



You are invited to attend the next Traffic Committee Meeting:

Date: Tuesday, 2 March 2021
Time: 14:00
Location: Council Chambers
62-64 Menangle Street
Picton NSW 2571

AGENDA

Traffic Committee Meeting

2 March 2021

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1 REPORTS

1.1 CAMDEN CYCLING CLUB INC - 2021/2022 CYCLING RACES ON MORETON PARK RD, MENANGLE

File Number: 10623#172

EXECUTIVE SUMMARY

It is recommended that Council approve the cycling race events along the 8.5km section of Moreton Park Road, Menangle for the duration up to 30 April 2022.

RECOMMENDATION

1. That Council grant consent to Camden Cycling Club Inc. to use Moreton Park Rd, Menangle to conduct cycling races for a period up to 30 April 2022 subject to the requirements for the issue of a permit for "Road Event – Road Closure" prior to each individual race event.
2. That Council write to the applicant and request that they seek their own advice from relevant health authorities for current preventative measures or as to whether the events should proceed due to public safety concerns related to the potential spread of coronavirus.
3. That in the event that these events are postponed, and the future event dates are relevant and appropriate, then the approval is applied to the new date within a 12 month period.

REPORT

Council has received an application from the Camden Cycling Club Inc. seeking extension approval to conduct cycle races along Moreton Park Rd, Menangle for a period ending on 30 April 2022.

All events are scheduled on weekends with Saturdays starting at 2pm and Sundays starting at 8am subject to organisational feasibility. Each event duration is two and a half hours.

There were no resident objections to previous applications on the Moreton Park Rd route and no negative feedback on the events.

The races will be conducted in a similar manner as before and the speed limit is reduced to 60kph for the duration of the event.

Speed limit reduction shall commence 30 minutes prior to the start of the event, and shall be removed within 30 minutes of the completion of the event. All signage and appropriate traffic control devices to be detailed on a Traffic Control Plan Implementation or design of TCPs shall only be undertaken by competent persons who are qualified and authorised.

All riders shall follow the road rules except when 200m from the finishing line and 100m beyond, where more than 2 riding abreast are allowed for the dashing manoeuvre at the end of the race.

Consultation

This issue has not been raised and discussed in the Community Forum.

Financial Implications

This matter has no financial impact on Council's adopted budget or forward estimates.

ATTACHMENTS

1. Application letter; TCP; Risk Assessment; COVID-19 racing & training guide; Schedule 1 Form 1 and PLI

Camden Cycle Club Inc.

Rhys Clarke

18 Ettlesdale road Spring Farm
2570

0421950116 (MOB)

1st February 2021

General Manager
Wollondilly Shire Council

The Camden Cycle Club would like to apply for a further one-year extension of Road Approval to conduct cycle races along Moreton Park Road Menangle in 2021.

Our mission is to provide the opportunity for the community to participate in the sport of cycling in a safe manner; whilst being considerate to the needs and views of the general public. For this purpose this Traffic Management Plan and a Code of Conduct (see attached) have been developed.

In support of this application is the following;

- 1 Event Information.
- 2 Code of Conduct for the club.
- 3 Notice of intention to Hold a Public Assembly. (Separate document)
- 4 *Traffic Control Plans – Plan No: WG 0102 & WG 0103 (Separate documents)
- 5 **Certificate of Currency.

* **Note; revised Traffic Control Plans have been provided with this application.**

** **~~Note; the current road approval is valid up to and including the 30th April 2021, which is the expiry date of the current 'Certificate of insurance currency'. The Camden Cycle Club is currently in the process of arranging the renewal of this policy to cover the future period from 30th April 2021 to 30th April 2021. However, the renewed certificate will most likely not be provided to the club until on or after the 30th April 2020. Therefore, in the interim the Camden Cycle Club respectfully requests that this application be processed through the Local Traffic Committee, but fully accepts that the final approval cannot be granted to the club until the renewed certificate of insurance currency has been provided to Council.~~**

Event Information

CAMDEN CYCLE CLUB

- Organiser: Camden Cycle Club.
- Sanctioning Organisation: Cycling Federation of NSW
- Type of race: Option of handicap or graded scratch races
- Event Class: Class 2.
- Starting times: 2pm Saturdays and 8am Sundays.
- Event duration: 2 1/2 hours.
- Dates of events: The Camden Cycle Club commits to holding no more than 10 events at Menangle during 2021. The actual dates to be determined later with an *APPLICATION FOR ROAD EVENTS AND TEMPORARY ROAD CLOSURES PERMIT* to be provided to Council for each event.
- Traffic Control Plan: DWG No WG 0102 & WG 0103,
 - The Traffic Control Plan was prepared by Mr. Danny White of "WG Traffic Control".
 - Under "Prepare a Work Zone Traffic Management Plan" of Card No. 0036560195 with Expiry Date of 13/12/2022; to be revised.
- Traffic Speed Limit: 60 km/h
 - The club requests approval to reduce the speed limit along Moreton Park Road from 80 km/h to 60 km/h, for the duration of an event.
 - Speed Limit reduction shall commence 30 minutes prior to the start of an event, and shall be removed within 30 minutes of the completion of an event.
- Advisory Signs: - Advisory signs are to be erected, as per TCPs Plan No's WG 0102 & WG 0103, half hour an hour prior to the commencement of races.
 - Advisory signs are to be removed within half an hour of the completion of the event.
- Traffic Controllers: 3 in total;
 - 1 at northern end of Moreton Park Road to control traffic at cycle turn-around point and start/finish area, and 1 at southern end of Moreton Park Road to

CAMDEN CYCLE CLUB

- control traffic at cycle turn-around. 1 at the finish line
- All Traffic Controllers to be RMS certified Traffic Controllers.
 - All Traffic Controllers to use an approved STOP/SLOW bat.
 - All Traffic Controllers to wear an approved high visibility safety vest.
- Finish line sprints: It is proposed that for riders to ride more than 2 abreast from 200m from the finish line, to 100m after the finish line. The Traffic Controllers on either side of the finish line shall briefly stop all motor vehicle traffic to allow a safe finish for the riders.
- Event Marshals: Minimum 1;
- to provide direction to competitors,
 - be responsible for crowd control.
- Course distance: 8.5 km from turnaround to turnaround, with event distances ranging from 30 to 60 km.
- Code of Conduct: The club committee, being duly appointed by the members of the CCC, is in charge at the cycling event. The race committee will administer the cycling events in accordance with the Code of Conduct. See attached copy of Code of Conduct.
- First Aid: A certified First Aider with a fully equipped first aid kit shall be present at all events.
- Number of riders: Generally between 30 and 100.
- Age of riders: The average age of rider is estimated to be 30+ years; however junior's from 13+ years of age may be permitted to ride.
- Toilets and refreshments: The General Store at Menangle has kindly offered their services for toilets and refreshments. On our Interclub day a Port-a-loo will be provided due to expected larger attendance.
- Waste disposal: A waste bin shall be provided, and at the completion of each event, the site will be inspected and cleaned of all rubbish.

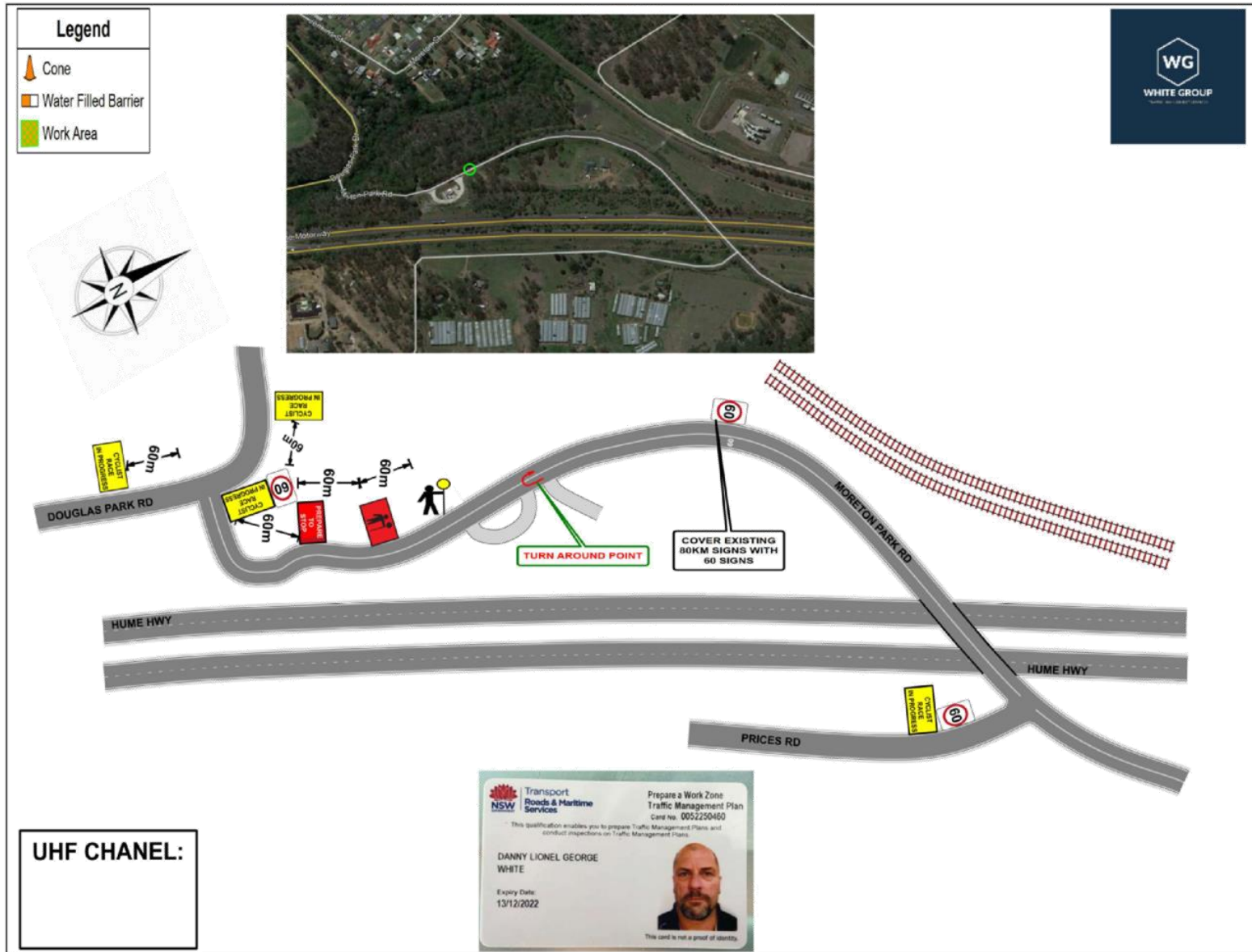
CAMDEN CYCLE CLUB

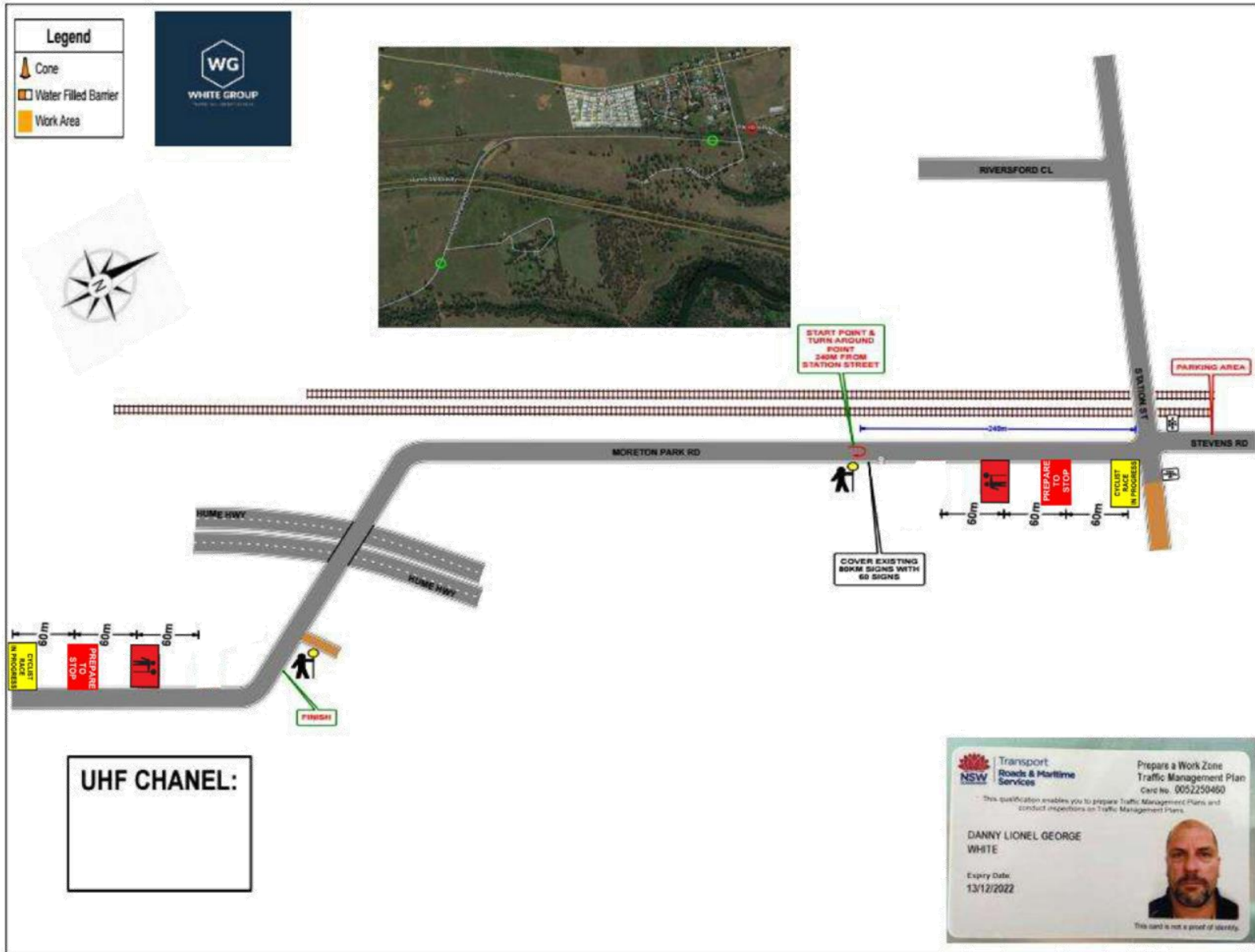
CODE OF CONDUCT

The club committee, being duly appointed by the members of the CCC, is in charge of the cycling event. The committee will administer all cycling events in accordance with this Code of Conduct.

Failure to comply with this Code of Conduct will result in disqualification from the event and possible suspension from racing for a period to be determined by the committee.

- All riders shall comply with the provision of the Australian Road Regulations.
- All riders shall obey the directions of the Traffic Controllers and Marshalls.
- All riders shall have read, be aware of, and comply with the conditions of Road Approval.
- Upon encountering a responding emergency vehicle all riders shall cease racing immediately and comply with the provision of the Australian Road Regulations.
- In the event of a race fall or medical emergency all riders shall cease racing immediately, and to the best of their ability shall;
 - Manage the traffic situation,
 - Render medical assistance,
 - In addition, notify the race committee.
- Riders must ensure that their bicycles are in good mechanical order, and shall not commence, or continue a race, with a faulty bicycle.
- Riders shall not park their motor vehicle on the shoulder of the road, but should obey the directions of the duty marshall in regards to parking.
- The use of offensive or obscene language is not permitted.
- Riding in a dangerous manner is not permitted.
- Loitering on the road at the start/finish line is not permitted.
- Warming up on the race circuit is not permitted after the commencement of the race.
- Riders are responsible to ensure that they remove all waste from the race site.
- Riders shall use the designated toilets provided.
- If a rider withdraws from the event, he/she shall inform the first available Marshall of their withdrawal from the event.
- Riders shall be courteous to all members of the general public.
- Riders shall follow and of the necessary covid-19 guidelines





RISK ASSESSMENT							
Event Site: Moreton park road , Menangle							
Assessment Date: 15 /07/ 2020		Next Review Date: / / (3 years maximum)		Sign-off: Name: Warren Downes Position: Approvals Officer Date: 15 / 07 / 2020			
What is being assessed? Hostile Vehicle Mitigation for cycle event to be held on Old Razorback Road, Razorback							
Assessor(s): Warren Downes							
Risk assessment				Risk control plan*			
Item	Hazard description/ how exposed	Risk control measure(s) in place <small>(If existing controls need improvement or new controls introduced, record under the Risk Control Plan columns)</small>	Current risk level (H/M/L/VL) <u>with</u> controls <small>(Refer App.2)</small>	Extra controls needed to reduce risks to low or very low <small>(The item should not be used or the process started until the remaining 'residual risk' is L or VL)</small>	Person responsible	Date extra controls to be done	Date extra controls completed
1	Hostile Vehicle Mitigation	Traffic Control Plan: 00101-03	Medium	No improvement to TCP required			
2							
3							
4							
5							
6							
7							

Risk Assessment Matrix

LIKELIHOOD	RISK SEVERITY/CONSEQUENCE			
	CRITICAL <i>(may cause severe injury or fatality - more than two weeks lost time)</i>	MAJOR <i>(injury resulting in at least one day lost time)</i>	MINOR <i>(medical treatment injury - back to work)</i>	NEGLIGIBLE <i>(first aid treatment - no lost time)</i>
VERY LIKELY <i>(exposure happens frequently)</i>	High	High	Medium	Low
LIKELY <i>(exposure but not frequently)</i>	High	Medium	Low	Very low
UNLIKELY <i>(exposure could happen but only rarely)</i>	Medium	Low	Very low	Very low
VERY UNLIKELY <i>(Exposure can happen but probably never will)</i>	Low	Very low	Very low	Very low
NOT EVER LIKELY <i>(Exposure is never likely to ever occur)</i>	Very low	Very low	Very low	Very low

RISK PRIORITY TABLE

Risk priority	Definitions of priority	Time frame
High	Situation critical, stop work immediately or consider cessation of work process. Must be fixed today, consider short term and/or long term actions.	Now
Medium	Is very important, must be fixed urgently, consider short term and/or long term actions.	1 – 3 weeks
Low	Is still important but can be dealt with through scheduled maintenance or similar type programming. However, if solution is quick and easy then fix it today.	1 - 3 Months
Very low	Review and/or manage by routine processes	Not applicable



GUIDE TO RACING AND TRAINING IN THE COVID-19 ENVIRONMENT

17 JUNE 2020

#RETURNTORACING

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PO Box 7209, Bass Hill NSW 2197

1. BACKGROUND

On 17 March 2020, Cycling NSW withdrew all race and event sanctioning due to the COVID-19 pandemic. Shortly after, the NSW Government banned all competitive sport until further notice.

On 10 June, the NSW Government announced that community sport for people of all ages would be allowed to recommence on and from 1 July. On the same day, Cycling NSW announced that it would recommence race and event sanctioning from 1 July, subject to certain requirements and guidelines.

This guide sets out the requirements and guidelines that event organisers must comply with for the return to racing and events as a requirement of Cycling NSW sanctioning.

This guide applies from 1 July onwards.

2. APPLICATION

As a condition of Cycling NSW sanctioning, this guide **must** be followed by event organisers in respect of any sanctioned event until further notice.

In addition, Cycling NSW recommends that clubs follow this guide in respect of group rides, training sessions and off-bike activities. However, compliance is not compulsory for these activities.

Despite anything contained in this guide, event organisers must comply with any applicable laws, council regulations and Public Health Orders.

3. GENERAL PRINCIPLES

The follow general principles summarise the contents of this guide:

- A. Follow laws and regulations
- B. Appoint a COVID-19 Safety Coordinator
- C. Complete a [COVID-19 Safety Plan](#)
- D. Brief participants and volunteers
- E. Stay home if unwell
- F. Download the COVIDSafe App
- G. Limit numbers
- H. Keep physical distance
- I. Adopt a "Get In, Train/Race, Get Out" approach
- J. Prepare and clean venue and equipment
- K. Keep records

4. GUIDELINES AND REQUIREMENTS

A. FOLLOW LAWS AND REGULATIONS

Event organisers should monitor the current status of COVID-19 restrictions at their state, regional and local levels on an ongoing basis.

This guide is prepared in accordance with the laws current in NSW at time of publication. Those laws may change. Where the law or a local authority imposes a requirement stricter than that set out in this guide, event organisers must comply with that stricter requirement.

(For example, a local council may limit the number of persons at an outdoor track to a smaller number than set out in this guide).

NSW restrictions, resources and advice can be found at: <https://www.nsw.gov.au/covid-19>.

B. APPOINT A COVID-19 SAFETY COORDINATOR

The event organiser must nominate one person to be the COVID-19 Safety Coordinator for the event.

The COVID-19 Safety Coordinator will be the central point of contact for all COVID-19 matters.

They will be responsible for understanding the current restrictions and guidelines and coordinating the event organiser's response in all aspects of the event such as personnel, scheduling, venue preparation and emergency plans.

They will be responsible for completing the COVID-19 Safety Plan.

C. COMPLETE A COVID-19 SAFETY PLAN

For each event, the COVID-19 Safety Coordinator must complete the NSW Government's *COVID-19 Safety Plan: Community sporting competitions and full training activities*, which is available for [download here](#).

For recurring events (such as weekly club racing), the COVID-19 Safety Plan only needs to be completed once if it will apply to each instance of the event. However, if laws, restrictions and advice change, the event organiser must review and, if necessary, update the plan.

Please note that while the terminology of the COVID-19 Safety Plan refers to sports-related businesses, much of it is relevant to organisers of community sport. For any sections of the COVID-19 Safety Plan that are not applicable to the event, write "Not applicable".

For cycling clubs, the COVID-19 Safety Plan must be approved by a member of the club executive. If the COVID-19 Safety Coordinator is also a member of the executive, the Plan must be approved by a different member of the executive. For private event organisers (other than clubs), the Plan must be approved by the race director or a person in an equivalent role.

The event organiser must submit a copy of the completed COVID-19 Safety Plan to Cycling NSW upon request.

D. BRIEF PARTICIPANTS AND VOLUNTEERS

Volunteer briefing

Officials and volunteers should be briefed on any specific practices in the COVID-19 Safety Plan, including:

- the COVID-19 Safety Coordinator's contact details;
- hygiene practices that will be in place;
- PPE that they will need, and how to use it;
- contact-free methods of interacting with participants;
- procedures for disinfecting equipment and surfaces;
- what to do in case of a medical emergency or if someone presents with symptoms of illness;
- any normal race procedures that will be modified or omitted (e.g. sign-on).

Medical

Consult with your first aid provider to plan the following:

- identify the individual who will be designated to handle any suspected COVID-19 cases;
- identify a medical area and determine its size;
- determine cleaning procedures for high touch points in the medical area;
- determine the protocol medical staff will take if they receive a patient;
- determine the additional steps the medical team will take to protect themselves and the participants;
- determine and fulfil personal protective equipment (PPE) needs;
- communicate medical protocols with riders and volunteers; and
- develop a response plan for anyone who may show COVID-19 symptoms during the event.

For major events, contact NSW Health to ensure that the event is operating within their requirements. Contact the local hospital to alert them of the event and ensure they have the capability to handle trauma patients.

Rider briefing

Before event day, event organisers should give participants specific communication regarding the event, including:

- arrival times, start times, collection of bib numbers and prize-giving processes;
- a reminder not to attend if feeling unwell;

- a reminder of any hygiene practices that will be in place (e.g. hand washing, sanitising, sneezing and coughing);
- a reminder of any physical distancing requirements that will be in place;
- a reminder that riders should arrive self-sufficient for their race, including wearing race kit and bringing their own food or drink;
- a reminder of the 'Get In, Train/Race, Get Out' approach;
- what facilities will and will not be available;
- whether spectators will or will not be allowed to attend; and
- a recommendation to download the COVIDSafe app.

E. STAY HOME IF UNWELL

No persons, including participants, volunteers and spectators, are to attend an event if they have any symptoms of COVID-19 or a confirmed case of COVID-19.

Persons must not attend if in the last 14 days they have been unwell or had close contact with a known or suspected case of COVID-19 (cough, sore throat, fever or shortness of breath).

Persons should leave if they develop symptoms of COVID-19 during the event.

F. DOWNLOAD THE COVIDSAFE APP

The event organiser must recommend (but need not require) that participants, volunteers, spectators and other attendees download and activate the Australian Government's [COVIDSafe App](#) before attending the event.

G. LIMIT NUMBERS

Maximum numbers



Restrictions on the size of gatherings can change frequently. This section is prepared using information available at the time of publication. For the most up-to-date restrictions, visit the NSW Government [COVID-19 website](#).

The event organiser must ensure that no more than the maximum number of persons is present at the venue, or gathered for the event, at any time.

At time of publication, the maximum number of people in an outdoor gathering is 20. This applies to training and, until further notice, will also apply to racing from 1 July. It is assumed that the NSW Government will relax this restriction for community sport by 1 July.

For indoor venues, the maximum number from 1 July will be one person per 4m².

At a cycling event, this "4m² rule" should be applied to any enclosed or indoor space, such as:

- A spectator grandstand
- A clubhouse
- Toilets

- A marquee or temporary shelter

For hired venues, if the event organiser is unsure what the maximum number is, they should contact the owner or operator of the facility.

Volunteers and officials

The number of officials and volunteers should be limited to those who are critical to the conduct of a safe event.

The organiser should prepare a contingency plan for absenteeism among volunteers.

Spectators

At time of publication, the NSW Government has yet to release guidance on whether spectators should attend community sports. It is assumed spectators will be allowed to attend.

It is acknowledged that juniors and other participants may require an accompanying person. This should be limited to one person from the participant's household, if possible. They should remain physically distant from other participants and spectators as far as possible.

Spectator areas should be set aside and marked to minimise intermingling with participants and other spectators. For example, in a grandstand, seats could be taped off to ensure spectators remain at least 1.5 metres from each other, and separate entry and exit points should be clearly marked.

Hand sanitiser and toilet facilities should be made accessible to spectators.

The event organiser should consider using photos, video and social media to allow spectators to enjoy the racing from home instead of attending.

Intermingling

Events, grades or waves should be scheduled in such a way as to minimise intermingling of participants from different events.

This may include:

- staggering start times so that participants arrive in waves, rather than all at once;
- choosing start times and race durations to minimise grades overtaking each other;
- staggering finish times so that the riders leave the venue before the next grade starts or finishes;
- at multi-sport facilities, coordinating start and finish times with other users of the facility to avoid multiple events starting or finishing at a similar time.

Entry and exit points should be chosen to minimise the chance of participants crossing paths. Ideally, there should be separate entry and exit points, which are one-way only.

H. KEEP PHYSICAL DISTANCE

Riders, officials, volunteers and spectators should be reminded to keep at least 1.5 metres away from others as much as possible.

This does not apply to:

- members of the same household;
- competitors during a mass-start bike race in relation to other competitors.

Generally, events should start from a standing start, without holders.

If holders must be used, each rider should provide their own holder who should be a member of their household. Holders should not be shared between riders who are not members of the same household.

If start gates are used, one person should be the designated start gate operator for the duration of the session. The start gate must be disinfected between riders and between operators. The operator must avoid physical contact with the riders.

I. ADOPT A “GET IN, TRAIN/RACE, GET OUT” APPROACH

The general approach is that riders arrive only to attend the event and leave immediately afterwards. Organisers should endeavour to prevent participants from lingering at the venue.

Registration, payment and sign-on

It is recommended that entries and payments are conducted online, without using cash.¹

When registering, participants should be reminded that their contact information will be retained and may be made available to health authorities in the event of a positive COVID-19 case. The registration portal should state any specific practices that will be in place to minimise the risk of COVID-19 transmission.

Bib numbers should be distributed in one of the following ways:

- bib numbers not used at all; another system of identification used instead;
- provide permanent bib numbers that are collected by the rider (contact-free) and kept indefinitely;
- establish a contact-free system of returning and disinfecting bib numbers.

There should be no physical sign-on. Consider the following alternatives:

- a verbal or visual roll call at the start line;
- an electronic sign-on process accessible by riders using their own devices; or

¹ Online entry systems include [Buncheur](#) and [EntryBoss](#). These links are for information purposes only and should not be taken as an endorsement.

- no sign-on.

Changerooms

No access should be allowed to communal changerooms (though toilets and medical facilities are permitted). Participants should arrive at the venue in their racing kit, with their bicycle and equipment ready for racing. Participants should shower and change at home.

Self-sufficiency

Participants should bring their own food, water, spares and tools to avoid the sharing of items between individuals. Feeding from cars or the roadside is not permitted.

Canteens and BBQs

At time of publication, the NSW Government has yet to release guidance on whether canteens and community BBQs will be allowed to recommence at community sporting events. Event organisers should follow the prevailing laws, council guidelines and venue guidelines in this respect.

If food is to be sold or served, strict hygiene requirements should be established and followed, including, for example:

- Frequently disinfecting hard surfaces;
- Contact-free payment and handover of food;
- Use of gloves and hand sanitiser;
- Areas set aside for the consumption of food must comply with the 4m² rule.

Start lists and Results

Start lists, results and any other relevant information should be distributed electronically. They should not be printed out and posted at the venue.

Podiums and prizes

Podium ceremonies should be limited in duration and scale, if held at all. People who are not essential to a podium ceremony should be encouraged to leave.

Placegetters may pose on a podium for a photo opportunity. The podium should be configured to leave 1.5 metres between each rider and between the riders and other people.

Any spectators at a podium ceremony must remain at least 1.5 metres apart. People who live in the same household are not required to observe this distance.

There should be no handshakes or physical contact.

For cash prizes, electronic transfer is the preferred method of delivery. For non-cash prizes, the event organiser must use a contactless method of delivery or collection.

J. PREPARE AND CLEAN VENUE AND EQUIPMENT

Physical distancing

The venue should be carefully prepared in such a way as to minimise physical interaction.

Entry and exit points should be clearly marked and kept separate to avoid crossover. So far as possible, this should also be the case for the entry or exit into buildings and areas within the venue, such as toilets, grandstands, canteens, registration areas and start/finish areas.

Signage and markings

For indoor areas where the 4m² rule applies, signs should be displayed indicating the maximum occupancy of that area.

Where queues are likely to form or large numbers of people are likely to be located at the same time (e.g. carparks, toilets), consider using signage or floor markings to direct the flow of movement and remind people to stay 1.5 metres apart.

Spectator areas and seating should be marked to keep spectators 1.5 metres from each other and away from riders and officials.

Hygiene

The event organiser should provide hand sanitiser near the start and finish area, in or near the toilets, and anywhere close physical proximity or contact is likely between people, or between people and hard surfaces (e.g. at a canteen, near a bib number collection area, etc.).

Bathrooms should be well-stocked with hand soap and toilet paper prior to the event.

Sufficient rubbish bins should be provided.

Cleaning

Hard surfaces (e.g. countertops, door handles, start gates, etc.) should be disinfected before and after each event. For longer events, consider disinfecting the surface at intervals during the event.

Cleaners should be equipped with disinfectant, gloves and other necessary cleaning products. They should be trained and briefed beforehand on the cleaning procedures.

Equipment

The equipment used should be minimised to that required for the running of the event.

Equipment should be cleaned with detergent and disinfected prior to and immediately after the event. For longer events, and events where equipment must be used by more than one person, the equipment should be disinfected regularly and between each use.

Communal equipment (e.g. hire bikes) is not recommended. If communal equipment is used, it must be thoroughly cleaned with detergent and disinfected before each new use.

K. KEEP RECORDS

Event organisers must collect and keep records of each participant, volunteer, and official to facilitate contact tracing, should it be required.

At a minimum, those records must include the date of the event, each attendee's name and a contact email address or phone number. The records should be kept for at least 28 days and stored confidentially and securely.

The event organiser must cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at their event.

5. MORE RESOURCES

Rules and regulations about COVID-19 change frequently. For the latest COVID-19 information, including links to the current Public Health Orders and laws, visit the [NSW Government COVID-19 Website](#).

For resources and information that can provide guidance about sport generally (e.g. hygiene guidance, advice for COVID-19 Safety Coordinators, etc), visit Sport Australia's [Return to Sport page](#). Please note, however, that restrictions and advice in NSW may differ from the general national-level guidance provided by Sport Australia.

For specific queries about your event's sanctioning, email John Davis of Cycling NSW at john.davis@cyclling.org.au.

Form 1

PUBLIC ASSEMBLIES ACT, 1979

To: The Commissioner of Police
Notice of Intention to Hold a Public Assembly

1. I, Rhys Clarke
(name)
of 18 Ettlesdale road Spring Farm
(address)
on behalf of Camden Cycle Club Inc.....
(organisation)

notify the Commissioner of Police that on the

The actual dates to be determined later with an *APPLICATION FOR ROAD EVENTS AND TEMPORARY ROAD CLOSURES PERMIT* to be provided to Council for each event.

of.....2021 , it is intended to hold
(month)

*(a) a public assembly, not being a procession, of approximately 100.....
(number)

persons, which will assemble at Moreton Park Road Menangle.....
(place)

at approximately 2pm Saturdays, and disperse at approximately 4:30pm.
Or, at approximately 8am Sundays, and disperse at approximately 10:30am.

OR

*(b) a public assembly being a procession of approximately N.A.

persons, which will assemble at

at approximately a.m/p.m and at approximately a.m/p.m the

procession will commence and shall proceed

.....

.....

.....

.....

.....

(Specify route of proposed assembly, any stopping places and approximate length of the stop, and the approximate time of termination. A diagram may be attached if desired.)

2. The purpose of the proposed assembly is to conduct cycling races.....

.....

-

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

(i) There will be4-5..... vehicles and/or floats involved and the type and dimensions are as follows:

Follow cars with necessary signage and flashing beacons

.....
.....

*(ii) There will be ..NIL..... 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:

N.A.....

.....
.....

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

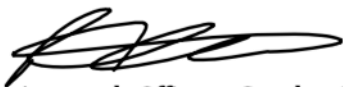
.....
.....
.....

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

5. Notices for the purposes of the Public Assemblies Act, 1979, may be served upon me at the following address: !8 Ettlesdale road Spring Farm

.....

Telephone: 0421950116.....

Signed:  Rhys Clarke

Capacity/Title: Approvals Officer – Camden Cycle Club Inc.....

Date: 1/2/2021

*Strike out whichever is not applicable.



V Insurance Group Pty Ltd ABN 67 160 126 509
 Telephone: +61 2 8599 8660
 Fax: +61 2 8599 8661
 Email: sports@vinsurancegroup.com
 Address: Level 25, 123 Pitt Street
 Sydney NSW 2000

14 January 2021

To Whom It May Concern,

CERTIFICATE OF INSURANCE

Dear Sir/Madam,

In our capacity as Insurance Broker to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date:

Named Insured: AusCycling Limited and all affiliated Clubs
Affiliated Club: _Please select
Class of Insurance: Combined Liability Insurance
Insurer: Certain Underwriters at Lloyds of London
Policy Number: 09014411
Limit of Liability:
 Professional Indemnity \$20,000,000 each and every occurrence and in the aggregate
 Public Liability \$20,000,000 each and every occurrence
 Products Liability \$20,000,000 each and every occurrence and in the aggregate
Policy Period: 4.00pm, 31 January 2021 to 31 January 2022
Excess: \$1,000

In all instances, cover afforded is subject to the policy terms, conditions and exclusions. Any queries concerning this insurance arrangement should be addressed to this office.

Yours sincerely,

Lucy Willis
 Senior Account Executive
 Authorised Representative Number: 001280519

Disclaimer:

This document has been prepared at the request of our client and does not represent an insurance policy, guarantee or warranty and cannot be relied upon as such. All coverage described is subject to the terms, conditions and limitations of the insurance policy and is issued as a matter of record only. This document does not alter or extend the coverage provided or assume continuity beyond the Expiry Date. It does not confer any rights under the insurance policy to any party. V-Insurance Group is under no obligation to inform any party if the insurance policy is cancelled, assigned or changed after the Issue Date.

1.2 PICTON ANZAC DAY MARCH ON SUNDAY 25 APRIL 2021

File Number: 10623#173

EXECUTIVE SUMMARY

It is recommended that Council approve the following road closures between the hours of 6.30am and 7am on 25 April 2021 for the staging of "The Picton ANZAC Day March" subject to the requirements for the issue of a permit for "Road Event – Road Closure":

RECOMMENDATION

1. That Council approve the following road closures between the hours of 6.30am and 7am on Sunday 25 April 2021 for the staging of "The Picton ANZAC Day March" subject to the requirements for the issue of a permit for "Road Event – Road Closure":
 - Menangle Street (West) between Argyle Street and Walton Street
 - Argyle Street between Menangle Street and Memorial Park (south of Downing Street)
2. That Council write to the applicant and request that they seek their own advice from relevant health authorities for current preventative measures or as to whether the events should proceed due to public safety concerns related to the potential spread of coronavirus.

REPORT

The Picton ANZAC Day Committee has again sought Council's permission to hold a march along Menangle Street (West), commencing from behind the Picton Hotel and then travelling into Argyle Street to Memorial Park, on Sunday, 25 April 2021.

The proposal is for Menangle Street (West) to be closed between Davison Lane and Argyle Street at 6.30am with marchers moving off at 6.45am and then turning left into Argyle Street and proceeding to Memorial Park.

Traffic is proposed to be diverted during the closure via Colden Street and Margaret Street, although diversion arrangements will have to cease as the march approaches the Margaret Street intersection, where it moves to the Picton RSL Memorial Park.

As in the previous years, the Local Police Command will be approached regarding their availability for traffic control for the march.

The conduct of the march under these proposals will not affect traffic other than for the time it takes the march to pass specific points. There will be minor delays for traffic wishing to proceed along Argyle Street, however, it is considered that the impact on local traffic will not be significant at this early time in the morning.

The Organiser has submitted relevant documents in support of this application.

Consultation

The Organiser has consulted with the Health Authority seeking input to the event and would adhere to any advice given closer to the date.

Financial Implications

This matter has no financial impact on Council's adopted budget or forward estimates.

ATTACHMENTS

1. **TMP; TCP; Schedule 1 Form 1 and PLI**



A: Suite 450, 29 Smith Street, Parramatta 2150 NSW
P: 1800 987 891
F: (02) 9823 0494
M: 0403 323 290
E: dennis.dandolo@safewaytms.com.au
W: www.safewaytms.com.au

Location : Argyle Street, Picton.
Company : Picton Anzac Day Committee.
Council : Wollondilly Shire.
TCP Endorsed By : Dennis Dandolo
Prepare a Work Zone TMP # 0051981629
Expiry Date : 05.04.2022

UBD Reference# : 368/M3
Scale : NTS
Revision : 1.0
Prepared Date : 03.02.2021
TCP Author : Dennis Dandolo
Prepare a Work Zone TMP # 0051981629
Expiry Date : 05.04.2022

Signature :

Signature :

Filename :

1. SCOPE OF WORKS
Picton Anzac Day March.

2. TRAFFIC MANAGEMENT LOGISTICS
Certified Traffic Controllers will stop traffic for approximately 15mins during the duration of the parade.

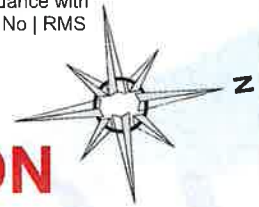
3. SCHEDULE OF WORKS

Sunday 25th APRIL 2021. By Picton ANZAC Day Committee.

4. COMPLIANCE

When installed as per the plan, signage will be in accordance with Roads and Maritime Services | 27 July 2018 Document No | RMS 18.898 | Version No 5.0

TCP-Special Event. ANZAC DAY MARCH, PICTON



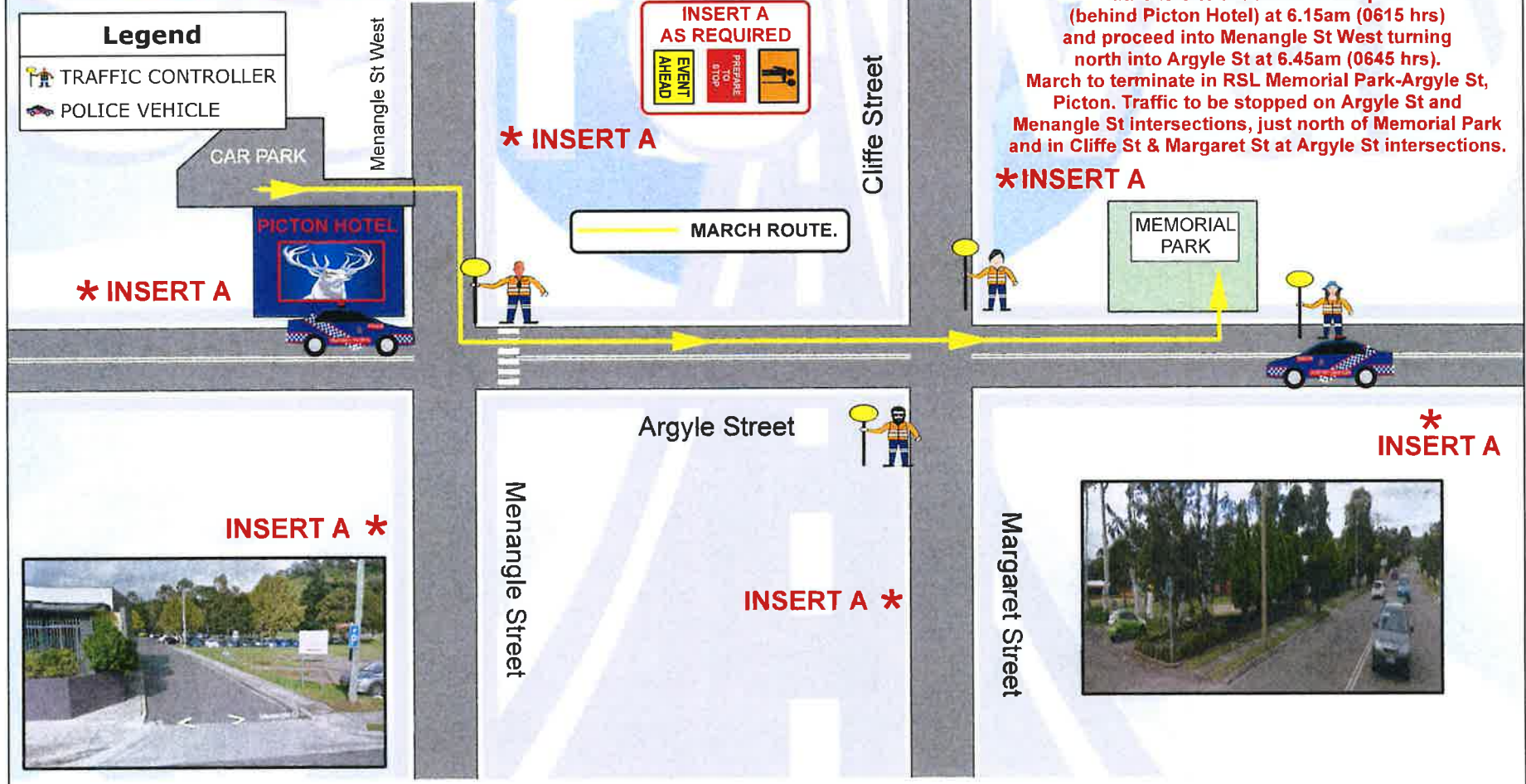
ALL TRAFFIC MANAGEMENT PLANS ARE COPYRIGHT/PROPERTY OF SAFEWAY TMS AND ARE NOT TRANSFERABLE UNLESS AUTHORISED BY SAFEWAY TMS

Legend

- TRAFFIC CONTROLLER
- POLICE VEHICLE

INSERT A AS REQUIRED

Marchers to assemble in car park (behind Picton Hotel) at 6.15am (0615 hrs) and proceed into Menangle St West turning north into Argyle St at 6.45am (0645 hrs).
March to terminate in RSL Memorial Park-Argyle St, Picton. Traffic to be stopped on Argyle St and Menangle St intersections, just north of Memorial Park and in Cliffe St & Margaret St at Argyle St intersections.





Certificate of Currency

The policy referred to is current as at the date of this certificate and whilst a due date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

Policy Number: 10M 7431902

Insured: RSL of Australia Sub Branches and Women's Auxiliaries including Picton Anzac Day Committee

Period of Insurance: (From) 31/05/2020 at 4:00pm local time at the place of issue
(To) 31/05/2021 at 4:00pm local time at the place of issue

Policy Type: General and Products Liability

Limit of Liability:

Public Liability	\$20,000,000	any one Occurrence
Advertising Liability	\$20,000,000	any one Occurrence
Products Liability	\$20,000,000	any one Occurrence and in the aggregate for any one Period of Insurance

Interest Noted: It is noted and agreed that this Policy is endorsed to include the interests of: Wollondilly Council & Roads & Maritime Services in respect of the ANZAC Day services held by Picton Anzac Day Committee as per definition 1.29.5 of the Policy wording.

Remarks: The above is subject always to the terms, conditions, exclusions, and endorsements of the Policy.

Signed for and on behalf of Insurance Australia Limited trading as CGU Insurance



3rd February 2021

2 The purpose of the proposed assembly is ANZAC Day Service

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

- (a) There will be 0-100 number of vehicles and/or boats involved and their types and descriptions are as follows:
- (b) There will be 2 number of bands, musicians, entertainers etc. entertaining or addressing the assembly
- (c) The following number and type of animals will be involved in the assembly
N/A
- (d) Other special characteristics of the proposed assembly are as follows:

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

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

Address: 4 Swan St
Tahmoor
NSW Post Code 2573

Telephone: 0428406127

Signed: [Signature]

Capacity/Title: Secretary, Dickson ANZAC Club

Date: 1/2/21

Printed as applicable

1.3 WARRAGAMBA COUNTRY MARKETS & EVENTS - REQUEST FOR ROAD CLOSURE**File Number: 10623#174****EXECUTIVE SUMMARY**

The organiser of 'Warragamba Country Markets & Events' at Warragamba is seeking Council approval for the Civic Centre Circle in front of Warragamba Town Hall to be closed from 9am to 10pm to facilitate holding of a monthly event to be held on the last Saturday of each month.

RECOMMENDATION

1. That Council approve the road closure of the Civic Centre Circle between the hours of 9:00am to 10:00pm on every last Saturday of the month subject to the Development Application approval and the requirements for the issue of a permit for "Road Event – Road Closure".
2. That Council write to the applicant and request that they seek their own advice from relevant health authorities for current preventative measures or as to whether the events should proceed due to public safety concerns related to the potential spread of coronavirus.

REPORT

There is a pending development application from the Warragamba Silverdale Neighbourhood Centre Inc. (WSNCI) for a regular monthly market event to be held at Warragamba Town Centre between the Warragamba Town Hall and Warragamba Civic Park.

All activities are confined within the Civic Centre Circle. This will involve the closure of the Civic Centre Circle to traffic to accommodate the event. The Civic Centre Circle is located between Fourteenth St and Weir Rd.

The closure of the Civic Centre Circle will have minimal impact to existing bus service and its patrons. Emergency vehicles will have access at all times.

This road closure will also cause minimal disruption to local traffic. There are ample parking spaces around the Town Centre.

The Organiser is keen to involve both communities of Warragamba and Silverdale and continue to promote this monthly community event.

It is worth noting that the Organiser has previously organised the annual "Dam Fest" events with the support of the local community.

It is recommended that the proposed closure be approved subject to appropriate traffic control and hostile vehicle mitigation devices being provided.

Consultation

The Organiser is in the process of applying to the Police to have a coordinated effort and provide an appropriate level of traffic management for the event.

Financial Implications

This matter has no financial impact on Council's adopted budget or forward estimates.

ATTACHMENTS

1. TMP; TCP and Schedule 1 Form 1

TRAFFIC
MANAGEMENT
PLAN

**Warragamba Country
Markets and Events**

**Monthly Event
Last Saturday of each Month**

TMP Details:

Event Date:	Monthly – Last Saturday of each month
Event Time:	900 – 2200hrs
Road Closures:	Closure of the Civic Circle Road at the intersection of Weir Road and Fourteenth Street intersections

Road Closures advance warning signs, detouring traffic via alternate roads

- 1. Changed Traffic Conditions Ahead, Detour Ahead and Prepare To Stop signs positioned at Weir Road, approaching Twentieth Street**
- 2. Changed Traffic Conditions Ahead and Detour Ahead signs positioned at Weir Road, approaching Fourteenth Street and Fourth Street approaching Weir Road**
- 3. Road Closed sign, Traffic Barricades and Detour signs positioned at the intersection of the Civic Circle Road, Fourteenth Street and Weir Road intersections closing off the Civic Circle Road to traffic.**

NOTE: Please Refer to the Traffic Control Plan/Map (WC-TCP)

1. Objectives:

- 1.1 To ensure that the Warragamba Country Markets and Event celebrations are conducted in a safe manner with minimum disruption to the wider community and businesses
- 1.2 To provide alternate routes for residents and visitors alike
- 1.3 To provide high level description of the closures and various traffic, transport and pedestrian management

2. Residential:

- 2.1 All residents will be notified of the event through letterbox drops and local newspaper notification two weeks prior to the event
- 2.2 Notices will also be posted in local noticeboards, shops, FaceBook and our website which is currently under construction

3. Event Parking:

- 3.1 Parking spaces will be available on Fourteenth Street and Weir Road;
- 3.2 Many people are able to walk to the event to reduce the amount of car spaces required;
- 3.3 Recommendation of Public Transport; no disruptions to bus services
- 3.4 Parking in Church grounds (Anglican, Catholic and Baptist), outside swimming pool and in the recreation park

4. Road Closures and Detours:

- 4.1 Changed Traffic Conditions Ahead, Detour Ahead and Prepare To Stop advanced warning signage – Positioned on sign on Weir Road, Weir Road, approaching Twentieth Street
- 4.2 Changed Traffic Conditions Ahead and Detour Ahead advanced warning signage positioned at Weir Road, approaching Fourteenth Street and Fourth Street approaching Weir Road
- 4.3 The Closures pose no impact on the normal routes of the Public Bus companies operating in the area including no impact to local residents whom require access to the bus stops as the pedestrian access is not impacted by the closure of the Civic Circle Road

4. Event Operations:

- 4.1 The festival will be held in the Memorial Park grounds during the day
- 4.2 The Event road closures commence at 10:00 hrs
- 4.3 Civic Circle to remain closed until 22:00 hrs when closure will be lifted and traffic will return to normal conditions

5. Access:

- 5.1 Emergency vehicles will have access and exit at all times

6. Wollondilly Shire Council:

- 6.1 To approve the final event arrangements via the Local Traffic Committee and impose appropriate conditions to conduct the event
- 6.2 To approve traffic control plans (TCP)

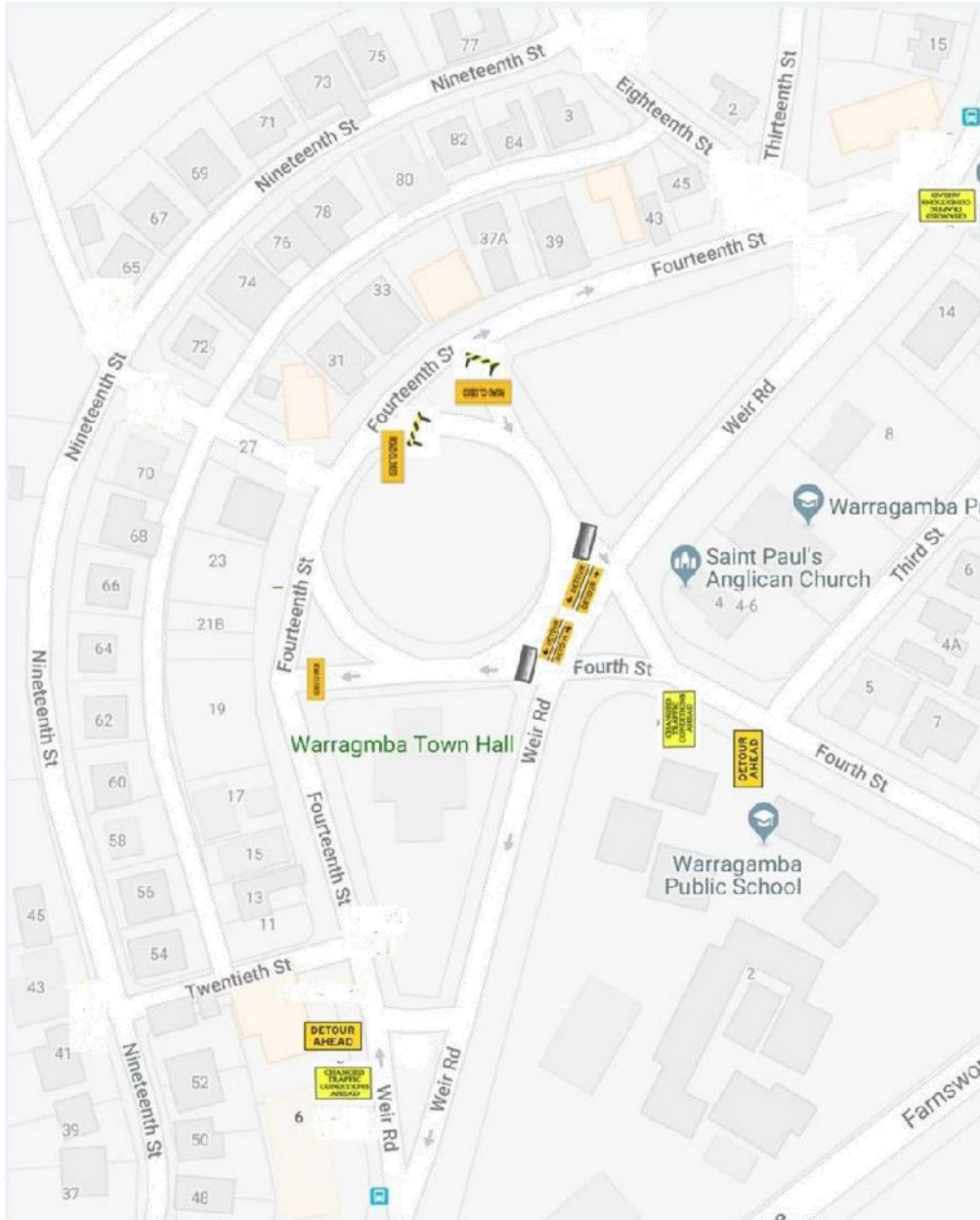
7. Insurance:

- 7.1 Public liability insurance certificate. Warragamba Silverdale Neighbourhood Centre Inc.





8. Attachments:



- 8.1 Map of proposed road closures and detour signs attached with TCP plan.
- 8.2 Event Risk Assessment

ATTACHEMENT 3



Signs and Devices:

 X 3
  X 3
  X 4
  X 1

 X 4
  As Required

Notes:

- 09:30Hrs layout of signage and the closure of the Civic Circuit with water filled barriers
- 10:00Hrs Road closed Civic Circle
- 10:00Hrs complete closure as per TMP
- 22:00Hrs commence opening of roads
- Water Filled Barriers to be used in strategic intersections for Hostile Vehicle Mitigation (HVM), which will also allow parked vehicles to be release quickly following the event

Warragamba Country Markets - TMP Prepared by E Murphy 0038851091 04th February 2019
 - TMP Approved by J Webb 2034048671, 0023088104 04th February 2020

[Signature]

NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY**Summary Offences Act 1988***To the Commissioner of Police*

I, **Lee Hodder**
Name
of **1a Dunbar Street Silverdale 2752**
Address
on behalf of **Warragamba Silverdale Neighbourhood Centre Inc**
Organisation

notify the Commissioner of Police that

on the last Saturday of each month

it is intended to hold:

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

400 persons which will assemble
Number
at **...Warragamba Civic Centre and Town Hall.**
Place

at approximately 10.00am
Time

and disperse at approximately 10.00pm

2 The purpose of the proposed assembly is

Warragamba Community Markets will provide an entertainment, educational and information service to the Warragamba Silverdale community on a regular basis and will allow other community organisations to share information and fundraise in the local area and will include such events as Carols in the Park.

State purpose

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

* Traffic will be restricted around the Warragamba Civic Circle to ensure the safety of those attending the event

* (ii) There will be 5 (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

....

- 4 I take responsibility for organising and conducting the proposed public assembly.
- 5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: PO box 44 Warragamba

Post Code.2752

Telephone: ..4774 1273.....

Signed: *Lee Hodder*

Capacity/Title...Community Development Manager

Warragamba Silverdale Neighbourhood Centre Inc

Date 02/09/2020

* Delete as applicable

1.4 TAYLORS RD, SILVERDALE FROM INTERSECTIONS OF SILVERDALE RD TO MCKAY DRIVE - PROPOSED CENTRE LINE DELINEATION

File Number: 10623#175

EXECUTIVE SUMMARY

Due to the wide width of Taylors Road from Silverdale Road to McKay Drive and residents' concerns with driver behaviour, it is proposed that centre line markings be installed to improve delineation.

RECOMMENDATION

That Council approve the implementation of centre line marking of BB and S1 line type on Taylors Rd between Silverdale Road and McKay Drive, Silverdale.

REPORT

Council has received several complaints from resident concerning road safety issues along Taylors Road, Silverdale including speeding issues and reckless driver behaviour.

Taylors Rd is classified as an urban minor collector road under Council Road Hierarchy system with a 60kph speed zone. There are residential dwellings with full kerb and gutter along both sides of the road and the carriageway width is 12m from the intersections of Silverdale Rd past McKay Drive, a distance of approximately 900m. There is no longitudinal line marking along this section of Taylors Road.

Council is proposing to install centre line marking of S1 line type and BB line type on the approaches to any intersection to improve delineation and assist with driver behaviour.

Consultation

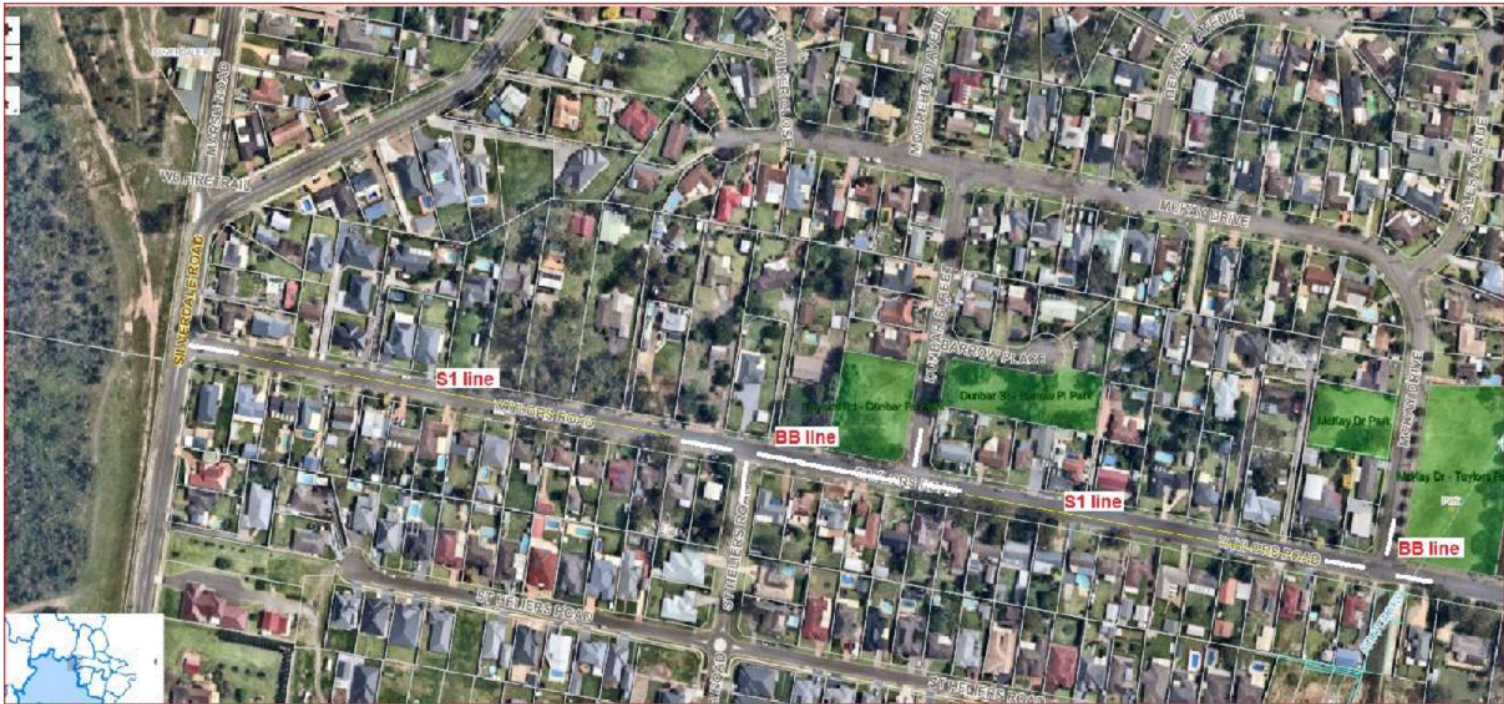
This issue has not been raised and discussed in the Community Forum.

Financial Implications

Funding has been allocated and is available under vote 4402-5210-3627

ATTACHMENTS

- 1. Aerial view showing the proposed centre line marking**



Proposed centre line along Taylors Rd, Silverdale

1.5 SAFETY IMPROVEMENTS PROJECT AT THE INTERSECTIONS OF ARGYLE ST; PICTON AVE AND BARKERS LODGE RD, PICTON.

File Number: 10623#176

EXECUTIVE SUMMARY

This report recommends the approval of the proposed intersection layout improvement of intersections of Picton Ave; Barkers Lodge Rd and Argyle St, Picton with the implementation of a STOP Sign control (R1-1) on Picton Avenue; delineation improvements on Argyle St and installation of vehicle activated signs (VAS).

RECOMMENDATION

That Council approve design layout plan no. 3001 sheet 8 for:

1. The implementation of a STOP sign (R1-1) control and associated TB & TB1 line marking on Picton Ave at Argyle St.
2. The installation of 2 X "SLOW DOWN" Vehicle Activated Signs (VAS) on approaches to the railway underpass on Argyle Street.
3. The delineation improvements on Argyle St.

REPORT

Council has received a grant from the Transport for NSW (TfNSW) for a safety improvement project at the intersections of Picton Avenue and Barkers Lodge Rd with Argyle St, Picton.

The project involves:

- A new section of kerb return to be constructed on the northern corner of Picton Avenue and Argyle St to formalise the intersection
- A new Stop sign (R1-1) control with associated TB and TB1 line marking will also be implemented on Picton Ave
- 2 x new Vehicle Activated Signs (VAS) on the approaches of the railway underpass ("Hole In The Wall") on Argyle Street
- Delineation improvements along Argyle St

The scope of works is shown in the design layout plan no. R3001 sheet 8.

Consultation

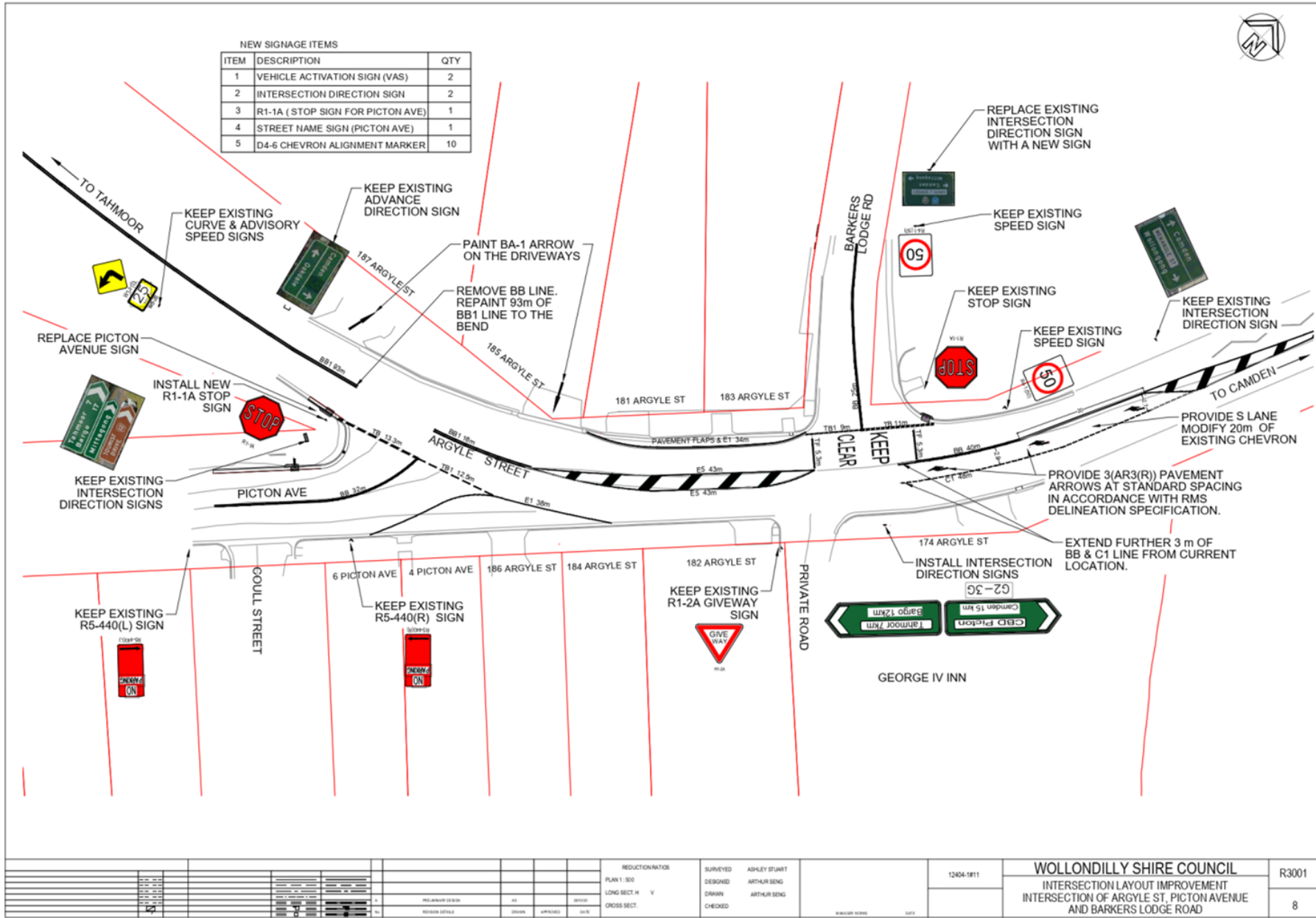
The design layout is developed based on a Consultant assessment report and input from TfNSW.

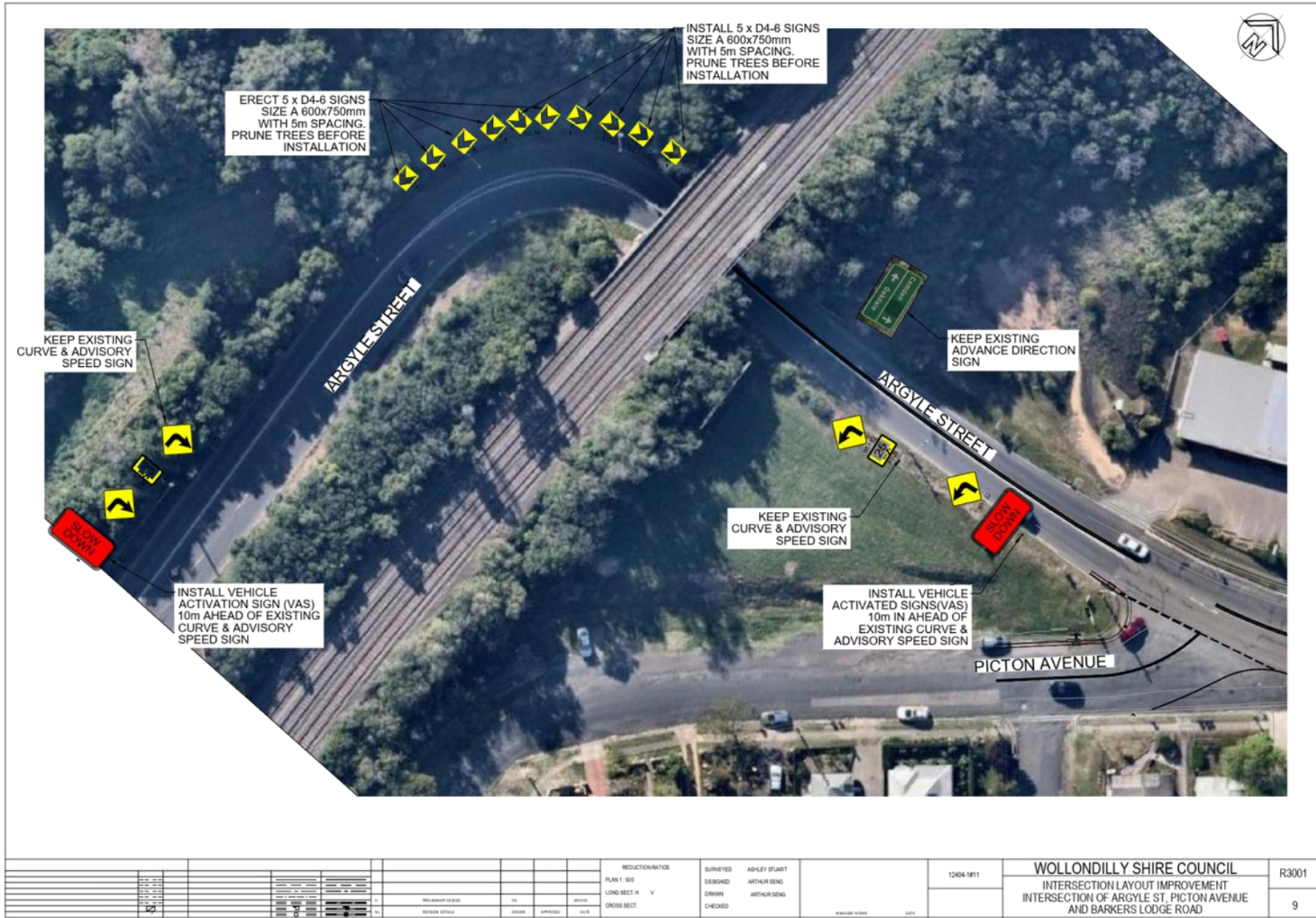
Financial Implications

This matter has no financial impact on Council's adopted budget or forward estimates.

ATTACHMENTS

1. **Design Plan No. 3001 Sheet 8 & Aerial view of proposed safety improvement works**





2 GENERAL BUSINESS

No reports this meeting