



**TRAFFIC COMMITTEE MEETING OF GRIFFITH CITY COUNCIL
TO BE HELD IN THE MURRAY ROOM COUNCIL ADMINISTRATION
BUILDING, GRIFFITH ON 11 MARCH 2014 AT 10.30 AM**

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|------|--------------------------|--|
| CL01 | Apologies | |
| CL02 | Confirmation of Minutes | |
| CL03 | Business Arising | |
| CL04 | Declarations of Interest | |
| CL05 | p 09 | Jack McWilliam Road Traffic Management |
| CL06 | p 12 | NSW Masters Cycling Championships - Road Race
27 September 2014 |
| CL07 | p 53 | NSW Masters Cycling Championships - Criterium Race
28 September 2014 |
| CL08 | p 77 | NSW Masters Cycling Championships - Individual Time Trial
29 September 2014 |
| CL09 | p109 | St Patrick's School Bus Zone |
| CL10 | p127 | Action Report |
| CL11 | General Business | |
| CL12 | Next Meeting | |

AGENDA

DISTRIBUTION LIST

Councillor Doug Curran (Chair), (Councillor Simon Croce - Alternate), Sergeant Colin Lonsdale (Police), Michael Buckley (RMS), Adrian Piccoli (MP) or John Bonetti (representing Adrian Piccoli), Engineering Design and Approvals Manager, Graham Gordon; Traffic Engineer, Mathew Vitucci; Road Safety Officer, Greg Balind; Minute Secretary, Jenny O'Donnell-Priest



MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD IN THE MURRAY ROOM, GRIFFITH ON 11 FEBRUARY 2014 COMMENCING AT 5.30 PM

PRESENT

Councillor Doug Curran (Chair), Sergeant Andrew McKenzie (Police), Michael Buckley (RMS), John Bonetti (representing Adrian Piccoli)

STAFF PRESENT

Engineering Design and Approvals Manager, Graham Gordon; Traffic Engineer, Mathew Vitucci.

CL01 APOLOGIES

RECOMMENDED on the motion of John Bonetti and RMS representative that an apology be received from Road Safety Officer, Greg Balind.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of John Bonetti and RMS representative that the minutes of the previous meeting held on 10 December 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

3.1 Pedestrian Crossing North Avenue Yenda

No Response has been received from Yenda Progress Association as yet.

3.2 Large Machinery on Roads

Mr Vitucci and Mr Gordon sought clarification as to what is required. Council to organise a meeting with machinery businesses to discuss.

3.3 Griffith Cycle Club - Proposal to Host 2014 NSW Masters Championships

Mr Vitucci advised Griffith has been granted the Championships. Traffic Control Plans to be presented at the next meeting.

3.4 Sign Upgrades - North Kooba Settlers Road X Kidman Way

Police advised an accident had occurred at the intersection last week and have requested guard rails be installed. RMS advised guard rails would have limited effect however previous recommendation will improve and increase the size of signage. Lights from power station affect the intersection. Staff to write to Transgrid.

CL04 DECLARATIONS OF INTEREST

Nil.

CL05 INTERSECTION OF PALLA STREET AND WYANGAN AVENUE - PROPOSED GIVEWAY SIGN AND LINEMARKING

The Committee considered a request to install Giveaway signage on Palla Street at the intersection with Wyangan Avenue. Traffic from Palla Street is not giving way to oncoming traffic along Wyangan Avenue, especially if the traffic from Palla Street is entering the Wyangan Service Station.

RECOMMENDED on the motion of John Bonetti and RMS representative that a Giveaway sign and associated hold lines be installed at the intersection of Palla Street and Wyangan Avenue.

CL06 PROPOSED ROAD TRAIN ROUTE - GUM CREEK ROAD, WALLA AVENUE, JONCONDON ROAD AND BEAUMONT ROAD HANWOOD

The Committee considered a request for the extension of Griffith's Road Train network in Hanwood. The proposal is for road trains to travel along Gum Creek Road, Walla Avenue, Joncondon Road and Beaumont Road.

Councillor Curran advised that the Transport Management Committee recommended a 12 month trial of the route at the meeting held 10 February 2014.

Mr Bonetti requested Council work with Murrumbidgee Irrigation (MI) with a view to having any future upgrades to bridges/culverts accommodate road trains/B-Doubles. Council have a Memorandum of Understanding with MI.

RECOMMENDED on the motion of John Bonetti and RMS representative that:

(a) The Committee note that the Transport Management Committee have recommended a 12 month trial of the Road Train Route along Gum Creek Road, Walla Avenue, Joncondon Road and Beaumont Road.

(b) Council meet with MI to discuss future upgrades with a view to accommodating road trains and B-Doubles.

CL07 OLD WILLBRIGGIE ROAD X MIRROOL BRANCH CANAL ROAD CONFLICT OF PRIORITY

This report was laid on the table at the Traffic Committee Meeting held 10 December 2013.

Additional information was provided as requested.

The Old Willbriggie Road x Mirrool Branch Canal Road 'T' intersection has a number of conflicting signs/hold lines and other management issues which are currently causing confusion regarding traffic priority at the site. Upgrades are required at the site to formally identify traffic priority at the intersection.

Councillor Curran advised this issue had been considered by the Transport Management Committee at the meeting held 10 February 2014. RMS advised that the issues regarding east bound traffic would be solved with centre linemarking.

RECOMMENDED on the motion of RMS representative and Sgt McKenzie that:

(a) The report be raised from the table

(b) A change in priority against the 'T' intersection rule whereby southbound drivers on Old Willbriggie Road have right-of-way at the intersection with Mirrool Branch Canal Road, including appropriate advanced warning signs being installed on Mirrool Branch Canal Road to the east and west of Old Willbriggie Road and appropriate sized give way signs and lines including centre linemarking on Old Willbriggie Road, being installed at the intersection.

CL08 ACTION REPORT

The Committee reviewed the Action Report. Council staff to follow up McNabb Crescent speed issues.

CL09 GENERAL BUSINESS

9.1 B-Double Old Willbriggie Road

Councillor Curran enquired about the possibility of gazetting Old Willbriggie Road as a B-Double route. Mr Vitucci explained reasons against this.

9.2 Pedley Road RMS Inspection Station Access

Councillor Curran advised he had been made aware of increasing unrest from residents regarding traffic using Pedley Road to access the RMS Inspection Station. RMS advised Council should send a letter to the Regional Manager regarding this issue.

9.3 Speed Zone - Patches

Kidman Way road patches to be rectified.

9.4 Boonah Street/Macarthur Street Roundabout

RMS advised there were no signage or markings on the roundabout. Mr Gordon advised this is due to the roundabout being fully mountable for buses.

9.5 Repeater Speed Sign Wyangan Avenue

Police requested a repeater 50 kph sign on Wyangan Avenue. RMS did not support the

request for additional signage. Council staff and RMS to inspect.

9.6 Grape Harvest

Mr Bonetti enquired whether there was any trouble this grape harvest. He was advised there have been a number of spills.

9.7 City Park

Mr Gordon tabled questions from Mr Lance Perry in relation to City Park (see Attachment a). The Committee discussed Council's response and agreed to the response.

9.8 Dredge Street Traffic Control Plan (TCP)

Mr Vitucci tabled a TCP for Dredge Street road train alternate route.

CL10 NEXT MEETING

The next meeting of the Traffic Committee is to be held on 11/03/2014 at 10.30 am.

There being no further business the meeting closed the time being 12.00 pm.

ATTACHMENTS

- (a) Question Time from Mr Lance Perry at the Ordinary Meeting of Council held 14 January 2014
- (b) Information tabled at the Traffic Committee Meeting 11 February 2014

(a) Question Time from Mr Lance Perry at the Ordinary Meeting of Council held 14 January 2014

Mr Lance Perry, on behalf of the Community and Development Council of Griffith Inc. asked the following question:

"The parking area in Kookora Street adjacent to City Park keeps being brought up by members of the public, both by drivers of trucks and vehicles as well as patrons to City Park.

Their concern is that of safety when alighting from their vehicles in Kookora Street to access City Park. Griffith City Council would be aware that this has been a concern from the beginning of the city park project.

As a duty of care by Council to the public we suggest the follow to the Council to discuss and resolve.

1. That warning signs or other devices be installed to alert vehicle drivers including truck drivers and other road users of children alighting from vehicles to access City Park.
2. That a proper parking area in the community gardens be built for those accessing city park with clear signage alerting to the parking area.
3. No parking signs along Kookora St adjacent to Park."

(b) Information tabled at the Traffic Committee Meeting 11 February 2014

- 1) Increasing warning to motorists of potential pedestrians on Kookora Street can be achieved by the installation of either the warning signage W6-1 or W6-3 along Kookora Street. As the area especially around the Willandra Avenue intersection is extremely busy with signage already the signs will have to be located in a prominent position so that they are not ignored. This should be discussed at the Local Traffic Committee today.
- 2) As Doug has stated ample parking areas already exist around City Park which are under utilised already and there is no guarantee that a formalised parking area in the Community Gardens will be used especially if the existing facilities are under utilised at the moment.. Based on the nature of motorists in Griffith they will continue to park along Kookora Street and possibly in the adjacent IOOF Park before using a carpark in the Community Gardens.
- 3) The installation of parking restrictions along the park side of Kookora Street will cause greater issues than what is currently in place. As above the restrictions will result in motorists parking along the opposite side of Kookora Street and in the adjacent IOOF Park before utilising the parking facilities at the Community Gardens, creating an issue for the residents of Kookora Street. The width of the parking lanes on Kookora Street are approximately three (3) metres wide excluding the gutter, which is ample room to park a car and alight. The other worry is children running out from between cars in the area however the installation of the warning signage should have motorists alert and looking for pedestrians.



W6-1



W6-3

RESOLVED on the motion of Councillors Curran and Stead that the Minutes of the Traffic Committee meeting held on 11 February 2014, having first been circulated amongst members, be adopted.

Councillor Rossetto advised that Yenda residents and shop owners have indicated that they were not willing to lose car spaces in order for the pedestrian access to be installed along North Avenue Yenda. Councillor Curran advised the Traffic Committee is awaiting written confirmation from the Yenda Progress Association advising that they no longer require the installation of a sheltered concrete pedestrian access crossing point.

GRIFFITH CITY COUNCIL **REPORT**

CL05

SUBJECT: JACK MCWILLIAM ROAD TRAFFIC MANAGEMENT
FROM: Mathew Vitucci, Traffic Engineer

SUMMARY

As per the Local Traffic Committee's previous request Council staff have inspected Jack McWilliam Road and met with representatives from Baiada and McWilliams wines to discuss possible traffic management along the road. Based upon Council's inspection and the onsite meeting a traffic management plan has been developed.

RECOMMENDATION

The Committee recommend:

- (a) The installation of a No Stopping zone along for 380 metres east of the Kidman Way on the northern side of Jack McWilliam Road.**
- (b) The installation of a No Stopping zone along for 400 metres east of the Kidman Way on the southern side of Jack McWilliam Road.**
- (c) The installation of a centre line (C1) and edge line (E1) along Jack McWilliam Road for 850 metres east of the Kidman Way.**
- (d) Council request the RMS reduce the speed of Jack McWilliam Road to 60km/h for 850 metres east of the Kidman Way.**

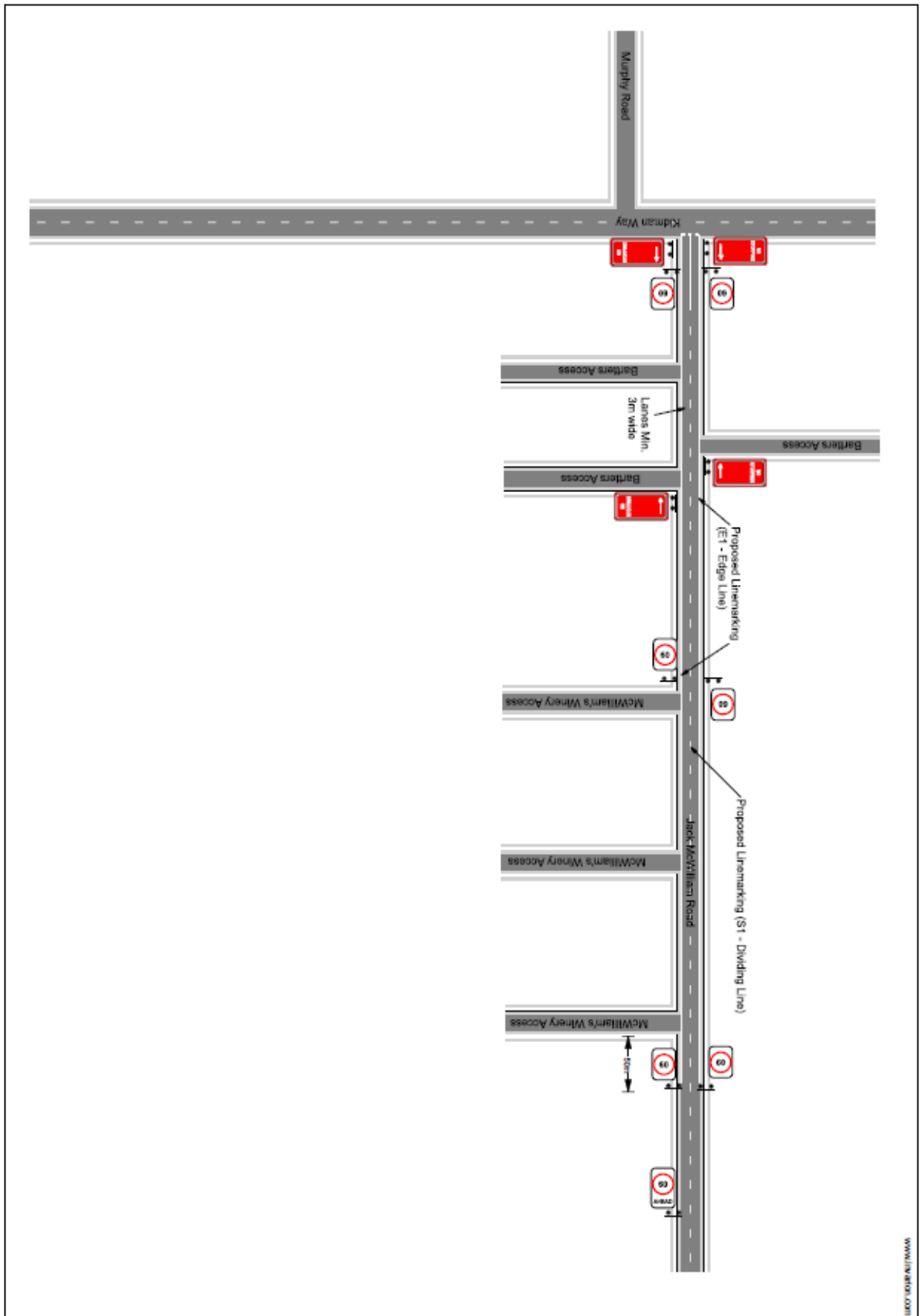
BACKGROUND

Jack McWilliam Road experience significant amount of traffic especially during vintage and grain harvest season due to McWilliams Winery and Baiada Poultry. Council staff have inspected Jack McWilliam Road and met with representatives from Baiada and McWilliams wines to discuss possible traffic management along the road.

Based upon Council's inspection and the onsite meeting several traffic management solutions have been developed to improve the traffic conditions along Jack McWilliam Road. These include:

- The installation of a No Stopping zone along for 380 metres east of the Kidman Way on the northern side of Jack McWilliam Road.
- The installation of a No Stopping zone along for 400 metres east of the Kidman Way on the southern side of Jack McWilliam Road.
- The installation of a centre line (C1) and edge line (E1) along Jack McWilliam Road for 850 metres east of the Kidman Way.
- The reduction of Jack McWilliams Road's speed limit to 60km/h for 850 metres east of the Kidman Way.

ATTACHMENTS



GRIFFITH CITY COUNCIL **REPORT**

CL06

**SUBJECT: NSW MASTERS CYCLING CHAMPIONSHIPS - ROAD RACE 27
SEPTEMBER 2014**
FROM: Mathew Vitucci, Traffic Engineer

SUMMARY

The Griffith Cycle Club is hosting the NSW Masters Cycling Championships in September this year. Griffith Cycle Club has submitted the Traffic Management Plan for Road Races to be held on Saturday 27 September 2014. The Traffic Management Plan is in accordance with both the conditions of the Police and Griffith City Council.

RECOMMENDATION

The Committee recommend the approval of the Traffic Management Plan for the NSW Masters Cycling Championships Road Race on Saturday 27 September 2014.

BACKGROUND

Griffith Cycle Club representative Mr Peter Budd has submitted the final Traffic Management Plan for the Road Race to be held as part of the NSW Masters Cycling Championships. The Traffic Management Plan is in accordance with both the conditions of the Police and Griffith City Council.

ATTACHMENTS

- (a) NSW Masters Road Cycling Championships Traffic Management Plan

NSW MASTERS ROAD CYCLING CHAMPIONSHIPS GRIFFITH

Road Race Championships - Saturday 27 September 2014

TRAFFIC MANAGEMENT PLAN

1 EVENT DETAILS

1.1 Event Summary

Name	NSW Masters Road Championships – Road Race
Location	Griffith, NSW
Dates	Saturday 27 September 2014
Start Time	First event at 8.00am
Finish Time	Approx 5:00pm
Set-up Start Time	7am
Pack down Finish Time	Approx 5.30pm
Event Type	Bicycle road racing events
Regularity	Planned to be repeated in 2015 on a similar basis

1.2 Contact Names

Event Organiser	Griffith Cycle Club Contact Officer, Peter Budd Phone: 02 6964 1459 Fax: 02 6962 7911 Mob: 0431 012174 Email: griffithcycleclub@budd.net.au
Race Director	CyclingNSW Contact Officer, Mike O'Reilly Ph: 02 9738 5850 Fax: 02 9738 5853 Mob: 0417 403 244 Email: bicisportcycling@yahoo.com.au
Police	Sgt Stephen Pidgeon Ph: 02 6959 5900 Email: pidq2ste@police.nsw.gov.au Sgt Mark Andrews Ph: 02 6969 4369 Email: andr5mar@police.nsw.gov.au
Council	Mathew Vitucci Engineering Services Griffith City Council Ph: 02 6969 4828 Email: Mathew.Vitucci@griffith.nsw.gov.au

1.3 Brief Description of Event

The NSW Masters Road Championships – Road Race, is to be held on Saturday 27 September 2014 and are for cyclists over the age of 30 years.

The road race championships will consist of eleven (11) events:

- Nine events for men, and
- Two events for women

There shall be a maximum of three (3) events on the course at any one time with four waves spread through-out the day. The start times of each wave commencing at approximately: 8am; 10:45am; 1:15pm and 3:05pm.

Each event will marshal and depart from the Griffith Exies Sports Club with an approximate time gap of 5-10 minutes between the departure of each event.

The events start from the marshalling point at the Griffith Exies Sports Club, Speirs Street, Griffith. The riders are under neutral conditions for 2.7km until the race start point is reached adjacent to Pioneer's Park. After any non-race traffic is cleared from the convoy of riders, the race commissaire who is following the riders shall instruct the lead escort vehicle that the race proper is to commence. The lead escort vehicle shall then proceed to take up its race position 300 metres ahead of the riders.

Each of the eleven (11) competition events are accompanied by a lead escort vehicle, an event commissaire vehicle and rear escort vehicle. A "sag wagon" shall also be on the course during each wave.

The number of participants in each event is expected to vary between 15 and 95 cyclists.

Road closures and traffic control are involved and are described in this document.

At the conclusion of each event the riders shall at their discretion return under normal traffic conditions to the marshalling area at the Griffith Exies Sports Club where amenities and refreshments are available.

It is anticipated that road activities will conclude around 5:00pm.

2 RISK MANAGEMENT - TRAFFIC

2.1 Workplace Health and Safety – Traffic Control

2.1.1 Traffic Control Plans

The Traffic Control Plans (TCP No: 140213 – 10) are attached as follows:

- **TCP 140213-10 sheet 1** - start area at Remembrance Drive
- **TCP 140213-10 sheet 2** - junction with Lloyd Prest drive (Griffith Golf Club)
- **TCP 140213-10 sheet 3** - left turn at Old Aerodrome Road
- **TCP 140213-10 sheet 4** - junction with Kalinda Road
- **TCP 140213-10 sheet 5** - right turn at Boorga Road and Scotts Road & Abattoir Road intersections
- **TCP 140213-10sheet 6** - right turn McCarthy Road & Driutt Road intersection
- **TCP 140213-10 sheet 7** - right turn into Rifle Range Road; junction with Scotts Road and Jones Road

- **TCP 140213-10 sheet 8** - right turn at Scenic Drive; junction at Annies Lane
- **TCP 140213-10 sheet 9** - road closure at Beelbanger and along Rifle Range Road
- **TCP 140213-10 sheet 10** - road closure and detour details at Boorga & Smeeth Roads
- **TCP 140213-18** - Heavy vehicle detour details
- **TCP 140213-17** - Typical TCP for driveways on one way roads

Also attached are:

- **Appendix A** - Risk Assessment
- **Appendix B** - course description
- **Appendix C** - insurance certificate of currency 2014
- **Figure 1** - map of course
- **Figure 2** - map of neutral zone

Police Presence

A police presence is not required for the event however the organisers shall liaise with the Griffith Highway Patrol.

Overall Control of Cycle Events

A suitably qualified and certified cycle commissaire shall have overall control of the cycle events.

Staging of the Events

The events will have staggered start times commencing at 8.00am, concluding by approximately 5:00pm.

Registration and Competency of Participants

Participants may only register through Cycling NSW, the governing body and must be gold licenced members of Cycling Australia.

Communications

Communications on the day will be conducted by:

- Organisers will have mobile phones for contact as follows:
 - Race Director - Mike O'Reilly, 0417 403 244
 - Deputy Race Director - TBA
 - Race Starter - TBA
 - Commissaires - TBA
- Each Commissaire vehicle is equipped with a 2-way radio Channel 14 (alternate is Channel 19)
- The police vehicles are equipped with UHF radios.
- The Chief Commissaire, selected traffic controllers and selected escort vehicles operators will have mobile phones and 2-way radios
- First Aid, shall be provided by St John's Ambulance - TBA

Race Director Control

- During the duration of the events, the **Race Director** (Mike O'Reilly) will be positioned at the corner of Boorga Rd/ McCarthy Rd or at the corner of Old Aerodrome Rd and Boorga Rd.
- During the duration of the events, the **Deputy Race Director** will be positioned adjacent to the Finishing Line on Scenic Drive.
- During the duration of the events, the **Race Starter** will be positioned adjacent to the Starting Line (at the Griffith Exies Sports Club)

Road Reopening

All roads closed or affected by traffic control will be returned to normal operation at the conclusion of the events, expected to be by around 5:15pm. Traffic controllers will check that pedestrians and cyclists have moved off the carriageway prior to re-opening.

2.1.2 Risk Assessment

General Risk Assessment

A risk assessment has been prepared under separate cover (prepared by Peter Budd of Griffith Cycle Club).

Instructions for Participants

Written instructions are to be provided to each participant in the event program. Additionally, the cyclists will be briefed by the commissaire as to directions, safety and conditions, immediately before the start of each sub-event.

- " ... All competitors must sign the sign on sheet and hand over their racing licence at least 15 minutes before their scheduled start time. Signing the start sheet implies that you have read and fully understood the following race conditions as implemented by the NSW Police and CyclingNSW.
 - Competitors, officials and support persons shall indemnify CyclingNSW, NSW Police, Roads & Traffic Authority, and Griffith City Council and all their respective employees or officials, against any action that may arise from any incident during this event
 - Competitors, officials and support persons shall immediately obey any Police or officials directions, given in the interest of safety of competitors or other persons
 - Any competitor disobeying such direction will be disqualified from the event
 - The road races are not on closed roads. Competitors shall remain on the correct side of the road at all times and obey all other road rules
 - Competitors suffering a puncture or mechanical failure will only be assisted on the left hand side of the road. Escort and support vehicles shall move off to the left of the trafficable portion of the roadway before stopping to service a competitor
 - The only vehicles to be within the race convoy shall be those with official duties and identified with signage. Any vehicle linked to a competitor and continually following the event may cause disqualification of the competitor
 - At the Commissaire's discretion, competitors may be withdrawn from the event if they are sufficiently behind the leaders and are deemed to

- be outside of the race control and their safety cannot be reasonably ensured
- o While every effort has been made to mark out and officiate the race route, it remains the competitors responsibility to be conversant with the race route
- o In the event of more than one category being on the course at one time, riders must not become involved or interfere with riders in another category during a race. Offenders will be disqualified.
- o Cyclists are reminded that road cycle racing can be considered a dangerous sport and whilst all reasonable care is taken by organisers and officials when organising an event, all participants have an equal responsibility to ensure they take all reasonable care by adhering to the road rules and other conditions imposed by race officials, ensuring a safe race environment for all concerned.

Risk Associated with Cycling

The risk associated with cyclists on public roads and the potential conflict of cyclists with motorists also using the road has been assessed. It is considered that the following measures satisfactorily address the issue:

- Escort vehicles with beacon lights accompany the front and back of each sub event.
- The pre-race briefing to cyclists will include the issue of possible conflict with other cyclists and other road users.
- Cyclists, being in the Master category, are experienced in sharing the road and are skilled in avoiding risky aggressive competitive behaviour.
- The cycling groups would be generally travelling in bunches.
- Many roads on the course have been made one way in the direction of the cyclists. The Boorga Road section being the only two way road. This area of road is controlled by traffic controllers.
- Scenic Drive is closed to all non-race traffic so that the final four kilometres (4km) are sterile.

Risk to Spectators

The identified risk to a spectator is that they get hit by a cyclist or event vehicle. Spectator motor vehicles will be excluded from directly following the events along the course route. It is anticipated that the only spectators involved will congregate at either the top of the Scenic Drive climb or in the Finish area on Scenic Drive.

The spectators to the climb location will be limited due to no vehicle access.

Spectator barriers will be installed at the finish area for some 50m before, and some 30m after the finish line.

2.2 Public Liability Insurance

The event is covered by Cycling NSW's comprehensive insurance coverage. A copy of 2014 CNSW Certificate of Insurance Currency is to be provided in **Appendix C**

2.3 Police

Police written approval to be obtained.

2.4 Fire Brigade and Ambulance

Fire brigades and ambulance will be notified in writing of the event in August 2014.

3 TRAFFIC AND TRANSPORT MANAGEMENT

3.1 Assembly Area

Participants assemble at the Griffith Exies Sports Club area (adjacent to Speirs Street, Griffith) where off-street car parking is provided, and for registration, amenities (food and toilets) and briefing sessions.

Cyclists in the road competitions will marshal in the car park of the Griffith Exies Sports Club. They will then as a group with a lead vehicle ride under neutral non-race conditions to the race start in Remembrance Drive. Riders shall at all times obey road rules whilst riding in neutral conditions to the race start. Cyclists will warm up conforming to road rules in and around the Griffith Exies Sports Club.

3.2 Courses and Times

3.2.1 Events and Race Waves

There will be eleven (11) events, consisting of nine (9) age categories for men, and two (2) age categories for women.

These events are grouped so that there are four waves of race starting times, being: from 8am; from 10.45am; 1:15pm and from 3.15pm. The details are set out below. **(these details are subject to change once numbers for the events are known)**

First Race Wave – Start Time from 8am

Wave 1

Event	Start Time	Laps / Distance	Estimated Entries
M1	8.00	6 / 102	20
M2	8.10	6 / 102	45
M5	8.20	5 / 85	45

The order of the 10 minute spacing within this grouping is designed to ensure the groups stay apart.

It is possible that the M1 & M2 events could be combined.

Second Race Wave – Start Time from approximately 10.45am

Wave 2

Event	Start Time	Laps / Distance	Estimated Entries
M3	10.45	5 / 85	50
M4	10.55	5 / 85	50

Third Race Wave – Start Time from 1.15pm

When all the participants from the second wave has entered the final lap, the next race wave is set off. This is expected to allow the next grouping to start at 1.15pm, however, depending on unknown factors such as race tactics and weather, this time can vary.

Wave 3

Event	Start Time	Laps / Distance	Estimated Entries
M6	1.15	4 / 68	30
M7	1.20	3 / 51	15
W1-4	1.25	3 / 51	25

When all the participants from the third wave has entered the final lap, the next race wave is set off. This is expected to allow the next grouping to start at 3.15pm, however, depending on unknown factors such as race tactics and weather, this time can vary.

Fourth Race Wave – Start Time from 3.15pm

Wave 4

Event	Start Time	Laps / Distance	Estimated Entries
M8	3.15	3 / 51	10
W5+	3.25	3 / 51	25
M9+	3.35	2 / 34	8

Racing is estimated to be completed by 5:00pm

3.2.2 Course Route

All events start progressively from 8.00am and takes the following course circuit:

Neutral Conditions Area

- Cyclists will be under 'neutral conditions' (competition has not commenced) until approximately 2.7km from Griffith Exies Sports Club on Remembrance Drive. In neutral conditions cyclists are restricted to 22km/h (in Griffith residential areas) Refer **Figure 2** for route of neutral zone.
- Start in car park of Griffith Exies Sports Club (Speirs Street) travel east
- Turn immediately left into Blumer Avenue when road is clear of traffic.
- Turn left from Blumer Avenue into Probert Avenue to head west.
- Turn right from Probert Avenue into Macarthur Street and continue west.
- Turn right at round-a-bout from Macarthur Street into Boonah Street travel north
- Turn right from Boonah Street into Noorila Street travel east
- Continue to top of climb and wait for race start adjacent to Pioneer's Park

Race Conditions Area

- Race conditions will commence adjacent to Pioneer's Park. Refer TCP **140213-10 sheet 1** for Start
- Continue passed Lloyd Prest Drive (Griffith Golf Club entry) Refer TCP **140213-10 sheet 2**

- Continue along Remembrance Drive and left turn into Old Aerodrome Road. Refer **TCP 140213-10 sheet 3**
- Continue along Old Aerodrome Road passed Kalinda Road. Refer **TCP 140213-10 sheet 4**
- Continue along Old Aerodrome Road and turn right into Boorga Road. Refer **TCP 140213-10 sheet 5**
- Continue passed the Scotts Road & Abattoir Road intersections. Refer **TCP 140213-10 sheet 5**
- Turn right from Boorga Road into McCarthys Road. Refer **TCP 140213-10 sheet 6**
- Turn right from McCarthys Road into Rifle Range Road. Refer **TCP 140213-10 sheet 7**
- Turn right from Rifle Range Road into Scenic Drive. Refer **TCP 140213-10 sheet 8**
- Continue along Scenic Drive under sterile conditions to the race finish approximately 3.9km from the turn.

Refer to **Figure 1** for a map of course.

3.3 Parking – Griffith Exies Sports Club

For the anticipated total of 400 participants on Saturday 27 September 2013 there is ample parking in the ground of the Griffith Exies Sports Club. Access is off Speirs Street into the grassed oval area. A parking marshal will control the parking area. Race officials and convoy vehicles shall park in the sealed car park area of the club and exit from the Blumer Avenue drive.

It is expected that riders will be arriving up to an hour before their start time and leave within 30 minutes of their race completion, therefore parking does not need to cater for all participants at once.

While car parking capacity is unlikely to be reached as riders will be coming and going throughout the day, the Griffith Exies Sports Club has extensive access to overflow parking if required.

3.4 Construction, Traffic Calming and Traffic Generating Developments

- There are no construction activities on the routes.
- There are no traffic calming devices on the routes.
- There are traffic generating developments on the road race event course. The Griffith Golf Club, the Griffith Airport and a fruit packing shed.
- The organisers shall liaise with the Griffith Golf Club so the members will be informed about the racing activity. There shall be a right turn only when exiting the golf club drive.
- The Griffith Airport will likely see two flight departure times during the day. One is early morning before 8:00am and the other is at lunch time. Drivers leaving the airport are required to turn left into Old Aerodrome Road.
- The packing shed is located 100 metres along McCarthys Road. September is not a high season point for the packing shed and the organisers shall liaise with the business to advise the traffic restrictions.

3.5 Trusts, Authorities or Government Enterprises

The Griffith City Council controls the road reserves and has provided approval for the event.

The Griffith Exies Sports Club owns the land where the marshalling point is located and has approved the use of their facilities.

3.6 Impact on Public Transport

There are no impacts on public transport.

3.7 Reopening Roads

It is expected that all roads closed or affected by traffic control will be re-opened or return to normal operations by 5.30pm. Traffic controllers will check that pedestrians and cyclists are clear of the area prior to re-opening.

After 5.30pm the only affected area will be within the Griffith Exies Sports Club grounds.

3.8 Traffic Management Requirements Unique to this Event

This TMP and its accompanying TCPs describe the unique traffic management requirements for this event.

3.9 Contingency Plans

Because of the nature of the event - short duration and close proximity to the city of Griffith - any emergency can be quickly resolved.

3.9.1 Emergency Transport

Numerous traffic controllers' vehicles are available for transport in an emergency. Additionally, each event will be accompanied by a lead escort vehicle and rear escort vehicle.

3.9.2 Medical Services

Griffith Base Hospital is approximately 10km away from the farthest point on the course.

The St John's Ambulance shall be the first responders to any race accident where an assessment of the situation will be carried out. If an ambulance is required the Griffith Ambulance Station is approximately 10 minutes from any point on the course.

Stationary first aid will be provided at a location to be determined by the Race Director.

3.9.3 Communications

Mobile phones are carried by organisers, as below:

- Mike O'Reilly 0417 403 244

Assistants

- First Aid - TBA
- Commissaires - TBA

The organisers have radios to enable contact with police and council vehicles a UHF radio channel. All traffic control vehicles are equipped with two-way radio.

- Radio Information
 - Channel 14 (alternate is Channel 19)

3.9.4 Police

A police vehicle may patrol various aspects of the event. Police vehicles are equipped with UHF radios (designated channel to be determined).

3.9.5 Contingencies Associated with Cycling

Wet weather

The event will proceed during mild wet weather. In severe wet weather, the event will be cancelled.

Bush fire hazard

Where a bush fire is likely to endanger participants or inhibit emergency vehicles ability to attend to the fire hazard, the event shall be cancelled.

Accidents occurring during the race

If an accident occurs during a race:

1. The Commissaire will investigate the accident and assist rider to resume the race.
2. If the rider cannot rejoin the race the Commissaire will arrange transport for the rider to return to the Griffith Exies Sports Club.
3. If the rider requires First Aid the Commissaire will contact Mike O'Reilly on 0417 403 244 to arrange medical assistance.

Absence of Traffic Controllers

Where designated traffic controllers as required in the TCPs are absent or insufficient in number the race shall not be conducted.

Riders who lose contact

Where a rider loses contact with the main field, they will have a choice of continuing in the event or being picked up by the roving Sag Wagon. If they chose to continue the rider will be instructed to adhere to all road rules and make their own way back to the Griffith Exies Sports Club. This instruction will be in the program. Where a rider falls significantly behind the field, the rider will be asked to leave the course on completion of a lap and passing the finish area.

Injured / Fatigued Participant

Any participant who as a result of injury or fatigue is considered to be a risk to him or herself or other road users will be picked up by the Sag Wagon.

Delayed start to the race

If the start of the event is delayed for whatever reason the length of the events may be reduced to ensure completion by 5.00pm.

Cancellation of the race
All participants shall be informed.

Emergency at Griffith Airport
An emergency at Griffith airport shall require liaison with authorities to determine if the emergency is likely to require suspension or cancellation of racing. Access for emergency vehicles to the airport shall be maintained at all times.

3.10 Heavy Vehicle Impacts

The course route uses a heavy vehicle by pass road. The September timing of the Championships is not a busy heavy vehicle period. Refer to **TCP No: 140213-18** for Heavy Vehicle Detours

3.11 Special Event Clearways

Special event clearways are not required.

3.12 Cycling Considerations

3.12.1 Pre-event Briefing

To enhance safety, the commissaire will brief participants immediately before the event, in regard to their compliance with the course directions, traffic regulations and the conditions set down by Police.

The commissaire will brief the participants as per the Race Program instructions (Refer Section 2.1.2 above)

3.12.2 Participants' Identification

All participants will be issued with an identification number to be displayed throughout the event on the riders' lower rear torso.

3.12.3 Traffic Controllers

Controllers and officials will be provided with a copy of this plan. Only accredited traffic controllers will be used. They will be attired in personal protective equipment apparel (fluorescent yellow high visibility vest). They will be supplied with instructional material to maintain the integrity of the traffic control points, refer to relevant TCPs. All event officials will be provided with the event program, which includes the course maps relevant to their area of operation.

3.12.4 Non- Police Escort Vehicles

Non-police escort vehicles will be provided for the road rider and be positioned so as to create a positive awareness of the presence of riders on the roads to other road users. These escort vehicles include:

Lead Escort Vehicle

The lead escort vehicle shall position itself approximately 300 metres ahead of the leading participant. This vehicle will display a sign directed to the front of the vehicle displaying the words "CYCLISTS, RACE IN PROGRESS" to provide advance warning to oncoming traffic and passing road users.

Commissaire's Vehicle

The Commissaire's vehicle shall position itself approximately 150 metres to the rear of the Main Field or in case of a "breakaway" behind the leading group of riders. This vehicle shall display a sign directed to the rear of the vehicle displaying the words "CYCLISTS, RACE IN PROGRESS" (signs will be not less than 600mm x 460mm in size with 60 mm lettering).

Rear Escort Vehicle

The rear escort vehicle shall position itself approximately 150 metres to the rear of the Commissaire's vehicle or the main field at a distance appropriate to the road conditions with ample room on crests or curves to allow sufficient warning of the rider/s in front to following traffic. This vehicle shall display a sign directed to the rear of the vehicle displaying the words "CYCLISTS, RACE IN PROGRESS" (signs will be not less than 620mm x 460mm in size with 60 mm lettering).

Sag Wagons

Each of the four race groupings will be followed by a single sag wagon (for each wave). The sag wagon will be equipped to be able to carry several riders and their bikes.

Equipment

Warning signs referred to above will be not less than 620mm x 460mm in size with 60mm lettering.

Obstruction Minimisation

Escort vehicles shall move off the carriageway when required to wait for riders, so as to minimise obstruction to other traffic.

Escort vehicles will be:

- fitted with amber rotating beacons on their roof operating while accompanying the ride
- have hazard lights operating while accompanying the ride
- be equipped with sets of triangle signs which shall be displayed in the case of a breakdown.

Escort vehicles shall move off the carriageway when required to wait for riders, so as to minimise obstruction to other traffic.

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY AND EMERGENCY SERVICES

4.1 Access for Local Residents, Businesses, Hospitals and Emergency Vehicles

Measures to minimise the impact on the non-event community are as follows:

1. The event is to be held over a short duration of 8.5 hours.
2. No properties are denied access at any time.
3. All residents near the start and along the courses will be advised of the event by the organisers by letter in the week preceding the event.
4. Detour routes, are designated and signposted.

4.2 Advertise Traffic Management Arrangements

4.2.1 General Publicity

Publicity for the event will be wide spread as below:

- Letters to residents from Griffith Cycle Club
- Media promotion in local newspaper, to commence August 2014
- Event to be promoted via www.griffithcycleclub.com and to commence March 2014
- Poster by the organisers to be displayed around Griffith providing dates for various cycling events to commence August 2014

4.2.2 Affected Properties

All residential properties along the courses proper will be letterbox dropped to advise of the events, including the likely impacts. These letters will be distributed in the week preceding the events in early September by the organisers.

4.3 Special Event Warning Signs

The number of traffic control points provides an effective means of providing warning signs for the whole of the course.

4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs.

4.5 Portable Variable Message Signs

This event does not use portable Variable Message Signs.

5 APPROVAL

TMP approved by event organiser **Griffith Cycle Club** on 1 March 2014

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

Regulation of traffic authorised by:

..... Council Date

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

Regulation of traffic authorised by:

..... RMS Date

Appendix A - Risk Assessment

Event – Masters Cycling Championships

Risk Assessment Evaluation as at 30 December 2013

By Peter Budd on behalf Griffith Cycle Club

For the Championships held at

- Griffith NSW on Saturday 27 September 2014
- Griffith NSW on Sunday 28 September 2014
- Griffith NSW on Monday 29 September 2014

Introduction

The Masters Road Cycling Championships are aimed at conducting events for cyclists over the age of 30 years. The Championships will consist of eleven (11) events. Nine (9) men's events and two (2) women's events. These events shall have eighteen (18) categories of sub events, with each sub event stepped in 5 year age groupings. This includes 10 (10) separate men's events, and eight (8) separate women's events.

The Championship courses were selected because of their proximity to the city of Griffith and the minimal impact on the local community.

The State Championships will be conducted from 27-29 September 2014.

Previous Experience

This risk assessment is prepared in light of years of racing experience including previous Masters Road Championships together with a study of the course with the race director Michael O'Reilly.

Course Attributes, Standards & Risk Management

Attributes

- Racing is conducted on secondary roads, these being roads which are the primary responsibility of Griffith City Council with the exception of the criterium event that is conducted on a State road. Refer to the related course maps.
- The Individual Time Trial Course carries:
 - negligible levels of motor vehicle traffic,
 - motor vehicle traffic from adjoining properties is considered minimal,
 - line of sight for both motorists and cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,

- use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the whole of the ITT course is either completely closed to traffic or “open to local traffic only”
- The Road Race Course carries:
 - minimal levels of motor vehicle traffic,
 - motor vehicle traffic from adjoining properties is considered minimal,
 - line of sight for both motorists and cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,
 - use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the majority of the Road Race course is either completely closed to traffic or “open to local traffic only”. There are two sections of road up to 2km long that will be open to traffic.

there are some open culverts to McCarthy Road that will require hay bale protection due to the proximity of the culverts to the road carriageway.
- The Criterium Course carries:
 - Will be closed to motor vehicle traffic,
 - motor vehicle traffic from adjoining properties will not be permitted to enter the course,
 - line of sight for cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,
 - use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the Criterium course is wholly closed to traffic.

Standards

- The total management of the event will conform to the New South Wales Roads and Traffic Authority, Guidelines for Bicycle Road Races (1st January, 2004)
- The courses shall be set out according to the Australian Standard 1742.3.2002 - Manual of uniform traffic control devices - Traffic control devices for works on roads (Refer Appendices A & B)

Risk Management Plan

The Risk Management Plan lists the major risks, risk likelihood, risk level, risk treatment strategies and related comments if required.

- **Claims made against CyclingNSW or local government authorities for incidents which occur during the race**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Public liability insurance of \$20m
 - Comments
 - Certificate of Insurance held
 - All entrants are members of Cycling Australia
- **Extreme weather conditions on day of the event (heavy rains, heavy winds)**
 - Risk Likelihood
 - Possible
 - Risk Level
 - Significant
 - Risk Treatment
 - Consideration to possible weather conditions considered when preparing race dates in calendar.
 - Discussions with Chief Commissaire on the day in question
 - Comments
 - Weather systems will be monitored daily in the lead up to the Championships, and again on the day of the Championships.
- **Emergency event at Griffith Airport**
 - Risk Likelihood
 - Remote
 - Risk Level

- Significant
 - Risk Treatment
 - Discussion with authorities to the extent of emergency and the possible need to stop racing until emergency event is over.
 - Discussions with Chief Commissaire on the day in question
 - Comments
 - Lines of communications with authorities required to be established prior to commencement of event.
- **Cyclists knocked down by motor vehicle traffic**
- Risk Likelihood
 - Unlikely
 - Risk Level
 - Significant
 - Risk Treatment
 - Race convoy protocols to be maintained with front & rear vehicles with flashing lights and signage on front & rear cars (for the road races)
 - Marshals posted at appropriate points along the circuit
 - Circuit signage near start and finish
 - As a result of complying with the Australian Standard and Guidelines for Bicycle Road Races, the entire circuit is defined by the placement of controllers, whose presence is further enhanced by the placement of signage every 5 kilometres on open roads advising persons entering the course that "Cycle Race in Progress".
 - "Prepare to Stop" signs are also placed at points where cyclists and vehicles intersect and in the event of non compliance, controllers will neutralise the race until any impediment is removed.
 - At points where straight line vision is less than 150metres, additional signage of "Cycle Race in Progress" may be placed on the side of road, to highlight that cyclists are on the road.
 - Comments
 - Refer additional comments in Attributes Section
- **Medical emergency (cyclist experiences chest pains)**
- Risk Likelihood
 - Unlikely
 - Risk Level
 - Significant
 - Risk Treatment

- St John's Ambulance to supply mobile first aid along the course, and at the finish area
 - Commissaires, Marshalls and Race Director to assist where appropriate
 - Static first aid to be supplied at the Start/Finish area
 - Ambulance centres available at Griffith
 - Hospitals located at Griffith
 - Comments
 - Refer Risk Treatment comments
- **Other accident during race (eg cyclist falls from bike)**
 - Risk Likelihood
 - Likely
 - Risk Level
 - High
 - Risk Treatment
 - Race schedule to ensure no adverse crossover of events conducted at same time
 - Following races neutralized around point of accident if possible
 - Comments
 - Refer supporting attributes of course to mitigate this risk
- **Bike equipment faulty causing accident**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Commissaires to check faulty bikes on a random basis
 - Comments
 - Remote likelihood
- **Adverse Road Conditions (eg, road pavement damage/potholes, dead wildlife)**
 - Risk Likelihood
 - Possible
 - Risk Level
 - Medium
 - Risk Treatment

- Prior to racing commencing, the course is subject to a physical inspection by the race organisation.
 - Road works, construction sites and any other impediment are identified and either marked with "caution" signs, in the event that it is a low risk change or by the placement of a traffic controller, if the need is warranted. In the event that the impediment is considered to be of a high risk and cannot be addressed, racing will not commence.
 - To further enhance safety, prior to racing, all riders are subject to a briefing from the commissaire, where the results of the initial course inspection are discussed, riding instructions are provided and general directions provided.
- Comments
 - Race Director to drive the circuit at 6am each day of competition to check for road pavement damage or for wildlife kill debris on the road
- **Cyclists veer off course during race**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Race program contains map of circuit
 - Front & Following vehicles to supply assistance if required
 - Circuit signage every 2k on open roads to ensure compliance
 - Comments
 - Extremely rare occurrence

Local Publicity

- All affected residents on the course will be notified of times and dates of racing by a letterbox drop to be undertaken by Griffith Cycle Club in the week preceding the State Championships.
- General publicity for the Championships will be wide spread
 - Letters to the affected residents by Griffith Cycle Club
 - Media promotion in the local Griffith newspaper
 - Event to be promoted via www.griffithcycleclub.com
 - Poster for Championships to be displayed around Griffith

Conducting the Event

- Championship organization will be coordinated by Griffith Cycle Club with the race events to be conducted by officials of Cycling NSW
- All riders are informed that should they breach any directive, by a controller, commissaire or official, they will be disqualified.
- If in the view of such officials the breach is serious, the rider will also face fines and potential suspension.
- All riders in the event are to be licensed through Cycling Australia and there is a policy of "no license, no start".
- In the event that an incident occurs during the course of the event, the controller or official nearest to the incident is to complete an incident report and ensure that, if a rider is involved, the rider also completes an incident report.
- All race incidents are then referred to the Race Director (Mike O'Reilly), and brought to the attention of the Chief Commissaire for rectification or assistance.

Summary

Bicycle racing is by nature a high risk sport due to the speed and proximity that the competitors travel. The events conducted in accordance with the above procedures and processes the bicycle races are conducted in as safe and secure manner as possible. The risk to riders, motorists and the general public is minimised to acceptable limits.

APPENDIX B - COURSE DESCRIPTION

Assembly Area

- Riders shall start to assemble approximately one hour prior to race events commencing at the Griffith Exies Sports Club. Access to the grass parking area shall be from Speirs Street with a parking control personnel in attendance.
- Riders marshal in the sealed car park of the club 15:00 minutes before their event start where the starter shall record those riders present and present a race briefing in accordance with Cycling NSW requirements.

Neutral Conditions Area

- Cyclists will be under 'neutral conditions' (competition has not commenced) until approximately 2.7km from Griffith Exies Sports Club on Remembrance Drive. In neutral conditions cyclists are restricted to 22km/h (in Griffith residential areas) Refer **Figure 2** for route of neutral zone.
- Start in car park of Griffith Exies Sports Club (Speirs Street) travel east
- Turn immediately left into Blumer Avenue when road is clear of traffic.
- Turn left from Blumer Avenue into Probert Avenue to head west.
- Turn right from Probert Avenue into Macarthur Street and continue west.
- Turn right at round-a-bout from Macarthur Street into Boonah Street travel north
- Turn right from Boonah Street into Noorila Street travel east
- Continue to top of climb and wait for race start adjacent to Pioneer's Park

Race Conditions Area

- Race conditions will commence adjacent to Pioneer's Park. Refer TCP **140213-10 sheet 1** for Start
- Continue passed Lloyd Prest Drive (Griffith Golf Club entry) Refer TCP **140213-10 sheet 2**
- Continue along Remembrance Drive and left turn into Old Aerodrome Road. Refer TCP **140213-10 sheet 3**
- Continue along Old Aerodrome Road passed Kalinda Road. Refer TCP **140213-10 sheet 4**
- Continue along Old Aerodrome Road and turn right into Boorga Road. Refer TCP **140213-10 sheet 5**
- Continue passed the Scotts Road & Abattoir Road intersections. Refer TCP **140213-10 sheet 5**
- Turn right from Boorga Road into McCarthys Road. Refer TCP **140213-10 sheet 6**
- Turn right from McCarthys Road into Rifle Range Road. Refer TCP **140213-10 sheet 7**
- Turn right from Rifle Range Road into Scenic Drive. Refer TCP **140213-10 sheet 8**
- Continue along Scenic Drive under sterile conditions to the race finish approximately 3.9km from the turn.

NSW MASTERS ROAD CHAMPIONSHIPS - GRIFFITH
27 September 2014
TRAFFIC MANAGEMENT PLAN

Course Map

Refer to **Figure 1** for a map of the 17.2km per lap course

Competitors complete 2, 3, 5 or 6 laps depending on their respective event race distances

Course Log

Chainage	Description	Side	Comment
0.0	Start – Griffith Exies Sports Club car park		Marshalling is wholly off-road
0.0	Turn left into Blumer Avenue	Left turn	Neutral zone
0.175	McCudden Street	Pass, right	Neutral zone
0.25	Turn left into Probert Avenue	Left turn	Neutral zone
0.5	Speirs Street	Pass, left	Neutral zone
0.65	Langley Crescent	Pass, right	Neutral zone
0.74	Ross Crescent	Pass, right	Neutral zone
0.78	Turner Street	Pass, left	Neutral zone
0.80	Hart Street	Pass, right	Neutral zone
0.84	Hickey Crescent	Pass, left	Neutral zone
0.89	Gibbs Street	Pass, right	Neutral zone
1.0	Macarthur Street	Right turn	Neutral zone
1.2	Cedar Crescent	Pass, right	Neutral zone
1.4	McNabb Crescent	Pass, right	Neutral zone
	Illiliwa Street	Pass, left	Neutral zone
1.6	Barellan Street	Pass, left	Neutral zone
1.75	Mallinson Street	Pass, right	Neutral zone
2.0	Boonah Street	Right turn	Neutral zone
2.24	Noorila Street	Right turn	Neutral zone
2.7	Scenic Drive	Pass, right	Race start point
2.7 / 0	Official Race Start		Refer TCP 140213-10 sheet 1
1.4	Lloyd Prest Drive Griffith Golf Club	Pass, right	Refer TCP 140213-10 sheet 2
2.4	Old Aerodrome Road	Left turn	Refer TCP 140213-10 sheet 3
4.5	Kalinda Road	Pass, right	Refer TCP 140213-10 sheet 4
5.8	Boorga Road	Right turn	Refer TCP 140213-10 sheet 5
6.15	Mallinson Road Scotts Road	Pass, left Pass, right	Refer TCP 140213-10 sheet 5
7.1	McCarthy's Road	Right turn	Refer TCP 140213-10 sheet 6
	Druitt Road	Pass, left	
10.2	Scotts Road	Pass, right	
10.3	Rifle Range Road	Right turn	Refer TCP 140213-10 sheet 7
10.3	Jones Road	Pass, left	refer TCP sheet 7

NSW MASTERS ROAD CHAMPIONSHIPS - GRIFFITH
27 September 2014
TRAFFIC MANAGEMENT PLAN

10.35	Morris Road	Pass, left	refer TCP sheet 7
10.4	Lakeview Branch canal Road	Pass, left	refer TCPsheet 7
10.9	Kalinda Road	Pass, right	refer TCP sheet 7
13.2	Annies Lane	Pass, left	Refer TCP 140213-10 sheet 8
13.3	Scenic Drive	Right turn	Refer TCP sheet 8
17.2	Race finish line		Lap finish
17.4	Remembrance Drive	Right turn	Refer TCP 140213-10 sheet 1

END of DOCUMENT



XL Group
Insurance
Reinsurance



Certificate of Currency

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

Insured Companies

Cycling Australia Inc, Mountain Bike Australia and Pedal Power ACT Incorporated including all State / Territory Associations, affiliated clubs, financial members, temporary members (for events), officials, accredited coaches, event promoters and race directors, executives and volunteers

Affiliated Club / Affiliated Race Director / Affiliated Event Promoter:

Griffith Cycling Club

Type of Policy

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

Policy Number

AU00003525L113A

Period of Insurance

30 November 2013 to 30 November 2014 at 4:00 pm LST

Territorial Limit

Worldwide

Limit of Liability

- A) AUD 20,000,000 each Occurrence and in the aggregate in respect of Products per Period of Insurance
- B) AUD 5,000,000 each Occurrence and in the annual aggregate sublimit

Interested Party

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

NSW Police, NSW Roads and Maritime Services, Griffith City Council, Carrathool Shire Council, Narrandera Shire Council, Any Council, Shire or Government Department from whom the above named leases and/or hires and/or rents land and/or buildings shall be indemnified for claims brought against the Council, Shire or Government Departments, resulting from a negligent act by The Insured

Nothing herein contained shall serve to alter, vary or waive the provisions of the above-mentioned policy.

For full details regarding coverage refer to the policy documentation or contact V-Insurance Group on 1300 945 547 or email sports@vinsurancegroup.com.

Signed on behalf of XL Insurance Company Plc



Daniel Fay
Underwriting Manager – Casualty Middle Market
Northern Region

Date: 4/12/2013

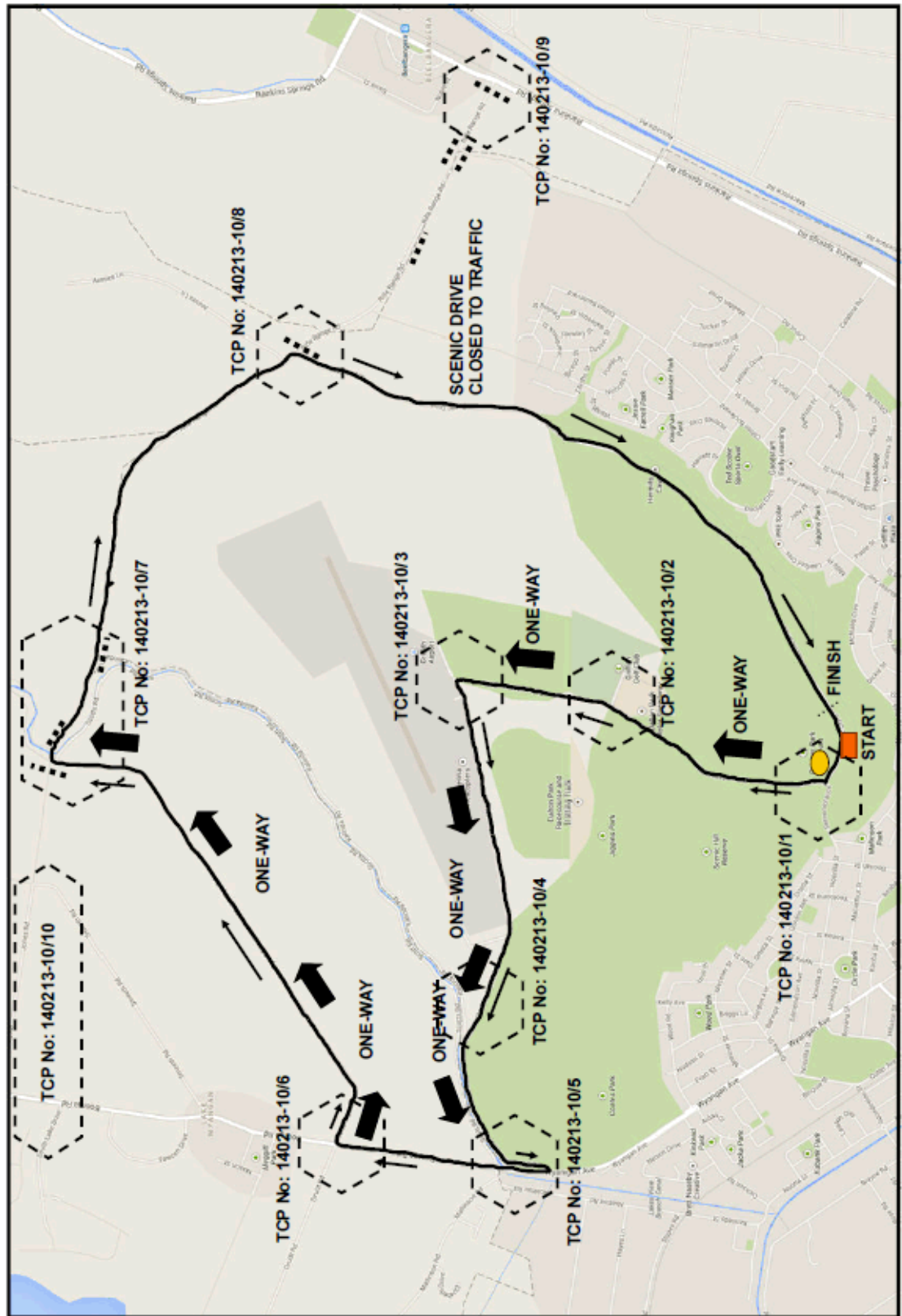
Sydney
Phone: (02) 8270 1400

Melbourne
Phone: (03) 8352 6700

For more information please contact your local XL Insurance Company Plc office or visit our website xlgroup/insurance.com

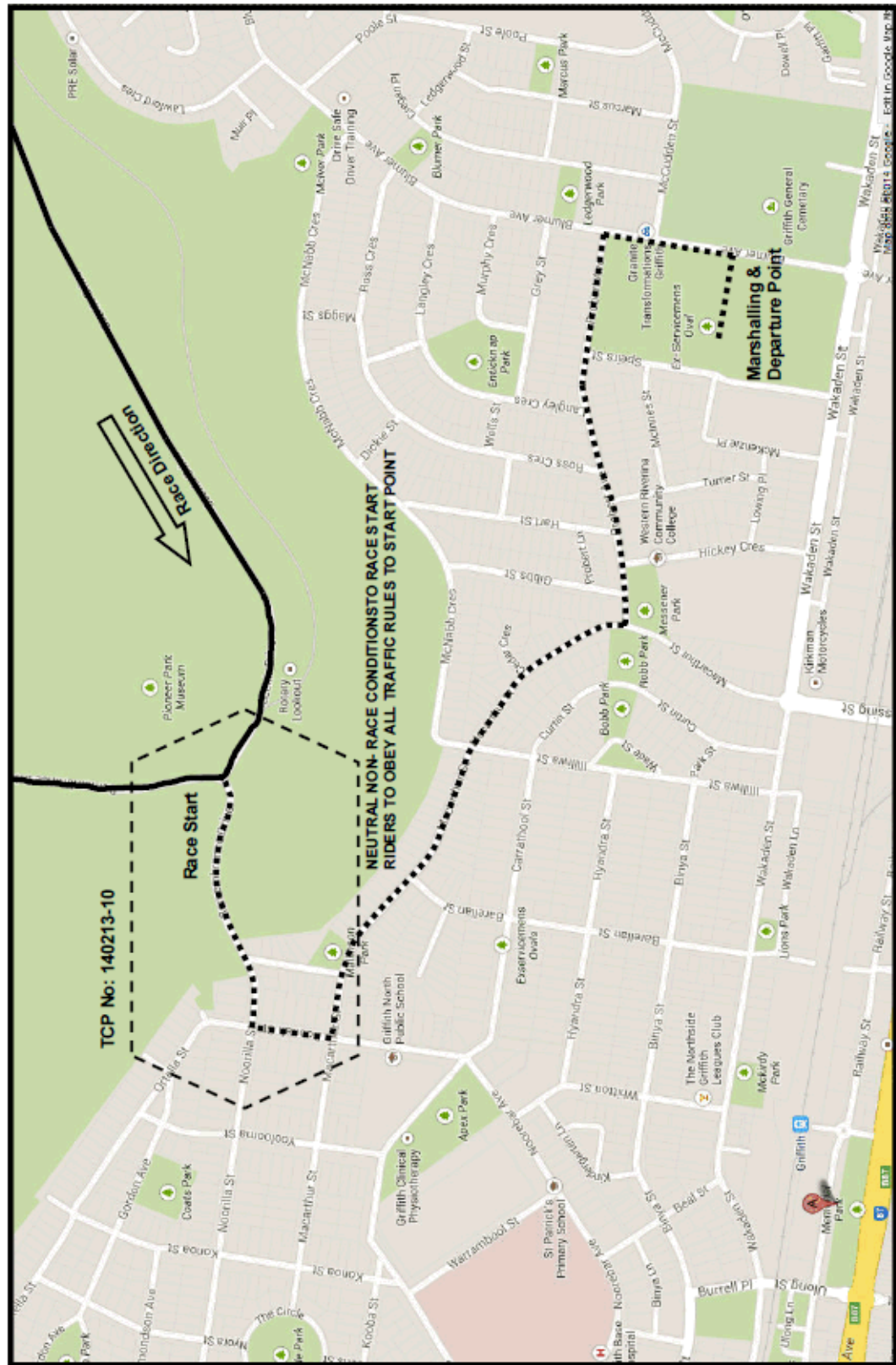
Griffith Cycle Club - NSW Masters Road Championships
Road Race Course - 17.2 km

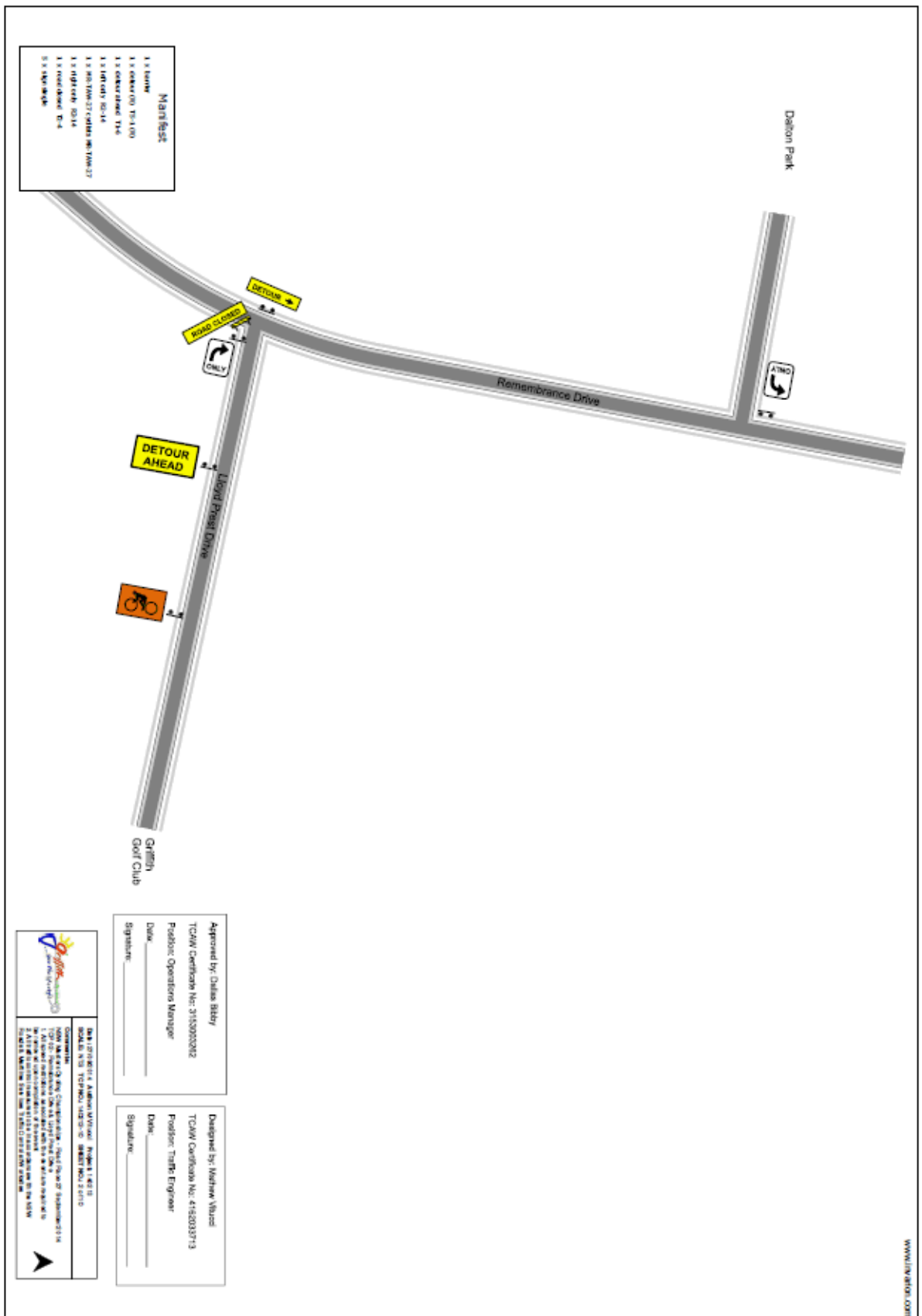
Figure 1



Griffith Cycle Club - NSW Masters Road Championships
 Marshalling point - Griffith Exies Sports Club

Figure 2





[illegible]

Signature_____

Signature: _____



Designed by: Matthew Vinson
TCAM Certificate No. 4162033713
Position: Traffic Engineer
Date: _____
Signature: _____


Dorland's
 the dictionary
 for the health-care professional

Notice of Intention to Hold Public Assembly
SCHEDULE 1(Sec 23)

SUMMARY OFFENCES ACT 1988

To the Commissioner of Police, Notice of Intention to Hold a Public Assembly

We, the Griffith Cycle Club,
of PO Box 2526 Griffith NSW 2680
notify the commissioner of Police that on the

Day	Month	Year
27	September	2014

it is intended to hold A Bicycle Racing Events

~~(a) A public assembly, not being a procession, of approximately~~

~~..... (number) persons, which will assemble~~

~~at~~

~~(place)~~

~~at approximately am/pm, and disperse at~~

~~approximately am/pm~~

~~or~~

***(b) a public assembly, being a procession** of approximately 400 persons over the course of the day which will assemble at approximately 7:30am, and at approximately 8:00am the procession will commence and shall proceed from the Griffith Exies Sports Club to the starting point at Remembrance Drive. The race shall then proceed along Remembrance Drive turn left into Old Aerodrome Road. Proceed to a right turn at Boorga Road intersection. Proceed to a right turn at McCarthys Road intersection. Proceed to a right turn at the Rifle Range road intersection. Proceed to a right turn at the Scenic Drive intersection and proceed to the finish adjacent to Pioneer's Park. The procession shall terminate at approximately 5:00pm.

(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of termination. A diagram may be attached.) Details included in the Traffic Management Plan for the event.

1. The purpose of the proposed assembly is
To conduct a Bicycle Road Racing Event.
2. The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

***(I)** There will be up to 100 Bicycles at any one time with 400 bicycles spread over eleven (11) events during the day and 3 Cars. (number of vehicles involved) per event.

The type and dimensions are as follows:

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

Standard Road Bicycles and Passenger Vehicles

~~*(ii) There will be (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.~~

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

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

3. I take responsibility form organising and conducting the proposed assembly.

4. Notices for the purposes of the Summary Offences Act 1988 may be served upon me at the following address
Griffith Cycle Club, PO Box 2526, Griffith NSW 2680

Signed: ***Griffith Cycle Club***

Date: **1 March 2014**

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

GRIFFITH CITY COUNCIL **REPORT**

CL07

**SUBJECT: NSW MASTERS CYCLING CHAMPIONSHIPS - CRITERIUM RACE 28
SEPTEMBER 2014**
FROM: Mathew Vitucci, Traffic Engineer

SUMMARY

The Griffith Cycle Club is hosting the NSW Masters Cycling Championships in September this year. Griffith Cycle Club has submitted the Traffic Management Plan for the Criterium Race to be held on Sunday 28 September 2014. The Traffic Management Plan is in accordance with both the conditions of the Police and Griffith City Council.

RECOMMENDATION

The Committee recommend the approval of the Traffic Management Plan for the NSW Masters Cycling Championships Criterium Race on Sunday 28 September 2014.

BACKGROUND

Griffith Cycle Club representative Mr Peter Budd has submitted the final Traffic Management Plan for the Criterium Race to be held as part of the NSW Masters Cycling Championships. The Traffic Management Plan is in accordance with both the conditions of the Police and Griffith City Council.

ATTACHMENTS

(a) NSW Masters Road Cycling Championships Traffic Management Plan - Criterium Championships

NSW MASTERS ROAD CYCLING CHAMPIONSHIPS GRIFFITH

Criterion Championships - Sunday 28 September 2014

TRAFFIC MANAGEMENT PLAN

1 EVENT DETAILS

1.1 Event Summary

Name	Griffith Masters Criterion Championships
Location	Griffith, NSW
Dates	NSW Championships - Sunday 28 September 2014
Start Time	First event at 8.00am
Finish Time	Approx 4.30pm
Set-up Start Time	7am
Pack down Finish Time	Approx 5.00pm
Event Type	Bicycle road criterium events
Regularity	Planned to be repeated in 2015 on a similar basis

1.2 Contact Names

Event Organiser	Griffith Cycle Club Contact Officer, Peter Budd Phone: 02 6964 1459 Fax: 02 6962 7911 Mob: 0431 012174 Email: griffithcycleclub@budd.net.au
Race Director	CyclingNSW Contact Officer, Mike O'Reilly Ph: 02 9738 5850 Fax: 02 9738 5853 Mob: 0417 403 244 Email: bicisportcycling@yahoo.com.au
Police	Sgt Stephen Pidgeon Ph: 02 6959 5900 Email: pidg2ste@police.nsw.gov.au Sgt Mark Andrews Ph: 02 6969 4369 Email: andr5mar@police.nsw.gov.au
Council	Mathew Vitucci Engineering Services Griffith City Council Ph: 02 6969 4828 Email: Mathew.Vitucci@griffith.nsw.gov.au

1.3 Brief Description of Event

The Masters Road Cycling Championships – Criterium, to be held on Sunday 28 September 2014 are for cyclists over the age of 30 years.

The road race championships will consist of eleven (11) events:

- Nine events for men, and
- Two events for women

The events start from Neville Place in front of the Griffith Regional Theatre.

The number of participants in each sub event is expected to vary between 15 and 50 cyclists.

The race circuit follows Benerembah Street for its entirety and is close to all non-race traffic.

Road closures and traffic control are involved and are described in this document.

It is anticipated that road activities will conclude around 4.30pm, after which refreshment facilities will be provided at the Griffith Regional Theatre.

2 RISK MANAGEMENT - TRAFFIC

2.1 Workplace Health and Safety – Traffic Control

2.1.1 Traffic Control Plans

The Traffic Control Plans (TCPs) are attached as follows:

- **TCP 140213-10 sheet 1**

Also attached are:

- **Appendix A** - risk assessment
- **Appendix B** - course description
- **Appendix C** - certificate of insurance currency
- **Figure 1** - map of course

Police Presence

There is no requirement for police to patrol the event as the road is closed to non-race traffic

Overall Control of Cycle Events

A suitably qualified and certified cycle commissaire shall have overall control of the cycle events.

Staging of the Events

The events will have staggered start times commencing at 8.00am, concluding by approximately 4.30pm.

Registration and Competency of Participants

Participants may only register through Cycling NSW, the governing body and must be gold licenced members of Cycling Australia.

Communications

Communications on the day will be conducted by:

- Organisers will have mobile phones for contact as follows:
 - Race Director - Mike O'Reilly, 0417 403 244
 - Deputy Race Director - TBA
 - Race Starter - TBA
 - Commissaires - TBA
- Each Commissaire vehicle is equipped with a 2-way radio Channel 14 (alternate is Channel 19)
- The police vehicles are equipped with UHF radios.
- The Chief Commissaire, selected traffic controllers and selected escort vehicles operators will have mobile phones and 2-way radios
- First Aid, shall be provided by St John's Ambulance - TBA

Race Director Control

- During the duration of the events, the **Race Director** (Mike O'Reilly) will be positioned at Banna Avenue intersection
- During the duration of the events, the **Deputy Race Director** will be positioned adjacent to the Griffin Avenue intersection
- During the duration of the events, the **Race Starter** will be positioned adjacent to the Starting Line in Neville Place.

Road Reopening

All roads closed or affected by traffic control will be returned to normal operation at the conclusion of the events, expected to be by around 4.45pm. Traffic controllers will check that pedestrians and cyclists have moved off the carriageway prior to re-opening.

2.1.2 Risk Assessment

General Risk Assessment

A risk assessment has been prepared under separate cover (prepared by Peter Budd of Griffith Cycle Club).

Instructions for Participants

Written instructions are to be provided to each participant in the event program. Additionally, the cyclists will be briefed by the commissaire as to directions, safety and conditions, immediately before the start of each event.

- “ ... All competitors must sign the sign on sheet and hand over their racing licence at least 15 minutes before their scheduled start time. Signing the start sheet implies that you have read and fully understood the following race conditions as implemented by the NSW Police and CyclingNSW.
 - Competitors, officials and support persons shall indemnify CyclingNSW, NSW Police, Roads & Traffic Authority, and Upper Lachlan Council and all their respective employees or officials, against any action that may arise from any incident during this event
 - Competitors, officials and support persons shall immediately obey any Police or officials directions, given in the interest of safety of competitors or other persons
 - Any competitor disobeying such direction will be disqualified from the event
 - The road races are not on closed roads. Competitors shall remain on the correct side of the road at all times and obey all other road rules
 - Competitors suffering a puncture or mechanical failure will only be assisted on the left hand side of the road. Escort and support vehicles shall move off to the left of the trafficable portion of the roadway before stopping to service a competitor
 - The only vehicles to be within the race convoy shall be those with official duties and identified with signage. Any vehicle linked to a competitor and continually following the event may cause disqualification of the competitor
 - At the Commissaire’s discretion, competitors may be withdrawn from the event if they are sufficiently behind the leaders and are deemed to be outside of the race control and their safety cannot be reasonably ensured
 - While every effort has been made to mark out and officiate the race route, it remains the competitors responsibility to be conversant with the race route
 - In the event of more than one category being on the course at one time, riders must not become involved or interfere with riders in another category during a race. Offenders will be disqualified.
 - Cyclists are reminded that road cycle racing can be considered a dangerous sport and whilst all reasonable care is taken by organisers and officials when organising an event, all participants have an equal responsibility to ensure they take all reasonable care by adhering to the road rules and other conditions imposed by race officials, ensuring a safe race environment for all concerned.

Risk Associated with Two-way Cycling

There is no two way cycling in this event. The roads are sterile conditions with riders travelling in a clockwise direction at all times.

Motor vehicle that are parked on the inside radius of the course shall be removed prior to the event.

Risk to Spectators

The identified risk to a spectator is that they get hit by a cyclist or event vehicle. Crowd barriers will be installed at the finish area for some 200m before, and some 150m after the finish line.

2.2 Public Liability Insurance

The event is covered by Cycling NSW's comprehensive insurance coverage.
A copy of 2014 CNSW Certificate of Insurance Currency is to be provided in **Appendix C**

2.3 Police

Police written approval to be obtained.

2.4 Fire Brigade and Ambulance

Fire brigades and ambulance will be notified in writing of the event in August 2014.

3 TRAFFIC AND TRANSPORT MANAGEMENT

3.1 Assembly Area

Participants assemble in the Benerembah Street car park. Overflow parking shall be in the adjacent streets. Registration and amenities will be provide adjacent to the Griffith Regional Theatre.

Riders will marshal in Neville Place and not enter the course until the previous event is completed. Riders will complete one full lap of the circuit in a neutral zone prior to commencing to race.

3.2 Courses and Times

3.2.1 Events

There will be a maximum of eleven (11) events consisting of nine (9) age categories for men and two (2) age categories for women.

Events for age categories M1-4 shall race 40 minutes plus three laps. All other age category events will race 30 minutes plus three laps. A bell shall be rung for riders entering the final lap.

The racing shall commence at 8:00am

It is expected that all racing will be completed by 4:30pm.

3.2.2 Course Route

All events start progressively from 8.00am and takes the following sterile course:

Race Conditions Area

- Riders marshal in Neville Place.
- Race conditions commence upon entering the Benerembah Street circuit.
- Riders travel clockwise around Benerembah Street
- Rider race for a time period plus three laps
- A bell shall be rung to signify riders entering the final lap.

Refer to **Figure 1** for a map of the course.

3.3 Parking – Benerembah Street

For the anticipated total of 240 participants there is ample parking in the Benerembah Street car park together with adjacent street parking.

It is expected that riders will be arriving not long before their start time and leave not long after their race completion, therefore parking does not need to cater for all participants at once.

3.4 Construction, Traffic Calming and Traffic Generating Developments

- There are no construction activities on the routes.
- There are no traffic calming devices on the routes.
- There are traffic generating developments on the criterium circuit. Benerembah Street is part of the Griffith CBD. Most of the businesses are closed on a Sunday and will in no way be impacted by the race.
- Rossies Supermarket shall be impacted by the closure of the Benerembah street access to their car park however customers can access the supermarket car park from the Koorinal Street entrance. Riders shall be advise that they cannot park in this supermarket car park.

3.5 Trusts, Authorities or Government Enterprises

The Griffith City controls the road reserves and park areas and has provided approval for the event.

3.6 Impact on Public Transport

There are no impacts on public transport.

3.7 Reopening Roads

It is expected that all roads closed or affected by traffic control will be re-opened or return to normal operations by 5.00pm. Traffic controllers will check that pedestrians and cyclists are clear of the area prior to re-opening.

After 5.00pm the only affected area will be within the Benerembah Street car park and Neville Place.

3.8 Traffic Management Requirements Unique to this Event

This TMP and its accompanying TCPs describe the unique traffic management requirements for this event.

3.9 Contingency Plans

Because of the nature of the event - short duration and in the centre of Griffith - any emergency can be quickly resolved.

3.9.1 Emergency Transport

Any part of the course is easily accessible by race vehicle should an emergency arise.

3.9.2 Medical Services

Griffith Base Hospital is approximately 1.5km away from the farthest point on the course.

The St John's Ambulance shall be the first responders to any race accident where an assessment of the situation will be carried out. If an ambulance is required the Griffith Ambulance Station is approximately 3 minutes from any point on the course.

Stationary first aid will be provided at a location to be determined by the Race Director.

3.9.3 Communications

Mobile phones are carried by organisers, as below:

- Mike O'Reilly 0417 403 244

Assistants

- First Aid - TBA
- Commissaires - TBA

The organisers have radios to enable contact with police and council vehicles a UHF radio channel. All traffic control vehicles are equipped with two-way radio.

- Radio Information
 - Channel 14 (alternate is Channel 19)

3.9.4 Police

A police vehicle may patrol various aspects of the event but may not enter the closed course. Police vehicles are equipped with UHF radios (designated channel to be determined).

3.9.5 Contingencies Associated with Cycling

Wet weather

The event will proceed during mild wet weather. In severe wet weather, the event will be cancelled.

Bush fire hazard

Where a bush fire is likely to endanger participants or inhibit emergency vehicles ability to attend to the fire hazard, the event shall be cancelled.

Accidents occurring during the race

If an accident occurs during a race:

1. The Commissaire will investigate the accident and assist rider to resume the race.
2. If the rider cannot rejoin the race the Commissaire will arrange transport for the rider to return to the marshalling area..
3. If the rider requires First Aid the Commissaire will contact Mike O'Reilly on 0417 403 244 to arrange medical assistance.

Absence of Traffic Controllers

Where designated traffic controllers as required in the TCPs are absent or insufficient in number the race shall not be conducted.

Riders who lose contact

Where a rider loses contact with the main field and loses a lap they may be removed from the race at the discretion of the commissaires.

Injured / Fatigued Participant

Any participant who as a result of injury or fatigue is considered to be a risk to him or herself or other road users will be asked to leave the race.

Delayed start to the race

If the start of the event is delayed for whatever reason the length of the events may be reduced to ensure completion by 4.45pm.

Cancellation of the race

All participants shall be informed.

3.10 Heavy Vehicle Impacts

The Benerembah Street course is on a State road and is a heavy vehicle route. Heavy vehicles shall be detoured around the course using Kookora Street.

3.11 Special Event Clearways

Special event clearways are not required.

3.12 Cycling Considerations

3.12.1 Pre-event Briefing

To enhance safety, the commissaire will brief participants immediately before the event, in regard to their compliance with the course directions, traffic regulations and the conditions set down by Police.

The commissaire will brief the participants as per the Race Program instructions (Refer Section 2.1.2 above)

3.12.2 Participants' Identification

All participants will be issued with an identification number to be displayed throughout the event on the riders' lower rear torso.

3.12.3 Traffic Controllers

Controllers and officials will be provided with a copy of this plan. Only accredited traffic controllers will be used. They will be attired in personal protective equipment apparel (fluorescent yellow high visibility vest). They will be supplied with instructional material to maintain the integrity of the turnaround and traffic control points, refer to relevant TCPs. All event officials will be provided with the event program, which includes the course maps relevant to their area of operation.

3.12.4 Non- Police Escort Vehicles

Motorbike escorts may be provided at times during the course of the events.

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY AND EMERGENCY SERVICES

4.1 Access for Local Residents, Businesses, Hospitals and Emergency Vehicles

Measures to minimise the impact on the non-event community are as follows:

1. The event is to be held over a short duration of 8.5 hours.
2. No properties are denied access at any time as they all have rear lane access to Benerembah Lane.
3. All residents near the start and along the courses will be advised of the event by the organisers by letter in the week preceding the event.
4. Detour routes, are designated and signposted.

4.2 Advertise Traffic Management Arrangements

4.2.1 General Publicity

Publicity for the event will be wide spread as below:

- Letters to residents from Griffith Cycle Club
- Media promotion in local newspaper, to commence August 2014
- Event to be promoted via www.griffithcycleclub.com and to commence March 2014
- Poster by the organisers to be displayed around Griffith providing dates for various cycling events to commence August 2014

4.2.2 Affected Properties

All properties along near the start and along the courses will be letterbox dropped to advise of the events, including the likely impacts. These letters will be distributed in the week preceding the events in early September by the organisers.

4.3 Special Event Warning Signs

No warning signs are required for the event due to the closed road course. Warning signs for spectators at likely crossing points shall be provided.

4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs.

4.5 Portable Variable Message Signs

This event does not use portable Variable Message Signs.

5 APPROVAL

TMP approved by event organiser **Griffith Cycle Club** on 1 March 2014

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

Regulation of traffic authorised by:

..... Council Date

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

Regulation of traffic authorised by:

..... RMS Date

Appendix A - Risk Assessment

Event – Masters Cycling Championships

Risk Assessment Evaluation as at 30 December 2013

By Peter Budd on behalf Griffith Cycle Club

For the Championships held at

- Griffith NSW on Saturday 27 September 2014
- Griffith NSW on Sunday 28 September 2014
- Griffith NSW on Monday 29 September 2014

Introduction

The Masters Road Cycling Championships are aimed at conducting events for cyclists over the age of 30 years. The Championships will consist of eleven (11) events. Nine (9) men's events and two (2) women's events. These events shall have eighteen (18) categories of sub events, with each sub event stepped in 5 year age groupings. This includes 10 (10) separate men's events, and eight (8) separate women's events.

The Championship courses were selected because of their proximity to the city of Griffith and the minimal impact on the local community.

The State Championships will be conducted from 27-29 September 2014.

Previous Experience

This risk assessment is prepared in light of years of racing experience including previous Masters Road Championships together with a study of the course with the race director Michael O'Reilly.

Course Attributes, Standards & Risk Management

Attributes

- Racing is conducted on secondary roads, these being roads which are the primary responsibility of Griffith City Council with the exception of the criterium event that is conducted on a State road. Refer to the related course maps.
- The Individual Time Trial Course carries:
 - negligible levels of motor vehicle traffic,
 - motor vehicle traffic from adjoining properties is considered minimal,
 - line of sight for both motorists and cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,

- use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the whole of the ITT course is either completely closed to traffic or “open to local traffic only”
- The Road Race Course carries:
 - minimal levels of motor vehicle traffic,
 - motor vehicle traffic from adjoining properties is considered minimal,
 - line of sight for both motorists and cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,
 - use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the majority of the Road Race course is either completely closed to traffic or “open to local traffic only”. There are two sections of road up to 2km long that will be open to traffic.

there are some open culverts to McCarthy Road that will require hay bale protection due to the proximity of the culverts to the road carriageway.
- The Criterium Course carries:
 - Will be closed to motor vehicle traffic,
 - motor vehicle traffic from adjoining properties will not be permitted to enter the course,
 - line of sight for cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,
 - use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the Criterium course is wholly closed to traffic.

Standards

- The total management of the event will conform to the New South Wales Roads and Traffic Authority, Guidelines for Bicycle Road Races (1st January, 2004)
- The courses shall be set out according to the Australian Standard 1742.3.2002 - Manual of uniform traffic control devices - Traffic control devices for works on roads (Refer Appendices A & B)

Risk Management Plan

The Risk Management Plan lists the major risks, risk likelihood, risk level, risk treatment strategies and related comments if required.

- **Claims made against CyclingNSW or local government authorities for incidents which occur during the race**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Public liability insurance of \$20m
 - Comments
 - Certificate of Insurance held
 - All entrants are members of Cycling Australia
- **Extreme weather conditions on day of the event (heavy rains, heavy winds)**
 - Risk Likelihood
 - Possible
 - Risk Level
 - Significant
 - Risk Treatment
 - Consideration to possible weather conditions considered when preparing race dates in calendar.
 - Discussions with Chief Commissaire on the day in question
 - Comments
 - Weather systems will be monitored daily in the lead up to the Championships, and again on the day of the Championships.
- **Emergency event at Griffith Airport**
 - Risk Likelihood
 - Remote
 - Risk Level

- Significant
 - Risk Treatment
 - Discussion with authorities to the extent of emergency and the possible need to stop racing until emergency event is over.
 - Discussions with Chief Commissaire on the day in question
 - Comments
 - Lines of communications with authorities required to be established prior to commencement of event.
- **Cyclists knocked down by motor vehicle traffic**
- Risk Likelihood
 - Unlikely
 - Risk Level
 - Significant
 - Risk Treatment
 - Race convoy protocols to be maintained with front & rear vehicles with flashing lights and signage on front & rear cars (for the road races)
 - Marshals posted at appropriate points along the circuit
 - Circuit signage near start and finish
 - As a result of complying with the Australian Standard and Guidelines for Bicycle Road Races, the entire circuit is defined by the placement of controllers, whose presence is further enhanced by the placement of signage every 5 kilometres on open roads advising persons entering the course that "Cycle Race in Progress".
 - "Prepare to Stop" signs are also placed at points where cyclists and vehicles intersect and in the event of non compliance, controllers will neutralise the race until any impediment is removed.
 - At points where straight line vision is less than 150metres, additional signage of "Cycle Race in Progress" may be placed on the side of road, to highlight that cyclists are on the road.
 - Comments
 - Refer additional comments in Attributes Section
- **Medical emergency (cyclist experiences chest pains)**
- Risk Likelihood
 - Unlikely
 - Risk Level
 - Significant
 - Risk Treatment

- St John's Ambulance to supply mobile first aid along the course, and at the finish area
 - Commissaires, Marshalls and Race Director to assist where appropriate
 - Static first aid to be supplied at the Start/Finish area
 - Ambulance centres available at Griffith
 - Hospitals located at Griffith
 - Comments
 - Refer Risk Treatment comments
- **Other accident during race (eg cyclist falls from bike)**
 - Risk Likelihood
 - Likely
 - Risk Level
 - High
 - Risk Treatment
 - Race schedule to ensure no adverse crossover of events conducted at same time
 - Following races neutralized around point of accident if possible
 - Comments
 - Refer supporting attributes of course to mitigate this risk
- **Bike equipment faulty causing accident**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Commissaires to check faulty bikes on a random basis
 - Comments
 - Remote likelihood
- **Adverse Road Conditions (eg, road pavement damage/potholes, dead wildlife)**
 - Risk Likelihood
 - Possible
 - Risk Level
 - Medium
 - Risk Treatment

- Prior to racing commencing, the course is subject to a physical inspection by the race organisation.
 - Road works, construction sites and any other impediment are identified and either marked with "caution" signs, in the event that it is a low risk change or by the placement of a traffic controller, if the need is warranted. In the event that the impediment is considered to be of a high risk and cannot be addressed, racing will not commence.
 - To further enhance safety, prior to racing, all riders are subject to a briefing from the commissaire, where the results of the initial course inspection are discussed, riding instructions are provided and general directions provided.
- Comments
 - Race Director to drive the circuit at 6am each day of competition to check for road pavement damage or for wildlife kill debris on the road
- **Cyclists veer off course during race**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Race program contains map of circuit
 - Front & Following vehicles to supply assistance if required
 - Circuit signage every 2k on open roads to ensure compliance
 - Comments
 - Extremely rare occurrence

Local Publicity

- All affected residents on the course will be notified of times and dates of racing by a letterbox drop to be undertaken by Griffith Cycle Club in the week preceding the State Championships.
- General publicity for the Championships will be wide spread
 - Letters to the affected residents by Griffith Cycle Club
 - Media promotion in the local Griffith newspaper
 - Event to be promoted via www.griffithcycleclub.com
 - Poster for Championships to be displayed around Griffith

Conducting the Event

- Championship organization will be coordinated by Griffith Cycle Club with the race events to be conducted by officials of Cycling NSW
- All riders are informed that should they breach any directive, by a controller, commissaire or official, they will be disqualified.
- If in the view of such officials the breach is serious, the rider will also face fines and potential suspension.
- All riders in the event are to be licensed through Cycling Australia and there is a policy of "no license, no start".
- In the event that an incident occurs during the course of the event, the controller or official nearest to the incident is to complete an incident report and ensure that, if a rider is involved, the rider also completes an incident report.
- All race incidents are then referred to the Race Director (Mike O'Reilly), and brought to the attention of the Chief Commissaire for rectification or assistance.

Summary

Bicycle racing is by nature a high risk sport due to the speed and proximity that the competitors travel. The events conducted in accordance with the above procedures and processes the bicycle races are conducted in as safe and secure manner as possible. The risk to riders, motorists and the general public is minimised to acceptable limits.

APPENDIX B - COURSE DESCRIPTION

Assembly Area

- Riders shall start to assemble approximately one hour prior to race events commencing at the Benerembah Street car park. Access to the car park shall be from Benerembah Lane.
- Riders marshal in Neville Place 15:00 minutes before their event start where the starter shall record those riders present and present a race briefing in accordance with Cycling NSW requirements.

Neutral Conditions Area

- After the race briefing riders will have one neutral lap prior to racing commencing.

Race Conditions Area

- Race conditions will commence after one lap has been ridden and the commissaire shall blow a whistle to signify the commencement of racing.
- Riders travel in a clockwise direction around Benerembah Street.
- Riders keep to the left of the round-a-bout at the Banna Avenue intersection.
- Riders race for a time period plus three laps.
- A bell shall be rung to signify riders entering the final lap.
- Riders are to immediately leave the course after the completion of their event to allow the following event to commence.

Course Map

Refer to **Figure 1** for a map of the 1.2km per lap course

Course Log

Chainage	Description	Side	Comment
0.0	Start –Neville Place		Marshalling
1.1	Finish line		
1.2	Banna Avenue	Pass , left	Left side of the round-a-bout

END of DOCUMENT



XL Group
Insurance
Reinsurance



Certificate of Currency

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

Insured Companies

Cycling Australia Inc, Mountain Bike Australia and Pedal Power ACT Incorporated including all State / Territory Associations, affiliated clubs, financial members, temporary members (for events), officials, accredited coaches, event promoters and race directors, executives and volunteers

Affiliated Club / Affiliated Race Director / Affiliated Event Promoter:

Griffith Cycling Club

Type of Policy

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

Policy Number

AU00003525L113A

Period of Insurance

30 November 2013 to 30 November 2014 at 4:00 pm LST

Territorial Limit

Worldwide

Limit of Liability

- A) AUD 20,000,000 each Occurrence and in the aggregate in respect of Products per Period of Insurance
- B) AUD 5,000,000 each Occurrence and in the annual aggregate sublimit

Interested Party

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

NSW Police, NSW Roads and Maritime Services, Griffith City Council, Carrathool Shire Council, Narrandera Shire Council, Any Council, Shire or Government Department from whom the above named leases and/or hires and/or rents land and/or buildings shall be indemnified for claims brought against the Council, Shire or Government Departments, resulting from a negligent act by The Insured

Nothing herein contained shall serve to alter, vary or waive the provisions of the above-mentioned policy.

For full details regarding coverage refer to the policy documentation or contact V-Insurance Group on 1300 945 547 or email sports@vinsurancegroup.com.

Signed on behalf of XL Insurance Company Plc



Daniel Fay
Underwriting Manager – Casualty Middle Market
Northern Region

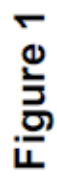
Date: 4/12/2013

Sydney
Phone: (02) 8270 1400

Melbourne
Phone: (03) 8352 6700

For more information please contact your local XL Insurance Company Plc office or visit our website xlgroup/insurance.com

Figure 1



Notice of Intention to Hold Public Assembly

SCHEDULE 1(Sec 23)

SUMMARY OFFENCES ACT 1988

To the Commissioner of Police, Notice of Intention to Hold a Public Assembly

We, the Griffith Cycle Club,
of PO Box 2526 Griffith NSW 2680
notify the commissioner of Police that on the

Day	Month	Year
28	September	2014

it is intended to hold **A Bicycle Racing Events**

~~(a) A public assembly, not being a procession, of approximately~~

..... (number) persons, which will assemble

at

(place)

at approximately am/pm, and disperse at

approximately am/pm

or

***(b) a public assembly, being a procession** of approximately 240 persons over the course of the day which will assemble at approximately 7:30am, and at approximately 8:00am the procession will commence and shall proceed from Neville Place. The race shall then proceed in a clockwise direction around the circular Benereembah Street. The procession shall terminate at approximately 4:30pm.

(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of termination. A diagram may be attached.) Details included in the Traffic Management Plan for the event.

1. The purpose of the proposed assembly is
To conduct a Bicycle Road Racing Event.
2. The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

***(I)** There will be up to 50 Bicycles in the event at any one time with 240 bicycle spread over eleven events during the course of the day. There shall be up to 2morobike escorts. (number of vehicles involved) during event. The roads are controlled by Traffic Control Plans and the road is close to all non-race traffic.

The type and dimensions are as follows:

Standard Road Bicycles and Passenger Vehicles

~~*(ii) There will be (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.~~

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

~~3(iii) The following number and type of animals will be involved in the assembly.~~

~~3(iv) Other special characteristics of the proposed assembly are as follows:~~

3. I take responsibility form organising and conducting the proposed assembly.

4. Notices for the purposes of the Summary Offences Act 1988 may be served upon me at the following address
Griffith Cycle Club, PO Box 2526, Griffith NSW 2680

Signed: *Griffith Cycle Club*

Date: **1 March 2014**

GRIFFITH CITY COUNCIL **REPORT**

CL08

SUBJECT: NSW MASTERS CYCLING CHAMPIONSHIPS - INDIVIDUAL TIME TRIAL 29 SEPTEMBER 2014
FROM: Mathew Vitucci, Traffic Engineer

SUMMARY

The Griffith Cycle Club is hosting the NSW Masters Cycling Championships in September this year. Griffith Cycle Club has submitted the Traffic Management Plan for the individual time trial to be held on Monday 29 September 2014. The Traffic Management Plan is in accordance with both the conditions of the Police and Griffith City Council.

RECOMMENDATION

The Committee recommend the approval of the Traffic Management Plan for the NSW Masters Cycling Championships Individual Time Trial on Monday 29 September 2014.

BACKGROUND

Griffith Cycle Club representative Mr Peter Budd has submitted the final Traffic Management Plan for the Individual Time Trial to be held as part of the NSW Masters Cycling Championships. The Traffic Management Plan is in accordance with both the conditions of the Police and Griffith City Council.

ATTACHMENTS

(a) NSW Masters Road Cycling Championships Traffic Management Plan Individual Time Trial

(a) NSW Masters Road Cycling Championships Traffic Management Plan Individual Time Trial

**NSW MASTERS ROAD CYCLING CHAMPIONSHIPS
GRIFFITH**

**Individual Time Trial Championships
Monday 29 September 2014**

TRAFFIC MANAGEMENT PLAN

1 EVENT DETAILS

1.1 Event Summary

Name	NSW Masters Road Championships – Individual Time Trial
Location	Griffith, NSW
Dates	Monday 29 September 2014
Start Time	First event at 10:30am
Finish Time	Approx 3:00pm
Set-up Start Time	9:00am
Pack down Finish Time	Approx 4:00pm
Event Type	Bicycle individual time trial racing events
Regularity	Planned to be repeated in 2015 on a similar basis

1.2 Contact Names

Event Organiser	Griffith Cycle Club Contact Officer, Peter Budd Phone: 02 6964 1459 Fax: 02 6962 7911 Mob: 0431 012174 Email: griffithcycleclub@budd.net.au
Race Director	CyclingNSW Contact Officer, Mike O'Reilly Ph: 02 9738 5850 Fax: 02 9738 5853 Mob: 0417 403 244 Email: bicisportcycling@yahoo.com.au
Police	Sgt Stephen Pidgeon Ph: 02 6959 5900 Email: pidg2ste@police.nsw.gov.au Sgt Mark Andrews Ph: 02 6969 4369 Email: andr5mar@police.nsw.gov.au
Council	Mathew Vitucci Engineering Services Griffith City Council Ph: 02 6969 4828 Email: Mathew.Vitucci@griffith.nsw.gov.au

NSW MASTERS ROAD CYCLING CHAMPIONSHIPS GRIFFITH

Individual Time Trial Championships
Monday 29 September 2014

TRAFFIC MANAGEMENT PLAN

1 EVENT DETAILS

1.1 Event Summary

Name	NSW Masters Road Championships – Individual Time Trial
Location	Griffith, NSW
Dates	Monday 29 September 2014
Start Time	First event at 10:30am
Finish Time	Approx 3:00pm
Set-up Start Time	9:00am
Pack down Finish Time	Approx 4:00pm
Event Type	Bicycle individual time trial racing events
Regularity	Planned to be repeated in 2015 on a similar basis

1.2 Contact Names

Event Organiser	Griffith Cycle Club Contact Officer, Peter Budd Phone: 02 6964 1459 Fax: 02 6962 7911 Mob: 0431 012174 Email: griffithcycleclub@budd.net.au
Race Director	CyclingNSW Contact Officer, Mike O'Reilly Ph: 02 9738 5850 Fax: 02 9738 5853 Mob: 0417 403 244 Email: bicisportcycling@yahoo.com.au
Police	Sgt Stephen Pidgeon Ph: 02 6959 5900 Email: pidg2ste@police.nsw.gov.au Sgt Mark Andrews Ph: 02 6969 4369 Email: andr5mar@police.nsw.gov.au
Council	Mathew Vitucci Engineering Services Griffith City Council Ph: 02 6969 4828 Email: Mathew.Vitucci@griffith.nsw.gov.au

1.3 Brief Description of Event

The NSW Masters Road Championships – Individual Time Trial, is to be held on Monday 29 September 2014 and are for cyclists over the age of 30 years.

The road race championships will consist of eleven (11) events:

- Nine events for men, and
- Two events for women

The race is an 18.0km out-and-back course held on Scenic Drive and Rifle Range Road. The race commences adjacent to the Pioneer's Park car park and heads north along Scenic Drive. Riders turn right into Rifle Range Road and continue travelling west until the 7.4km mark where a U-turn is made. The riders travel east to Beelbanger and at the 12.0km mark make another U-turn. The riders travel east along Rifle Range Road and turn left into Scenic Drive (14.1km). The finish line is in the same point as the road race and at the 18.0km mark for the time trial.

Racing commences at 10:30am. All participants ride individually and are set off with a minimum of 1 minute spacing. The last participant starts at approximately 2.00pm.

The total number of participants will be approximately 200.

It is anticipated that the road activities will conclude around 3.00pm, after which refreshments facilities will be provided at the Pioneer's Park.

2 RISK MANAGEMENT - TRAFFIC

2.1 Workplace Health and Safety – Traffic Control

2.1.1 Traffic Control Plan

The Traffic Control Plans (TCP's) are attached as follows:

- TCP No: 140213-12 sheet 1 - Remembrance Drive / Scenic Drive Intersection
- TCP No: 140213-13 sheet 2 - U - Turn location west end Rifle Range Road
- TCP No: 140214-10 sheet 3 - Scenic Drive/Rifle Range Road intersection
- TCP No: 140213-15 sheet 4 - U-turn location at Beelbanger
- TCP No: 140213-16 sheet 5 - road closure details at Boorga&Smeeth Roads
- TCP No: 140213-18 - Heavy Vehicle detour details
- TCP No: 140213-17 - Typical TCP for driveways.

Also attached are:

- Appendix A - risk assessment
- Appendix B - course description
- Appendix C - insurance certificate of currency
- Figure 1 - map of course

Police Presence

A police vehicle may patrol the events. Organisers shall liaise with Griffith Highway patrol

Overall Control of Cycle Events

A suitably qualified and certified cycle commissaire shall have overall control of the cycle events.

Registration and Competency of Participants

Participants may only register no later than two weeks before the Championships and be registered members of Cycling Australia.

Communications

Communications on the day will be conducted by:

- Organisers will have mobile phones for contact as follows:
 - Race Director - Mike O'Reilly, 0417 403 244
 - Deputy Race Director - TBA
 - Race Starter - TBA
 - Commissaires - TBA
- Each Commissaire vehicle is equipped with a 2-way radio Channel 14 (alternate is Channel 19)
- The police vehicles are equipped with UHF radios.
- The Chief Commissaire, selected traffic controllers and selected escort vehicles operators will have mobile phones and 2-way radios
- First Aid, shall be provided by St John's Ambulance - TBA

Race Director Control

- During the duration of the events, the Race Director (Mike O'Reilly) will be positioned at the corner of Collector Rd and old Hume Highway Breadalbane
- During the duration of the events, the Deputy Race Director will be positioned adjacent to the U turn (stationed 7.4k from the start)

Road Reopening

All roads closed or affected by traffic control will be returned to normal operation at the conclusion of the events, expected to be by around 4.00pm. Traffic controllers will check that pedestrians and cyclists have moved off the carriageway prior to re-opening.

2.1.2 Risk Assessment

General Risk Assessment

A risk assessment has been prepared under separate cover (prepared by Peter Budd of Griffith Cycle Club).

Instructions for Participants

Written instructions are to be provided to each participant in the event program. Additionally, the cyclists will be briefed by the commissaire as to directions, safety and conditions, immediately before the start of each sub-event.

- " ... All competitors must sign the sign on sheet and hand over their racing licence at least 15 minutes before their scheduled start time. Signing the start

sheet implies that you have read and fully understood the following race conditions as implemented by the NSW Police and CyclingNSW.

- o Competitors, officials and support persons shall indemnify CyclingNSW, NSW Police, Roads & Traffic Authority, and Upper Lachlan Council and all their respective employees or officials, against any action that may arise from any incident during this event
- o Competitors, officials and support persons shall immediately obey any Police or officials directions, given in the interest of safety of competitors or other persons
- o Any competitor disobeying such direction will be disqualified from the event
- o The road races are not on closed roads. Competitors shall remain on the correct side of the road at all times and obey all other road rules
- o Competitors suffering a puncture or mechanical failure will only be assisted on the left hand side of the road. Escort and support vehicles shall move off to the left of the trafficable portion of the roadway before stopping to service a competitor
- o The only vehicles to be within the race convoy shall be those with official duties and identified with signage. Any vehicle linked to a competitor and continually following the event may cause disqualification of the competitor
- o At the Commissaire's discretion, competitors may be withdrawn from the event if they are sufficiently behind the leaders and are deemed to be outside of the race control and their safety cannot be reasonably ensured
- o While every effort has been made to mark out and officiate the race route, it remains the competitors responsibility to be conversant with the race route
- o In the event of more than one category being on the course at one time, riders must not become involved or interfere with riders in another category during a race. Offenders will be disqualified.
- o Cyclists are reminded that road cycle racing can be considered a dangerous sport and whilst all reasonable care is taken by organisers and officials when organising an event, all participants have an equal responsibility to ensure they take all reasonable care by adhering to the road rules and other conditions imposed by race officials, ensuring a safe race environment for all concerned.

Risk Associated with Two-way Cycling

The risk associated with having cyclists on an out and back route, having the potential conflict of cyclists racing in opposite directions on the same stretch of road and with motorists also using the road has been assessed. It is considered that the following measures satisfactorily address the issue:

- Escort vehicles with beacon lights will monitor the 18.0km circuit on a regular basis during the period of competition.
- The pre-race briefing to cyclists will include the issue of possible conflict with other cyclists and other road users.
- Cyclists, being in the Master category, are experienced in sharing the road and are skilled in avoiding risky aggressive competitive behaviour.
- The cyclists will be participating as individuals (not in groups).

Risk to Spectators

The identified risk to a spectator is that they get hit by a cyclist or event vehicle. Spectator motor vehicles will be excluded from directly following the events along the

course route. It is anticipated that the only spectators involved will congregate at either the top of the Scenic Drive climb or in the Finish area on Scenic Drive.

The spectators to the climb location will be limited due to no vehicle access.

2.2 Public Liability Insurance

The event is covered by Cycling NSW's comprehensive insurance coverage.
A copy of 2014 CNSW Certificate of Insurance Currency is to be provided in **Appendix C**

2.3 Police

Police written approval to be obtained.

2.4 Fire Brigade and Ambulance

Fire brigades and ambulance will be notified in writing of the event by August 2014.

3 TRAFFIC AND TRANSPORT MANAGEMENT

3.1 Assembly and Start / Finish Area

Assembly

Participants assemble in the Pioneer's Park car park area (adjacent to Remembrance Drive) where car parking, registration, amenities (food and toilets), briefing sessions and stationary first aid will be provided.

Cyclists in the road competitions will be instructed to warm up conforming to road rules in and around the Remembrance Drive / Old Aerodrome Road area.

Start

The start area is immediately adjacent to the assembly area and will be separated from other traffic by cones. The start area is closed to non-race traffic

Finish

The finish area is 300 metres from the start area.

Refer to **Appendix B** for further details.

3.2 Courses and Times

Cyclist commence races from 10:30am and take the following out-and-back course:

- Start approximately 150metres east of the Remembrance Drive / Scenic Drive intersection. Scenic Drive is closed to non-race traffic
- Individual cyclists will depart the Start area at intervals of one (1) minute between cyclists
- Individual cyclists will continue north along Scenic Drive.
- At the intersection with Rifle Range Road the riders turn left and travel west.
- U-turn on Rifle Range Road at the designated U-turn point 7.4km from the start.

- Travel east along Rifle Range Road towards Beelbanger and make a U-turn at the 12.0km mark.
- Travel west along Rifle Range Road and turn left into Scenic Drive. Scenic Drive is closed to non-race traffic.
- All individual cyclists to complete one (1) full lap of 18.0km
- Finish on Scenic Drive 300 metres before the Start area.

All of these roads are lowly trafficked. As individuals will be starting at one minute intervals there will not be individual lead or rear escort cars provided. However, selected commissaires will be patrolling the course during the period of competition from 10.30am until 3.00pm.

Refer to **Figure 1** for further details

3.3 Parking – Breadalbane Public School

For the anticipated total of 200 participants there is parking in the Pioneer's Park car park with sealed access roads and all weather car parking areas. A parking marshal will control the parking area. Additionally, the gravelled area around the water tower may be used for overflow parking if required.

It is expected that riders will be arriving not long before their start time and leave not long after their race completion, therefore parking does not need to cater for all participants at once.

While the car parking capacity is unlikely to be reached as riders will be coming and going throughout the day, the area has access to overflow parking if required.

3.4 Construction, Traffic Calming and Traffic Generating Developments

- There are no construction activities on the routes.
- There are no traffic calming devices on the routes.
- There are no traffic generating developments on the ITT event course.

3.5 Trusts, Authorities or Government Enterprises

The Griffith City Council, controls the road reserves and park areas adjacent to the Pioneer's Park and along Scenic Drive.

3.6 Impact on Public Transport

There are no impacts on public transport.

3.7 Reopening Roads

It is expected that all roads closed or affected by traffic control will be re-opened or return to normal operations by 4.00pm. Traffic controllers will check that pedestrians and cyclists are clear of the area prior to re-opening.

After 4.00pm the only affected area will be within the Pioneer's Park car park.

3.8 Traffic Management Requirements Unique to this Event

This TMP and its accompanying TCPs describe the unique traffic management requirements for this event.

3.9 Contingency Plans

Because of the nature of the event - short duration and reasonably close to the city of Griffith - any emergency can be quickly resolved.

3.9.1 Emergency Transport

Numerous volunteers vehicles are available for transport in an emergency.

Race commissaires vehicles will be patrolling the 18.0km circuit from 10.30am until 3.00pm.

3.9.2 Medical Services

Griffith Base Hospital is approximately 10km away from the farthest point on the course.

The St John's Ambulance shall be the first responders to any race accident where an assessment of the situation will be carried out. If an ambulance is required the Griffith Ambulance Station is approximately 10 minutes from any point on the course.

Stationary first aid will be provided at a location to be determined by the Race Director.

3.9.3 Communications

Mobile phones are carried by organisers, as below:

- Mike O'Reilly 0417 403 244

Assistants

- First Aid - TBA
- Commissaires - TBA

The organisers have radios to enable contact with police and council vehicles a UHF radio channel. All traffic control vehicles are equipped with two-way radio.

- Radio Information
 - Channel 14 (alternate is Channel 19)

3.9.4 Police

A police vehicle may patrol various aspects of the event. Police vehicles are equipped with UHF radios (designated channel to be determined).

3.9.5 Contingencies Associated with Cycling

Wet weather

The event will proceed during mild wet weather. In severe wet weather, the event will be cancelled.

Bush fire hazard

Where a bush fire is likely to endanger participants or inhibit emergency vehicles ability to attend to the fire hazard, the event shall be cancelled.

Accidents occurring during the race

If an accident occurs during a race:

1. The Commissaire will investigate the accident and assist rider to resume the race.
2. If the rider cannot continue the time trial the Commissaire will arrange transport for the rider to return to the Pioneer's Park car park.
3. If the rider requires First Aid the Commissaire will contact Mike O'Reilly on 0417 403 244 to arrange medical assistance.

Absence of Traffic Controllers

Where designated traffic controllers as required in the TCPs are absent or insufficient in number the race shall not be conducted.

Injured / Fatigued Participant

Any participant who as a result of injury or fatigue is considered to be a risk to him or herself or other road users will be picked up by the commissaire or "sag wagon".

Delayed start to the race

If the start of the event is delayed for whatever reason the length of the event may be reduced to ensure completion by 4.00pm.

Cancellation of the race

All participants shall be informed.

3.10 Heavy Vehicle Impacts

The course route uses a heavy vehicle by pass road. The September timing of the Championships is not a busy heavy vehicle period. Refer to TCP No: 140213-18 for Heavy Vehicle Detours.

3.11 Special Event Clearways

Special event clearways are not required.

3.12 Cycling Considerations

3.12.1 Pre-event Briefing

To enhance safety, the commissaire will brief participants immediately before the event, in regard to their compliance with the course directions, traffic regulations and the conditions set down by Police.

The commissaire will brief the participants as per the Race Program instructions (Refer Section 2.1.2 above)

3.12.2 Participants Identification

All participants will be issued with an identification number to be displayed throughout the event on the riders' lower rear torso.

3.12.3 Traffic Controllers

Controllers and officials will be provided with a copy of this plan. Only accredited traffic controllers will be used. They will be attired in personal protective equipment apparel (fluorescent yellow high visibility vest). They will be supplied with instructional material to maintain the integrity of the turnaround and traffic control points, refer to relevant TCPs. All event officials will be provided with the event program, which includes the course maps relevant to their area of operation.

3.12.4 Non-Police Escort Vehicles

Non-police escort vehicles will be provided for the individual time trials and be positioned so as to create a positive awareness of the presence of riders on the roads to other road users. These escort vehicles include:

Commissaire's Vehicle

Commissaires vehicles shall patrol the circuit on a regular basis during the period of competition from 10.00am to 3.00pm. This vehicle shall display a sign directed to the rear of the vehicle displaying the words "CYCLISTS, RACE IN PROGRESS" (signs will be not less than 620mm x 460mm in size with 60 mm lettering).

Sag Wagons

The sag wagon will be equipped to be able to carry several riders and their bikes.

Equipment

Warning signs referred to above will be not less than 620mm x 460mm in size with 60mm lettering.

Obstruction Minimisation

Escort vehicles shall move off the carriageway when required to wait for riders, so as to minimise obstruction to other traffic.

Escort vehicles will be:

- fitted with amber rotating beacons on their roof operating while accompanying the ride
- have hazard lights operating while accompanying the ride
- be equipped with sets of triangle signs which shall be displayed in the case of a breakdown.

Escort vehicles shall move off the carriageway when required to wait for riders, so as to minimise obstruction to other traffic.

Warning Signs

Signs warning of *Cyclists Ahead* will be placed around the entire course at approx 5k intervals

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY AND EMERGENCY SERVICES

4.1 Access for Local Residents, Businesses, Hospitals and Emergency Vehicles

Measures to minimise the impact on the non-event community are as follows:

1. The event is to be held for a short duration of 5 hours.
2. No properties are denied access at any time.

3. All residents along the longer courses will be advised of the event by the organisers by letter in the week preceding the event.
4. Detour routes are designated and sign posted..

4.2 Advertise Traffic Management Arrangements

4.2.1 General Publicity

Publicity for the event will be wide spread as below:

- Letters to residents from Griffith Cycle Club
- Media promotion in local newspaper, to commence August 2014
- Event to be promoted via www.griffithcycleclub.com and to commence March 2014
- Poster by the organisers to be displayed around Griffith providing dates for various cycling events to commence August 2014.

4.2.2 Affected Properties

All residential properties along the course will be letterbox dropped to advise of the events, including the likely impacts. These letters will be distributed in the week preceding the events in early September by the organisers.

4.3 Special Event Warning Signs

The number of traffic control points provides an effective means of providing warning signs for the whole of the course.

4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs.

4.5 Portable Variable Message Signs

This event does not use portable Variable Message Signs.

5 APPROVAL

TMP approved by event organiser **Griffith Cycle Club** on 1 March 2014

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

Regulation of traffic authorised by:

..... CouncilDate

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

Regulation of traffic authorised by:

..... RMSDate

Appendix A - Risk Assessment

Event – Masters Cycling Championships

Risk Assessment Evaluation as at 30 December 2013

By Peter Budd on behalf Griffith Cycle Club

For the Championships held at

- Griffith NSW on Saturday 27 September 2014
- Griffith NSW on Sunday 28 September 2014
- Griffith NSW on Monday 29 September 2014

Introduction

The Masters Road Cycling Championships are aimed at conducting events for cyclists over the age of 30 years. The Championships will consist of eleven (11) events. Nine (9) men's events and two (2) women's events. These events shall have eighteen (18) categories of sub events, with each sub event stepped in 5 year age groupings. This includes 10 (10) separate men's events, and eight (8) separate women's events.

The Championship courses were selected because of their proximity to the city of Griffith and the minimal impact on the local community.

The State Championships will be conducted from 27-29 September 2014.

Previous Experience

This risk assessment is prepared in light of years of racing experience including previous Masters Road Championships together with a study of the course with the race director Michael O'Reilly.

Course Attributes, Standards & Risk Management

Attributes

- Racing is conducted on secondary roads, these being roads which are the primary responsibility of Griffith City Council with the exception of the criterium event that is conducted on a State road. Refer to the related course maps.
- The Individual Time Trial Course carries:
 - negligible levels of motor vehicle traffic,
 - motor vehicle traffic from adjoining properties is considered minimal,
 - line of sight for both motorists and cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,

- use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the whole of the ITT course is either completely closed to traffic or “open to local traffic only”
- The Road Race Course carries:
 - minimal levels of motor vehicle traffic,
 - motor vehicle traffic from adjoining properties is considered minimal,
 - line of sight for both motorists and cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,
 - use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the majority of the Road Race course is either completely closed to traffic or “open to local traffic only”. There are two sections of road up to 2km long that will be open to traffic.

there are some open culverts to McCarthy Road that will require hay bale protection due to the proximity of the culverts to the road carriageway.
- The Criterium Course carries:
 - Will be closed to motor vehicle traffic,
 - motor vehicle traffic from adjoining properties will not be permitted to enter the course,
 - line of sight for cyclists is considered excellent,
 - road pavement width is considered excellent for the anticipated number of entrants,
 - use of Armco fencing along the proposed route is considered negligible,
 - road condition is considered average to good, and
 - start/finish areas are closed to traffic and shall have negligible adverse impact on local residents or motorists.
 - the Criterium course is wholly closed to traffic.

Standards

- The total management of the event will conform to the New South Wales Roads and Traffic Authority, Guidelines for Bicycle Road Races (1st January, 2004)
- The courses shall be set out according to the Australian Standard 1742.3.2002 - Manual of uniform traffic control devices - Traffic control devices for works on roads (Refer Appendices A & B)

Risk Management Plan

The Risk Management Plan lists the major risks, risk likelihood, risk level, risk treatment strategies and related comments if required.

- **Claims made against CyclingNSW or local government authorities for incidents which occur during the race**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Public liability insurance of \$20m
 - Comments
 - Certificate of Insurance held
 - All entrants are members of Cycling Australia
- **Extreme weather conditions on day of the event (heavy rains, heavy winds)**
 - Risk Likelihood
 - Possible
 - Risk Level
 - Significant
 - Risk Treatment
 - Consideration to possible weather conditions considered when preparing race dates in calendar.
 - Discussions with Chief Commissaire on the day in question
 - Comments
 - Weather systems will be monitored daily in the lead up to the Championships, and again on the day of the Championships.
- **Emergency event at Griffith Airport**
 - Risk Likelihood
 - Remote
 - Risk Level

- Significant
 - Risk Treatment
 - Discussion with authorities to the extent of emergency and the possible need to stop racing until emergency event is over.
 - Discussions with Chief Commissaire on the day in question
 - Comments
 - Lines of communications with authorities required to be established prior to commencement of event.
- **Cyclists knocked down by motor vehicle traffic**
 - Risk Likelihood
 - Unlikely
 - Risk Level
 - Significant
 - Risk Treatment
 - Race convoy protocols to be maintained with front & rear vehicles with flashing lights and signage on front & rear cars (for the road races)
 - Marshals posted at appropriate points along the circuit
 - Circuit signage near start and finish
 - As a result of complying with the Australian Standard and Guidelines for Bicycle Road Races, the entire circuit is defined by the placement of controllers, whose presence is further enhanced by the placement of signage every 5 kilometres on open roads advising persons entering the course that "Cycle Race in Progress".
 - "Prepare to Stop" signs are also placed at points where cyclists and vehicles intersect and in the event of non compliance, controllers will neutralise the race until any impediment is removed.
 - At points where straight line vision is less than 150metres, additional signage of "Cycle Race in Progress" may be placed on the side of road, to highlight that cyclists are on the road.
 - Comments
 - Refer additional comments in Attributes Section
 - **Medical emergency (cyclist experiences chest pains)**
 - Risk Likelihood
 - Unlikely
 - Risk Level
 - Significant
 - Risk Treatment

- St John's Ambulance to supply mobile first aid along the course, and at the finish area
 - Commissaires, Marshalls and Race Director to assist where appropriate
 - Static first aid to be supplied at the Start/Finish area
 - Ambulance centres available at Griffith
 - Hospitals located at Griffith
 - Comments
 - Refer Risk Treatment comments
- **Other accident during race (eg cyclist falls from bike)**
 - Risk Likelihood
 - Likely
 - Risk Level
 - High
 - Risk Treatment
 - Race schedule to ensure no adverse crossover of events conducted at same time
 - Following races neutralized around point of accident if possible
 - Comments
 - Refer supporting attributes of course to mitigate this risk
- **Bike equipment faulty causing accident**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Commissaires to check faulty bikes on a random basis
 - Comments
 - Remote likelihood
- **Adverse Road Conditions (eg, road pavement damage/potholes, dead wildlife)**
 - Risk Likelihood
 - Possible
 - Risk Level
 - Medium
 - Risk Treatment

- Prior to racing commencing, the course is subject to a physical inspection by the race organisation.
 - Road works, construction sites and any other impediment are identified and either marked with "caution" signs, in the event that it is a low risk change or by the placement of a traffic controller, if the need is warranted. In the event that the impediment is considered to be of a high risk and cannot be addressed, racing will not commence.
 - To further enhance safety, prior to racing, all riders are subject to a briefing from the commissaire, where the results of the initial course inspection are discussed, riding instructions are provided and general directions provided.
- Comments
 - Race Director to drive the circuit at 6am each day of competition to check for road pavement damage or for wildlife kill debris on the road
- **Cyclists veer off course during race**
 - Risk Likelihood
 - Remote
 - Risk Level
 - Low
 - Risk Treatment
 - Race program contains map of circuit
 - Front & Following vehicles to supply assistance if required
 - Circuit signage every 2k on open roads to ensure compliance
 - Comments
 - Extremely rare occurrence

Local Publicity

- All affected residents on the course will be notified of times and dates of racing by a letterbox drop to be undertaken by Griffith Cycle Club in the week preceding the State Championships.
- General publicity for the Championships will be wide spread
 - Letters to the affected residents by Griffith Cycle Club
 - Media promotion in the local Griffith newspaper
 - Event to be promoted via www.griffithcycleclub.com
 - Poster for Championships to be displayed around Griffith

Conducting the Event

- Championship organization will be coordinated by Griffith Cycle Club with the race events to be conducted by officials of Cycling NSW
- All riders are informed that should they breach any directive, by a controller, commissaire or official, they will be disqualified.
- If in the view of such officials the breach is serious, the rider will also face fines and potential suspension.
- All riders in the event are to be licensed through Cycling Australia and there is a policy of "no license, no start".
- In the event that an incident occurs during the course of the event, the controller or official nearest to the incident is to complete an incident report and ensure that, if a rider is involved, the rider also completes an incident report.
- All race incidents are then referred to the Race Director (Mike O'Reilly), and brought to the attention of the Chief Commissaire for rectification or assistance.

Summary

Bicycle racing is by nature a high risk sport due to the speed and proximity that the competitors travel. The events conducted in accordance with the above procedures and processes the bicycle races are conducted in as safe and secure manner as possible. The risk to riders, motorists and the general public is minimised to acceptable limits.

APPENDIX B – COURSE DESCRIPTION

Assembly Area

- Riders shall start to assemble approximately one hour prior to race events commencing adjacent to the Pioneer's Park.
- Riders will park in the Pioneer's Park car park area with a parking marshal in attendance.
- Riders will warm up along Remembrance Drive and Old Aerodrome Road although the majority warm up on stationary trainers beside their cars.
- Riders present themselves to the start area 10:00 minutes prior to their start time.

Race Conditions Area

- Cyclists start racing individually at one (1) minute intervals from 10:30am until 3.00pm on Scenic Drive starting and finishing on Scenic Drive.
- Race conditions will commence approximately 150 metres from the Remembrance Drive intersection adjacent to the Pioneer's Park. Refer TCP 140213-12 sheet 1
- Continue north along Scenic Drive and turn left into Rifle Range Road. Refer TCP 140213-10 sheet 3
- Continue west along Rifle Range Road to the U-turn point before the McCarthys Road intersection. Refer TCP 140213-13 sheet 2
- Continue east along Rifle Range Road towards Beelbanger, past Annies Lane and Scenic Drive. Refer TCP 140214-10 sheet 3
- Continue to the U-turn point in Beelbanger. Refer TCP 140213-15 sheet 4
- Continue west along Rifle Range Road and turn left into Scenic Drive. Refer TCP 140214-10 sheet 3
- Continue along Scenic Drive to the finish point.
- Scenic Drive is closed to all non-race traffic at all times. Rifle Range Road is open to local traffic only.

Course Map

Refer to **Figure 1** for a map of the 18.0km course

All competitors to complete only one (1) lap

NSW MASTERS ROAD CHAMPIONSHIPS – GRIFFITH
INDIVIDUAL TIME TRIAL COURSE
29 September 2014

Course Log

Chainage	Description	Side	Comment
0.0	Start - Pioneer's Park car park		
4.2	Rifle Range Road	Left turn	TCP 140214-10 sheet 3
6.65	Kalinda Road	Pass, left	
7.2	Lakesview Branch Canal Road	U-turn	TCP 140213-13 sheet 2
10.0	Annie's Lane	Pass, left	
11.3	Citrus Road	Pass, left, right	TCP 140213-15 sheet 4
12.0	Beelbanger U-turn	U-turn	TCP 140213-15 sheet 4
12.4	Citrus Road	Pass, left, right	TCP 10213-15 sheet 4
14.1	Scenic Drive	Left turn	TCP 140214-10 sheet 3
18.0	Scenic Drive	Finish	Race Finish

END of DOCUMENT



XL Group
Insurance
Reinsurance



Certificate of Currency

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

Insured Companies

Cycling Australia Inc, Mountain Bike Australia and Pedal Power ACT Incorporated including all State / Territory Associations, affiliated clubs, financial members, temporary members (for events), officials, accredited coaches, event promoters and race directors, executives and volunteers

Affiliated Club / Affiliated Race Director / Affiliated Event Promoter:

Griffith Cycling Club

Type of Policy

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

Policy Number

AU00003525L113A

Period of Insurance

30 November 2013 to 30 November 2014 at 4:00 pm LST

Territorial Limit

Worldwide

Limit of Liability

- A) AUD 20,000,000 each Occurrence and in the aggregate in respect of Products per Period of Insurance
- B) AUD 5,000,000 each Occurrence and in the annual aggregate sublimit

Interested Party

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

NSW Police, NSW Roads and Maritime Services, Griffith City Council, Carrathool Shire Council, Narrandera Shire Council, Any Council, Shire or Government Department from whom the above named leases and/or hires and/or rents land and/or buildings shall be indemnified for claims brought against the Council, Shire or Government Departments, resulting from a negligent act by The Insured

Nothing herein contained shall serve to alter, vary or waive the provisions of the above-mentioned policy.

For full details regarding coverage refer to the policy documentation or contact V-Insurance Group on 1300 945 547 or email sports@vinsurancegroup.com.

Signed on behalf of XL Insurance Company Plc



Daniel Fay
Underwriting Manager – Casualty Middle Market
Northern Region

Date: 4/12/2013

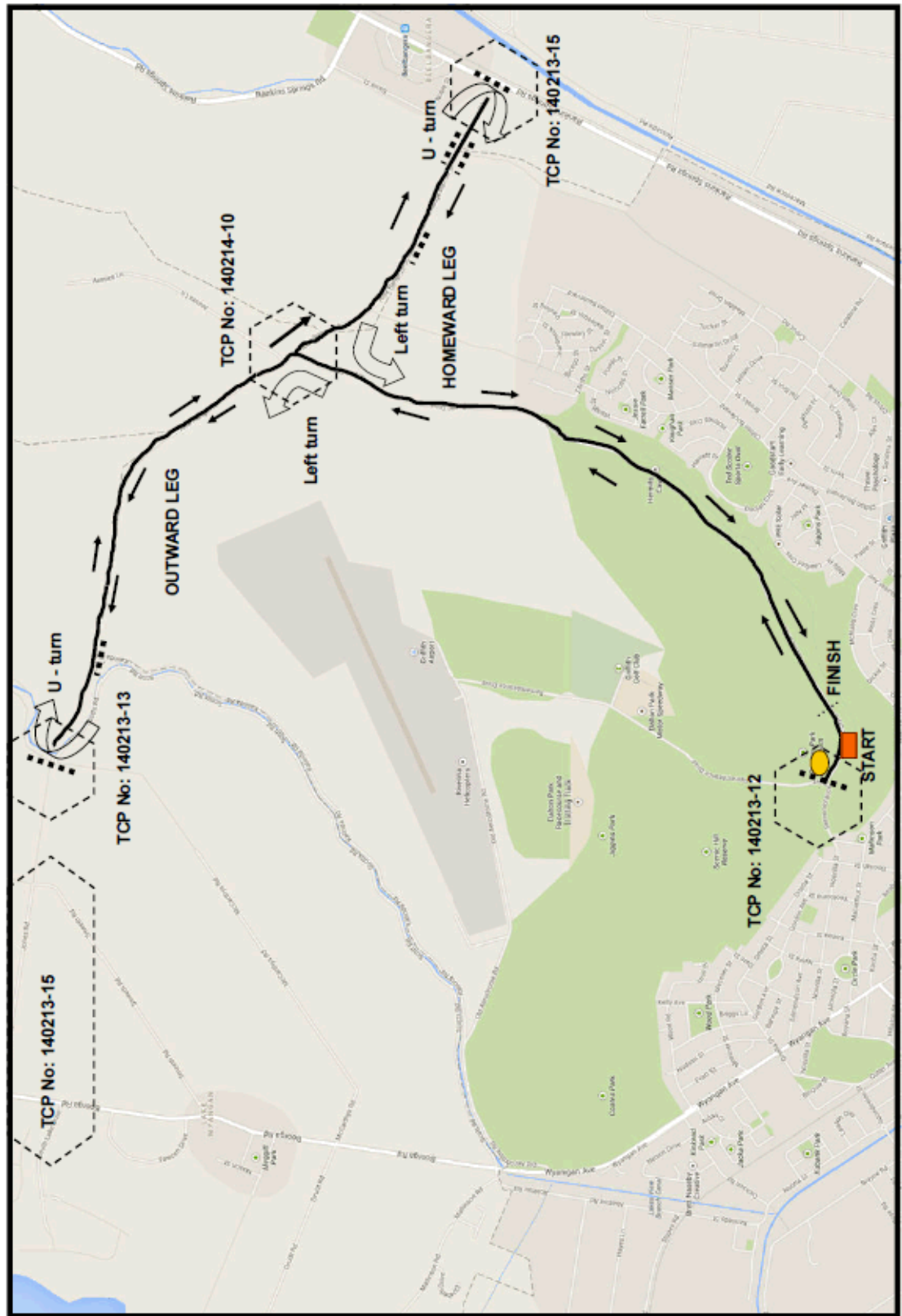
Sydney
Phone: (02) 8270 1400

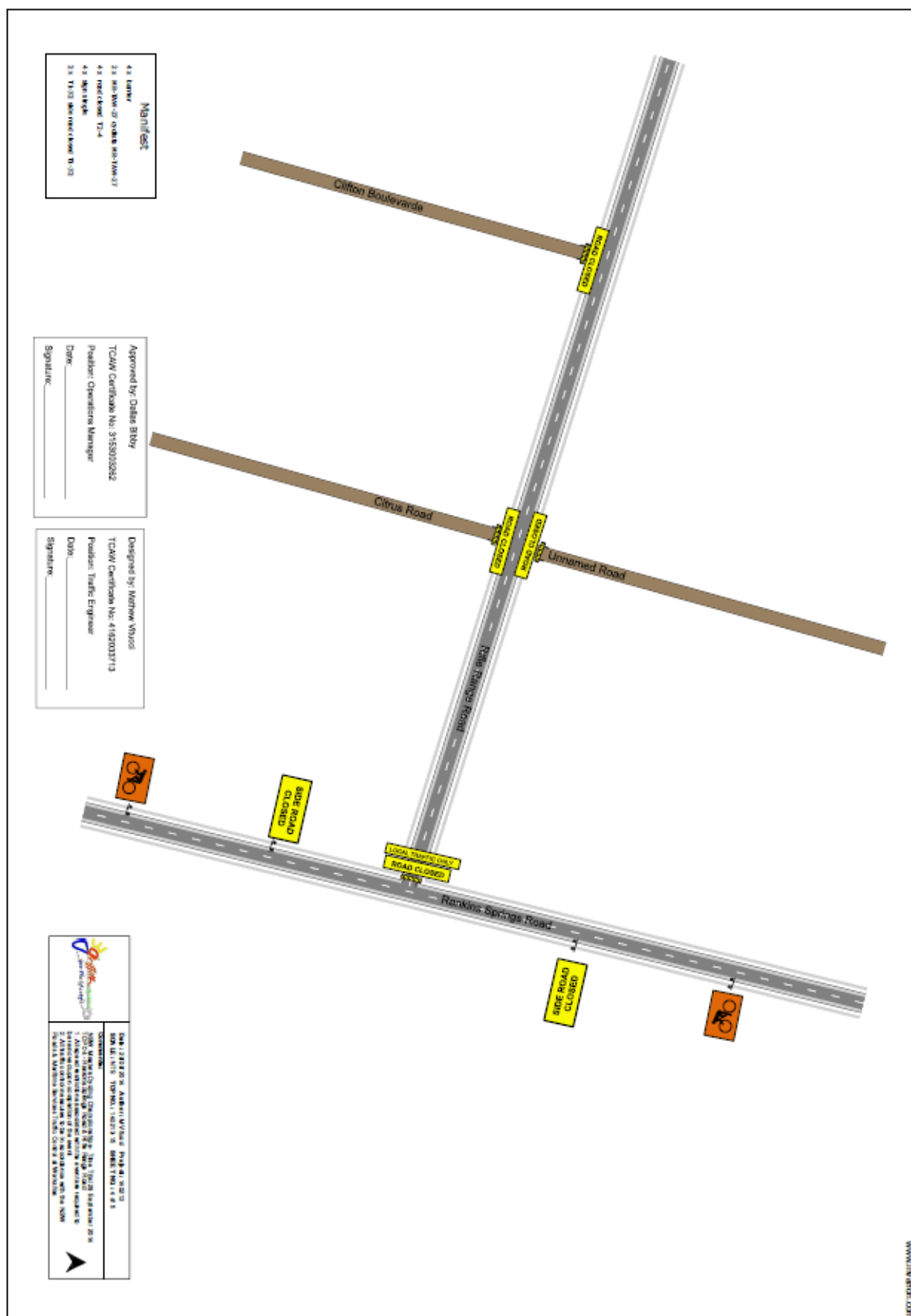
Melbourne
Phone: (03) 8352 6700

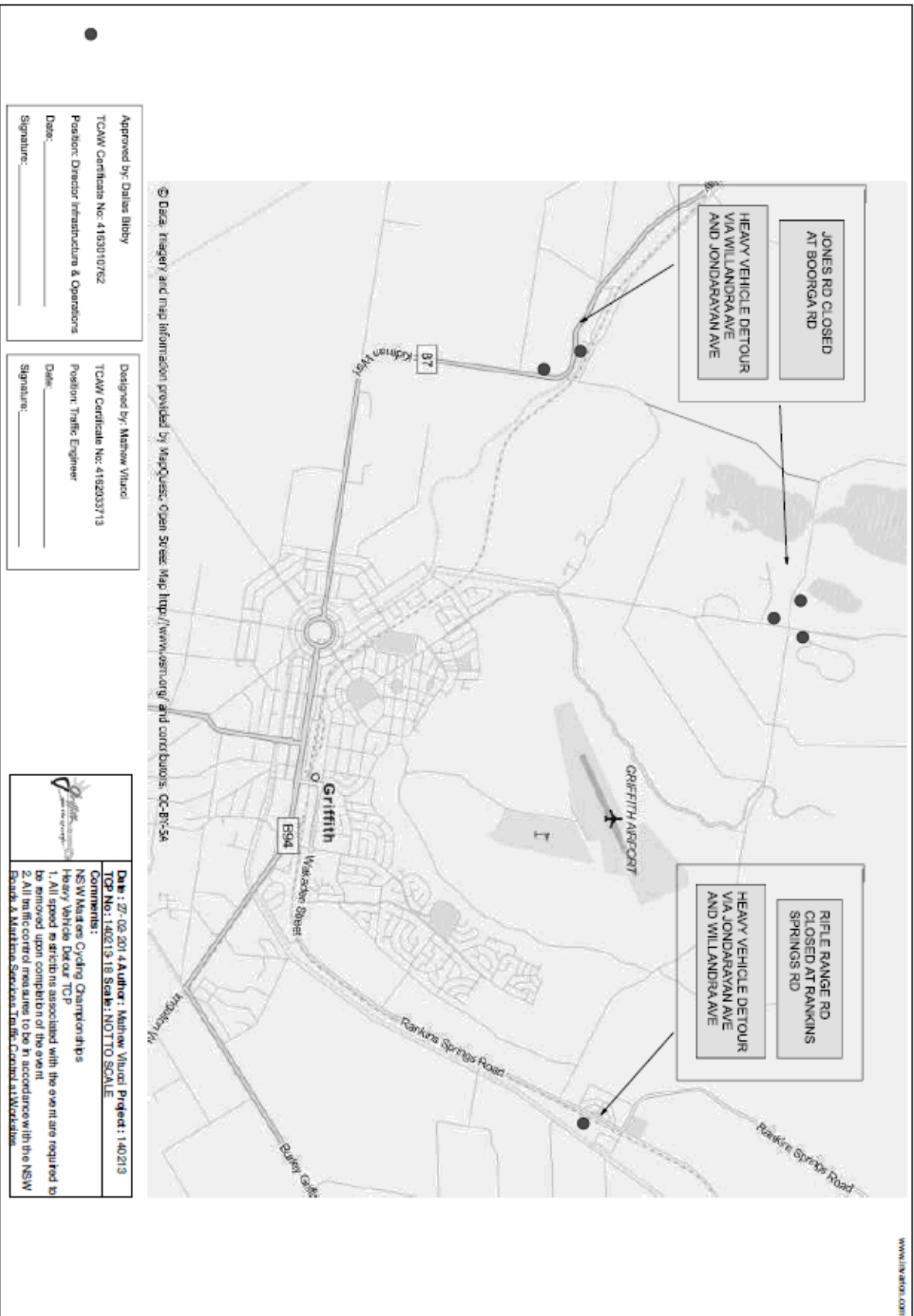
For more information please contact your local XL Insurance Company Plc office or visit our website xlgroup/insurance.com

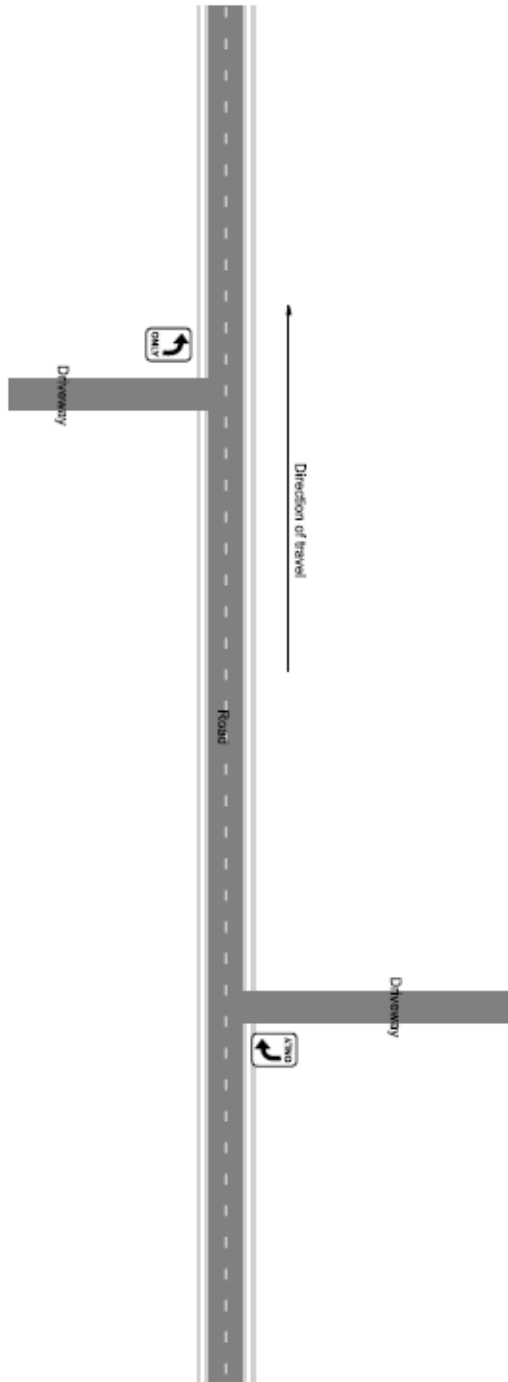
Griffith Cycle Club - NSW Masters Road Championships
Individual Time Trial Course - 18km

Figure 1









Approved by: Dulisa Shly
 TCAM Certificate No: 3153003262
 Position: Operations Manager
 Date: _____
 Signature: _____

Designed by: Matthew Vincent
 TCAM Certificate No: 416203713
 Position: Traffic Engineer
 Date: _____
 Signature: _____

	DON'T DRINK AND DRIVE DON'T DRINK AND DRIVE DON'T DRINK AND DRIVE
	DON'T DRINK AND DRIVE DON'T DRINK AND DRIVE DON'T DRINK AND DRIVE

Notice of Intention to Hold Public Assembly

SCHEDULE 1(Sec 23)

SUMMARY OFFENCES ACT 1988

To the Commissioner of Police, Notice of Intention to Hold a Public Assembly

We, the Griffith Cycle Club,
of PO Box 2526 Griffith NSW 2680
notify the commissioner of Police that on the

Day	Month	Year
29	September	2014

it is intended to hold A Bicycle Racing Events

~~(a) A public assembly, not being a procession, of approximately~~

..... (number) persons, which will assemble

at

(place)

at approximately am/pm, and disperse at

approximately am/pm

or

***(b) a public assembly, being a procession of approximately 200 persons over the course of the day**

which will assemble at approximately 10:00am, and at approximately 10:30am the procession will commence and shall proceed from the Pioneer's Park. The race shall then proceed along Scenic Drive to the left turn at Rifle Range Road intersection. Proceed to the u-turn point adjacent to the McCarthys Road intersection. Proceed to the Beelbanger u-turn at the eastern end of Rifle Range Road. Proceed to the left turn at the Scenic Drive intersection and proceed to the finish adjacent to Pioneer's Park. The procession shall terminate at approximately 3:00pm.

(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of termination. A diagram may be attached.) Details included in the Traffic Management Plan for the event.

1. The purpose of the proposed assembly is

To conduct a Bicycle Road Racing Event.

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

***(I) There will be up to 200 Bicycles in the event with riders leaving at one minute intervals. There shall be up to 6 Cars.**

(number of vehicles involved) during event. The roads are controlled by Traffic Control Plans and are open to local traffic only

The type and dimensions are as follows:

Standard Road Bicycles and Passenger Vehicles

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

~~* (ii) There will be (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.~~

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

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

3. I take responsibility form organising and conducting the proposed assembly.

4. Notices for the purposes of the Summary Offences Act 1988 may be served upon me at the following address
Griffith Cycle Club, PO Box 2526, Griffith NSW 2680

Signed: *Griffith Cycle Club*

Date: **1 March 2014**

GRIFFITH CITY COUNCIL **REPORT**

CL09

SUBJECT: ST PATRICK'S SCHOOL BUS ZONE
FROM: Mathew Vitucci, Traffic Engineer

SUMMARY

On 27 August, 2013 a stakeholder/working party meeting was held at the Griffith Council Chambers to discuss a number of issues associated with the Griffith North Public and St Patrick's Primary School precinct. The outcome of the meeting was St Patrick's would liaise with Council in relation to altering the bus parking for the school.

St Patrick's School have submitted two options for the provision of a kerb side bus zone for the school. The first option is located on Noorebar Avenue, in front of Apex Park. The second option is located on Warrambool Street, located adjacent to the existing onsite bus zone. A working party meeting was held on Monday 24 February to discuss the options and determine the best solution.

RECOMMENDATION

The Committee recommend the installation of a bus zone along Warrambool Street for St Patrick's School. The bus zone shall start forty (40) metres south-east of Warrambool Street and extend one hundred and five (105) metres along Warrambool Street.

BACKGROUND

On 27 August, 2013 a stakeholder/working party meeting was held at the Griffith Council Chambers to discuss a number of issues associated with the Griffith North Public and St Patrick's Primary School precinct. The outcome of the meeting was St Patrick's would liaise with Council in relation to altering the bus parking for the school.

St Patrick's School have submitted two options for the provision of a kerb side bus zone for the school. The first option is located on Noorebar Avenue, in front of Apex Park. The second option is located on Warrambool Street, located adjacent to the existing onsite bus zone. Council staff have conducted an assessment of the two proposals to determine the most suitable option.

Noorebar Avenue Bus Zone

There are a number of factors that have to be considered when assessing the proposal for the installation of the bus zone on Noorebar Avenue. These include the Stopping Sight Distance along Noorebar Avenue, the Safe Intersection Sight Distance from Kooba Street, the suitability of the road for the manoeuvring of buses, the effect of the proposed route to North Griffith on surrounding traffic and residents and most importantly the safety of the children.

Stopping Sight Distance (SSD)

The stopping sight distance is the length of road required to enable a normally alert driver, travelling at the design speed on wet pavement, to perceive, react and brake

to a stop before reaching a hazard on the road ahead. It is based on the reaction time of drivers and distance required to stop at the design speed.

This is an issue at Noorebar Avenue due to the crest which occurs to the south-west of Hyandra Street, there is a height difference of 2.9-metres from Warrambool Street and 1.2-metres from the sag point of Noorebar Avenue. Based upon the height of the design vehicles and Council's sight inspection, motorists will be unable to see along Noorebar Avenue properly until they are within ten metres of Noorebar Avenue's peak. Therefore the Stopping sight distance required along Noorebar Avenue to the bus bay has been taken from the peak.

The Austroads Guide to Road Design recommends the following stopping sight distances:

- SSD - 40km/h: CARS = 45 metres + 1 metres for Grade
TRUCKS = 49 metres + 2 metres for Grade
- SSD - 50km/h: CARS = 62 metres + 1 metres for Grade
TRUCKS = 69 metres + 2 metres for Grade

Based upon these values Council determined that a stopping sight distance of 60 metres from the peak of Noorebar Avenue would be required.

Safe Intersection Sight Distance (Noorebar Avenue/Kooba Street Intersection)

Safe intersection sight distance is the minimum length which should be provided along the major road of an intersection. The distance assists drivers in perceiving and reacting to hazards at an intersection and travelling through the intersection.

Intersection sight distance at the intersection of Kooba Street and Noorebar Avenue is an existing issue that will be further exacerbated by the introduction of buses travelling along Noorebar Avenue and Boonah Street. The current intersection sight distance is 31 metres from the intersection conflict point. The Austroads Guide to Road Design requires:

- Minimum 73 metres sight distance is required for 40km/h speed zones; or
- Minimum 97 metres sight distance is required for 50km/h speed zones.

In order to meet these sight distance requirements the existing 'No Stopping' zone on the western side of Boonah Street should be extended.

- Minimum extension of 39 metres south for 40km/h speed zone; or
- Minimum extension of 60.5 metres south for 50km/h speed zone.

Where intersections do not meet the sight distance requirements outlined by Austroads a stop sign can be installed to identify hazardous intersections to motorists, hence the stop sign at the intersection. Council staff have conducted a thorough analysis and inspection of the intersection and determined that by extending the existing No Stopping twenty-two (22) metres south along Noorebar Avenue significant sight distance improvements will be gained increasing the safety for motorists and buses travelling through the intersection.

Bus Zone Length & Manoeuvring

Based upon the sight distance requirements detailed above, the length of a bus zone created on Noorebar Avenue will be restricted to 72 metres.

The proposed bus zone will be located along the Noorebar Avenue frontage of Apex Park and Council have identified several concerns with the proposal. There is a lack of safe pedestrian link between the school and the proposed bus zone with children required to negotiate the unsealed carpark off Noorebar Avenue in order to reach the bus zone, as a minimum a 2.5-metre shared path would be required as

identified in Griffith's Pedestrian Access and Mobility Plan. In addition the marshalling of children and the distance required to be travelled may affect the scheduling of school buses, as the proposed arrangement will require more time for children to reach the buses than the current arrangements.

Council utilising AutoTURN determined that the proposed bus zone would only be able to accommodate four buses. Based upon the observations Council officers and reports from Griffith Buslines up to eight buses can be queued in the existing onsite bus zone and along Warrambool Street during the afternoon pick up at St Patrick's School. Therefore, if the Noorebar Avenue proposal were approved, buses would be required to stack along Noorebar Avenue back towards Warrambool Street, which due to the crest of the road and the informal parking on Noorebar Avenue would be unfavourable and unsafe.

Council's assessment using AutoTURN also revealed that buses are required to cross approximately one metre into the oncoming lane of Noorebar Avenue when leaving the proposed bus zone. This is not something that Council would allow due to the high traffic flow of the road and its role as a feeder between North Griffith, the Airport and the Griffith CBD. Council understands that this situation occurs along Kooba Street in front of North Griffith Public School, the carriageway of both Noorebar Avenue and Kooba Street are twelve metres wide, however Kooba Street has a significantly lower traffic count and caters mainly for North Griffith Public School and the residents of the street therefore there is less risk of an incident occurring on Kooba Street.

The proposed bus zone along Noorebar Avenue will also remove the parallel parking utilised by residents of the retirement village on the corner of Noorebar Avenue and Hyandra Street and the patrons of Griffith Dental & Medical Surgery. This parking is very well utilised and there is no viable alternative if it was to be removed.

Route to North Griffith Public School

The proposed alterations to the bus parking at St Patrick's School will require buses to take an alternate route to North Griffith Public School. There are two options for the Noorebar Avenue bus zone, these are:

- Noorebar Avenue, Boonah Street, Macarthur Street, Konoa Street and Kooba Street; or
- Noorebar Avenue, Boonah Street, Noorilla Street, Konoa Street and Kooba Street.

These two options present very similar concerns, they both require travel along Boonah Street; something that both North Griffith Public School and the bus companies would like to avoid. This is due to the narrow width of the street and the school traffic congesting the area increasing the potential for conflict through the area. The buses are also being sent down residential streets that have relatively low traffic counts and don't currently experience regular bus traffic and it is likely that bus traffic would disrupt the local residents.

Warrambool Street Bus Zone

There are a number of factors that have to be considered when assessing the proposal for the installation of the bus zone on Warrambool Street. These include the suitability of the road for the manoeuvring of buses, the effect of the proposed route to North Griffith on surrounding traffic and residents and most importantly the safety of the children.

Bus Zone Length & Manoeuvring

Council staff have provided a bus zone able to cater for six buses, with the potential to add or remove spaces if required in the future, at one time while maintaining the distance between the end of the bus zone and the intersection of Warrambool Street and Animoo Avenue. This distance has been maintained to allow for any potential upgrades to pedestrian access or the intersection and cater for the potential traffic from the future private hospital.

The proposed bus zone will be located along the Warrambool Street frontage of St Patrick's School, adjacent to the existing bus zone. The bus zone has been located so that the existing pedestrian infrastructure on Warrambool Street can be utilised by children going to and from the buses. Additional work to the pedestrian links will be required as the existing infrastructure is only able to cater for the first three buses. The proposed location will also cause minimal disruption to the marshalling of children for the buses.

Council utilising AutoTURN determined that buses can stay within the east bound lane of Warrambool Street when leaving the proposed bus zone. Therefore the potential for conflict between buses and other road users should be reduced to this lane only.

The proposed bus zone along Warrambool Street will also remove twenty parking spaces along the northern side of Warrambool Street utilised by the school and the Griffith Base Hospital.

Route to North Griffith Public School

The proposed alterations to the bus parking at St Patrick's School will require buses to take an alternate route to North Griffith Public School. The route is:

- Noorebar Avenue, Animoo Avenue and Kooba Street.

There are main two concerns with the proposed route; the first is the buses making the right turn into Noorebar Avenue from Warrambool Street. The sight distance at the intersection is relatively good and should not pose to great of a problem, though it may cause delays for the buses. The second concern is sending additional bus traffic through the intersection of Animoo Avenue and Koorngal Avenue. This intersection is congested due to the patrons of Griffith Medical Centre parking along Noorebar Avenue and Animoo Avenue through the intersection, however this can be managed through linemarking the intersection.

Once Council had received and assessed the options for bus parking provided by St Patrick's School, a meeting of the North Griffith Traffic Management Working Party was called. At the meeting Council provided a brief overview of the options and the results of the assessment and Working Party discussed the potential of each option. Based on the discussions it was agreed to proceed with the installation of the Warrambool Street option.

ATTACHMENTS

- (a) Letter from Catholic Schools Office dated 11 February 2014
- (b) Options
- (c) Minutes of the North Griffith Traffic Management Working Party Meeting held 24 February 2014



Diocese of Wagga Wagga Catholic Schools Office



PO Box 1012 (205 Tarcutta St) 2650 | Telephone: (02) 6937 0000 | Fax: (02) 6921 2986 | Email: csa-office@www.catholic.edu.au

Mr Graham Gordon
Engineering Design & Approvals Manager
Griffith City Council
PO Box 485
GRIFFITH NSW 2680

11th February 2014

Dear Graham,

St Patricks Griffith – Traffic Movements

Further to our meeting on Friday 7th February 2014, I now write to outline our intentions and thoughts on the movement of traffic around St Patrick's School.

As you are aware we are currently master planning St Pat's with a long term view of using this unique site to its full potential. Traffic planning is a critical aspect of our master plan.

Three key concepts underpin our sites traffic management planning considerations;

1. The safety of students and visitors to our site is paramount.
2. Our insistence St Pats is provided with the same service which is provided to all other primary schools in Griffith.
3. Kerb side pickup/set down provides students with the safest option for pick up/drop off.

Additionally we are of the view our Mater plan, including proposed alterations to existing traffic and pedestrian management arrangements will and should not have any adverse effects on our neighbours at Griffith North Public School.

Current Arrangements

Following discussions with the School, Parish, our insurers and legal advisors we believe the current movement of buses onto St Patrick's land presents an unacceptable safety hazard and too high a risk of injury to students, visitors and vehicles travelling along Warrambool Street. Based on this advice, we intend to close this bus pick up/drop off point and reinstate the fence to the boundary at the end of Term 1.

This decision obviously has significant implications for the set down/pick up of students and the movement of buses.

Potential Alternatives

We offer council for its consideration, two workable solutions for set down/pick up.

1. Kerb side pick up/set down on **Noorebar Avenue**.

This option, we understand, is in line with councils aim to remove traffic from Warrambool Street. Presumably bus operators would have to identify routes which continue east along Noorebar Avenue and Boonah Street to effect a kerb side pickup with Griffith North Public School.

Potential Positives

- Removes buses from Warrambool Street
- Kerb side set down/pick up safe for students
- Noorebar Avenue appears wide enough for buses to park and move safely into east bound traffic without any measurable impact on through vehicles.

Potential Negatives

- Careful consideration and planning would need to be given to movement of students across council owned land to school boundary.
- Buses would have to travel eastward through residential streets to achieve kerb side set down/pick up for Griffith North.

2. Kerb side pick up/set down on **Warrambool Street** (outside existing bus pick up/set down)

We estimate this will mean the loss of around 7-9 car parking spaces in Warrambool Street. This option does not achieve the council's objective of removing buses from Warrambool Street, however it provides the safest route for buses to traverse down Warrambool, west along Noorebar, Animoo and into Kooba Street to achieve kerb side pick up for Griffith North Public School.

Potential Postives

- Kerb side set down/pick up safe for students
- Buses are no longer U turning or moving across pedestrian footpaths.
- Warrambool Street appears wide enough for buses to park and move safely into south bound traffic.
- Students are essentially dropped in the same spot.
- Buses can drive through less intense residential streets to achieve kerb side set down/pick up at Griffith North Public School.
- Continues to allow for car parking on council land in Noorebar Avenue

Potential Negatives

- Doesn't achieve councils aim for removal of buses in Warrambool Street.
- Loss of car parking spaces at the Northern end of Warrambool Street.

Council Owned Land – Noorebar Avenue

You have suggested the council owned land between the school and Noorebar Avenue be developed for bus parking and turning. Upon reflection, developing this land by council or our school as planned, in our view, is flawed. Its development would initially be expensive and would be an ongoing burden to maintain to acceptable levels. Additionally the loss of this large portion of land for bus use for only 1.5 hours per school day seems a poor use of this resource. Further, it does not improve the safety of our school children compared to kerb side pickup and reduces the safety for pedestrians along Noorebar Avenue.

We acknowledge traffic movement across this land currently, and also under the two scenarios presented, needs addressing with better signage, fencing and access points. The current condition and functionality of this land also presents an ongoing maintenance liability to council whilst the parish and school obtain a benefit by using the land for car parking. Whilst the current arrangement is acceptable, we feel this would be better addressed by the school if it obtains ownership of the land and removes this liability from council. Therefore we would appreciate reinvigorating the discussions about purchasing this land from council for the use of carparking.

I look forward to further working with the Council and other members of the working party and are happy to meet at any stage

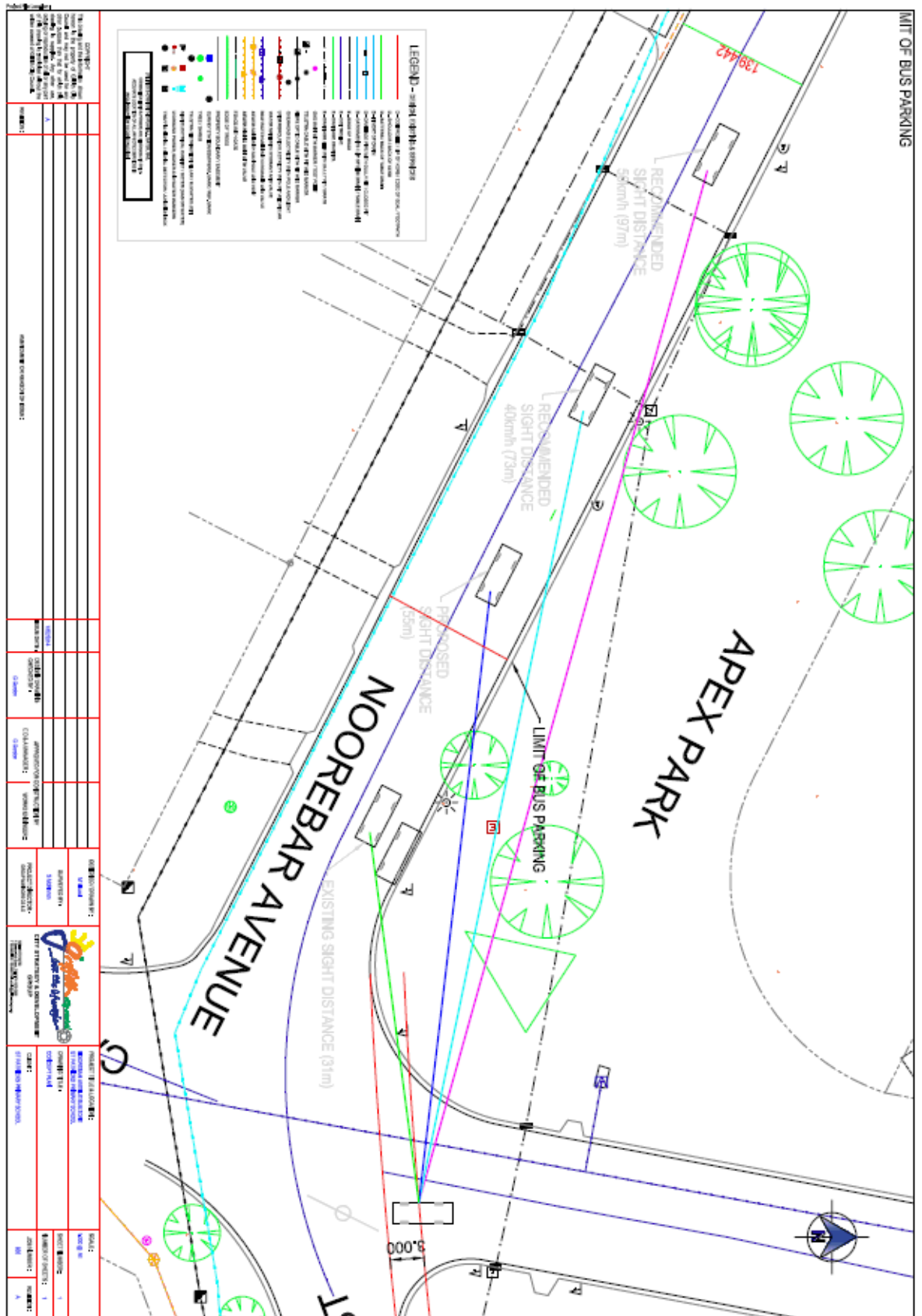
Once again thank you for attending our meeting last Friday at short notice.

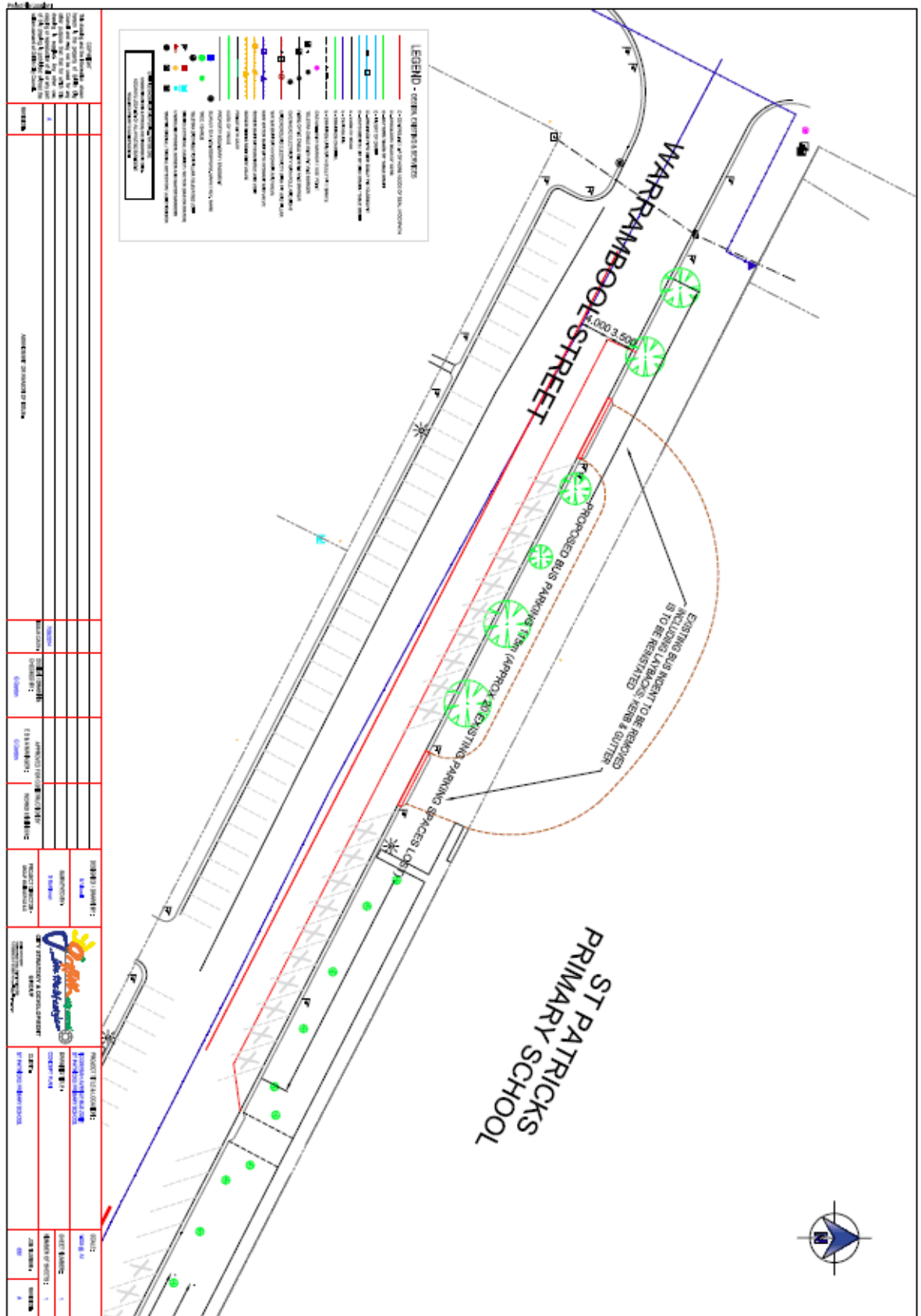
I look forward to hearing from you in due course

Yours sincerely



Andrew McIntosh
Head of Team
Finance & Resources









MINUTES OF THE NORTH GRIFFITH TRAFFIC MANAGEMENT WORKING PARTY HELD THE COUNCIL CHAMBERS ON MONDAY, 24 FEBRUARY 2014 COMMENCING AT 2:00 PM

PRESENT

Councillor John Dal Broi, Councillor Doug Curran, Councillor Simon Croce, Leanne Roser (GNPS), Susan Bourn (GNPS), Tamara Minato (GNPS), Amanda Bordignon (GNPS), Ray Ellis (Griffith Buslines), Owen Brown (MIA Coaches), Andrew McIntosh (St Patrick's), David Adams-Jones (St Patrick's)

STAFF PRESENT

Engineering Design & Approvals Manager, Graham Gordon; Traffic Engineer, Mathew Vitucci

Mr Gordon opened the meeting welcoming all participants. Following introduction of attendees, Mr Gordon advised of apologies from Mrs Sharon Horner (RMS) and the Police representatives.

Mr Gordon gave brief overview of the work conducted by Council and St Patrick's School since the last meeting of the Working Party. This included discussions regarding the use of the Noorebah Avenue carpark and St Patrick's hiring a traffic consultant and architects to develop an overall master plan of the school and parish facilities including bus parking and traffic management around the school. Based on this work the school has submitted two (2) options for bus parking at the school.

- **Noorebah Avenue Kerbside Bus Zone**

One option St Patricks School had come up with is the installation of kerbside parking along Noorebah Avenue. Mr Gordon informed the Committee that Council had undertaken an assessment of the proposal and found that there were several concerns identified from a traffic management perspective with this option. These included the sight distance to the bus zone from the crest of Noorebah Avenue and from the intersection of Kooba Street and Noorebah Avenue. Due to the sight distance restrictions the proposed bus zone would only be able to cater for four (4) buses at one time, with manoeuvring from the bus zone requiring buses to enter the oncoming traffic lane of Noorebah Avenue. The link between the school and the bus zone for children is also a concern as they would have to travel through the existing unformed carpark off Noorebah Avenue. There were also several issues with the proposed route of travel between St Patricks School and North Griffith Public School, being Noorebah Avenue, Boonah Street, Macarthur Street/Noorilla Street, Konoa

Street and Kooba Street, most of these having been raised in the first meeting of the Working Party.

Mr McIntosh also added that there were concerns in regards to stormwater ponding in the proposed bus zone as this is the low point of Apex Park and Noorebah Avenue. Therefore during wet weather children will have to travel through the potentially flooded area to access the bus zone.

- **Warrambool Street Kerbside Bus Zone**

The second option that St Patrick's proposed was the installation of kerbside parking along the Warrambool Street frontage of the school. Mr Gordon informed the Working Party that Council had assessed the proposal and there were some concerns mainly relating to the continued conflict of bus and parent traffic on the road this was Council's preferred option. There are also issue with the route between St Patrick's and North Griffith; these include the right turn into Noorebah Avenue from Warrambool Street and the congestion through the intersection of Animoo Avenue and Koorngal Avenue. The proposal will result in the loss of twenty (20) parking spaces along Warrambool Street.

Mr Gordon then opened the floor for discussion of the options.

Mrs Bourne informed the Committee that North Griffith would be in favour of the Warrambool Street option as the school would not have to change any current arrangements, the only impact is a potential wait of a few minutes for students to catch the bus. The Noorebah Avenue option would have a significant impact on traffic surrounding the school with buses travelling along Boonah Street, which was something that the school has previously advised against, and the potential impact on Macarthur Street.

Cr Curran enquired whether the RMS had provided any feedback on the two options provided by St Patricks School. Mr Vitucci informed the Committee that Mrs Horner had identified the Warrambool Street as the RMS's preferred option as it offered safe direct access to the school for children whereas the Noorebah Avenue option require children to travel through the unformed carpark and Apex park to access the bus zone. Mrs Horner also acknowledged that the Warrambool Street option has some issues however these could be minimised through traffic management measures.

Cr Dal Broi requested that the bus representative provide their view on the options provided. Mr Ellis stated that Griffith Buslines was happy with the discussions taking place and while there would be some management issues for the buses to resolve, i.e. delays due to the increase distance required to be travelled between school and negotiating the intersection Noorebah Avenue and Warrambool Street, the best option for all parties is the Warrambool Street option.

Mr Adams-Jones and Mr McIntosh questioned the need for the provision of the six (6) bus bays on Warrambool Street, which would result in the loss of twenty (20) parking spaces for the school as there discussion with their consultants determined that would only need to provide four (4) bus bays which would result in the loss of nine (9) spaces. Cr Curran and Mr Gordon stated that based on Council's observations and feedback

DRAFT MINUTES

from the bus companies there is usually between six (6) and eight (8) buses queuing at the school, and Council has provided the minimum necessary to cater for this.

Mrs Roser enquired whether the St Patricks had considered providing the bus parking along Kooba Street, as this would eliminate the parking losses experienced by the school. Mr McIntosh and Mr Admas-Jones stated the school had previously considered the option however due to the distance to the school facilities and lack of infrastructure through the area it was not deemed a viable option. Cr Curran informed the Working Party that Council had also looked at this option however the route between the schools would prove to difficult to accommodate as well as those issue identified by the school.

Mr Gordon stated that the general consensus of the meeting was for Council to proceed with the Warrambool Street option, and that there would not be the need for the Working Party to meet again unless any significant changes to the proposal were made.

There being no further business the meeting closed the time being 3:10 pm.

TRAFFIC COMMITTEE ACTION REPORT @ 11 MARCH 2014

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
11/02/2014	Pedley Road RMS Inspection Station Access	Councillor Curran advised he had been made aware of increasing unrest from residents regarding traffic using Pedley Road to access the RMS Inspection Station. RMS advised Council should send a letter to the Regional Manager regarding this issue.	Mat Vitucci	
11/02/2014	Old Willbriggie Road X Mirrool Branch Canal Road Conflict of Priority	A change in priority against the 'T' intersection rule whereby southbound drivers on Old Willbriggie Road have right-of-way at the intersection with Mirrool Branch Canal Road, including appropriate advanced warning signs being installed on Mirrool Branch Canal Road to the east and west of Old Willbriggie Road and appropriate sized give way signs and lines including centre linemarking on Old Willbriggie Road, being installed at the intersection.	Greg Balind	
11/02/2014	Proposed Road Train Route Gum Creek Road, Walla Avenue, Joncondon Road and Beaumont Road Hanwood	<p>(a) The Committee note that the Transport Management Committee have recommended a 12 month trial of the Road Train Route along Gum Creek Road, Walla Avenue, Joncondon Road and Beaumont Road.</p> <p>(b) Council meet with MI to discuss future upgrades with a view to accommodating road trains and B-Doubles.</p>	Mat Vitucci	

TRAFFIC COMMITTEE ACTION REPORT @ 11 MARCH 2014

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
11/02/2014	Intersection of Palla Street and Wyangan Avenue Proposed Giveway Sign and Linemarking	Giveway sign and associated hold lines be installed at the intersection of Palla Street and Wyangan Avenue.	Mat Vitucci	
11/02/2014	North Kooba Settlers Road X Kidman Way	Lights from power station affect the intersection. Staff to write to Transgrid.	Mat Vitucci	
11/12/2012	McNabb Crescent – Speed Repeater Signage	Signage to be installed	Greg Balind	10/12/13: Residents have requested a meeting. Item to be followed up.
12/02/2013	Kidman Way	Council have met with representatives from Baiada and McWilliam's and are currently in the process of developing a traffic management plan for the area	RMS	10/12/13: Progressing
12/02/2013	Blackspot – Bilbul	RMS investigation options for a blackspot along the Burley Griffin Way in Bilbul	RMS	10/12/13: RMS rep stated that there have been recommendations made, he will follow up and report back to the Committee
13/08/2013	St Patricks School Traffic Management	St Patricks have hired a traffic consultant to determine the most appropriate solution	Mat Vitucci	
10/12/2013	Oversize Machinery	Meeting to be organised or sub committee	Greg Balind	10/12/13: Graham queried Council's jurisdiction/responsibility regulating this.
10/09/2013	Speed Zone Macarthy Road	To be reviewed by RMS	RMS	10/12/13: To be followed up.

TRAFFIC COMMITTEE ACTION REPORT @ 11 MARCH 2014

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
10/09/2013	Speed Zone Walla Ave	To be reviewed by RMS	RMS	10/12/13: To be followed up.
10/09/2013	Kidman Way Fatality	Report to the Committee	Greg Balind	10/12/13: Report for today's meeting.
10/09/2013	Myall Park Rd Beelbanger Rd Intersection	Report to the Committee	Greg Balind	10/12/13: Report for today's meeting.
10/12/2013	Sign Upgrades – North Kooba Settlers Road x Kidman Way	<p>(a) Install larger advanced warning signs and barrier boards advising west bound drivers on North Kooba Settlers Road of the pending intersection with the Kidman Way (as per the attached design).</p> <p>(b) Application of appropriate delineation (stop hold line and increased length of the double barrier lines) on North Kooba Settlers Road near the intersection the Kidman Way as per Roads and Maritime Delineation Supplement.</p>	Greg Balind	<p>4/02/2014 - Quotes have been received for signs (DeNeefe). A funding request is to be forwarded to the RMS to assist with cost of manufacture and installation of signs.</p> <p>Line marking completed.</p>
10/12/2013	Intersection Treatment – Myall Park Rd x Beelbanger Rd	<p>(b) A request be forwarded to RMS to conduct assessment with a view to reduce the speed limit on Beelbanger Road (east of Myall Park intersection) from 100k/h to 80k/h;</p> <p>(c) Request RMS to review signage with regard to changes to advisory signage along the Beelbanger Road to the</p>	Greg Balind	Report submitted to RMS and LTC 12/11/2013 regarding speed zone review – Beelbanger Rd.

TRAFFIC COMMITTEE ACTION REPORT @ 11 MARCH 2014

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
		intersection. (d) Council submit a project proposal to the RMS for improvement of the road hatching.		
10/12/2013	Extension 50k Zone – Sidlow Road	RECOMMENDED on the motion of John Bonetti and Sgt Lockwood that the RMS review the feasibility of extending the current 50k/h zone on Sidlow Road from its existing location (75 metres north of Stafford Road) to 250 metres south of the Stafford Road intersection.	RMS	
10/12/2013	Pedestrian Access East Griffith Shops	RECOMMENDED on the motion of RMS representative and John Bonetti that the Committee recommend Council staff develop costings for the project and send a project proposal to the Roads and Maritime Services under the PAMP program.	Mat Vitucci	4/02/2014 – RMS approval granted. Contractors appointed to complete the work in the April School Holidays
10/12/2013	TMP Bacchus Fun Run	Mr Vitucci to send proposed TMP to Committee members electronically for determination.	Mat Vitucci	4/02/2014 – TMP submitted electronically.