Free cuppa brand.

To fulfil that mission we looked at further empowerment of road users to battle driver fatigue when confronted with it on their journey and provide pragmatic solutions. The traditional Free cuppa message was supported with the 15 minute powernap strategy.

Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Key social media strategies this year included a social media saturation at Easter with 3 new clips (300,000 views in three days) targeting separate key demographics on social media including Instagram.

The 3 clips included, just ask, powernap, Free cuppa website and holiday travel. The market segmentation by targeting key demographics keeps the Free cuppa message fresh and interesting. This strategy has performed well in the past and excelled this year and grown the Free cuppa brand and acceptance by the public.

The success of the Free cuppa for the driver social media strategy was further demonstrated when utilised and implemented for the driver fatigue awareness day and "Be a champ and stop for a camp" campaigns.

The following graphs show details of the coverage received from Facebook:

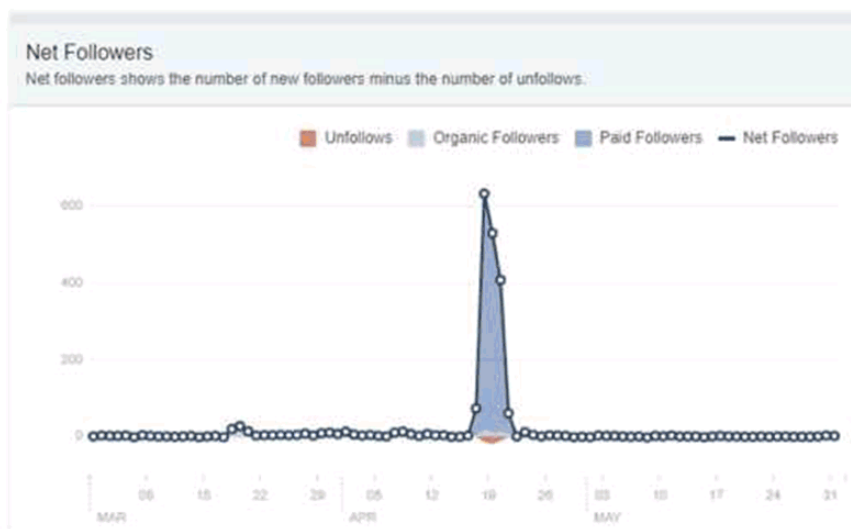


Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

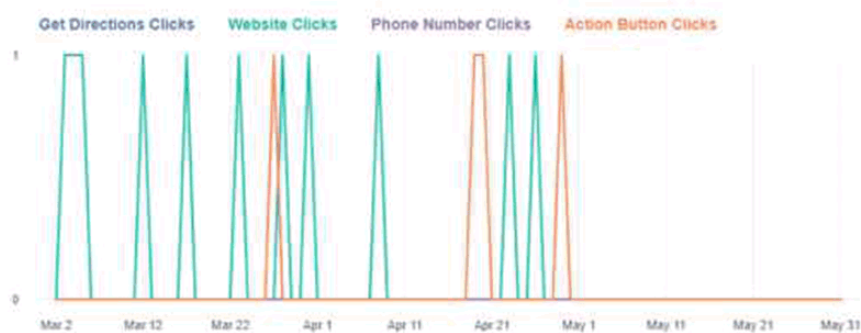
Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Reactions, Comments, Shares, and More
These actions will help you reach more people.



Total Actions on Page



Proudly Supported by the NSW Local Government Road Safety Program

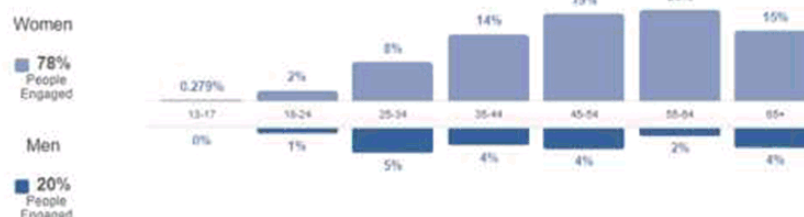
ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



The number of People Talking About the Page by user age and gender. This number is an estimate.



4. Anecdotal feedback from visiting drivers, participating businesses and Visitor Information Centres

This year we continued the use of flyers and brochures with mixed results. Some areas loved the simpler flyer others preferred the full brochure.

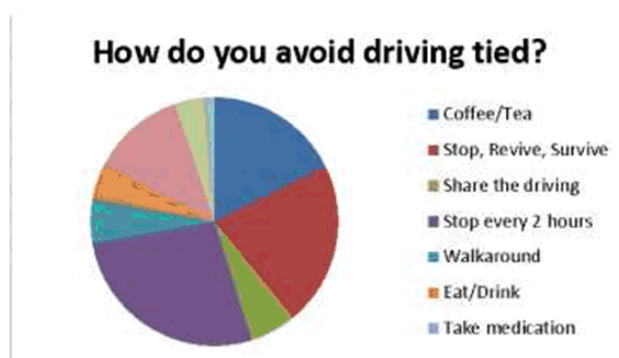
We utilised more videos on our Facebook page; while the videos proved to be more engaging there was some discussion within the team about the differing quality of videos produced from each LGA. A workshop will be organised at the start of the next phase to ensure that all participating LGA's have the skills, knowledge and hopefully tools to produce videos of similar quality.

5. Results of driver prize entry forms

This year we received 670 entries into the driver prize draw. The information below is taken from the questions answered as part of the entry conditions:

Question 1 How do you avoid driving tired?

This was an open ended question with many drivers electing to include multiple ways to avoid driving tired. The three most common responses were taking Stop every two hours (27%), Stop, Revive, Survive (21%) and Coffee/Tea (18%).



Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

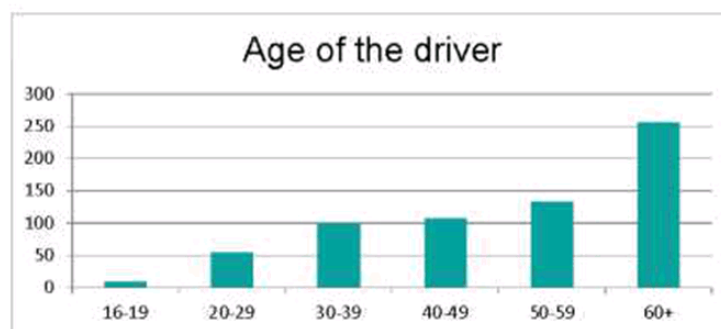
30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



Question 2 Age of the Driver

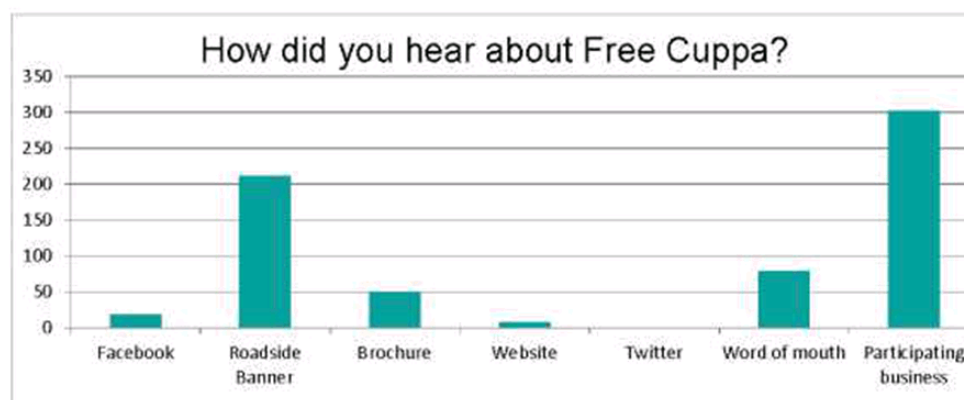
16-19 years 10 (1.5%)
 20-29 years 55 (8.3%)
 30-39 years 100 (15.1%)
 40-49 years 108 (16.3%)
 50-59 years 134 (20.2%)
 60+ years 256 (38.6%)



Question 3 How did you hear about Free Cuppa?

The response options given for this question and the number of response were as follows:

Facebook 19 (2.8%)
 Twitter 0 (0%)
 Brochure 50 (7.4%)
 Word of mouth 80 (11.9%)
 Participating business 302 (45%)
 Roadside banner 212 (31.6%)
 Website 9 (1.3%)



Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

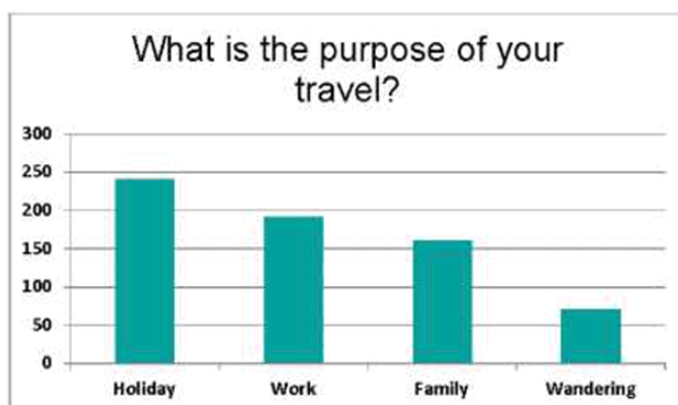
30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time



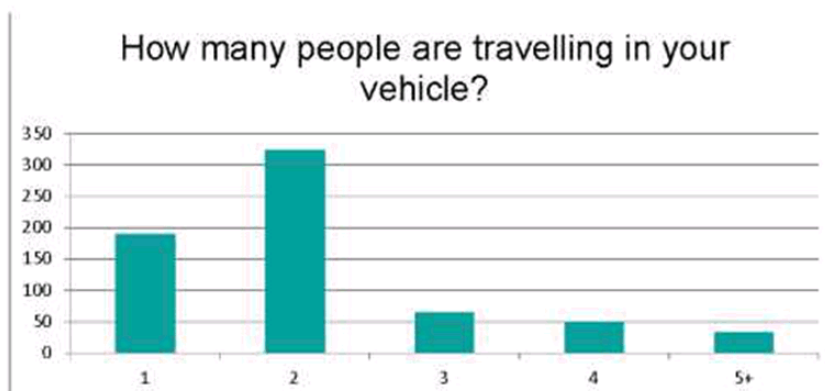
Question 4 What was the purpose of your travel?

Holiday 241 (36%)
 Work 192 (29%)
 Family 161 (24%)
 Wandering 72 (11%)



Question 5 How many people are travelling in your vehicle?

1 190 (29%)
 2 324 (49%)
 3 65 (9%)
 4 51 (8%)
 5+ 34 (5%)



Proudly Supported by the NSW Local Government Road Safety Program

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time

**Question 6 Travelling from (Home)**

Approximately 75% of participants home towns were from outside the participating local government areas (LGA's). This information shows that we are reaching our target group of people travelling through the participating LGA's. The most common home towns were Sydney (10%), Brisbane (5%), Dubbo (5%), Melbourne (4%) and Parkes (4%).

Question 7 Travelling to (Destination)

Approximately 47% of participants were travelling to a town within a participating LGA. The most common towns participants were travelling to were Dubbo (9%), Orange (9%), Sydney (8%), Parkes (6%), Brisbane (3%) and Bathurst (3%).

6. Results of the business feedback surveys

This year we were extremely disappointed with the number of participating businesses who actually took the time to complete and return the survey having only received 13 responses. The information below is taken from the questions answered:

Question 1 Overall, are you satisfied with your experience participating in the Free Cuppa for the Driver program?

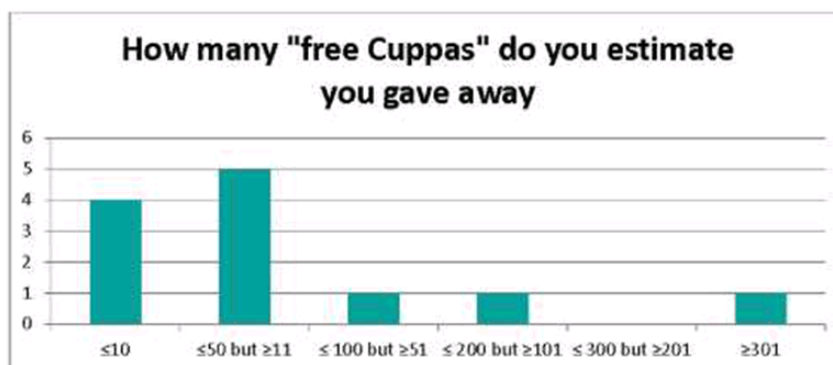
46% of businesses who returned a completed survey were moderately satisfied with their experience participating in the Free Cuppa for the Driver program. 38% stated they were extremely satisfied.

Question 2 What do you like most about the Free Cuppa for the Driver program?

The top two (2) responses to this question were being able to contribute to reducing the road toll/saving lives and getting new people to stop at the business.

Question 3 What changes would most improve the Free Cuppa for the Driver program?

Some of the suggested improvement to the scheme were more promotion/publicity, better signage and perhaps compensation to the businesses to cover the free cuppas.

Question 4 How many "free Cuppas" do you estimate you gave away?**Question 5 How organised was the Free Cuppa for the Driver program?**

54% of businesses who returned a completed survey felt the Free Cuppa for the Driver program was extremely organised. 38% felt the program was very organised and 8% felt the program was moderately organised.

ORANGE & CABONNE ROAD SAFETY COMMUNITY COMMITTEE

30 OCTOBER 2019

Attachment 2 Final Report - Fighting Driver Fatigue One Cuppa at a Time

Question 6 How easy was the registration process for the Free Cuppa for the Driver program?

Of the businesses who returned a completed survey 92% stated that the registration process was extremely easy. A further 8% of businesses stated the registration process was slightly easy.

Question 7 How useful was the included promotional material and documentation for the Free Cuppa for the Driver program?

92% of businesses surveyed thought the included promotional material and documentation for the Free Cuppa for the Driver program was extremely or very useful.

Question 8 Did you experience any extra business because of participating in the program?

38% of businesses experienced extra business while participating in the Free Cuppa for the Driver program. 38% of business felt they did not experience any additional business while participating in the program however were not dissatisfied as they see the benefits in support a community program and the remaining 24% of businesses were unsure if they experienced additional business while participating in the program.

Question 9 Did your customers ask for their 'Free Cuppa'?

15% of businesses survey advised that all of their customers asked for their 'Free Cuppas'. 61% advised that only some of their customers asked; others were offered the promotion by staff.

Question 10 How likely is it that your business will be participating in this program again next year?

The following responses were received:

- Extremely likely 77%
- Very likely 15%
- Moderately likely 8%

Question 11 Are you aware of the 'Free Cuppa for the Driver' website?

All respondents advised that they were aware of the website.

Question 12 Are there any other comments you would like to make in relation to the 'Free Cuppa for the Driver' program?

Comments received to this question were mostly around getting staff to encourage people to complete the entry forms. Others were that people stopped at the businesses because of "Free Cuppa"

2.2 MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE MEETING - 17 DECEMBER 2019

RECORD NUMBER: 2019/2825

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

The City of Orange Traffic Committee held a meeting on 17 December 2019 and the recommendations from that meeting are presented to the Infrastructure Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

The signage recommendations will be funded from the signs budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council resolves:

- 1 To acknowledge the reports presented to the City of Orange Traffic Committee at its meeting of 17 December 2019.**
- 2 Recommendations 3.1 to 3.7 and 3.9 to 3.12 from the minutes of the City of Orange Traffic Committee meeting of 17 December 2019 being:**
 - 3.1 That “No Stopping “ signs be installed at the intersection of Chestnut Avenue and Anson Street as per Figure 1 in the body of this report;**
 - 3.2 That the Conditional Approval for the ANZAC March on 25 April 2020 be endorsed subject to compliance with the attached conditions;**
 - 3.3 That Council monitors the traffic speed post construction of the childcare centre development in Turner Crescent;**
 - 3.4 That Council installs No Stopping signs at the intersection of Dalton and Seymour Streets as per Figure 1 of this report;**
 - 3.5 That Council installs advanced warning pedestrian crossing signs at the Moulder Street/Sale Street pedestrian crossing within the tree lane and other pedestrian crossings if non-compliant;**
 - 3.6 That the Taxi Zone outside Glenroi Public School be altered to allow Community Transport Service Providers to stop in the zone, as per attached map and sign diagram;**
 - 3.7 That Council engages with the community and Kinross Wolaroi School and runs a media campaign to curb parking in driveways in Allenby Road;**
 - 3.9 That Council approve the sign and line marking layout for the March Street and McLachlan Street roundabout as shown in Figure 1;**
 - 3.10 That Council installs No Stopping signs at the intersection of Geraldton Street and William Maker Drive as per Figure 1 of this report;**
 - 3.11 That Council installs two “Restricted Parking for Ambulance Vehicles” signs at the exit of the Ambulance station as per Figure 1;**
 - 3.12 That Council approves the Newcrest Orange Challenge event on 21 and 22 March 2020 subject to the attached conditions;**

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

The Committee recommended the following parking and/or signage changes, to be funded from the signs budget:

- No Stopping signs at the intersections of Chestnut Avenue and Anson Street, Dalton and Seymour Streets and Geraldton Street and William Maker Drive
- Advanced warning pedestrian crossing signs at the Moulder Street / Sale Street pedestrian crossing and other pedestrian crossings if non-compliant.
- “Restricted Parking for Ambulance Vehicles” signs at the exit of the Ambulance Station.
- Alter the taxi zone outside Glenroi Public School to allow Community Transport Service Providers to stop in the zone.

ATTACHMENTS

- 1 Minutes of the Meeting of the City of Orange Traffic Committee held on 17 December 2019
- 2 COTC - 17 December 2019 - Agenda, D19/75985 [↓](#)

ORANGE CITY COUNCIL
MINUTES OF THE
CITY OF ORANGE TRAFFIC COMMITTEE

HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE

ON 17 DECEMBER 2019

COMMENCING AT 9.30AM

1 INTRODUCTION

ATTENDANCE

Cr R Turner (Chairperson), Mr Richard Drooger, Sgt Michael Chooi, Mr Geoff Lewis, Cr T Mileto, Manager Development Assessments, Strategic Planning and Design Engineer, Road Safety Officer, Works Manager, Manager Engineering Services, Senior Parking Officer (Cisco), Josh Foxall (OCC work experience student), Divisional Administration Officer

1.1 Apologies and Leave of Absence

Nil

1.2 Acknowledgement of Country

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES

RESOLVED

Mr R Drooger/Cr R Turner

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 8 October 2019 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 8 October 2019.

3 GENERAL REPORTS

3.1 PARKING IN CHESTNUT AVENUE

TRIM REFERENCE: 2019/2328

RECOMMENDATION

Cr R Turner/Mr R Drooger

That "No Stopping " signs be installed at the intersection of Chestnut Avenue and Anson Street as per Figure 1 in the body of this report.

3.2 STREET EVENT - 2020 ANZAC MARCH

TRIM REFERENCE: 2019/2492

RECOMMENDATION**Mr R Drooger/Cr R Turner**

That the Conditional Approval for the ANZAC March on 25 April 2020 be endorsed subject to compliance with the attached conditions.

3.3 TRAFFIC CALMING AT TURNER CRESCENT

TRIM REFERENCE: 2019/2498

RECOMMENDATION**Cr R Turner/Mr G Lewis**

That Council monitors the traffic speed post construction of the childcare centre development in Turner Crescent.

3.4 NO STOPPING AT THE INTERSECTION OF DALTON AND SEYMOUR STREETS

TRIM REFERENCE: 2019/2499

RECOMMENDATION**Cr R Turner/Sgt M Chooi**

That Council installs No Stopping signs at the intersection of Dalton and Seymour Streets as per Figure 1 of this report.

3.5 ADVANCED WARNING SIGNS AT PEDESTRIAN CROSSINGS

TRIM REFERENCE: 2019/2500

RECOMMENDATION**Mr G Lewis/Mr R Drooger**

That Council installs advanced warning pedestrian crossing signs at the Moulder Street/Sale Street pedestrian crossing within the tree lane and other pedestrian crossings if non-compliant.

3.6 ADJUSTMENT OF MAXWELL AVENUE TAXI ZONE

TRIM REFERENCE: 2019/2530

RECOMMENDATION**Mr R Drooger/Cr R Turner**

That the Taxi Zone outside Glenroi Public School be altered to allow Community Transport Service Providers to stop in the zone, as per attached map and sign diagram.

3.7 ALLENBY ROAD LINE MARKING

TRIM REFERENCE: 2019/2532

RECOMMENDATION**Mr G Lewis/Cr R Turner**

That Council engages with the community and Kinross Wolaroi School and runs a media campaign to curb parking in driveways in Allenby Road.

3.8 MUDGEE TO ORANGE BIKE SIGNAGE

TRIM REFERENCE: 2019/2555

RECOMMENDATION**Mr R Drooger/Sgt M Chooi**

That Council not consent to the installation of Cycling stickers on its guideposts along Burrendong Way.

3.9 MARCH STREET AND MCLACHLAN STREET ROUNDABOUT

TRIM REFERENCE: 2019/2559

RECOMMENDATION**Cr R Turner/Mr G Lewis**

That Council approve the sign and line marking layout for the March Street and McLachlan Street roundabout as shown in Figure 1

3.10 NO STOPPING SIGNS AT THE INTERSECTION OF GERALTON STREET AND WILLIAM MAKER DRIVE

TRIM REFERENCE: 2019/2656

RECOMMENDATION**Mr G Lewis/Cr R Turner**

That Council installs No Stopping signs at the intersection of Geraldton Street and William Maker Drive as per Figure 1 of this report.

3.11 AMBULANCE PARKING AT AMBULANCE STATION, DALTON STREET

TRIM REFERENCE: 2019/2715

RECOMMENDATION**Mr G Lewis/Sgt M Chooi**

That Council installs two "Restricted Parking for Ambulance Vehicles" signs at the exit of the Ambulance station as per Figure 1.

3.12 2020 NEWCREST CHALLENGE

TRIM REFERENCE: 2019/2485

RECOMMENDATION

Cr R Turner/Mr R Drooger

That Council approves the Newcrest Orange Challenge event on 21 and 22 March 2020 subject to the attached conditions.

THE MEETING CLOSED AT 10.50AM.



CITY OF ORANGE TRAFFIC COMMITTEE

AGENDA

17 DECEMBER 2019

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **CITY OF ORANGE TRAFFIC COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 17 December 2019** commencing at **9.30AM**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Jason Theakstone on 6393 8505.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

AGENDA**EVACUATION PROCEDURE**

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

Under no circumstances is anyone permitted to re-enter the building until the all clear has been given and the area deemed safe by authorised personnel.

In the event of an evacuation, a member of Council staff will assist any member of the public with a disability to vacate the building.

1	INTRODUCTION	3
1.1	Apologies and Leave of Absence	3
1.2	Acknowledgement of Country.....	3
1.3	Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
2	PREVIOUS MINUTES	3
2.1	Minutes of the Meeting of the City of Orange Traffic Committee held on 08 October 2019	5
3	GENERAL REPORTS	9
3.1	Parking in Chestnut Avenue	9
3.2	Street Event - 2020 ANZAC March	11
3.3	Traffic Calming at Turner Crescent.....	35
3.4	No Stopping at the intersection of Dalton and Seymour Streets.....	41
3.5	Advanced warning signs at pedestrian crossings	43
3.6	Adjustment of Maxwell Avenue Taxi Zone.....	47
3.7	Allenby Road Line Marking.....	49
3.8	Mudgee to Orange Bike signage.....	51
3.9	March Street and McLachlan Street Roundabout.....	57
3.10	No Stopping signs at the intersection of GERALTON Street and William Maker Drive	59
3.11	Ambulance parking at Ambulance Station, Dalton Street	61
3.12	2020 Newcrest Challenge	65

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

1 INTRODUCTION**MEMBERS**

Cr R Turner (Chairperson), Mr Richard Drooger, Sgt Mark Hevers, Mr Geoff Lewis, General Manager, Director Technical Services, Manager Development Assessments, Strategic Planning and Design Engineer, Road Safety Officer, Works Manager, Manager Engineering Services, Communications Officer, Divisional Administration Officer

1.1 APOLOGIES AND LEAVE OF ABSENCE**1.2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Aboriginal Australians who are present.

1.3 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the City of Orange Traffic Committee at this meeting.

2 PREVIOUS MINUTES**RECOMMENDATION**

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 8 October 2019 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the City of Orange Traffic Committee meeting held on 8 October 2019.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

ATTACHMENTS

- 1 Minutes of the Meeting of the City of Orange Traffic Committee held on 8 October 2019

ORANGE CITY COUNCIL

MINUTES OF THE

CITY OF ORANGE TRAFFIC COMMITTEE

HELD IN COMMITTEE ROOM 3, CIVIC CENTRE, BYNG STREET, ORANGE

ON 8 OCTOBER 2019

COMMENCING AT 9.30AM

1 INTRODUCTION

ATTENDANCE

Cr R Turner (Chairperson), Mr Richard Drooger (RMS), Manager Development Assessments, Road Safety Officer, Manager Engineering Services, Divisional Administration Officer, Parking Attendance Development Services, Road Opening Officer

1.1 Apologies and Leave of Absence

RESOLVED

Cr R Turner/Mr Drooger

That no apologies were submitted for the City of Orange Traffic Committee meeting on 8 October 2019.

1.2 Acknowledgement of Country

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

2 PREVIOUS MINUTES

RESOLVED

Cr R Turner/Mr Drooger

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 10 September 2019 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 10 September 2019.

MINUTES OF CITY OF ORANGE TRAFFIC COMMITTEE

8 OCTOBER 2019

3 GENERAL REPORTS**3.1 WILLIAM MAKER DRIVE SPEEDING**

TRIM REFERENCE: 2019/1987

RECOMMENDATION**Cr R Turner/Mr Drooger**

1. That Council not install speed bumps on William Maker Drive.
2. That Council requests Roads and Maritime Services to erect additional/repeater speed signs in William Maker Drive.

3.2 PARALLEL LINEMARKING

TRIM REFERENCE: 2019/2057

RECOMMENDATION**Cr R Turner/Mr Drooger**

That 'awareness' line marking and/or remedial works be applied to the problem parallel parking locations as outlined in the attached report.

3.3 ANSON STREET (PRINCE TO MARCH) 2 HOUR PARKING ON EASTERN SIDE

TRIM REFERENCE: 2019/2066

RECOMMENDATION**Cr R Turner/Mr Drooger**

That Council installs Two Hour Parking and No Parking signs as per Annexure A and B of this report.

3.4 WINE WEEK NIGHT MARKETS

TRIM REFERENCE: 2019/2135

RECOMMENDATION**Cr R Turner/Mr Drooger**

That Council approves the closure of Byng Street (McNamara to Lords) on 25 October 2019 between 11am and 11pm in accordance with the attached Conditions of Consent.

MINUTES OF CITY OF ORANGE TRAFFIC COMMITTEE**8 OCTOBER 2019**

3.5 MAYOR PARKING AT CIVIC CENTRE

TRIM REFERENCE: 2019/2172

RECOMMENDATION**Cr R Turner/Mr Drooger**

That Council installs restricted parking during business hours for the Mayor next to the bicycle rack at the rear entrance of the Civic Centre.

THE MEETING CLOSED AT 10.22AM.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3 GENERAL REPORTS**3.1 PARKING IN CHESTNUT AVENUE**

RECORD NUMBER: 2019/2328

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received a complaint about someone parking on the intersection of Chestnut Avenue and Anson Street.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

\$1000 to be funded from the sign budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That “No Stopping “ signs be installed at the intersection of Chestnut Avenue and Anson Street as per Figure 1 in the body of this report.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has received a complaint about someone parking on the intersection of Chestnut Avenue and Anson Street. It is believed this is a common occurrence when school events are being held.

It is recommended that “No Stopping” signs be erected 10m from the corner of the intersection as per Figure 1 below.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.1 Parking in Chestnut Avenue



Figure 1

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.2 STREET EVENT - 2020 ANZAC MARCH

RECORD NUMBER: 2019/2492

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received an application to hold the 2020 ANZAC March.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "11.2 Prosper - Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Conditional Approval for the ANZAC March on 25 April 2020 be endorsed subject to compliance with the attached conditions.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has received an application to hold the ANZAC March on Saturday 25 April 2020.

Full road closure is required in Anson, Sale and McNamara Streets between Summer and Byng Streets, Byng Street between Anson and Sale Streets and Summer Street between Sale Street and McNamara Streets.

The application and a conditional approval for the events are attached.

ATTACHMENTS

- 1 Conditional approval - 2020 Anzac Day march, D19/68400

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

D19/65132

**CONDITIONAL APPROVAL FOR USE OF ROAD****ANZAC DAY****RETURNED AND SERVICES LEAGUE OF AUSTRALIA ANZAC DAY COMMITTEE**

Date:	Saturday 25 April 2020
Time:	5.15am – 5.45am
Streets to be used:	Anson Street between Summer and Byng Streets, Byng Street between Anson Street and Lords Place, Lords Place between Byng and Summer Streets.
Time:	9.30 am
Streets to be used:	Anson, Sale and McNamara Streets between Summer and Byng Streets, Byng Street between Anson and Sale Streets and Summer Street between Sale and McNamara Streets.
Type of closure:	Full Closure.
Class:	1

CONDITIONS OF APPROVAL

1. Written approval must be granted by the NSW Police Force, and the event must not take place without such approval. Council will inform the NSW Police Force of the event. Should there be additional conditions you will be advised accordingly and they must be complied with.
2. Written approval must be granted by the Roads and Maritime Services (RMS), Parkes and the event must not proceed without this approval and any conditions so imposed are to be complied with. Council will inform the RMS of the march.
3. Council is to be provided with a copy of public liability insurance documentation relating to the promotion, evidencing a minimum cover of \$10,000,000 with Council's interests duly noted.
4. A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event
5. Orange City Council will advertise the march.
6. Orange City Council will provide a Traffic Control Plan for the march and staff for the closure.
7. Event marshals, traffic controllers and participants must be consulted and advised of the risk management and contingency arrangements in case of an emergency
8. All documentation shall be submitted to Council by Friday 10 April 2020.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

2

WITHDRAWAL OF APPROVAL

Council reserves the right to withdraw its approval in the event of non-compliance with any of the conditions attaching to this approval.

WRITTEN ACCEPTANCE

In terms of Council policy, would you please provide a written acceptance of the conditions outlined in this approval by **Friday 10 April 2020**.

I hereby declare that I have read, understand and will comply with the conditions for the Anzac Day March.

Signed for and on behalf of Returned and Services League of Australia Anzac Day Committee

Name (print): _____

Signature: _____

Designation: _____



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

Anzac Day 2020

APPLICATION FORM



ORANGE CITY COUNCIL
135- 137 Byng Street, Orange NSW, 2800
PO Box 35, Orange NSW, 2800
Phone: 02 6393 8000 Facsimile: 02 6393 8199
Email: council@orange.nsw.gov.au www.orange.nsw.gov.au

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

Orange City Council is committed to working with organisations and community groups to deliver safe and enjoyable events. Below is some information to assist in the application process.

EVENT APPLICATION TIMEFRAMES

Please submit this event application, along with all other required documentation to Orange City Council at least 21 days prior to your event.

If your event is to involve any of the following aspects, please adhere to the associated timeframes:

Application/approval type	Minimum timeframe before event
Approval to Install and Operate Amusement Device (ie: Section 68 approval)	5 working days
Temporary Food Permit	5 working days
Filming Proposal	5 working days
Donations and Grants Application	28 working days
Alcohol Licence	30 working days
Development Application	6 Weeks
Temporary Suspension of an Existing Alcohol Free Zone	12 weeks
Road Closure/Traffic Management Plan	12 weeks

USEFUL CONTACTS

Organisation	Phone number
Orange City Council	(02) 6393 8000
Orange City Council - Development Services	(02) 6393 8530
Orange Police	(02) 6363 6399
NSW Ambulance	(02) 6841 2670
Roads and Maritime Services	132 213
NSW Food Authority	1300 552 406
Department of Justice - Liquor and Gaming NSW	(02) 9995 0300

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

APPLICANT DETAILS

Name: Christopher Noel Blinn
 Organisation: City of Orange R.S.L Sub Branch
 Address: PO Box 50
 Suburb: Orange NSW Postcode: 2800
 Phone: 0 Mobile: 0425 205 366
 Email: orangerls1915@gmail.com
 Website:
 Facebook:
 Instagram:
 Twitter:

EVENT DETAILS

Event Name: ANZAC Day Services 2020
 Location/Venue *subject to availability: Robertson Park Orange
 Please note that all venues are subject to usage fees as stated in Orange City Council's Fees and Charges.
 Event Date/s: 25th April 2020 Event Time/s: 8:30am & 11:00am
 Bump in date and time: Bump out date and time:
 Describe the main purpose of your event:
 Anzac Day Commemoration
 Is the event likely to be an ongoing event? ☒ YES ☐ NO
 Will your event be open to the public? ☒ YES ☐ NO
 Expected event attendance. Participants: Spectators:
 Will you charge an entry fee for this event? ☒ YES ☒ NO

Any event held on Council land or premises must be conducted in accordance with Section 68 of the Local Government Act 1993.

EVENT APPLICATION FORM

page 3 of 7

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

EVENT SERVICES

Will there be food and/or drinks sold at your event?

☐ YES ☒ NO*If yes, you must ensure all Food Vendors have approval from Orange City Council. All Food Vendors must be issued with a Temporary Food Permit and comply with all relevant food and health regulations.*

Will you be operating a BBQ/s at your event?

☐ YES ☒ NO

Will alcohol be served and/or for sale?

☐ YES ☒ NO

Is your event to be held in a designated Alcohol Free Zone?

☒ YES ☒ NO*If yes, you are required to provide the appropriate Liquor Licence to Council and ensure those serving alcohol have current RSA accreditation. You must ensure there is free drinking water available.**You must also make an application to Council at least 3 months prior to your event if your event is to be held within an existing Alcohol Free Zone. You will be required to pay the advertising fees associated with the publication of the suspension of the Alcohol Free Zone via the local newspaper.*

Will your event require security personnel?

☒ YES ☐ NO*NSW Police Service*

Will your event require waste management?

☐ YES ☒ NO*Council's existing public placed litter bins are not to be used for waste generated from the event without Council approval to do so.*

Will you need to organise the use of the venue's public toilets at your event?

☒ YES ☐ NO

Will you require additional toilets and amenities, including disability access?

☒ YES ☐ NO

Guidelines for the number of toilets required are listed below:

People	No alcohol		Alcohol	
	Male	Female	Male	Female
<500	3	6	11	13
<1000	6	9	15	16

Will your event require access to power supply? (If yes, please provide requirements)

☒ YES ☐ NO☐ 15 amp | Number required: ☐ 20 amp | Number required: ☐ 32 amp | Number required:

Will your event require the use of existing Council lighting?

☒ YES ☐ NO

Will you need to organise additional lighting?

☐ YES ☒ NO

Will you be installing or erecting a structure? (e.g. stage, marquee, tent, caravan etc.)

☐ YES ☒ NOType of structure, quantity and dimensions in m²:*The use of any portable structure may require a Development Application if it does not constitute exempt development or have a previous approval. If approval is required, this may take approximately 28 days.***EVENT APPLICATION FORM**

page 4 of 7

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

EVENT SERVICES - continuedWill you require the entry of vehicles on to Council property? ☒ YES ☐ NOWill your event impact vehicle/pedestrian traffic? ☒ YES ☐ NOAre you requesting any road/footpath closures or road/footpath occupation? ☒ YES ☐ NO

If yes, you may be required to obtain approval from Council, Police and in some cases the Roads and Maritime Services (RMS), complete a traffic management plan and submit an application to the City of Orange Traffic Committee for consideration. This should be completed at least 12 weeks prior to your event.

Will your event involve large crowds, the use of PA system/s, or amplified music? ☒ YES ☐ NO

Noise levels must not exceed 5 decibels above background noise when measured at the nearest affected residence.

Will there be signage erected promoting your event at the venue? ☐ YES ☒ NOWill there be signage erected promoting your event at other locations in the Orange region? ☐ YES ☒ NO

Details:

Will your event involve the distribution of pamphlets and/or other marketing/promotional material? ☒ YES ☐ NOWill your event require additional First Aid or Emergency personnel? ☒ YES ☐ NO

Guidelines for the number of First Aid personnel required is listed below. Each event must be attended by at least one suitably qualified First Aid Officer. The Ambulance Service of NSW should be advised of major events.

Patrons	First Aiders	First Aid Posts
500	2	1
1000	4	1
2000	6	1
5000	8	2
10000	12	2

St John's Ambulance

Who is the person nominated to engage emergency services or authorise an evacuation?

Name: Christopher Polun Contact phone number: 0425 205 366

What is your Emergency Evacuation Plan?

For any event, your strategies for emergency/risk management must comply with Australian Standards AS/NZS ISO 3100/2009. The location of the Emergency Muster Point and details of the nominated person who can authorise an evacuation must be communicated to all those involved with the event.

EVENT APPLICATION FORM

page 5 of 7

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

EVENT SERVICES - continued

What is your contingency plan for bad weather?

The event will go ahead

Will amusement devices (e.g. jumping castle/s, mechanical ride/s) or other entertainment (performers or attractions) be in operation at your event?

☐ YES ☒ NO

Type and number of devices:

Apart from a 'small' jumping castle (i.e.: highest platform is less than 9m high), all amusement device owners must hold a Section 68 Approval issued by Orange City Council. Applications must be received at least five working days before the event.

Will there be animal involvement at your event?

☐ YES ☒ NO

If yes, you must comply with all provisions of the Exhibited Animals Protection Act, 1986.

Will your event involve the movement of any aircraft?

☐ YES ☒ NO

Will there be goods (other than food) for sale at your event?

☐ YES ☒ NO

Will there be fireworks at your event?

☐ YES ☒ NO

Will you be fundraising as part of your event?

☐ YES ☒ NO

Will the event involve any professional filming or photography?

☒ YES ☐ NO**NOTES**

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

REQUIRED DOCUMENTATION

In order for your request to be processed, please ensure you also provide the following documentation:

- **Site Plan** depicting everything you plan to bring or utilise at the venue, such as: barricading/fencing, stalls and marquees, stages, toilets, rubbish/recycling bins, signs/banners, lights/lighting towers, PA/speakers, entry and exit points, parking, power, first aid and emergency muster points.
- **Certificate of Currency of Public Liability Insurance** to a minimum of \$10 million and noting Orange City Council as an interested party.
- **Risk Assessment** outlining all applicable risks and control measures.

INDEMNITY & DECLARATION

I, Christopher Noel Polvin hold Orange City Council harmless and releases and indemnifies, and keeps released and indemnified, from and against all action, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of council, its servants, agents or employees either solely or in contribution thereto.

I am authorised by the nominated organisation/club/school/association to make this application. I understand that a risk assessment safety inspection and audit of the Council property is required along with completing a risk assessment prior to each use. I understand that I must only use the Council property if it is safe to do so and must leave the council property in a clean and tidy condition, including all associated facilities. I understand that if Council is required to clean or conduct any repairs due to damage or neglect caused by the applicant, the applicant will be invoiced. I agree to ensure that if the Council property is used at night, the level of lighting is appropriate for the intended purpose and agree to turn off all lighting immediately after the event or use of Council property has ceased.

I understand that only approved line marking agents can be used on Council property and I must obtain Council approval for any signage erected. I agree not to sub-let any Council property or facility. I agree to ensure children using Council property are supervised by an adult and agree not to permit any animals (with the exception of guide/hearing dogs), glass and vehicles on Council property unless prior approval is obtained.

I agree to comply with any requirement set by Council as part of the Conditions of Approval for the event and will comply with any direction of Council in relation to the Council property (e.g. closures due to wet weather and maintenance). I am authorised to provide this release to Council on behalf of the nominated organisation/club/school/association from all claims made against Council by any person resulting from activities held on Council property.

Signature



Name (BLOCK LETTERS)

Christopher Noel Polvin

Date

14/8/18

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march



EVENTS RISK ASSESSMENT

Use of Council Owned or Managed Land

This form needs to be completed by referring to "Events Guide – Risk Management" (available to Council's website under "Staging an Event on Council-owned land")

Event Name: ANZAC Day Dawn Service & Commemoration	Event Date: 25 April 2020	Organiser: RSL City of Orange Sub-Branch	Phone: (02) 6362 1735
Service			
Event Location: Robertson Park and Anson Street, Byng Street, Lords Place, Sale Street, McManara Street and Summer Street.	Assessment Date: 10 October 2019	Activity: Street March and Commemoration Services	

Description of Hazard (something that has the potential to cause harm)	Description of Risk (what can happen as a result of the hazard)	Risk Rating (refer to Matrix)	Control Measures	Residual Risk (refer to Matrix)
Access or egress from site (especially at low light for Dawn Service). Uneven surface.	Personal injury/illness or death Property/equipment damage Technical management issues	3	<ul style="list-style-type: none"> - Parking areas clearly identified or signposted. - Children to be supervised at all times. - All event attendees to wear suitable clothing and flat enclosed footwear. - Adequate first aid personnel and first aid kit/s on site. - Dawn Service: Difference in ground height between path and grassed areas in Robertson Park marked with portable solar lights. Torch light and/or ramp provided to participants in march accessing Robertson Park when stepping up over the curb from Lords Place. 	3
Electrocution/electrical shock. Unsafe or damaged leads. Power source overloaded and fails.	Personal injury/illness or death Property/equipment damage Fire Financial loss Technical management issues	1	<ul style="list-style-type: none"> - All electrical cords and equipment must be tested and tagged as per Safe Work NSW requirements. All vendors/contractors have been pre-advised of this requirement. - All electrical appliances and conductors placed in positions to ensure that they are safe at all times and away from water. - Flexible extension cords either supported above the ground, at a height of no less than 2.5 meters, or adequately covered (matting/cable trays) so as to provide clear access to all personnel and pedestrians. - Ensure power requirements are identified in the planning phase and adequate supply is available. No changes to the existing power supply required. - Use pre-existing underground speaker leads and wireless products where possible. - Adequate first aid personnel and first aid kit/s on site. 	2

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

Slips, trips or falls from height or from same height due to uneven ground, wet ground, vantage points or event infrastructure.	Personal injury/illness or death Property/equipment damage	3	<ul style="list-style-type: none"> - Bunting/cordon off any vantage points, hazardous areas or uneven ground. - Gates on rotunda to be locked - All marquee/vents weights and ropes clearly visible. - No obstructions in pedestrian walkways. - Electrical cords taped or covered. - Any signage secured and out of foot traffic flow. - Pre-event site inspection to occur to ensure roadways and walkways are clear of any sharp/rough edges or trip hazards. - Only authorised personnel permitted on Cenotaph during service. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site. 	3
Disorderly/unruly behaviour or drug and alcohol affected persons.	Personal injury/illness or death Property/equipment damage Technical management issues	3	<ul style="list-style-type: none"> - Venue is an alcohol prohibited zone. - Police on site (uniformed and non-uniformed) - Contact Police should disorderly/unruly behaviour or drug and alcohol affected persons be present. - Adequate first aid personnel and first aid kit/s on site. - Pre-event site inspection conducted to ensure venue is safe for its intended purpose and all dangerous animals removed. Call ranger if necessary. - All dogs kept on leads at all times. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site. 	4
Insect/animal bites and/or stings.	Personal injury/illness or death Technical management issues	3	<ul style="list-style-type: none"> - Pre-event site inspection conducted to ensure venue is safe for its intended purpose. - All dangerous or hazardous material removed or cordoned off. - Children to be supervised at all times. - All event attendees to wear suitable clothing and flat enclosed footwear. - Adequate first aid personnel and first aid kit/s on site. - Event participants/personnel supplied with the appropriate PPE (i.e. trolleys) for moving heavy equipment. - All event participants/personnel to follow correct manual handling techniques. - Event personnel to monitor event. - Adequate first aid personnel and first aid kit/s on site. 	4
Laceration from sharp or rough edges/objects/materials.	Personal injury/illness or death	3	<ul style="list-style-type: none"> - Pre-event site inspection conducted to ensure venue is safe for its intended purpose. - All dangerous or hazardous material removed or cordoned off. - Children to be supervised at all times. - All event attendees to wear suitable clothing and flat enclosed footwear. - Adequate first aid personnel and first aid kit/s on site. - Event participants/personnel supplied with the appropriate PPE (i.e. trolleys) for moving heavy equipment. - All event participants/personnel to follow correct manual handling techniques. - Event personnel to monitor event. - Adequate first aid personnel and first aid kit/s on site. 	4
Manual handling especially during bump-in and bump-out (lifting, bending, twisting, repetitive tasks).	Personal injury/illness or death Technical management issues	3	<ul style="list-style-type: none"> - Pre-event site inspection conducted to ensure venue is safe for its intended purpose. - All dangerous or hazardous material removed or cordoned off. - Children to be supervised at all times. - All event attendees to wear suitable clothing and flat enclosed footwear. - Adequate first aid personnel and first aid kit/s on site. - Event participants/personnel supplied with the appropriate PPE (i.e. trolleys) for moving heavy equipment. - All event participants/personnel to follow correct manual handling techniques. - Event personnel to monitor event. - Adequate first aid personnel and first aid kit/s on site. 	4

2.



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march



EVENTS RISK ASSESSMENT

Use of Council Owned or Managed Land

Medical Emergency (e.g. heart attack).	Personal injury/illness or death Technical management issues	1	<ul style="list-style-type: none"> - Access maintained for Emergency vehicles at all times. - Adequate first aid personnel and first aid kit/s on site. - Medical emergency procedure communicated to all event personnel. Emergency services to be called in the event of a Medical Emergency. - Lost children's area established. - Children to be supervised at all times by parents and teachers. 	2
Child separated from guardian.	Personal injury/illness or death Technical management issues	1	<ul style="list-style-type: none"> - Port-a-loos to be provided on site for event attendees. - Public toilets also available in the Visitor Information Centre/Museum complex or outside the Orange Regional Library. - Evaluate weather prior to the event. - Provide sun screen. - Use pre-existing shade at venue. - All event attendees to wear suitable clothing. - Adequate first aid personnel and first aid kit/s on site. 	5
No amenities on site.	Brand reputation/financial loss - complaints Technical management issues	4	<ul style="list-style-type: none"> - Evaluate and monitor weather conditions prior to and during the event. - Adequate first aid personnel and first aid kit/s on site. - Event organiser to follow Council personnel direction in regards to the use of the venue if inclement weather is present. - All temporary structures (screens etc.) to be adequately secured via an above ground weighting system. - All structures and fencing in correct working order and erected and secured on level ground in accordance with manufacturers/structural specifications. - All structures and fencing to be suitably anchored with fastenings placed out of direct foot traffic flow. - Monitor wind speeds prior to and during the event. Extra caution to be taken should windy conditions exist. - Adequate first aid personnel and first aid kit/s on site. - Ensure access is maintained for Emergency Vehicles at all times. - Develop and communicate evacuation plan to all personnel. - Event Emergency Muster Point (as per site plan) communicated to all present. 	4
Temperature (heat/cold).	Personal injury/illness or death - sunburn, heat stroke or dehydration Property/equipment damage Fire Financial loss Environmental damage Technical management issues	3	<ul style="list-style-type: none"> - Evaluate and monitor weather conditions prior to and during the event. - Adequate first aid personnel and first aid kit/s on site. - Event organiser to follow Council personnel direction in regards to the use of the venue if inclement weather is present. - All temporary structures (screens etc.) to be adequately secured via an above ground weighting system. - All structures and fencing in correct working order and erected and secured on level ground in accordance with manufacturers/structural specifications. - All structures and fencing to be suitably anchored with fastenings placed out of direct foot traffic flow. - Monitor wind speeds prior to and during the event. Extra caution to be taken should windy conditions exist. - Adequate first aid personnel and first aid kit/s on site. - Ensure access is maintained for Emergency Vehicles at all times. - Develop and communicate evacuation plan to all personnel. - Event Emergency Muster Point (as per site plan) communicated to all present. 	4
Weather conditions (wind, rain, reduced visibility etc.). Event participant discomfort.	Personal injury/illness or death Property/equipment damage Financial loss Environmental damage Technical management issues	3	<ul style="list-style-type: none"> - Evaluate and monitor weather conditions prior to and during the event. - Adequate first aid personnel and first aid kit/s on site. - Event organiser to follow Council personnel direction in regards to the use of the venue if inclement weather is present. - All temporary structures (screens etc.) to be adequately secured via an above ground weighting system. - All structures and fencing in correct working order and erected and secured on level ground in accordance with manufacturers/structural specifications. - All structures and fencing to be suitably anchored with fastenings placed out of direct foot traffic flow. - Monitor wind speeds prior to and during the event. Extra caution to be taken should windy conditions exist. - Adequate first aid personnel and first aid kit/s on site. - Ensure access is maintained for Emergency Vehicles at all times. - Develop and communicate evacuation plan to all personnel. - Event Emergency Muster Point (as per site plan) communicated to all present. 	4
Temporary structures (screens/marquees) and barricades/temporary fencing.	Personal injury/illness or death Property/equipment damage Environmental damage Technical management issues	3	<ul style="list-style-type: none"> - Evaluate and monitor weather conditions prior to and during the event. - Adequate first aid personnel and first aid kit/s on site. - Event organiser to follow Council personnel direction in regards to the use of the venue if inclement weather is present. - All temporary structures (screens etc.) to be adequately secured via an above ground weighting system. - All structures and fencing in correct working order and erected and secured on level ground in accordance with manufacturers/structural specifications. - All structures and fencing to be suitably anchored with fastenings placed out of direct foot traffic flow. - Monitor wind speeds prior to and during the event. Extra caution to be taken should windy conditions exist. - Adequate first aid personnel and first aid kit/s on site. - Ensure access is maintained for Emergency Vehicles at all times. - Develop and communicate evacuation plan to all personnel. - Event Emergency Muster Point (as per site plan) communicated to all present. 	4
Emergency Evacuation.	Personal injury/illness or death - Crowd crush Injury/vehicle collision. Property/equipment damage Environmental damage	1	<ul style="list-style-type: none"> - Evaluate and monitor weather conditions prior to and during the event. - Adequate first aid personnel and first aid kit/s on site. - Event organiser to follow Council personnel direction in regards to the use of the venue if inclement weather is present. - All temporary structures (screens etc.) to be adequately secured via an above ground weighting system. - All structures and fencing in correct working order and erected and secured on level ground in accordance with manufacturers/structural specifications. - All structures and fencing to be suitably anchored with fastenings placed out of direct foot traffic flow. - Monitor wind speeds prior to and during the event. Extra caution to be taken should windy conditions exist. - Adequate first aid personnel and first aid kit/s on site. - Ensure access is maintained for Emergency Vehicles at all times. - Develop and communicate evacuation plan to all personnel. - Event Emergency Muster Point (as per site plan) communicated to all present. 	2

3.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

ORANGE CITY COUNCIL

EVENTS RISK ASSESSMENT

Use of Council Owned or Managed Land

	Technical management issues		<ul style="list-style-type: none"> - Event personnel to monitor participants and assist with a calm and orderly evacuation. - Adequate first aid personnel and first aid kit/s on site. - Pre-event site inspection conducted and all suspicious items reported to authorities. - Inform Police and Emergency Control Organisation (ECO) immediately. - Event Emergency Muster Point (as per site plan) communicated to all present. - Back up (2IC) MC able to step in should terrorism/bomb threat occur. - Police already on site at event. - Event program released only a week before the event. - Conduct a complete and safe evacuation of all event participants. - Adequate first aid personnel and first aid kit/s on site. - Monitor bins during the event. - Event organiser to take additional garbage bags/bins to site and use if necessary. 	
Terrorism/bomb threat	Personal injury/illness or death Fire Property/equipment damage Financial loss Environmental damage Technical management issues	1		1
Insufficient rubbish bins. Bins overflowing and litter on ground.	Environmental damage Technical management issues	4	<ul style="list-style-type: none"> - Ensure noise does not exceed permitted levels. - All neighbouring businesses/residents informed of the event, event operating times and contact number of the event manager. - Speakers orientated away from residential areas. - Sound engineers to keep the base in any music down. - All vehicles to drive at walking pace speed with hazard lights on during bump in and bump out times. - No vehicle movement permitted during event time. - Contractors to be met on site by event personnel. - No heavy equipment expected to be delivered for use during the event. - Toolbox meeting conducted day prior to event and all power and services tested to ensure they are functioning correctly. - Pre-event site inspection to occur morning of event to test services again and to ensure venue is safe. - Event organiser provided with Council after-hours contact numbers. 	4
Sound / noise complaints.	Technical management issues	4		4
Vehicles driving on public areas.	Personal injury/illness or death – vehicle collision with a person Property/equipment damage – vehicle access and the delivery of heavy equipment Environmental damage Technical management issues	3		4
Loss of power/services.	Technical management issues Participant confusion and discomfort Disruption to successful conduct of event Financial loss Negative media attention / loss to event reputation	3		4

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march



EVENTS RISK ASSESSMENT

Use of Council Owned or Managed Land

Water (fountain)	Personal injury/illness or death – asphyxiation/drowning	1	<ul style="list-style-type: none"> - Event personnel to monitor water hazard. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site. 	2
Dangerous goods or substances	Personal injury/illness or death Property/equipment damage	1	<ul style="list-style-type: none"> - Fuel for cauldron flame to be adequately stored. Cauldron to be monitored at all times whilst lit. - Cauldron to be turned off between the different commemoration services. - No other dangerous goods or substances to be brought to venue. - Adequate first aid personnel and first aid kit/s on site. 	2
Insufficient lighting during Dawn Service	Personal injury/illness or death Property/equipment damage	3	<ul style="list-style-type: none"> - Additional lighting (torches and portable solar lights) positioned at venue to assist with participant access/egress. - No participant movement expected during the conduct of the event. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site. 	3
Cauldron (after being lit)	Fire Personal injury/illness or death Property/equipment damage	1	<ul style="list-style-type: none"> - Cauldron is test-lit at 4:00am the morning of the event. - Event organiser (RSL) responsible for the safe delivery and collection of the Cauldron to and from Robertson Park. - Cauldron to be monitored at all times whilst lit and is not to be left unattended. - Cauldron does not get hot. - Fire suppressant methods to be available on site. - Emergency services informed immediately in case of a fire/emergency. - RPS on site at all times. 	2
Public walking onto roadway.	Personal injury/illness or death Property/equipment damage Technical management issues	1	<ul style="list-style-type: none"> - All schools have minders/teachers at all times. Children to be collected from McNamara Street. - All other children to be supervised by parents at all times. - Adequate first aid personnel and first aid kit/s on site. 	2
Traffic incident / collision	Personal injury/illness or death Property/equipment damage Fire Technical management issues (event delay)	1	<ul style="list-style-type: none"> - Dawn service march is under Police escort / rolling closure. - Full road closure for main commemorative service march. - Traffic Control Plan (TCP) developed with road closures manned by accredited traffic controllers. - All residents/businesses along march route informed of event. - Adequate first aid personnel and first aid kit/s at venue. 	2

5

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

ORANGE CITY COUNCIL
EVENTS RISK ASSESSMENT
Use of Council Owned or Managed Land

Inadequate traffic management on route	Personal injury/illness or death Property/equipment damage Negative media attention / loss to event reputation	3	<ul style="list-style-type: none"> - Clear guidelines on vehicle access given to accredited traffic controllers and as per developed TCP. - Police escort vehicles involved in both the dawn and main service marches. - Adequate first aid personnel and first aid kit/s at venue. 	4
Blocked access for emergency vehicles	Emergency service delay in attending to incident Technical management issues (event delay) Personal injury/illness or death Negative media attention / loss to event reputation	1	<ul style="list-style-type: none"> - All road closures manned by accredited traffic controllers that know how to respond in regards to access for emergency vehicles. - TCP approved by emergency services as part of the Traffic Committee approval. - Adequate first aid personnel and first aid kit/s at venue. 	2
Absent/missing traffic controllers	Inadequate traffic management Un-authorised vehicles on closed roads Participant/vehicle collision Negative media attention / loss to event reputation	1	<ul style="list-style-type: none"> - TCP developed and approved by Traffic Committee. - All arrangements to be confirmed the week before the event. - Organisation conducting road closure to ensure adequate personnel available. 	2
Road blocked due to unforeseen circumstances or unplanned road works	Technical management issues (event delay) Poor event experience	3	<ul style="list-style-type: none"> - Event organiser to check with Council regarding any planned road works along route. - Police escort vehicles involved in both the dawn and main service marches. - Move march route as a last resort if required. 	4
Traffic congestion and lack of parking spaces.	Personal injury/illness or death Fire Property/equipment damage Technical management issues	1	<ul style="list-style-type: none"> - TCP developed and implemented. McNamara Lane to be closed as part of road closures. - Parking areas clearly signposted. Parking provided in Council Car Park, Car Park behind the Parkview Hotel and on-street car parking. - Adequate first aid personnel and first aid kit/s on site. 	2
Unexpected vehicle parked overnight in closed road area.	Technical management issues/ interruption to event.	4	<ul style="list-style-type: none"> - Event personnel and traffic management personnel to confer, liaise and to monitor event. - Police on site at Robertson Park. - Notify event personnel, Council and emergency services if vehicle parked in closed road area. 	4

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march


ORANGE CITY COUNCIL

EVENTS RISK ASSESSMENT

Use of Council Owned or Managed Land

NOTE: Please tab to create more table rows/pages if necessary and attach to your application

Risk Assessment conducted by: Chris Colvin and Rachel Robinson

Event Organiser Name: RSL City of Orange Sub-Branch / Chris Colvin	Signature: 	Date: 10/10/19
--	---	----------------

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

&

LIFE & ACCIDENT PROTECTION

COVER SUMMARY

CLIENT	INSURER	24.04.19
Hon. Secretary/Treasurer City of Orange RSL Sub-Branch P.O. Box 50 ORANGE NSW 2800	CGU Insurance Limited GPO Box 244 SYDNEY NSW 2001	

CLASS OF RISK	PERIOD OF INSURANCE
Legal Liability	From: 4.00 pm on 31st May 2019 To : 4.00 pm on 31st May 2020
Policy No : 10M7431902	Our Ref : SAB MAN C2163 0003500/016

COVER SUMMARY

This summary is not your Insurance Policy Document. For complete details of cover provided by your policy, including Terms, Conditions, Exclusions, Limits of Liability, Claims Excess, and/or Deductibles please refer to the Insurers policy wording.

- SCOPE OF COVER :** The Insured's Legal Liability to pay compensation in respect of Personal Injury and/or Property Damage arising out of or in conjunction with the Insured's Business or Products, occurring within the Policy Geographical Limits.
- INSURED :** City of Orange RSL Sub-Branch & Women's Auxiliary and/or its/their subsidiary and/or related corporations, as defined in the Corporations Law (including those acquired or incorporated during the Period of Insurance).
- BUSINESS DESCRIPTION :** Principally Ownership and/or occupation of Property; Administration of RSL Policy, including all official RSL Sub Branch activities, Anzac Day Commemorative Services and/or fundraising and/or charitable activities organised by the Insured and any other occupation incidental thereto or associated therewith
- GEOGRAPHICAL LIMITS :** Anywhere in the world except the United States of America and Canada where this Policy shall only apply in respect of:

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

COVER SUMMARY

Page No. 2

City of Orange RSL Sub-Branch
(SAB MAN C2163 0003500/016)

- (a) travelling executives and/or salespersons who are non-residents in such countries; and
- (b) claims in respect of Personal Injury and/or Property Damage caused by or arising out of Products which, without the knowledge of the Insured and/or of the Insured's agents and/or of the Insured's servants, are exported by others to such countries.

LIMITS OF LIABILITY :		PUBLIC LIABILITY	
	Limit of Liability any one Occurrence		\$ 20,000,000
		PRODUCTS LIABILITY	
	Aggregate Limit of Liability any one Period of Insurance		\$ 20,000,000
		PROPERTY IN THE CARE CUSTODY OR CONTROL	\$ 250,000
EXCESS :		\$ 500 Property Damage Only	
		\$ 500 Property in Care Custody or Control	
POLICY WORDING :		Subject to Insurers Standard Policy Wording CGU General & Products Liability Insurance	
ADDITIONAL POLICY EXTENSIONS :		Nil	
POLICY EXCLUSIONS :		Subject to Insurers Standard Policy Exclusions	
ADDITIONAL POLICY EXCLUSIONS :		Nil	

PLEASE REVIEW THE ABOVE SUMS INSURED TO AVOID POSSIBLE
FINANCIAL LOSS DUE TO UNDER INSURANCE

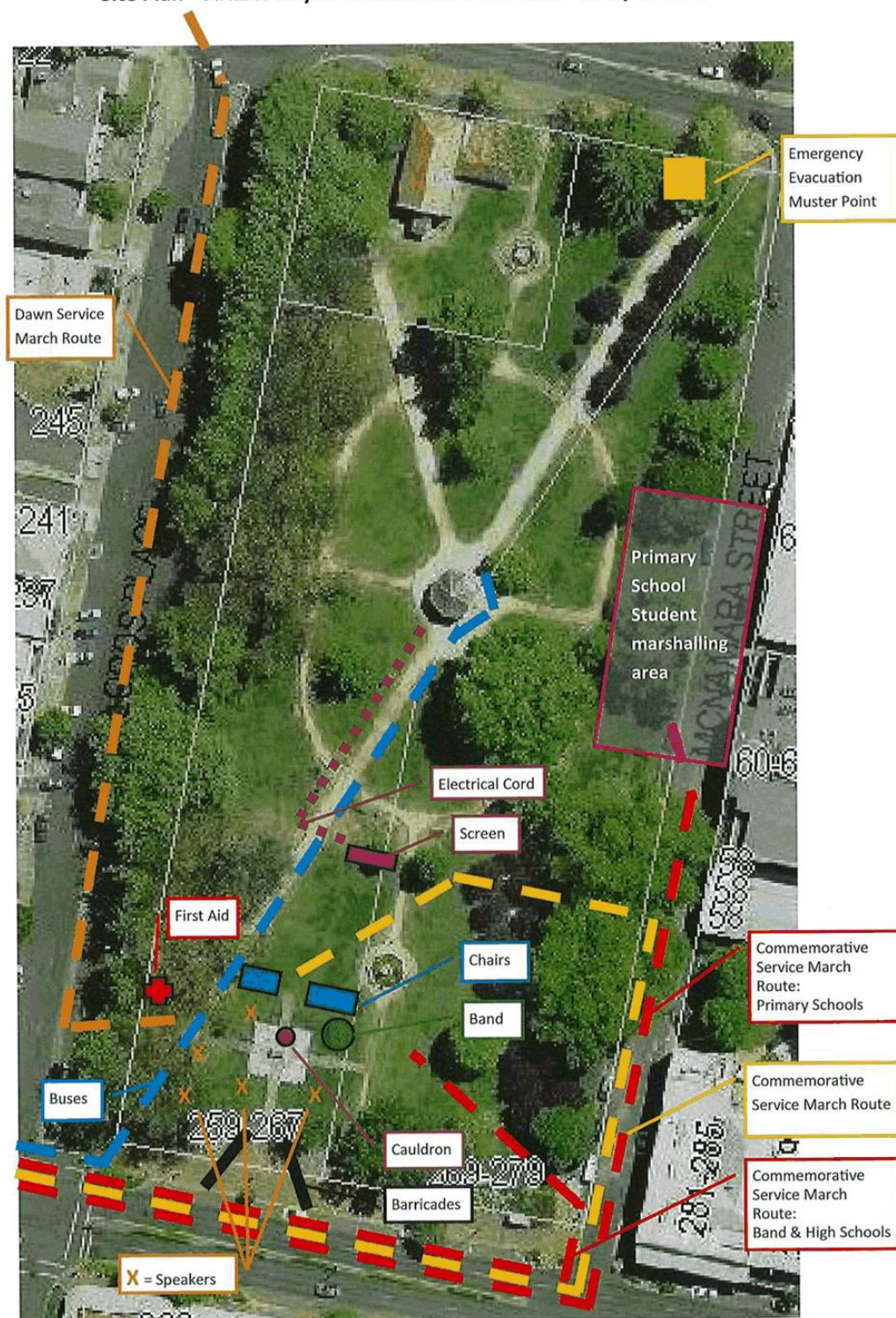
INSURER	POLICY NUMBER	PROPORTION
Insurance Australia Limited t/as CGU Ins A.B.N. 11 000 016 722	10M7431902	100.0000%

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march

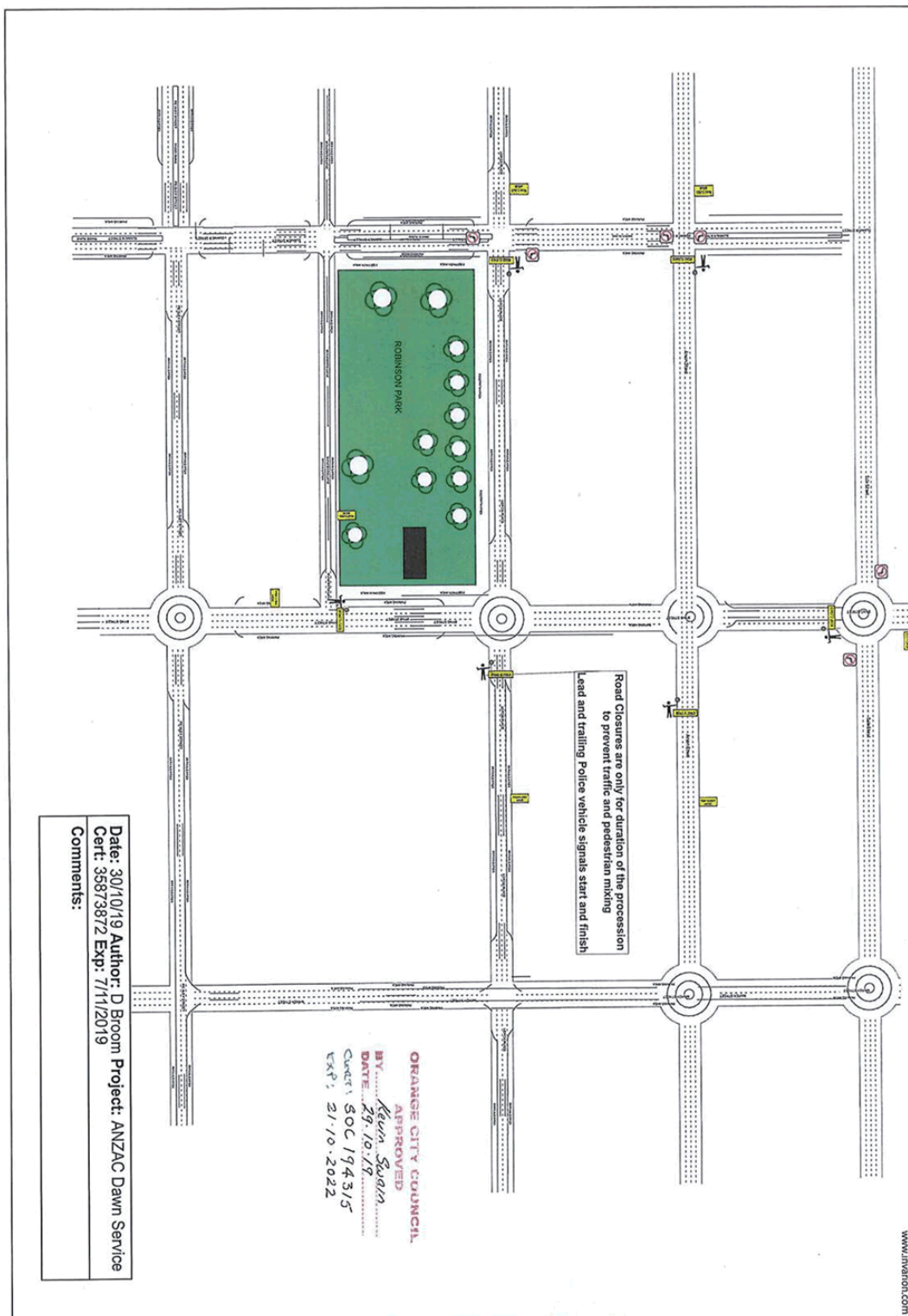
Site Plan—ANZAC Day Commemoration Services - 25 April 2020



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

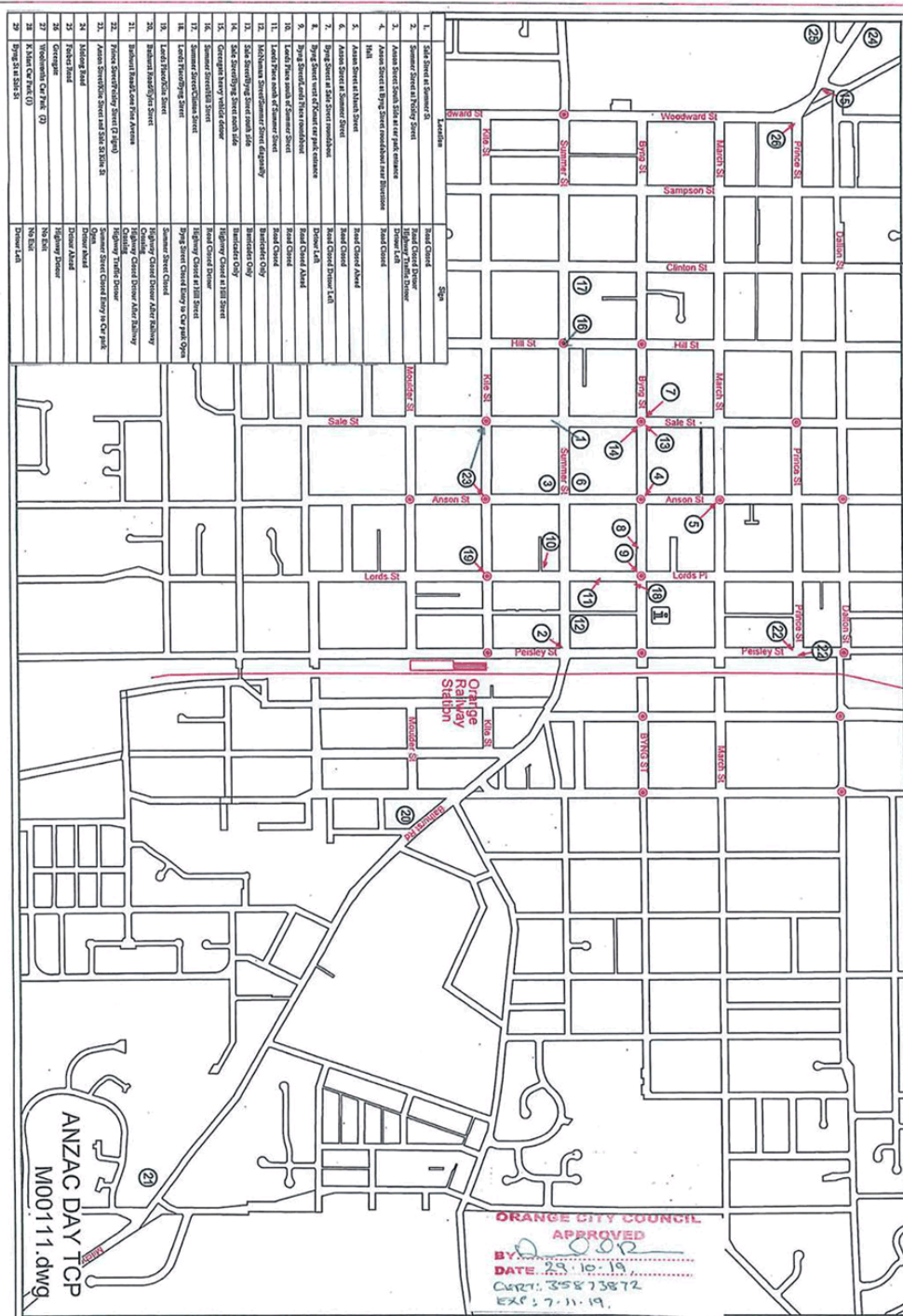
Attachment 1 Conditional approval - 2020 Anzac Day march



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Conditional approval - 2020 Anzac Day march



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.3 TRAFFIC CALMING AT TURNER CRESCENT

RECORD NUMBER: 2019/2498

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council at its 7 November 2019 meeting resolved *“that staff bring a report to Council on the potential of Council adding traffic calming infrastructure/traffic control in Turner Crescent in close proximity to the approved childcare building”*. This report serves to finalise that resolution.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council monitors the traffic speed post construction of the childcare centre development in Turner Crescent.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council at its 7 November 2019 meeting resolved *“that staff bring a report to Council on the potential of Council adding traffic calming infrastructure/traffic control in Turner Crescent in close proximity to the approved childcare building”*.

Background

Council at its 3 September 2019 meeting ratified *“That Council resolves to consent to development application DA 215/2019(1) for Centre Based Child Care Facility at Lot 194 DP 1007290 - 36-40 Turner Crescent, Orange, pursuant to the conditions of consent in the attached Notice of Approval.”*

The approved childcare centre will facilitate 94 children and be located in Turner Crescent at the location shown in the map below (Figure 1).

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.3 Traffic Calming at Turner Crescent

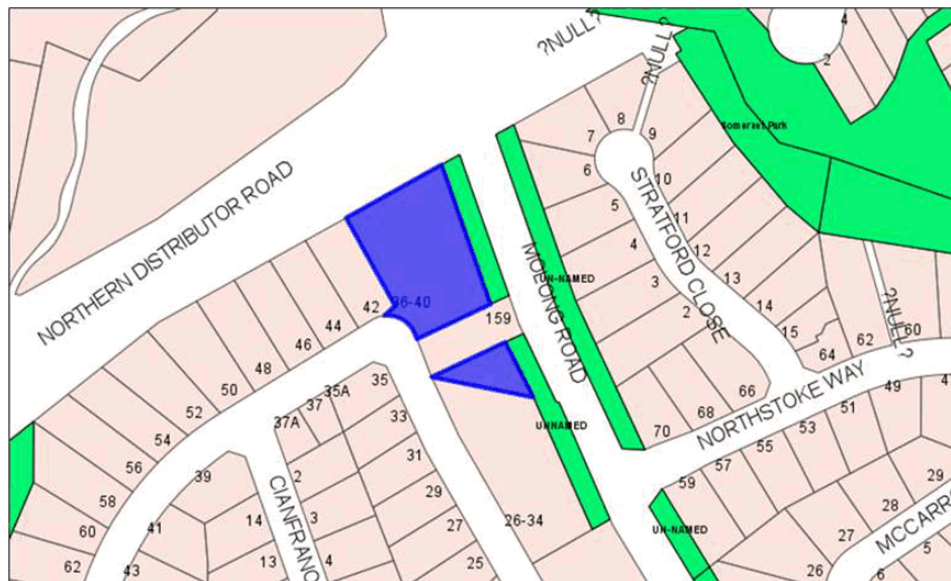


Figure 1

The traffic generated by the development was discussed at length within the planning report and the traffic consultant assessment concluded,

The subject proposal is fully supportable in terms of its traffic and parking impacts. The following [paraphrased] outcomes are relevant to note:

- *Onsite car parking will comply with Council's DCP requirements, with a surplus of 8 spaces.*
- *The proposed parking layout has been assessed against the relevant Australian Standards... and found to be compliant.*
- *The child care centre is expected to generate 75 AM vehicle trips (38 in and 37 out) and 66 PM vehicle trips (33 in and 33 out) at peak periods. This additional level of traffic has been assessed using SIDRA intersection analysis... Traffic generation will represent minimal delays and additional space capacity is maintained.*
- *The additional traffic generation of 75 peak AM and 66 peak PM vehicular trips will result in two-way traffic flow of 165 and 195 vehicles during the AM and PM peak periods respectively within Turner Crescent. These two-way traffic flows are below the environmental goal of 200 vehicles per hour and well below the maximum threshold of 300 vehicles per hour for local streets as specified in the RMS Guides. The impact upon the collector road of Sieben Drive is also acceptable.*
- *The typical size of vehicles used for small and infrequent deliveries to child care centres is a B99 utility / courier van, which can access a normal sized car space. The site can accommodate a delivery vehicle onsite between 9am and 4pm outside peak times, when car spaces are very likely to be vacant.*

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.3 Traffic Calming at Turner Crescent

- *A queuing analysis has been undertaken for the proposed development...The provision of 10 parent drop-off/pick-up spaces satisfies the 98th percentile queue for the parking demand of the proposed 94 place child care centre.*

Council's Technical Services Division concurred with the findings of the submitted Traffic and Parking Impact Assessment, and advised the following within the planning report:

- The existing road network has sufficient capacity to cater for the two identified AM and PM traffic peaks. The 90 degree bend in Turner Crescent at the entrance to the development has previously been identified as a traffic consideration.
- The anticipated traffic volume increase is well within the existing road capacity and will not impact on pedestrian safety. **Existing speed humps are considered adequate 'traffic calming' devices.**
- The carpark has sufficient parking spaces to meet Council's DCP for both staff and peak time drop off/pick-ups. As such, there is not expected to be any overflow on-street parking. Technical Services has previously advised that the carpark requires parking spaces to suit a high turnover user Class 3A design.
- 'No standing' signs are not proposed as part of the line marking works in Turner Crescent.
- The following local traffic improvements are required and have been included as conditions of consent on the attached Notice of Approval:
 1. Line marking for Mastronardi Way.
 2. A raised traffic island, road surfacing and line marking at the corner of Turner Crescent (entry to child care centre) to reduce the speed of vehicles entering the site and regulate traffic flows.
 3. Amendments of the carpark dimensions, aisle widths and turn bay to suit user class 3A under AS 2890.1 are considered adequate to address high-turnover car park manoeuvring and minimise bottlenecks at peak drop off/pick up times.
 4. A concrete footpath is to be constructed for the full frontage of the development to Turner Crescent (condition) to cater for pedestrian traffic to the centre.

The Committee should note the following plans (Figure 2 & 3) supplied from the Traffic consultant regarding point 1 & 2 above,

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.3 Traffic Calming at Turner Crescent

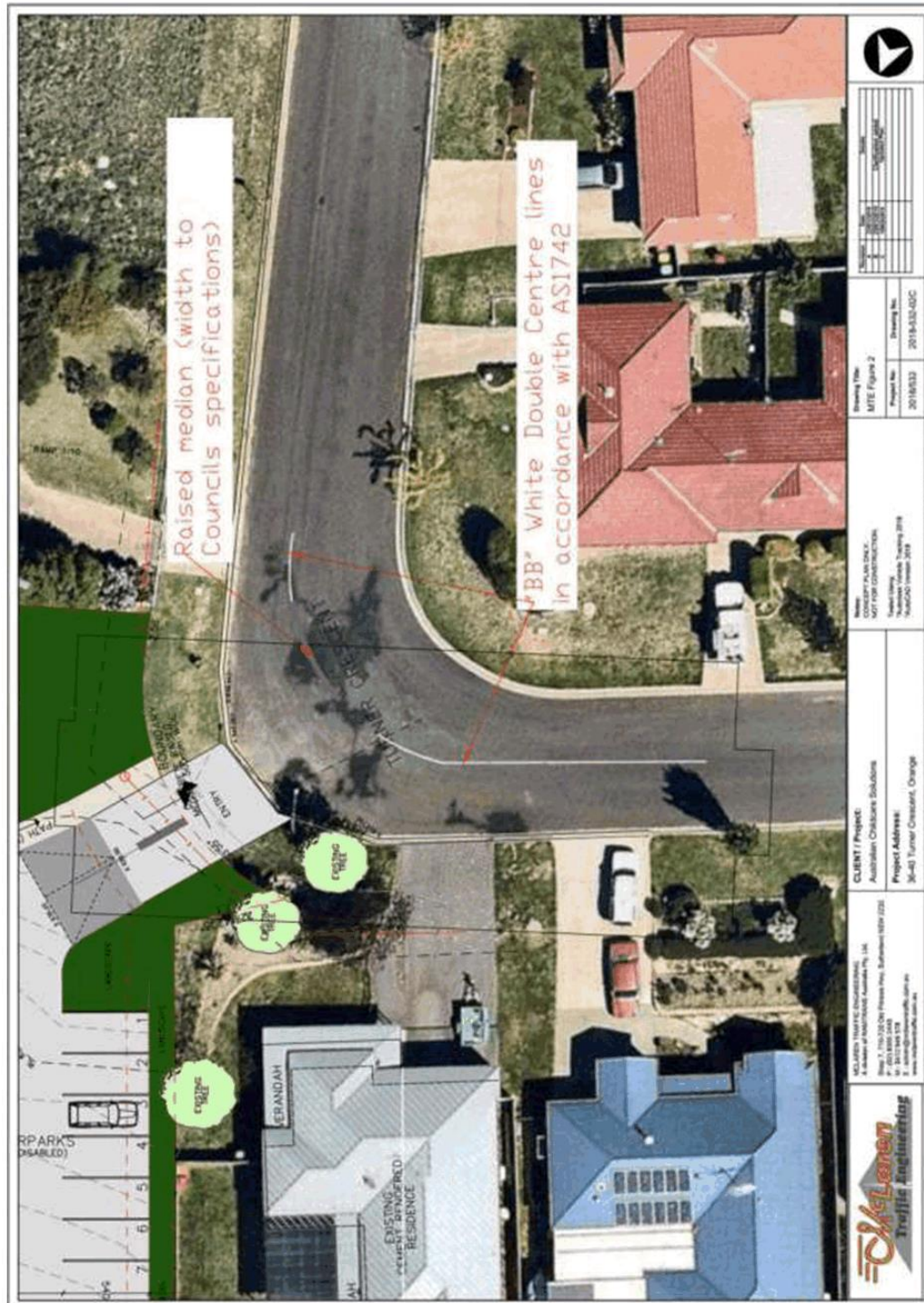


Figure 3

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.3 Traffic Calming at Turner Crescent

The Committee should note that it is expected most of the traffic will access the site from the eastern section of Turner Crescent where a large speed hump has been constructed 60m to the south (See Figure 4).



Figure 4

Considering the existing traffic calming measure located 60m to the south of the development and the ones required via the conditions of consent it is still considered by Technical Services that the existing speed humps are considered adequate 'traffic calming' devices.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.4 NO STOPPING AT THE INTERSECTION OF DALTON AND SEYMOUR STREETS

RECORD NUMBER: 2019/2499

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received a request to install No Stopping signs at the intersection of Dalton and Seymour Streets.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

\$1,000 from the sign budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council installs No Stopping signs at the intersection of Dalton and Seymour Streets as per Figure 1 of this report.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has received a request to install No Stopping signs at the intersection of Dalton and Seymour Streets. A zebra type pedestrian crossing is located at the western arm of the intersection and should be considered when locating the signs.

RMS Technical Direction TDT 2002/12C requires 10m of No Stopping on the departure of a zebra type pedestrian crossing and the NSW Road Rules 2014 require 10m of No Stopping from any intersection.

It is proposed that No Stopping signs be installed as per Figure 1 below.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.4 No Stopping at the intersection of Dalton and Seymour Streets



Figure 1

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.5 ADVANCED WARNING SIGNS AT PEDESTRIAN CROSSINGS

RECORD NUMBER: 2019/2500

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received complaints that cars are not stopping for pedestrians at the Moulder Street / Sale Street pedestrian crossing.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1 Preserve - Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

\$1,000 from the sign budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council installs advanced warning pedestrian crossing signs at the Moulder Street/Sale Street pedestrian crossing within the tree lane and other pedestrian crossings if non-compliant.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has received complaints that cars are not stopping for pedestrians at the Moulder Street / Sale Street pedestrian crossing.

AS1742.10 - 2009 shows an advanced warning sign erected 80 to 120m in advance of a pedestrian crossing (See figure 1).

The existing advanced warning sign shows 2 x children holding hands crossing the road type sign. The signs on both approaches are on the road verge and could be obscured by trees or other signs (See Figure 2).

Roads and Maritime Services have recently installed flashing 40 km/h school zones signs within the tree lanes so as to make them more visible for motorists (See Figure 3).

CITY OF ORANGE TRAFFIC COMMITTEE

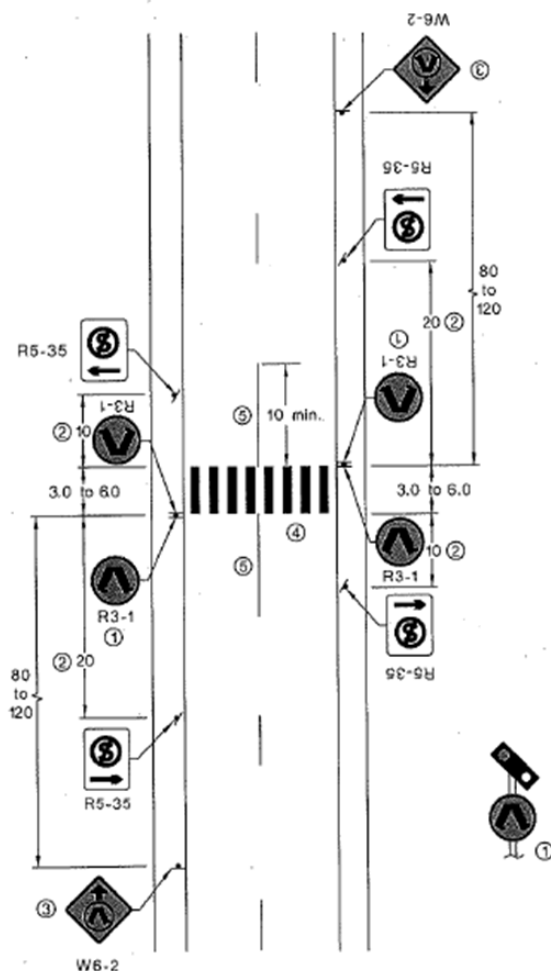
17 DECEMBER 2019

3.5 Advanced warning signs at pedestrian crossings

It is recommended that W6-2 signs replace the 2 x children holding hands crossing the road type sign at all zebra type pedestrian crossings and in a prominent location as shown within Figure 3.

AS 1742.10—2009

12



NOTES:

- 1 Sign R3-1 may be supplemented by flashing yellow signals.
- 2 Variations to no-stopping distances may be required, see Clause 6.2.
- 3 Sign W6-2 (minimum size B) is used in advance of pedestrian crossings where visibility of R3-1 sign is obstructed.
- 4 For installation of markings at a raised crossing, see Figure 2.
- 5 A single barrier line should be provided on each approach to the crossing if the road has a dividing line.

DIMENSIONS IN METRES

FIGURE 1 PEDESTRIAN CROSSING (ZEBRA)

Figure 1

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.5 Advanced warning signs at pedestrian crossings

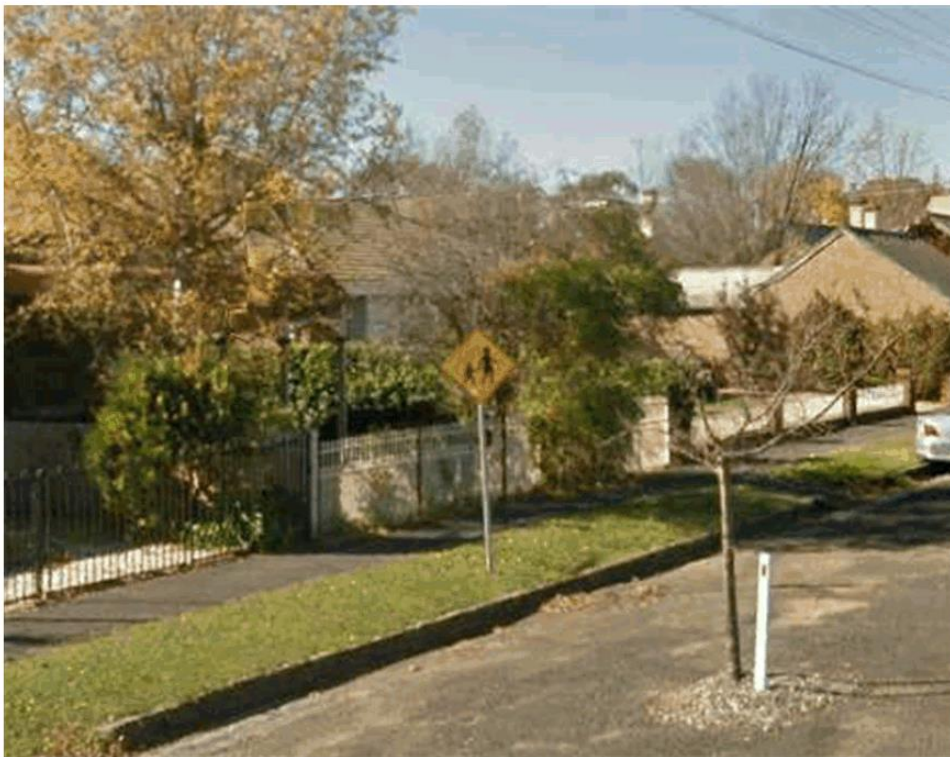


Figure 2

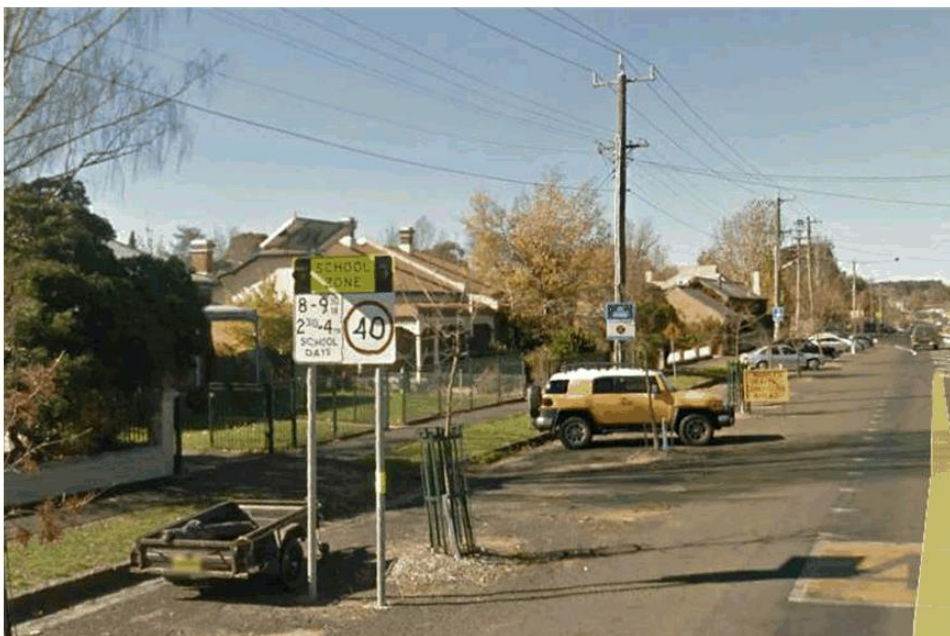


Figure 3.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.6 ADJUSTMENT OF MAXWELL AVENUE TAXI ZONE

RECORD NUMBER: 2019/2530

AUTHOR: Adrian Cisco, Senior Parking Officer

EXECUTIVE SUMMARY

Recent changes to the layout of Parking Zones in Maxwell Avenue, specifically the Glenroi School Zone, has seen a huge improvement to safety and traffic flow in this area.

It has subsequently been identified that Live Better transport services do not have a suitable place to set down or pick up school student clients with special needs that they are contracted to transport to and from the school.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1 Preserve - Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

Council has an allocated budget for signage upgrade and replacement within the CBD.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Taxi Zone outside Glenroi Public School be altered to allow Community Transport Service Providers to stop in the zone, as per attached map and sign diagram.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Previously, the transportation of these special needs clients was undertaken by Orange Taxi Co. This contract has since changed over to Live Better Services - a Community Transport Service Provider - registered with the overseeing body Transport for NSW.

The proposed change to the zone has been discussed with the School Principal, Orange Taxi Co, and Live Better Services, who have indicated an agreeance with the proposed solution.

This solution also 'future-proofs' any change in this service contract, as any entity taking over such a contract would have to be a registered Community Transport Service Provider.

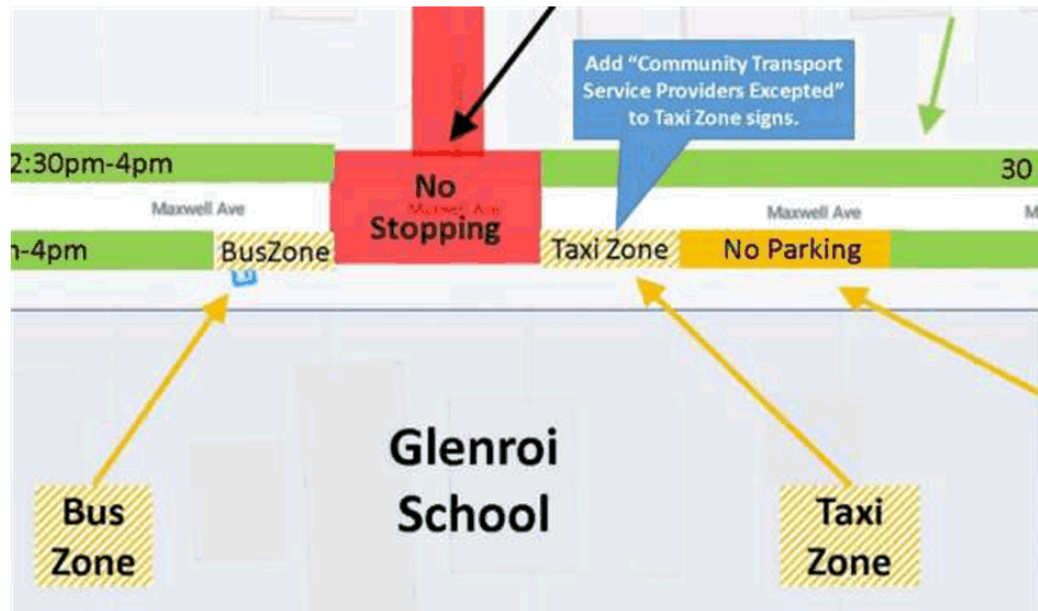
Below is a location map, highlighting the areas relevant to the proposed changes, as well as a diagram of the proposed signage for the Taxi Zone.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.6 Adjustment of Maxwell Avenue Taxi Zone

Location Map:



Sign Diagram:



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.7 ALLENBY ROAD LINE MARKING

RECORD NUMBER: 2019/2532

AUTHOR: Adrian Cisco, Senior Parking Officer

EXECUTIVE SUMMARY

Council is in receipt of numerous complaints concerning drivers parking in a position that obstructs residence driveways in Allenby road. It is anecdotally evident (from Parking Officers' observations - due to the presence of "P Plates" on these vehicles) that the drivers are likely to be students at Kinross School.

This is an ongoing issue that is resurgent every year, as new students obtain their drivers licence.

In an effort to assist these young drivers in parking legally – and avoiding a costly (\$344 and 2 demerits) fine – Orange City Council Parking Enforcement recommends all driveways in the street be line marked for increased driver awareness.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1 Preserve - Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

Line marking cost is estimated to be \$3,400 (34 driveways).

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That driveways in Allenby Road be line marked, as per the attached report, to promote driver awareness of the driveways.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Parking pressure in this area increases steadily throughout the year, as more students gain their driver's licence and park their vehicles on the road in proximity to the school. This results in residents becoming frustrated as their driveways are increasingly likely to be blocked by young drivers who have less experience in parking their vehicles considerably (and legally).

Orange City Council Parking Enforcement invariably receives complaints and attend – issuing Warning Notices where possible, and Penalty Infringement Notices where necessary.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.7 Allenby Road Line Marking

The school is also contacted to make mention of the issue to their students, which results in a short-lived improvement, however, this inevitably deteriorates as time passes.

The situation is an ongoing frustration for residents, and costs young students a quite significant amount of money and potential loss of licence if they are issued a Penalty Infringement Notice.

(Note – this proposal is made for the benefit of the young drivers in the area, more than for the residents. As such, it is seen to be unfair to ask the residents to contribute to the cost of the line marking in this instance).

Below is an area map, outlining the street areas where the line marking is proposed (in blue). The proposed area is from house number 35 on the North side and house number 30 on the South side of the road and extends east and north through to the intersection of Icelly Road.

Area Map:

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.8 MUDGEES TO ORANGE BIKE SIGNAGE

RECORD NUMBER: 2019/2555

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has been requested to allow the installation of small stickers on guideposts along Burrendong Way.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council consents to the installation of Cycling stickers on its guideposts along Burrendong Way.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Central West Cycling have requested Council to allow the installation of small stickers on guideposts along Burrendong Way. This forms part of a larger identification of a cycling route from Mudgee to Orange. The route proposed is shown in Figure 1 below.

Central West Cycling proposes to install stickers shown in Figure 2 at 1-2km intervals along the route to reassure cyclist they are on route.

The Orange City Council length of Burrendong Way is only 6.5kms so this would equate to only 3-4 stickers being installed.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.8 Mudgee to Orange Bike signage

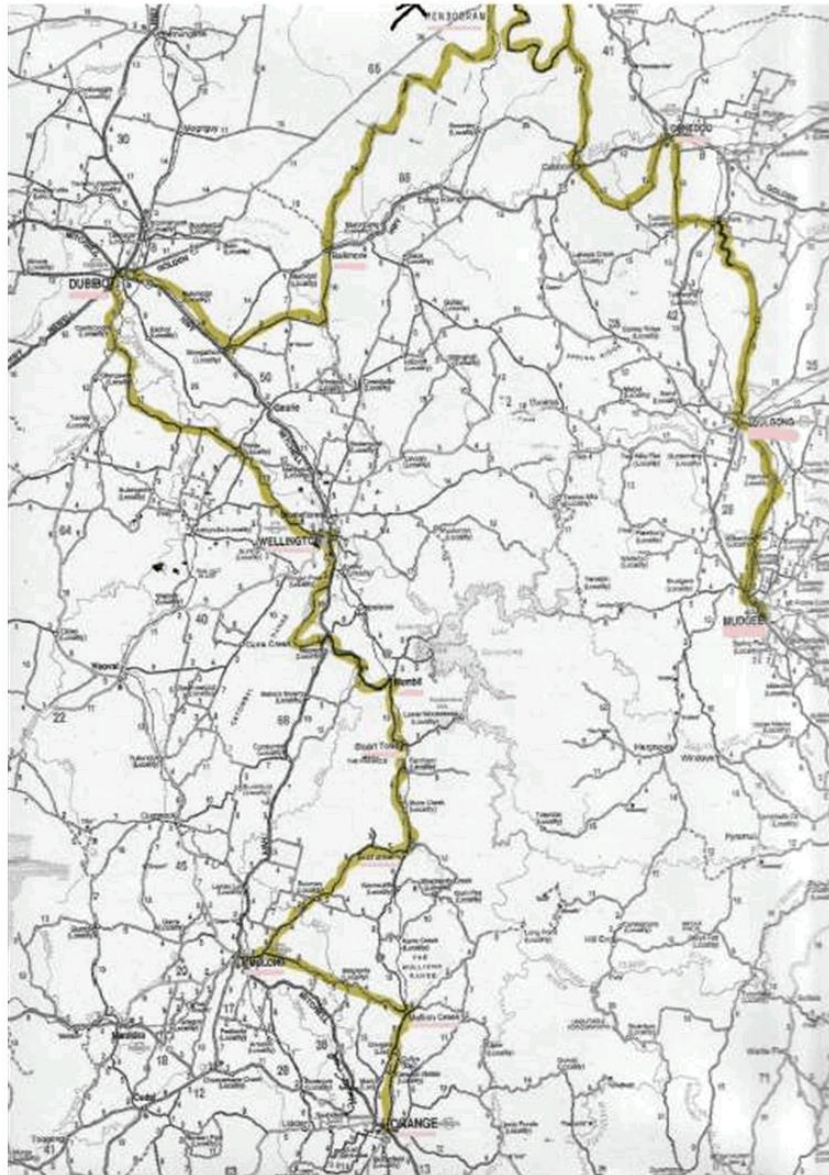


Figure 1

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.8 Mudgee to Orange Bike signage



Figure 2

ATTACHMENTS

- 1 Proposed Stickers - Central West Cycle Way, IC19/25237

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Proposed Stickers - Central West Cycle Way



c/- Safe Cycling contacts:
Barbara Hickson email: barbara@hicksonarchitect.com.au
David Allworth email djallworth@gmail.com

To Orange City Council
Via email jtheakstone@orange.nsw.gov.au

Attention the Orange Traffic Committee c/- Jason Theakstone

Dear Members of the traffic committee

Re Central West Cycle way

Members of Safe Cycling Mudgee are establishing a cycle way around the central west from Mudgee to Orange called the Central West Cycle -CWC. This pathway will follow quiet back roads wherever possible and we are still exploring the best options. The roads will be the safest options we can ascertain. Many are unsealed or gravel roads.

The proposal map to date is attached. We plan to launch the CWC trail in March 2020.

To establish this preferred path, we plan to install small signs on the white marker posts as below when outside the city limits; approximately every 1 to 2 kilometre and occasionally more often if there is a turning in the road.



These reassurance signs will be supported by tourist maps and we plan to make those available through Destination NSW and local visitor centres.

The overall bike trail is approx. 350 kilometres, of which about 15 km are in the Orange LGA coming in from the direction of Euchareena and Mullion Creek. Establishing a trail, we hope will bring many cyclists to the area and encourage local cyclists to also take these new trails. This will generate funds locally along the route as cyclists increase the spend on food, local activities such as museums and encourage cyclists to stay overnight. Cycling is a healthy activity and participation will improve health and fitness.

This is a long trail and we hope it will attract interstate and international cyclists. It will provide a cycle opportunity from 1 day to 10 days depending on ability and how far the cyclist wishes to travel.

There will be no cost to Orange. We would appreciate your approval of the signage at your earliest convenience.

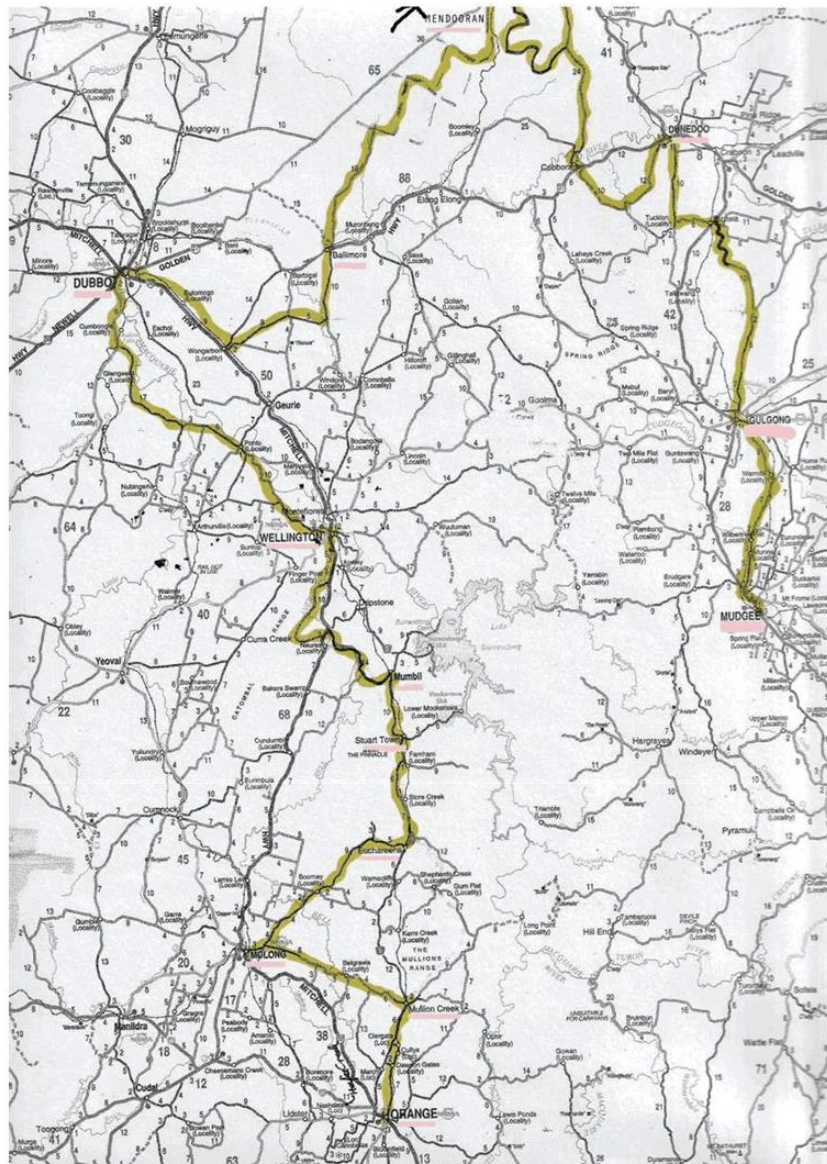
Yours sincerely,

Barbara Hickson 18/11/19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Proposed Stickers - Central West Cycle Way



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.9 MARCH STREET AND MCLACHLAN STREET ROUNDABOUT

RECORD NUMBER: 2019/2559

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has been awarded funding to construct a roundabout at the intersection of March Street and McLachlan Street. This report serves to approve the lines and sign changes.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1 Preserve - Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

Borne by the cost of the roundabout.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approve the sign and line marking layout for the March Street and McLachlan Street roundabout as shown in Figure 1

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has been awarded funding to construct a roundabout at the intersection of March Street and McLachlan Street.

The line marking and signage plan is show in Figure 1 below.

It is recommended the Council approves the change in line marking and signage.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.9 March Street and McLachlan Street Roundabout

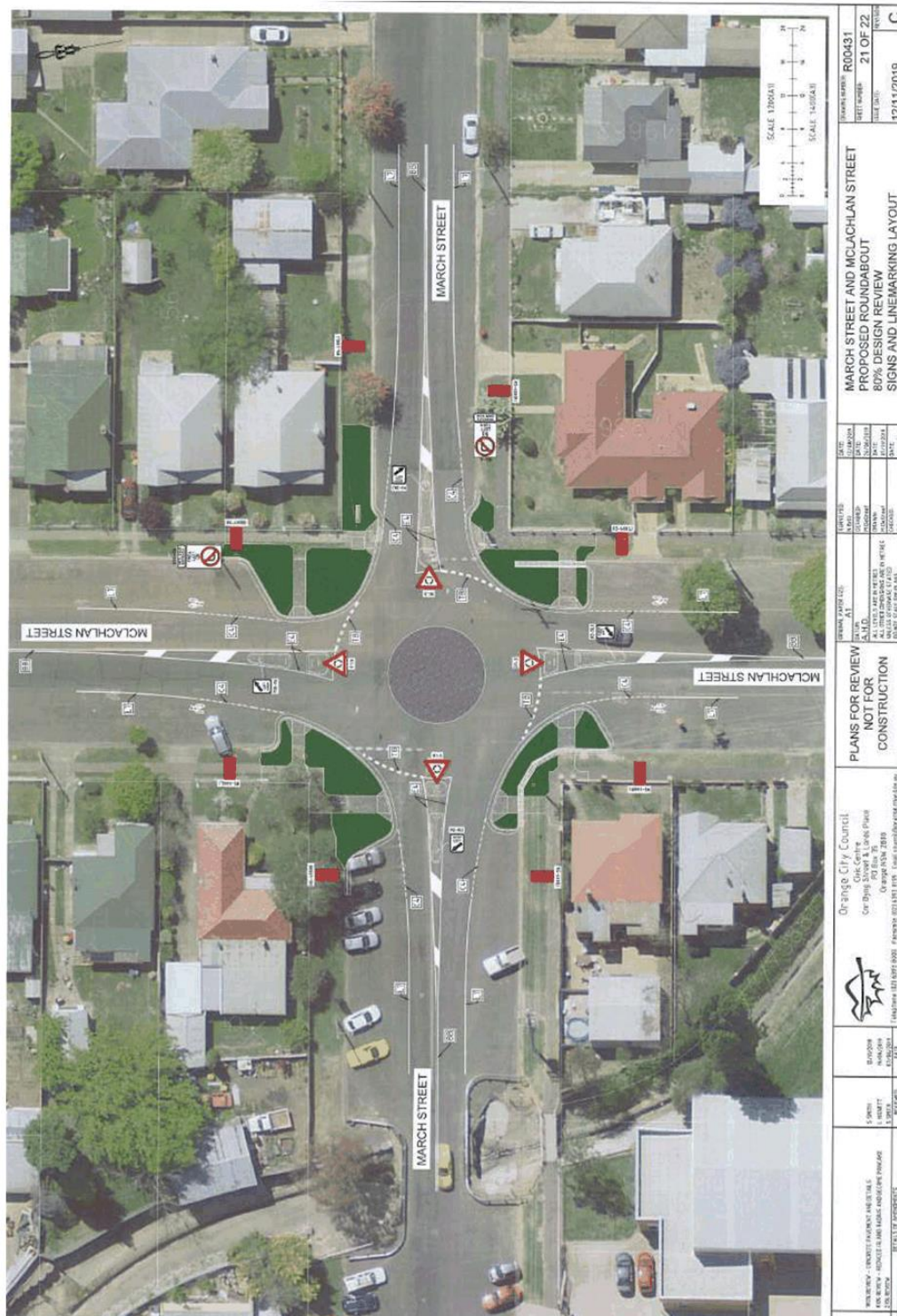


Figure 1

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

**3.10 NO STOPPING SIGNS AT THE INTERSECTION OF GERALTON STREET AND WILLIAM
MAKER DRIVE**

RECORD NUMBER: 2019/2656

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has been requested to install No Stopping signs at the intersection of Geraldton Street and William Maker Drive.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Approximately \$2,000 to be funded by the sign budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council installs No Stopping signs at the intersection of Geraldton Street and William Maker Drive as per Figure 1 of this report.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has been requested to install No Stopping signs at the intersection of Geraldton Street and William Maker Drive.

It is recommended that Council installs the No Stopping signs as shown in Figure 1 below.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.10 No Stopping signs at the intersection of Geralton Street and William Maker Drive



Figure 1

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.11 AMBULANCE PARKING AT AMBULANCE STATION, DALTON STREET

RECORD NUMBER: 2019/2715

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has been ask to establish on-street parking for Ambulances on Dalton Street at the Ambulance station. There is also a request to paint the footpath at the Ambulance station.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

To be funded by NSW Ambulance.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council establishes two “Restricted Parking for Ambulance” at the exit of the Ambulance station as per Figure 1 and paint a box around the footpath at the exit of the Ambulance station as per Figure 2.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has been ask to establish on-street parking for Ambulances on Dalton Street at the Ambulance station. There is also a request to paint the footpath at the Ambulance station.

Orange ambulance station has recently enjoyed the addition of five extra staff and another ambulance to their fleet. The expansion of these resources has prompted the ambulance station staff to review the way the station functions. There is also a concern that people will park in the station’s driveway once the DPI building is commissioned.

Often ambulances are taken home whilst staff are on shift and driven to the station for additional staff pick up in the event of an emergency. It is requested that “Ambulance Only” signs be erected at the exit of the station as per Figure 1 below.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.11 Ambulance parking at Ambulance Station, Dalton Street

**Figure 1**

The station's staff have requested that pedestrian warning be placed on the footpath at the exit of the station as per figure 2 below. The staff understand the ambulance must give way to pedestrians.

**Figure 2****ATTACHMENTS**

- 1 Ambulance request for parking, D19/72947

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Ambulance request for parking

12/10/26295

Jason Theakstone

From: [REDACTED] (Melissa Parker@health.nsw.gov.au)
Sent: Wednesday, 4 December 2019 1:50 PM
To: Council Incoming
Subject: Customer Enquiry

To the General Manager,

I am writing to ask for your consideration for Ambulance vehicle and staff only parking, and a caution paint notice on the footpath at the front of the Ambulance Station in Dalton Street.

The Orange Ambulance Station has had a staffing enhancement and roster reform to commence from the 4th of January 2020. This includes an addition of 5 staff, 1 Ambulance vehicle and an increase in varying shifts throughout the day and night.

Due to this we will now have a requirement for designated Ambulance and Ambulance staff only car parking within close proximity to the Station in order for staff to be able to respond to emergencies in a timely manner.

There has been and will be an increase in local businesses within the vicinity of the Ambulance Station making parking an issue. When staff commence shift within the day time hours, there is no available street parking within close range of the Station. This may delay availability and response, however also becomes a safety issue when returning to their vehicle at the end of shift in the dark. We also have a requirement to park Ambulance vehicles at the front of station for on call crews to meet up and respond to emergencies. Again, within day time hours this can be difficult and has at times delayed response.

We have also had vehicles parking across our driveways and a risk to pedestrians not being aware an Ambulance vehicle is responding to an emergency due to neighbouring fences blocking their view. If we had painted caution on the footpath and driveway to keep clear and watch for Ambulance vehicles this may prevent delays and decrease risk to the public.

We would appreciate your consideration for our request in order for us to provide an efficient and effective Service to the people of Orange and surrounds.

Regards,

[REDACTED]
Station Officer
Intensive Care Paramedic | **Western Division**
90 Dalton Street Orange NSW 2800
Tel 02 6362 8536 | [REDACTED]
www.ambulance.nsw.gov.au



Follow **NSW Ambulance** on: @NSWAmbulance

This message is intended for the addressee named and may contain confidential information. If you are not the intended recipient, please delete it and notify the sender.

Views expressed in this message are those of the individual sender, and are not necessarily the views of NSW Health or any of its entities.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.12 2020 NEWCREST CHALLENGE

RECORD NUMBER: 2019/2485

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Bicycle Network has furnished Council with an application to conduct the 2020 Newcrest Orange Challenge.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1 Preserve - Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approves the Newcrest Orange Challenge event on 21 and 22 March 2020 subject to the attached conditions.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Bicycle Network has furnished Council with an application to conduct the 2020 Newcrest Orange Challenge scheduled for Saturday/Sunday 21 - 22 March 2020.

Saturday 21 March 2020

Bicycle Network would like to hold a prologue (sprint) around Robertson Park.

The roads subject to closure are part of Lords Place (NAB building to Byng Street), Byng Street (McNamara to Lords Place) and McNamara Lane (Byng Street to Summer Street).

McNamara Lane (Byng Street to Summer Street) and the southbound lane of Lords Place (Byng Street to Summer Street) will be closed from noon Saturday to Sunday 8pm.

Byng Street (Lords Parade to Peisley Street) will be closed from 4pm to 8pm Saturday.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

3.12 2020 Newcrest Challenge

Sunday 22 March 2020

The roads to be used are McNamara Street, Moulder Street, Kenna Street, Coronation Drive, Cargo Road, Forest Road, Southern Feeder Road, Anson Street and Lords Place.

Rolling road closures are required.

This year the applicant wishes to close Summer Street from 6am to 6pm Sunday.

The application and a conditional approval for the events are attached.

ATTACHMENTS

- 1 Attachment - 2020 Newcrest Challenge, D19/68711

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

D19/58745

CONDITIONAL APPROVAL FOR EVENT**Newcrest Orange Challenge****Bicycle Network**

Streets to be used: McNamara Street, Moulder Street, Kenna Street, Coronation Drive, Cargo Road, Forest Road, Southern Feeder Road, Anson Street, Lords Place, Byng Street

Date: Saturday 21 March 2019
Time: 1.00pm onwards

Date: Sunday 22 March 2019
Time: 7.00am – 4.00pm

Type of closure: Rolling road closures

File: F2901-2-1

Class: 2

CONDITIONS OF APPROVAL

1. A 'Form 1 - Notice of Intent to Hold a Public Assembly' must be submitted to the police. Police approvals for the event must be obtained and provided to Council. You must comply with any additional conditions so imposed.
2. Approval will be obtained from the Traffic Branch of the Orange Police. Council will inform Orange Police of the events and you must comply with any additional conditions so imposed.
3. A s144 order must be granted by the NSW Roads and Maritime Services (Parkes) and the event must not proceed without this order and any conditions so imposed are to be complied with. A copy of the order is to be submitted to Council.
4. The applicant must obtain a Road Occupancy Licence from Roads & Maritime Services (RMS) (for the installation of signs on state roads) and evidence of the Road Occupancy Licence must be provided to Council.
5. Council must be provided with a copy of public liability insurance documentation relating to the event, evidencing a minimum cover of \$20 million with Council's interests duly noted.
6. A Traffic Management Plan (TMP) and a Traffic Control Plan (TCP) must be prepared for the event by an authorised person and shall be provided to the City of Orange Traffic Committee for approval prior to the event.
7. All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons. Arrangements and marshalling points are to be in terms of the plan submitted.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

2

8. All personnel carrying out traffic control duties must hold a Roads and Maritime Services (RMS) authorised traffic controller's ticket.
9. All participants must be briefed prior to the event about the need to comply with the Road Transport Act 2013 and Road Rules 2014.
10. A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event.
11. The event organisers are to conduct a letter drop to all affected residents and businesses advising of the event a minimum of seven (7) days prior to the event.
12. The applicant will advertise the event and road closure in a local paper at least seven (7) days prior to the event, with this advertisement to include the type of event, route, closures and date and times. The advertisement is to be a minimum of ¼ page in size and to include contact phone numbers.
13. The event organisers shall inform the following organisations of the event at least seven (7) days prior to the event with copies being forwarded to Council:- Fire and Rescue NSW, NSW Rural Fire Service, Ambulance Service NSW, Orange Health Service, Orange Local State Emergency Service, Cadia Valley Operations, Regional Express Airlines, Fly Corporate.
14. Event Marshals, Traffic Controllers and participants must be consulted and advised of the risk management and contingency arrangements in case of an emergency.
15. The event organisers are to maintain appropriate and adequate traffic measures for the safe movements of all road users and participants on all roads impacted by the event or management of the event.
16. The applicant is to erect Variable Message Signs prior to the event as follows:

Location	Screen	Fri 13 Mar – midnight Fri 20 Mar	midnight Fri 20 Mar to midnight Sat 21 Mar	midnight Sat 21 Mar to 6am Sun 22 Mar	6am Sun 22 Mar to 6pm (or earlier)
Mitchell Hwy (North of NDR)	1	SUMMER ST CLOSED 22 MAR 6AM - 6PM	SUMMER ST CLOSED TOMOR 6AM – 6PM	SUMMER ST CLOSED 6AM – 6PM	SUMMER ST CLOSED
	2	HV VIA NDR			
Forbes Road (West of NDR)	1	SUMMER ST CLOSED 22 MAR 6AM - 6PM	SUMMER ST CLOSED TOMOR 6AM – 6PM	SUMMER ST CLOSED 6AM – 6PM	SUMMER ST CLOSED
	2	HV VIA NDR			
Cargo Road (West of Ploughmans L)	1	SUMMER ST CLOSED 22 MAR 6AM - 6PM	SUMMER ST CLOSED TOMOR 6AM – 6PM	SUMMER ST CLOSED 6AM – 6PM	SUMMER ST CLOSED
	2	HV VIA MITCH HWY / NDR			

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

3

Woodward Road (South of Moulder St)	1	SUMMER ST CLOSED 22 MAR 6AM - 6PM	SUMMER ST CLOSED TOMOR 6AM - 6PM	SUMMER ST CLOSED 6AM - 6PM	SUMMER ST CLOSED
	2	HV VIA MITCH HWY / NDR			
Forest Road (South of Moulder St)	1	SUMMER ST CLOSED 22 MAR 6AM - 6PM	SUMMER ST CLOSED TOMOR 6AM - 6PM	SUMMER ST CLOSED 6AM - 6PM	SUMMER ST CLOSED
	2	HV VIA WILLIAM / NDR			
Mitchell Hwy (East of NDR)	1	SUMMER ST CLOSED 22 MAR 6AM - 6PM	SUMMER ST CLOSED TOMOR 6AM - 6PM	SUMMER ST CLOSED 6AM - 6PM	SUMMER ST CLOSED
	2	HV VIA NDR			

17. Summer Street is to remain open to traffic outside of the hours 6am – 6pm Sunday 22 March 2020.

18. Workers compensation for paid staff, personal accident for volunteers and insurance for theft, breakages will be the responsibility of the user.

19. In the event of non-compliance to these conditions Council automatically withdraws its approval of the event.

20. All documents requested must be submitted to Council by Friday 6 March 2020 and marked to the attention of Jason Theakstone in the Technical Services Division.

I hereby declare that I have read and understand the conditions for the Newcrest Orange Challenge

Signed for and on behalf of Bicycle Network -

Name (print) : _____

Signature : _____

Designation : _____

Date : _____

Witness : _____

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



**Newcrest Orange Challenge
Sunday 22 March 2020**

Event Plan

Version 1 – September 2019
Commercial in Confidence





Table of Contents

- 1. Event Plan Overview**
 - 1.1. Event Overview and Statistics
 - 1.2. Contact List
 - 1.2.1. Master Contact List
 - 1.3. Certificate of Insurance
 - 1.3.1. Certificate of Insurance
 - 1.4. Event Key Dates
 - 1.5. Terms and Conditions
 - 1.6. Event Planning and Risk Analysis
 - 1.6.1. Risk and Emergency Management Plan
 - 1.6.2. Risk Register
 - 1.7. Event Medical Plan
 - 1.7.1. First Aid Plan
 - 1.8. Event Permits
- 2. On Route**
 - 2.1. Saturday 21 March
 - 2.1.1. Prologue in the Park TCP's
 - 2.2. Sunday 22 March
 - 2.2.1. Rider Route Notes
 - 2.2.2. Rest Area Locations
 - 2.2.3. VMS Schedule
 - 2.2.4. Traffic Management Plans Description
 - 2.2.5. Traffic Management Plans
 - 2.2.6. Road Closure Schedule
 - 2.3. Communication Plan
 - 2.3.1. Communication Plan Schedule
 - 2.3.2. Notification Letter
 - 2.4. Starting Procedure
 - 2.4.1. Starting Procedure
- 3. On Site**
 - 3.1. Rest Area Locations
 - 3.2. Site Plans
 - 3.2.1. Robertson Park Site Plan
 - 3.2.2. Bowan Water Stop Site Plan
 - 3.2.3. Cargo Site Plan
 - 3.2.4. Canowindra Site Plan
 - 3.2.5. Belubula Way Site Plan
 - 3.2.6. Mandurama Site Plan
 - 3.2.7. Burnt Yards Water Stop Site Plan
 - 3.2.8. Forest Reefs
 - 3.3. Site and Contractors
 - 3.3.1. Security Schedule
 - 3.3.2. Waste Management Plan
 - 3.3.3. Noise Management Plan
 - 3.3.4. Pedestrian Management Plan
 - 3.3.5. Alcohol Management Plan
 - 3.3.6. Alcohol Exemption Request
 - 3.3.7. Liquor License
 - 3.3.8. Nominated Emergency Shelters
 - 3.4. Infrastructure and Facilities

Commercial In Confidence



1. EVENT PLAN OVERVIEW

1.1. EVENT OVERVIEW AND STATISTICS

Overview

Newcrest Orange Challenge was run for the first time on the 20th of March 2016. The event was a great success with over 900 riders participating on the day.

The ride welcome riders and their families to the region and engage the community into the event. The Newcrest Orange Challenge provides bike riders with a unique opportunity to participate in a fully supported ride in an exceptional setting.

In 2020 three distances will again be offered to riders. The original route, covers 170km of challenging terrain, with 2200m of climbing and spectacular scenery. The loop ride will start and finish in Orange and travel through Cargo, Canowindra and Mandurama. A secondary 100km point to point ride will commence in Canowindra and will finish in Orange riding anti-clockwise from Canowindra through Mandurama. The third ride option of 70km, starting in Orange and riding anti-clockwise to Canowindra via Cargo. Riders beginning in Canowindra will be bused there from Orange and riders finishing in Canowindra will be bused back to the finish site in Orange.

Riders will be fully supported with many closed roads, SAG wagons, on route mechanical support, rest stops with water and nutrition, valet service and motivational signage.

In addition to the Ride on Sunday 22nd March, Bicycle Network will be running a Prologue on Saturday 21st March at Robinsons Park. This will follow the rider briefing bringing the riders into Orange to enjoy an evening before the big event on the Sunday. With the support of the local council this has been a great new addition to the event.

Bicycle Network plans to utilise community support with local supplies providing equipment and services, volunteers and a presence at the finish line festival.

Quick Event Facts

Date: Sunday 22nd March 2020

Distance: 170km, 100km and 70km

Event Start/Finish Sites: 170km – Start and finish Orange

100km – Start Canowindra and finish Orange

70km – Start Orange and finish Canowindra

Number of Participants: Estimated 1500 riders, maximum participation of 2,000

Entry Fee: 2020 pricing, \$109 - \$205

Start Time: 7:00am in Orange, 10:00am in Canowindra

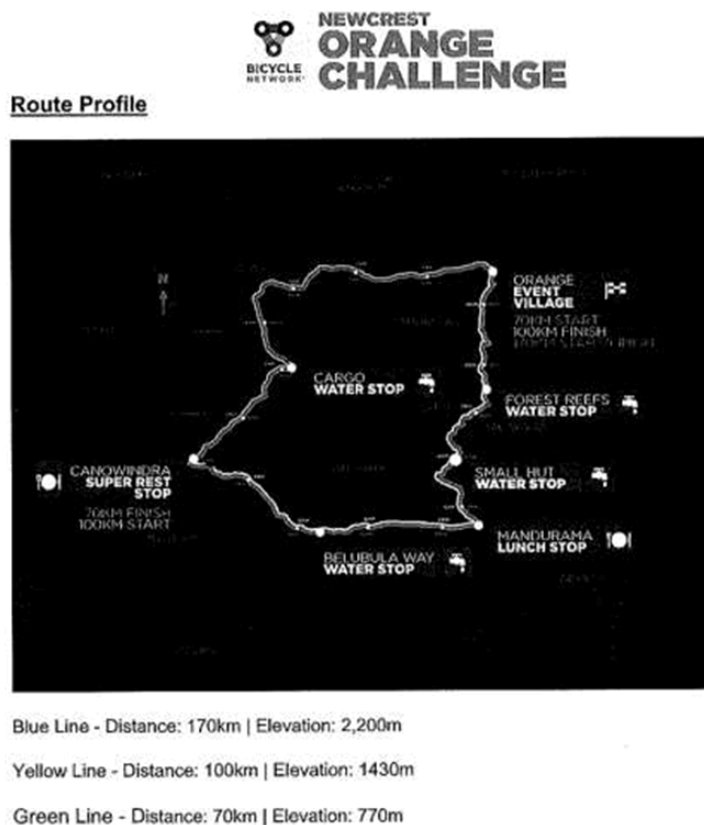
Finish Time: 4:00pm approx.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Prologue****Event Stakeholders**

Newcrest Orange Challenge relies on several key stakeholders to be involved with the event, both in planning and on event day.

Key Stakeholders Include (not limited to):

- Orange Council
- Cabonne Council
- Blayney Council
- Cowra Council
- NSW Police
- Roads and Maritime Services (RMS)
- NSW Ambulance
- Rural Fire Service (RFS)
- State Emergency Service (SES)
- Community Groups

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



1. EVENT PLAN OVERVIEW

1.2. CONTACT LIST

Overview

The contact list provides phone numbers for Bicycle Network staff, shires, emergency services, medical support, event assistance, event team leaders, route contacts, contractors, vendors and commercial partners.

Contacts

Name	Responsibility	Mobile
Rebecca Lane	Event Manager	0430 511 251
Jaimie Collins	Site Coordinator	0488 171 988
Mark Plucinski	Route Coordinator	0423 403 814

Supporting Documents to Follow:

1.2.1. Master Contact List - *attached*

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



1. EVENT PLAN OVERVIEW

1.3. CERTIFICATE OF INSURANCE

Overview

The certificate of insurance is provided by Tresidder Insurance Brokers.

Contacts

Name	Responsibility	Mobile
Brad Tresidder	Managing Director Tresidder Insurance Group	0488 282 424

Supporting Documents to Follow:

1.3.1. Certificate of Insurance – *attached*

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



CERTIFICATE OF INSURANCE - LIABILITY

THIS IS TO VERIFY THAT THE FOLLOWING POLICY IS CURRENT IN ACCORDANCE WITH THE PERIOD OF INSURANCE AND SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY WORDING.

POLICY NUMBER:
SUA/008707

PERIOD OF INSURANCE:
4PM EST 15.08.2019 TO 4.00PM EST 15.08.2020

INSURED:
Bicycle Network Inc

INSURED EVENT:
Newcrest Orange Challenge 22/03/2020

LIMIT OF LIABILITY:
Public Liability - \$30,000,000 any one occurrence
Products Liability - \$30,000,000 any one occurrence and in the aggregate
Errors and Omissions - \$5,000,000

INTERESTED PARTIES:
Orange City Council
Cabonne Shire
Blayney Shire
Cowra Council
NSW Police
Roads and Maritime Services (RMS)
NSW Ambulance

GEOGRAPHICAL LIMITS:
World wide excluding USA/Canada

Tresidder Insurance Group Pty Ltd
AFS Licence No. 454484 | ABN 61 597 604 803
PO Box 1852 Geelong Vic 3220, 2/74 Gheringhap Street, Geelong, Vic 3220
T +61 3 9021 7700 | F +61 3 9021 7701
info@tresidders.com.au | www.tresidders.com.au

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



INSURERS / SECURITY:

100% underwritten by AIG AUSTRALIA LIMITED ABN 93 004 727 753 AFSL 381686

SIGNED ON BEHALF OF THE PLACING BROKER

A handwritten signature in black ink, appearing to read 'Brad Tresidder', written over a horizontal line.

BRAD TRESIDDER - MANAGING DIRECTOR

Tresidder Insurance Group Pty Ltd

AFS Licence No. 454484 | ABN 63 597 604 803

PO Box 1852 Geelong Vic 3220, 2/74 Gheringhap Street, Geelong, Vic 3220

T +61 3 9021 7700 | F +61 3 9021 7701

info@tresidders.com.au | www.tresidders.com.au

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



1. EVENT PLAN OVERVIEW

1.4. EVENT KEY DATES

Overview

The Event Key Dates provides an overview of the event timeline including pre and post event.

Contacts

Name	Responsibility	
Rebecca Lane	Event Manager	0403 511 251
Jaimie Collins	Site Coordinator	0488 171 988
Mark Plucinski	Route Coordinator	0423 403 814

Run Sheet / Operating Details

Date	Action Item
August 2019	Debrief with stakeholders on 2019 event
31 August 2019	First version of Event Plan submitted to all stakeholders
30 September 2019	Entries open – members pre-sale only
9 October 2019	Entries open to public
1 March 2020	Notification to residents / businesses distributed
11 March 2020	VMS notification commences
6 March 2019	Final version of Event Plan submitted to all stakeholders
20 March 2020	Event bump in commences
21 March 2020	Pack Collection Saturday Spin Kids Ride Prologue in the Park
22 March 2020	Newcrest Orange Challenge – Event Day
23 March 2020	Event Bump Out Concludes

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Newcrest Orange Challenge 2020
Rider Terms and Conditions of Entry**

These Terms and Conditions of Entry ("Entry Terms") are designed to enable the Newcrest Orange Challenge on Sunday 22 March 2020 (the "Event") to run smoothly and safely. By registering to participate in the Event, you (the "Rider") accept and agree to be bound by these Entry Terms.

Entry Requirements

- 1.0 The Newcrest Orange Challenge is a recreational ride only. The event is not a race.
- 2.0 The Rider may elect to take part in the Newcrest Orange Challenge, a 170km, 100km or 70km ride starting in Orange, NSW (N.B. the ride length may not be exactly this distance).
- 3.0 A registration is not considered to be complete, and a place held in the ride until all required rider information is supplied and payment in full has been received.
- 4.0 The Rider warrants that he/she has prior experience or will obtain experience riding in groups and be able to maintain a suitable average speed to complete the event within the advertised time. Factor in the amount of breaks and non-riding time when calculating your estimated time to complete.
- 5.0 The Rider must be aged 16 years or older on the day of the event.
- 6.0 If the Rider is aged between 16 and 18 years old, the Rider must be accompanied by a parent or guardian.
- 7.0 Bicycle Network may, in its absolute discretion and without giving reasons for its decision, accept or refuse an application for registration.
- 8.0 To receive the Early Bird jersey, full payment must be received by 5pm Sunday 15 December 2019

Compliance with Laws and Regulations

- 9.0 During the event, the Rider must comply with all traffic and road laws and regulations, all directions issued by Police and all instructions given by Bicycle Network or any employees or officials representing Bicycle Network at the event. Failure to do so may result in the Rider being removed from the event and will not receive a registration refund.
- 10.0 The Rider must wear an Australian standard cycling helmet at all times during the event while riding a bicycle.
- 11.0 The rider must keep to the left of the road when safe to do so and obey NSW road rules at all times
- 12.0 As per the Traffic Regulations, riders of a bicycle must not ride at night, or in hazardous weather conditions causing reduced visibility, unless the bicycle, or the rider, displays—
 - a flashing or steady white light that is clearly visible for at least 200 metres from the front of the bicycle; and
 - a flashing or steady red light that is clearly visible for at least 200 metres from the rear of the bicycle; and
 - a red reflector that is clearly visible for at least 50 metres from the rear of the bicycle when light is projected onto it by a vehicle's headlight on low-beam.

Cancellations

Updated 21.08.19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



- 13.0 If the Rider wishes to cancel his/her participation in the Ride, the Rider must contact Bicycle Network directly or via Eventbrite prior to 5pm on Friday 28 February, 2020
- 14.0 Cancellations received before 5pm, Friday 21 February 2020 (AEST) will be refunded 100% of their entry fee.
- 15.0 No refunds will be offered for cancellations received after 5pm Friday 21 February 2020 (AEST).
- 16.0 Except as otherwise stated in these Entry Terms and as required by law, Bicycle Network is under no obligation to refund monies or entry fees due to non-use, cancellation, failure to participate or dissatisfaction by the Rider.

Transfers

- 17.0 The Rider may transfer his/her registration for the Event via the online registration.
- 18.0 Transfers will be permitted on Saturday 21 March 2019 at the Newcrest Orange Challenge Event Village before the ride commences.
- 19.0 All transfers will incur a \$10 administration fee.

Ride Communications

- 20.0 Ride communications will principally be made via email. The Rider should therefore provide a valid email address.
- 21.0 The Rider consents to receiving and reading all information that is made available on the Bicycle Network website, in email newsletters, the Ride Guide and all other literature concerning the event.

Mode of Transport

- 22.0 Only standard, human-powered bicycles are permitted on the event. Unicycles, scooters, motorised and power-assisted bicycles, child seats, tagalongs, trailers and animals are not permitted on the event. If you plan to ride a non-conventional bicycle please contact Bicycle Network to discuss if it can be supported on the event. For more information please contact Bicycle Network www.bicyclenetwork.com.au and send a message, or call 1800 639 634.

Merchandise

- 23.0 All Riders who register and pay in full for the ride up to and including the Sunday 15 December will be eligible to receive a cycling jersey included in their registration.
- 24.0 Riders are required to read and understand the jersey size chart and then select their appropriate jersey size when completing the ride registration. Requests for changes to jersey sizes cannot be guaranteed.

Sag Wagon

- 25.0 Sag Wagons will be operating during the event, to support riders who have a mechanical break-down or are unable to continue riding to exhaustion, injury or fatigue.
- 26.0 Sag wagons are under the direction of event control and are not able to divert from their instructed course. SAG wagons will return to the finish site at the end of their journey, no additional stops will be made.
- 27.0 Bicycle Network will use its best endeavours to take due care in handling bikes and or accessories on the Sag Wagon, but is not responsible for any loss, damage, cost or expense that the Rider may suffer or incur as a result of Bicycle Network handling his/her bike and or accessories.

Updated 21.08.19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Closing Dates for Entries**

28.0 All online event entries close at 4pm on Saturday 21 March 2020 (AEST)

Acknowledgment and Waiver

29.0 The Rider acknowledges and agrees that participation in the Event is inherently dangerous and that he/she participates in the event at his/her own risk.

30.0 In consideration of Bicycle Network permitting the Rider to enter and participate in the event, the Rider hereby releases and indemnifies Bicycle Network, the sponsors of the event, the relevant Councils and Road Authorities and any of their respective representatives from and against all and any claims, law suits, demands, liabilities, loss and damage (including indirect and consequential loss), costs, expenses and, interest, whether pursuant to common law or statute, that the Rider may suffer or incur arising from or connected with the Rider's participation in the Ride including as a result of the negligence, breach of duty, breach of care or other fault or responsibility of Bicycle Network, the sponsors of the event and any of their respective representatives.

31.0 If the Rider is a parent/ guardian of a person under 18 years ("Under Age Child") who is participating in the Ride, that Rider consents to the Under Age Child participating in the event and agrees to take full and sole responsibility for the Under Age Child's safety and participation in the event. The Rider further agrees and undertakes to Bicycle Network for and on behalf of the Under Age Child that the release and indemnity contained in clause 26 applies with full force and effect to the Under Age Child and that the Rider and any spouse or defacto spouse or partner will take no steps of any sort on behalf of the Under Age Child that would result in the release and indemnity in clause 26 being rendered inoperative, of no effect or being declared or ordered by a court of law as not applying to the Under Age Child.

Compulsory Equipment and Clothing

32.0 Riders must ensure that their bike, equipment and clothing are suitable for the nature of road riding undertaken and terrain travelled through during the event.

33.0 Riders must ensure that their bike is in excellent working order with consideration given but not limited to appropriate gearing, chain condition, saddle comfort, wheels, spokes and tyre condition and brakes efficiency.

34.0 Riders may be required to have their bike spot checked prior to taking part in the event. Failure agree to have your bike checked or if the bike fails and/or compulsory equipment not presented will result in no bike tag being issued and your participation in the event cancelled. Bike check consists of operating front and rear brakes and operating front and rear lights.

35.0 All Rider must wear or carry the following equipment and clothing for the duration of the event;

- (a) Bike helmet
- (b) Bike lights for dark, wet, foggy or low visibility conditions;
- (c) Spare light batteries (your light will require them due to extensive use.)
- (d) Rider and bicycle ID tag.
- (e) Rain/wind jacket;
- (f) 2 x drink bottles;
- (g) Puncture repair kit and tubes.

Updated 21.08.19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



- (h) Secondary food supplies (Rider Valet Service available for food distribution along the route. More information can be found regarding this service on the Bicycle Network website at www.bicyclenetwork.com.au/orange-challenge under the *Event Information* section.)

- 36.0 Both front and rear lights must be in working order as a condition of starting the Event.

Preparation, Training, Health and Safety

- 37.0 The Rider is responsible for ensuring that he/she has adequately and appropriately prepared both physically and mentally for the event. If the Rider has any health issues or doubts prior to the event, he/she should immediately seek appropriate medical advice.
- 38.0 If, during the event, the Rider becomes ill or is injured, Bicycle Network will endeavour to arrange medical transport, usually in an ambulance. Any medical transport will be at the Rider's expense. Bicycle Network recommends that Riders hold current ambulance service membership and/or health insurance to cover such costs; Bicycle Network membership includes bike crash insurance for personal injury and liability.

Common Sense

- 39.0 The Rider must ride in a safe and responsible manner during the event and use common sense at all times.
- 40.0 The Rider must exercise caution on all public roads and other thoroughfares and ride defensively and courteously.

Meals and Dietary Requirements

- 41.0 Bicycle Network offers three standard meal types for the event: Standard Vegetarian and Gluten Free Vegetarian.
- 42.0 If these options do not meet your dietary requirements, you must consider alternate ways in which to personally cater for your own meals.
- 43.0 Any special meal option for the event is provided by Bicycle Network as a service to the Ride participants. Every effort is made by Bicycle Network and the appointed caterers to ensure that recipes and ingredients are controlled.
- 44.0 Bicycle Network and their caterers cannot however, guarantee that any meal or food item is exactly as described - contamination by allergens can occur that is beyond Bicycle Network and or the caterer's reasonable control.
- 45.0 It is solely the Ride participant's responsibility to carry on you at all times, suitable food and/or medication which may be necessary to treat any particular medical condition that you suffer from. The Rider Valet Service is available to assist Riders in food distribution along the route. More information can be found on the Bicycle Network website at www.bicyclenetwork.com.au/orange-challenge under the *Event Information* section.
- 46.0 Meals provided for the Ride not intended to provide full nutrition for your ride distance. We expect that riders will adequately cater to their nutritional requirements while undertaking their chosen ride distance.

Ride and Ride Option Variation

- 47.0 Bicycle Network reserves the right, in its absolute discretion, to:
- (a) Change or vary the route of any of the event without notice in consultation with stakeholders;

Updated 21.08.19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



- (b) Cancel, postpone, reschedule or change the time or place for the event for any reason and at any time prior to the commencement of the event or once the event has commenced in consultation with stakeholders; and
- (c) Bicycle Network is not responsible for or liable to the Rider for any loss, damage, cost or expense, whether direct, indirect, consequential or otherwise incurred by the Rider resulting from any such action taken by Bicycle Network.

Travel Insurance

48.0 It is important that Riders take out Riders Travel Insurance. It is essential that this insurance covers you for involuntary cancellation of your holiday including airfare(s). Bicycle Network offers travel insurance as part of its membership (subject to the conditions of the policy wording). For more information or to become a member of Bicycle Network visit www.bicyclenetwork.com.au or call 1800 639 634.

Route Sector Opening and Closing Times

- 49.0 Riders must obey the route sector opening and closing times implemented during the event. The sector opening and closing times are posted on the Bicycle Network website at www.bicyclenetwork.com.au/orange-challenge under the *Event Information* section.
- 50.0 Should any rider be found riding before a sector is open they will be removed from the Event and unsupported.
- 51.0 Should any rider be found riding after the sector is closed they will be asked by event officials to stop riding and necessary arrangements will be made to ensure that the rider is transported to the finish location.
- 52.0 Should a rider refuse to obey sector opening and closing times, event officials will report the rider and they will be unsupported in their return to the finish site.

Private support vehicles

- 53.0 Private support vehicles are not permitted on the Event.
- 54.0 If you retire from the event, friends or family can collect you by accessing the rider route only outside of the route sector opening and closing times.

Photography

- 55.0 The rider acknowledges and agrees that he/she may be photographed or filmed during the event and consents to Bicycle Network using the Rider's picture and likeness contained in any photographs or film for publicising the event and for promoting any future ride or event to be staged by Bicycle Network.
- 56.0 The Parent/Guardian acknowledges and agrees that their Under Age Child may be photographed or filmed during the event and consents to Bicycle Network using the Rider's picture and likeness contained in any photographs or film for publicising the event and for promoting any future ride or event to be staged by Bicycle Network.
- 57.0 Participants in the Newcrest Orange Challenge, give their permission to have their details forwarded to official photographer of the event.

Privacy

- 58.0 Bicycle Network collects, uses, discloses and otherwise handles the Rider's personal information in accordance with the terms of its Privacy Policy Statement

Updated 21.08.19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



(see www.bicyclenetwork.com.au and search "privacy" for full details). All information remains the property of Bicycle Network.

Other

- 59.0 The event will be held outdoors and may proceed notwithstanding poor weather conditions on the day of the Ride. Bicycle Network is not liable to the Rider for any loss, damage, cost or expense of any kind including, but not limited to, refund of entry fees, in the event of poor weather before, during or if the event is cancelled.
- 60.0 Bicycle Network reserves the right, in its absolute discretion, to refuse to allow the Rider to participate in the event or to remove the Rider from the event for breach of these terms and conditions or if it otherwise determines it appropriate to do so.
- 61.0 Bicycle Network is not liable to the Rider for any loss, damage, cost or expense of any kind, including but not limited to, the refund of the entry fee, if the Rider is denied access to or removed from the event for any reason.
- 62.0 "Bicycle Network " means the Bicycle Network Victoria Incorporated ABN 41 026 835 903 and includes where appropriate Bicycle Network 's employees, volunteers, agents, contractors and officers.
- 63.0 Bicycle Network reserves the right to alter these terms and conditions at any time. All registered riders who have agreed to the terms and conditions prior to these amendments will be notified and will need to agree to the updated terms

Updated 21.08.19

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



1. EVENT PLAN OVERVIEW

1.6. EVENT PLANNING AND RISK ANALYSIS

Overview

This document will state Bicycle Network's procedure and measures for effective event planning and comprehensive risk analysis.

Contacts

Name	04	Mobile
Rebecca Lane	General Manager - Events	0430 511 251
Jaimie Collins	Site Coordinator	0488 171 988
Mark Plucinski	Route Coordinator	0423 403 814

Supporting Documents to Follow:

1.6.1 Risk and Emergency Management Plan - *attached*

1.6.2 Risk Register – *attached*

Commercial In Confidence



1.6.1. Risk and Emergency Management Plan

As event organisers of the Newcrest Orange Challenge, Bicycle Network recognises that staff and participant safety is a critical aspect of the planning and staging of this cycle challenge event.

As such, this section will help all stakeholders and personnel to fully understand the nominated methods for reducing risk and managing emergencies. This Plan should be viewed as a resource, and any comments or suggestions to improve its usefulness are always encouraged and welcomed.

Items covered by this plan are:

1. Risk Management
2. Safety Management
3. Incident and Hazard Management
4. Emergency Management Procedures
5. Contingency Management - Weather

Bicycle Network is committed to informing, training and supervising all employees and volunteers in safe working practices and ensuring that all contractors and suppliers match this commitment and maintain the highest possible safety standards.

All members of the team responsible for hosting the Newcrest Orange Challenge acknowledge their and Bicycle Network's obligation for safety in a challenging environment by striving to eliminate unsafe working practices caused by their own actions and those of their fellow team members.

The Risk Emergency and Emergency Management Plan has been developed in accordance with *ISO 31000:2018, Risk Management - Guidelines and Worksafe, Advice for Managing Major Events Safety, 1st Edition, April 2006*.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Bicycle Network Event Delivery Policy:**

Bicycle Network is committed to ensuring the health and safety of all participants in the staging of the Newcrest Orange Challenge.

All stakeholders participate through consultation to deliver a safe and successful Event, each sharing responsibility for one another.

Bicycle Network will endeavour to identify and manage all risks/hazards and where possible eliminate them in our workplace and event operations.

Bicycle Network will work with all regulatory and other authorities to ensure compliance with relevant legislation.

Where no guidelines exist, Bicycle Network will actively work with partners and stakeholders to achieve best practices.

Bicycle Network's ultimate goal is to stage a successful event with no harm to people or damage to the environment.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**1. Risk Management**

The management of risk is an integral part of the management and planning process of the event management. The purpose of this system is to identify and manage all risks at the Event, and to prevent them from re-occurring.

The Risk Emergency and Emergency Management Plan has been developed in accordance with ISO 31000:2018, *Risk Management - Guidelines and Worksafe, Advice for Managing Major Events Safely, 1st Edition, April 2006*.

Pre-Event Risk Assessment

Bicycle Network will actively consult all relevant stakeholders to review risks associated with the Event. These risks and their mitigating strategies will be represented in the risk register

Risk Assessment Process

The following details the process by which the risk management for the Event has been and will be conducted.

Context:	The context for which the risk management process has been conducted relates to the event operational risks and safety and security. In considering safety, participants, volunteers, staff and emergency service personnel and the general public have been taken into consideration.
Identify Risks:	<p>Risk Management for this operation has been confined to the following classifications:</p> <ul style="list-style-type: none"> • Fire • Public safety • Utilities • Infrastructure • Health • Police - Security • Environment • Event organiser <p>Risks have been identified on the basis of what can happen and how it can happen.</p>
Analysis of Risks	Consideration has been given to the range of potential consequences and how likely those consequences are to occur. The consequence and likelihood have been combined to produce an estimated level of risk.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Evaluation of Risks	Risks have been evaluated by establishing a comparison between the potential levels of risk against pre-established criteria.
Treatment of Risk	The treatment of risks has been detailed in the Risk Treatment and the respective Action Plans as detailed in the Risk Register

The following risk rating schedule has been used to determine the likelihood, consequence and level of risk. These risk ratings are not only used for the pre event risk assessment, but they will also form the basis of all hazard and risk assessments during the event and form a standard system that can be followed by all.

Risk Ratings

The following standard risk rating has been designed for use at Bicycle Network events. This will enable all stakeholders to assess the risk appropriately in the planning phase, and resulting in the correct personnel responding to the incident / hazard at event time operations.

Likelihood Rating:

Level	Descriptor	Description
A	Almost Certain	Incident is expected to occur in most circumstances
B	Likely	Incident will probably occur in most circumstances
C	Possible	Incident should occur at some time
D	Unlikely	Incident could occur at some time
E	Rare	Incident may occur only in exceptional circumstances

Consequence Rating:

Level	Descriptor	Description
1	Insignificant	Consequences would be dealt with by routine operations. E.g. no injuries, no financial loss.
2	Minor	Consequence would not threaten the efficiency or the effectiveness of some aspect of the event, but would be dealt with internally e.g. medium financial loss, first aid treatment, on site release immediately contained
3	Moderate	The consequences would not threaten the event, but would mean that the Event would be subject to manageable change e.g. high financial loss, medical treatment required.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



4	Major	The consequences would threaten the continued effective functioning of the Event organisation and therefore the Event e.g. major financial loss, important external resources required.
5	Catastrophic	The consequence would threaten the Event and the Event organisation e.g. death, huge financial loss.

Level of Risk Matrix:

Likelihood	Consequence				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
(A) Almost Certain	Moderate	High	Extreme	Extreme	Extreme
(B) Likely	Low	Moderate	High	Extreme	Extreme
(C) Possible	Negligible	Low	Moderate	High	Extreme
(D) Unlikely	Negligible	Negligible	Low	Moderate	High
(E) Rare	Negligible	Negligible	Negligible	Low	Moderate

Risk Level Descriptions:

Negligible:	Negligible Risk – so small that it poses no real threat, manage with existing controls
Low:	Low Risk – manage with existing controls
Moderate:	Moderate Risk – specific risk reduction strategies needed. Management responsibilities must be specified
High:	High Risk – CEO and Senior Management attention needed in development of risk reduction strategies
Extreme:	Extreme Risk – intervention required

Risk Assessment Procedures During the Event

Once hazards or incidents are identified, it is important that an attempt is made to assess the associated risk. All hazards and incidents should be reported on the hazard/incident reporting form, and given to a Team Leader or Event Manager, or reported to Event Assistance.

In consultation with the person who identified the hazard/incident, the Event Manager will be required to assess the risk associated with the hazard/incident reported by looking at the time/frequency of exposure, severity of exposure outcome and if certain people are at higher risk from the specified hazard or incident.

These people will then attempt to reduce the risk associated with the hazard/incident by using the following ordered approach:

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Try to eliminate the risk:

1. By substituting a less hazardous activity/substance
2. By attempting to mitigate the hazards through re-design or isolation of the hazard
3. By rearranging work organisation and training to reduce exposure
4. By using personal protective equipment.

Each step must be documented using the incident report form and reporting procedures outlined in this document.

2. Safety Management

General Safety and Duty of Care

All who are involved in providing services and/or working at the Newcrest Orange Challenge must ensure at all times their work practices are not likely to result in damage or harm to themselves, to others, facilities or to the environment.

All contractors, volunteers and employees must be made aware of hazards likely to be present at the event and the procedures to follow in order to reduce the risk associated with such hazards.

In all states and territories of Australia there is a health, safety and environmental legislation which applies to workplace practices. Bicycle Network complies with the relevant legislation and any person working outside these requirements will be subject to disciplinary action and/or prosecution.

The legislation places responsibility on Bicycle Network as the Event Owner to ensure that all standards are maintained. The legislation also holds individuals responsible for actions where they may be endangering the environment or the health and safety of anyone.

All event personnel must be involved in developing a safe and healthy working environment. This is achieved by ensuring that all involved in event operations are trained, aware of their responsibilities and comply with relevant legislation.

General Work Safety Guidelines

Bicycle Network is committed to providing a safe working and event environment. It is envisaged that if the following guidelines are followed, the risk of damage to both individuals and the environment will be reduced.

- All communication must be clear. If unsure ask and if any areas of concern, your team leader must be contacted immediately.
- All tasks must be planned and discussed with those involved prior to starting work. Each person must be inducted to the site they are working on.
- All involved must follow risk reduction measures in relation to any hazard that they may be exposed to. This may include the wearing of or use of appropriate protective equipment.

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**General Safety Instructions**

- Follow instructions, don't take chances, if unsure ask
- Correct or report unsafe acts or conditions
- Observe and obey all warning signs/instructions
- Observe no smoking and no alcohol restrictions
- Report all injuries, get first aid promptly
- Report all fires, no matter how small
- Only use plant and equipment you are certified, trained or have the skill to use
- Dispose of waste in accordance with rules
- Use the correct equipment for the task
- Use of tagged or approved electrical equipment only
- Avoid walking under suspended loads
- Wear and use safety equipment when required
- Animals including pets are not to be brought onto the Event by personnel unless required for accessibility.
- Wilful damage, destruction to plant, equipment or disobeying Health and Safety instructions or standards could result in dismissal and/eviction from the Event.

3. Incident and Hazard Investigations**Hazards**

A hazard is an unplanned exposure, which has the potential to lead to personal injury or property damage.

The majority of hazards will be identified in the pre-event inspections, however, all staff, contractors and volunteers of the Newcrest Orange Challenge should be constantly aware of their environment, and any potential hazards that may arise during the Event that may be an issue for their own, participant and spectator safety.

Types of Hazards**Event Environment Hazards:**

- Ergonomic Hazards
- Working in Darkness
- Working in Confined Spaces
- Working on or Near Roads
- Unique event Hazards such as a fallen tree on course
- Electrical Operations

Event Weather Hazards:

- High Winds
- Lightning
- Wet Weather
- Sun/Heat Exposure

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



- Extreme Cold Exposure

Event Biological Hazards:

- Food Preparation Hygiene (Caterers)
- Waste Disposal
- Toilet Facilities
- Cleaning

Incidents

An incident is an unplanned event or condition that has resulted in injury or damage to an individual or property.

Types of Incidents

- Personal or Participant Injury
- Damage to Plant, Equipment, Facilities or Environment
- Criminal Incidents, such as assault, theft etc.
- Contamination of Work Environment

All of these types of incidents must be reported as soon as they occur. Major incidents need to be allocated the highest priority. They should also be investigated immediately by the Event Manager.

Incident and Hazard Reporting

Reporting procedures for both hazards and incidents vary between pre, during and post Event periods. It is important that each of these three periods are differentiated when assessing risks or hazards, then the assessment and respective reporting procedures are accurately followed.

Pre-Event

In the week(s) prior to the event, all issues/risks should be reported to the Event Manager.

During Event

During the event, management staff will be operating out of Event Control. Event control can be contacted via the Event Assistance phone numbers (distributed to all personnel, contractors, stakeholders and participants).

Below is the correct procedure for contacting Event Assistance:

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



IS IT AN EMERGENCY? <small>Does it require Ambulance, Fire or Police?</small>	
NO	YES
CALL EVENT ASSISTANCE 0425 381 818 or 0425 777 484	STEP 1: Call EMERGENCY SERVICE 000 STEP 2: Call EVENT ASSISTANCE: 0425 381 818 or 0425 777 484
<small>In case of an emergency it is always recommended to call 000 first. Calling event assistance after calling 000 is essential so that, where possible, Bicycle Network can work with the Emergency Services to facilitate the appropriate response.</small>	

Operators managing the Event Assistance phones will record relevant details such as date, time, location, nature of incident/hazard, etc.

A person reporting a hazard or incident may also be required to complete an Incident Report Form (see below), which can be obtained from Event Control or a volunteer Team Leader. When completing the form, as many details as possible should be included.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Incident / Hazard Report Form**

Date: _____ Time: _____

Reported by: _____ Position: _____ Contact No. _____

Category (please circle one)

Cyclist injury	Health	Public safety
Police - Security	Amenities	Environment
Infrastructure	Signage	Fire
Other _____		

Details of Hazard/Incident_____
_____**Location:**_____
_____**Witnesses and contact details:**_____
_____**Action taken**_____
_____**Medical Required:** (circle) Yes No**Other information:**_____
_____**Signed:** _____ **Date:** _____**Supervisor:** _____ **Date:** _____Post Event - The week(s) prior to the event all issues/risks should be reported to the Event Manager.

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**4. Emergency Management**

The aim of this plan is to document the agreed arrangements to prevent, respond to, recover from and document emergencies that could occur on the Newcrest Orange Challenge.

In the event of an emergency on Newcrest Orange Challenge, the following command and control structure is applicable. Candidates for these roles and emergency specific equipment and identification are listed below.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

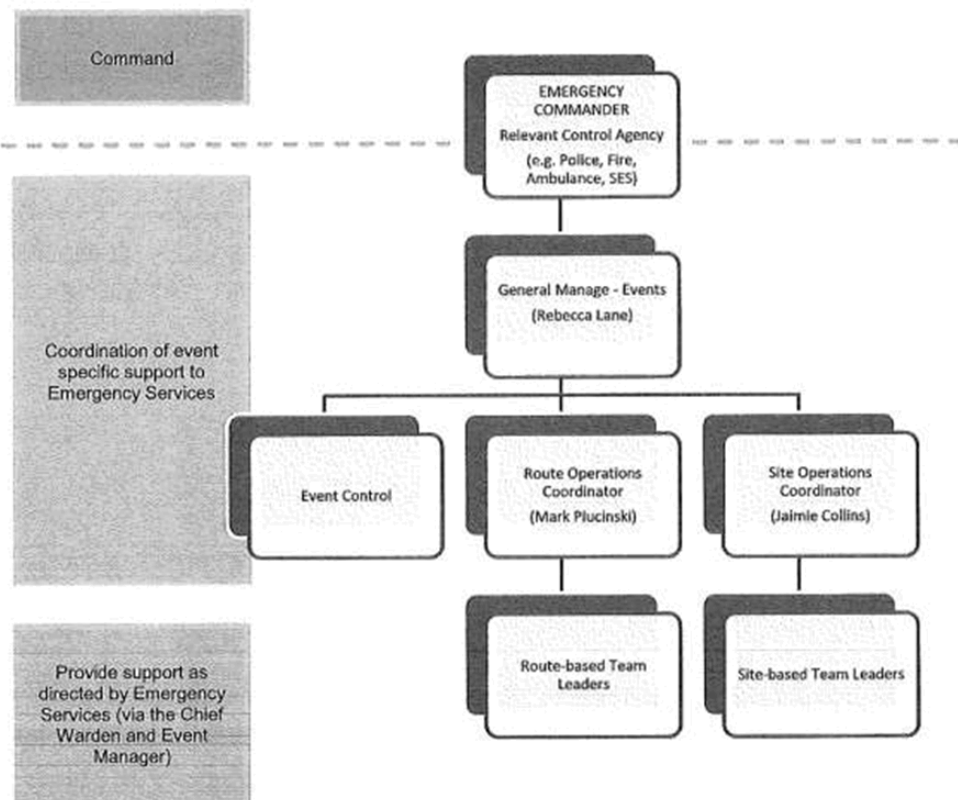
17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Control and Command

Control and Command



Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



In the event of an emergency on Newcrest Orange Challenge, the relevant emergency services agency will always take the lead role of Emergency Commander.

Working in conjunction with the **Emergency Commander**, the Chief and Deputy Wardens will direct event resources to assist the relevant agency accordingly.

In the event of an emergency, the above structure is formulated from the list below of eligible candidates, who are identified, where possible, by wearing the appropriate "INCIDENT CONTROL" high visibility road safety vests. Others can be appointed for these roles as required by Incident Control Chief or Deputy only.

Name	Position	Responsibility
Rebecca Lane	Incident Control Chief	Liaise and report directly to controlling emergency service.
Caitlin Borchers	Incident Control Deputy Chief	Report to Incident Control Chief for direct instruction to action. Manage and report accordingly.
Mark Plucinski	Incident Control Coordination	Implement actions as instructed by Incident Control Chief or Deputy Chief.
Jaimie Collins	Incident Control Coordination (site management)	Implement actions as instructed by Incident Control Chief or Deputy Chief.

The high-visibility vests, along with additional equipment specifically allocated for Emergency control are available at the following locations:

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



EMERGENCY CONTROL KIT LOCATIONS	
AREA	LOCATION
Orange Event Village	Event Control
On-Route	Route Response Vehicle
Canowindra	Lunch Site and Finish site for 70km riders, Start site for 100km riders
Mandurama	Lunch Site for 170km riders

Control Centre

A central point to control coordination of the emergency will be established. Likely resources that would be considered are listed below:

- At the scene
- Event Head Quarters
- Route Control
- First Aid Clinic at Start sites

Coordination

An emergency situation will require specific actions as deemed necessary by the controlling agency and or Bicycle Network nominated Incident Control Chief.

It is essential that all members of the Incident Control Team maintain continued lines of communications with direct reports and the Incident Control Chief.

Communications

Event Control will have trained operators monitoring all radio and telephone communications related to the emergency, as well as ongoing operations, with details being documented in the Event Control Incident Database.

Additionally, communications can be maintained between Incident Control members via:

- Mobile phone

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



- Direct contact
- Message sent via vehicle or by proxy.
- Satellite phone if required

Evacuation

In the event of a mass evacuation, which will be determined by the Incident Control Chief in conjunction with the Lead Agency, the following protocol should be used.

On-Route Evacuation (or disruption to designated route)

Under instruction:

- Where possible, continue riders on the signed rider route to nominated holding point (e.g. closest rest area or nominated emergency shelter)
- Send a known representative to the destination nominated to greet evacuating riders and relay further instruction.
- Huddle riders together who are unable to continue

On-route support team will be notified of the evacuation by Event Control and the estimated number of participants at rest areas will be identified.

Event Control will advise of alternative route and/or coordinate emergency transport to collect participants.

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

Site Evacuation

In the event of an emergency situation at an event site, the following tones may be used:

**Whistle**

- Prepare to evacuate
- Await further instructions

**Siren**

- Evacuate
- Move calmly to the nominated evacuation point
- Leave all belongings behind

Whistle – each of the Emergency Control Kits (locations above) will have whistles, which are only to be used as the 'prepare to evacuate' tone.

Siren – The Emergency Control Kits (locations above) have a both a loud haler siren and air horn, which are only to be used as the 'evacuate' tone.

When an evacuation is required, under instruction, team must:

- Direct riders/others to the nominated evacuation point, where possible, via the main entrance that they came in
- Send a known representative to the nominated destination to greet evacuating riders/others, to relay further instruction.
- Huddle riders/others together who are unable to continue.

Evacuation procedure

In the case of emergency, Bicycle Network personnel will direct participants and public to the nominated evacuation point, to be determined.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Serious Injury / Accident**

In the event of a serious injury or accident requiring treatment greater than first aid, the following protocol should be used.

Under instruction,

- Ensure the patient has the best available care and monitor the care's progress.
- Identify any modifications required to the immediate rider route to maintain the best possible flow of riders past the incident. If required, liaise with Event Control to determine long-term solution.
- Send a known representative to the nominated destination to meet and direct emergency services to the scene.
- Huddle riders together who are unable to continue.

Media

In the event that a statement needs to be made about any incident, the following representatives are able to speak on behalf of Bicycle Network:

- Bicycle Network Chief Executive Officer
- Bicycle Network General Manager of Communications
- INCIDENT CONTROL CHIEF

Participant Notification

At the direction of the incident controller, and based on the severity of the emergency, notification to participants may be delivered via:

1. Messages relayed at rest areas / aid stations
2. Messages relayed by SAG / support vehicles
3. Messages SMS'd to riders regarding the emergency
4. Messages SMS'd to participants emergency contact notifying them of the evacuation / emergency and procedures to follow

Protocol

The Staff, Contractors and Volunteers of the Newcrest Orange Challenge are responsible for the health and safety of participants of the Event. As part of this requirement, it is necessary that all Staff, Contractors and Volunteers are familiar with

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



the emergency and evacuation procedures. The purpose of this document is to provide the detail specifically to this Event.

Emergency procedures

In the event of an emergency these procedures must be followed.

1. Identify the exact circumstances of the emergency
2. Call 000 if police, fire or ambulance are required
3. Assess the damage to persons, equipment and the environment
4. Call Event Assistance and/or report directly to your Team Leader / Manager
5. Await further instructions for action

When communicating the emergency, you must state the following:

1. That it is an emergency
2. Your name and location
3. Details of the Emergency
4. Ensure that the information has been received and will be acted upon

If further action is required, the following will happen.

1. Team Leader/Manager will report incident to the relevant authority level
2. Team Leader/Manager will instruct you of appropriate action to be taken
3. Appropriate assistance will be dispatched to the area. E.g. First Aid
4. Once action has been taken you must report the results immediately back to your supervisor/Manager.

At all times you must:

1. Try to stay calm
2. Ensure your own safety is not compromised
3. Follow the instructions of your supervisor/Manager
4. Assist patrons wherever possible
5. Work in conjunction with emergency services and security

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**5. Contingency Management - Weather**

While the Central West Region of NSW is spectacular and encompasses beautiful riding opportunities, the weather can be unpredictable. To stage a bike ride in this region means that the weather extremes and variability must be addressed, with a response prepared, so that the safety of all riders, spectators, staff, volunteers and contractors is not compromised.

This section presents the contingency plan that will be implemented on event day should the need arise from any weather condition that is presented.

Key Contingency Stakeholders

Name	Position	Organisation	Contact Phone
Daniel Clark	Acting Duty Operations Manager	NSW Ambulance	0427 003 981
Chief Inspector David Harvey	Canobolas Local Area Command	NSW Police	0439 577 655
Russel Setright	Chief Executive Officer	Life Survival Training (First Aid)	0439 264 271
Scott Maunder	Director Community, Recreation and Cultural Services	Orange Council	0418 919 120
Lynette Hawkes	Promotion and Tourism Officer	Cabonne Council	02 6392 3201
Tim Long	Manager – Technical Services	Cowra Council	0400 482 547
Geoffrey Paton	Manager Infrastructure	Blayney Council	0400 937 924

Potential Threats

Outlined below is a list of potential threats that could necessitate the implementation of a contingency response plan. The ride is held outdoors and will proceed regardless of poor weather conditions on the day. Where weather conditions are declared extremely unsafe to proceed by contingency advisory officials the ride may be delayed or cancelled.

Threat Type	Threat	Contingency Response		Stakeholder consultation
		Before the Ride	During the Ride	
Weather conditions	Ambient temperature greater than 38°C	<ul style="list-style-type: none"> Review weather forecasting information record temperature levels and establish temperature patterns to forecast weather 	<ul style="list-style-type: none"> communicate changed weather conditions to event staff, volunteers, participants and spectators provide additional water and shade at rest areas 	<ul style="list-style-type: none"> Bureau of Meteorology Ambulance NSW First Aid

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



		<ul style="list-style-type: none"> temperature patterns on the day do not start ride if temperature is greater than 38°C prior to ride start 	<ul style="list-style-type: none"> provide additional sag wagons to accommodate likely increase of rider retirement require all participants to carry a compulsory amount of water and electrolyte require all participants to apply sunscreen to prevent sunburn and dehydration require all participants to ensure they are not overdressed or in unsuitable attire for hot weather conditions 	
	ambient temperature less than 10°C (8°C for mountain tops)	<ul style="list-style-type: none"> Review weather forecasting information record temperature levels and establish temperature patterns to forecast weather temperature patterns on the day do not start ride if temperature is less than 10°C (8°C for mountain tops) prior to ride start 	<ul style="list-style-type: none"> communicate changed weather conditions to event staff, volunteers, participants and spectators Provide additional shelter at rest areas provide additional sag wagons to accommodate likely increase of rider retirement require all participants to carry appropriate warm clothing, listed in the Rider Requirements and Safety make clothing swap compulsory Provide additional thermal blankets at rest areas and in evacuation vehicles and Sag Wagons Provide measures to reduce the threat of hypothermia (warms drinks, additional shelter, plastic garbage bags as jackets) 	<ul style="list-style-type: none"> Bureau of Meteorology Ambulance NSW First Aid
	severe fog with visibility less than 20m	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow fog to clear require all participants to have compulsory lighting on their bikes to aid visibility as listed in the Rider Terms and Conditions 	<ul style="list-style-type: none"> communicate changed weather conditions to event staff, volunteers, participants and spectators provide warning to participants of the foggy conditions ahead require all participants to activate lighting on their bikes to aid visibility as listed in the Rider Terms and Conditions 	<ul style="list-style-type: none"> Bureau of Meteorology Ambulance NSW NSW Police First Aid

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



wind speed greater than 50km/hr.	<ul style="list-style-type: none"> • delay the start of the ride, by no more than one hour, to allow high winds to clear • do not start ride if wind speed is greater than 50km/hr prior to ride start 	<ul style="list-style-type: none"> • communicate changed weather conditions to event staff, volunteers, participants and spectators • provide warning to participants of the windy conditions that are taking effect • impose a speed limit to improve rider safety and control (eg 30km/hr) • provide additional sag wagons to accommodate likely increase of rider retirement 	<ul style="list-style-type: none"> • Bureau of Meteorology • Ambulance NSW • NSW Police • First Aid
Rainfall greater than 80mm within 24 hours	<ul style="list-style-type: none"> • delay the start of the ride, by no more than one hour, to allow rain to clear • do not start ride if rain is torrential and not subsiding prior to ride start • require all participants to activate lighting on their bikes to aid visibility as listed in the Rider Terms and Conditions 	<ul style="list-style-type: none"> • communicate changed weather conditions to event staff, volunteers, participants and spectators • Provide additional shelter at rest areas • provide warning to participants of the wet conditions that are taking effect • impose a speed limit to improve rider safety and control (eg 30km/hr) • provide additional sag wagons to accommodate likely increase of rider retirement • require all participants to activate lighting on their bikes to aid visibility as listed in the Rider Terms and Conditions 	<ul style="list-style-type: none"> • Bureau of Meteorology • Ambulance NSW • NSW Police • First Aid
Heavy rainfall, thunder and or lightning	<ul style="list-style-type: none"> • delay the start of the ride, by no more than one hour, to allow rain to clear • do not start ride if weather conditions are not subsiding prior to ride start • require all participants to activate lighting on their bikes to aid visibility as listed in the Rider Terms and Conditions 	<ul style="list-style-type: none"> • communicate changed weather conditions to event staff, volunteers, participants and spectators • Provide additional shelter at rest areas • provide warning to participants of the weather conditions that are taking effect • impose a speed limit to improve rider safety and control (eg 30km/hr) • provide additional sag wagons to accommodate likely increase of rider retirement 	<ul style="list-style-type: none"> • Bureau of Meteorology • Ambulance NSW • NSW Police • First Aid

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



			<ul style="list-style-type: none"> require all participants to activate lighting on their bikes to aid visibility as listed in the Rider Terms and Conditions 	
Unexpected hazard/s on road	Flooding	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow hazard to be cleared activate route crews to work on clearing the problem or providing assistance to emergency services to clear the problem Look to establish alternate routes around hazard, if an alternate route modification can not be made, the ride will require cancellation 	<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators Look to establish alternate routes around hazard, if an alternate route modification can not be made, the ride will require cancellation 	<ul style="list-style-type: none"> NSW Police RMS Mid-West Traffic Management Orange Council Blayney Council Cabonne Council
	Oil spill/s	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow hazard to be cleared activate route crews to work on clearing the problem or providing assistance to emergency services to clear the problem Look to establish alternate routes around hazard, if an alternate route modification can not be made, the ride will require cancellation 	<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators Look to establish alternate routes around hazard, if an alternate route modification can not be made, the ride will require cancellation 	<ul style="list-style-type: none"> NSW Police RMS Mid-West Traffic Management Orange Council Blayney Council Cabonne Council
	Vehicle accident/s	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow hazard to be cleared allow emergency services to clear the problem Look to establish alternate routes around hazard, if an alternate route modification cannot be made, the 	<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators allow and assist emergency services to clear the problem Look to establish alternate routes around hazard, if an alternate route modification cannot be made, the ride will require cancellation 	<ul style="list-style-type: none"> RMS Ambulance NSW NSW Police

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



	ride will require cancellation		
Crash involving many participants or severely injuring person(s)	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow hazard to be cleared Communicate changed conditions to affected participants and event staff 	<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators Hold riders at check points leading up to blockage-determined by estimates of how long it will take to clear route. (number involved, severity of injuries, distance from emergency services) Provide sag wagon transport for participants and bicycles unable to continue. 	<ul style="list-style-type: none"> RMS Ambulance NSW NSW Police
Fatality	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow hazard to be cleared allow emergency services to clear the problem Communicate clearly with police with arrive at decision 	<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators Determine whether it is appropriate to abandon the event or continue. Provide support for all participants and staff who require it. 	<ul style="list-style-type: none"> Ambulance NSW NSW Police
Fallen tree/s	<ul style="list-style-type: none"> delay the start of the ride, by no more than one hour, to allow hazard to be cleared Communicate changed conditions to affected participants and event staff 	<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators Hold riders at check points leading up to blockage-determined by estimates of how long it will take to clear course. (type of blockage, work required to clear, distance from appropriate resources) Provide technical resources/emergency services access to route. 	<ul style="list-style-type: none"> RMS NSW Police SES
Damage to building / council facilities	<ul style="list-style-type: none"> Brief Bicycle Network staff and contractors and best practices, including the use of 	<ul style="list-style-type: none"> If any damage is caused, create a list on event and take images. Report any damage 	<ul style="list-style-type: none"> Council stakeholders Bicycle Network

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



		equipment. Briefing contractors on informing site leader if anything is damage	as soon as possible to relevant stakeholders	Contacts
	Damaged road surface/s		<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators 	<ul style="list-style-type: none"> RMS
	Wildlife on road		<ul style="list-style-type: none"> communicate changed conditions to event staff, volunteers, participants and spectators 	<ul style="list-style-type: none"> RMS SES
Bushfire conditions	Outbreak of bushfire	<ul style="list-style-type: none"> Identify fire rating forecast for the day of event Do not begin ride if rating is Code Red, consult with appropriate authorities if fire rating is higher than Very High. 	<ul style="list-style-type: none"> Immediate cancel event and revert to emergency response plan 	<ul style="list-style-type: none"> NSW Fire Service NSW Police RMS SES
	High risk of fire occurring	<ul style="list-style-type: none"> Identify fire rating forecast for the day of event Do not begin ride if rating is Code Red, consult with appropriate authorities if fire rating is higher than Very High. 	<ul style="list-style-type: none"> Immediate cancel event and revert to emergency response plan 	<ul style="list-style-type: none"> NSW Fire Service NSW Police RMS
	Aftermath of fire	<ul style="list-style-type: none"> Identify fire rating forecast for the day of event Assess affected areas and identify any clash with event sites and route. 	<ul style="list-style-type: none"> Refer to route obstruction options above 	<ul style="list-style-type: none"> NSW Fire Service NSW Police RMS

Delayed start

A delayed start will be imposed if a potential threat occurs as listed in the above table. The start will be delayed by no more than an hour, after which the contingency committee will address cancellation or route modification in consideration of daytime available for riding. If an alternate route modification cannot be made, the ride may require cancellation.

Route closure

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



In the instance of a section of the route being impassable, as per scenario reasons above, the contingency committee will meet with the appropriate authorities to ascertain whether the route will be cleared and in what timeframe or whether an alternative route can be found to bypass the impacted section.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Bushfire response plan**

In accordance with the new national fire danger rating system, changes or potential cancellation of the event may occur if a bushfire is of threat to the ride. This is dependent on the level of forecast danger detailed below and indicating the response.



RATING	RESPONSE
CODE RED:	Event cancellation whether or not there is evident threat of fire. Immediate evacuation of all participants, volunteers and staff.
EXTREME:	Event re-evaluated in consultation with NSW Fire Services.
SEVERE:	Riders briefed and made aware of potential cancellation if advised by Authorities.
VERY HIGH:	Event to continue as normal, pending consultation with authorities of threat likelihood
HIGH:	Event to continue as normal, pending consultation with authorities of threat likelihood
LOW – MODERATE:	Event to continue as normal, pending consultation with authorities of threat likelihood

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.18

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Moderate	High	High	High	High
Likely	Low	Moderate	High	High	High
Possible	Negligible	Low	Moderate	High	High
Unlikely	Negligible	Negligible	Low	Moderate	High
Rare	Negligible	Negligible	Negligible	Low	Moderate

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Risk Rating
			Participants, Spectators and Personnel				
1	Crash - Individual	Delays to event, Injury/hospitalisation/death of participant.	Almost certain	Moderate	Comprehensive pre-event information to Riders and on-event Rider Briefing regarding route. Use signage and/or marshals to identify hazards and high-risk areas (descents, etc.). Provide regular food/water/first aid stops for participants. Have medical staff on hand at designated points on route. Treat injured people and transport in accordance with medical plan. Follow guidelines outlined in risk & emergency mgmt plan.	Likely	High
1.1	Insufficient phone service	Unable to communicate to teams efficiently on event. Delays to event. Lack of attendance to incidents resulting in participant injury/illness/hospitalisation/death.	Almost certain	Moderate	Satellite phones available at designated points on route. Tracking devices in operational vehicles.	Likely	Moderate
1.2	Bushfire	Alternative route required or cancellation of event leading to financial loss. Destruction of event infrastructure. Injury/hospitalisation/death of participant/staff.	Unlikely	Catastrophic	Consult with NSW Fire Service. Monitor weather conditions in lead up to event. Ensure all staff understand emergency management/evacuation plan. If needed communicate forecast conditions to participants in lead up to event. Activate emergency management plan if required.	Unlikely	Moderate
1.3	Flat batteries or malfunctioning radios / phones	Unable to communicate to teams efficiently on event. Delays to event. Lack of attendance to incidents resulting in participant injury/illness/hospitalisation/death.	Likely	Moderate	Sufficient spare radio batteries available. All teams to re-charge regularly. All mobile phones to be checked pre-event. Radio batteries & chargers to be checked upon delivery.	Possible	Moderate
1.4	Crash - Multiple participants involved	Delays to event, Injury/hospitalisation/death of participants.	Possible	Major	Information provided to Riders on riding within a large group. Comprehensive pre-event information to Riders and on-event Rider Briefing regarding route. Use signage and/or marshals to identify hazards and high-risk areas (descents, etc.). Provide regular food/water/first aid stops for participants. First aid resources at designated points on route. Treat injured people and transport in accordance with medical plan. Update emergency management plan as required.	Unlikely	Moderate
1.5	Event Team driving excessive hours	Fatigue. Injury/hospitalisation/death to personnel/riders/public or others.	Possible	Major	Vehicles to have at least one passenger. Schedule rests for Event Team. Plan driving times in advance. Monitor and supervise Event Teams.	Unlikely	Moderate
1.6	Rider fatigue	Poor event experiences. Participant withdrawal. Participant injury/hospitalisation.	Almost certain	Minor	Prepare participants in advance of level of challenge. Supply adequate checkpoints. Encourage participants to eat and drink regularly. Provide sag wagon.	Likely	Low

Page 1

3/05/2019

Confidential

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.19

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Moderate	High	High	High	High
Likely	Low	Moderate	High	High	High
Possible	Negligible	Low	Moderate	High	High
Unlikely	Negligible	Negligible	Low	Moderate	High
Rare	Negligible	Negligible	Negligible	Low	Moderate

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Consequence
1.8	Dehydration	Illness/hospitalisation/death of participants/spectators/personnel.	Possible	Major	Pre-event communications regarding hydration. Participants to carry two water bottles. Portable water and electrolytes available at all Rest Areas. If expected temp is higher than 30 degrees middle water unit deployed. Use on site first aid supplies, ensure there is water and shade at Rest Areas / Start and Finish. Encourage teams to hydrate throughout the day.	Rare	Major
1.9	Extreme weather	Damage to event infrastructure. Poor attendance. Injury/hospitalisation of participants/spectators/personnel.	Possible	Moderate	Contingency planning for various extreme weather events. Review weather forecast up to 4 days ahead and begin planning relevant adjustments / contingency. Communicate situation to participants and staff in lead up to ensure they are properly equipped. See supporting document emergency management plan.	Possible	Major
1.10	Cyclist - vehicle collision	Delays to event. Injury/hospitalisation/death of participants and public	Unlikely	Major	Installation of traffic management treatments (road closures, speed reductions, etc.) where necessary to manage riders and vehicles. Notification to road users of closures and speed reductions prior to event. Use of cones and barriers to create a safe space of any closed road sections prior to riders reaching those sections. Lead vehicle to notify oncoming traffic of cyclists. Riders briefed on safety, obeying the road rules and correct rider behaviour. Have medical staff on hand at designated points on route. Treat injured people and transport in accordance with medical plan. Use sag vehicles to transport participants and bikes unable to continue. Any rogue vehicle on closed sections immediately reported and stopped. Utilise emergency management plan as required.	Rare	Major
1.11	Equipment explosion	Damage to equipment and other infrastructure. Delays in event proceedings possible. Injury/hospitalisation/death of participants/spectators/personnel.	Unlikely	Major	Electrical equipment tested and tagged pre-event. Regular servicing of equipment. Structures and equipment to meet safety regulations by contractor. All fire regulations to be adhered to during build and event. Utilise emergency management plan as required.	Rare	Major
1.12	Inadequate traffic management on route	Negative event impact. Traffic confusion. Injury/hospitalisation/death to participants/public.	Unlikely	Major	Traffic Management designed with input from all major stakeholders. Traffic Management Plans confirmed with contractor.	Rare	Moderate

Page 2

3/06/2019

Confidential

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.18

	Likelihood					Consequence				
	Almost Certain	Likely	Possible	Unlikely	Rare	Insignificant	Minor	Moderate	Major	Catastrophic
							Low	Moderate	High	
							Negligible	Low	Moderate	
							Negligible	Negligible	Low	Moderate

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Consequence
	Hostile vehicle attack	Injury / hospitalisation / death	Rare	Catastrophic	NSW Police to advise if there is a risk or threat to event. All team briefed on emergency management procedures including holding riders. Police presence on event.	Rare	Catastrophic
1.13	Active armed offender	Injury / hospitalisation / death	Rare	Catastrophic	NSW Police to advise if there is a risk or threat to event. Event team to report any threats to Victoria Police immediately. Event team to follow emergency management including evacuation procedures. Police and security presence on site.	Rare	Catastrophic
1.14	Improvised explosive device	Injury / hospitalisation / death	Rare	Catastrophic	NSW Police to advise if there is a risk or threat to event. Event team to report any threats to Victoria Police immediately. Event team trained in emergency management including evacuation procedures. Police and security presence on site.	Rare	Catastrophic
1.15	Grass	Injury/hospitalisation/death	Almost certain	Insignificant	First aid team at site, first aid kit on site. Use on site first aid supplies, brief Riders / Event Team on hazards and safety. Utilise emergency management plan as required.	Almost certain	Insignificant
1.16	Crash - individual and pedestrian	Delays to event, injury/hospitalisation of participants/spectators/personnel.	Possible	Moderate	Information provided to Riders prior to start of prologue event. Communications plan implemented in local area. Barriers (porting, crowd control barriers, etc.) in relevant areas on the prologue event. Marshalls in place around the prologue route.	Unlikely	Moderate
1.17	Crash - re entry from closed road to neutral zone	Injury/hospitalisation/death	Unlikely	Major	Communication to riders re road rules apply at all times through pre event communications and reinforced at rider briefing. Signage on re entry to neutral zone to alert riders.	Rare	Major
1.18	Structure Collapse	Damage to other buildings or equipment. Delays in event proceedings and site build possible. Injury/hospitalisation/death of participants/personnel/spectators	Unlikely	Major	Temporary structure to be built to safety regulations by contractor. All building regulations to be adhered to when erecting structure. Boyce Network-owned infrastructure to be checked pre-event and secured with weights. Emergency management plan activated as required.	Rare	Major
1.19	Crash - cyclist falls down embankment	Injury/hospitalisation/death	Unlikely	Major	Rider communications outlining safe riding. Rider briefing. Signage and Marshalls in high risk locations. Utilise processes in emergency management plan as required.	Rare	Major
1.20			Unlikely	Major		Rare	Major

Page 3

3/06/2019

Confidential

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.18

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	High	High	High	High	High
Likely	Moderate	Moderate	Moderate	Moderate	Moderate
Possible	Low	Low	Low	Low	Low
Unlikely	Negligible	Negligible	Negligible	Negligible	Negligible
Rare	Negligible	Negligible	Negligible	Negligible	Negligible

Ref	Risk	Potential consequences	Original risk			Proposed risk treatment	Residual Risk		
			Likelihood	Consequence	Risk Rating		Likelihood	Consequence	Risk Rating
1.21	Crash - Entry and exit from Rest Areas	Delays to event, Injury/hospitalisation/death.	Unlikely	Major	Moderate	Sufficient marshals and/or traffic management in place. First aid posted at rest areas. Unlikely emergency management plan as required.	Rare	Major	Low
1.22	Emergency access blocked	Delay to event, Delay in attending to incident.	Unlikely	Major	Moderate	Brief emergency services with route plans and access. Staff to regularly monitor Emergency Access areas to ensure they are free of obstruction. Send a representative to meet Emergency Services to assist with access to incident.	Rare	Major	Low
1.23	Missing Traffic Controllers	Traffic problems. Unauthorised vehicles on course. Ride-vehicle collision.	Unlikely	Major	Moderate	Controller briefed with strict deadlines and run sheet. Traffic Controllers to contact Event Control liaison when in place and before leaving. Regular communication and confirmation with supplier.	Rare	Major	Low
1.24	Cold Stress / Hypothermia	Injury/hospitalisation/death	Possible	Moderate	Moderate	Use on site first aid supplies. Encourage riders to bring and wear adequate warm clothing. First aid positioned at sites and en route as per medical plan. Unlikely risk and emergency management plan as required.	Possible	Minor	Low
1.25	Congestion at aid station	Delay in treatment of participants	Possible	Moderate	Moderate	Ensure adequate staffing/equipment/resources at each point.	Unlikely	Moderate	Low
1.26	Hypothermia	Injury/hospitalisation/death	Possible	Moderate	Moderate	Pre-event communication to Riders regarding hydration and electrolytes. Use on site first aid supplies. First aid trained personnel on sites and en route as per medical plan during operating hours. Electrolytes supplied at all Rest Areas and Finish Stk. Unlikely risk and emergency management plan as required.	Unlikely	Moderate	Low
1.27	Medical emergency (other)	Injury/hospitalisation/death	Possible	Moderate	Moderate	First aid trained personnel at sites and on route as per medical plan. Use on site first aid supplies. Brief Riders / Event Team on hazards and safety. Follow procedures in risk and emergency management plan as required.	Possible	minor	Low
1.28	Event Team working excessive hours	Fatigue. Injury/hospitalisation/death to Personnel/Riders/Public or others	Possible	Moderate	Moderate	Ensure sufficient personnel numbers. Schedule rests for Event Team. Plan working times in advance. Monitor and supervise Event Team.	Unlikely	Minor	Negligible
1.29	Poor quality roads	Poor event experience. Injury/hospitalisation/death to participants.	Possible	Moderate	Moderate	Multiple route inspections completed pre-event to identify hazards. Local authority repairs made if possible.	Unlikely	Minor	Negligible

Confidential

3/09/2019

Page 4

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21/02/18

	Likelihood					Consequence				
	Almost Certain	Likely	Possible	Unlikely	Rare	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic
	High	Moderate	Low	Negligible	Negligible	Insignificant	Minor	Moderate	Major	Catastrophic

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk		Risk Rating
			Likelihood	Consequence		Likelihood	Consequence	
1.30	Lacerations	Injury/hospitalisation/death	Likely	Insignificant	First aid trained personnel at sites and on route as per medical plan. Use on site first aid supplies. Brief Riders / Event Team on hazards and safety. Utilise risk and emergency management plan as required.	Likely	Insignificant	Low
1.31	Bruises	Injury/hospitalisation	Likely	Insignificant	First aid trained personnel at sites and on route as per medical plan. Use on site first aid supplies. Brief Riders / Event Team on hazards and safety. Follow procedures in risk and emergency management plan as required.	Likely	Insignificant	Low
1.32	Illness	Injury/hospitalisation/death	Likely	Insignificant	First aid trained personnel at sites and on route as per medical plan. Use on site first aid supplies. Brief Riders / Event Team on hazards and safety. Follow procedures in risk and emergency management plan as required.	Likely	Insignificant	Low
1.33	Incorrect signage	Incorrect information conveyed. Traffic confusion. Incorrect route taken.	Unlikely	Moderate	Signage plan developed pre-event. Bicycle Network team to install signage. Signage audit immediately prior to, and during event. Marshals briefs pre-event and required to call in when they arrive at post.	Unlikely	Moderate	Low
1.34	Slip/stagnation or insufficient signage/marshals	Incorrect information conveyed. Traffic confusion. Incorrect route taken.	Unlikely	Moderate	Signage plan developed pre-event. Signage audit immediately prior to, and during event. Marshals briefs pre-event and required to call in when they arrive at post.	Unlikely	Moderate	Low
1.35	Heart attack	Injury/hospitalisation/death	Rare	Major	First aid trained personnel at sites and on route as per medical plan. Use on site first aid supplies. Use ambulance services. Follow procedures in risk and emergency management plan as required.	Rare	Major	Low
1.36	Food poisoning	Injury/hospitalisation	Unlikely	Moderate	All food items provided to Riders prepared in commercial kitchen by qualified personnel. Adhere to food safety regulations regarding food service, temperatures, etc. Use on site first aid supplies. First aid trained personnel at sites and on route as per medical plan.	Unlikely	Moderate	Low
1.37	Crowds blocked due to unforeseen circumstances	Delay to event. Poor event experience. Risk of low speed crash resulting in injury/hospitalisation	Unlikely	Moderate	Route inspection conducted within 24 hrs of event start. All staff observe and report any potential hazard. Access to resources arranged through local authorities and partners. Alternate route where possible.	Unlikely	Moderate	Low

Confidential

3/09/2019

Page 5

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.18

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	High	High	High	High	High
Likely	Moderate	Moderate	Moderate	Moderate	Moderate
Possible	Low	Low	Low	Low	Low
Unlikely	Negligible	Negligible	Negligible	Negligible	Negligible
Rare	Negligible	Negligible	Negligible	Negligible	Negligible

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Consequence
1.36	Electrocution / electrical shock	Injury / hospitalisation / death	Rare	Major	All equipment tested and tagged. All team briefed on safety. First aid personnel at site and on route as per medical plan. First aid supplies on site. Team briefed on incident reporting and to call emergency services if necessary. Participants instructed to stay in designated areas. All team briefed on safety. Medical trained personnel on site as per medical plan. First aid supplies on site.	Rare	Major
1.38	Poor / insufficient lighting on site leading to injury to event team or participant	Injury / hospitalisation	Possible	Minor	Event team briefed on safety. All team briefed on safety. Medical trained personnel on site as per medical plan. First aid supplies on site.	Unlikely	Minor
1.39	Delay in ambulance attendance when required	Negative media coverage. Poor feedback. Delays to event. Further medical complications due to delayed response.	Unlikely	Moderate	Contract adequate ambulance coverage for event in consultation with ambulance service. Ensure communication and access for emergency service is sufficient.	Unlikely	Minor
1.40	Water delivery shortage / Lack of potable water	Inadequate potable water available for riders causing dehydration and other medical issues	Unlikely	Moderate	Sufficient water provided at Rest Stops. Local additional water points along the cycle route. Identify retail outlets to purchase water.	Rare	Moderate
1.41	Insufficient toilets or not operational	Negative impact on event experience. Health and safety issue. Participant Spectator Personnel illness.	Unlikely	Moderate	Toilets ordered based on event ratio. After hours contact in case needed to service toilet.	Rare	Insignificant
1.42	Volunteer recruitment issues	Additional stress placed on staff and volunteers on event.	Possible	Minor	Early recruitment of volunteers. Increased use of community groups.	Unlikely	Minor
1.43	On-site hazards	Injury/hospitalisation/death	Possible	Minor	Sweep site before bump-in and regularly during event. Brief event team on hazards and safety.	Unlikely	Minor
1.44	On site vehicle movement	Pedestrian/personnel injured by vehicle.	Possible	Minor	No unauthorised vehicle movement on site from registration open. Spotters to move with authorised vehicles after event commences.	Unlikely	Minor
1.45	Inadequate traffic management at start location	Negative event impact. Event traffic unable to access parking, delayed event start.	Unlikely	Moderate	Information to be sent to participants regarding site access pre-event. Traffic Management Plans confirmed with key event stakeholders.	Rare	Moderate
1.46	Rest Areas not operational at time of first participant	Poor event experience. Food and water not available. Illness/Hypertension.	Possible	Minor	Rest Areas ready at least half an hour before scheduled first rider time. First Rider time monitored by Event Control (via Lead Vehicle).	Unlikely	Minor
1.47	Water supply contamination	Illness/hospitalisation	Unlikely	Moderate	Water supply points identified by water authority. Water supply secured in advance. Alternate water supply sourced.	Rare	Moderate
1.48	Rider crash due to roadkill	Injury / hospitalisation / death	Unlikely	Moderate	Organise team to conduct audit of route day prior. Roadkill route sweep team to conduct sweep morning of event.	Rare	Moderate
1.49			Unlikely	Moderate		Rare	Moderate

Confidential

30/9/2019

Page 6

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.18

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	High	High	High	High	High
Like	Low	Low	Low	Low	Low
Possible	Negligible	Negligible	Negligible	Negligible	Negligible
Unlikely	Negligible	Negligible	Negligible	Negligible	Negligible
Rare	Negligible	Negligible	Negligible	Negligible	Negligible

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Consequence
1.50	Drug and alcohol affected person on site unruly behaviour or aggression	Injury / hospitalisation. Poor participant experience. Additional stress placed on team.	Unlikely	Minor	Liquor to be served only during limited times. All liquor served by licensed personnel / vendors with risk certification. Security on site whenever alcohol is being served. Event team trained on incident reporting procedures.	Unlikely	Minor
1.51	Loss of power / services	Safety hazard during non daylight hours resulting to participant personal injury. Unable to operate all services. Delays in operational response due to event control limitations.	Rare	Moderate	Use of the power for event control with backup able to run on battery and generator back up. Site utilizes generators with battery operated lights as back up in non daylight hours. Spare fuel available for generators at all times.	Rare	Moderate
1.52	Inaccurate instructions to riders	Incorrect information conveyed. Increased cycling route taken. Confusion. Poor event experience.	Unlikely	Minor	Multiple communication to be sent prior to event. Detailed pre-event Rider Briefing. Correct signage on event. Marshals and other support vehicles on route.	Unlikely	Minor
1.53	Nardies on-site	Injury/frights	Rare	Minor	First aid trained personnel at site and on route as per medical plan. Use on site first aid supplies. Brief Riders / Event Team on hazards and safety. Follow procedures in risk and emergency management plan as required.	Rare	Insignificant
1.54	Inadequate site size / failing to cope with participant numbers	Crowd movement restricted. Unable to start/ finish participants appropriately. Injury/hospitalisation/death	Rare	Moderate	Site planning to consider pedestrian movements and rider numbers. First aid trained personnel at site and on route as per medical plan. Use on site first aid supplies. Follow procedures as per risk & emergency management plan.	Rare	Moderate
1.55	Elms	Injury/hospitalisation/death	Unlikely	Minor	First aid trained personnel at site and on route as per medical plan. Use on site first aid supplies. Follow procedures in risk and emergency management plan as required.	Unlikely	Minor
1.56	Burns	Injury/hospitalisation/death	Rare	Moderate	First aid trained personnel at site and on route as per medical plan. Use on site first aid supplies. Follow procedures in risk and emergency management plan as required.	Rare	Minor
1.57	Sunstroke	Injury/hospitalisation/death	Rare	Minor	Pre-event information regarding hydration and sun smart procedures. Use on site first aid supplies. First aid trained personnel at site and on route as per medical plan. Brief marshals and other support vehicles on site. Supply of water at site. Follow procedures in risk and emergency management plan as required.	Rare	Minor

Confidential

3/09/2019

Page 7

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21/02/19

Likelihood	Consequence				
	Minor	Moderate	High	Major	Catastrophic
Almost Certain					
Likely					
Possible					
Unlikely					
Rare					

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Consequence
1.58	Assault	Injury/hospitalisation/death	Rare	Minor	Rider behaviours outlined in event terms and conditions and through pre-event communications. First aid trained personnel at site and on route as per medical plan. Use on site first aid supplies. Follow procedures in risk and emergency management plan	Rare	Minor
1.59	Living injuries to Event Team	Injury/hospitalisation	Unlikely	Minor	Event Team on CHS practices. Monitor and correct behaviour. Ensure appropriate equipment is available. Ensure first aid is available during build and event.	Unlikely	Minor
1.60	Inhabitable amusement not properly secured and tips or rails causing injury to participants	Injury / hospitalisation / to amusement users and bystanders. Property damage.	Rare	Moderate	Utilise an accredited and regulated contractor and sign accreditation prior to event. Communicate bump in / out times to contractor. All team briefed on safety. Ensure site inspection prior to start of event and during event. Ensure team are briefed on emergency procedures.	Rare	moderate
1.61	Structure collapse (inflatable / amusement)	Injury / hospitalisation	Rare	Moderate	Utilise an accredited and regulated contractor and sign accreditation prior to event. Communicate bump in / out times to contractor. All team briefed on safety. Ensure team are briefed on emergency procedures.	Rare	moderate
1.62	Wildlife	Injury/hospitalisation	Unlikely	Minor	Pre-event communications regarding native wildlife in the region. Participants to be cautious and warn other riders if they are any wildlife that may be aggressive. First aid trained personnel at all sites and mobile on route. Follow procedures in risk and emergency management plan as required.	Unlikely	Minor
2	Excess rubbish left on route	Poor relationship with stakeholders. Poor rider experience. Poor community feedback. Environmental impact.	Likely	Moderate	Pre-event education to riders. Sufficient bins at Rest Areas and Start / Finish Site. Site sweeps prior to event. Teams separating risks. Eco team to collect bags of waste from Rest Areas.	Possible	Moderate
2.1	Noise impact on habitat	Poor feedback from stakeholders. Disruption for fauna	Rare	Insignificant	Sound check for PA systems and amplifiers.	Rare	Insignificant
2.2	Environmental Degradation	Poor feedback from stakeholders. Damage to flora.	Rare	Insignificant	Consult with stakeholders to ensure sensitive areas are protected. Education to riders. Restoration of any damage.	Rare	Insignificant
2.3							

Confidential

30/6/2019

Page 5

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.19

	Consequence					
	Minor	High	Moderate	Major	Catastrophic	
Likelihood	Low	Low	Low	Low	Low	
Almost Certain	Low	Low	Low	Low	Low	
Likely	Low	Low	Low	Low	Low	
Possible	Low	Low	Low	Low	Low	
Unlikely	Low	Low	Low	Low	Low	
Very Unlikely	Low	Low	Low	Low	Low	
Hardly Possible	Low	Low	Low	Low	Low	
Very Hardly Possible	Low	Low	Low	Low	Low	

Ref	Risk	Potential consequences	Original risk		Proposed risk treatment	Residual Risk	
			Likelihood	Consequence		Likelihood	Consequence
3.1	Extended wet weather during bump-in	Bump-in delayed. Event delayed.	Possible	Major	Relocation to permanent buildings on site. SMS and social media messages to participants to explain site location changes. Maps / Volunteers on site to re-locate to permanent building.	Possible	Moderate
3.2	Strong winds within region	Construction damage to infrastructure.	Possible	Moderate	Relocation to permanent buildings on site. SMS and social media messages to participants to explain site location changes. Maps / Volunteers on site to re-locate to permanent building.	Unlikely	Moderate
3.3	Poor volunteer experience	Difficulty recruiting volunteers for future events. Poor community engagement.	Unlikely	Moderate	Dedicated volunteer coordinator to manage volunteer experience. Provide feedback opportunity for volunteers.	Unlikely	Moderate
3.4	Flooding caused by heavy rainfall	Construction damage to infrastructure. Inability to use site.	Unlikely	Moderate	Relocation to permanent buildings on site. SMS and social media messages to participants to explain site location changes. Maps / Volunteers on site to re-locate to permanent buildings.	Unlikely	Moderate
4.1	Lost vehicle key	Event delays, vehicle unable to be used	Almost certain	Minor	Issue vehicle key protocol to all drivers. Event Control to monitor keys.	Almost certain	Minor
4.2	Fire vehicle damaged or breaks down during event	Event operational delays. Poor event experience.	Likely	Moderate	Communication to event team about vehicle use. Replacement vehicle to be issued by supplier. Determine contingency vehicle from current event fleet.	Possible	Moderate
4.3	Rate residents	Public complaints. Poor feedback from stakeholders. Loss of reputation.	Likely	Minor	Communication plan to local residents / road users. Traffic management coordinator and local authorities to be briefed and supplemented with event specific information.	Possible	Minor
4.4	Lack of trained customer service staff	Incorrect information, negative event experience	Possible	Moderate	Communication plan to local residents / road users. Traffic management coordinator and local authorities to be briefed and supplemented with event specific information.	Unlikely	Moderate
4.5	Delays re-opening traffic closures	Poor community and road user feedback. Poor stakeholder feedback.	Unlikely	Major	Communications to community to include time delays of road openings. Consistent monitoring of numbers. Revised marketing plan and budget.	Pure	Major
4.6	Low registration numbers	Financial loss. Poor event experience	Possible	Moderate	Communication plan to local residents / road users. Traffic management coordinator and local authorities to be briefed and supplemented with event specific information.	Unlikely	Moderate
4.7	Congested traffic	Public complaints. Poor feedback from stakeholders. Loss of reputation.	Unlikely	Moderate	Communication plan to local residents / road users. Traffic management coordinator and local authorities to be briefed and supplemented with event specific information.	Unlikely	Moderate

Page 9

3/09/2019

Confidential

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.02.18

	Likelihood	Insufficient	Minor	Moderate	Major	Catastrophic
	Almost Certain	Moderate	High	High	High	High
	Unlikely	Low	Moderate	High	High	High
	Possible	Negligible	Low	Moderate	High	High
	Unlikely	Negligible	Negligible	Low	Moderate	High
	Rare	Negligible	Negligible	Negligible	Low	Moderate

Ref	Risk	Potential consequences	Original risk			Proposed risk treatment	Residual Risk		
			Likelihood	Consequence	Risk Rating		Likelihood	Consequence	Risk Rating
4.8	Goods delivered are inappropriate for use	Poor event experience. Financial loss.	Unlikely	Moderate	Low	Use reputable suppliers. Pre-event samples checked. Contractors required to replace goods at their own cost (to be written into contractual agreement).	Unlikely	Moderate	Low
4.9	Theft, vandalism, sabotage of site	Financial loss. Delays to event. Poor event experience	Unlikely	Moderate	Low	Security support identified. Event team encouraged to report suspicious behaviour. Report to emergency services and associated council.	Unlikely	Moderate	Low
4.10	Hire vehicles damaged on delivery	May be unusable for driving, delay in event operations	Unlikely	Moderate	Low	Replacement vehicle to be issued by supplier, early delivery of vehicles required for inspection.	Unlikely	Moderate	Low
4.11	Hire vehicle order not fulfilled	Operational delays to event.	Unlikely	Moderate	Low	Confirmation of vehicle order 2 months in advance. Alternative hire company identified.	Unlikely	Moderate	Low
4.12	Inadequate registration system	Participants unable to register, financial loss, negative event experience	Unlikely	Moderate	Low	Test system prior to registration open	Unlikely	Moderate	Low
4.13	Security arrive later not present	Participants unable to register, financial loss, negative event experience	Unlikely	Moderate	Low	Use reputable supplier. Brief contractor on requirements pre-event.	Unlikely	Moderate	Low
4.14	Irretrievable customer data	Loss of customer data, negative event experience	Possible	Minor	Low	Customer service staff to be trained in managing conflict and empowered to make amendments within Event Managers guidelines to appease situation.	Possible	Minor	Low
4.15	Public address system breakdown	Unable to communicate to participants. Poor event experience	Possible	Minor	Low	Have back up hand held mega phones, volunteers to communicate messages on foot. Insite signage to help convey message	Possible	Minor	Low
4.16	Motorists complaints	Poor stakeholder feedback. Poor event experience. Poor community feedback.	Possible	Minor	Low	Discuss concerns raised. Utilise police/security if required	Possible	Minor	Low
4.17	Contingency plan not realised	Unable to implement changes required to maintain event production	Unlikely	Moderate	Low	Event Manager to liaise before event. Plans to be included in event plan. Leadership team briefed on contingency response	Rare	Moderate	Negligible
4.18	Contractors unable to provide services	Poor event experience. Financial loss.	Unlikely	Moderate	Low	Use reputable suppliers. Contracts completed one month prior to event, payment clauses, regular communication and confirmation with contractor required. Contingency suppliers identified.	Unlikely	Minor	Negligible
4.19	Insufficient catering for Event Team / Participants	Poor event experience. Financial loss.	Unlikely	Moderate	Low	Supplier built in to catering numbers. Use reputable suppliers with details confirmed at least one month in advance. Regular checks on quantities/portion to be delivered. Contingency catering caterer to be established for last minute delivery	Rare	Moderate	Negligible
4.20	Misunderstanding of roles within event management team due to poor communication	Operational delays. Poor event experience.	Unlikely	Moderate	Low	Briefing with Team Leaders and Volunteer Coordinator for role requirements. Team bidders to report to event manager.	Rare	Moderate	Negligible
4.21	Inaccurate registration reporting	Inaccurate budget forecasting.	Unlikely	Moderate	Low	Regular monitoring by event manager and finance manager	Rare	Moderate	Negligible

Page 10

3/06/2019

Confidential

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

1.6.2 Risk Register - Newcrest Orange Challenge 2020

Project name:	Newcrest Orange Challenge 2020
Date reviewed:	21.05.18

Likelihood	Insufficient	Minor	Moderate	Major	Catastrophic
Almost Certain	High	High	High	High	High
Likely	Moderate	Moderate	Moderate	Moderate	Moderate
Possible	Low	Low	Low	Low	Low
Unlikely	Negligible	Negligible	Negligible	Negligible	Negligible
Rare	Negligible	Negligible	Negligible	Negligible	Negligible

Ref	Risk	Potential consequences	Original risk			Proposed risk treatment	Residual Risk		
			Likelihood	Consequence	Risk Rating		Likelihood	Consequence	Risk Rating
22	Late event start due to inadequate start line logistics	Operational delays. Poor event experience. Poor stakeholder feedback.	Unlikely	Minor	Negligible	Sensible site planning.	Unlikely	Minor	Negligible
23	Event registration location inaccessible	Operational delays. Poor event experience.	Rare	Moderate	Negligible	Sensible site planning. Discusses concerns raised. Utilise police/security if situation control is lost.	Rare	Moderate	Negligible
24	Loose objects / Protesters	Poor event experience.	Rare	Minor	Negligible	Sound check. Control over use of PA systems and amplifiers. Event control numbers available to the public to respond to any complaints	Rare	Minor	Negligible
25	Noise pollution	Distraction for residents and businesses leading to noise complaints. Poor stakeholder feedback.	Unlikely	Insignificant	Negligible			Insignificant	Negligible
26			Likability / Financial						
2.1	Increased contractor expenses due to time delay in site build	Financial loss.	Unlikely	Moderate	Low	Specify conditions in contracts with suppliers	Unlikely	Moderate	Low
			Extreme High Moderate Low Negligible				0 3 12 42 38 85		
			2 10 26 38 19				0 3 12 42 38 85		

Confidential

\$06/2019

Page 11



1. EVENT PLAN OVERVIEW

1.7. EVENT MEDICAL PLAN

Overview

This document will state Bicycle Network's procedure and measures for effective event planning and comprehensive medical plan.

Contacts

Name	Responsibility	Mobile
Rebecca Lane	Event Manager	0430 511 251
Jaimie Collins	Site Coordinator	0488 171 988
Mark Plucinski	Route Coordinator	0423 403 814
On Day Contact	NSW Ambulance	
Brodie Whilte	Medical Edge	0432 902 383

Supporting Documents to Follow:

1.7.1 First Aid Plan - *attached*

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



1.7.1 First Aid Plan

Overview

En route medical and first aid support plays an important and essential aspect of this event. First Aid will be available at all event sites, and all motor marshals will be equipped with basic first aid kits.

The event operates a centralised medical reporting system. All incidents are reported to Route Control for lodging and recording and dispatching where appropriate.

Contacts

Name	Organisation	Responsibility	Mobile
Rebecca Lane	Bicycle Network	Event Manager	0430 511 251
On Day Contact	NSW Ambulance		TBC
Brodie White	MedicalEdge	First Aid Contractor	0432 902 383
Event Assistance	Bicycle Network		0425 777 484 0425 381 816
Ian Hallet	Volunteer	Motorcycle Marshal Team Leader	0414 461 915

The First Aid Contractor will:

- Provide Basic First Aid as required
- Escalate medical emergencies as per Emergency Services Protocol (Section 2.4)
- Be provided with radios for communication around site
- Will have mobile phones on site
- Liaise with emergency services
- Record all patrons attended to and provide to Bicycle Network

Motorcycle First Aid

A volunteer motorcycle team, some first aid qualified but all will be carrying first aid kits will be organised by Bicycle Network and will assist with on route medical incidents. These riders will report to and be directed to incidents by Route Control by mobile phone. They will, due to their mobility, along the rider route be used for the initial assessment of an incident.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**En Route First Aid Posts:**

Date	Post	Times	Hrs	Location	Resource
Sunday 22 March 2020	McNamara St– Start to Finish	0600- 1700		Robertson Park	2 x Level 2 First Aider
Sunday 22 March 2020	Start / finish, snack and lunch Site	0815- 1300		Canowindra	1 x Level 2 First Aider
Sunday 22 March 2020	Snack and lunch site	0945- 1400		Mandurama	1 x Level 2 First Aider
Sunday 22 March 2020	Roving Motorbike First Aid	0630 - 1600		Roving	1 x 02 AED trauma kit
Sunday 22 March 2020	Command Centre	0530- 1700		Command Centre	1 x Response Coordinator

**Times are subject to confirmation*

Commercial in Confidence



1. EVENT PLAN OVERVIEW

1.8. EVENT PERMITS

Overview

Following are the Event Permits relevant to Newcrest Orange Challenge 2020.

Contacts

Name	Responsibility	Mobile
Rebecca Lane	Event Manager	0430 511 251
Jaimie Collins	Site Coordinator	0488 171 988
Mark Plucinski	Route Coordinator	0423 403 814

Supporting Documents to Follow:

- 1.8.1 NSW Police – *pending final version*
- 1.8.2 RMS – Road Occupancy License - *pending final version*
- 1.8.3 Orange Council – *pending final version*
- 1.8.4 Cabonne Council – *pending final version*
- 1.8.5 Blayney Council – *pending final version*
- 1.8.6 Cowra Council – *pending final version*

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



2. ON ROAD ACTIVITY

Overview

This section details the on road activity incorporated in the Newcrest Orange Challenge event weekend including route notes, traffic control plans, and communication plans..

Contacts

Name	Responsibility	
Rebecca Lane	General Manage - Events	0430 511 251
Mark Plucinski	Route Coordinator	0423 403 814
Jaimie Collins	Site Coordinator	0488 171 988
Event Assistance #1	Manned at all times on event	0425 381 816
Event Assistance #2	Manned at all times on event	0425 777 484
Chief Inspector David Harvey	NSW Police	0439 577 665
Luke Hodges	RMS	0428 785 661
Amy Marshall	MidWest Traffic Management	0456 010 457
Sarah Cunningham	Volunteer Coordinator	0409 739 555

Sections to Follow:

- 2.1. Saturday Activity
 - 2.1.1 Saturday Spin
 - 2.1.2 Prologue in the Park
 - 2.1.2.1 Prologue in the Park TCPs
- 2.2. Sunday Activity
 - 2.2.1. Rider Route Notes -Includes Marshal & Directional Signage Locations
 - 2.2.2. Rest Area Locations
 - 2.2.3. VMS Schedule
 - 2.2.4. Traffic Management Plans
 - 2.2.5. TCPs
 - 2.2.6. Road Closure Schedule
- 2.3. Communication Plan
 - 2.3.1. Communication Plan Schedule
 - 2.3.2. Notification Letter
- 2.4 Starting Procedure
 - 2.41 Starting Procedure

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.1 Saturday Activity: Sat 21 March****2.1.1 Schedule Overview**

Time	Activity
12:00	Event Open - Robertson Park
12:00	Pack collection & valet drop off open
12:00	Bike packing open
12:00	Saturday Spin #1 departs
12:30	Saturday Spin #2 departs
14:00	Saturday Spin #1 returns
14:30	Woman's Community Briefing
14:30	Saturday Spin #2 returns
15:00	Member's briefing with Wave Leaders
15:00	Bike packing closed
15:30	Kid's Ride
16:00	Rider Briefing
16:45	Prologue in the Park check in opens
17:00	Prologue in the Park
18:00	Pack collection & valet drop off closed
18:00	Event Closed - Robertson Park

2.1.2 Saturday Spin

The Saturday Spin is a social ride leaving from Robinson Park at 12pm. Riders will be riding under all normal road rules and road conditions. It's an opportunity for those who may have travelled on their own to Orange who don't wish to take themselves on a warm up ride.

The Ride gives participants to explore more of the Orange region, warm-up their legs and ensure their bikes are in good working condition before the Newcrest Orange Challenge event on Sunday 22 March.

The Saturday Spin will utilize the 'Pinnacle loop' (40km), as promoted in Visit Orange and Orange City Council's *Ride Orange Guide*. A google maps version of the loop (produced by Bicycle Network) is found [here](#).

While Bicycle Network will have volunteer Riders join the Saturday Spin as an engagement exercise, the Saturday Spin will be conducted on open roads with no other event infrastructure in place. Riders will be required to register and riding group size will be limited to 30 people.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.1.3 Prologue in the Park**

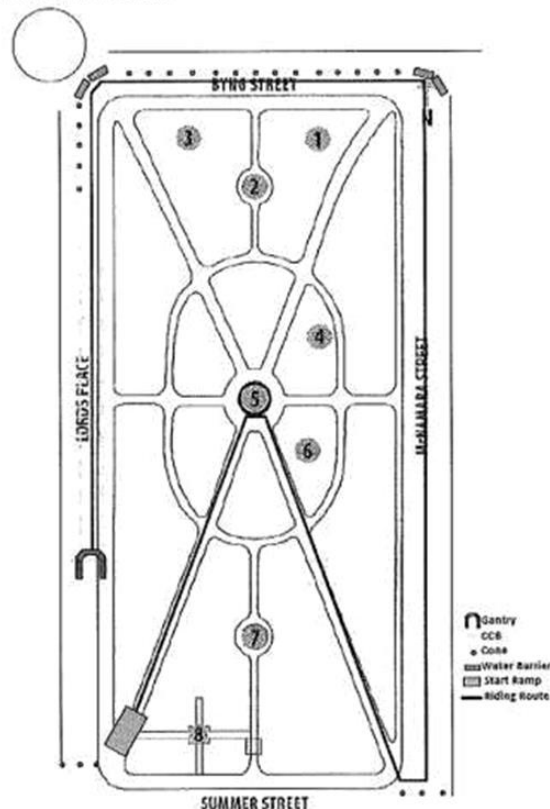
Prologue in the Park is a short, sprint race where riders tackle an individual time trial on the 650m course.

A small prize pool (\$2000) is shared amongst the first, second and third fastest male and female riders.

The Prologue in the Park takes place around Robinson Park under race conditions, with closures on place on McNamara Street, Byng Street and Lords Place.

Further operational information relating to the Prologue in the Park can be found in the Event Plan in:

- Section 2.1.2: Prologue in the Park TCPs
- Section 2.2.6: Road Closure Schedule
- Section 2.3: Communications Plan

Prologue in the Park Route

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

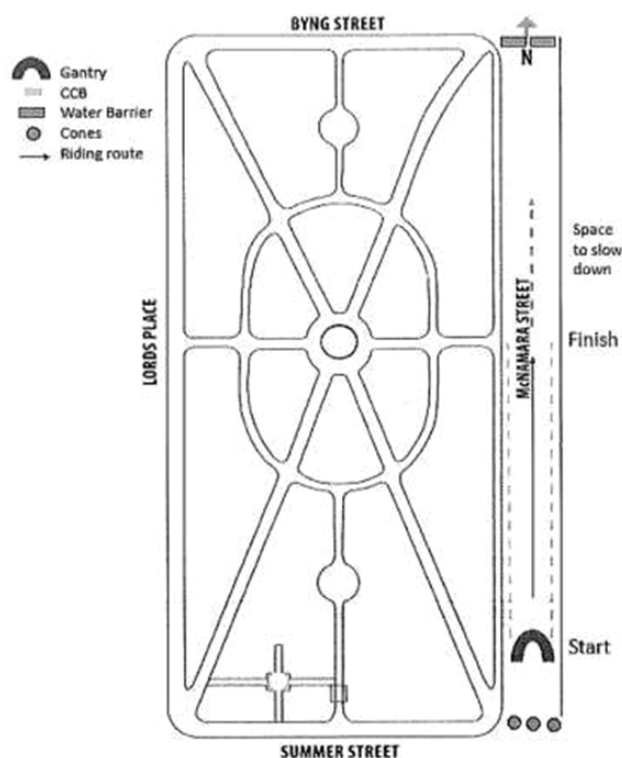
**2.1.4 Kid's Ride**

The Kid's Ride is a short 100m ride for kid's 12 and under to participate in. Kid's participating are encouraged to ride any bike, including balance bikes.

Bicycle Network will group kids based on their age into small groups to ride together. The ride is a participation ride to encourage kids to get on their bikes and keep active. All kids will receive a small token gift; for example; stickers.

The ride takes place on McNamara Street, utilizing the road closure already in place for the event.

The ride will start at the gantry closer to Summer St, and finish where the CCB ends closer to Byng St, with plenty of space for riders to come to a full stop. Marshals will be positioned at the finish to tell riders to slow down.

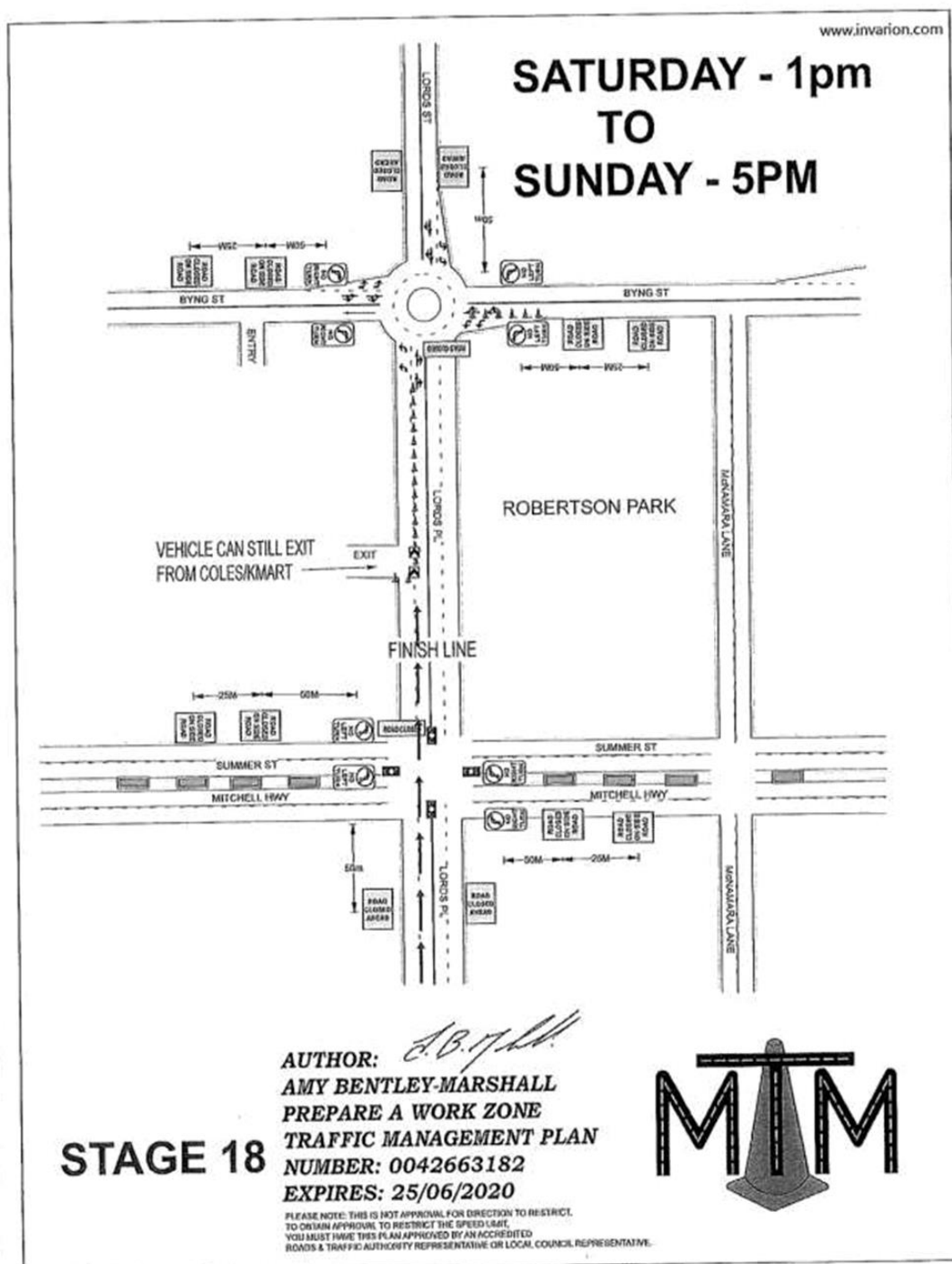
Kid's Ride Route

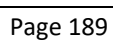
Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

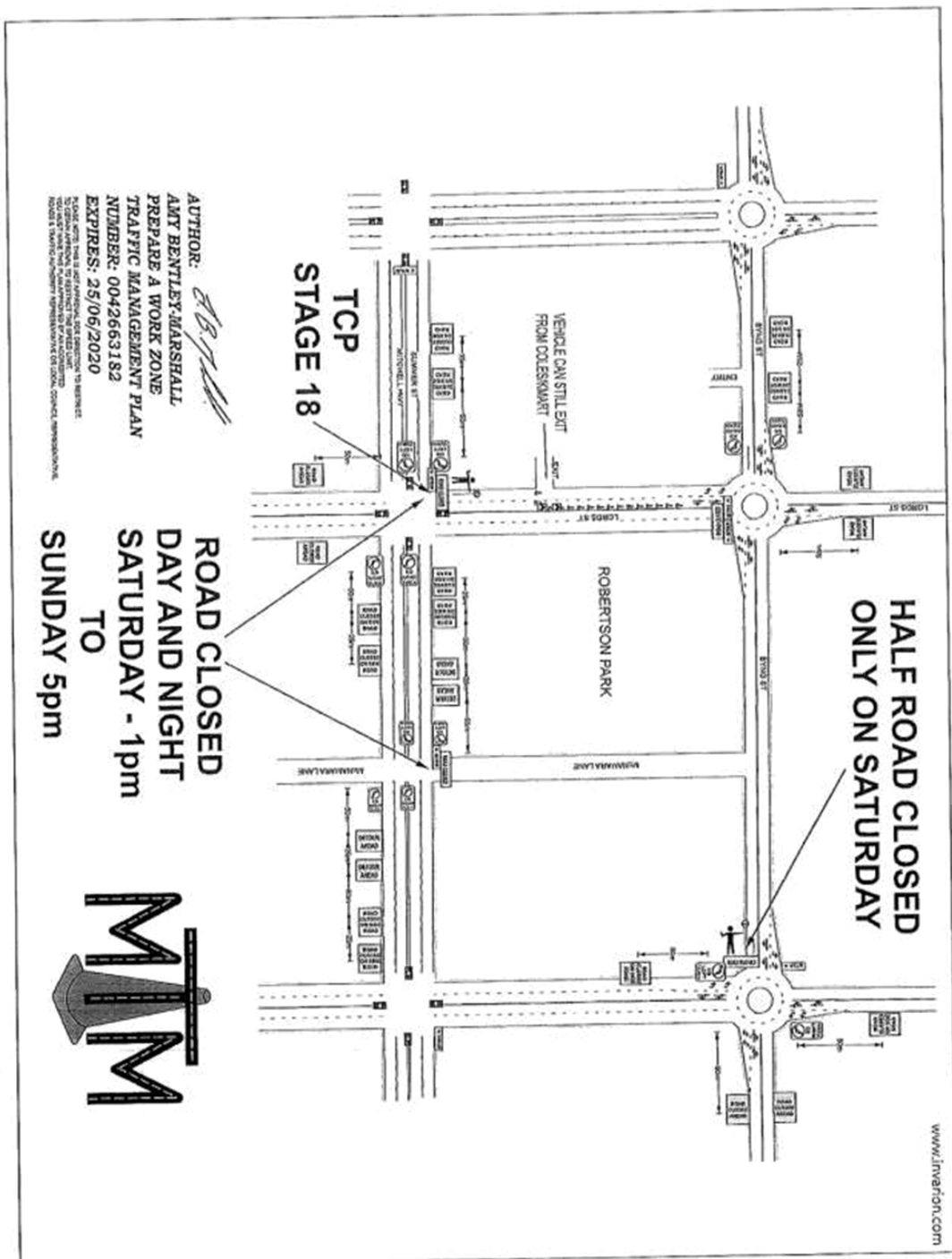




CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.2 Sunday Activity: Sun 22 March**

On road activity held on Sunday 22 March relates to the main Newcrest Orange Challenge event – a 170km loop ride starting and finishing in Orange. The event also incorporates two smaller ride options; 100km and 70km.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.2 Route Operations****2.2.1 Rider Route Notes**

This shows important cross streets, turns, signage, marshals as well as the expected timing of the first and last rider.

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

Attachment 1 Attachment - 2020 Newcrest Challenge

17 DECEMBER 2019

[illegible]

CITY OF ORANGE TRAFFIC COMMITTEE

Attachment 1 Attachment - 2020 Newcrest Challenge

17 DECEMBER 2019

[illegible]

CITY OF ORANGE TRAFFIC COMMITTEE

Attachment 1 Attachment - 2020 Newcrest Challenge

17 DECEMBER 2019

[illegible]

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

Ref	Part	Road Name	Key Points	Cracking Name	Local Authority	Route Opens	First River Passes Point	Last River Passes Point	Route Closes	Road Closure	Marshal / T-Leader	BN MMS or VMS	BN Signs	Sign Crew	TTP	Traffic Control	Police Comments
NOC 169	1.27	165.77 Forest Rd	LEFT	Left on Feeder Rd from Forest Rd	Orange	11:58	11:58	15:46	16:01	Normal	Y 1.2	East	VMS 13	Team 2	Stage 16		
NOC 170	0.03	165.55 Feeder Rd		Follow Feeder Rd to the right, become	Orange	15:59	11:59	15:48	16:03	Normal		East		Team 2	Stage 16		
NOC 171	0.06	165.51 Arson St		Arson St	Orange	15:59	11:59	15:48	16:03	Normal		East		Team 2	Stage 16		
NOC 172	0.17	165.51 Arson St		Arson St	Orange	15:59	11:59	15:48	16:03	Normal		East		Team 2	Stage 16		
NOC 173	0.17	165.45 Arson St		Arson St	Orange	15:59	11:59	15:49	16:04	Normal		East		Team 2	Stage 16		
NOC 174	0.09	165.69 Arson St		Arson St	Orange	15:59	11:59	15:49	16:04	Normal		East		Team 2	Stage 16		
NOC 175	0.17	165.69 Arson St		Arson St	Orange	15:59	11:59	15:49	16:04	Normal		East		Team 2	Stage 16		
NOC 176	0.17	165.69 Arson St		Arson St	Orange	15:59	11:59	15:49	16:04	Normal		East		Team 2	Stage 16		
NOC 177	0.14	167.29 Arson St		Arson St	Orange	15:59	11:59	15:51	16:06	Normal		East		Team 2	Stage 16		
NOC 178	0.14	167.41 Arson St	STRAIGHT	Arson St	Orange	15:59	11:59	15:51	16:06	Normal	Y	East		Team 2	Stage 16		
NOC 179	0.22	167.68 Arson St		Arson St	Orange	15:59	11:59	15:53	16:08	Normal		East		Team 2	Stage 16		
NOC 180	0.20	167.68 Arson St		Arson St	Orange	15:59	11:59	15:53	16:08	Normal		East		Team 2	Stage 16		
NOC 181	0.19	167.68 Arson St		Arson St	Orange	15:59	11:59	15:54	16:09	Normal		East		Team 2	Stage 16		
NOC 182	0.19	168.12 Arson St	STRAIGHT	Arson St	Orange	15:59	11:59	15:55	16:10	Normal	Y	East		Team 2	Stage 16		
NOC 183	0.24	168.42 Arson St		Arson St	Orange	15:59	11:59	15:56	16:11	Normal		East		Team 2	Stage 16		
NOC 184	0.26	168.68 Arson St		Arson St	Orange	15:59	11:59	15:57	16:12	Normal		East		Team 2	Stage 16		
NOC 185	0.10	168.82 Arson St	LEFT	Arson St	Orange	15:59	11:59	15:57	16:12	Normal	Y	East		Team 2	Stage 16		
NOC 186	0.10	168.82 Arson St	STRAIGHT	Arson St	Orange	15:59	11:59	15:58	16:13	Normal		East		Team 2	Stage 16		
NOC 187	0.05	169.07 Arson St		Arson St	Orange	15:59	11:59	15:58	16:13	Normal		East		Team 2	Stage 16		
NOC 188	0.00	169.07 Arson St	FINISH	Finish line next to Robinson Park	Orange	15:59	11:59	15:58	16:13	Normal		East		Team 2	Stage 16		

Minors Street

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.2 Route Operations****2.2.2 Rest Area Locations**

Rest areas will be located along the course, with each providing access to water, toilets, first aid, and communication to Route Control.

Start/Finish/Rest Area	Type	Open	Close	Location
Robertson Park	Start (70km & 170km), Finish (100km & 170km)	05:30 Start time 7:00am	17:00	McNamara St & Lords Place, Orange
Bowan Park	Water Stop	07:00	09:15	Cnr Bowan Park Rd and Paling Yards Loop
Cargo	Rest Stop	8:00	11:15	Cnr Cargo Rd and Davys Plains Rd, Cargo
Canowindra	Lunch stop (70km), snack stop (all), start (100km), finish (70km)	08:30 Start time 10:00am	13:00	Canowindra Showgrounds, Rodd St, Canowindra
Belubula Way / Cowra	Rest Stop	09:00	12:30	2044-2150 Belubula Way, Mandurama
Mandurama	Lunch stop (100km & 170km)	9:45	13:30	Cnr Gold St and Loquat St, Mandurama
Burnt Yards Rd	Water Stop	10:00	14:30	Telecommunications Hut, Cnr of Burnt Yards Rd & Errowanbang Rd
Forest Reefs	Rest Stop	10:30	15:00	Cnr Forest Reefs Rd and Long Swamp Rd, Forest Reefs
Robertson Park	Start / Finish	05:30	17:00	McNamara St & Lords Place, Orange

Please refer to section 3. **On Site** for more detailed Rest Area information

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

2.2.3 VMS Schedule

Please visit following link for Google map of VMS locations -
<https://www.google.com/maps/@33.7151715,151.2051125,15z>

Newcrest Orange Challenge 2019									
VMS	Suburb	Street	Description & Location	Location on Google Maps	Date	Time	Message One	Message Two	Message Three
VMS 1	Orange	Moulder St	On Moulder St just before McManus St heading WEST with Screen facing Peasey St	https://www.google.com/maps/@33.7151715,151.2051125,15z	Monday 2nd of March 2020	0600 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	Orange Challenge 2020.01
					Sunday 22nd of March 2020	0600-0615	Cycling Event in Progress	Road Closed Ahead	Seek At Route
					Sunday 22nd of March 2020	0815 onwards	Drive Safety	Bicycle Network Thanks You	
VMS 2	Orange	Coronation Dr	On Coronation Dr heading WEST just after Woodhead St	https://www.google.com/maps/@33.7151715,151.2051125,15z	Monday 2nd of March 2020	0600 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	Orange Challenge 2020.01
					Sunday 22nd of March 2020	0600-0645	Cycling Event in Progress	Road Closed Ahead	Seek At Route
					Sunday 22nd of March 2020	0945-1200	Cycling Event in Progress	Access To Cargo Only	Roads
					Sunday 22nd of March 2020	1200 onwards	Drive Safety	Bicycle Network Thanks You	
VMS 3	Cootai	Deays Plains Rd	On Deays Plains Rd heading South after passing Gairns Ln	https://www.google.com/maps/@33.7151715,151.2051125,15z	Monday 2nd of March 2020	0600 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	Orange Challenge 2020.01
					Sunday 22nd of March 2020	0600-1030	Cycling Event in Progress	Road Closed Ahead	Seek At Route
					Sunday 22nd of March 2020	1030 onwards	Cycling Event in Progress	Access To Cargo Only	Roads
					Sunday 22nd of March 2020	1200 onwards	Drive Safety	Bicycle Network Thanks You	
VMS 4	Canowindra	Canowindra Rd	On Canowindra Rd heading south towards Canowindra prior to Cargo Rd - Screen facing drivers heading south	https://www.google.com/maps/@33.7151715,151.2051125,15z	Monday 2nd of March 2020	0600 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	Orange Challenge 2020.01
					Sunday 22nd of March 2020	0700 onwards	Cycling Event in Progress	Road Closed Ahead	Seek At Route
					Sunday 22nd of March 2020	1200 onwards	Drive Safety	Bicycle Network Thanks You	
VMS 5	Canowindra	Road St	On Road St heading North after Pen St - Screen facing drivers heading north	https://www.google.com/maps/@33.7151715,151.2051125,15z	Monday 2nd of March 2020	0600 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	Orange Challenge 2020.01
					Sunday 22nd of March 2020	0700 onwards	Cycling Event in Progress	Road Closed Ahead	Seek At Route
					Sunday 22nd of March 2020	1200 onwards	Drive Safety	Bicycle Network Thanks You	
VMS 6	Canowindra	Bulubula Way	On Bulubula Way heading EAST after Road St - Screen facing drivers heading EAST out of Canowindra	https://www.google.com/maps/@33.7151715,151.2051125,15z	Monday 2nd of March 2020	0600 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	Orange Challenge 2020.01
					Sunday 22nd of March 2020	0600 onwards	Cycling Event in Progress	Road Closed Ahead	Seek At Route
					Sunday 22nd of March 2020	1200 onwards	Drive Safety	Bicycle Network Thanks You	

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

2.2.3 VMS Schedule

VMS 7	Mandurama	Silver St	On Silver St heading NORTH - Screen facing drivers heading north towards Canowindra	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Sunday 22nd of March 2020	0900 onwards 0800 onwards 0800 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Road Closures Bicycle Network Thanks Yes	Canowindra - Mandurama See At Route	Orange Challenge 2020 All	21
VMS 8	Mandurama	Gold at Summit Yarrla Rd	On Gold St heading towards Summit Yarrla Rd from north	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Sunday 22nd of March 2020	0900 onwards 0940 onwards 1500 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Changed Traffic Conditions Bicycle Network Thanks Yes	Mandurama - Orange See At Route	Orange Challenge 2020 All	21
VMS 9	Forest Reels	Talwood Rd	On Talwood Rd heading towards Mandurama/heading South - screen facing Southbound drivers	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Sunday 22nd of March 2020	0900 onwards 1000 onwards 1500 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Changed Traffic Conditions Bicycle Network Thanks Yes	Mandurama - Orange See At Route	Orange Challenge 2020 All	21
VMS 10	Forest Reels	Forest Rd	On Forest Rd heading towards Orange / Northbound - Screen facing drivers heading northbound / towards Orange	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Sunday 22nd of March 2020	0900 onwards 1000 onwards 1500 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Changed Traffic Conditions Bicycle Network Thanks Yes	Mandurama - Orange See At Route	Orange Challenge 2020 All	21
VMS 11	Spring Terrace	Forest Reels Rd	On Forest Rd heading southbound / towards Mandurama - Sign to face drivers heading Southbound	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Sunday 22nd of March 2020	0900 onwards 1000 onwards 1500 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Changed Traffic Conditions Bicycle Network Thanks Yes	Mandurama - Orange See At Route	Orange Challenge 2020 All	21
VMS 12	Spring Terrace	Forest Rd	On Forest Rd heading towards Orange - just after Orchard Rd - Screen facing drivers heading towards Orange	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Sunday 22nd of March 2020	0900 onwards 1000 onwards 1500 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Changed Traffic Conditions Bicycle Network Thanks Yes	Mandurama - Orange See At Route	Orange Challenge 2020 All	21
VMS 13	Freder Rd	Orange	On Southern Freeder Rd heading towards central Orange - Screen facing Drivers heading WEST	https://www.traffic.com.au/vms/22	Monday 2nd of March 2020 Sunday 22nd of March 2020 Monday 2nd of March 2020	0900 onwards 1000 onwards 1500 onwards	Cycling Event Sun 22 Mar Cycling Event in Progress Drive Safety	Changed Traffic Conditions Bicycle Network Thanks Yes	Mandurama - Orange See At Route	Orange Challenge 2020 All	21

Page 144

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

2.2.3 VMS Schedule

VMS 14	Brown/Carowind Rd	On Brown/Carowind Rd Rd heading towards Carowind Rd Screen Facing Drivers heading out of Corral	https://200.altra.com.au/m2020	Monday 16th of March 2020	08:00 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	In Carowind Rd	Orange Challenge .com.au	7
				Sunday 22nd of March 2020	08:00 onwards	Cycling Event In Progress	No Right Turn at Cargo Rd	Changed Traffic Conditions	Orange Challenge .com.au	
				Sunday 22nd of March 2020	12:30 onwards	Cycling Event In Progress	Bycycle Network Thanks VSI			
VMS 15	Orange	In car park outside Kalamitru (Just after laneway) with Screen facing Anson St	https://200.altra.com.au/m2020	Monday 16th of March 2020	09:00 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	For Details Visit	Orange Challenge .com.au	7
				Sunday 22nd of March 2020	09:00 - 10:30	Cycling Event In Progress	Reduced Speed	42km		
					10:30 - 16:00	Cycling Event In Progress	Reduced Speed	Cyclists in area		
				Sunday 22nd of March 2020	16:00 onwards	Cycling Event Sun 22 Mar	Bycycle Network Thanks VSI			
VMS 16	Orange	In car park outside 31/2 Summer St with Screen facing Peabody St	https://200.altra.com.au/m2020	Monday 16th of March 2020	08:00 onwards	Cycling Event Sun 22 Mar	Changed Traffic Conditions	For Details Visit	Orange Challenge .com.au	7
				Sunday 22nd of March 2020	08:00 - 08:30	Cycling Event In Progress	Reduced Speed	42km		
				Sunday 22nd of March 2020	08:30 - 16:00	Cycling Event In Progress	Reduced Speed	Cyclists in area		
				Sunday 22nd of March 2020	16:00 onwards	Cycling Event Sun 22 Mar	Bycycle Network Thanks VSI			

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.2 Route Operations****2.2.4 Traffic Management Plan**

This shows all traffic management plans over the entire route prepared by Midwest Traffic Management.

Important update for traffic management plans:

Please note that the TCP's below are from 2019. Majority of the 2019 TCP's are the same for 2020, with few changes for 2020's event. Our contact from Midwest Traffic Management is currently on leave and will update the relevant TCP's on their return and Bicycle Network will send through the updated 2020 TCP's as soon as they are available.

Proposed changes for 2020 TCP's

New to 2020:

- Road Closure on Summer St (between Lords Place and Peisley St)
6:30am – 4:30pm, Sunday 22 March 2020

Changes to 2019 TMP's

- Stage 16, right turn from Anson St onto Kite St
- Stage 17, no longer exists
- Stage 18, updated to McNamara St for the finish line

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

NEWCREST ORANGE CHALLENGE

BICYCLE EVENT 2020



PREPARED BY

MIDWEST TRAFFIC MANAGEMENT

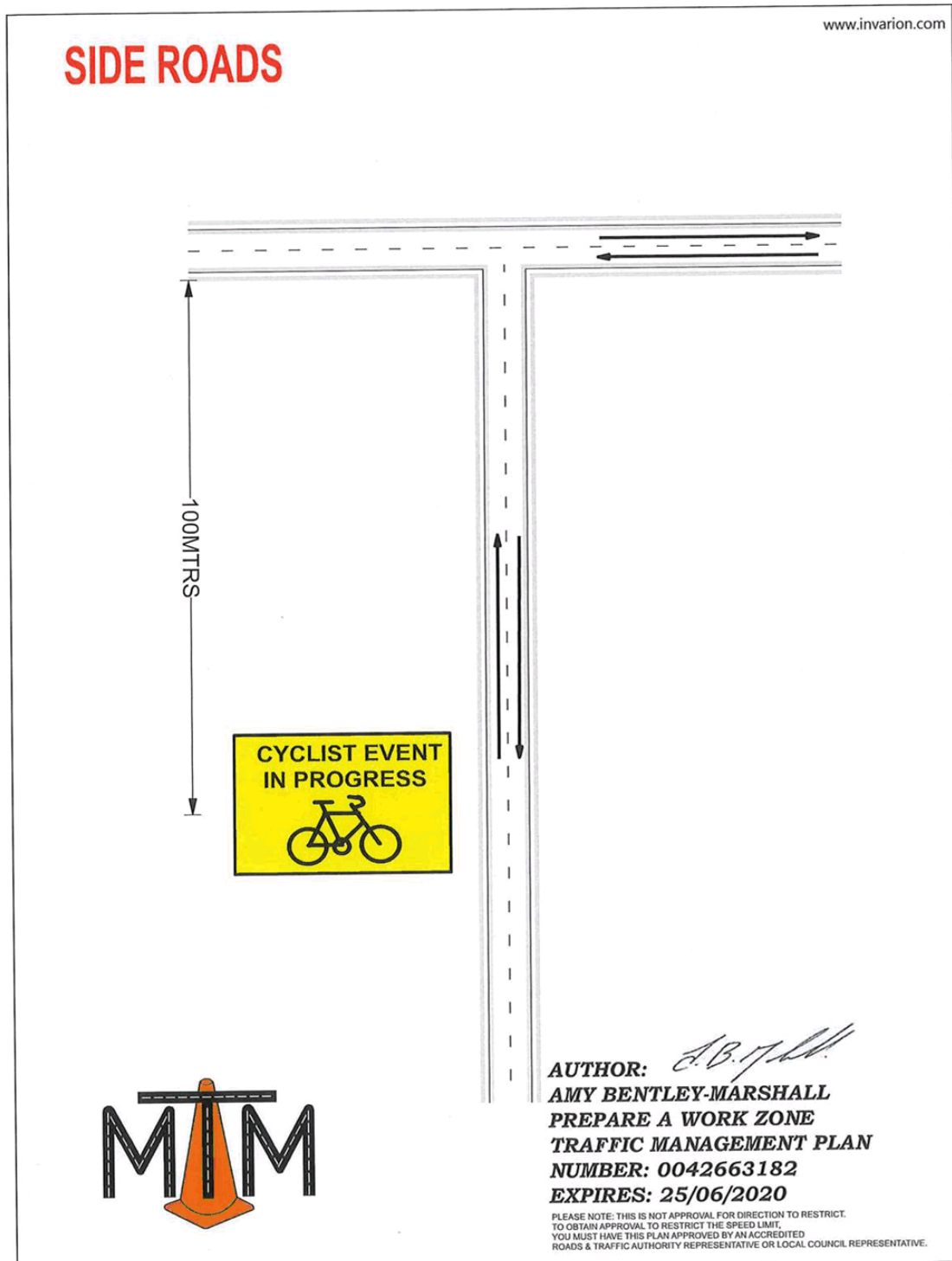
AUTHOR: *AMY BENTLEY-MARSHALL*
AMY BENTLEY-MARSHALL
PREPARE A WORK ZONE
TRAFFIC MANAGEMENT PLAN
NUMBER: 0042663182
EXPIRES: 25/06/2020

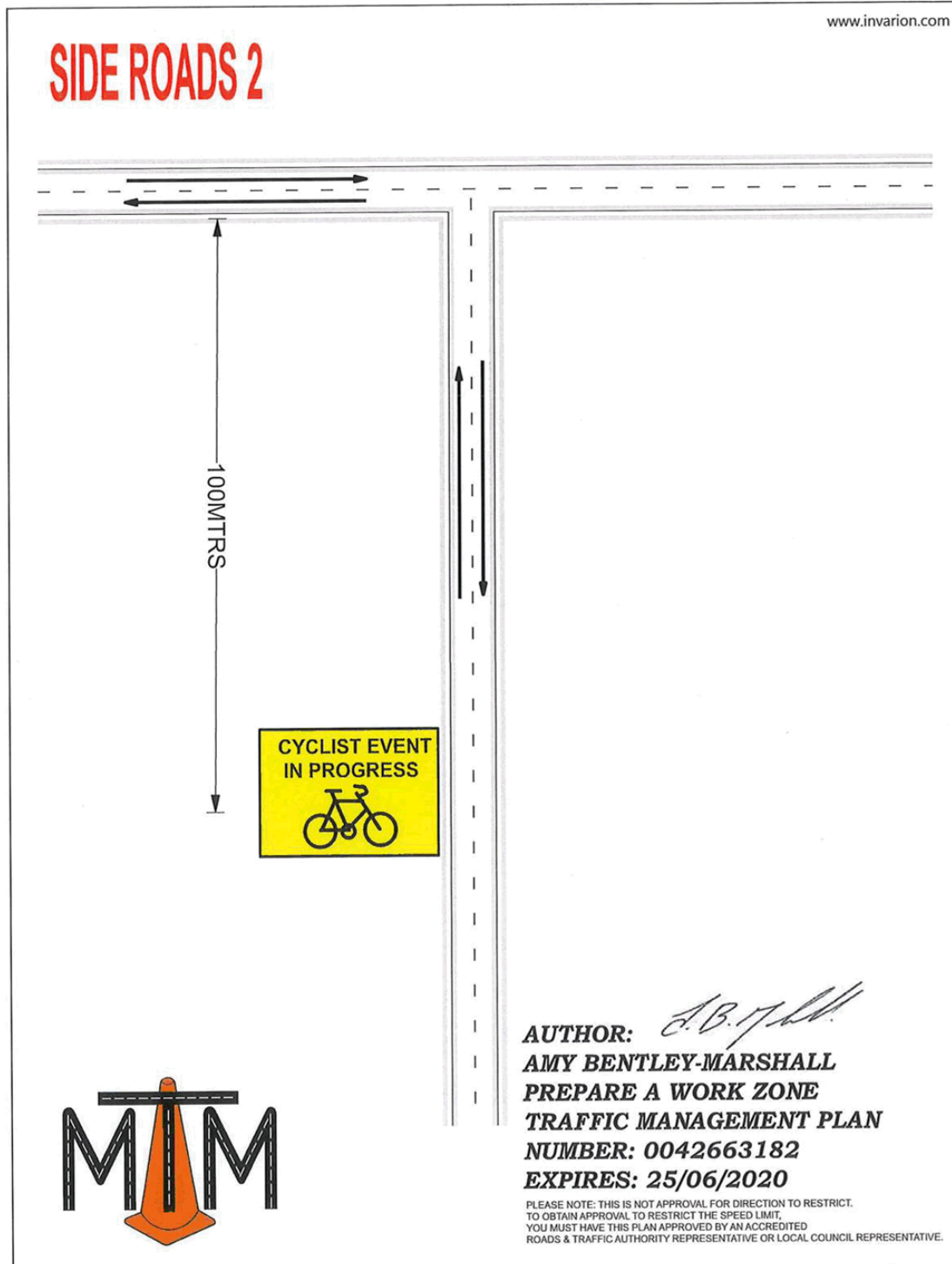
PLEASE NOTE: THIS IS NOT APPROVAL FOR DIRECTION TO RESTRICT.
TO OBTAIN APPROVAL TO RESTRICT THE SPEED LIMIT,
YOU MUST HAVE THIS PLAN APPROVED BY AN ACCREDITED
ROADS & TRAFFIC AUTHORITY REPRESENTATIVE OR LOCAL COUNCIL REPRESENTATIVE.

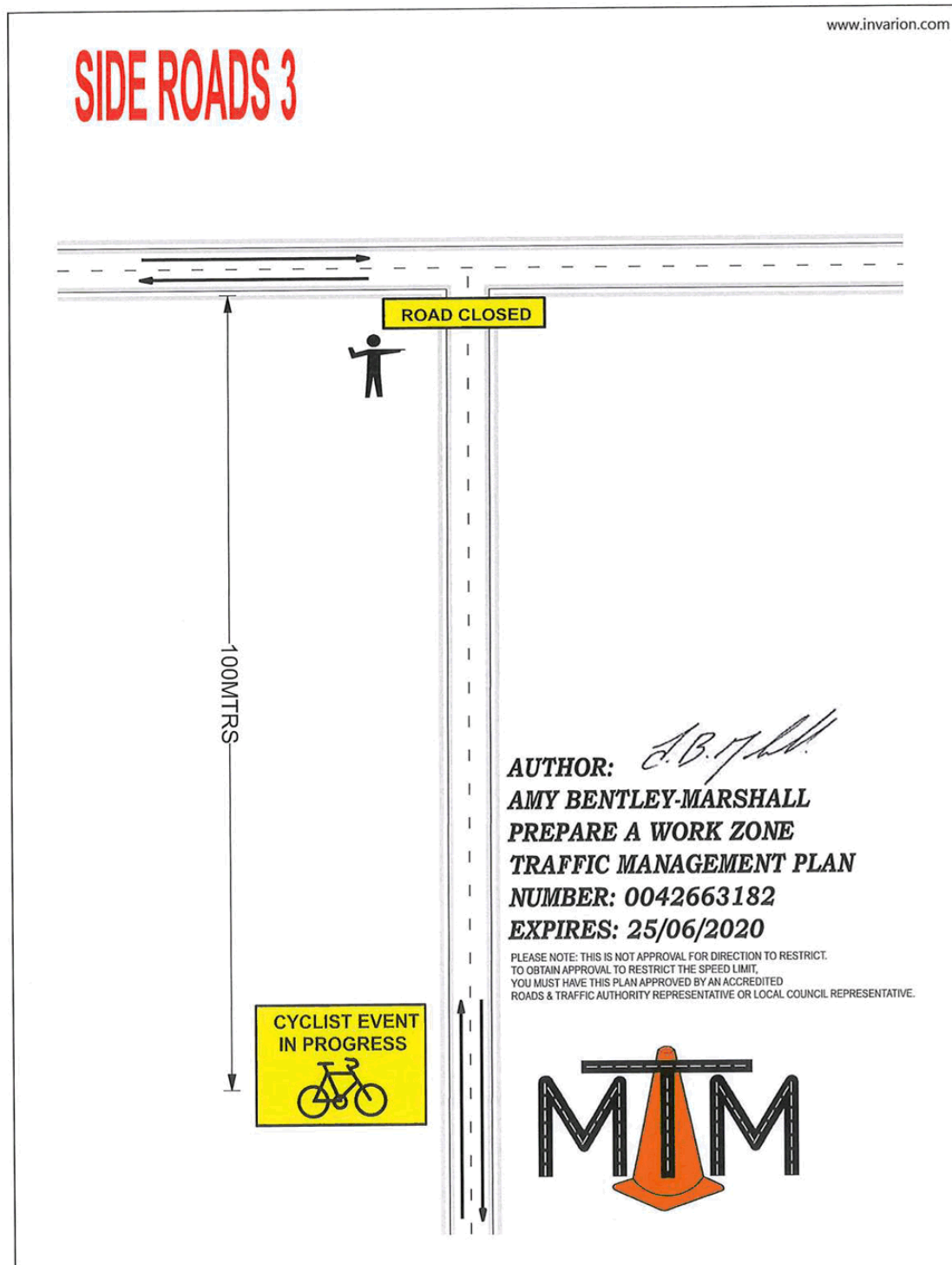


- Only traffic controllers (with appropriate ticket) are allowed to set up the road closed signs
- Marshalls are not allowed to control traffic
- The bikes start at 7:00am
- A full Road closures at 6:30am closed around 45mins
- police car at the front of the cyclist and behind the cyclist (under police escort).
- MTM UTE will be 5mins behind the police car and the roads will be re-open after MTM UTE (Rolling road closures)

www.invarion.com



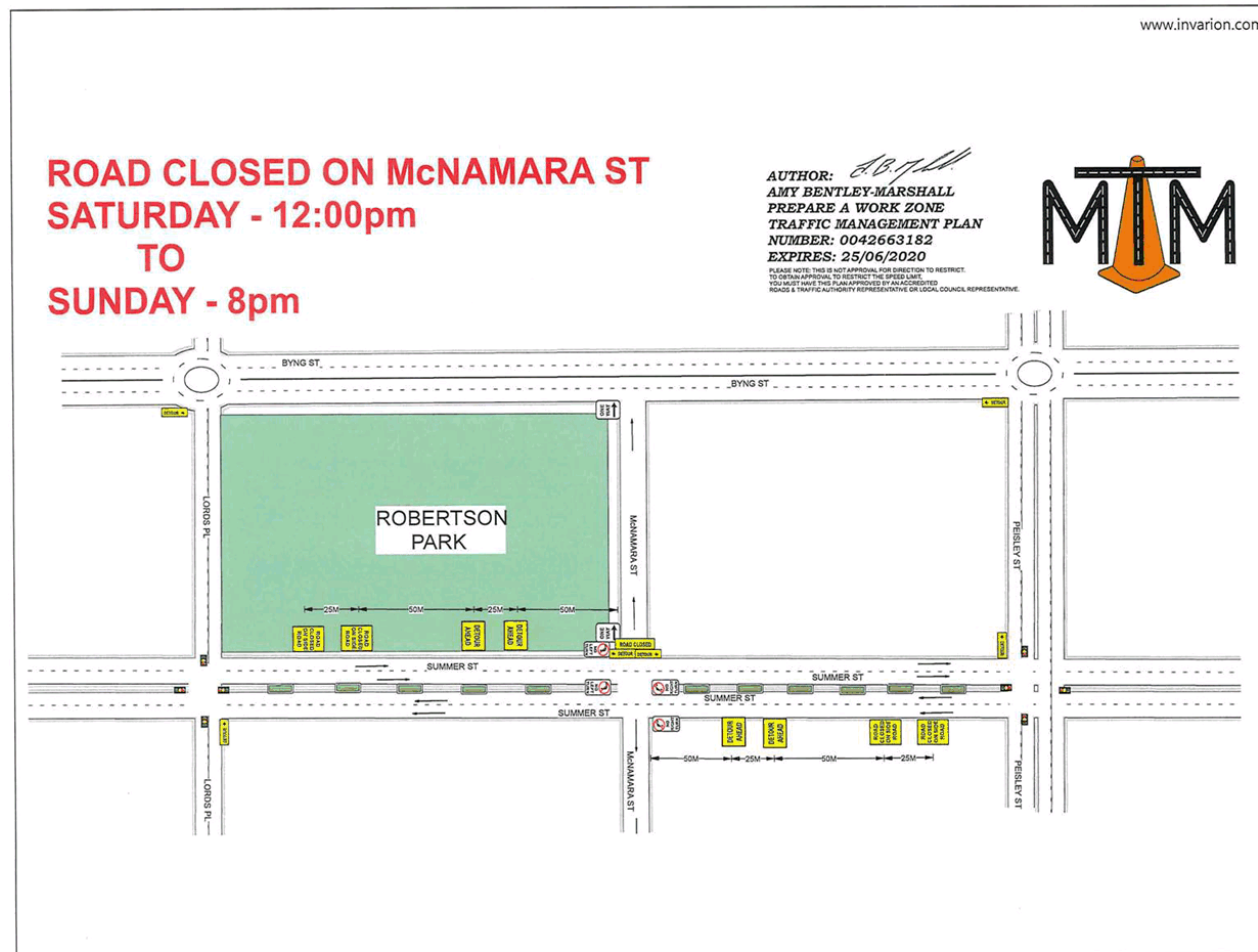




CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

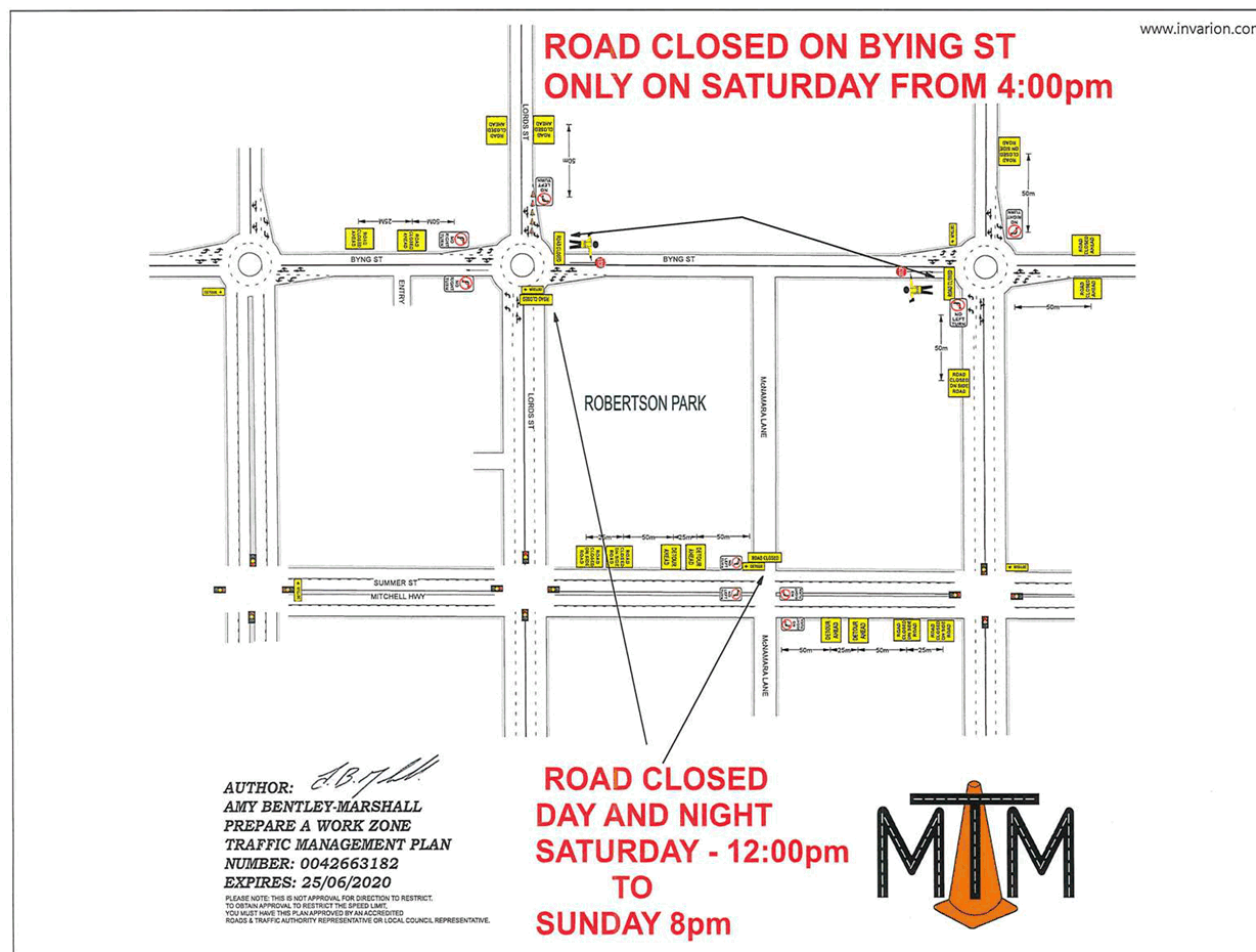
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

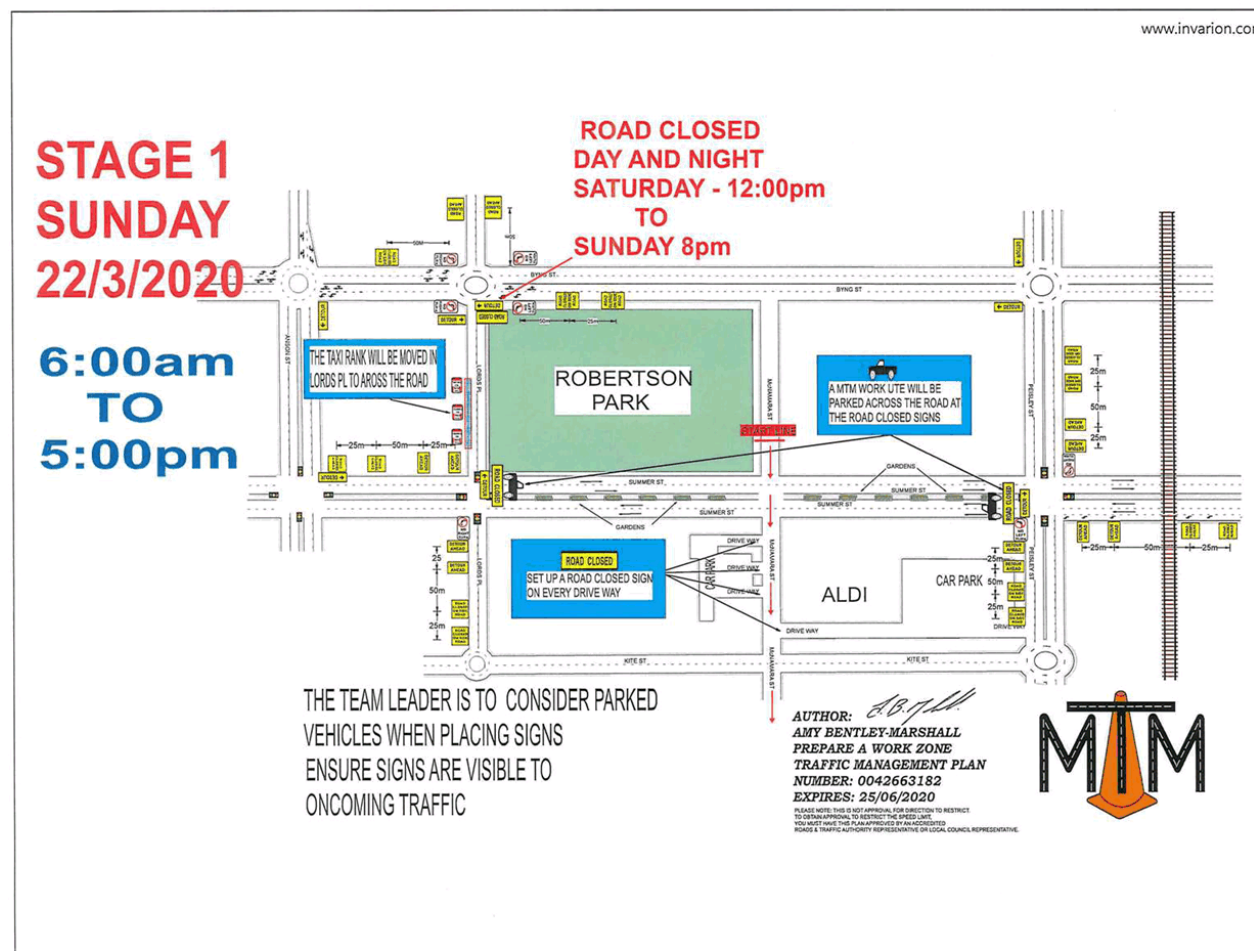
Attachment 1 Attachment - 2020 Newcrest Challenge

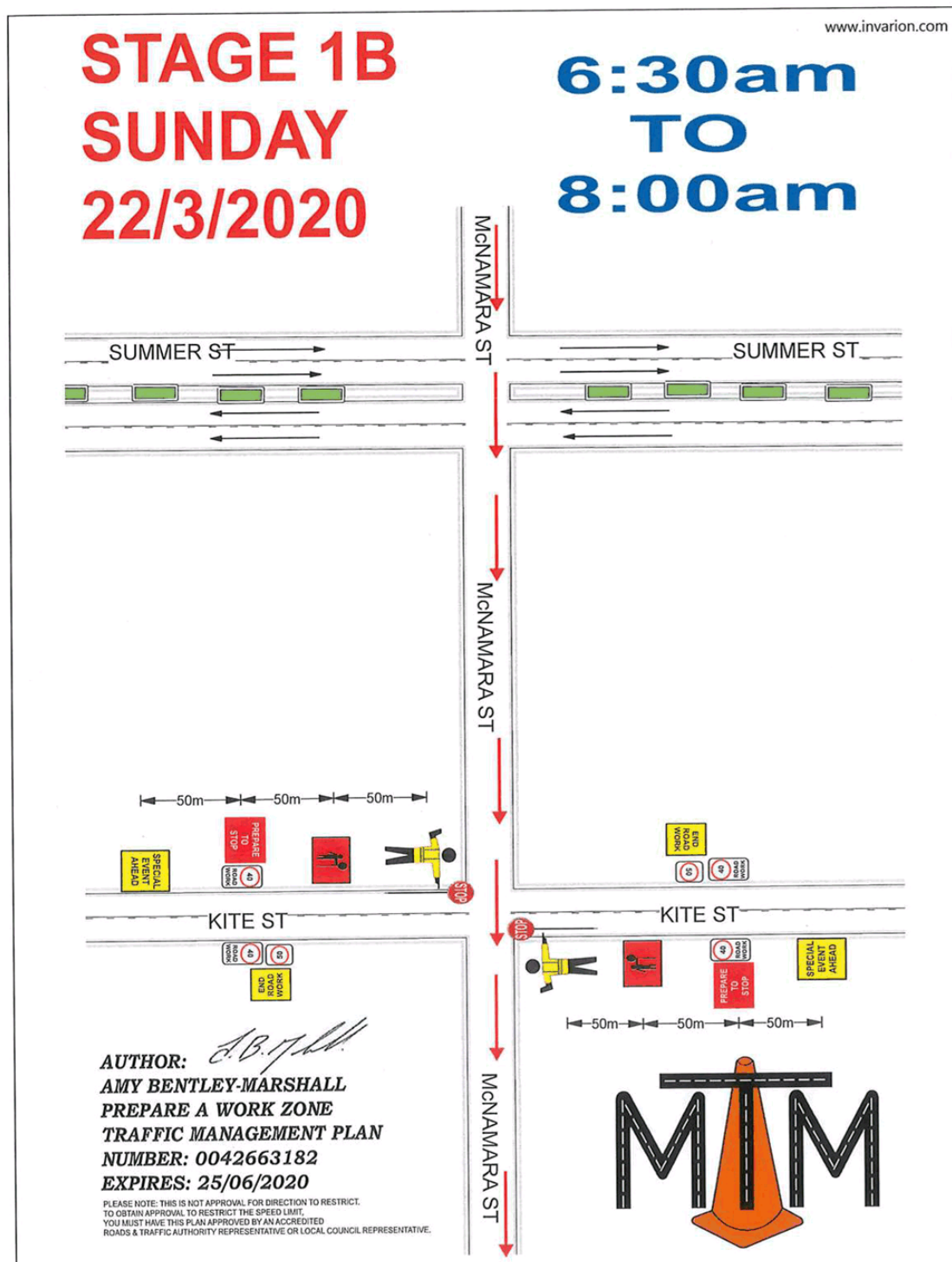


CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

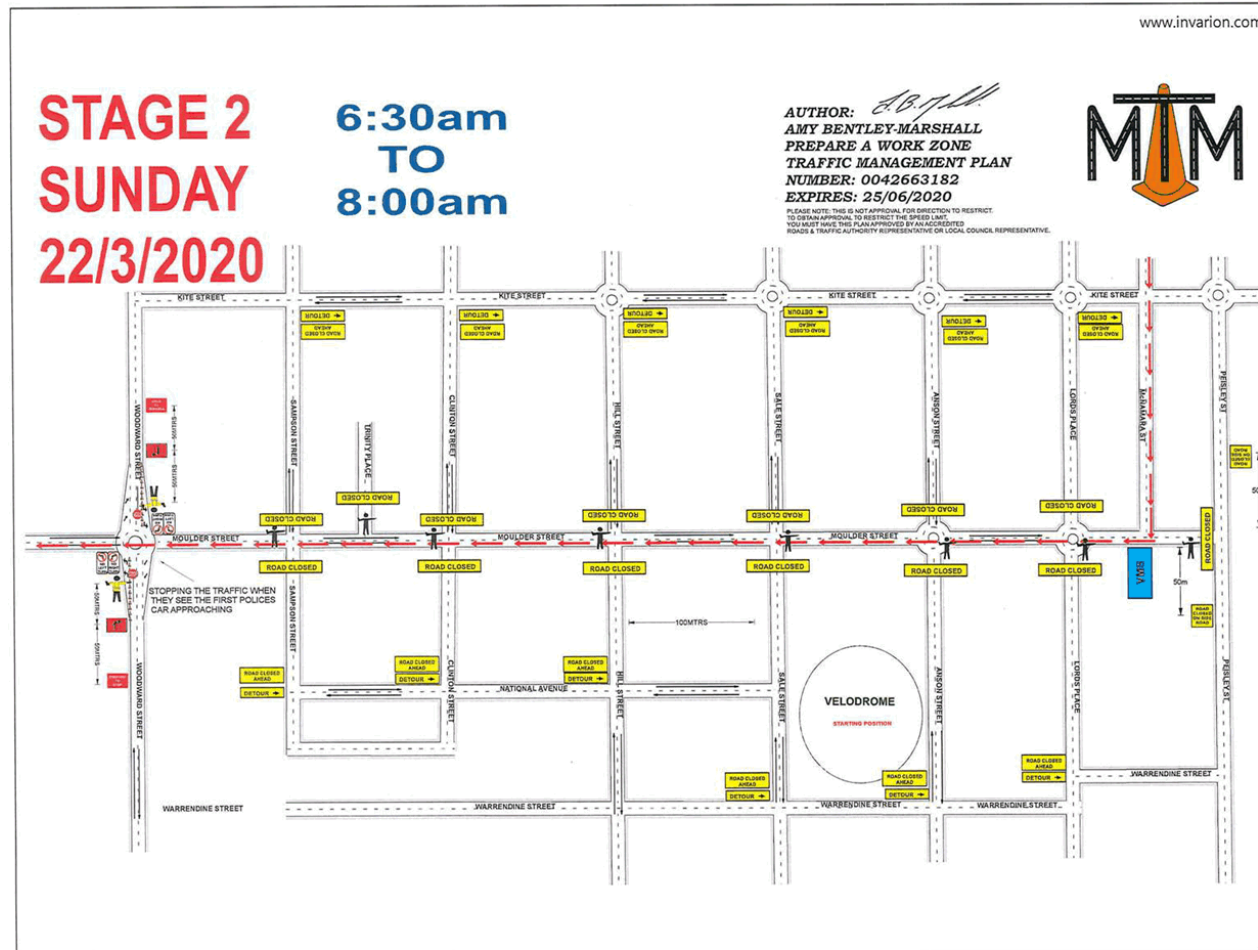




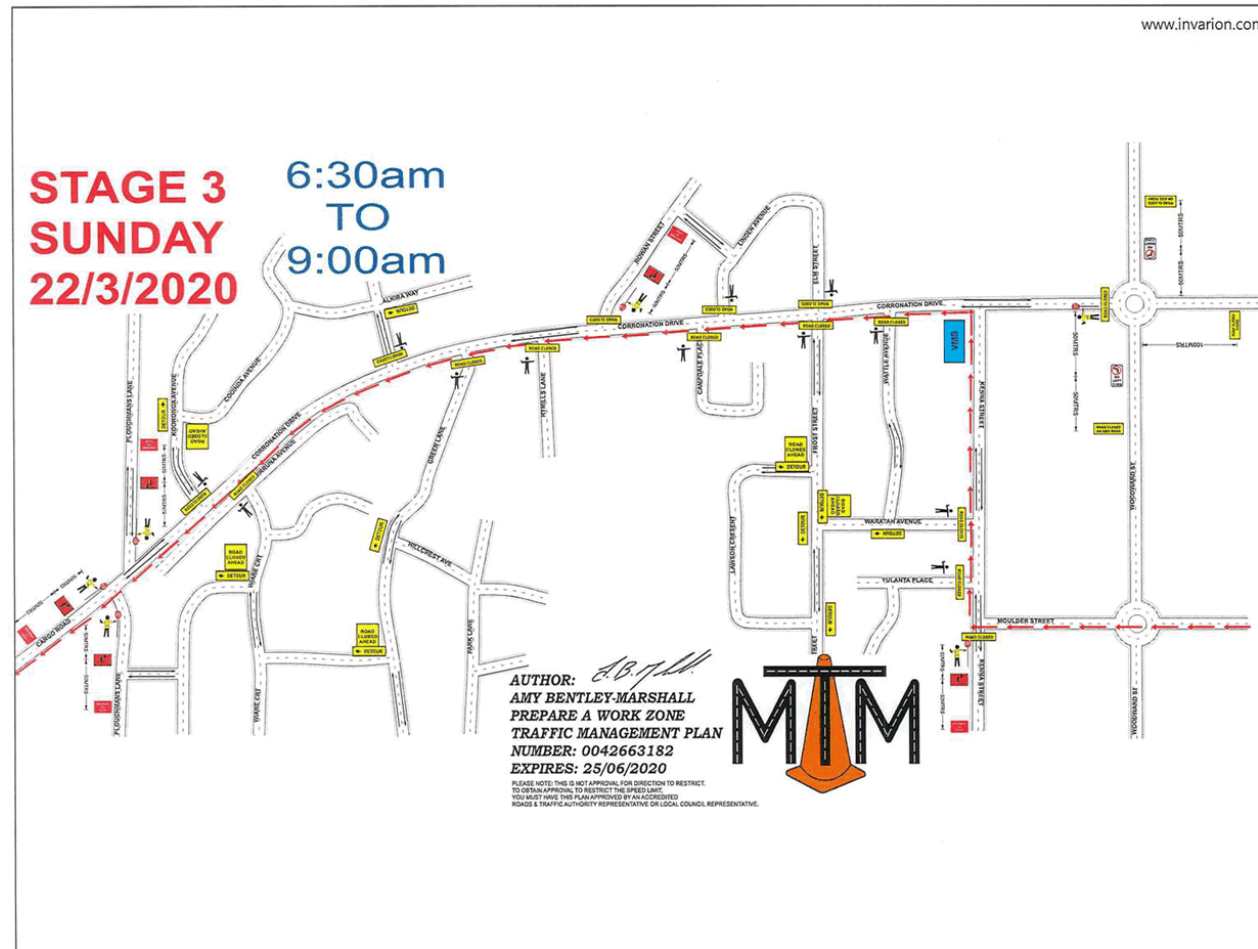
CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



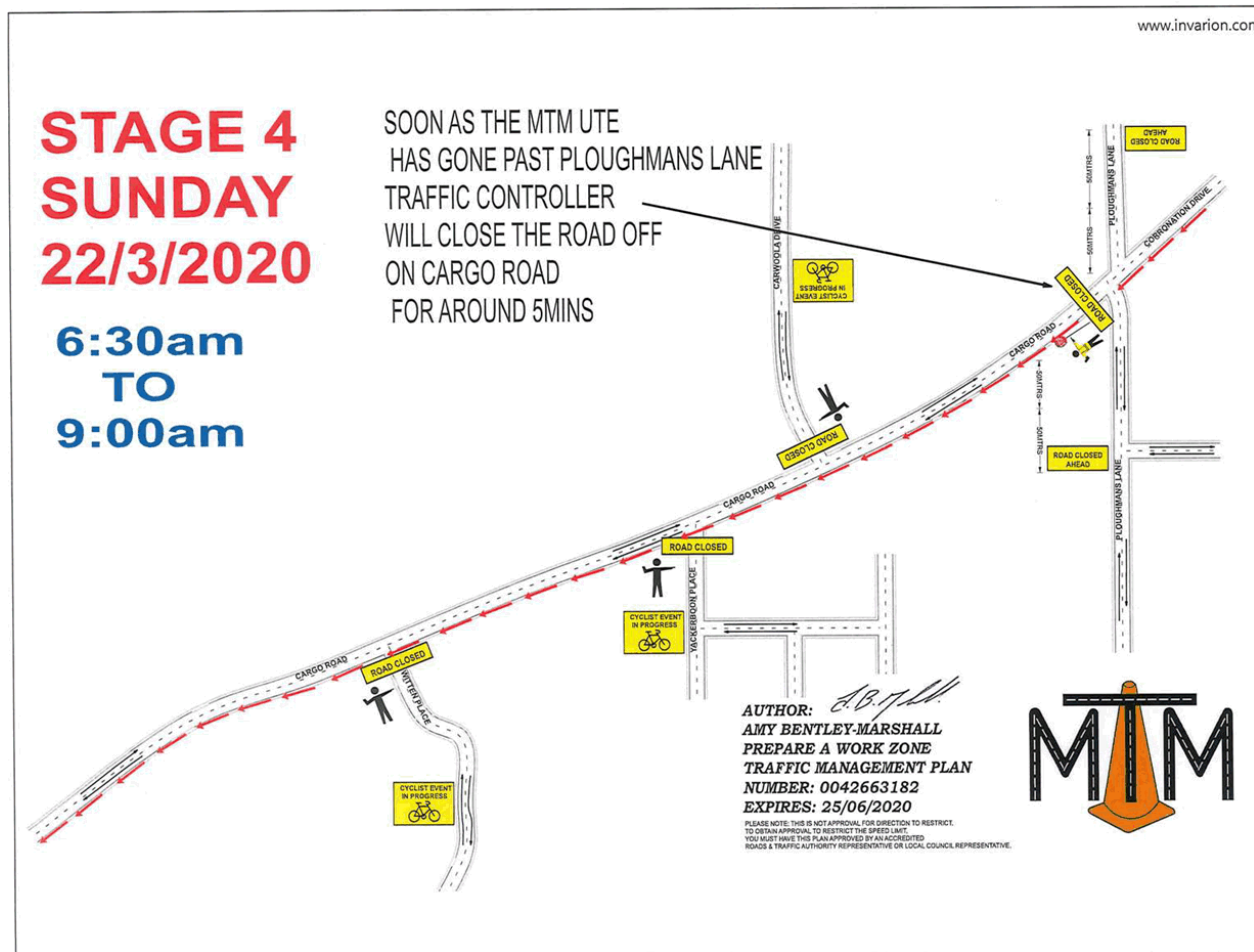
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

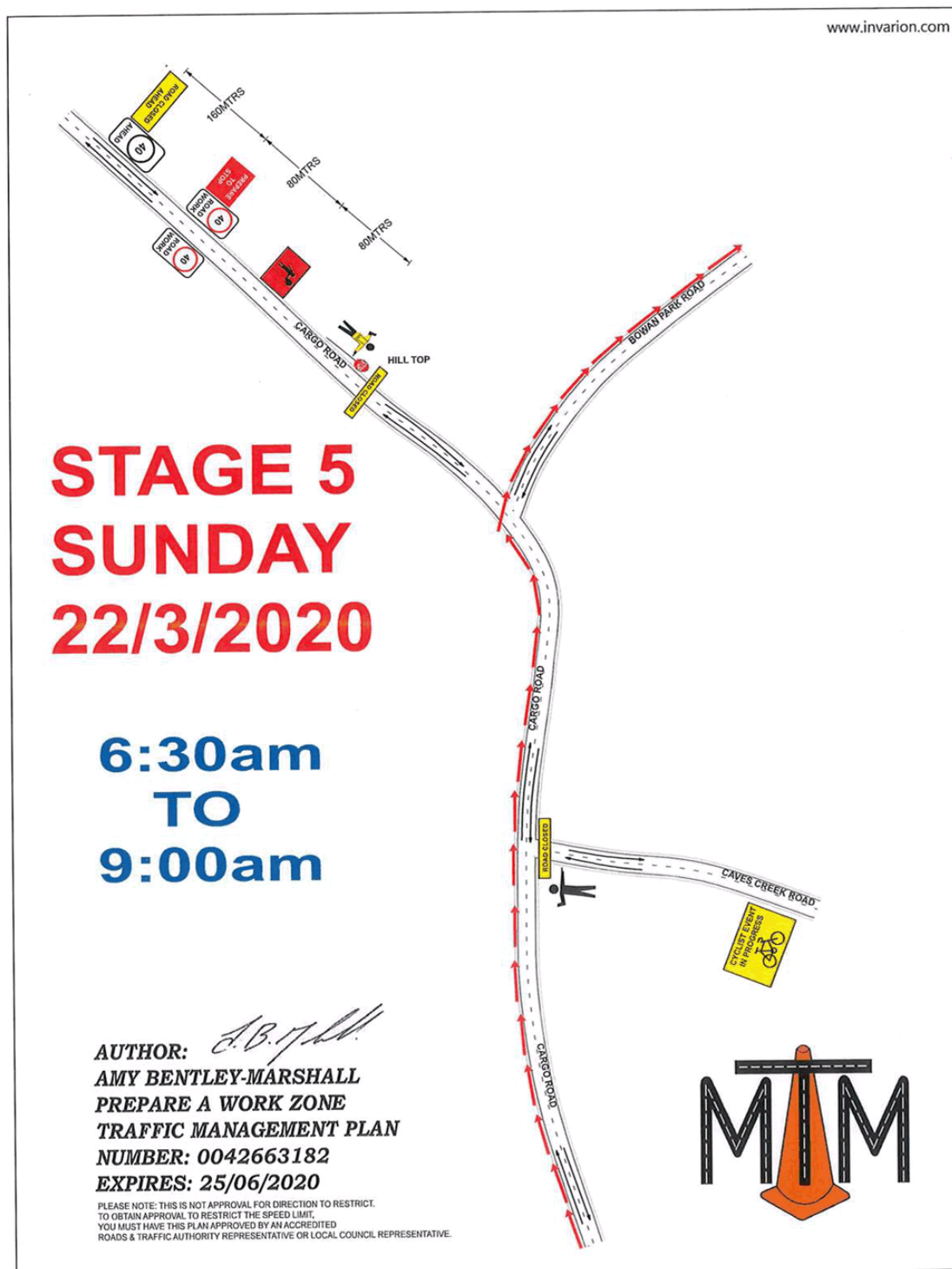
Attachment 1 Attachment - 2020 Newcrest Challenge

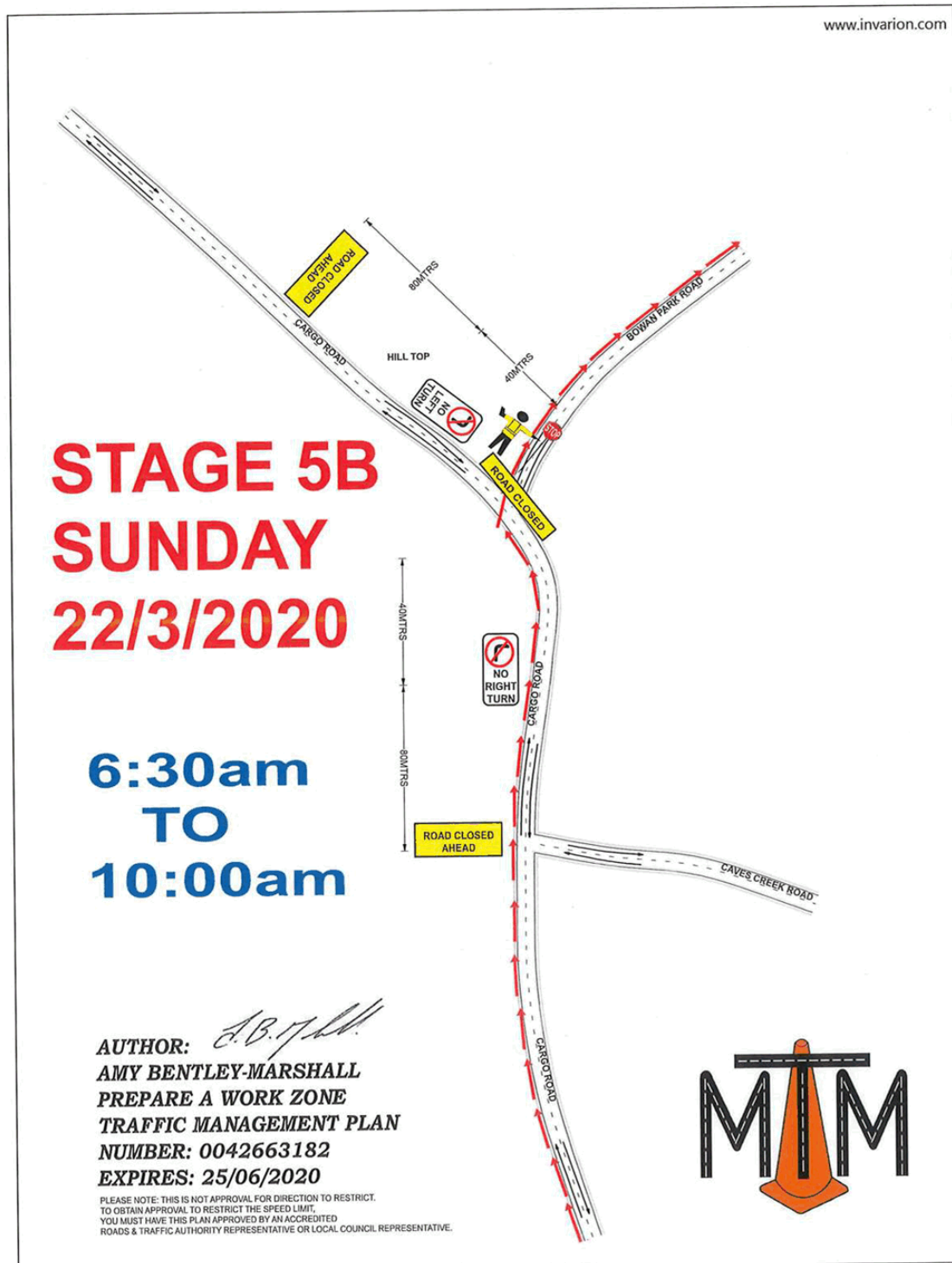


CITY OF ORANGE TRAFFIC COMMITTEE

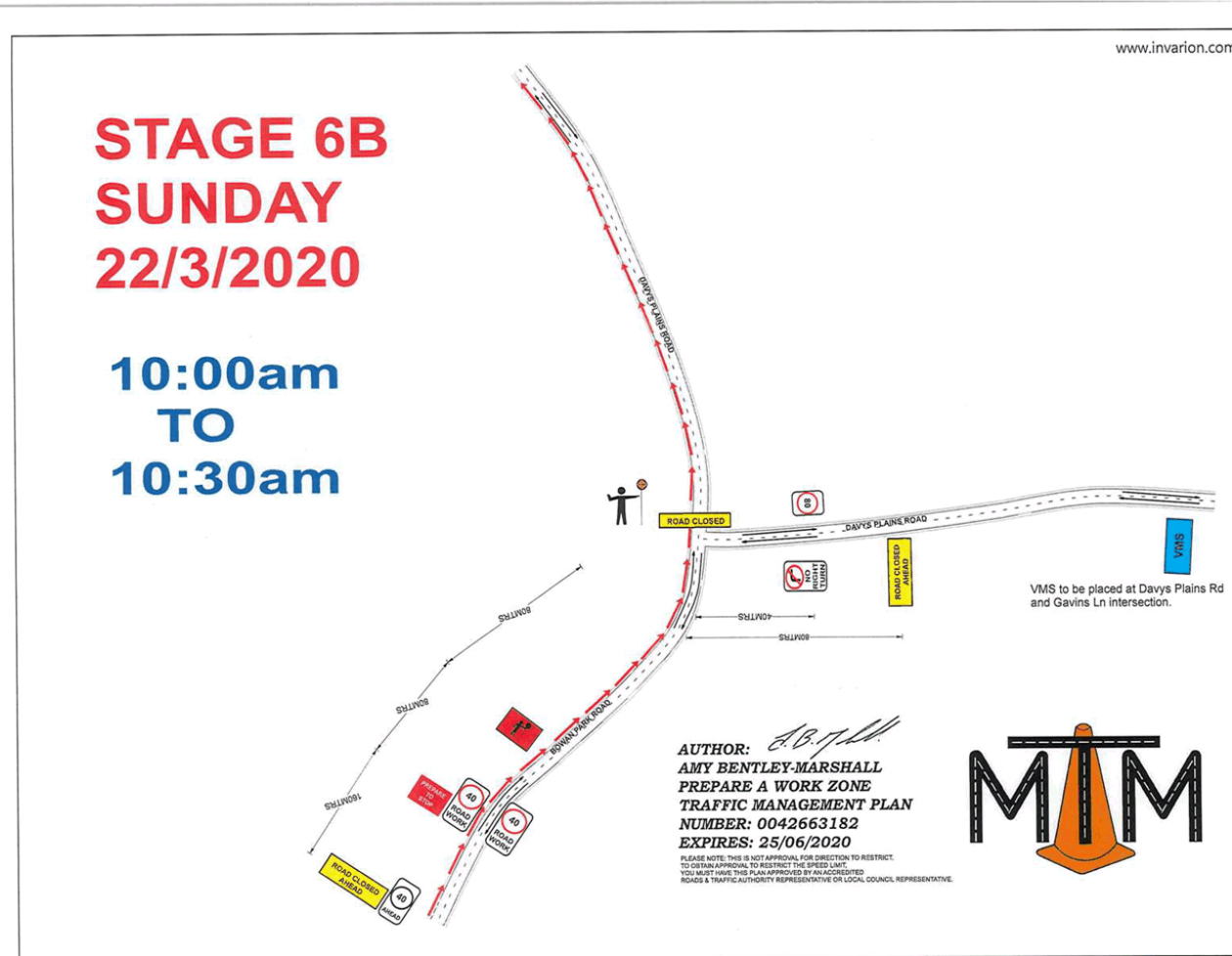
17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge





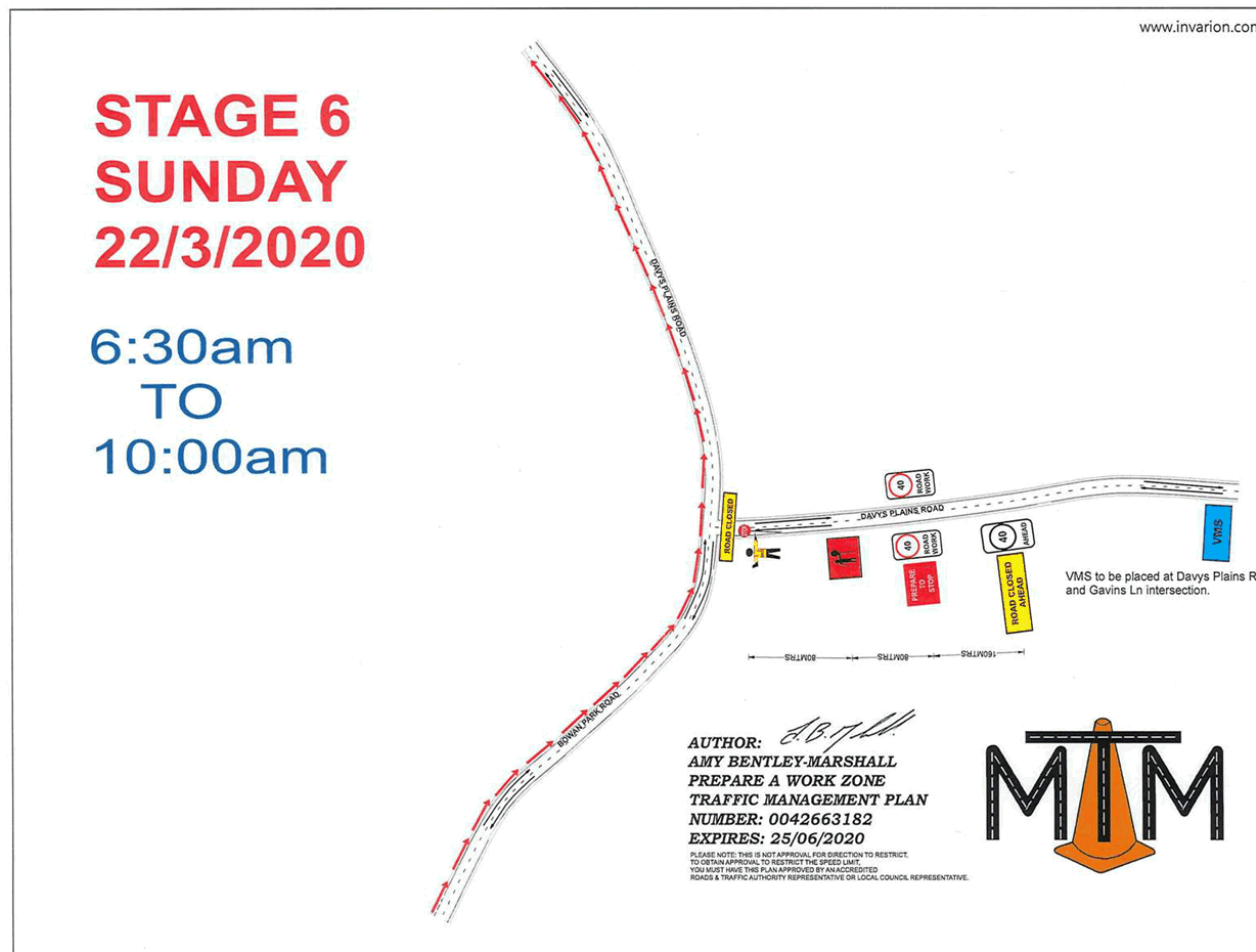
CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

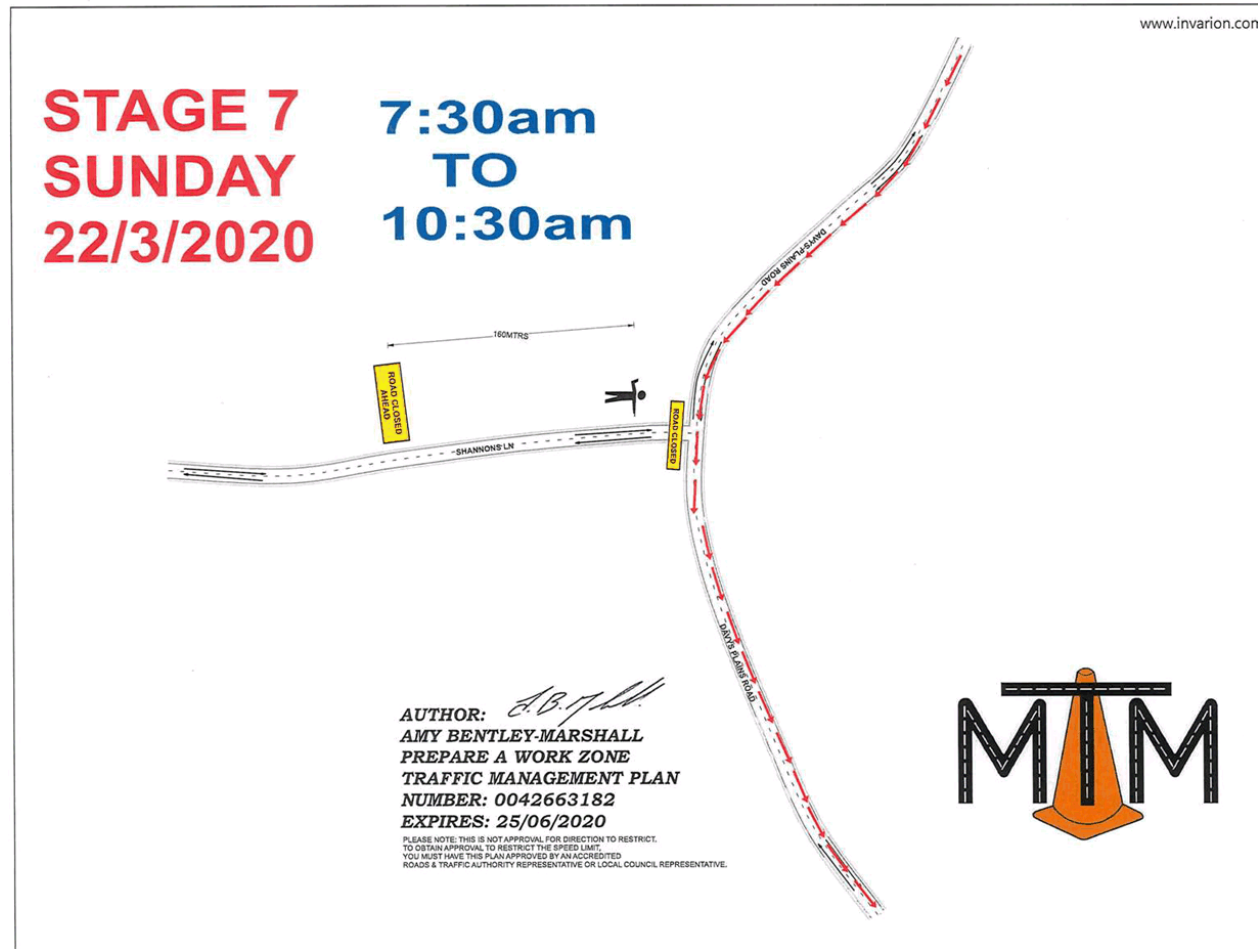
Attachment 1 Attachment - 2020 Newcrest Challenge



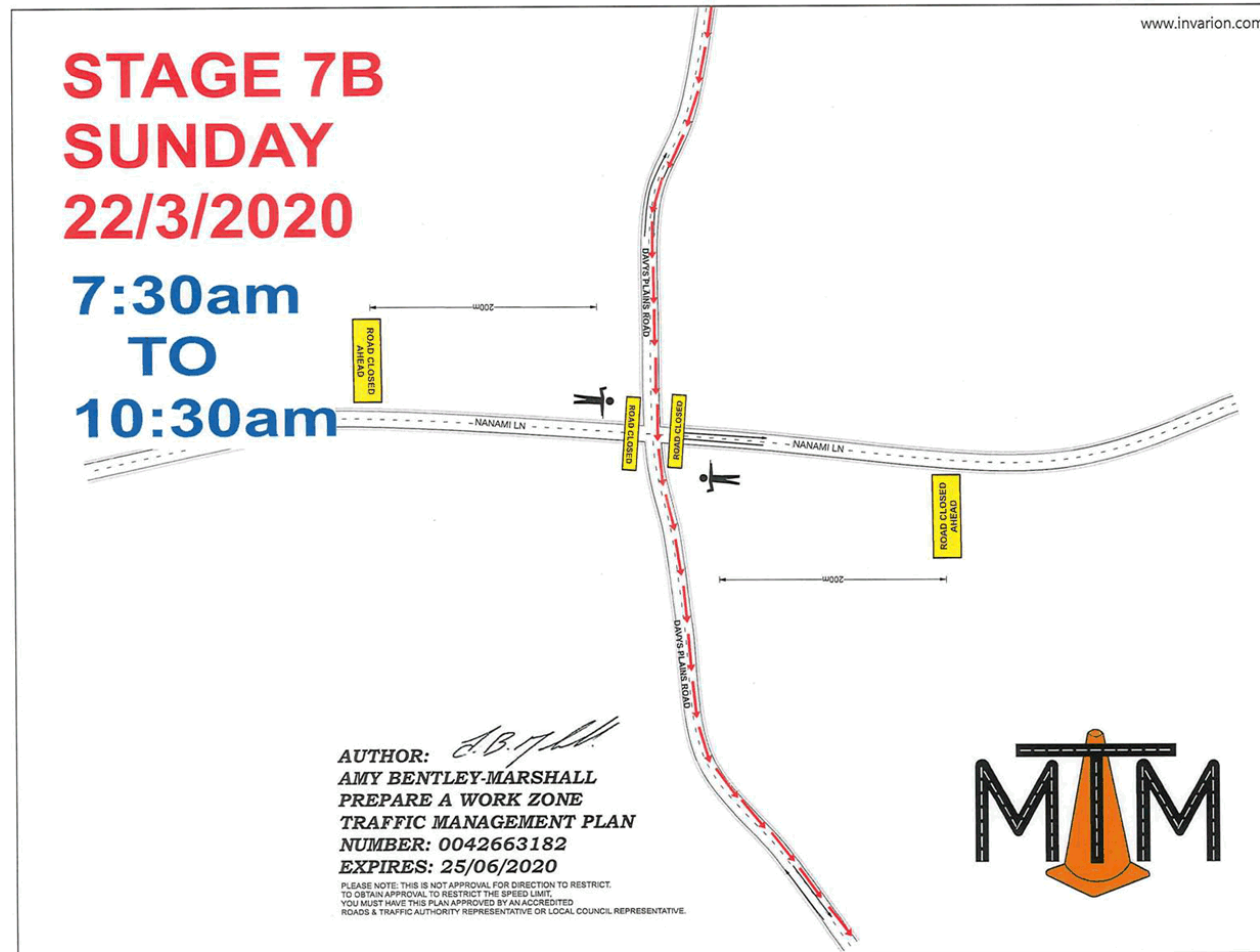
CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



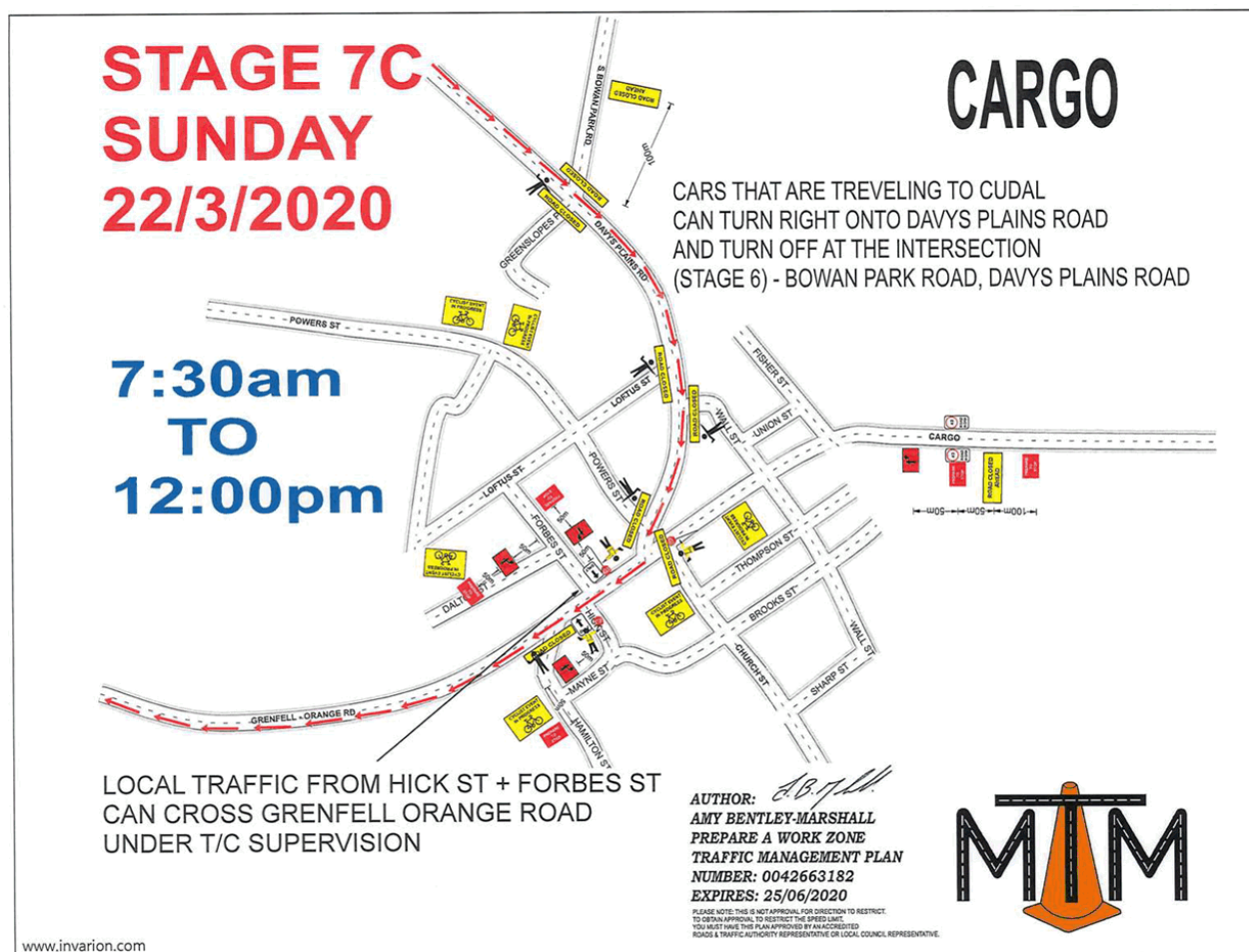
CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

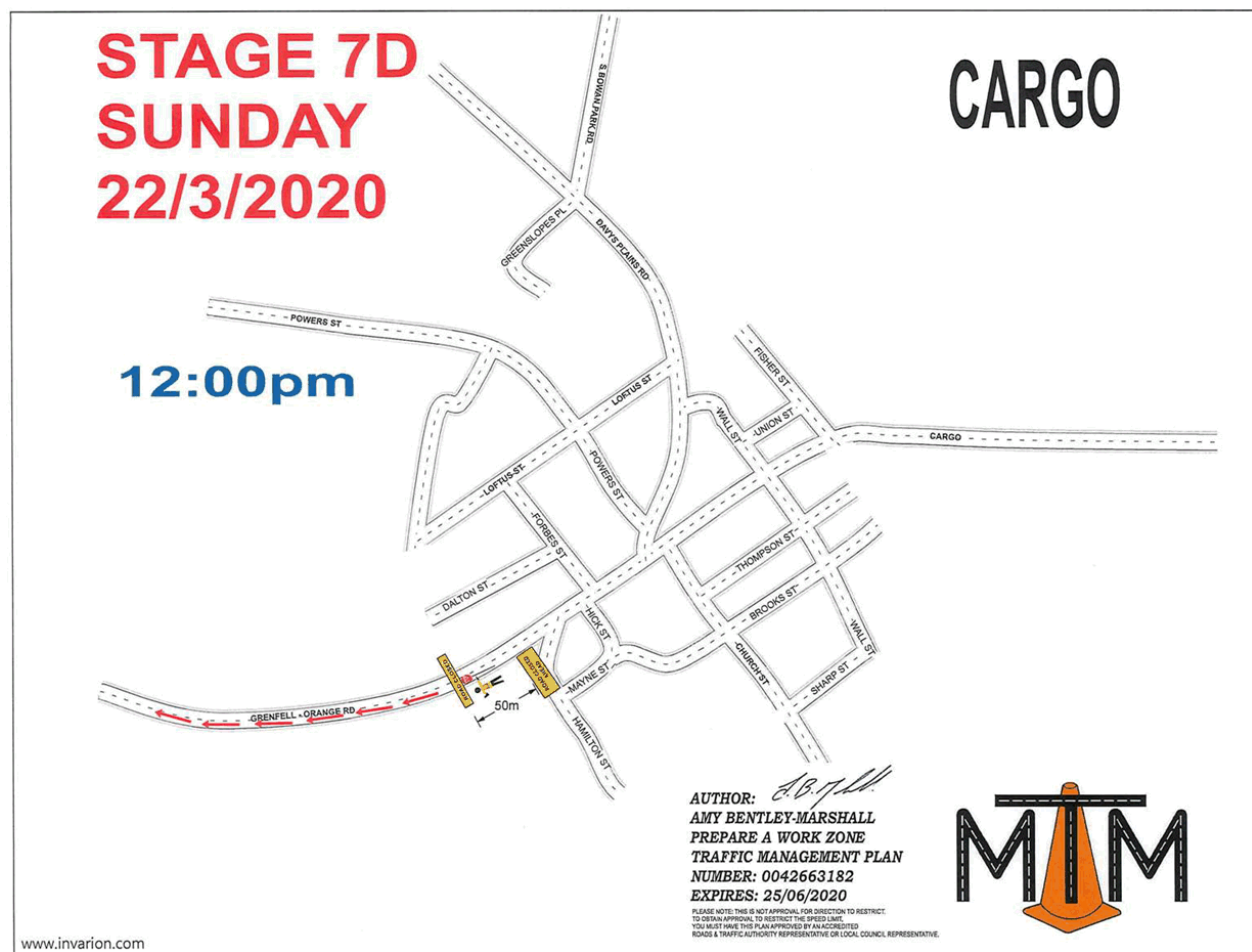
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

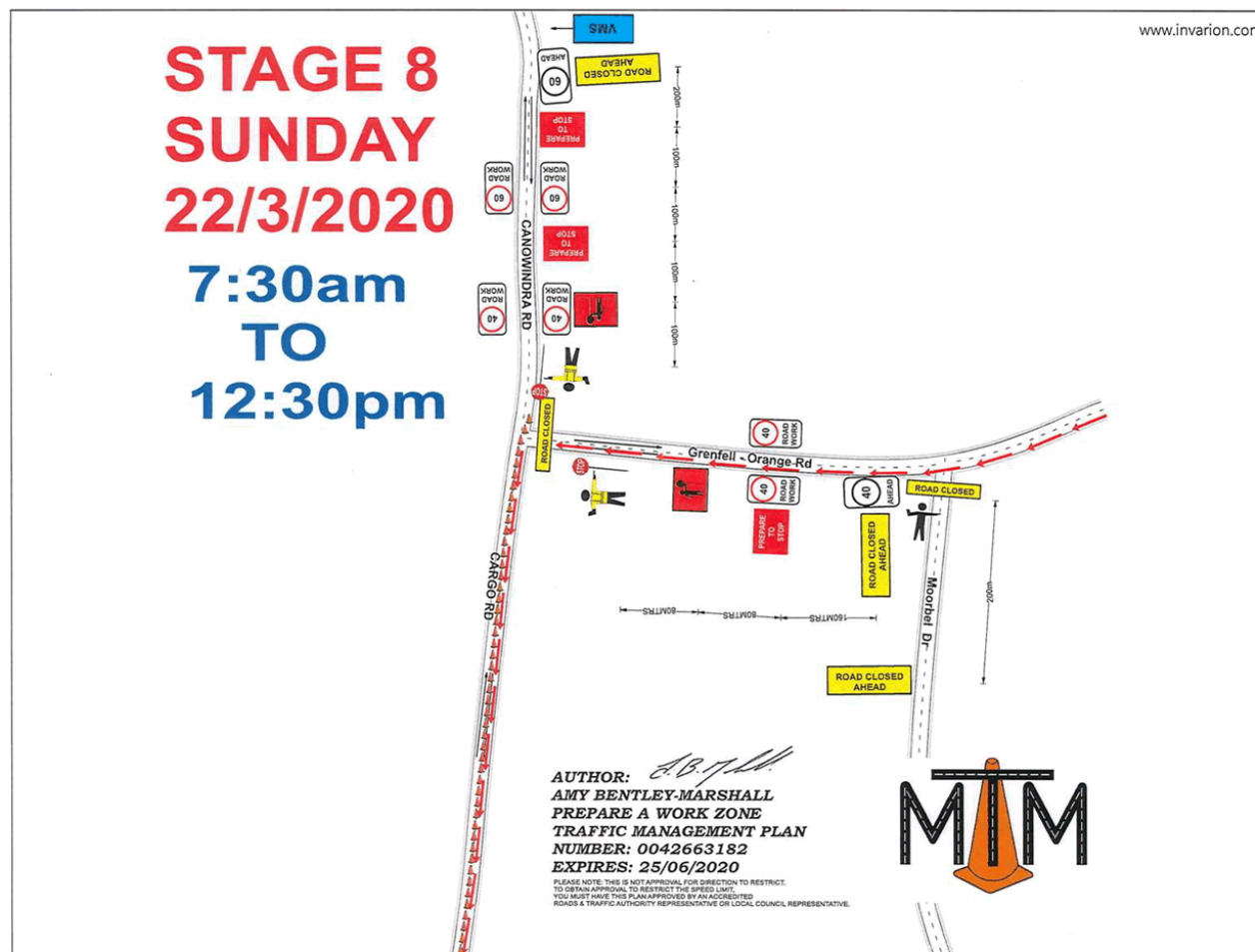
Attachment 1 Attachment - 2020 Newcrest Challenge

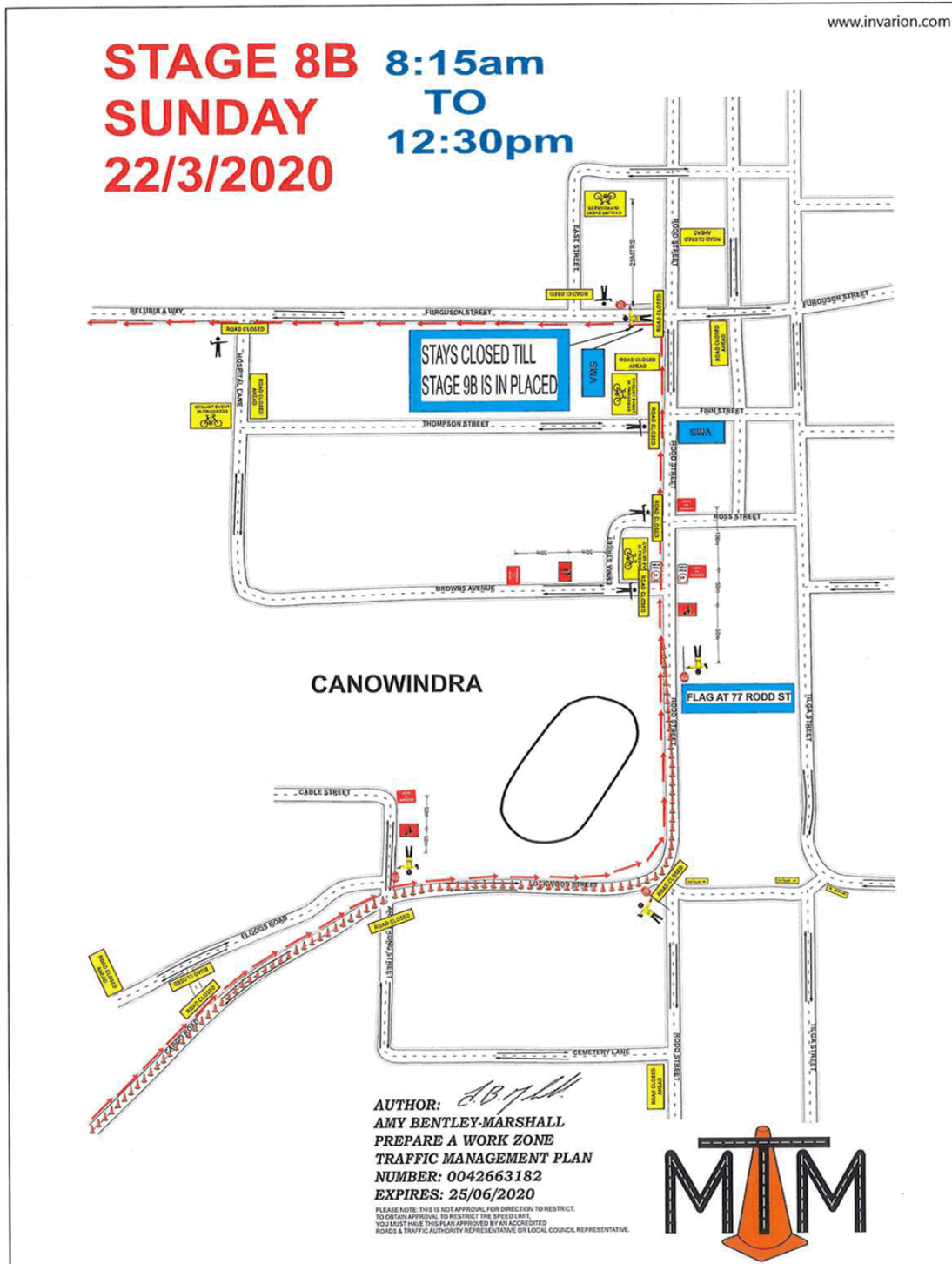


CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

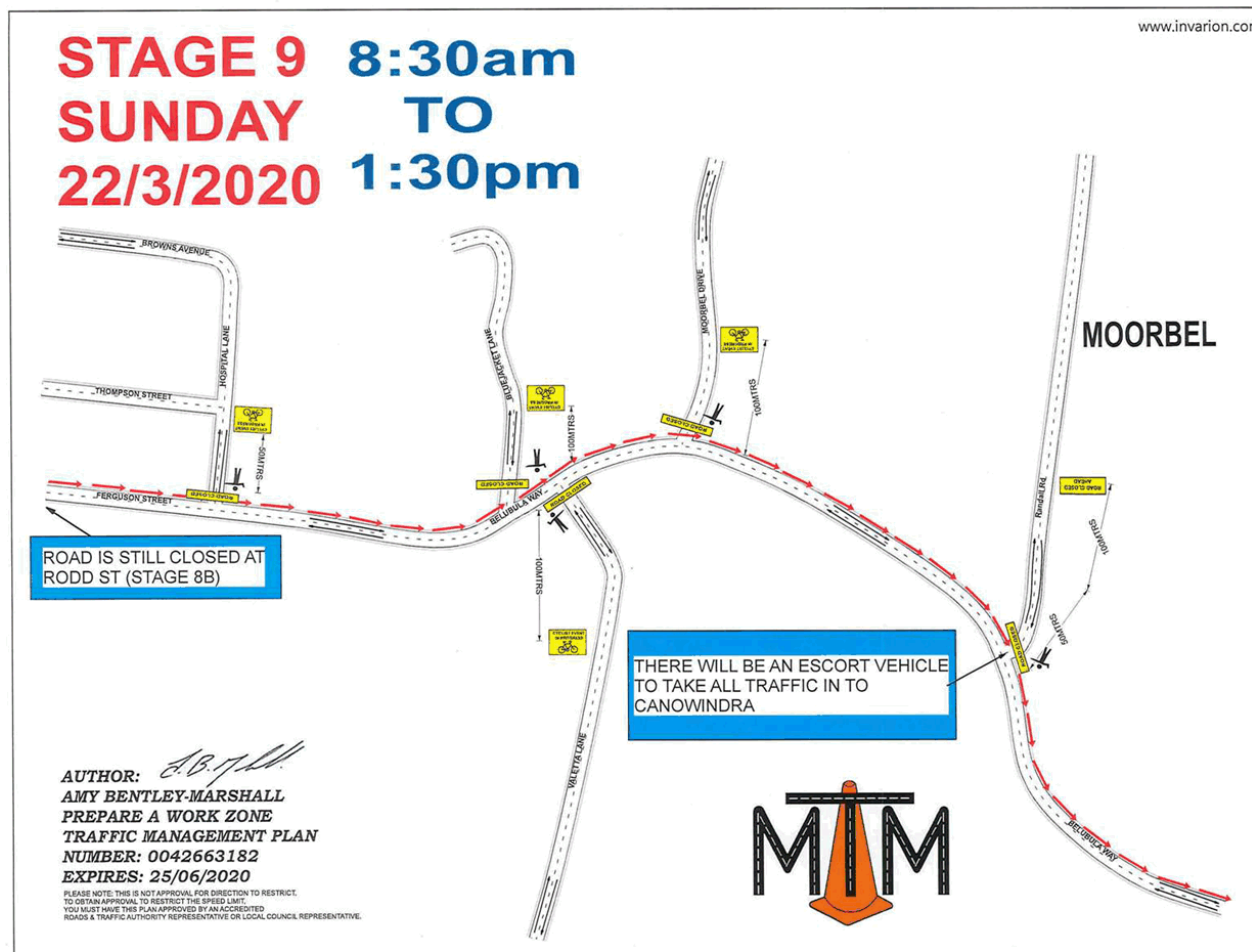




CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

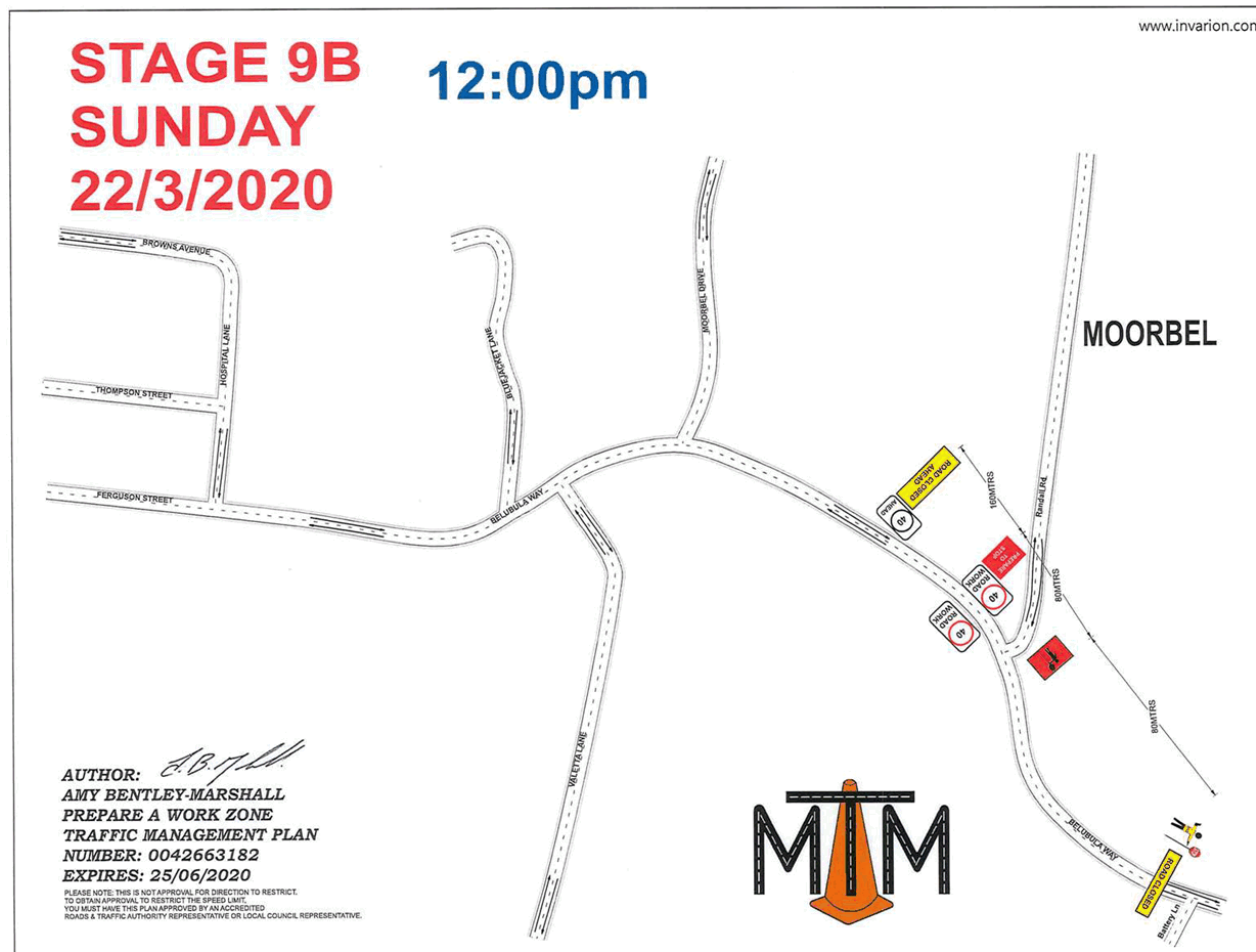
Attachment 1 Attachment - 2020 Newcrest Challenge

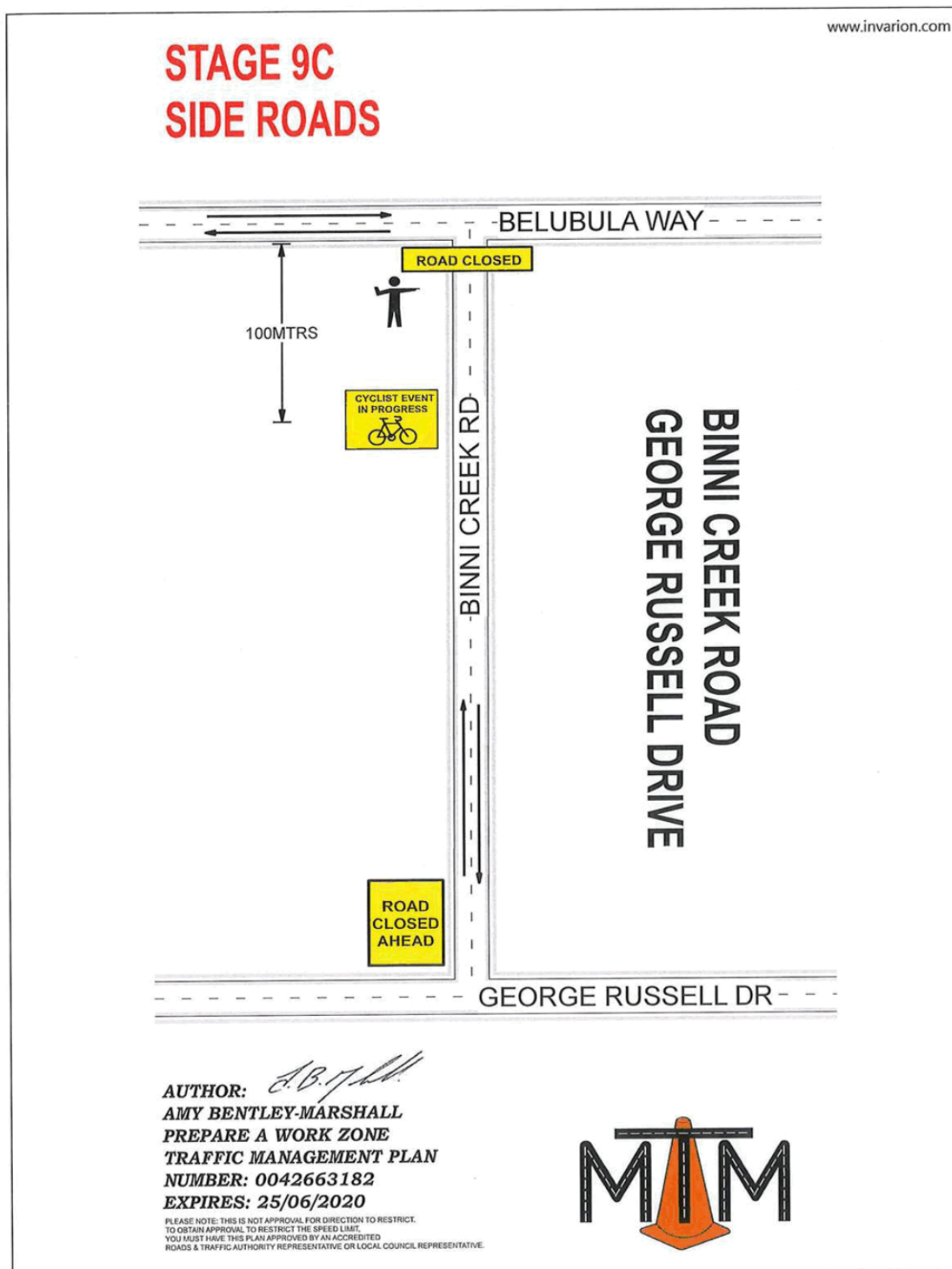


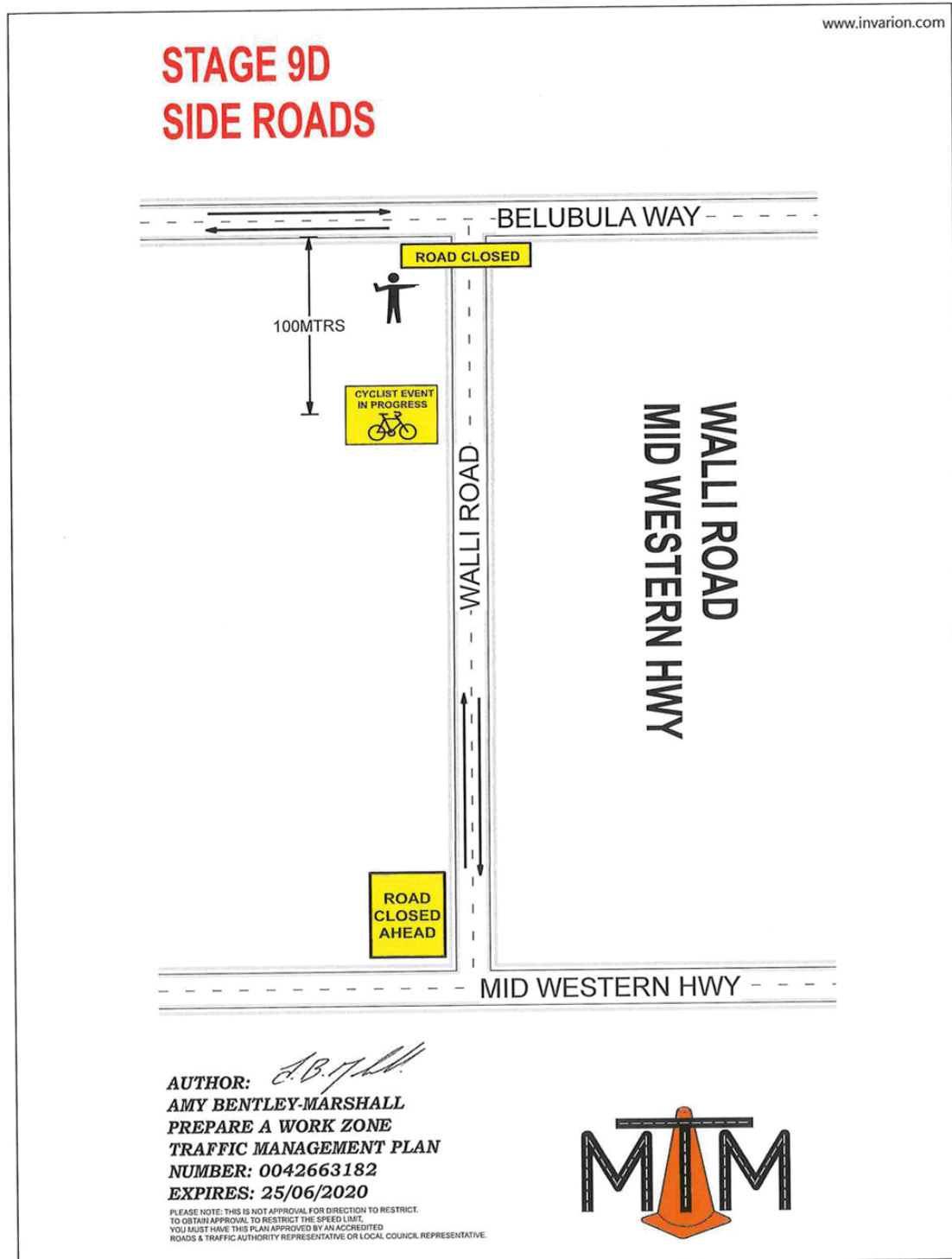
CITY OF ORANGE TRAFFIC COMMITTEE

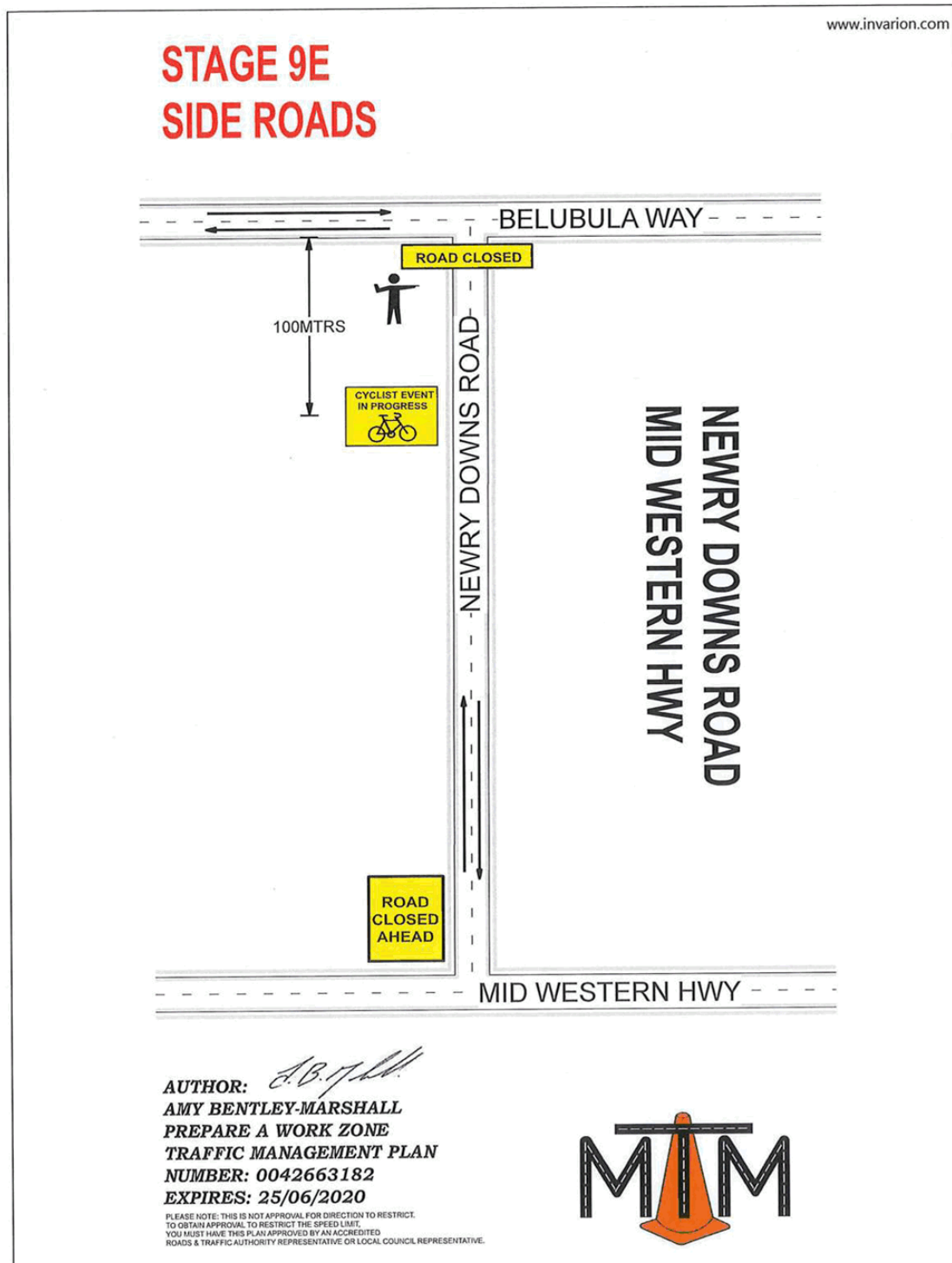
17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

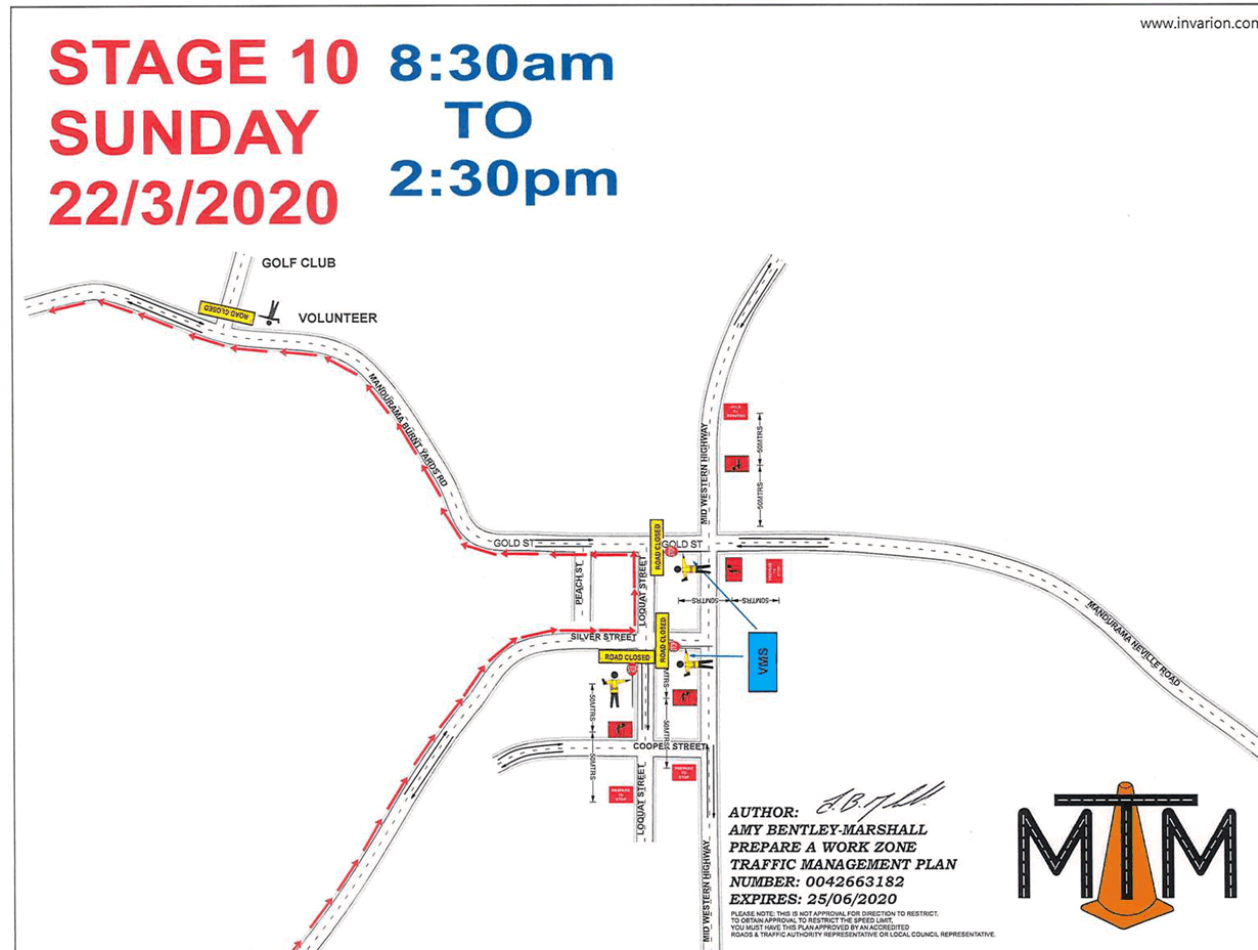








CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Attachment - 2020 Newcrest Challenge

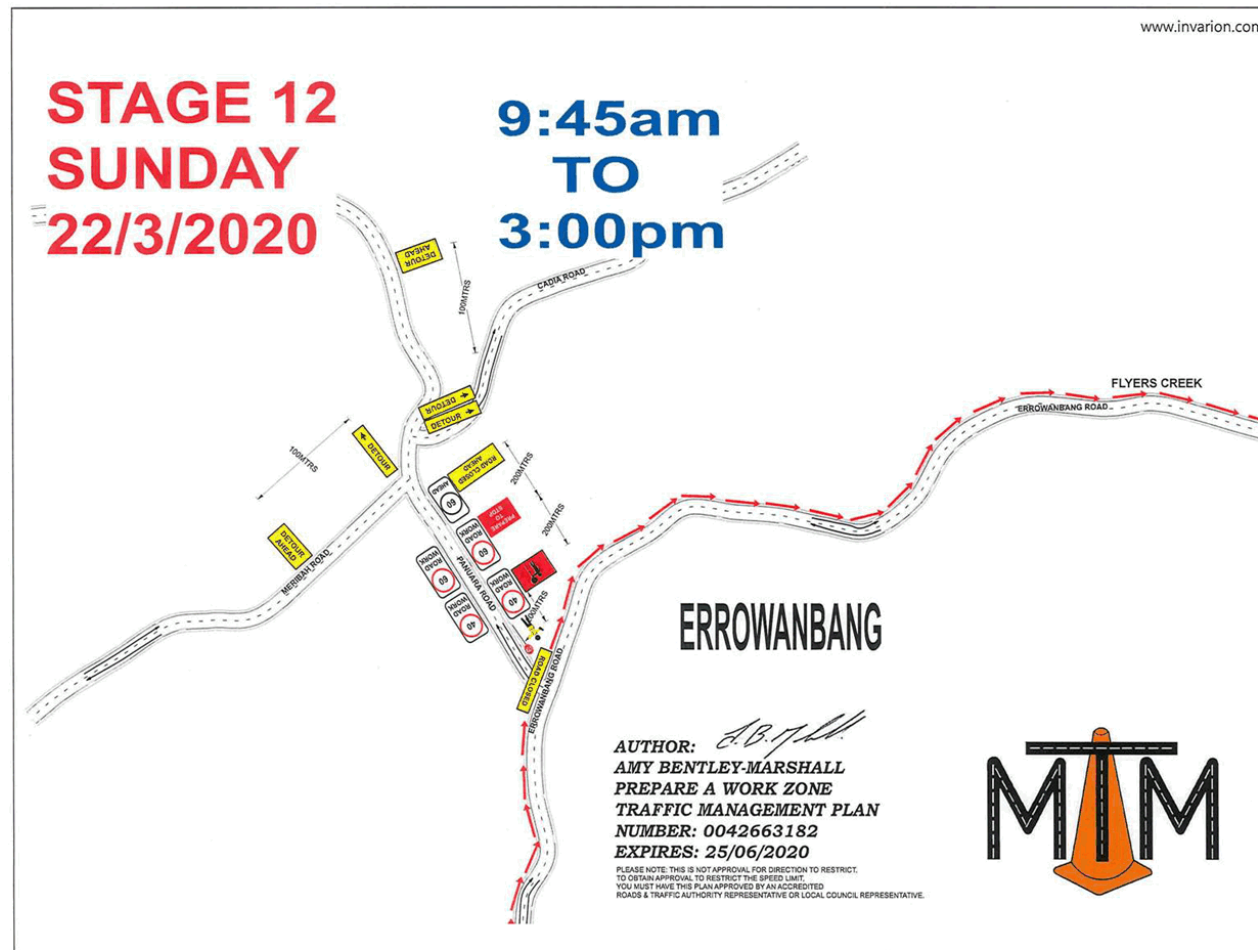


CITY OF ORANGE TRAFFIC COMMITTEE

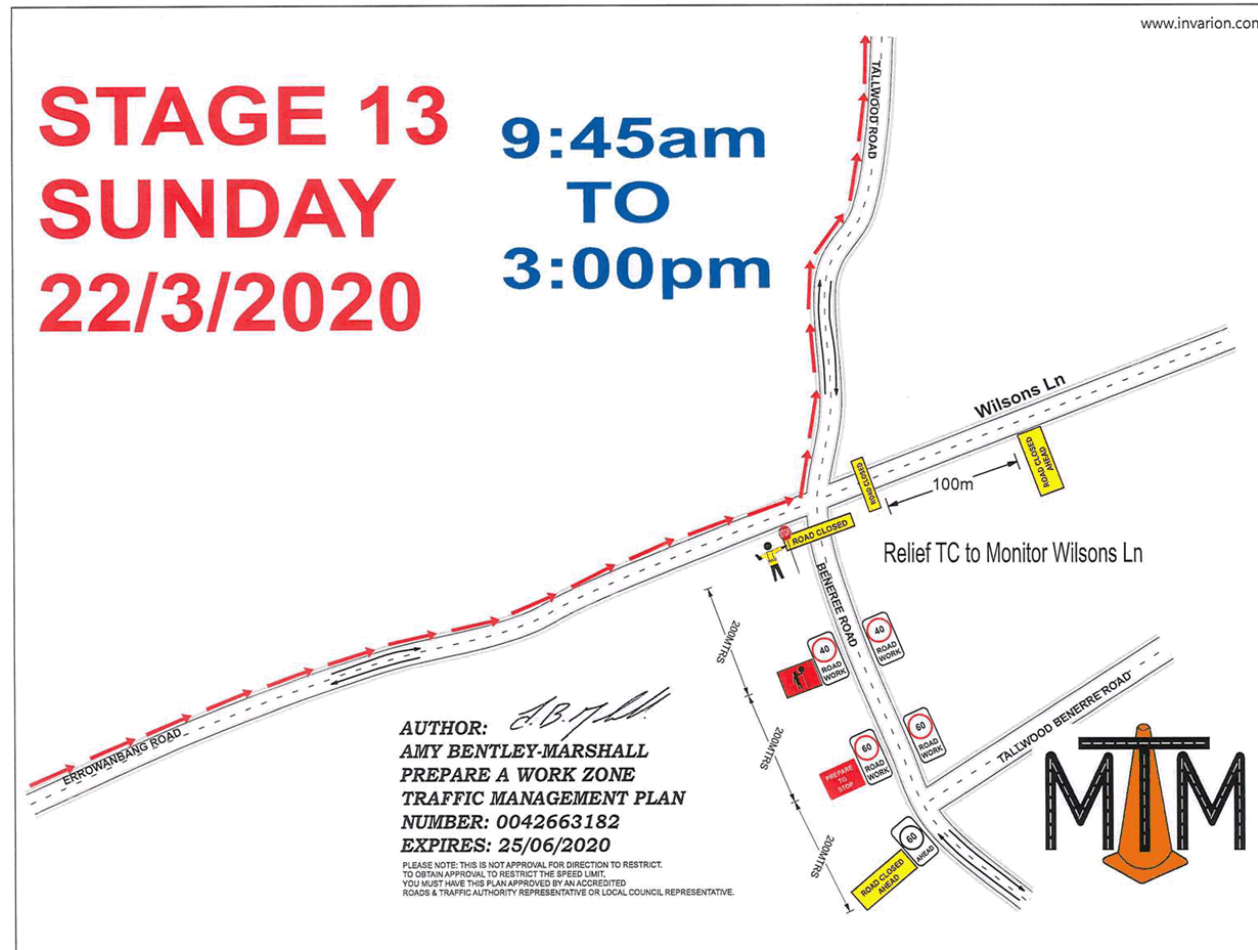
17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge





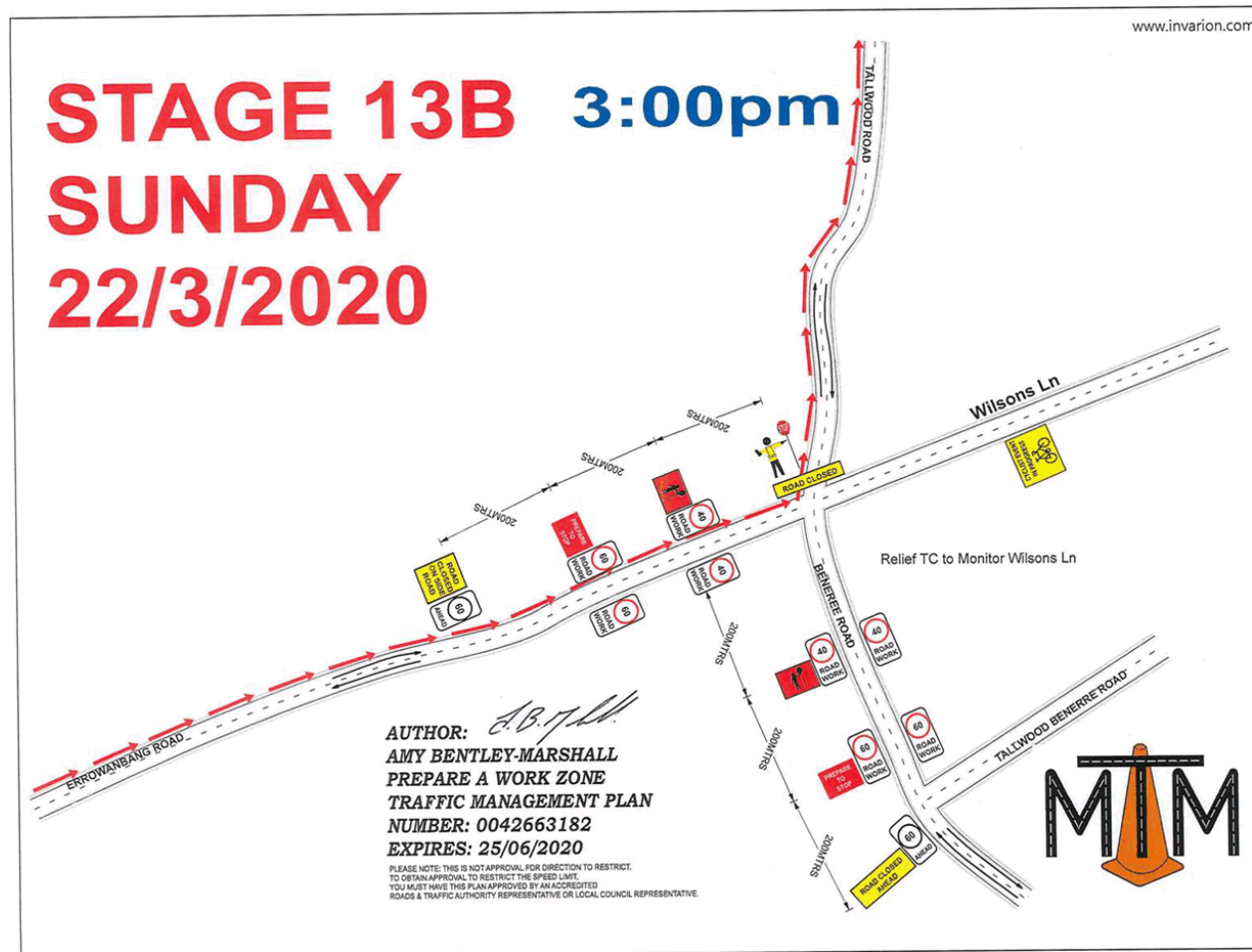
CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Attachment - 2020 Newcrest Challenge



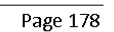
CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

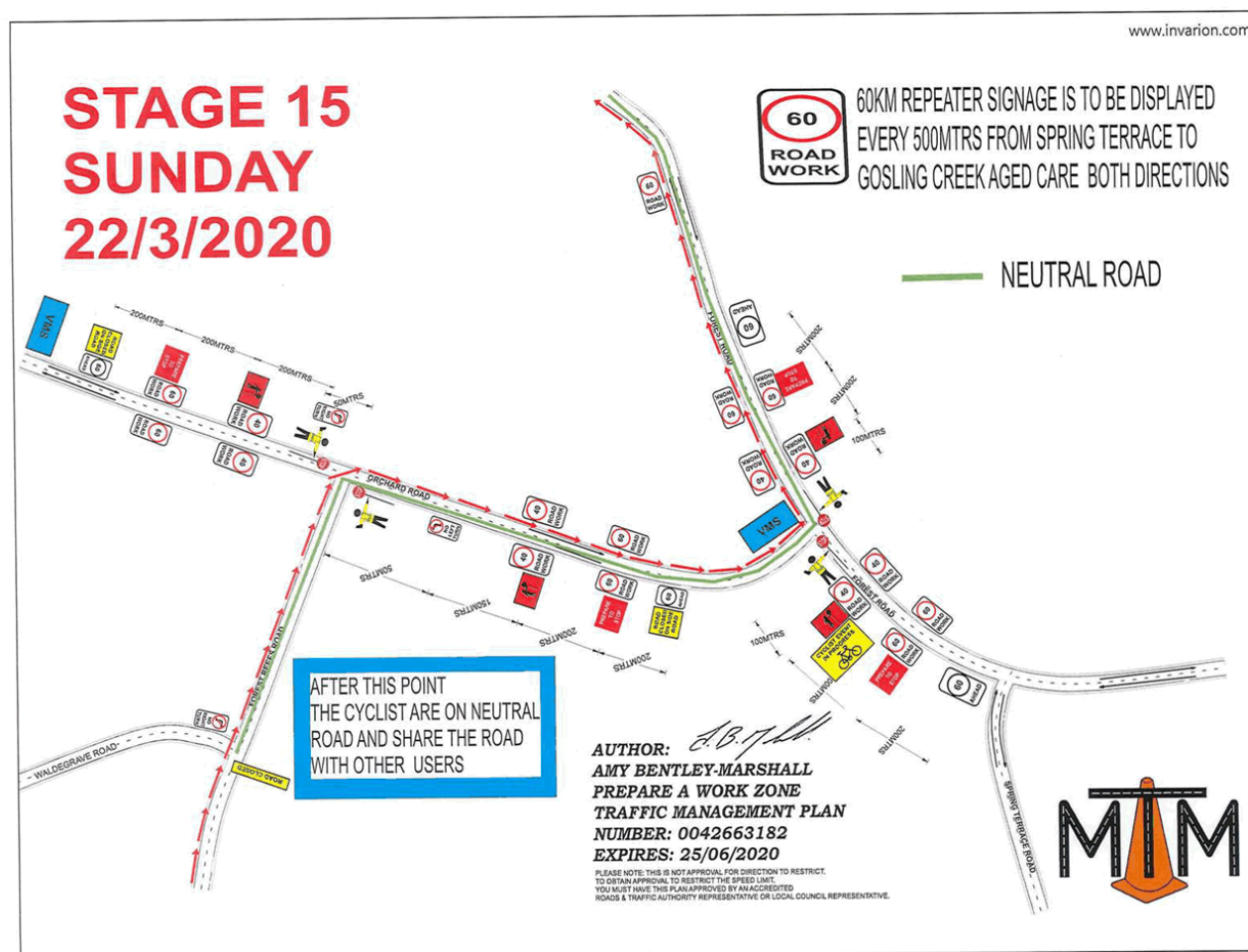
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Attachment - 2020 Newcrest Challenge



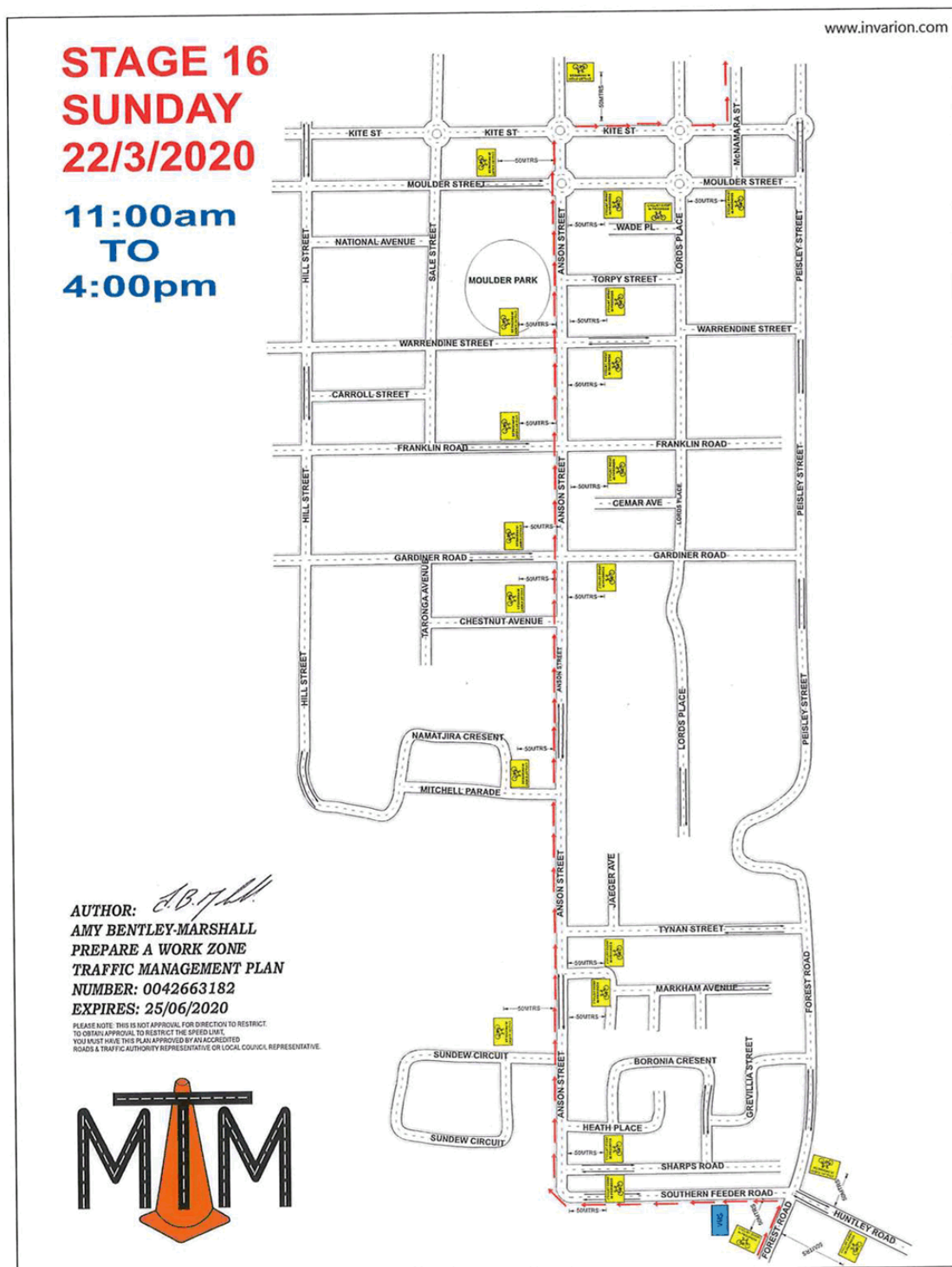
CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge





CITY OF ORANGE TRAFFIC COMMITTEE

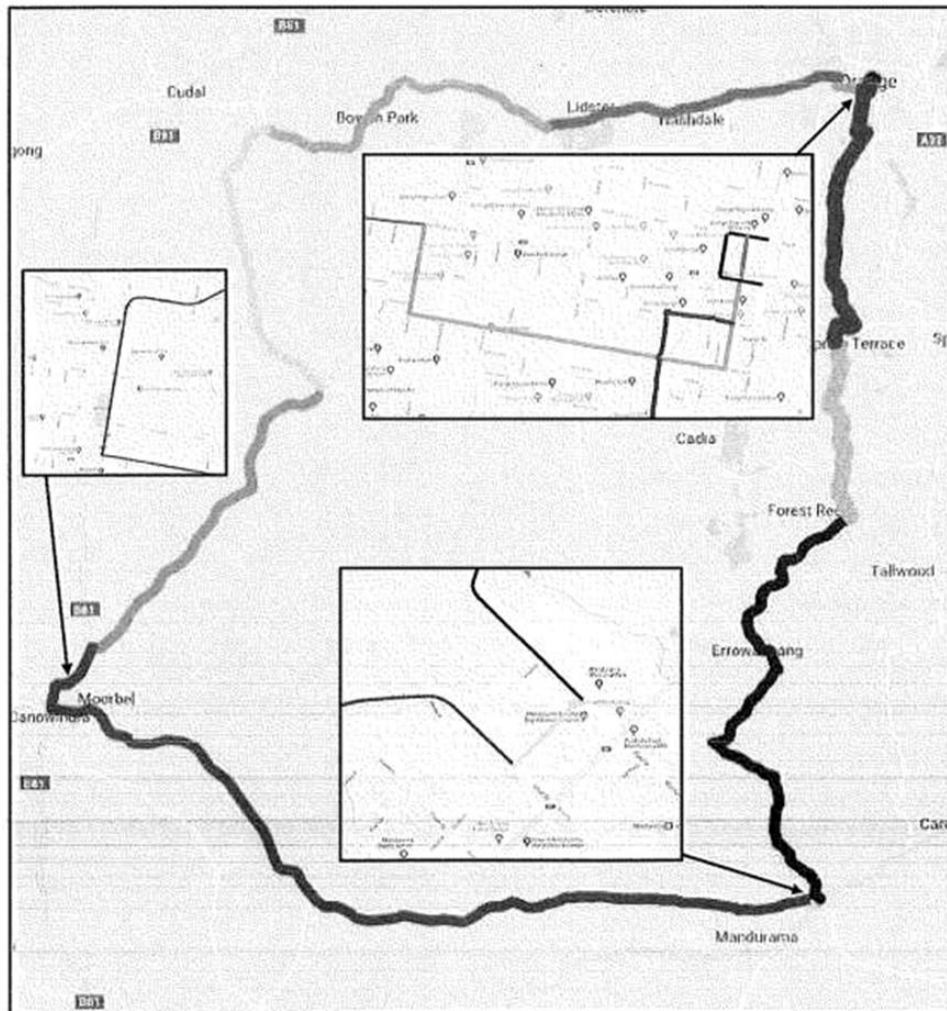
17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.2 Route Operations****2.2.6 Road Closure Schedule**

Please note timings may be slightly altered due to unforeseen circumstances; noted times are accurate within 15 minutes.

Side roads on the route roads will open once the tail police vehicle has passed.



Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Newcrest Orange Challenge - Road Closures				
Colour	Street(s)	Between	Start	End
SATURDAY				
	McNamara St	Mitchell Hwy/Summer St & Byng St	1:00 PM	Sunday
	Lord Pl - Parkside Lane	Byng St & Mitchell Hwy/Summer St	1:00 PM	Sunday
	Byng St	Piesley St & Lord Pl	4:00 PM	7:00 PM
SUNDAY				
	Lord Pl - Parkside Lane	Byng St & Mitchell Hwy/Summer St	Saturday	6:00 PM
	McNamara St	Mitchell Hwy/Summer St & Byng St	Saturday	8:00 PM
	McNamara St & Moulder & Kenna St	Mitchell Hwy/Summer St & Coronation Dr	6:30 AM	8:00 AM
	Coronation Dr & Cargo Rd	Mitchell Hwy/Summer St & Bowan Park Rd	6:30 AM	9:00 AM
	Bowan Park Rd	Cargo Rd & Davys Plains Rd	6:30 AM	10:00 AM
	Davys Plains Rd	Bowan Park & Cargo Rd	6:30 AM	10:30 AM
	Cargo Rd	Davys Plains & Canowindra Rd	7:30 AM	12:00 AM
	Belubula Way	Rodd St & Loquat St	8:30 AM	1:30 PM
	Loquat St	Belubula Way & Gold St (Burnt Yards Rd)	9:45 AM	1:45 PM
	Burnt Yards/Gold St & Errowanbang Rd	Loquat St & Tallwood Rds	9:45 AM	3:00 PM
	Forest Reefs & Tallwood Rd	Errowanbang Rd & Waldegrave Rd	10:30 AM	3:30 PM
	McNamara St	Summer St & Kite St	10:30 AM	4:15pm
	SummerSt/Mitchell Hwy	Lords Pl & Peisley St	10:30 AM	4:15pm

*Vehicles will still be able to use the Shopping center side of Lord Pl, however the park side to be closed

Newcrest Orange Challenge - Changed Traffic Conditions				
Colour	Street(s)	Between	Start	End
SATURDAY				
	Lord Pl - Southbound	Byng St & Mitchell Hwy/Summer St	1:00 PM	Sunday
SUNDAY				
	Canowindra Rd/Rodd St	Cargo Rd & Belubula Way	8:00 AM	11:30 AM
	Forest Reefs Rd	Waldegrave Rd & Orchard Rd	11:00 AM	4:00 PM
	Orchard Rd	Forest Reefs & Forest Rd	11:00 AM	4:00 PM
	Forest Rd	Orchard & Southern Distributor Rd	11:00 AM	4:00 PM
	Southern Distributor Rd	Forest Rd & Anson St	11:30 AM	4:00 PM
	Anson St	Southern Distributor Rd & Kite St	11:30 AM	4:00 PM
	Kite St	Anson St & McNamara St	11:30 AM	4:00 PM

*Vehicles will still be able to use the Shopping center side of Lord Pl, however the park side to be closed

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



2. ON ROUTE

2.3 COMMUNICATION PLAN

Overview

Newcrest Orange Challenge 2020 is likely to have some impact on residents and road users in the areas in which the ride travels through.

As such, Bicycle Network will implement a comprehensive communications plan to ensure those likely to be affected are aware of the event prior to it coming through their area.

Methods used to ensure sufficient notification include:

- Written notification to residents and businesses directly impacted by any road closures
- Inclusion of all changed traffic condition details on Bicycle Network website
- Variable message signage installed pre-event and on the day in some locations
- Advertisement of details of any closed roads in local newspapers

Contacts

Name	Responsibility	Mobile
Rebecca Lane	Event Manager	0430 511 251
Mark Plucinski	Route Coordinator	0423 403 814

Supporting Documents to Follow:

- 2.3.1 Communications Plan Schedule
- 2.3.2 Resident Notification Letter
- 2.3.3 Other Stakeholder Notifications

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



2.3 Communication Plan

2.3.1 Communication Plan Schedule

Date	Medium	Audience	Message	Notes	Responsibility
3 Week Prior	On-road notification to the public (VMS)	<ul style="list-style-type: none"> Local Residents, Properties and Businesses Road Users within the Shire/Council Local Road Users 	<ul style="list-style-type: none"> Roads affected 	<ul style="list-style-type: none"> Specific to road closures 	<ul style="list-style-type: none"> Bicycle Network TM Contractor RMS
2 Weeks prior	Notification to the residents/businesses (letter)	<ul style="list-style-type: none"> Local Residents, Properties and Businesses directly and indirectly affected by a closure 	<ul style="list-style-type: none"> Changed traffic conditions Event Information Roads affected 	<ul style="list-style-type: none"> All residents and businesses in postcodes on route 	<ul style="list-style-type: none"> Bicycle Network
1-2 Weeks prior	Notification to the Public (newspaper)	<ul style="list-style-type: none"> Local Residents, Properties and Businesses Road Users within the Shire/Council Local Road Users 	<ul style="list-style-type: none"> Changed traffic conditions Event Information Roads affected 	<ul style="list-style-type: none"> Orange News Canowindra News Canowindra Phoenix Cowra Guardian Blayney Chronicle 	<ul style="list-style-type: none"> Bicycle Network
Ongoing	Social Media	<ul style="list-style-type: none"> Local Residents, Properties and Businesses Road Users within the Shire/Council Wider Community 	<ul style="list-style-type: none"> Details of Traffic Treatments Event Information 		<ul style="list-style-type: none"> Bicycle Network Local Council
Ongoing	Website	<ul style="list-style-type: none"> Residents, Properties and Businesses Road Users within the Shire/Council Wider Community 	<ul style="list-style-type: none"> Details of Traffic Treatments Event Information 		<ul style="list-style-type: none"> Bicycle Network Local Council
Day of Event	On-road notification to the public (VMS)	<ul style="list-style-type: none"> Local Residents, Properties and Businesses Road Users within the Shire/Council Local Road Users 	<ul style="list-style-type: none"> Roads affected 	<ul style="list-style-type: none"> Specific to road closures 	<ul style="list-style-type: none"> Bicycle Network TM Contractor RMS

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



To Property Occupier,

EVENT NOTIFICATION – CHANGED TRAFFIC CONDITIONS

Please find below some valuable information regarding the **Newcrest Orange Challenge cycling event** organised by Bicycle Network with your council.

Newcrest Orange Challenge riders will be travelling through your region on **Sunday 22 March 2020**, and as a result there will be changed traffic conditions in place.

Event Details

Date: Sunday 22 March 2020

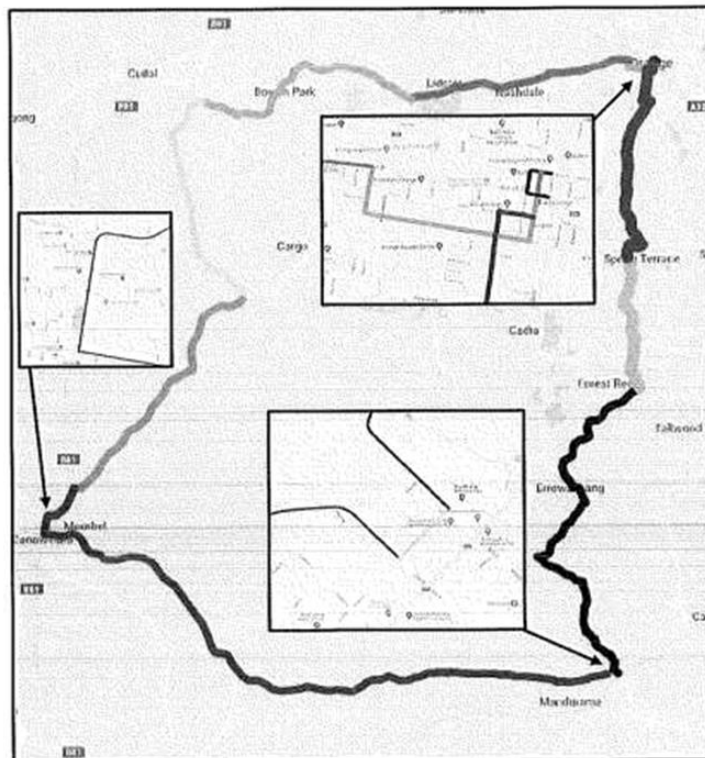
Route: Loop ride starting at Robertson Park (Orange), travelling through Orange Council, Cabonne Council, Cowra Council and Blayney Council areas, before returning to Robertson Park (Orange).

Distance options: 70km (Orange to Canowindra), 100km (Canowindra to Orange) or 170 km (Orange return-loop)

Riders: Approximately 1500

The map and table below detail areas of restricted vehicle access and changed traffic conditions that will be in place on Sunday 22nd March 2020. There will also be some restrictions around Robertson Park in Orange on Saturday 21 March, as outlined below.

An interactive map with further details of the closures can be found on the Newcrest Orange Challenge Event info page at www.bicyclenetwork.com.au



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

Newcrest Orange Challenge - Road Closures				
Colour	Street(s)	Between	Start	End
SATURDAY				
	McNamara St	Mitchell Hwy/Summer St & Byng St	1:00 PM	Sunday
	Lord Pl - Parkside Lane	Byng St & Mitchell Hwy/Summer St	1:00 PM	Sunday
	Byng St	Piesley St & Lord Pl	4:00 PM	7:00 PM
SUNDAY				
	Lord Pl - Parkside Lane	Byng St & Mitchell Hwy/Summer St	Saturday	6:00 PM
	McNamara St	Mitchell Hwy/Summer St & Byng St	Saturday	8:00 PM
	McNamara St & Moulder & Kenna St	Mitchell Hwy/Summer St & Coronation Dr	6:30 AM	8:00 AM
	Coronation Dr & Cargo Rd	Mitchell Hwy/Summer St & Bowan Park Rd	6:30 AM	9:00 AM
	Bowan Park Rd	Cargo Rd & Davys Plains Rd	6:30 AM	10:00 AM
	Davys Plains Rd	Bowan Park & Cargo Rd	6:30 AM	10:30 AM
	Cargo Rd	Davys Plains & Canowindra Rd	7:30 AM	12:00 AM
	Belubula Way	Rodd St & Loquat St	8:30 AM	1:30 PM
	Loquat St	Belubula Way & Gold St (Burnt Yards Rd)	9:45 AM	1:45 PM
	Burnt Yards/Gold St & Errowanbang Rd	Loquat St & Tallwood Rds	9:45 AM	3:00 PM
	Forest Reefs Rd & Tallwood Rd	Errowanbang Rd & Waldegrave Rd	10:30 AM	3:30 PM
	McNamara St	Summer St & Kite St	10:30 AM	4:15pm
	SummerSt/Mitchell Hwy	Lords Pl & Piesley St	10:30 AM	4:15pm

Please note:

- Access remains for Emergency Vehicles at all times
- Times outlined above are maximum closure times – roads will be reopened earlier where possible, and closures within Orange City Council in the AM period on Sunday 22 March will be limited to 45 minutes within the above time frames
- Moorbel residents are best to access Canowindra via Wicks St / Floods Rd / Cable St during the above closure times. Traffic Controllers will be in place to assist with the exit onto Cargo Rd
- Residents wishing to exit Moorbel Dve onto Belubula Way to travel towards Canowindra will be able to do so under escort from the corner of Moorbel Dve and Belubula Way. Escorts will operate on a regular schedule throughout the closure period.

In addition to the areas of restricted vehicle access listed above, there will be changed traffic conditions, which include speed reductions, traffic controllers and police in the following areas:

Newcrest Orange Challenge - Changed Traffic Conditions				
Colour	Street(s)	Between	Start	End
SATURDAY				
	Lord Pl - Southbound	Byng St & Mitchell Hwy/Summer St	1:00 PM	Sunday
SUNDAY				
	Canowindra Rd/Rodd St	Cargo Rd & Belubula Way	8:00 AM	11:30 AM
	Forest Reefs Rd	Waldegrave Rd & Orchard Rd	11:00 AM	4:00 PM
	Orchard Rd	Forest Reefs & Forest Rd	11:00 AM	4:00 PM
	Forest Rd	Orchard & Southern Distributor Rd	11:00 AM	4:00 PM
	Southern Distributor Rd	Forest Rd & Anson St	11:30 AM	4:00 PM
	Anson St	Southern Distributor Rd & Kite St	11:30 AM	4:00 PM
	Kite St	Anson St & McNamara St	11:30 AM	4:00 PM

These arrangements, which take into consideration the safety of all road users, have been implemented following consultation with local councils, Roads and Maritime Services and NSW Police Services.

For information and advice on Sunday 22 March, please contact
Event Assistance on 0425 777 484 or 0425 381 816.

Thank you in advance for your patience and cooperation.

Kind regards,
Bicycle Network
p. 1800 639 634

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



2.4 START PROCEDURE

Overview

This document demonstrates the procedure for creating a controlled start to the Newcrest Orange Challenge

Contacts

Name	Responsibility	Mobile
Rebecca Lane	General Manager	0430 511 251
Jaimie Collins	Site Coordinator	0488 171 988
Mark Plucinski	Route Coordinator	0423 403 814

Supporting Documents to Follow:

2.4.1 Start Procedure

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**2.4.1 Starting Procedures****Marshalling Waves**

At the start line, Riders will be marshalled into the following wave groups;

Wave 1

Indicated < 5 hours, 34-39 km/h

Wave 2

Indicated 5-6 hours, 29-34 km/h

Wave 3

Indicated 6-7 hours, 24-29 km/h

Wave 4

Indicated 7-8 hours, 21-24 km/h

Wave 5

Indicated 8-9 hours, 18-21 km/h

Wave seeding is based on estimated ride completion time nominated pre-event by riders, and each wave will be led by a Team Bicycle Network rider.

Riders participating in the 170km and 70km will all start together to allow riders to ride with friends and family.

Wave Release

Once all riders are marshalled, the waves will be released one after the other from 7.00am, with at least a 2 minute break between waves.

6:45	Final Rider Briefing	McNamara St, Orange
6:50	Lead Vehicle Departs	McNamara St, Orange
6:55	Lead Moto Departs	McNamara St, Orange
7:00	Start Wave 1	McNamara St, Orange
7:02	Finish Wave 1	McNamara St, Orange
7:04	Start Wave 2	McNamara St, Orange
7:06	Finish Wave 2	McNamara St, Orange
7:08	Start Wave 3	McNamara St, Orange
7:10	Finish Wave 3	McNamara St, Orange
7:12	Start Wave 4	McNamara St, Orange
7:14	Finish Wave 4	McNamara St, Orange
7:16	Start Wave 5	McNamara St, Orange
7:18	Finish Wave 5	McNamara St, Orange
7:30	Pack Down Start Site	McNamara St, Orange

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Mandatory Item Check**

During the marshalling period Bicycle Network Staff will be checking that participants have all the mandatory items required.

Below is a list of mandatory items that must be carried / used by all Newcrest Orange Challenge 2020 participants for the duration of the event:

- Bike helmet
- NO earphones or similar being worn
- Rider ID (Event wristband and bike tag, provided at registration)
- Bike lights (front & rear) if conditions warrant it

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



3. On Site

Overview

This section details all Newcrest Orange Challenge 2020 On Site details and Rest Area Locations, including site plans, contractor details, and infrastructure.

Contacts

Name	Responsibility	Mobile
Rebecca Lane	Event Manager	0430 511 251
Jaimie Collins	Site Coordinator	0488 171 988

Sections to Follow:

- 3.1. Rest Area Locations
- 3.2. Site Plans
 - 3.2.1 Robertson Park Site Plan
 - 3.2.2 Bowan Park Water Site Plan
 - 3.2.3 Cargo Site Plan
 - 3.2.4 Canowindra Site Plan
 - 3.2.5 Cowra Site Plan
 - 3.2.6 Mandurama Site Plan
 - 3.2.7 Burnt Yards Rd Site Plan
 - 3.2.8 Forest Reefs Site Plan
- 3.3. Site and Contractors
 - 3.3.1. Security Schedule
 - 3.3.2. Waste Management Plan
 - 3.3.3. Noise Management Plan
 - 3.3.4. Pedestrian Management Plan
 - 3.3.5. Alcohol Management Plan
 - 3.3.6. Alcohol Exemption Request
 - 3.3.7. Liquor License
 - 3.3.8. Nominated Emergency Shelters
- 3.4. Infrastructure and Facilities
- 3.5. Council Applications
 - 3.5.1. Orange City Council Event Application
 - 3.5.2. Cabonne Council Event Application
 - 3.5.3. Blayney Council Event Application

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



3. On Site

3.1. Rest Area Locations

Rest areas will be located along the course with each providing access to water, toilets, first aid, and communication to Route Control.

Start/Finish/Rest Area	Type	Open	Close	Location
Robertson Park	Start (70km & 170km), Finish (100km & 170km)	05:30 Start time 7:00am	17:00	McNamara St & Lords Place, Orange
Bowan Park	Water Stop	07:00	09:15	Cnr Bowan Park Rd and Paling Yards Loop
Cargo	Rest Stop	8:00	11:15	Cnr Cargo Rd and Davys Plains Rd, Cargo
Canowindra	Lunch stop (70km), snack stop (all), start (100km), finish (70km)	08:30 Start time 10:00am	13:00	Canowindra Showgrounds, Rodd St, Canowindra
Belubula Way / Cowra	Rest Stop	09:00	12:30	2044-2150 Belubula Way, Mandurama
Mandurama	Lunch stop (100km & 170km)	9:45	13:30	Cnr Gold St and Loquat St, Mandurama
Burnt Yards Rd	Water Stop	10:00	14:30	Telecommunications Hut, Cnr of Burnt Yards Rd & Errowanbang Rd
Forest Reefs	Rest Stop	10:30	15:00	Cnr Forest Reefs Rd and Long Swamp Rd, Forest Reefs
Robertson Park	Start / Finish	05:30	17:00	McNamara St & Lords Place, Orange

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

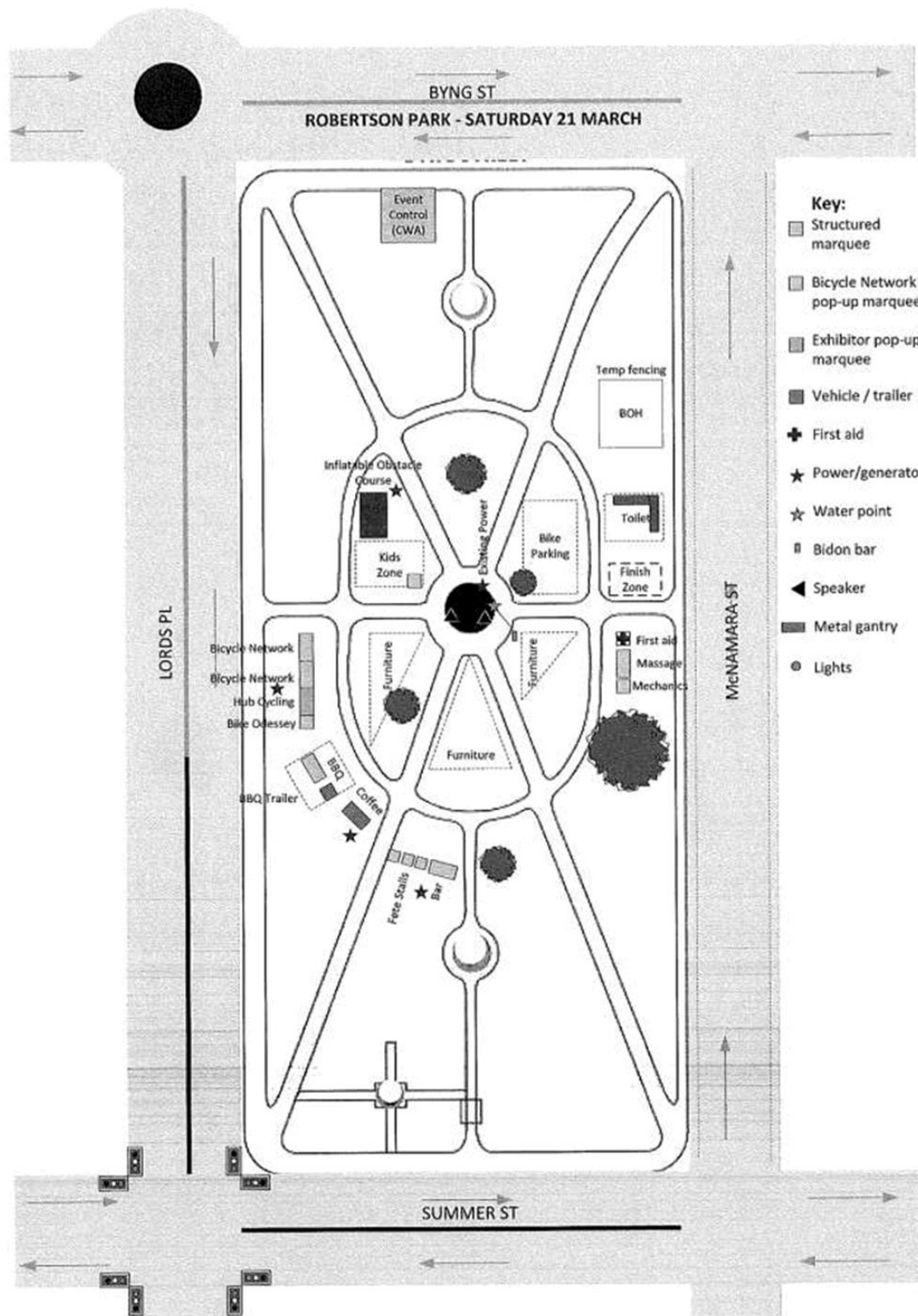


3. On Site

3.2. Site Plans

- 3.2.1 Robertson Park Site Plan
- 3.2.2 Bowan Park Site Plan
- 3.2.3 Cargo Site Plan
- 3.2.4 Canowindra Site Plan
- 3.2.5 Cowra Site Plan
- 3.2.6 Mandurama Site Plan
- 3.2.7 Burnt Yards Rd Site Plan
- 3.2.8 Forest Reefs Site Plan

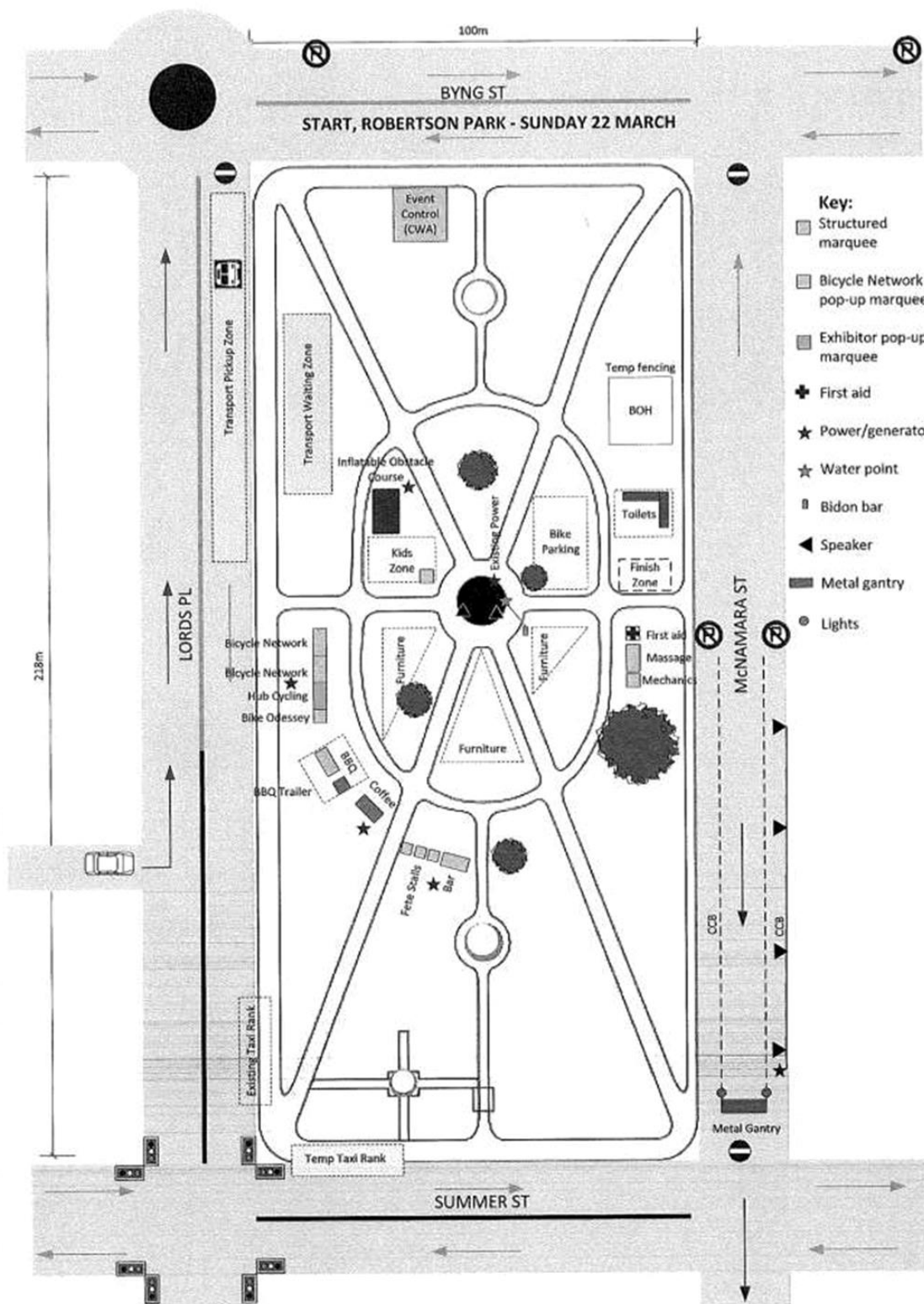
Commercial In Confidence

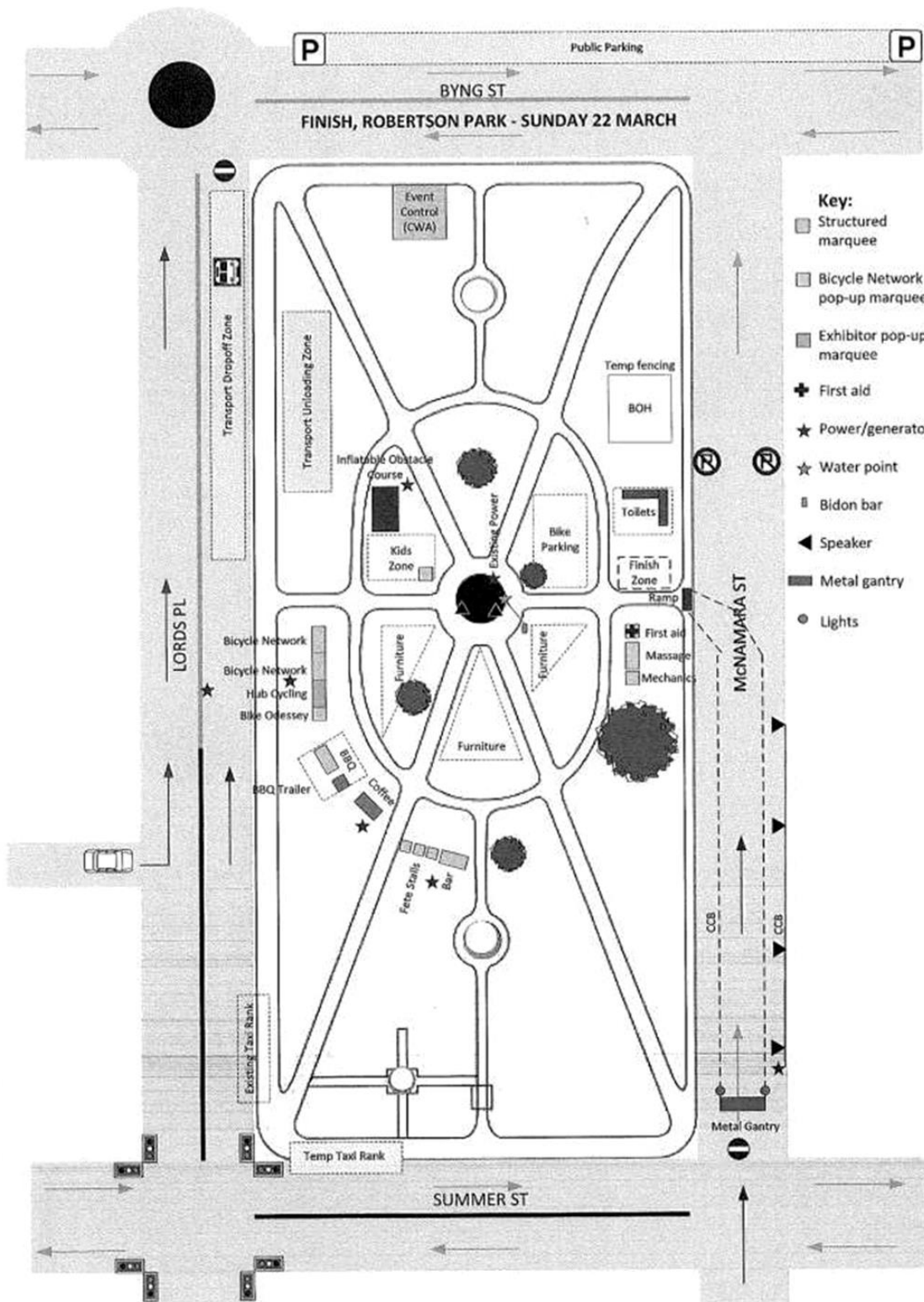


CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



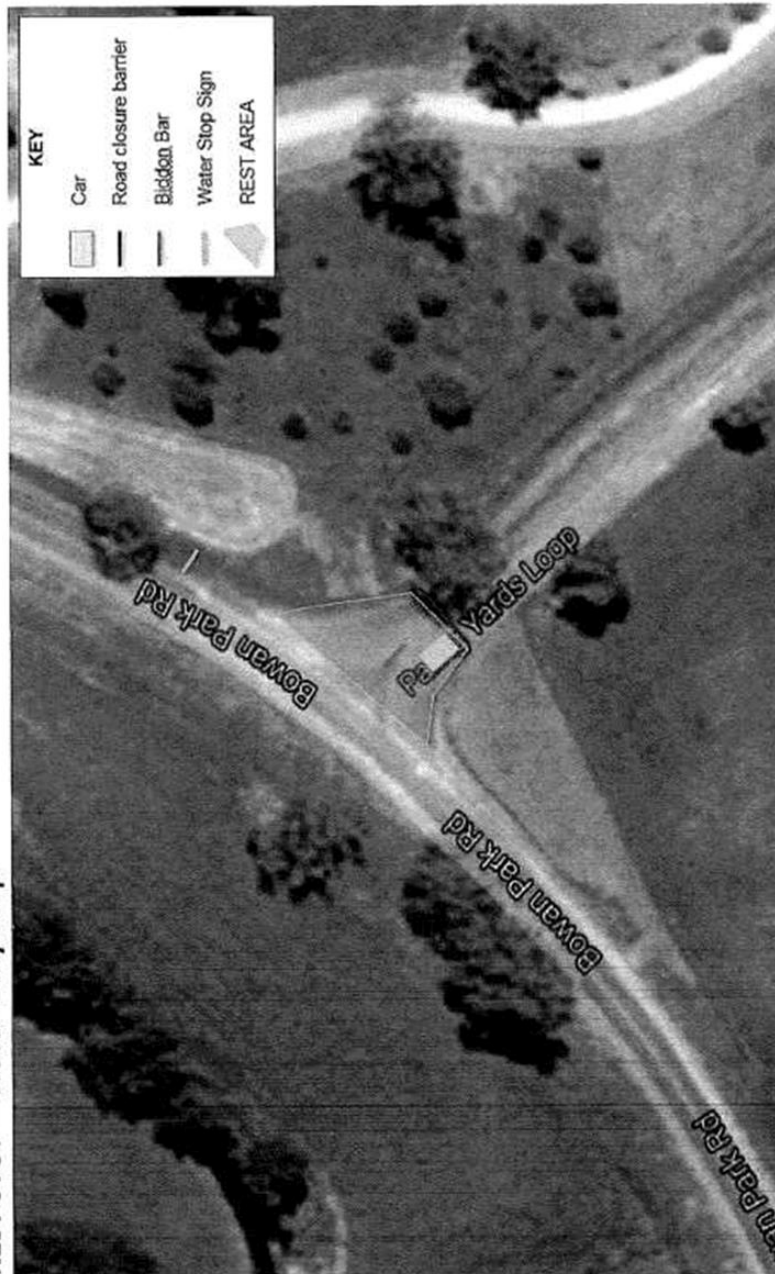


CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

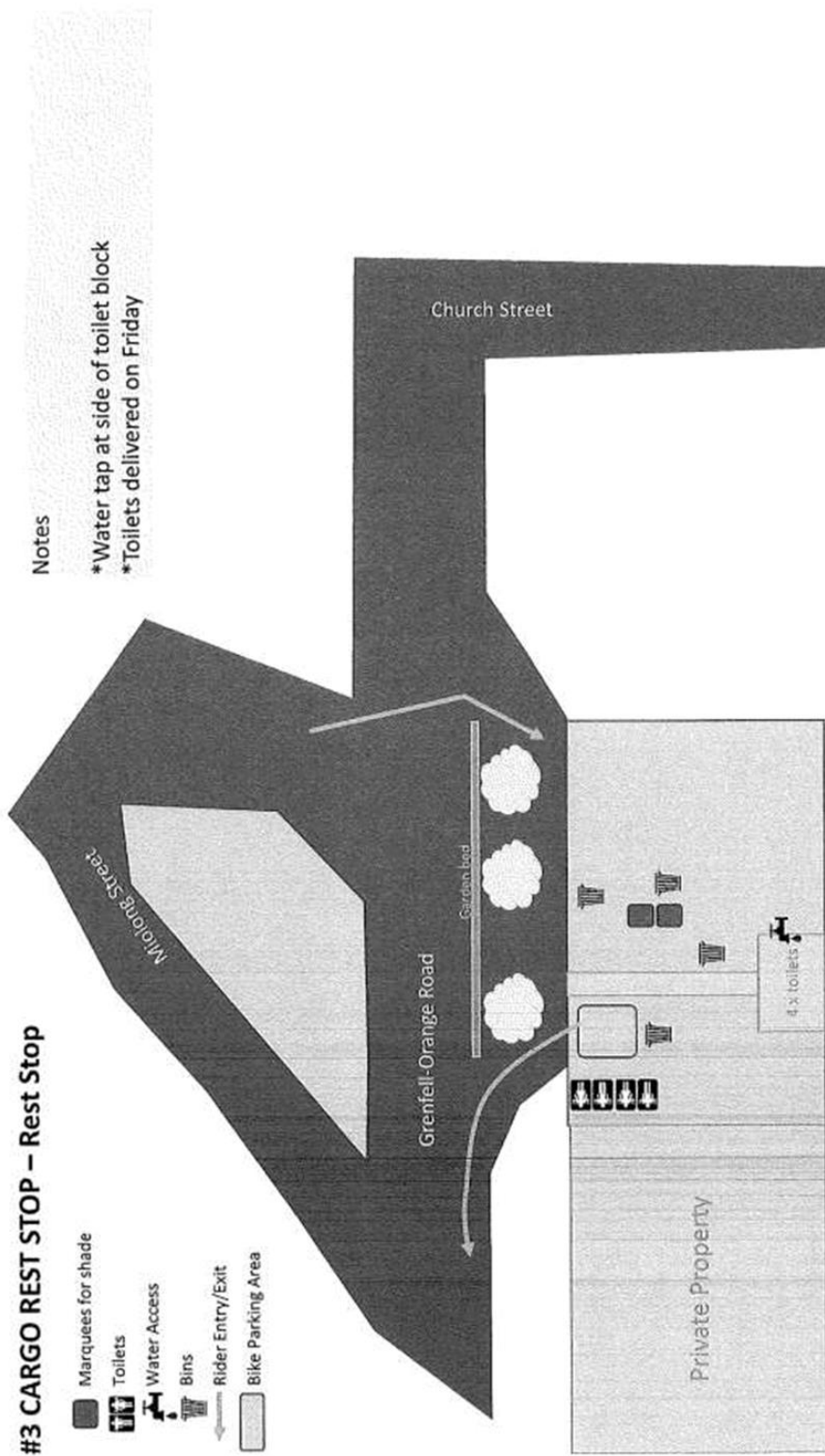
#2 Bowan REST STOP – Water Only Stop



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

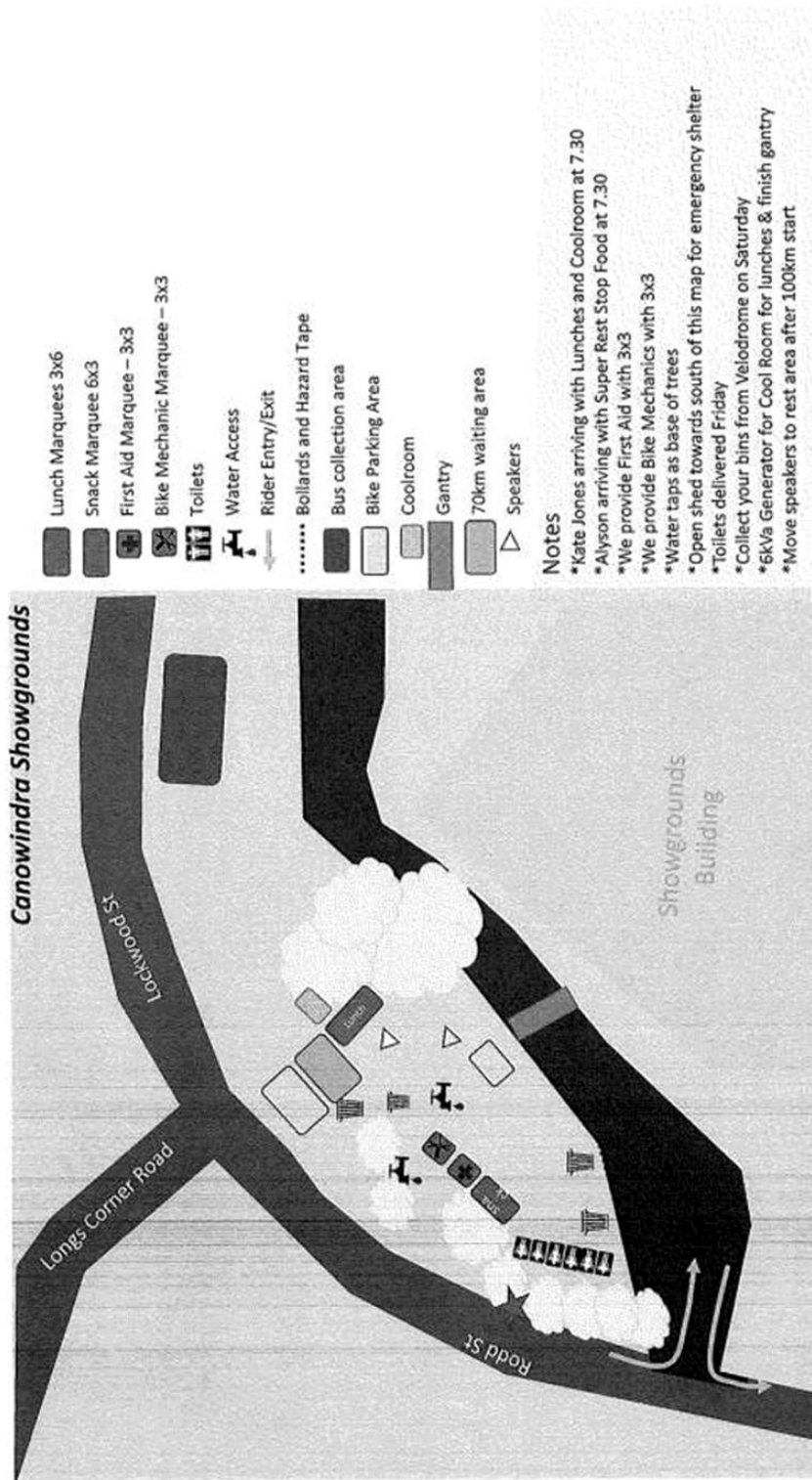


CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

#3 CANOWINDRA – LUNCH STOP & SUPER REST STOP



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



CANOWINDRA SITE OVERVIEW

BUS LOADING AND UNLOADING

- Buses and trucks expected to arrive 9:10am
- Vehicles enter and exit via gate 1. Hold riders at star when entering and exiting site
- First bus expected to depart 10:30am, last bus expected 12:30pm

START

- 100km riders exit out gate 3

FINISH

- 70km finish through gate 2

REST AREA

- Please refer to slide one for layout
- 170km enter and exit via gate 2

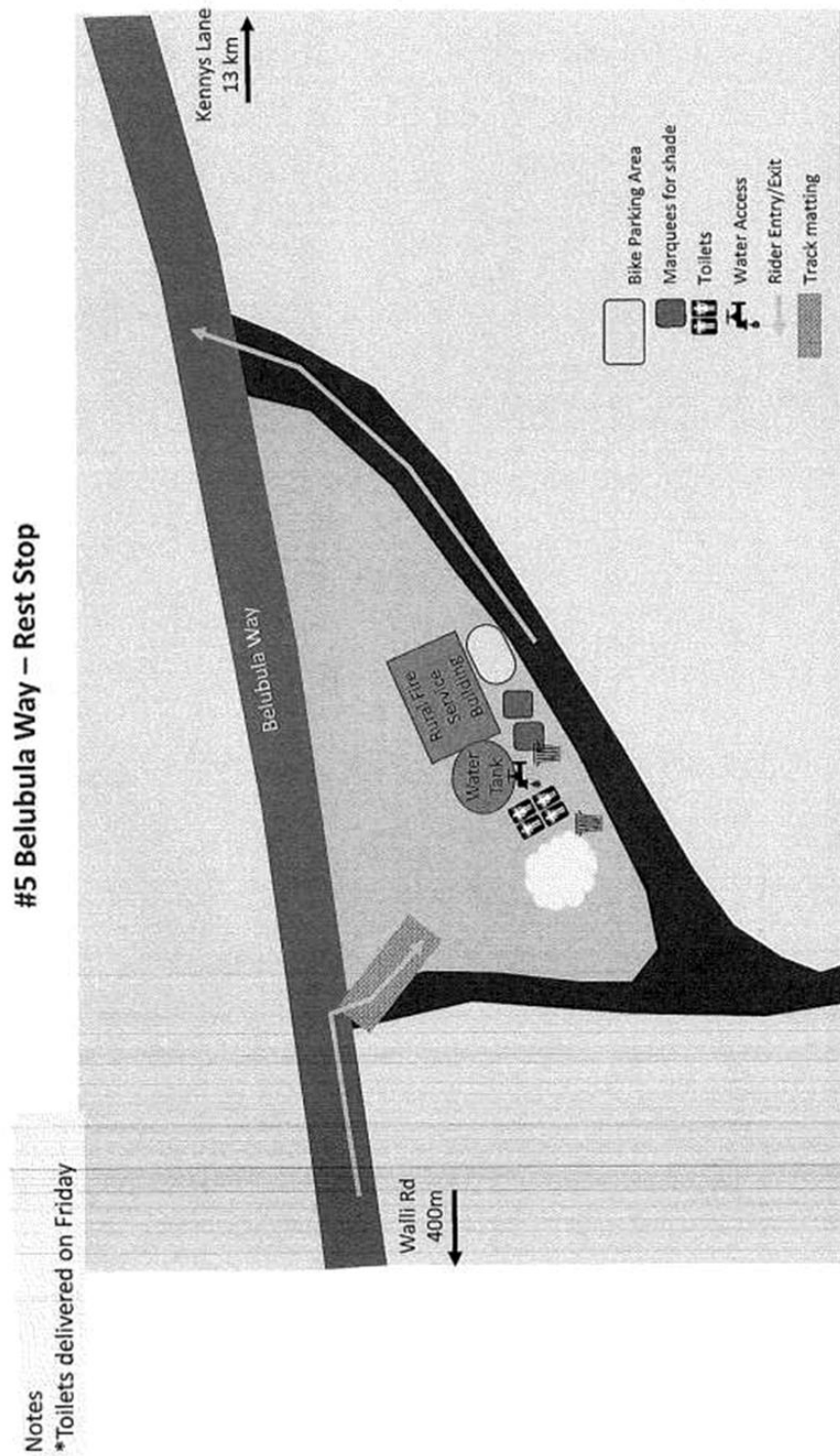
KEY

- Gantry
- Buses
- Start
- Finish
- Rest Area
- Gates
- PA System
- Generator
- CCB
- 70m riders
- 100km riders
- 170km riders

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

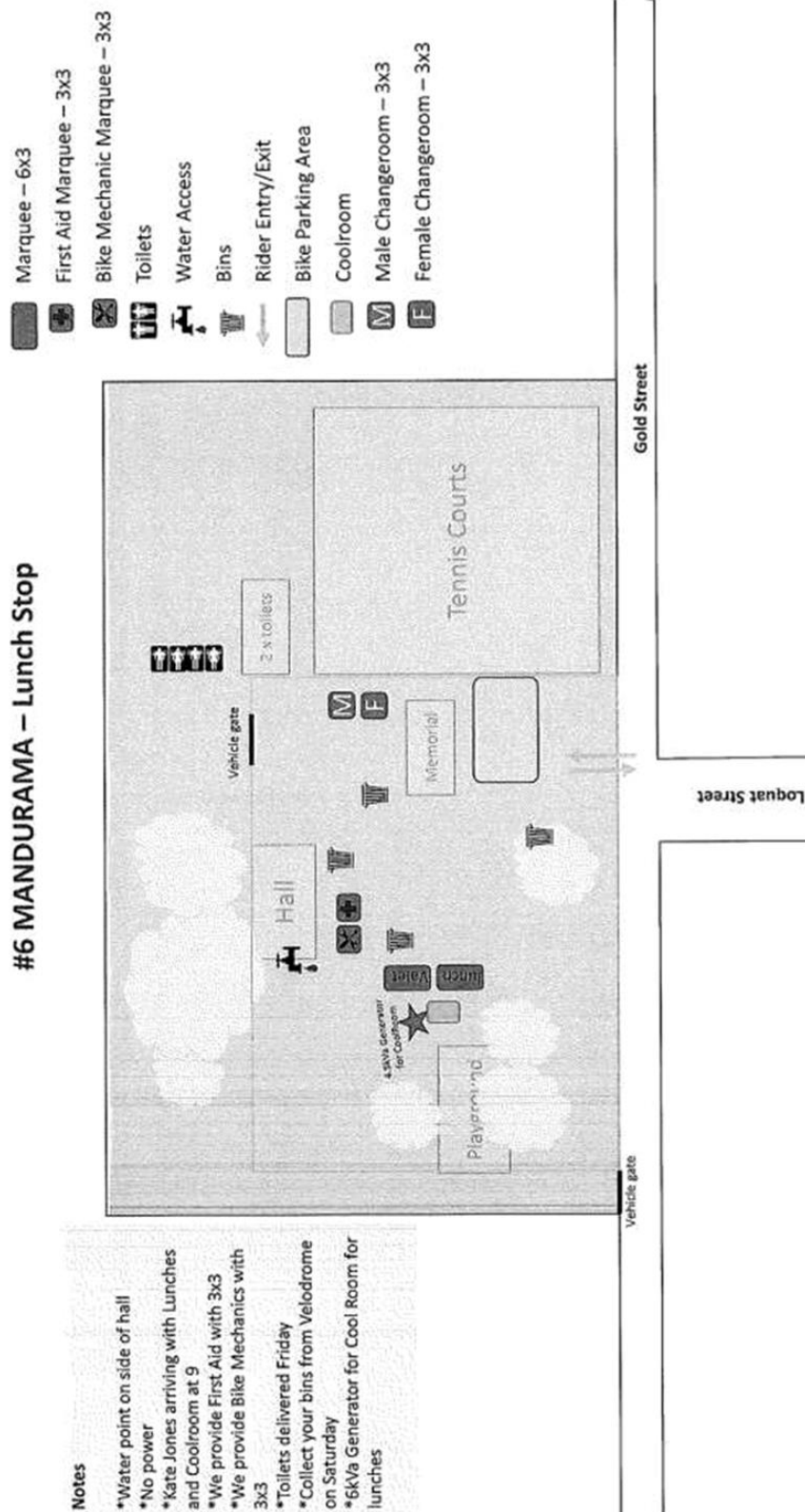
Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



CITY OF ORANGE TRAFFIC COMMITTEE

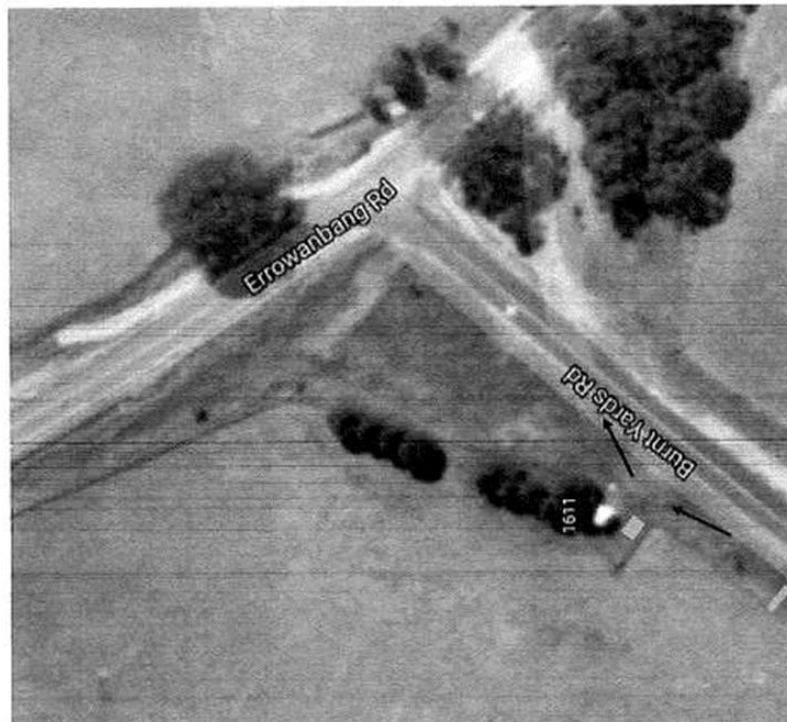
17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

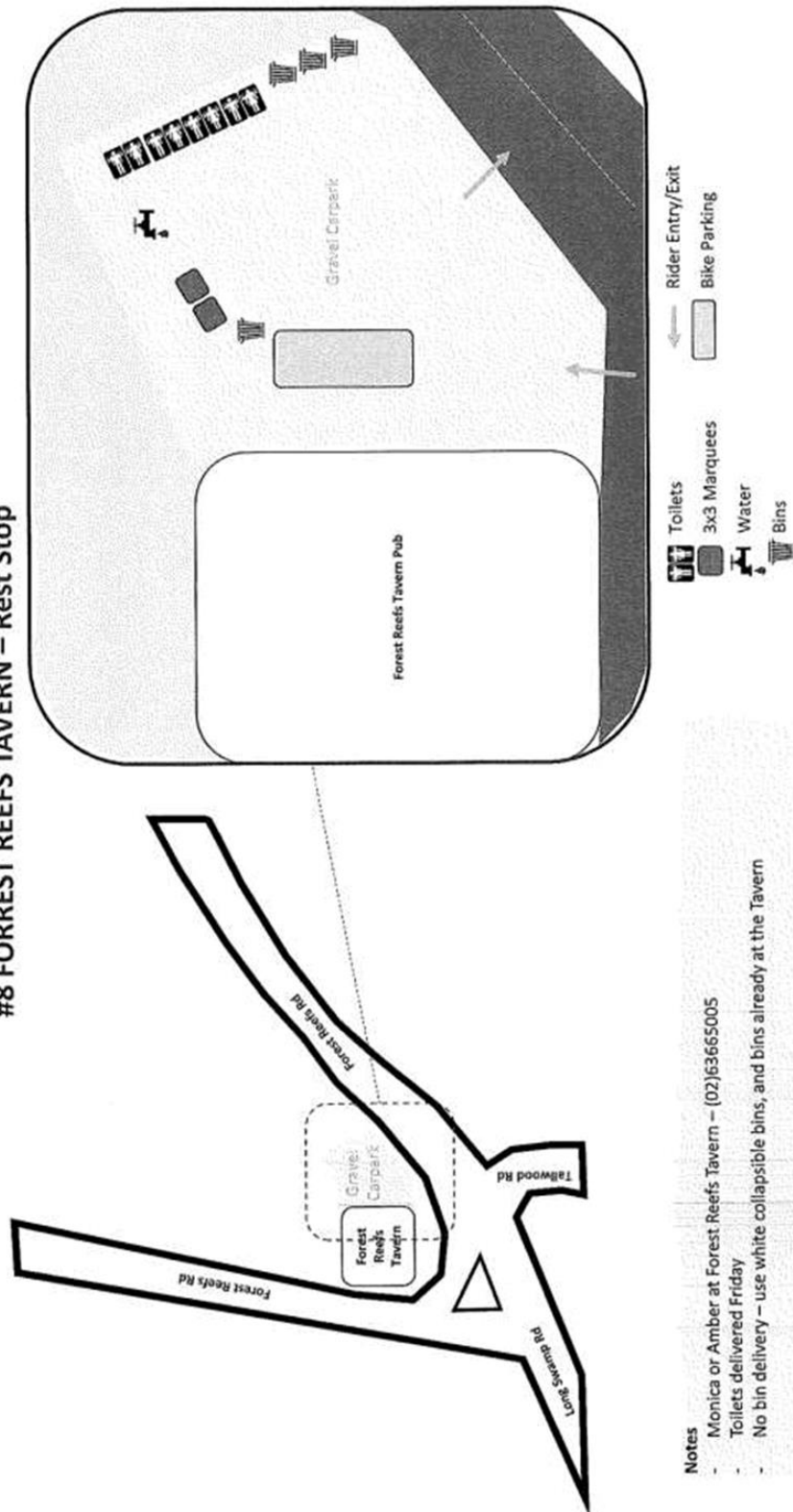
Key:

- Car with water tank
- Bidon bar
- Water stop ahead sign
- Rider entry
- Rider exit

#7 Burnt Yards Rd – Water Only Stop



#8 FORREST REEFS TAVERN – Rest Stop



Notes

- Monica or Amber at Forrest Reefs Tavern – (02)63665005
- Toilets delivered Friday
- No bin delivery – use white collapsible bins, and bins already at the Tavern

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



3. On Site

3.3. Sites and Contractors

Bicycle Network contracts professionals in their fields to ensure all Rest Areas are fit to hold an event to the scale of Newcrest Orange Challenge 2020

Supporting Documents to Follow:

- 3.3.1. Security Schedule – *attached*
- 3.3.2. Waste Management Plan – *attached*
- 3.3.3. Noise Management Plan – *attached*
- 3.3.4. Pedestrian Management Plan – *attached*
- 3.3.5. Alcohol Management Plan – *attached*
- 3.3.6. Alcohol Exemption Letter – *attached*
 - 3.3.6.1 Alcohol exemption Approval - *attached*
- 3.3.7. Liquor License – *attached*

Commercial in Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



3.3.1 Security Schedule

Date	Time	Robertson Park
Friday 20 March	15:00	Overnight Security on Duty
	16:00	Overnight Security on Duty
	17:00	Overnight Security on Duty
	18:00	Overnight Security on Duty
	19:00	Overnight Security on Duty
	20:00	Overnight Security on Duty
	21:00	Overnight Security on Duty
	22:00	Overnight Security on Duty
	23:00	Overnight Security on Duty
	0:00	Overnight Security on Duty
Saturday 21 March	1:00	Overnight Security on Duty
	2:00	Overnight Security on Duty
	3:00	Overnight Security on Duty
	4:00	Overnight Security on Duty
	5:00	Overnight Security on Duty
	6:00	Overnight Security on Duty
	7:00	Overnight Security on Duty
	8:00	Overnight Security on Duty
	9:00	Overnight Security Depart Bicycle Network Team Onsite
	10:00	Bicycle Network Team Onsite
	11:00	Bicycle Network Team Onsite
	12:00	Bicycle Network Team Onsite
	13:00	Bicycle Network Team Onsite
	14:00	Daytime Security on duty
	15:00	Daytime Security on duty
	16:00	Daytime Security on duty
	17:00	Daytime Security on duty
	18:00	Daytime Security on duty
	19:00	Daytime Security on duty
	20:00	Overnight Security Commence
	21:00	Overnight Security on Duty
	22:00	Overnight Security on Duty
	23:00	Overnight Security on Duty
Sunday 22 March	0:00	Overnight Security on Duty
	1:00	Overnight Security on Duty
	2:00	Overnight Security on Duty
	3:00	Overnight Security on Duty
	4:00	Overnight Security on Duty
	5:00	Overnight Security on Duty

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



	6:00	Overnight Security on Duty
	7:00	Overnight Security Depart Daytime Security Commence
	8:00	Daytime Security on duty
	9:00	Daytime Security on duty
	10:00	Daytime Security on duty
	11:00	Daytime Security on duty
	12:00	Daytime Security on duty
	13:00	Daytime Security on duty
	14:00	Daytime Security on duty
	15:00	Daytime Security on duty
	16:00	Daytime Security on duty
	17:00	Daytime Security on duty
	18:00	Daytime Security on duty
	19:00	Daytime Security Conclude Overnight Security Commence
	20:00	Overnight Security on Duty
	21:00	Overnight Security on Duty
	22:00	Overnight Security on Duty
	23:00	Overnight Security on Duty
Monday 23 March	0:00	Overnight Security on Duty
	1:00	Overnight Security on Duty
	2:00	Overnight Security on Duty
	3:00	Overnight Security on Duty
	4:00	Overnight Security on Duty
	5:00	Overnight Security on Duty
	6:00	Overnight Security on Duty
	7:00	Overnight Security Depart

Commercial in Confidence



3.3.2. Waste Management Plan

Bicycle Network is aware of its environmental responsibility and recognises that best practice waste management must be performed and promoted. As such we have adopted and will adhere to the waste hierarchy as recommended by the department of Sustainability and Environment (Victoria) that waste should be managed according to the following order of preference.

- **Avoidance**

We will advise our staff, contractors, vendors how to minimise the amount of unrecyclable waste material entering on venue (s).

- **Reuse**

As the organisers we will advise staff, contractors, vendors how to maximise the amount of reusable material entering on venue(s).

- **Recycling**

Provision will be made for the use of recycling bins at strategic locations both inside and outside the venue(s).

- **Disposal**

Where possible waste will be recycled. The use of landfill for unusable or contaminated recyclables will only be utilised as a last resort and only for materials that are not considered a resource by appropriate environmentally sound organisations.

Please find below an outline of our proposed waste plan for Newcrest Orange Challenge 2020

Waste Removal:

The majority of waste will be removed from event sites by Bicycle Network and/or Waste Management Contractor (JR Richards) and processed, except where an agreement is in place.

Scope of Works:

Set up of waste infrastructure for use during bump in
 Placement of bins and removal of set up waste
 Continual monitoring of bins during event
 Sweep of event sites and surrounding areas at completion of event
 Removal of waste and from site to be conducted

Location of bins:

Strategically located around the event sites according to crowd movement and site logistics.

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Times of installation & removal of bins:**

Bins will be installed for the event and removed upon event completion. Refer to requirements below.

Location	Delivery Date/Time	Pick Up Date/Time	No. Required	Supplied by
Robertson Park, Orange	20/03/2020	23/03/2020	10 x 240L waste 10 x 240L recycling 1 x 3x3m skip	JR Richards
Cargo	Robertson Park, Orange	Robertson Park, Orange	4 cage bins	Bicycle Network
Canowindra	10am	12pm	4 x 240L waste 1 x 240L recycling	JR Richards
Cowra			4 cage bins	Bicycle Network
Mandurama			4 x 240L waste 1 x 240L recycling	JR Richards
Forest Reefs			4 cage bins Bins on site	Bicycle Network /Forest Reefs Tavern

** Dates and Times subject to change*

Commercial In Confidence



3.3.3. Noise Management Plan

Statement:

As a special event occurring in an open public space Bicycle Network will make a concerted effort to limit the noise at all venues / rest areas.

Amplified sound will be utilized on Newcrest Orange Challenge 2020 at the Start and Finish Sites on event. On the start line, a small speaker system will be utilized facing away from local businesses and residents on Lords Pl, facing towards closed businesses on McNamara St. On the finish line, a small powered speaker system will be on Lords Pl, facing Robertson Park. The sound source used for Newcrest Orange Challenge 2020 will be a small, low voltage portable public-address system.

Noise and Lighting Planning:

In the lead up to the event Bicycle Network will take the following steps to ensure minimal impact on residents and businesses by taking the following steps:

1. Ensure appropriate entertainment is arranged
2. Place self-imposed limits on sound and lighting
3. Where possible plan to use noise barriers and have sound or lighting pointed away from residents and businesses
4. Communicate to residents and business's effected
5. Make contact details for event public on website

Complaint Procedure:

In the event that a sound or lighting complaint is made, Bicycle Network will take the following steps to address the complaint within local council guidelines.

1. Speakers or Lighting moved to a different position
2. Sound or Lighting reduced
3. Speakers or Lighting completely removed from being used on the event.



3.3.4. Pedestrian Management Plan

As the towns located within the event route are densely populated, any event sites will not be closed to pedestrian traffic, Bicycle Network are aware of allowing a safe and free access to both event and through pedestrian traffic.

Bump in and out

Robertson Park

During bump in and out, event team and contractors will be required to wear safety vests and secure the site with hazard tape and signs if necessary to redirect pedestrians along an alternative path. All vehicles will be walked in by event staff and foot paths will remain unblocked by infrastructure.

Rest Areas

During bump in and out, Rest Area Team Leaders and all contractors will be instructed to use hazard tape and signs to warn pedestrians if necessary and any vehicles entering the site during this time will be walked in by event staff.

During the Event

All footpaths through the event site are clear of infrastructure. There are also clear lines of sight allowing pedestrians to be able to see clearly their way through the site.

During the Prologue pedestrians to be separated from riders at all time using bollards, bunting and marshals at crossing points to enter Robinsons Park.

Accessibility

Bicycle Network, as the event organiser, is committed to ensuring all events are accessible for everyone. All temporary structures with flooring will have transition ramps to allow for mobility access into marquees. There are no stairs to access the site. There are no immediate barriers to vision impaired patrons; however all care will be taken when interacting with vision impaired customers.



3.3.5 Alcohol Management Plan

Overview

There will be one bar on-site at the Newcrest Orange Challenge Event Site, staffed by qualified contractors.

Service of alcohol will be available across the following periods:

- Saturday 21 March 2020: 14:00 to 18:30
- Sunday 22 March 2020: 11:00 to 18:00

Service of Alcohol

- Alcohol will only be sold/provided by the confirmed contractor from the 6m x 3m Bar marquee
- No service outside of this marquee will be permitted
- The marquee will have on display the sign: *"Under 18s not to be served alcohol – all premises"* signs.
- All contractors must physically check IDs
- No contractors to serve to underage minors (anyone under 18 years old)
- No contractors to serve to anyone showing signs of intoxication
- Signs at exit points where no open drinks can be taken

Management of Service

- Site manager to brief all contractors pre-event
- Site manager to check all displays are in place before guest arrival
- Security to re-enforce ID checks
- Security to manage no alcohol is served outside to designated area
- Security to re-enforce management of no service to intoxicated people
- Contractors and security to recognise the signs of impending intoxication
- Security placed on exit points to manage no open drinks to be taken out of zoned areas
- Event Staff to located at exit points assisting with managing no open drinks to leave the area – can escalate to security if needed.

Addition Requirements

- Low alcohol and non-alcoholic drinks will be available and promoted
- Water will also be available
- Food is available for purchase
- It is also necessary to ensure that alcohol consumption is limited to that purchased from the on-site licensed contractor
- Open alcohol must not be taken outside of the boundary area

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

**Contacts**

Name	Organisation	Responsibility	Contact No.
Jaimie Collins	Bicycle Network	Site Coordinator	0488 171 988
Rebecca Lane	Bicycle Network	General Manager - Events	0430 511 251

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Thursday 1 August 2019

General Manager
Orange City Council
135 Byng Street
Orange NSW 2800

To the General Manager,

Newcrest Orange Challenge 2020: Alcohol Restriction Exemption Request

The fifth-annual Newcrest Orange Challenge is scheduled for Sunday 22 March, 2020. Expected to attract over 1500 riders, as well as their family and friends, this mass-participation bike ride has become a hallmark event on the NSW cycling calendar.

In 2019 Bicycle Network successfully relocated our start / finish village to Robertson Park to work towards increasing the local community connection to the event, and will be doing so again in 2020.

With this in mind, I kindly request the support of Orange City Council in the form of an exemption to the Alcohol Restrictions that are currently in place for Robertson Park, with the exemption applicable from 12 noon on Saturday 21 March to 7pm on Sunday 22 March.

As always, we'll ensure all liquor licensing obligations and other relevant local laws are met. We're also working with the three pubs adjacent to the site to further involve them in the event, and expect the move will have only positive effects on their already-increased trade across the Event weekend.

We look forward to hearing from you in relation to this request, but should you require any further information, please just let me know.

Kind regards,

Rebecca Lane
General Manager – Events
Bicycle Network

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



Action IC19/17731
D19/51266

23 August 2019

Ms Rebecca Lane
Bicycle Network
Level 4/246 Bourke Street
Melbourne VIC 3000

Dear Rebecca

**REQUEST TO RELAX THE PROHIBITION ON ALCOHOL IN ROBERTSON PARK – NEWCREST
ORANGE CHALLENGE 2020 – 21 AND 22 MARCH 2020**

I refer to your correspondence dated 1 August 2019, regarding the Bicycle Network request for Council to relax the Alcohol Prohibition Order for Robertson Park for the Newcrest Orange Challenge 2020 from 12 noon on Saturday 21 March 2020 to 7:00pm on Sunday 22 March 2020.

The exemption to the Prohibition Order will be in accordance with the following conditions:

- Bicycle Network is to comply with all conditions of the Liquor and Gaming Licence and provide proof of the licence approval to Council.
- Bicycle Network is to cover any existing prohibition signage in/at Robertson Park during the event.
- Bicycle Network is to display signage stating that BYO alcohol is not permitted in Robertson Park.
- Bicycle Network is to liaise with local police.
- Bicycle Network is to liaise with hotels in close proximity to Robertson Park to discuss activities and possible scenarios.
- Council will advertise the change to the Prohibition Order in the local paper, the cost of which is to be met by Bicycle Network.

Should you have any inquiries in relation to this matter, please contact Council's Events Officer, Rachel Robinson via (02) 6393 8220 or email rrobinson@orange.nsw.gov.au.

Yours sincerely

David Waddell
ACTING GENERAL MANAGER

PO Box 35, Orange
NSW 2800 Australia

135 Byng Street, Orange
NSW 2800 Australia

P: +61 2 6393 8000
F: +61 2 6393 8199

council@orange.nsw.gov.au
www.orange.nsw.gov.au

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge



3.3.7 Liquor License

Pending – version 2

Commercial In Confidence

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

3.3.8 Nominated Emergency Shelters

In the event that extra shelter is required on course due to adverse weather conditions, bushfires or another emergency situation Emergency Shelters will come into operation. The following emergency shelters are pending for 2020.

Location	Venue Name	Address	Contact Person	Contact Details	Key Collection	Notes
Start Finish Robertson Park	CWA Building	Robertson Park				
Cargo Rest Stop	The Cargo Inn	34-38 Belmore Street	Donna	0407 003 058 / 634 3227	Phone Donna (Publican) for access or knock on the brick house directly across from the pub has a spare key and can let you in if needed (He is the old publican)	Contacted for use same as 2019 - Confirmation TBC
Canowindra Lunch Stop	Canowindra Show Grounds	Canowindra Rd	Bill Watson	02 6344 1886	Contact Bill for keys to large shed	
Cowra Rest Stop	RFS Building at Rest Stop	Belubula Way	John	0427 913 056	Contact John on the day and he will provide access.	
Mandurama Super rest stop	Royal hotel Mandurama	14 Olive Street, Mandurama	TBC	02 6367 5022	Call to have access.	
Forest Reefs Tavern Water Stop	Forest Reef Tavern	1000 Forest Reefs Rd, Forest Reefs NSW	Monica Donnelly	Monica 0458888813 / Johns 0427766662	Tavern will be open.	

**Please note these locations are pending and will be confirmed in Version 2*



3. On Site

3.4. Infrastructure and Facilities

Overview

Bicycle Network along with its working partners, ensure that any infrastructure assembled on its site are a party to all present protocols. Along with that, Bicycle Network ensures necessary measures in place to verify our sites are accessible for all.

This means that all marquees are properly weighted to industry standards, and no marquee is pegged into the ground without local council approval.

Contacts

Name	Organisation	Responsibility	Contact No.
Rebecca Lane	Bicycle Network	Event Manager	0430 511 251
Jaimie Collins	Bicycle Network	Site Coordinator	0488 171 988
Nicki	JD Events	Marquee Contractor	02 6332 9511
Chris Fieldus	Coates Hire	Toilet Contractor	0407 218 284
David Brown	TFH Bathurst	Fencing Contractor	0418 666 602
Erin Cramer	JR Richards	Waste Management Contractor	02 6362 6353

Toilet Facilities

The total amount of toilets available to the public and riders will fall within the required amounts as specified in the Orange Council Events Kit; displayed below. The lunch and snack rest areas will fall under <500 with no alcohol, while the finish site be categorised under >1000 with alcohol.

If any other council within the regions high numbers that below, we will accommodate according.

Please see Site Plans for further details

Toilet facilities guide				
People	No alcohol		Alcohol	
	Male	Female	Male	Female
<500	3	6	11	13
>1000	6	9	15	16

CITY OF ORANGE TRAFFIC COMMITTEE

17 DECEMBER 2019

Attachment 1 Attachment - 2020 Newcrest Challenge

Waste Removal

The majority of waste will be taken off site by Waste Management Contractor (JR Richards) and processed, except where existing toilets are in place.

Liquid Waste

All Portable toilets will be aligned with the Office of Environment & Heritage as provided by our portable toilet supplier (Coates Hire).

Scope of Works

Bump In/Out of toilets

Ensure all toilets are stocked and sanitised prior to use

Removal of waste and from site to be conducted by portable toilet supplier (Coates Hire)

Location of toilets

Strategically located around the sites according to crowd movement and site logistics.

Times of portable toilet installation & removal

Toilets will be installed for the event and removed upon event completion. Refer to requirements below.

	Council	Delivery Date	Pick up Date	No. required
Robertson Park	Orange City Council	Date: 20/03/2020	Date: 23/03/2020	10
Cargo	Cabonne Council	Date: 20/03/2020	Date: 23/03/2020	5
Canowindra	Cabonne Council	Date: 20/03/2020	Date: 23/03/2020	6
Belubula Way	Cowra Council	Date: 20/03/2020	Date: 23/03/2020	3
Mandurama	Blayney Council	Date: 20/03/2020	Date: 23/03/2020	6
Forest Reefs	Blayney Council	Date: 20/03/2020	Date: 23/03/2020	3

** Times subject to change*

Drinking water facilities and access

The amount of drinking water facilities available at all sites will be one drinking fountain for every 150 participants or part thereof.

Commercial In Confidence

3 GENERAL REPORTS

3.1 CURRENT WORKS

RECORD NUMBER: 2020/85

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

The purpose of this report is to update Council on construction and maintenance works which have been carried out since the last current works report to Council.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1 Preserve - Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council resolves to note the report on Current Works.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Road Maintenance

Routine maintenance activities were undertaken across the city.

Road Upgrading

Shiralee Road upgrading

Stage 2 works are now sealed. We expect asphalt to be laid during the last weeks of January.

3.1 Current Works



Photo: Shiralee Road sealed ready for asphalt overlay

Road Rehabilitation

Road rehabilitation works were undertaken at Gorman Road.

Asphalt Works

Asphalt overlays were undertaken on selected sections of Sieben Drive and cul-de-sacs in:

- Scott Place
- Lone Pine Avenue
- Heath Place
- Anzac Place.

Edward Street was resurfaced in asphalt from Churchill Avenue through to McNeilly Street.

Road Resealing

Reseals were applied to:

- Northern Distributor Road – East of Icely Road
- Banjo Patterson Way – two sections
- Moulder Street – Sale to Hill Street.

Traffic Facilities

Roundabout at Hill Street and Matthews Avenue

Works continued at this intersection with asphalt laid and the intersection reopened as a roundabout prior to Christmas. Street lighting and landscaping are to follow.

3.1 Current Works



Photo: Roundabout at Hill Street and Matthews Avenue just prior to reopening the intersection

Roundabout at March Street and McLachlan Street

Works began in January on the construction of a roundabout at this intersection. Initial works include the removal of existing kerbs and the relocation of Council's water mains through the site.

Concrete and Drainage

Severe damage occurred to a section of the shared facility pathway between McLachlan Street and Spring Street after fire brigade units travelled along the path whilst responding to a grass fire. Safety issues posed by the severity of the damage and the increased risk due to popularity of the walking and cycling route will require that the reconstruction of this pathway, estimated at \$90,000, be brought ahead of other programmed footpath rehabilitation works this financial year. Future reconstruction will include steel reinforcing to help prevent further occurrences of this nature. Council's insurance policies do not cover damage to these types of assets.

Footpath patching in asphalt was undertaken in Byng Street.

Drainage maintenance to clear blocked pit inlets was undertaken in January in response to premature leaf drop and storm activity. Sections of the East Orange Channel around March Street were cleared of debris and vegetation growth.

Linemarking

CBD on-street disability accessible car spaces were remarked by Council's contractor. It is expected that the contractor will return in late January to refresh the markings for disability accessible car spaces in Council owned off-street car parks.

3.1 Current Works

WATER SUPPLY SERVICES

The type and number of water supply service responses by maintenance staff are shown in the table below.

Category	July 2018 – June 2019	November 2019	December 2019
Leaking meters	418	18	63
Faulty meters (incorrect readings)	148	0	17
No supply	53	2	2
Water pressure complaints	32	1	1
Meter box/lid replacements	52	4	3
Water quality	38	3	4
Service break	4	0	0
Service leak	49	4	2
Main break	75	8	4
Main leak	267	22	17
Valve leak	7	8	0
Hydrant leak	83	10	5
Total Water Requests	1226	80	118

Private Works Orders

- 100mm fire service and 40mm domestic meter installation to 52 Lords Place
- 50mm fire service installation to 266 Anson Street
- 20mm dual water services installation to Jade Avenue including sewer access chamber installation.
- 25mm dual water services installation to 24 Telopea Way
- 20mm water service installation to 166 Murphy Lane.

Construction Works

- Works have commenced on the relocation of the 375mm and 150mm water mains under the proposed roundabout at McLachlan Street and March Street. Works on the water main relocation are expected to be completed by 7 February 2020.
- Works have been completed on the lowering of the 300mm water main along the Northern Distributor Road for the proposed roundabout.

Water Service Renewals

- 120 Gorman Road 20mm water service renewal.

3.1 Current Works

SEWER SERVICES

The type and number of sewer service responses by maintenance staff are shown in the table below.

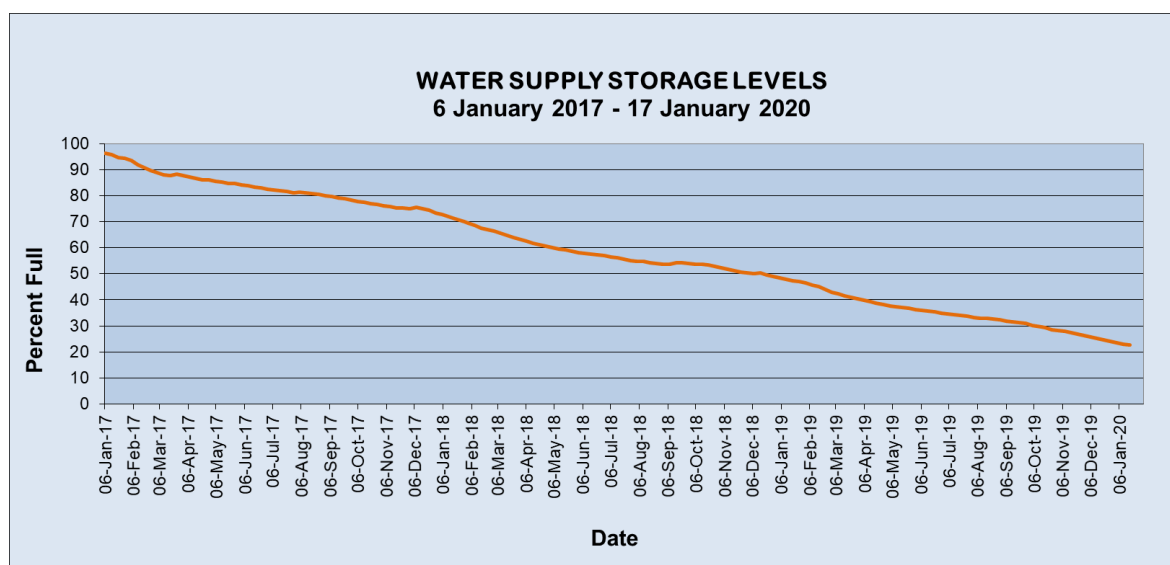
Category	July 2018 – June 2019	November 2019	December 2019
Sewer blockages	429	40	21
Odour	14	2	0
Overflows	176	13	11
Total Sewer Requests	619	55	32

Sewer Construction Works

- Sewer reconstruction of 10m of 150mm sewer main in the Barrett Estate.
- Sewer reconstruction at 2 Nathan Street.

WATER SUPPLY SECURITY**Water Storage Levels**

The combined storage of Suma Park and Spring Creek Dams as at 16 January 2020 is 22.53%. Water storage trends for the combined storages since January 2017 are shown in the graph below.



Location	Level Below Spillway (m)	% of Capacity
Suma Park Dam	14151	20.82%
Spring Creek Dam	4258	29.87%
Lake Canobolas	1824	53.70%
Gosling Creek Dam	2724	32.99%

3.1 Current Works

Supplementary Raw Water Sources

Extractions from the supplementary raw water supplies in recent months are provided in the table below.

Raw Water Source	October 2019 (ML)	November 2019 (ML)	December 2019 (ML)	Total (ML) 2019/2020
Bores*	14.75	12.62	12.41	80.36
Stormwater	14.95	31.48	19.84	232.97
Macquarie River	0.00	0.00	0.00	12.32
Total	29.70	44.10	32.25	325.65

* Bores include two at Clifton Grove and one at the Showground

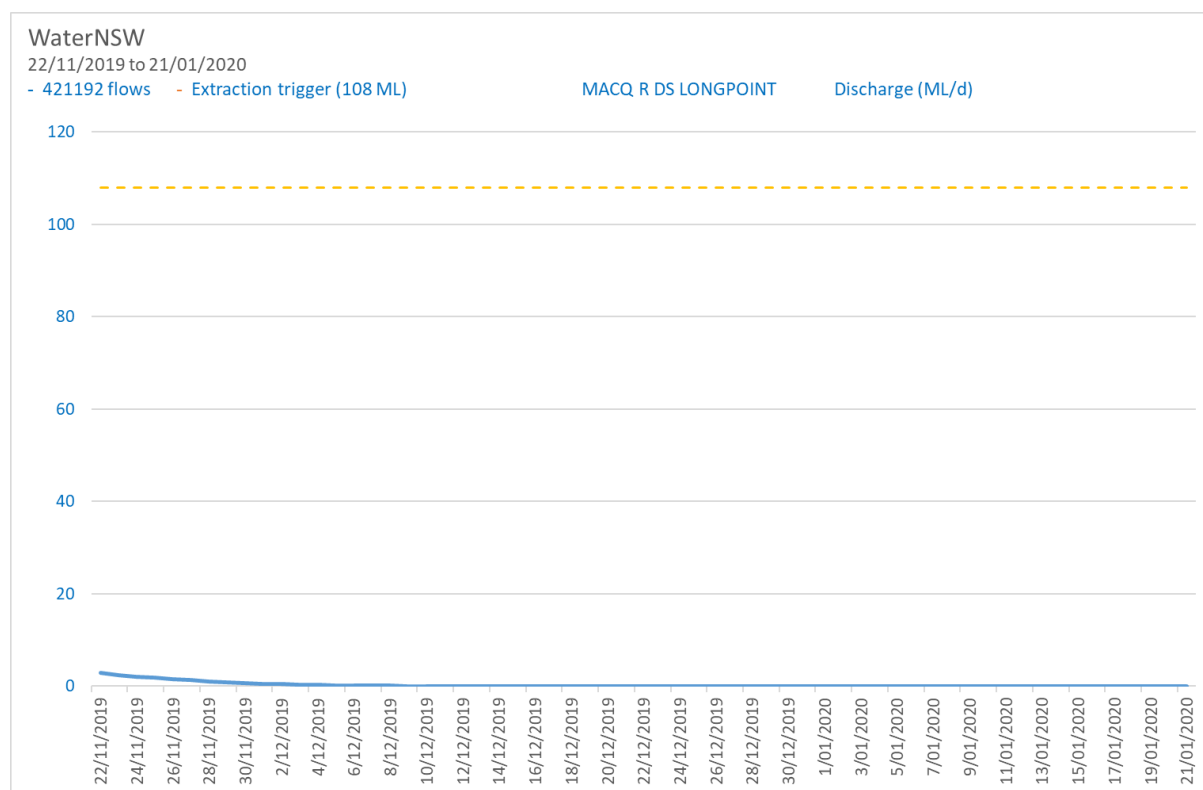
A more detailed monthly summary of raw water transfers can be found on Council's website at <https://www.orange.nsw.gov.au/water/oranges-water-supply/>.

The Decision Support Tool (DST) water year analysis for the period 1 July 2019 to 30 June 2020 has been completed. Continuing dry conditions require all available supplementary raw water sources to be operated.

Macquarie River Flows

The flows in the Macquarie River monitored downstream of Long Point (Station 421192) did not exceed the flow rate trigger of 108 ML/d for the period of 22 November 2019 to 21 January 2020. The maximum flow rate for the period was 2.9 ML/day.

The chart below was sourced from the WaterNSW website with flows presented in megalitres per day (ML/d).



3.1 Current Works

Demand Management

Water Restrictions

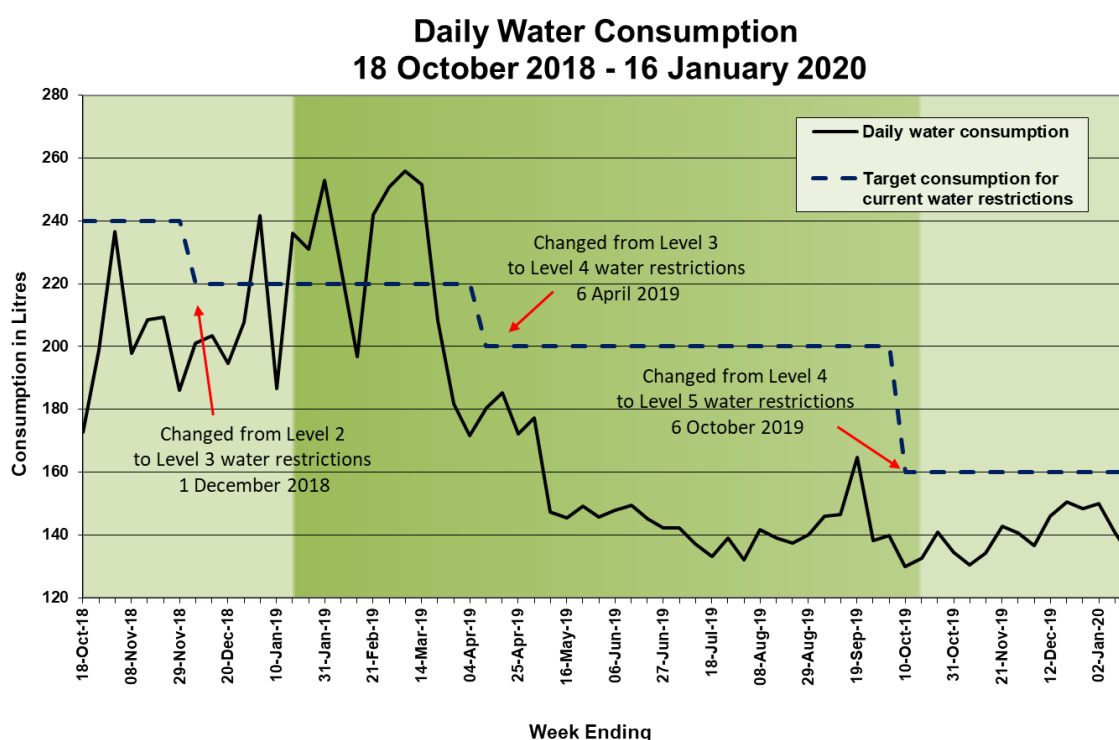
Level 5 water restrictions were introduced on Sunday 6 October 2019.

The Demand Management Team continues to deliver a very successful water conservation program across Orange. Both residential and non-residential strategies are being developed and implemented by this team.

Four successful public water forums targeted at both the residential and business sectors were held on Wednesday 15 January 2020 and Thursday 16 January 2020. A copy of this presentation can be provided on request. Those in attendance left the forums much better informed about previous and current work that is being carried out by Council.

Residential water use

Average daily residential water consumption during the week ending 16 January 2020 was 133 litres per person per day. The target under Level 5 water restrictions is 160 litres per person per day. The graph below shows the average daily residential water consumption trends since October 2018.



Non-residential water use

Council staff have completed water audits on 25 of the 88 largest water users in the non-residential sector. Audits have been undertaken for five of the larger High Schools and a number of other businesses.

Group meetings have been held with:

- Car dealerships
- Concrete batch plants operators; and the
- Building sector.

3.1 Current Works

Council staff have also met with Orange Health Service management and propose to hold meetings with the hospitality sector along with one on one discussions with both car washes.

As required under Level 5 Water Restrictions, these businesses will then need to complete Water Savings Action Plans outlining strategies that they will be implementing in order to reduce water use

Total water use

The average daily city-wide water consumption (all users) for the period between 14 December 2019 and 16 January 2020 was 9.046 ML/day.

Council facility water audits

The water audit has been completed for the Aquatic Centre. A program for implementation of water reduction strategies is yet to be developed and implemented.

DRINKING WATER QUALITY

Water samples are collected as a component of Orange City Council's Drinking Water Quality Monitoring Program in accordance with NSW Health requirements. Samples are collected regularly and sent to a NSW Government National Association of Testing Authorities (NATA) accredited laboratory for analysis. Samples collected in November and December 2019 complied with the Australian Drinking Water Guidelines.

SHIRALEE CREEK SEWER

Late last year, the tender was awarded to EL Civil Engineering Pty Ltd for the construction of the Shiralee Creek sewer project. Construction is expected to commence in early February and is anticipated to be completed in July 2020. Work is to begin at the Endeavour Oval end of the project and progress south with a road crossing at Woodward Street in late February and an underbore across the Orange Broken Hill railway line toward the end March/early April. Once completed, a large section of the Shiralee area becomes available for development.

SOUTHERN FEEDER ROAD CONSTRUCTION STAGE 2 (SFR2)

The backfilling of bridge abutments has now been completed and the western abutment and wing walls have been poured. Placing of formwork and reinforcing steel are being undertaken on the eastern abutment. Casting of the bridge girders has commenced in Newcastle and all are expected to be manufactured by the end of January 2020.

The asphalt paving base layer has been completed on Edward Street and some of the SFR east of Edward Street. Traffic is expected to be switched onto this part of the works in February to allow the construction of the cul-de-sac on Elsham Avenue north of the works.

Work is continuing at the Huntley Road, Elsham Avenue and McNeilly Avenue tie-ins. Works are expected to be completed within the first half of the new calendar year.

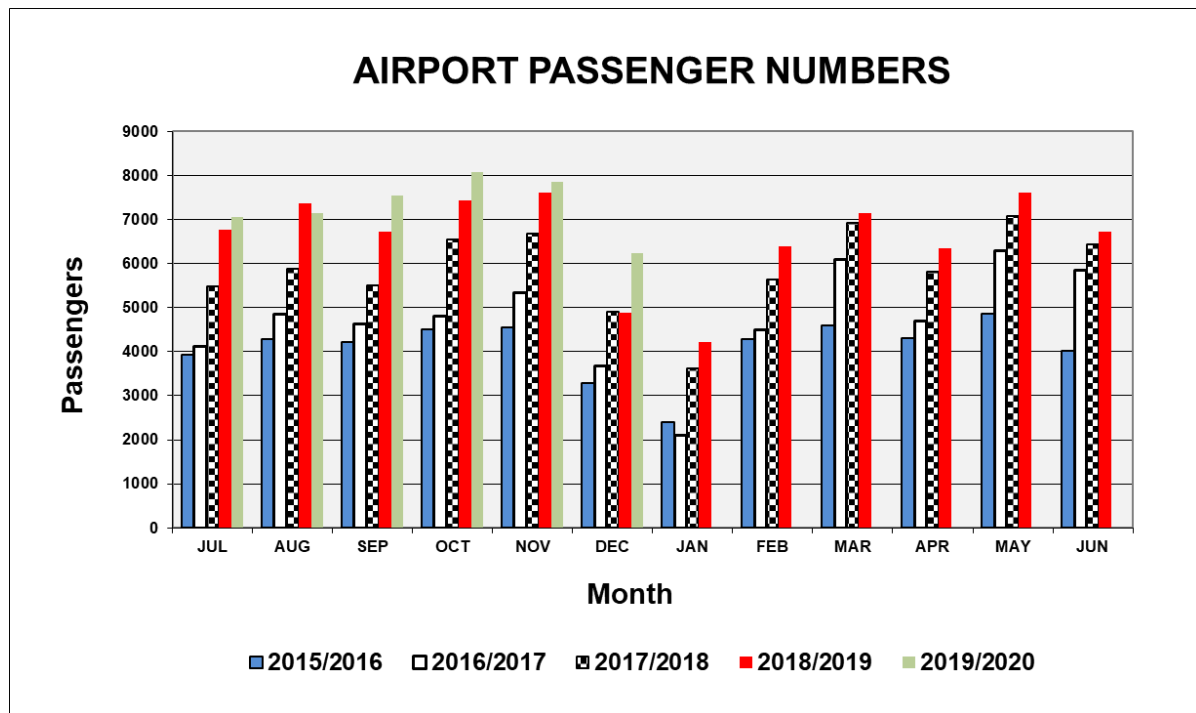
3.1 Current Works

ASTILL DRIVE POUND

Construction continues with the building structure with the concrete slab poured before Christmas for the building structure. The frame was erected early in the New Year and quickly followed by the roof installation. Currently, the contractors are working on constructing the retaining walls and the detailed earthworks in preparation for the pavement areas.

AIRPORT PASSENGER NUMBERS

Passenger numbers for November 2019 were 7,851 compared with 7,612 in the same month in 2018 and in December 2019 were 6,230 compared with 4,887 in the same month in 2018.

**AIRPORT ENERGY USAGE**

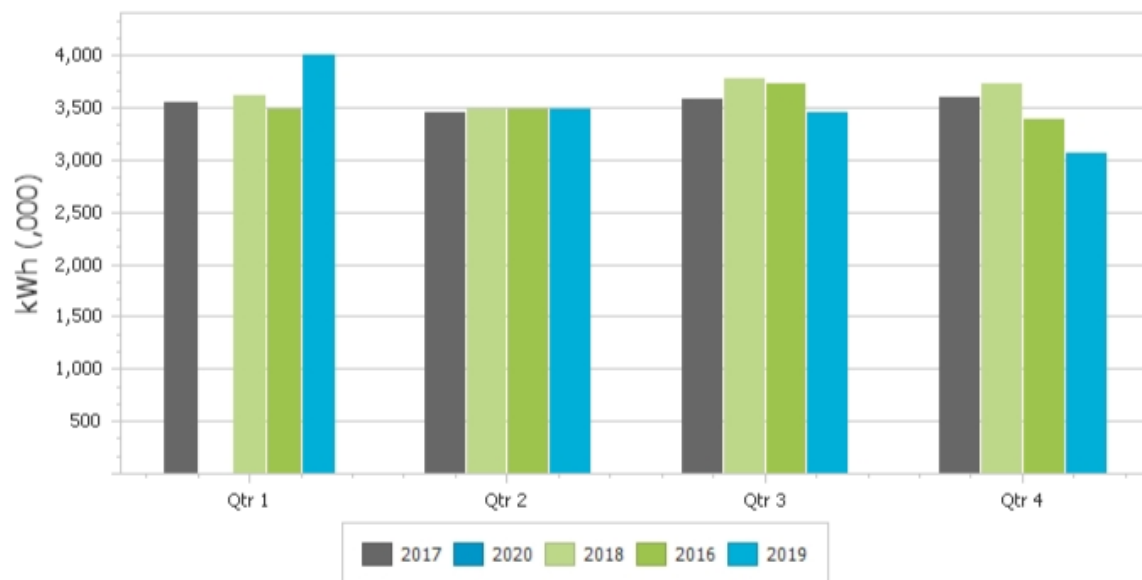
Energy used at the airport during November 2019 was 20,831.84 kWh at a cost to Council of \$5,761.09 and during December 2019 was 21,037.28 kWh at a cost of \$5,939.58.

3.1 Current Works

ENERGY USE

The following information is sourced from E21, Council's energy software.

Consumption History



History Last 12 Months

Group	Consumption (kWh)	CO2 Emissions (t)	Bill (Ex GST)
Parks & Gardens	149,005	134	\$49,967
Water	4,516,402	4,065	\$994,121
Public Buildings & Facilities	3,318,509	2,987	\$768,913
Lighting	2,831,142	2,548	\$1,144,904
Other	608,917	548	\$179,918
Sewer	3,450,837	3,106	\$709,171
Macquarie Pipeline	481,620	433	\$163,713
Ungrouped	0	0	\$0
Total	15,356,432	13,821	\$4,010,707

Monday 20 January 2020