AGENDA

LOCAL TRAFFIC FORUM
TO BE HELD IN THE MURRAY ROOM ON
TUESDAY, 10 NOVEMBER 2026 AT 10:30 AM

1 Apologies

2 Confirmation of Minutes

3 Business Arising

4 Declarations of Interest

5 Items of Business

CL01 p6 Traffic Control - 2027 ANZAC Day March - Banna Avenue

CL02 p15 Griffith Cycle Club - Dean Carter Memorial Race - May 2027

CL03 p64 Griffith Cycle Club 2027 Club Racing Season Traffic Management

6 p109 Outstanding Action Report

7 General Business

8 Next Meeting

DISTRIBUTION LIST
Councillor Anne Napoli (Chair), Tony O'Grady (Councillor - Alternate), Greg Minehan (Transport for NSW Representative), Kerry Lippold (Member for Murray Representative), Tony Leadbitter (Police Representative)

Engineering Design & Approvals Manager, Vacant, Development & Traffic Coordinator, Greg Balind; Development and Traffic Engineer, Vacant and Minute Secretary, Melanie Hebrok

If you are unable to attend this meeting please notify the Minute Secretary prior to commencement of the meeting by email or by telephoning Council on 1300 176 077.

This Committee meeting may be attended remotely and recorded by audio or audio-visual means for administrative purposes. No other recording is permitted.

Acknowledgement of Country

Griffith City Council acknowledges the Wiradjuri people as the traditional owners and custodians of the land and waters, and their deep knowledge embedded within the Aboriginal community.

Council further pays respect to the local Wiradjuri Elders, past, present and those emerging, for whom we acknowledge have responsibilities for the continuation of cultural, spiritual and educational practices of the local Wiradjuri people.

MINUTES

LOCAL TRAFFIC FORUM
HELD IN THE MURRAY ROOM ON
TUESDAY, 13 OCTOBER 2026 COMMENCING AT 10:32 AM

PRESENT

Councillor Anne Napoli (Chair), Tony O'Grady (Councillor - Alternate), Ben Hall (Transport for NSW Representative, via Zoom), John Wadsworth (Police Representative), Kerry Lippold (Member for Murray Representative, via Zoom)

STAFF

Director Infrastructure & Operations, Phil King, Engineering Design Coordinator, Jason Carrozza, Development & Traffic Coordinator, Greg Balind and Minute Secretary, Melanie Hebrok

1 APOLOGIES

Apologies were received from Kaitlyn McLean and Tony Leadbitter.

2 CONFIRMATION OF MINUTES

The minutes of the previous meeting held on 11 August 2026, having first been circulated amongst all members, were confirmed.

3 BUSINESS ARISING

3.1 Traffic Management - 2026 Biggest Lap Car Event

Mr Balind noted the absence of a road occupancy licence for Griffin Avenue and Benerembah Street for the event. Information from the Road Occupancy Unit of Transport NSW confirmed their records did not show such approvals. Mr Hall to follow up.

Councillor O'Grady advised that the organisers would hold a post-event review to identify successes and areas for improvement and that he will encourage them to prepare their management plans and supporting documentation earlier if the event proceeds in 2027.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

Members making a pecuniary interest declaration are required to leave the meeting during consideration of the matter and not return until the matter is resolved.

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

Members making a significant non-pecuniary interest declaration are required to leave the meeting during consideration of the matter and not return until the matter is resolved.

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

Members making a less than significant non-pecuniary interest declaration may stay in the meeting and participate in the debate and vote on the matter.

There were no less than significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 TRAFFIC MANAGEMENT - 2026 CHRISTMAS CAROLS - COOLAH STREET

The Forum noted the proposed traffic management for the 2026 Christmas Carols event. No issues were identified.

CL02 TREATMENT OPTIONS - PROBERT AVENUE/MACARTHUR STREET INTERSECTION

The Committee discussed options to improve safety and reduce congestion at the intersection of Probert Avenue and Macarthur Street. Four design options were considered, including roundabout configurations and a channelised T-intersection.

Option 1, involving a single-lane approach on each leg of the roundabout, was identified as the safest option, although it would require some land resumption from Marian Catholic College and the removal of some trees. Option 2, which included a two-lane approach, was not recommended due to safety concerns associated with vehicles bypassing the roundabout without sufficient slowing or deflection. Option 3, a channelised T-intersection, could improve traffic flow but would provide limited safety benefits. A larger roundabout was also discussed as a potential option to address both safety and congestion, subject to land requirements and cost.

The Committee discussed the need to balance safety improvements, congestion, construction costs and the impact on Marian Catholic College.

Action: It was agreed that updated traffic counts and time-based traffic data would be obtained to better understand traffic volumes and patterns throughout the day and inform further consideration of the options.

CL03 OPTIONS FOR NEW CARPARK - ALTIN STREET RESERVE - LOT 3 DP 706417

The Committee considered four options for formalising parking arrangements within Altin Street Reserve to address parking shortages, traffic congestion and pedestrian safety concerns associated with Blackline Swim School and the Australia Post depot. Concerns were raised regarding vehicles parking along the bend, obstructing visibility and increasing the risk to children and pedestrians, particularly during peak swim school periods. The movement of heavy vehicles and farm machinery through the area was also noted. . Mr Balind commented on previous assessments of the dog leg corner and advised congestion reduces the speed of vehicles. Any parking restrictions on that corner would reduce congestion and allow vehicles to sling shot at a greater speed.

The options included formalising a car park with approximately 50 spaces, separating entry and exit points, and providing perimeter parking with improved traffic circulation. A staged approach was discussed, commencing with improved line marking, a one-way traffic arrangement and the installation of a concrete traffic island (blister) to improve vehicle alignment and safety. Formalised parking bays could then be constructed progressively as funding becomes available. The larger blister option was supported for further consideration, noting that it could improve traffic movements while providing a more cost-effective initial measure.

The estimated costs, available funding and competing priorities within the Traffic Facilities Program would need to be assessed before determining the timing of the works.

Action: It was agreed that the matter would be referred to a Councillor workshop for further discussion, including consideration of the preferred option, a staged implementation approach and funding priorities.

6 OUTSTANDING ACTION REPORT

6.1 Business Arising - Boorga Road and Jones Road Intersection

The Committee noted that the rumble strips are not sufficiently effective in alerting drivers to the intersection.

Options discussed included extending the rumble strips across the full traffic lane and investigating electronic warning signage with flashing LED lights to improve driver awareness. The potential impact of extending the rumble strips on vehicle traction was noted, along with the need to consider the movement of heavy vehicles along the designated route and avoid unnecessary stopping.

It was agreed that further investigation would be undertaken into alternative safety treatments, including vehicle-activated flashing signage, to improve driver awareness and reduce the risk of crashes.

6.2 General Business - Lenehan Road / Banna Avenue

Mr Hall advised that funding was available for delivery, but the design had not yet been confirmed. A left-in, left-out arrangement was understood to be the preferred option, with further investigation of design options to continue. Mr Hall undertook to keep the Committee informed of progress.

6.3 Request for Safe Access - Kurrajong Banna Avenue

Mr King advised both line marking and minor works have been completed. To be removed from the Outstanding Action Report.

6.3 Intersection Hillside Drive / Slopes Road

Designs have been prepared and will be tabled at the next meeting for discussion.

Mr Hall advised that the proposed speed zone changes for Slopes Road were almost approved. Implementation remains subject to the release of the current financial year's budget.

7 GENERAL BUSINESS

7.1 Illegal use of E-scooters

The Committee discussed community concerns regarding the use of illegal e-bikes and e-scooters in public areas, particularly around Ted Scobie Oval. Concerns included unsafe riding on roads, footpaths and other public spaces, and the need for clearer information on enforcement and the seizure and disposal of illegal devices.

The Committee discussed the potential for additional signage around Ted Scobie Oval, community education programs and referral of the signage issue to the Roads, Parks & Pathways Enhancement Committee for consideration.

Action: Mr Balind to liaise with the Police's Media Unit regarding relevant educational materials for publication in the Council Catch-Up and on social media, to raise awareness of legal requirements and help inform parents and young riders.

7.2 Double Lines on Boorga Road

Councillor O'Grady asked to revisit the proposal to extend the double centre lines on Boorga Road northbound, from the Jones Road intersection towards Nericon, due to safety concerns regarding vehicles overtaking and the risk of head-on collisions.

Mr King noted that the matter had previously been referred to the Works Department for assessment. Council officers undertook to follow up on the request, which is currently in the works program.

7.3 Safety Concerns - Griffith Show

Councillor Napoli raised traffic and pedestrian safety concerns at the Griffith Showground during the annual show, particularly the interaction between vehicles and pedestrians and the ineffectiveness of temporary handwritten signage.

It was noted that the Showground Trust and event organisers are responsible for managing safety within the showground, with Council having limited authority over activities within the site. The importance of having personnel on the ground to direct traffic and manage parking was highlighted, as demonstrated at other events.

Action: The Chair requested that a letter be sent to the Showground Trust and event organisers outlining the concerns and seeking improved traffic management and pedestrian safety measures for future events.

8 NEXT MEETING

The next meeting of the Local Traffic Forum is to be held on Tuesday, 10 November 2026 at 10:30 am.

There being no further business the meeting terminated at 11:30 am.

CLAUSE **CL01**

TITLE **Traffic Control - 2027 ANZAC Day March - Banna Avenue**

FROM **Greg Balind, Development & Traffic Coordinator**

TRIM REF **26/121055**

SUMMARY

The 2027 ANZAC Day March will be held on Sunday 25 April. Approximately 500 participants will assemble from 10 am at the Griffith War Memorial Hall before forming up on Banna Avenue at 10:30 am. The March will lead off to the east on Banna Avenue then return west towards Ulong Street before entering Memorial Park where the procession will conclude at the Cenotaph. The ANZAC Day Memorial Service will commence a short time thereafter.

The on-street procession will require the closure of Banna Avenue, from Jondaryan Avenue to Ulong Street to facilitate a safe passage for the participants and spectators. A Traffic Control Plan (Attachment 'b') pursuant to TfNSW Guide to Traffic Control at Worksites and AS 1742.3 and a Special Event Transport Management Plan that demonstrates the type and location of traffic control devices to be implemented have been prepared for the event (attached).

Accredited traffic controllers will set out and monitor the traffic control throughout the duration of the event.

A Road Occupancy Licence (ROL) will be applied for closer to the date of the event.

RECOMMENDATION

The Traffic Forum:

(a) Receive the report/attachment(s) and provide advice on the proposed traffic management relevant to the 2027 ANZAC Day March.

(b) Be advised that Council, under delegated authority, approves the proposed Traffic Guidance Schemes for temporary road closures and associated traffic control measures.

(c) Note the report and the (pending) Transport NSW Road Occupancy Licence relates to the use of the designated road space only and does not imply consent or approval for the activity itself.

ATTACHMENTS

(a) Certificate of Currency - Griffith RSL Sub-Branch ⇩ 7

(b) Traffic Guidance Scheme - ANZAC ⇩ 14

GENERAL & PRODUCTS LIABILITY SCHEDULE

Policy Number:	10M 7431902
Insured:	Master Policy for declared RSL of Australia Sub Branches, Day Clubs and Womens Auxiliaries
Business Description:	Meetings, social events and social support including transport to and from, fundraising activities, commemorative events and services, organisers of recreational events for members, property owners.
Period of Insurance:	*(From)* 31 May 2026 at 4:00pm local time at the place of issue *(To)* 31 May 2027 at 4:00pm local time at the place of issue

Limit of Indemnity:

Public Liability	$20,000,000	any one Occurrence
Advertising Injury	$20,000,000	any one Occurrence
Products Liability	$20,000,000	any one Occurrence and in the aggregate for any one Period of Insurance
Property in Your care, custody or control	$250,000	any one Occurrence

Excess:	$1,000	any one Occurrence except:
	$25,000	each and every Occurrence with respect to injury to contractors, sub-contractors, employees of any contractors or subcontractors, labour hire personnel, worker to worker claims, and/or workers' compensation recovery actions (if covered). 'worker to worker claim' means a claim made by an injured worker (as defined by any relevant workers' compensation legislation or similar scheme) against any Insured other than the injured worker's employer.
	$5,000	any one Occurrence in respect of claims arising out of or in any way connected with the use of sporting equipment provided by North Bondi RSL Sub Branch

Wording:	Steadfast_General and Products Liability_POL_CID0157_REV6_1025
Endorsement(s):	Participation Exclusion Group Policy Clause Steadfast Non-Absolute Cyber Endorsement Steadfast Pandemic Exclusion

Premium: As Agreed

Signed for and on behalf of CGU Australia Pty Ltd.

[redacted]

Claire Stewart
Underwriter
03/06/2026

ENDORSEMENT SCHEDULE

Participation Exclusion

This Policy does not cover any liability for Personal Injury arising out of or in connection with the participation by any person in any:

a) Dangerous Recreational Activity; or
b) any athletic or sporting activity, training, competition, demonstration; performance, trial or race.

However, this Exclusion does not apply to:

- Injury to a spectator; or
- Walking, hiking, dancing; or
- Fun runs, relays, egg and spoon races, 3 legged races, or
- Darts, bocce, badminton, tennis, lawn bowls, ping pong, table tennis; or
- Swimming with supervision; or
- Walking soccer
- Yoga, thai chi, pilates; or
- Bike rides; or
- Movie nights, trivia nights, pottery classes, art classes, guitar lessons, barbeque or coffee catch ups; or
- Golf, putt putt golf, mini golf; or
- Ten pin bowling; or
- Fishing

Group Policy Clause

This insurance Policy is issued as a group policy to the declared sub-branches.

Notwithstanding this Policy is administered under a group framework:

a) the rights and responsibilities are held individually by each Insured.
b) Product Liability aggregate limits apply to all Insureds collectively, and claims made by any one Insured impact the limits available to other Insureds.

Disclaimer: The provisions contained in this clause are intended to clarify the specific terms related to individual participation and aggregate limits. They do not supersede or invalidate any other terms and conditions of the Policy, which remain in effect.

Each Insured member retains the individual right to:
• Cancel Participation: Sub-branches may cancel their own individual participation in this group policy at any time, without affecting the participation of other members.
• Access Personal Information: Sub-Branches are entitled to request and receive information specifically pertaining to their individual participation and claims under this Policy.
* Premium payments and excess payments (in the event of a claim) are the responsibility of the individual sub branches

Insured parties acknowledge and agree to these terms upon participation in this Policy.

Cyber Endorsement

The following Endorsement applies to the Policy:

Section 3.9 of the Policy, 'E-Commerce', is deleted and replaced with the following:

3.9 Cyber

3.9.1 arising out of Property Damage, defamation, humiliation, shock, fright, mental anguish, mental injury or breach of privacy directly or indirectly caused by, contributed to by or as a consequence of a Cyber Act;

3.9.2 arising out of the Insured's Products directly or indirectly caused by, contributed to by or as a consequence of a Cyber Act;

3.9.3 directly or indirectly caused by, contributed to by or as a consequence of Electronic Data Loss caused by a Cyber Act; or

3.9.4 directly or indirectly caused by, contributed to by or as a consequence of an act, error or omission by or on behalf of the Insured in controlling, preventing, suppressing, retaliating against or responding to a Cyber Act or Electronic Data Loss caused by a Cyber Act.

However, this exclusion 3.9 does not apply to claims for:

3.9.5 Personal Injury, excluding mental anguish or mental injury;

3.9.6 Property Damage, excluding Electronic Data; or

3.9.7 Advertising Injury,

directly caused by a Cyber Act.

For the purpose of this exclusion only, the following definitions apply:

Computer System means any computer, hardware, software, communications system (including, but not limited to, smart phone, laptop, tablet, wearable device), server, cloud or microcontroller including any similar system or any configuration of the aforementioned and including any associated input, output, Electronic Data storage device, networking equipment or back up facility, owned or operated by the Insured or any other party.

Cyber Act means any actual or alleged illegal, malicious, reckless, wilful or criminal act or series of related illegal, malicious, reckless, wilful or criminal acts, regardless of time and place, or the threat or hoax thereof involving access to, processing of, use of or operation of any Computer System.

Electronic Data means facts, concepts and information converted to a form useable for communications, display, distribution, interpretation or processing by electronic and electromechanical data processing or electronically controlled equipment and includes programmes, software and other coded instructions for such equipment.

Electronic Data Loss means the loss of use of, loss of access to, total or partial destruction of, corruption of, alteration of, misappropriation of, reduction in functionality of, repair of, replacement of, restoration of, reproduction

of, error in the creation of, error in the amendment of, error in the entering of, deletion of, or theft of Electronic Data including any monetary amount pertaining to the value of such Electronic Data, the infringement of intellectual property rights and breach of confidentiality.

In all other respects the Policy remains unaltered.

Pandemic/Epidemic Exclusion

Notwithstanding any provision to the contrary within this Policy, it is declared and agreed that this Policy does not cover any liability, cost, expense or any other amounts (whether actual or alleged), directly or indirectly caused by, or contributed to by, or in consequence of, or in any way connected with any:

- disease determined to be a 'listed human disease' or in respect of which a 'human biosecurity emergency' is declared under the *Biosecurity Act 2015* (Cth) including any amendment, replacement, re-enactment, successor, equivalent or similar legislation including delegated legislation;
- outbreak of infectious disease declared as a pandemic or epidemic by the World Health Organization or any Australian government or Australian government agency; or
- disease determined by the World Health Organization to be a Public Health Emergency of International Concern (PHEIC).

IMPORTANT INFORMATION

About CGU

CGU Australia Pty Ltd is the underwriter of this insurance policy. Our Australian Business Number is 62 004 478 960. Our Australian Financial Services License Number is 700014. In this Policy CGU Australia Pty Ltd is called "We," "Us," or "Our."

Intermediary remuneration
CGU pays remuneration to insurance intermediaries when We issue, renew or vary a policy the intermediary has arranged or referred to Us.

The type and amount of remuneration varies and may include commission and other payments. If You require more information about remuneration We may pay Your intermediary, You should ask Your intermediary.

Section 40 Insurance Contracts Act 1984 (Cth)
The following applies only to this Policy where there is a claims made endorsement attached to the Policy and where the endorsement is written on a 'claims made and notified basis'. This Policy does not provide any cover for Claims made before the Period of Insurance or after the expiry of this Policy. However, under section 40(3) of the Insurance Contracts Act 1984 (Cth) (ICA) We are not relieved of liability by reason only that the Claim was made after the expiration of the insurance if:

a) You give Us notice in writing before the Policy expires of facts which might give rise to a Claim against You; and
b) that notice is given to You as soon as reasonably practical after You became aware of those facts.

The above explanation of the operation of Section 40(3) does not form part of this Policy wording or endorsement.
Your duty of disclosure
Before You enter into an insurance contract, You have a duty to tell us anything that You know, or could reasonably be expected to know, may affect Our decision to insure You and on what terms.
You have this duty until We agree to insure You. You have the same duty before You renew, extend, vary or reinstate an insurance contract.
You do not need to tell Us anything that:

- reduces the risk We insure You for; or
- is common knowledge; or
- We know or should know as an insurer; or
- We waive Your duty to tell Us about.

If you do not tell us something

If You do not tell us anything You are required to, We may cancel Your contract or reduce the amount We will pay You if You make a claim, or both. If Your failure to tell Us is fraudulent, We may refuse to pay a claim and treat the contract as if it never existed.

General Insurance Code of Practice

We proudly support the General Insurance Code of Practice.

The purpose of the Code is to raise standards of practice and service in the general insurance industry.

The objectives of the Code are:

- to commit Us to high standards of service
- to promote better, more informed relations between Us and You
- to maintain and promote trust and confidence in the general insurance industry
- to provide fair and effective mechanisms for the resolution of complaints and disputes between Us and You; and
- to promote continuous improvement of the general insurance industry through education and training.

Our commitment to you

We have adopted and support the Code and are committed to complying with it. Please contact Us if You would like more information about the Code.

Our service commitment

We are proud of Our service standards and support the General Insurance Code of Practice. In an unlikely event that You are not satisfied with the way in which We have dealt with You, as part of Our commitment to customer service, We have an internal dispute resolution process in place to deal with any complaint You may have.

Please contact Your nearest CGU Australia Pty Ltd office if You have a complaint, including if You are not satisfied with any of the following:

- one of Our products
- Our service
- the service of Our authorised representatives, loss adjusters or investigators; or
- Our decision on Your claim.

Our staff will help You in any way they can. If they are unable to satisfy Your concerns, they will refer the matter to their supervisor or manager. If the manager cannot resolve the matter, the manager will escalate the matter to Our internal dispute resolution department. Further information about Our complaint and dispute resolution procedure is available by contacting Us.

How CGU protects your privacy

We use information provided by Our customers to allow Us to offer Our products and services. This means We may need to collect Your personal information, and sometimes sensitive information about You as well (for example, health information for travel insurance). We will collect this information directly from You where possible, but there may be occasions when We collect this information from someone else.

We will only use Your information for the purposes for which it was collected, other related purposes and as permitted or required by law. You may choose not to give Us Your information, but this may affect Our ability to provide You with insurance cover.

We may share this information with companies within Our group, government and law enforcement bodies if required by law and others who provide services to Us or on Our behalf, some of which may be located outside of Australia.

For more details on how We collect, store, use and disclose Your information, please read Our Privacy Policy located at www.cgu.com.au/privacy. Alternatively, contact Us at privacy@cgu.com.au or 13 15 32 and We will send You a copy. We recommend that You obtain a copy of this Policy and read it carefully.

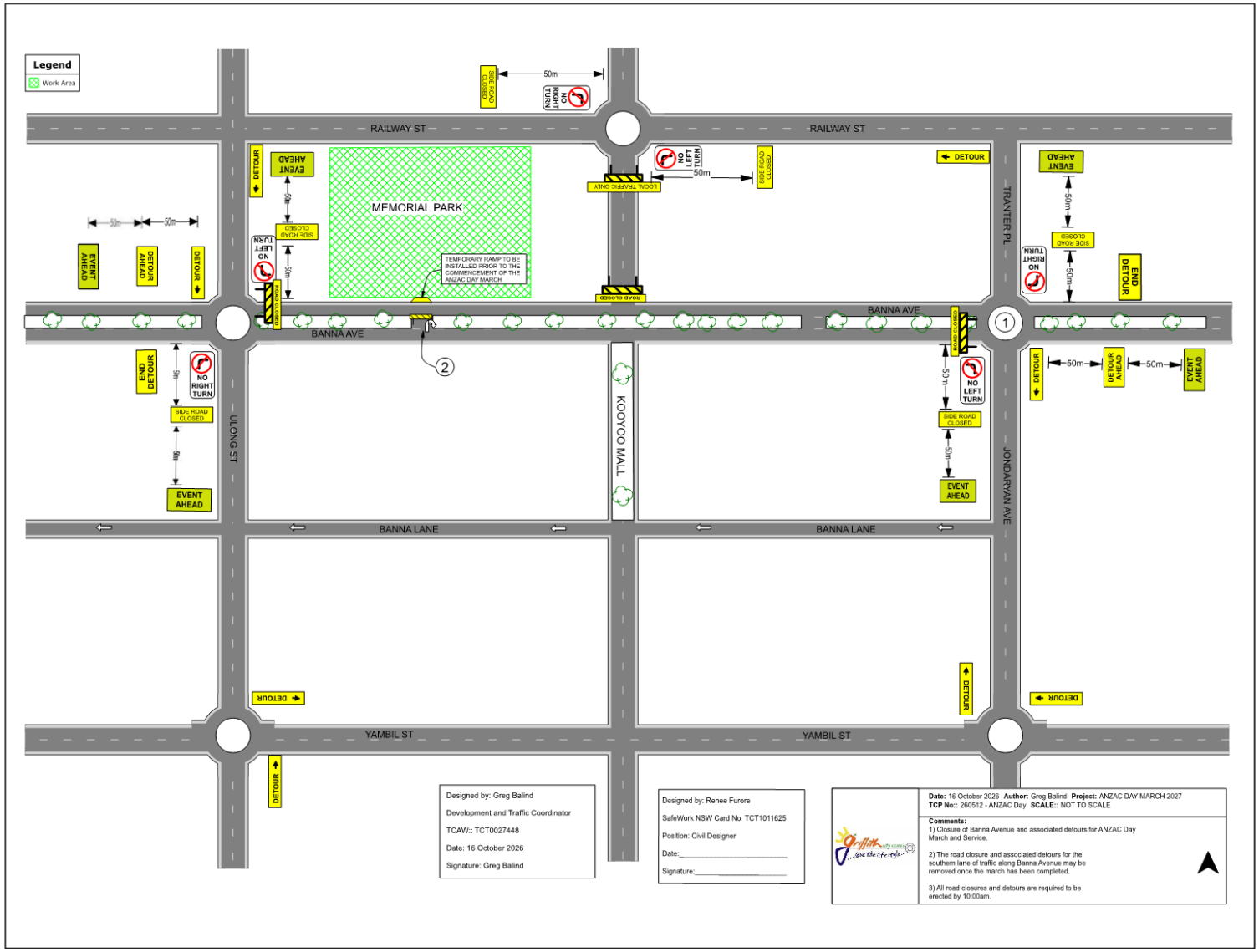
By applying for, using or renewing any of Our products or services, or providing Us with Your information, You agree to this information being collected, held, used and disclosed as set out in this Policy.

Our Privacy Policy also contains information about how You can access and seek correction of Your information, complain about a breach of the privacy law, and how We will deal with Your complaint.

Interest on unallocated premium

If We are unable to issue Your insurance when We receive Your application, We are required to hold your premium in a trust account on Your behalf until Your insurance can be issued. We will retain any interest payable by Our bank to meet, among other things, bank fees and other bank costs We incur in operating the account.

www.invarion.com



CLAUSE **CL02**

TITLE **Griffith Cycle Club - Dean Carter Memorial Race - May 2027**

FROM **Greg Balind, Development & Traffic Coordinator**

TRIM REF **26/127967**

SUMMARY

The 2027 Dean Carter Memorial is an annual inter-club handicap road cycling race on the Rankins Springs Road proposed for Sunday 23 May commencing at 10:00am. Marshalling and a race briefing from the Club's Commissaire will be held in Brolga Park, Beelbangera from 9:30 am.

It is anticipated the 2027 event may attract approximately 60 riders of all ages that will lead off in a handicap format with lead escort vehicles assigned to each group and a rear escort vehicle behind the last group of riders. On commencement, riders will leave the marshalling area along the race route for 32 kilometres towards Myall Park, where the participants undertake a u-turn and return to Beelbangera

A traffic control plan aligning with Transport NSW Guide to Traffic Control at Worksites and Australian Standard 1742.3 (2009) - Manual of Uniform Traffic Control Devices has been developed to take into account traffic control devices relevant to the event. Accredited traffic controllers will set out and monitor the traffic control throughout the duration of the event which is anticipated to conclude no later than 1 pm on the day.

Public Liability valid to 30 September 2027 has been provided. The continuation of the event will be conditioned on the provision of an updated Certificate of Currency prior to the expiry of the current policy.

RECOMMENDATION

The Traffic Forum:

(a) Receive and note the report on the proposed Special Event Transport Management Plan and associated temporary Traffic Control Plan for the 2027 Dean Carter Memorial Interclub Cycle Race;

(b) Note that Council, under delegated authority, approve the Traffic Management Plan, Traffic Guidance Schemes and associated traffic control measures;

(c) Provide any comment and/or technical advice on the traffic management relevant to the proposed event.

ATTACHMENTS

(a) Cycle Club Submissions - Dean Carter Memorial Cycle Race ⇩ 16

Event Management Plan - Griffith Cycle Club

Inter-Club Road Racing Sunday, 23 May 2027

Version	Date	Description	Author
1.0	17/10/2026	Event Management Plan Inter-Club racing	Griffith Cycle Club

Contents

1 Introduction 1
1.1 Event Information 1
1.2 Purpose of the Event Management Plan 1
2 Event Details 2
2.1 Event Description 2
2.2 History 2
2.3 Location of Start and Finish Points 2
2.4 Course Details 2
2.5 Event Start and Finish Times 2
2.6 Participant Details 2
2.7 Entry Process 2
2.8 Format of Activities 2
2.9 Event Timing 3
2.10 Support Vehicles 3
2.11 Event Permits 3
2.12 Event Traffic Management 3
2.13 Conditions of Racing 4
2.14 Insurance 4
3 Event Requirements 5
3.1 Responsibilities 5
3.1.1 Event Organiser 5
3.1.2 Event Officials 5
3.1.3 Competitors 5
3.1.4 Traffic Management Personnel 6
3.1.5 Traffic Controllers 6
3.1.6 Event Marshalls 6
3.2 Communication Procedures 6
3.3 Incident/Accident Procedures 7
3.3.1 Minor Injury 7
3.3.2 Medical Emergency 7
3.3.3 General Emergency 7
3.3.4 Incident Management Contact Details 7
4 Planning 8
4.1 Risk Identification and Assessment 8
4.2 Traffic Assessment (Vehicular Traffic) 8
4.2.1 Volume and Composition 8
4.2.2 Existing & Proposed Speed Zones 8
4.2.3 Intersection Capacity 8
4.2.4 Existing Parking Facilities 8
4.2.5 Heavy and Oversized Vehicles and Loads 8
4.2.6 Public Transport 8
4.2.7 Special Events and Other Works 9
4.3 Non-Motorised Road Users 9
4.3.1 Cyclists and Pedestrians 9
4.3.2 People with Disabilities and Other Vulnerable Road Users 9

4.3.3 School Crossings 9
4.4 Site Assessment....9
4.4.1 Access to Adjoining Properties 9
4.4.2 Environmental Conditions 9
4.4.3 Impact on Adjoining Road Network....9
4.5 Public Health 10
4.5.1 Temporary Food Stalls 10
4.5.2 Alcohol.... 10
4.5.3 Toilets.... 10
4.5.4 Water.... 10
4.5.5 Shelter 10
4.5.6 Waste Management 10
4.5.7 Noise 10
4.6 Public Safety 10
4.6.1 Rider Feeding Procedures 10
4.6.2 Security and Crowd Control 10
4.6.3 Spectator Viewing 10
4.6.4 Pedestrian Access.... 10
4.6.5 Lighting and Power.... 11
4.6.6 Temporary Structures.... 11
4.7 Consultation and Communication 11
4.7.1 Approvals 11
4.7.2 Public Notification.... 11
4.8 Contingency Plan 11
5 Implementation.... 13
5.1 Hazard Identification, Risk Assessment and Control 13
5.2 Traffic Management Details 13
5.2.1 Traffic Control Plans.... 13
5.2.2 Additional Event Warning Signage.... 13
5.3 Competitor Management Details.... 13
5.3.1 Event Signage and Devices 13
5.3.2 Event Marshals.... 13
5.4 Vehicle Movement Plan.... 14
5.4.1 Event Signage and Devices 14
5.4.2 Event Marshals.... 14
5.5 Pedestrian Management Plan 14
5.5.1 Event Signage and Devices 14
5.5.2 Event Marshals.... 14
5.6 Installation Plan 15
5.6.1 Sequence 15
5.6.2 Signs.... 15
5.6.3 Barriers and Delineation.... 15
5.7 Emergency Arrangements.... 15
5.8 Site Access.... 15
6 Site Inspections.... 16
7 Key Event Contacts.... 17
Appendix 1 – Traffic Control Diagrams....118
Appendix 2 – Certificate of Insurance Currency.... 30
Appendix 3 – Risk Assessment.... 31

1 Introduction

1.1 Event Information

Event Name	Dean Carter Memorial Handicap
Date/s	23/05/2027
Organiser	Griffith Cycle Club
Contact Details	Name: Jason Minato (GCC President) Phone: 0412 814060 Email: admin@griffithcycleclub.com

1.2 Purpose of the Event Management Plan

This Event Management Plan (EMP) provides the event management procedures to be followed by the event organisers for the Dean Carter Memorial inter-club road race conducted on the Rankin Springs Road on the 23/05/2027. The objectives of the EMP are to:

- Provide a safe environment for all road users and event patrons
- Provide protection to event participants, organisers and the general public from traffic hazards that may arise as a result of the event activity
- Minimise the delays to all road users
- Ensure access to adjacent private/commercial premises is maintained at all times.

To achieve the above objectives, the EMP will:

- Ensure that traffic delays are kept to a minimum
- Ensure that the roads are free of hazards and that all road users are adequately protected from activities of event participants and organisers
- Ensure that all needs of road users, motorists, pedestrians, cyclists and people with disabilities are accommodated at and through the site of the event.

2 Event Details

2.1 Event Description

Griffith Cycle Club is hosting the Dean Carter Memorial Handicap for the 2027 season. These will be a bronze inter-club event and therefore will be conducted under the guidance of the AusCycling Technical Regulations.

The Dean Carter Memorial is an inter-club handicap road race, to be held out on the Rankins Springs Road (refer to Appendix 1A for course overview). All grades (including masters) will participate. The Event will commence in Young Street Beelbangera, and finish at the '50km Ahead' sign on the Rankin Springs Road in Beelbangera.

2.2 History

Historically, Griffith Cycle Club have been racing safely on Griffith local roads for around 40 years, including over 16 + years conducting the inter-club race on the current course. To minimise the impact of cycle racing on the local community, racing has always been held on quieter local roads, on days and times that minimise any disruption to other users.

2.3 Location of Start and Finish Points

The Dean Carter Memorial Handicap will start on Young Street in Beelbangera and finish on the Rankin Springs Road at the '50 km Ahead' sign on the entry to Beelbangera.

Refer to Appendix 1B for start and Appendix 1E for finish locations.

2.4 Course Details

The Dean Carter Memorial will commence on Young Street in Beelbangera, before turning left onto the Rankin Springs Road. Participants will travel out 32 km before completing a U-Turn on the Rankin Springs Road (Carrathool Shire Council, refer to Appendix 1D for details). Participants will ride back towards Beelbangera, finishing at the '50 km Ahead' sign in Beelbangera. Total course distance = 64km.

Refer to Appendix 1A for overview of inter-club course.

2.5 Event Start and Finish Times

Racing will commence in Beelbangera at 10:00 am, and be concluded no later than 1:00pm.

2.6 Participant Details

All participants must hold a current AusCycling approved race licence (e.g. Race all disciplines, 4-week trial race licence). Race numbers may vary from a minimum of 25 riders, to a predicted maximum of 60 riders.

2.7 Entry Process

Majority of riders will enter via AusCycling's online EntryBoss system. Entries also taken in person on the day.

2.8 Format of Activities

The Dean Carter Memorial is a handicap race format, with similar ability riders being grouped together. Registration will be open 1 hour prior to race commencement, with riders having to physically present and sign on in Brolga Park, Beelbangera.

Prior to racing commencing the condition of the course is discussed and any known problem areas identified. In the event that any known impediments are considered to be of high risk and cannot be addressed, racing will not commence.

All riders and volunteers are subject to a briefing from the Commissaire, where any known course problems are discussed, riding instructions provided, and general directions provided.

Police and all race officials/volunteers will undergo a pre-race briefing with the Race Director at least ½ hour prior to commencement of the race.

Race presentation is held immediately after the completion of the race, and will be held in Brolga Park in Beelbangera.

2.9 Event Timing

Timing will be kept with a handheld stopwatch and/or other similar device.

2.10 Support Vehicles

Lead Escort vehicles will be assigned to each group on the road and will drive approximately 300 metres in front of their group of riders. A Rear escort vehicle will be assigned to follow at the rear of the last group.

Each Escort vehicle will have a flashing amber light located on the highest point of the roof (which will operate at all times) and have their hazard warning lights operating at all times. Each escort vehicle will be identified by a number and these details will be provided to the police present on the day by the Race Director.

In addition to the Lead and Rear escort vehicles, vehicles containing the Race Director, the Race Commissaire, and the medical support will also be on course.

Communication between all parties will be overseen by the Race Director, with all official support vehicles fitted out with radio communication. Where radio traffic permits the event will use UHF channel 18, otherwise it will move +/- 6 channels if busy. All official vehicles will also have mobile phone communication available.

2.11 Event Permits

Event permits to be obtained from:

-NSW Police (Griffith Local Area Command & Southern Regional Command)

- Local government (Griffith City Council & Carrathool Shire Council)

- Transport for NSW

2.12 Event Traffic Management

Traffic Management will be conducted by both an approved traffic management provider (such as Complete Traffic Solutions) and volunteers from Griffith Cycle Club who hold appropriate qualifications for traffic management.

Refer to Appendix 1F (TCP No. 4681, traffic management at Start Line), Appendix 1I (TCP No.4685, traffic management at Turnaround point on Rankin Springs Road) and Appendix 1J (TCP No. 1045, traffic management at Finish Line).

2.13 Conditions of Racing

All racing is conducted in accordance with Cycling Australia Technical Regulations. A Commissaire is appointed to each category or grade to ensure compliance and to take appropriate action in regards to any infringements.

Provisions of the Road Transport legislation to be observed at all times (organisers, officials and participants).

All participants to be on a road worthy bike, wear an approved helmet and be identified as a participant by the wearing of two race numbers (one located on the back of the jersey, the second located on the left side of the jersey).

2.14 Insurance

Griffith Cycle Club has a $20 million Public Liability and Products Liability Insurance Policy organised through Marsh P/L on behalf of AusCycling Inc.

See Certificate of Currency attached.

3 Event Requirements

3.1 Responsibilities

3.1.1 Event Organiser

The event organiser shall:

- Ensure all traffic control measures for the Event Course Management Plan (EMP) are placed and maintained in accordance with this plan and the relevant Acts, Codes, Standards and Guidelines
- Ensure suitable communication and consultation with the affected stakeholders is maintained at all times.
- Ensure that all event signage and personnel are in place in accordance with the EMP
- Arrange and/or undertake any necessary incident investigations.
- Ensure that event personnel engaged as marshals are provided with training to ensure such personnel are aware of the limits of their responsibilities and can undertake their activities safely.
- Render assistance to road users and stakeholders when incidents arising out of the event activities affect the network performance or the safety of road users and event participants.
- Take appropriate action to correct unsafe conditions, including any necessary modifications to the EMP.

3.1.2 Event Officials

Event Officials shall:

- Be responsible for the conduct of the event for a period extending from one hour before the racing to one hour after the conclusion of racing
- Ensure that the event and it's participants adhere to the AusCycling's By Laws and Technical Regulations
- Ensure that a pre-race course inspection has been conducted
- Ensure that all race permits, approvals and authorisations are in place prior to the event.
- Check that traffic controllers and traffic management devices and marshals are in place and provide for a safe event environment.
- Ensure that appropriate first aid assistance is in place.
- Warn competitors of the hazards specific to the area of the activity.
- Conduct pre-event announcements to all Grades reminding participants of the conditions of racing that take into account permit requirements and any other specific conditions particular to this event (for example requirements imposed on the event by Police etc.).
- Assess the technical aspects of the event and make changes as deemed necessary based on, but not restricted to the following:
  - Age of the participants
  - Skill level of participants
  - Number of participants per grade
  - Time gap between grades commencing
  - Number of grades on the course at any one time etc.
  - Course / venue layout, and condition
  - Weather conditions (which may change during the event)
  - Traffic conditions (which may vary during the event)
- Inform participants that they are under the direction of the Police, Commissaries and event marshals and will be penalised for any non-compliance

3.1.3 Competitors

Participants shall:

- Obey the Road Rules as applicable to the course including the requirement to give way to right of way moving traffic at all times
- Obey instructions from the Event Organisers, Police, Commissaires and event marshals
- Remain on the left hand side of the carriageway
- Not cross double white lines on the road
- Display a race number on their lower torso at the rear
- Be courteous to other road users, pedestrians etc.
- Employ correct etiquette and ride safely in all situations.
- Be required to wear minimum safety gear including ANSI approved helmet.
- Ensure that their bicycle is in good working order, including lights when required.
- Ensure they have adequate supply of water, sports drink and nutrition as required for the activity they are to participate in.
- Be responsible for ensuring they are fit enough for the activity.

3.1.4 Traffic Management Personnel

Griffith Cycle Club being the traffic management representatives for the event shall have the responsibility of ensuring the Traffic Management devices are set out in accordance with the Traffic Control Plans.

3.1.5 Traffic Controllers

Event Traffic Controllers shall be used to control road users to avoid conflict with event participants, traffic and pedestrians, and to stop and direct traffic in emergency situations where necessary. Traffic Controllers shall:

- Operate in accordance with section 4.6 and Appendix B of AS 1742.3
- Hold current Event Traffic Controller accreditation in NSW.
- Take appropriate breaks as required by AS 1742.3 and/or OH&S Regulations
- Correctly wear high visibility vests at all times while at the event site
- Comply with the directions of the EMP and ensure that no activity is undertaken that will endanger the safety of other event personnel, event participants and the general public
- Enter and leave the event site by approved routes and in accordance with safe practices

3.1.6 Event Marshalls

The event organiser shall ensure that event personnel engaged as marshalls are provided with training to ensure such personnel are aware of the limits of their responsibilities and can undertake their activities safely. Event Marshalls shall:

- Complete Volunteers Emergency Information Form (refer to Appendix A) before commencing duties
- Correctly wear high visibility vests at all times while at the event site
- Comply with the directions of the EMP and ensure that no activity is undertaken that will endanger the safety of other event personnel, event participants and the general public
- Enter and leave the event site by approved routes and in accordance with safe practices

3.2 Communication Procedures

Communication between all parties will be overseen by the Race Director, with all official support vehicles fitted out with radio communication. Where radio traffic permits the event will use UHF channel 18, otherwise it will move +/- 6 channels if busy. All official vehicles will also have mobile phone communication available.

Each official will be provided with an information pack at their pre-race briefing. Pack will including course map, and all specific contact details for relevant personnel.

3.3 Incident/Accident Procedures

A medical official (preferably a qualified doctor) will be assigned to the race and travel along the race route to ensure timely provision of first aid/medical intervention if required. The medical official will also have a portable defibrillator and First Aid kit available.

3.3.1 Minor Injury

In the event of a minor injury occurring to a participant, volunteer or spectator, basic first aid will be applied (NB- resources such as saline solution for cleaning wounds, and wound dressings are available in the First Aid Kit). If indicated, contact will be made with a relevant other (such as next of kin) should the person require assistance to return home.

The race organiser will ensure contact is made with the injured person soon after the event for follow up/support. The injured person should be encouraged to seek medical follow up should their condition worsen.

3.3.2 Medical Emergency

In the case of a more significant injury/emergency, ensure the person/persons involved are removed from immediate danger and 000 is dialled. The event's medical official will take responsibility for the situation and remain with the injured person/persons until the arrival of emergency assistance. See 3.3.3. below for further information.

- Event Organiser to ensure AusCycling Accident Report Form (refer to AusCycling website) is completed within two (2) working days from the time of the accident

Note: Following any administration of first aid the injured person should seek medical advice for further examination and treatment if required.

3.3.3 General Emergency

- Assist persons involved and remove them from exposure to further injury or danger, if necessary
- Warn personnel in adjacent areas of potential hazards to their safety
- Call 000 or 112 (mobile phone) and alert emergency services immediately
- Secure the site from any further potential danger
- Contact Race Director and medical official
- Maintain communication with emergency services
- Ensure access for emergency vehicles
- Where necessary implement traffic control
- Any traffic crash resulting in non-threatening injury shall immediately be reported to the Police on 131444
- Event Organiser to ensure AusCycling Accident Report Form (refer to AusCycling website) is completed within two (2) working days from the time of the accident

3.3.4 Incident Management Contact Details

First Aid Officer: assigned Medical officer

Incident Officer: Race Director

Police: Griffith LAC (02 6969 4299)

Ambulance Station: Griffith Ambulance Station (02 6964 4305)

Fire Station: Griffith Fire & Rescue (02 69295711)

Hospital: Griffith Base Hospital (02 6969 5555)

4 Planning

4.1 Risk Identification and Assessment

A Risk Assessment of the proposed activities has identified risks that will be managed by effective event management planning and the implementation of this EMP. The assessment process has been undertaken in accordance with Australian Standards AS/NZS ISO 31000:2018 'Risk Management – Principles and Guidelines'. Please refer to the risk analysis table in Appendix 3.

All identified risks have been treated with the development of this EMP. Unforeseen risks arising during the event activities will be treated in accordance with standard event practices and procedures where possible.

4.2 Traffic Assessment (Vehicular Traffic)

4.2.1 Volume and Composition

This event is conducted on a State Road but with a very small traffic count (NB- traffic volume particularly low on Sunday mornings). In the 15+ years of conducting the interclub event on this course there has been very little traffic and no traffic incidents. The course is characterized by few intersecting roads. There is only one sealed intersecting road along the length of the course. Refer to course maps shown in Appendix A.

4.2.2 Existing & Proposed Speed Zones

This event will be held on roads with speed limits of 50 km/hour (in the built-up residential area of Beelbangera) up to 100 km/hour (on the open Rankin Springs Road). Vehicle speed will be restricted to 60 km/hour at the U turnaround, whereby authorised traffic control will be in place to maximise the safety of both participants, race officials and all other road users (refer to Appendix 1I for further information).

Race participants (i.e. riders) in this event will be riding at estimated speeds ranging between 30km/hr and up to a maximum of 60km/hour (when sprinting at the race finish an estimated distance of < 300 metres).

4.2.3 Intersection Capacity

As per the Traffic Management Plan, authorised traffic control will be in place at the intersection between Young Street and Beelbangera Rd (i.e. Start Line, Appendix 1F) to ensure the safe passage of participants onto the race course. Signage will be insitu at the intersection between Rankin Springs Road and Myall Park Road to inform all road users entering the course that a cycle race is in progress (Refer to Appendix 1H, TCP No. 1059).

4.2.4 Existing Parking Facilities

There is ample off-street parking available in the streets bordering Brolga Park in Beelbangera for registration/sign on.

There is a designated parking area marked out near the event finish line for all event spectators (refer to Appendix 1J TCP No. 1045, and Appendix 1K).

4.2.5 Heavy and Oversized Vehicles and Loads

Designated race signage and escort vehicles (lead and follow cars) will inform any heavy or oversized vehicles that a cycle race is in progress. Race participants are to abide by NSW Transport regulations in regards to riding on public roads.

4.2.6 Public Transport

No public transport is available.

4.2.7 Special Events and Other Works

Should special events or other works (e.g. major road works) be in progress, race organisers will make a decision as to whether these will impact on the ability to safely hold the event. If the special event or other works were deemed to significantly impact on the safety of participants and volunteers, consideration will be given to postponing/cancelling the event.

4.3 Non-Motorised Road Users

4.3.1 Cyclists and Pedestrians

Minimal foot traffic or other cyclists during the designated race time and day.

4.3.2 People with Disabilities and Other Vulnerable Road Users

There is no significant impact on people with disabilities or other vulnerable road users during club racing.

4.3.3 School Crossings

The event will not be held during school hours.

4.4 Site Assessment

4.4.1 Access to Adjoining Properties

The event will not significantly impact the non-event community, nor will it impede access to adjoining properties.

4.4.2 Environmental Conditions

Weather:

Where adverse weather events occur (such as heavy rain, floods, poor lighting, fog), the Event organisers will discuss these situational risks with the Commissaire who may make the decision to postpone or cancel the event.

Road Geometry / Terrain:

The terrain that the event is conducted on is predominantly flat, with no large vegetation (such as trees or bushes) impacting visibility for participants or other road users.

Existing Signage:

Existing road signage will not be obscured throughout the running of this event. Event organisers to ensure all temporary signage associated with this event is visible to both race participants and other road users.

Other:
(Structures, Dust, Noise, Fumes)

Nil known.

4.4.3 Impact on Adjoining Road Network

There is no significant impact on the adjoining road network.

4.5 Public Health

4.5.1 Temporary Food Stalls

There will be no temporary food stalls at these events. Participants, volunteers and any spectators to be responsible for their own food.

4.5.2 Alcohol

There will be no alcohol at these events.

4.5.3 Toilets

Toilet and change room facilities will be made available to participants, race officials and spectators on the day of the event at Beelbangera Reserve.

4.5.4 Water

All race participants, volunteers and spectators to be responsible for the supply of their own water.

4.5.5 Shelter

No additional shelter will be provided at this event.

4.5.6 Waste Management

All race participants, volunteers and spectators will be responsible for their own waste management.

4.5.7 Noise

As this event involves a relatively small number of participants, volunteers and spectators, there will be no significant noise created during the running of these events.

4.6 Public Safety

4.6.1 Rider Feeding Procedures

Riders will be responsible for their own feeding during club races. There will be no designated feed zones or feeding from the side of the road during club racing.

4.6.2 Security and Crowd Control

No additional security measures or crowd control will be required at club racing events.

4.6.3 Spectator Viewing

It is anticipated there would be a maximum of 30 spectators wishing to view the race start/finish. Event organisers will provide a designated area near the race finish line (i.e. off the side of the road near the '50 km ahead' sign). Parawebbing will be set up to ensure spectators do not encroach onto the road, nor impede the line of sight of the race commissaire (or the event organiser), as race participants cross the finish line. All spectators must abide by relevant NSW Road Transport legislation.

4.6.4 Pedestrian Access

There are no designated pedestrian crossings on course. All pedestrians to abide by NSW Road Transport legislation.

4.6.5 Lighting and Power

There is no additional lighting or power sources required at these events.

4.6.6 Temporary Structures

The race finish line will be identified by the presence of a Griffith Cycle Club tear drop banner (securely placed in a large orange traffic cone and located on either side of the road), but not obstructing the line of sight for the '50km Ahead' sign. Parawebbing will be set up near the finish line for spectators safety.

4.7 Consultation and Communication

4.7.1 Approvals

Police NSW
Contact Person: Chief Inspector John Wadsworth, Griffith Local Area Command
Phone: (02) 6969 4299
Email: mbderecords@police.nsw.gov.au

Griffith City Council
Contact Person: Greg Balind
Phone: (02) 6962 8100
Email: Greg.Balind@griffith.nsw.gov.au

Carrathool Shire Council
Contact Person: Will Barr (Director Infrastructure Services)
Phone: (02) 69651900
Email: council@carrathool.nsw.gov.au

Transport for NSW
Contact Person: Greg Minehan
Email: greg.j.minehan@transport.nsw.gov.au

4.7.2 Public Notification

Due to the small number of competitors, no advertisements are required. 'Cycle Race in Progress' signage on course will advise all road users racing is occurring.

4.7.1 Notification of Other Agencies

This event shall not cause any delays to emergency service vehicles so informing them of possible delay is not required.

4.8 Contingency Plan

Wet weather: Where heavy weather occurs or may occur, the Event Organisers will discuss the situational risks with the Race Director and Commissaire who may cancel the event.

Lightning: Where lightning occurs or may occur, the Event Organisers will discuss the situational risks with the Race Director and Commissaire who may cancel the event.

Accident on the route: Volunteer Traffic Controllers will be placed at the accident scene to control riders. The zone will be declared a neutral racing area, with no racing permitted on that section of road as appropriate. If severe, the Race Director and Commissaire may cancel the event.

Absence of marshalls and volunteers: Where insufficient volunteers or designated event staff are absent (as described in the Traffic Control Plan of the event) the event shall not be permitted to start or continue.

Delayed start: The race duration may be reduced to ensure the event is completed no later than the designated finish time (i.e. 1.00 pm).

Adverse traffic conditions: Where adverse traffic conditions occurs or may occur, the Event Organisers will discuss the situational risks with the Race Director and Commissaire who may cancel the event.

Poor Lighting: Where poor lighting occurs or may occur, the Event Organisers will discuss the situational risks with the Race Director and Commissaire who may cancel the event.

Flood Hazard on the Route: Where roads are flooded, the event will be cancelled.

Bush Fire Hazard: Where a bush fire hazard occurs or may occur, the Event Organisers will discuss the situational risks with the Race Director and Commissaire who may cancel the event.

5 Implementation

5.1 Hazard Identification, Risk Assessment and Control

In establishing adequate controls for the risks and hazards identified in Section 4.1, the Griffith Cycle Club has used a structured approach via the use of the hierarchy of control as outlined below:

- Elimination
- Substitution
- Engineering
- Administration
- Personal Protection Equipment
- Behaviour Management

The event organiser will evaluate all event management arrangements prior to the commencement of the event. New hazards that arise throughout the event will be subject to risk assessment and incorporated onto the Risk Register.

5.2 Traffic Management Details

5.2.1 Traffic Control Plans

Traffic Control will apply at the Start Line at the intersection between Beelbangera Road and Young Street (refer to Appendix 1F, TCP No 4681). No further reduction in speed is warranted as traffic control is located within the 50km residential zone of Beelbangera.

Traffic control will also apply at the Turnaround point on Rankin Springs Road (refer to Appendix 1I, TCP No 4685). A reduction in speed from 100km/hour to 60 km/hour will apply on the Rankin Springs Road as indicated.

Traffic control will also apply to the Finish Line near the ’50 km ahead’ sign on Rankin Springs Road (refer to Appendix 1J, TCP No. 1045)

Refer to Appendix 1.

5.2.2 Additional Event Warning Signage

All event route signage (outlined in Appendix 1, ‘Table of required Event Route Signage’) will be installed as per the TCP’s No’s 4681, 4685 & 1045.

Support vehicles (lead and escort car) will be indicated by a flashing amber light on the highest part of the vehicle and hazard warning lights.

5.3 Competitor Management Details

5.3.1 Event Signage and Devices

Additional signage will be installed at the intersection between Beelbangera Road and Rankin Springs Road (refer to Appendix 1G TCP No. 1046), and at the intersection between Rankin Springs Road and Myall Park Road (refer to Appendix 1H TCP No. 1059).

5.3.2 Event Marshals

Event marshalls will include the following:

- Race Director: responsible for the overall running of the event, including the coordination of all event officials and volunteers;
- Race Commissaire: this person must hold relevant qualification as outlined under AusCycling);
- Signs: this involves 2 persons (usually club members) who will be responsible for the setting up and taking down of all event signage on the day of the event;
- Sign on marshall: to ensure all participants have correctly signed on to the event prior to participating (including the provision of a race number);
- Traffic Controllers: 4 required for the event (one Traffic Controllers located at the Start Line at the intersection between Beelbangera Road and Young Street, two Traffic Controllers located at the Turnaround point on the Rankin Springs Road, and the fourth Traffic Controller located at the Finish Line near the '50 Ahead' sign on the Rankin Springs Road);
- Lead Escort drivers: must hold a current driver's licence, numbers dependent upon number of groups of cyclists;
- Rear Escort driver: must hold a current driver's licence;
- Medical Officer

5.4 Vehicle Movement Plan

The Lead Escort vehicles will be positioned approximately 300 metres in front of each group of riders, and remain in front of any leading riders throughout the duration of the race.

The Rear Escort vehicle will be positioned behind the last group of riders.

The Race Commissaire and the Race Director may, at their discretion, travel on the event course, to monitor race proceedings and ensure all participants are adhering to Road Transport legislation.

The Medical Officer will travel on the event course and be ready to provide first aid/medical intervention in a timely manner if/when required.

The above vehicles will travel in the direction of the race at all times.

5.4.1 Event Signage and Devices

All event marshalls will be provided with a course map, which clearly details the race route, traffic controller locations, etc. Signage will be on course to further assist event marshalls.

5.4.2 Event Marshals

During the race, four Traffic Controllers will be responsible for traffic management (as per TCP No's. 4681, 4685 & 1045).

5.5 Pedestrian Management Plan

This event does not have a significant impact on pedestrians due to the small number of participants involved.

5.5.1 Event Signage and Devices

Not required as no significant impact on local pedestrians

5.5.2 Event Marshals

Not required as low number of participants and spectators involved.

5.6 Installation Plan

5.6.1 Sequence

All signs are securely stored on a trailer, positioned in the order they are to be erected on course. Two persons will be responsible for installing/dissembling the signs on course, and will ensure the wearing of suitable attire (including closed in footwear and a fluorescent yellow/orange vest) to maximise volunteer safety.

Signs will be erected as per TCP No's. 4681, 1046, 1059, 4685 & 1045.

A safely positioned shadow vehicle shall be used in advance of the signs and traffic control devices to protect event personnel putting out and removing the signs or traffic control devices.

Racing will not commence or continue until all signs, devices and barricades are in place and operational in accordance with the requirements of the TCP's.

5.6.2 Signs

Prior to installation all signs shall be checked for damage and cleanliness and repaired, replaced or cleaned as necessary.

Signs and devices shall be erected in accordance with the locations and spacing shown indicated in the EMP such that:

- They are properly displayed and securely mounted
- They are within the driver's or event participants line of sight
- They cannot be obscured from view
- They do not obscure other devices from the driver's line of sight
- They do not become a possible hazard to event participants or vehicles
- They do not deflect traffic into an undesirable path.

Refer to Appendix 1, Table of required Event Route Signage.

5.6.3 Barriers and Delineation

Barriers and traffic cones will be erected in accordance with the TCP's. All barriers will be secured and appropriately weighted.

5.7 Emergency Arrangements

In the event of an emergency during the event, emergency services will be accessed by dialling '000'. To expediate the provision of emergency services, all relevant details to be provided such as type of emergency, and the exact location of the emergency.

The Race Director and Race Commissaire may take the decision to neutralise part or all of the race to ensure the safety of participants, volunteers and all other road users.

5.8 Site Access

No special requirements as no road closures involved.

6 Site Inspections

The Event Organiser will ensure that the Event Management Plan is implemented and evaluated for effectiveness.

Inspections shall be undertaken as required and at a minimum on the following occasions:

- Before the event activities commence
- During the event activities
- Closing down at the end of the event activities.

7 Key Event Contacts

Name: Jason Minato

Title: President, Griffith Cycle Club (Event Manager)

Phone: 0412 814060

Email: admin@griffithcycleclub.com

Name: Greg Balind

Title: Road Safety and Traffic Officer, Griffith City Council

Phone: 02 6962 8100

Email: Greg.Balind@griffith.nsw.gov.au

Name: John Wadsworth

Title: Chief Inspector, Griffith Local Area Command

Phone: 02 6969 4299

Email: mbderecords@police.nsw.gov.au

Name: Greg Minehan

Title: Transport for NSW

Phone:

Email: greg.j.minehan@transport.nsw.gov.au

Name: Willem de Meyer

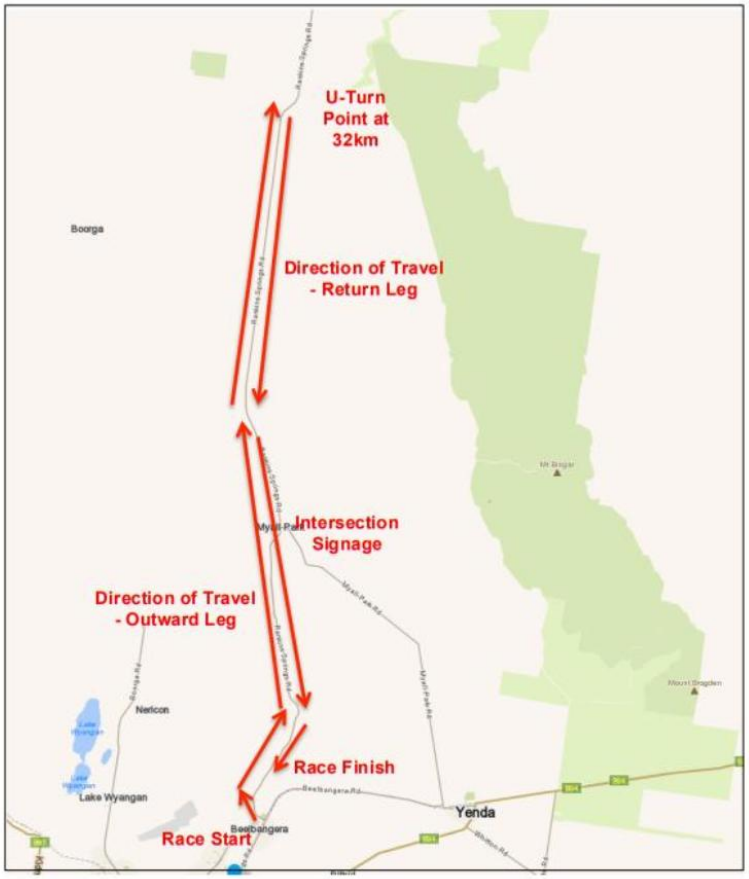
Title: Manager Infrastructure Services, Carrathool Shire Council

Phone: (02) 6965 1900

Email: council@carrathool.nsw.gov.au

Appendix 1 – Traffic Control Diagrams

Appendix 1A



Griffith Cycle Club
Inter-Club Course

Overview

Start point – Young Street, Beelbangera
Left turn onto Rankins Springs Road (MR NO:321)
Race travels north along Rankins Springs Road for 32km to a U-turn point
U-turn point is attended by a Traffic Controller in a reduced to 60 km/h speed limit area
Race returns south along Rankins Springs Road
Finish line is located at the 50km/h signage.

Appendix 1B



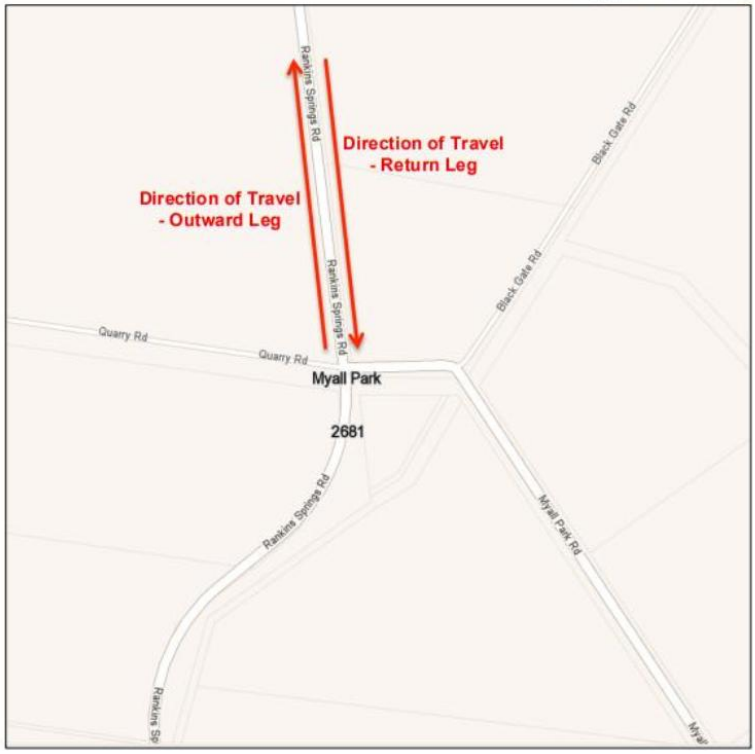
Griffith Cycle Club

Inter-Club Course

Start Point

Marshalling area for riders is Young Street, Beelbangera
Race turns left onto Rankins Springs Road.

Appendix 1C

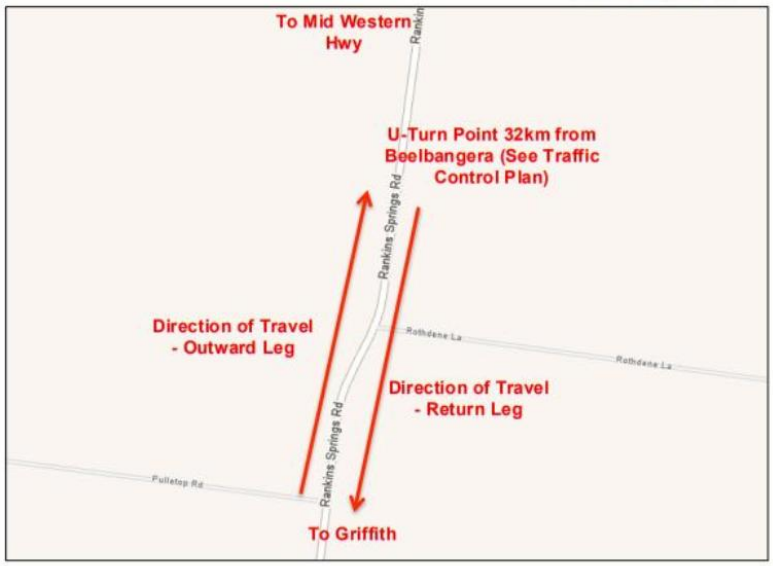


Griffith Cycle Club
Inter-Club Course

Myall Park Road Intersection

Riders pass through intersection.

Appendix 1D



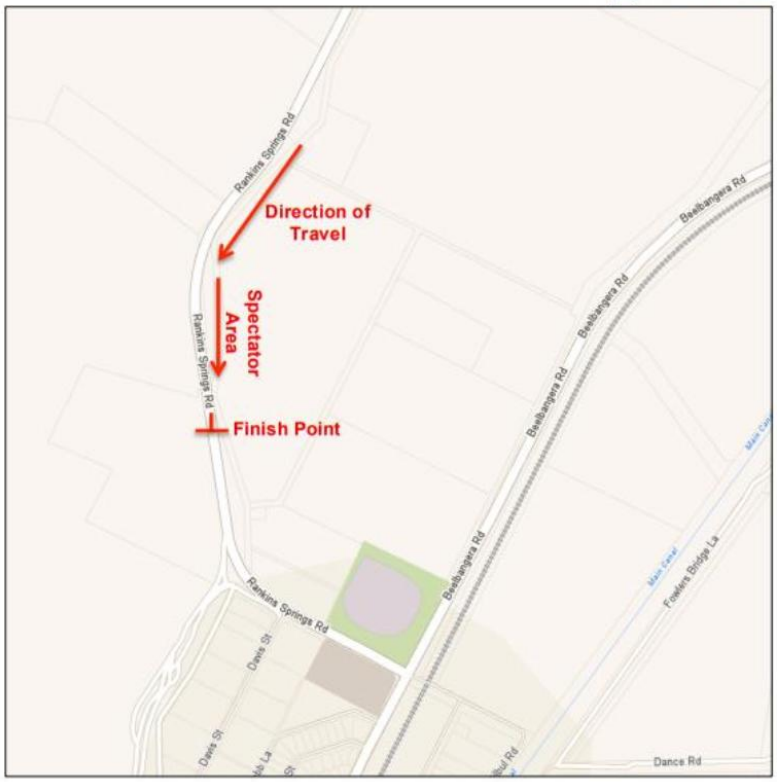
Griffith Cycle Club

Inter-Club Course

U-Turn Point

U-turn point is located 32km from Beelbangera in the Carrathool Shire
U-turn point is controlled by Traffic Controller in a reduced to 60km/h speed area
See Traffic Control Plan for signage details at U-turn point.

Appendix 1E

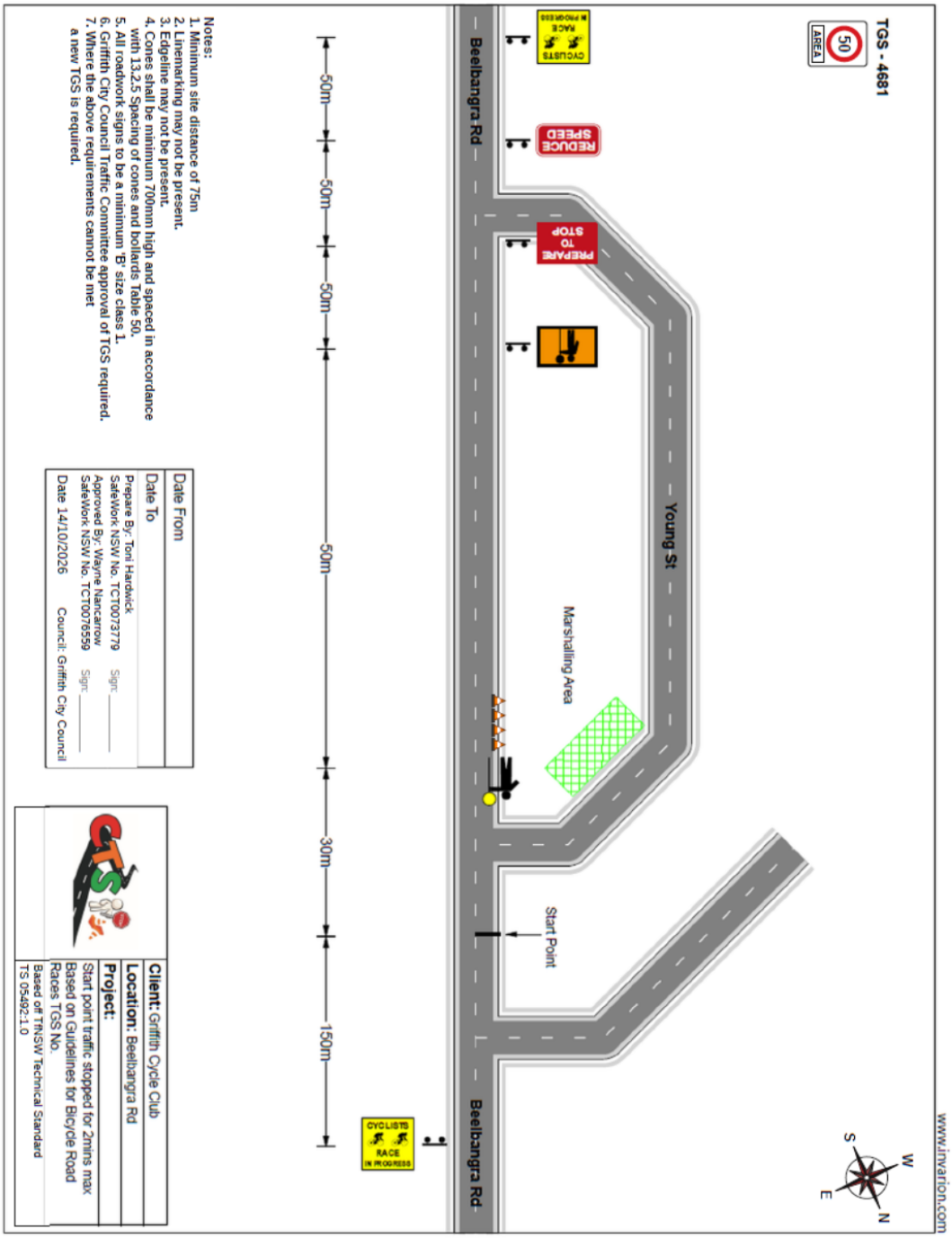


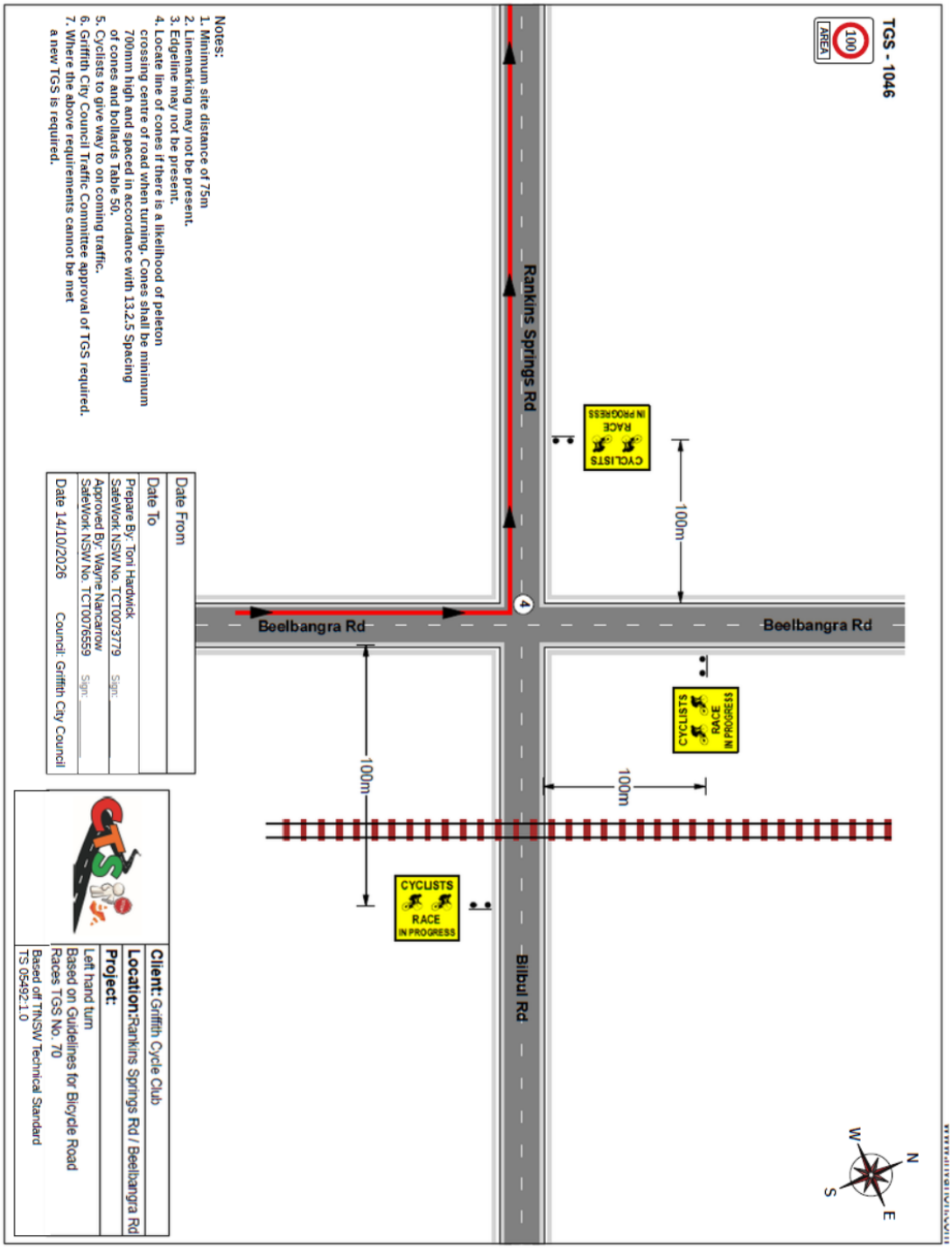
Griffith Cycle Club

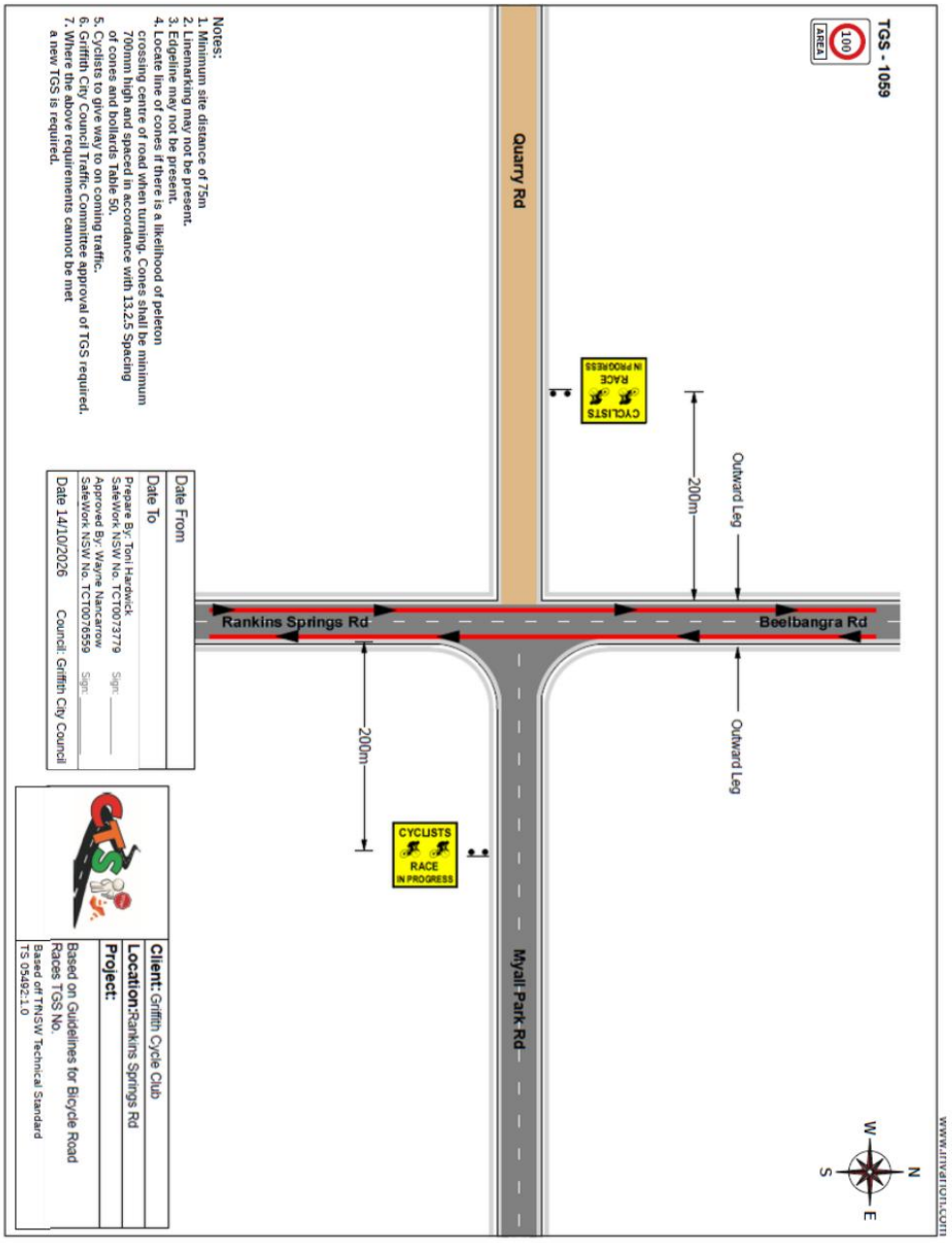
Inter-Club Course

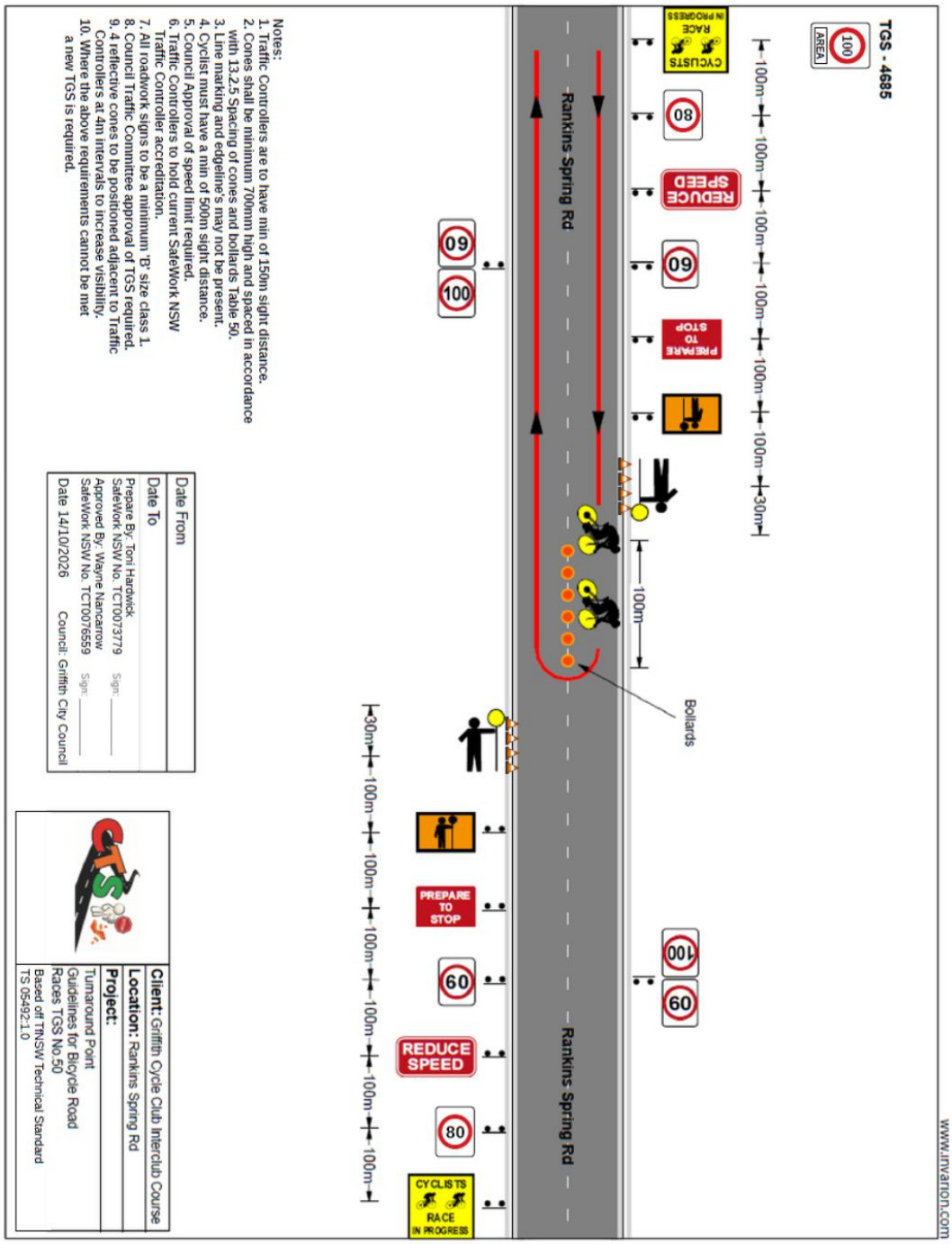
Finish Point

Finish point located at 50km ahead signage
Wide spectator area to east side of the road.


TGS - 4681
50
AREA
CYCLISTS RACE IN PROGRESS
REDUCE SPEED
PREPARE TO STOP
Beelbangra Rd
Young St
Marshalling Area
Start Point
Beelbangra Rd
50m
50m
50m
50m
30m
150m
CYCLISTS RACE IN PROGRESS
www.invarion.com
N
S
W
E
Notes:
1. Minimum site distance of 75m
2. Linemarking may not be present.
3. Edgeline may not be present.
4. Cones shall be minimum 700mm high and spaced in accordance with 13.2.5 Spacing of cones and bollards Table 50.
5. All roadwork signs to be a minimum 'B' size class 1.
6. Griffith City Council Traffic Committee approval of TGS required.
7. Where the above requirements cannot be met a new TGS is required.
Date From
Date To
Prepare By: Toni Hardwick
SafeWork NSW No. TCT00073779
Sign:
Approved By: Wayne Nancarrow
SafeWork NSW No. TCT00076559
Sign:
Date 14/10/2026
Council: Griffith City Council
Client: Griffith Cycle Club
Location: Beelbangra Rd
Project:
Start point traffic stopped for 2mins max
Based on Guidelines for Bicycle Road Races TGS No.
Based of TfNSW Technical Standard TS 05492:1.0


TGS - 1046
100
AREA
Rankins Springs Rd
Beelbangra Rd
Beelbangra Rd
Bilbul Rd
CYCLISTS
RACE
IN PROGRESS
100m
100m
100m
CYCLISTS
RACE
IN PROGRESS
CYCLISTS
RACE
IN PROGRESS
N
E
S
W
Notes:
1. Minimum site distance of 75m
2. Linemarking may not be present.
3. Edgeline may not be present.
4. Locate line of cones if there is a likelihood of peleton crossing centre of road when turning. Cones shall be minimum 700mm high and spaced in accordance with 13.2.5 Spacing of cones and bollards Table 50.
5. Cyclists to give way to on coming traffic.
6. Griffith City Council Traffic Committee approval of TGS required.
7. Where the above requirements cannot be met a new TGS is required.
Date From
Date To
Prepare By: Toni Hardwick
SafeWork NSW No. TCT0073779 Sign:
Approved By: Wayne Nancarrow
SafeWork NSW No. TCT0076559 Sign:
Date 14/10/2026 Council: Griffith City Council
Client: Griffith Cycle Club
Location: Rankins Springs Rd / Beelbangra Rd
Project:
Left hand turn
Based on Guidelines for Bicycle Road Races TGS No. 70
Based off TfNSW Technical Standard TS 05492:1.0


TGS - 1059
100
AREA
Quarry Rd
CYCLISTS
RACE
IN PROGRESS
200m
Outward Leg
Rankins Springs Rd
Beelbangra Rd
Outward Leg
200m
CYCLISTS
RACE
IN PROGRESS
Myall Park Rd
W
N
S
E
www.trafficon.com
Notes:
1. Minimum site distance of 75m
2. Linemarking may not be present.
3. Edgeline may not be present.
4. Locate line of cones if there is a likelihood of peleton crossing centre of road when turning. Cones shall be minimum 700mm high and spaced in accordance with 13.2.5 Spacing of cones and bollards Table 50.
5. Cyclists to give way to on coming traffic.
6. Griffith City Council Traffic Committee approval of TGS required.
7. Where the above requirements cannot be met a new TGS is required.
Date From
Date To
Prepare By: Toni Hardwick
SafeWork NSW No. TCT0073779
Sign:
Approved By: Wayne Nancarrow
SafeWork NSW No. TCT0076559
Sign:
Date 14/10/2026
Council: Griffith City Council
Client: Griffith Cycle Club
Location: Rankins Springs Rd
Project:
Based on Guidelines for Bicycle Road Races TGS No.
Based off TfNSW Technical Standard TS 05492:1.0

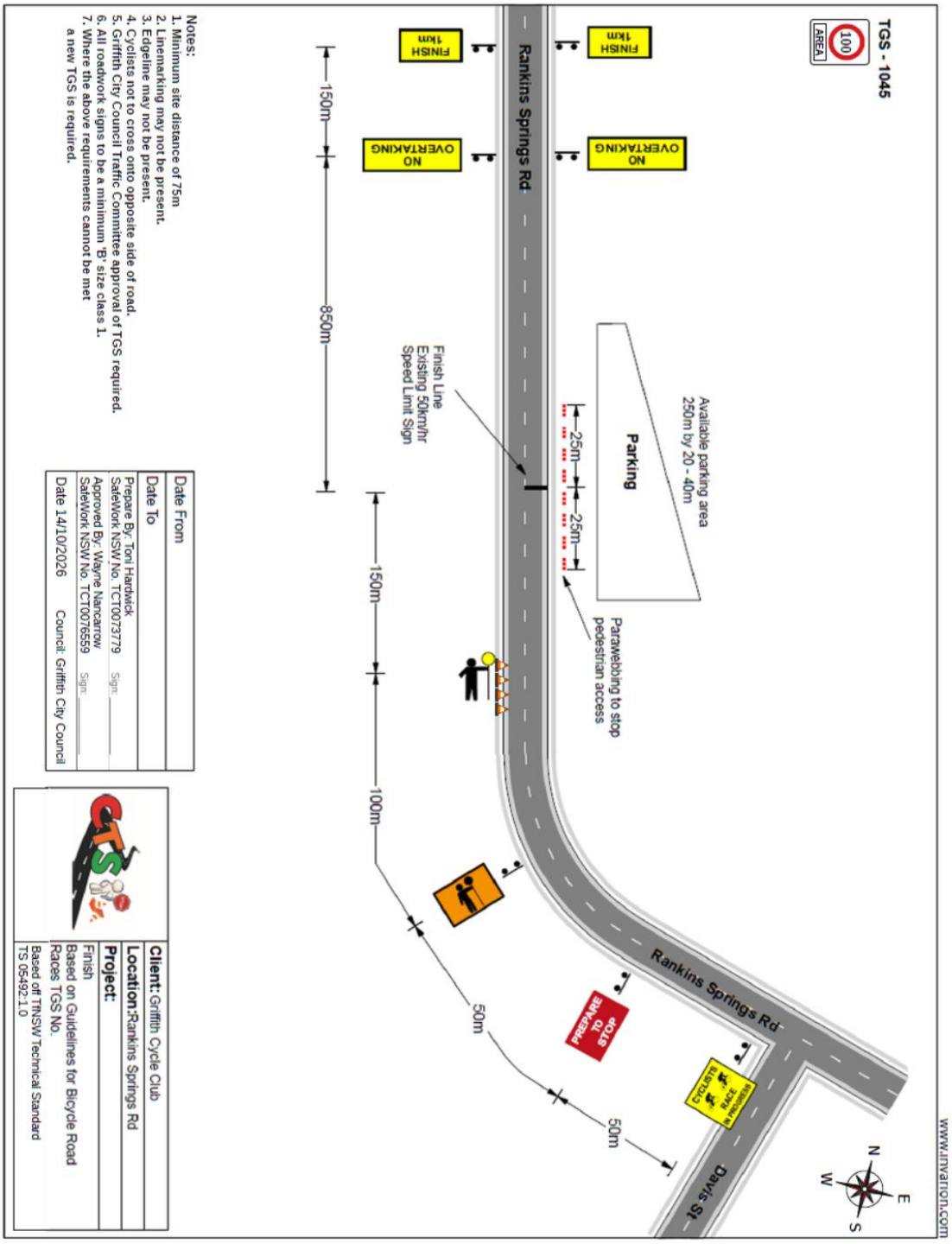


Notes:
1. Traffic Controllers are to have min of 150m sight distance.
2. Cones shall be minimum 700mm high and spaced in accordance with 13.2.5 Spacing of cones and bollards Table 50.
3. Line marking and edgeline's may not be present.
4. Cyclist must have a min of 500m sight distance.
5. Council Approval of speed limit required.
6. Traffic Controllers to hold current SafeWork NSW Traffic Controller accreditation.
7. All roadwork signs to be a minimum 'B' size class 1.
8. Council Traffic Committee approval of TGS required.
9. 4 reflective cones to be positioned adjacent to Traffic Controllers at 4m intervals to increase visibility.
10. Where the above requirements cannot be met a new TGS is required.

Date From
Date To

Prepare By: Toni Hardwick
SafeWork NSW No. TCT0073779 Sign: _____
Approved By: Wayne Nancarrow
SafeWork NSW No. TCT0076559 Sign: _____
Date 14/10/2026 Council: Griffith City Council

	Client: Griffith Cycle Club Interclub Course
	Location: Rankins Spring Rd
	Project: Tumaround Point Guidelines for Bicycle Road Races TGS No.50 Based off TfNSW Technical Standard TS 05492:1.0


TGS - 1045
100
AREA
Rankins Springs Rd
FINISH 1km
NO OVERTAKING
Parking
Available parking area
250m by 20 - 40m
25m
25m
Parawebbing to stop pedestrian access
Finish Line
Existing 50km/hr
Speed Limit Sign
150m
850m
150m
100m
50m
50m
Rankins Springs Rd
PREPARE TO STOP
CYCLISTS RACE IN PROGRESS
Davis St
N
E
S
W
www.unvarion.com
Notes:
1. Minimum site distance of 75m
2. Linemarking may not be present.
3. Edgeline may not be present.
4. Cyclists not to cross onto opposite side of road.
5. Griffith City Council Traffic Committee approval of TGS required.
6. All roadwork signs to be a minimum 'B' size class 1.
7. Where the above requirements cannot be met a new TGS is required.
Date From
Date To
Prepare By: Toni Hardwick
SafeWork NSW No. TCT0073779 Sign
Approved By: Wayne Nancarrow
SafeWork NSW No. TCT0076559 Sign
Date 14/10/2026 Council: Griffith City Council
Client: Griffith Cycle Club
Location: Rankins Springs Rd
Project:
Finish
Based on Guidelines for Bicycle Road Races TGS No.
Based off TfNSW Technical Standard TS 0542:1.0

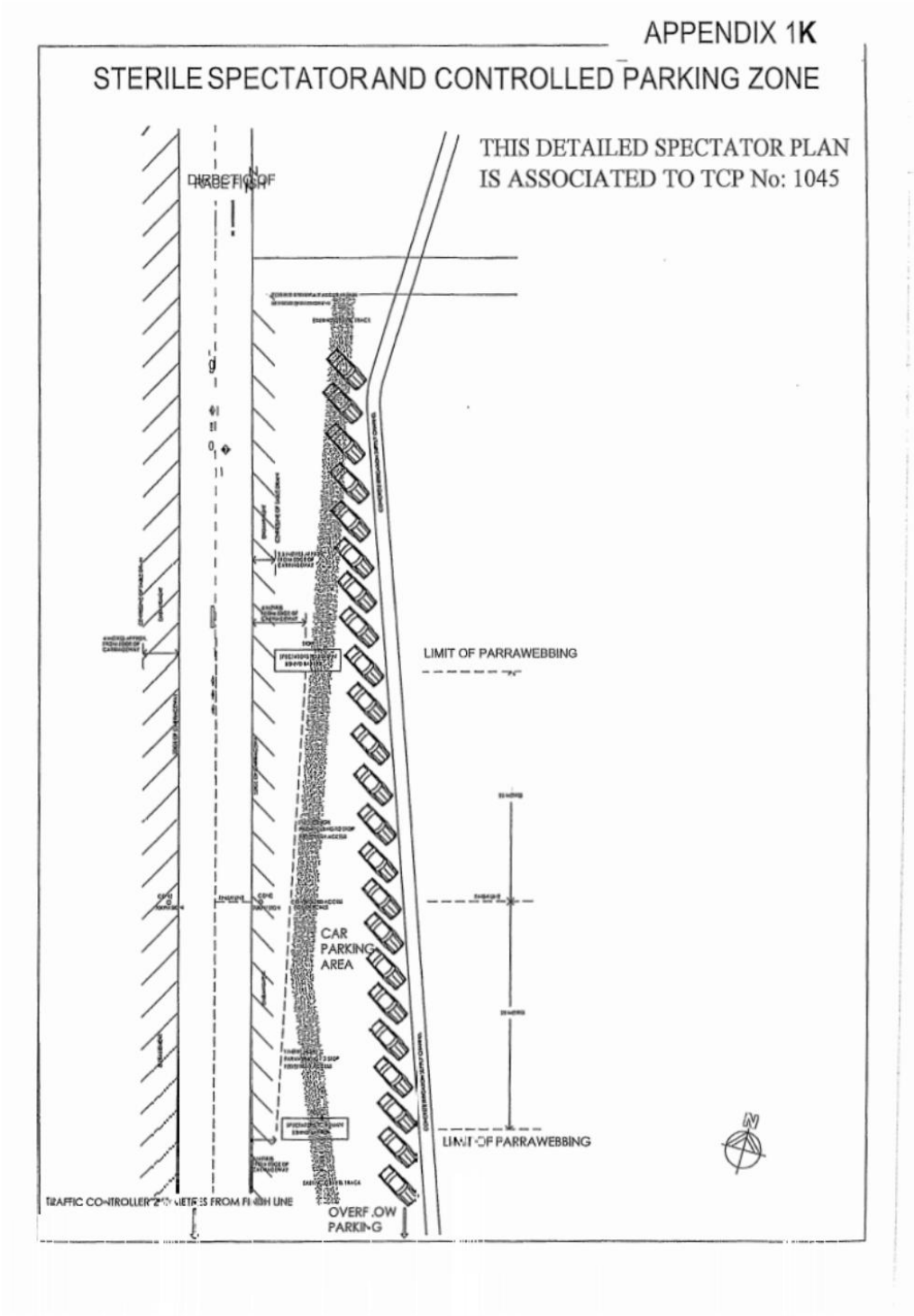

APPENDIX 1K
STERILE SPECTATOR AND CONTROLLED PARKING ZONE
THIS DETAILED SPECTATOR PLAN
IS ASSOCIATED TO TCP No: 1045
LIMIT OF PARRAWEBBING
CAR
PARKING
AREA
LIMIT OF PARRAWEBBING
OVERFLOW
PARKING

Table of Required Event Route Signage

Sign Description	Route Location	Size	Qty. at Location
Cyclist Race in Progress	Start Point – TCP No. 4681	B Size Class 1	2
Reduce Speed	Start Point – TCP No. 4681	B Size Class 1	1
Controller Sign	Start Point – TCP No. 4681	B Size Class 1	1
Prepare to Stop	Start Point – TCP No. 4681	B Size Class 1	1
Cyclist Race in Progress	Beelbangera Road / Rankins Springs Road Intersection TCP No. 1046	B Size Class 1	4
Cyclist Race in Progress	Rankins Springs Road / Myall Park Road Intersection TCP No. 1059	B Size Class 1	2
Cyclist Race in Progress	U-Turn Point – TCP No. 4685	B Size Class 1	2
60 Ahead	U-Turn Point – TCP No. 4685	B Size Class 1	2
Reduce Speed	U-Turn Point – TCP No. 4685	B Size Class 1	2
60	U-Turn Point – TCP No. 4685	B Size Class 1	2
Controller Sign	U-Turn Point – TCP No. 4685	B Size Class 1	2
Prepare to Stop	U-Turn Point – TCP No. 4685	B Size Class 1	2
End Roadworks	U-Turn Point – TCP No. 4685	B Size Class 1	2
60/100	U-Turn Point – TCP No. 4685	B Size Class 1	2
Cyclist Race in Progress	Finish Point – TCP No. 1045	B Size Class 1	1
Controller Sign	Finish Point – TCP No. 1045	B Size Class 1	1
Prepare to Stop	Finish Point – TCP No. 1045	B Size Class 1	1
No Overtaking	Finish Point – TCP No. 1045	B Size Class 1	2
Finish 1km	Finish Point – TCP No. 1045	B Size Class 1	2

Table of Event Traffic Controllers

Control Description	Route Location	Number at Location
Traffic Controller	Start Point	1
Traffic Controller	U-Turn Point	2
Traffic Controller	Finish Point	1
	Total Required	**4**
NSW Police	Lead into Finish	1

Appendix 2 - Certificate of Insurance Currency

(The Certificate for Public Liability Insurance attached to this document will expire on 28 February 2025. An updated version of the Certificate of Public Liability Insurance will be obtained from AusCycling and provided to all parties on receipt).

MARSH

6 October 2026

TO WHOM IT MAY CONCERN

Marsh Advantage Insurance Pty Ltd
ABN 31 081 358 303
Collins Square
727 Collins Street
Melbourne 3008

1300 130 373
www.marshadvantage.com.au

Certificate of Currency
Public & Products Liability

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this Certificate by email or for any loss, damage or expense thereby occasioned to any recipient.

INSURED	AusCycling Limited
CLUB	Griffith Cycle Club
PERIOD OF INSURANCE	From: 30 September 2026 at 4 PM Local Standard Time (VIC) To: 30 September 2027 at 4 PM Local Standard Time (VIC)
CLASS OF INSURANCE	Public and Products Liability
TERRITORIAL LIMIT	Worldwide, excluding operations domiciled in the United States of America and/or Canada.
JURISDICTION	Australia
LIMITS OF LIABILITY	General Liability $20,000,000 any one occurrence. Products Liability $20,000,000 any one occurrence and the annual aggregate. Errors & Omissions $20,000,000 any one claim and in the annual aggregate.
INTEREST INSURED	Legal Liability to third parties for personal injury and/or property damage (including loss of use of property not damaged) happening during the period of insurance arising out of the business and/or the products and/or errors and ommissions as a result of an occurrence. All charges, expenses, legal and other costs incurred as the result of an Occurrence.
INTERESTED PARTY	N/A

INSURER	**Proportion**	**Policy Number**
Sompo Japan Insurance Inc	$3,000,000	B0509BOWCI2651522
HDI-Global SE Aust	$7,000,000 XS $3,000,000	01816888-14000
Convex Insurance (UK) Limited	$10,000,000 XS $10,000,000	B0509BOWCI2651523

[redacted]
Managing Principal
Marsh Advantage Insurance Pty Ltd

Appendix 3 – Risk Assessment

AusCycling is the governing body for Griffith Cycle Club's road race events. It is a requirement of the AusCycling guidelines for the Chief Commissaire and event organiser/Race Director to conduct a risk assessment for all events. In addition to the risk assessment, The AusCycling Technical Commission requires that all technical regulations be adhered to at all times.

Event Risk Management

There are numerous guides to risk management, including:

AusCycling Technical Regulations (Road) (January 2021)

AS/NZS International Organisation for Standardisation (ISO - 31000:2018)(formerly AS/NZS ISO 31000:2009 and 4360:2004) *Risk Management – Guidelines*

EMA *Emergency Risk Management Applications Guide* (2004)

This document provides the base document for conducting a Risk Assessment.

The main aim of the risk assessment process is to identify any foreseeable or credible risks to the event and participants of the event at the conclusion of the appreciation and planning process.

The Risk Assessment Process

The Risk Assessment described in this document is adapted from the principles of AS/NZS ISO 31000:2018 *Risk Management – Principles and guidelines*. A Risk Assessment is the "overall process of risk identification – risk analysis and risk evaluation". (ISO 31000:2018 page 4)

Though many similarities occur between like events, it is important to the process to evaluate the planning + appreciations undertaken for each event.

The following steps provide a summary of the Risk Assessment process.

Step 1 – Establish Context and Identify Risk

Risk Assessment - The context of the Risk Assessment is based upon identifying any foreseeable or credible Risks to the event and the participants at the conclusion of the appreciation and planning process.

Step 2 – Analyse Risk

The likelihood and consequences of the risk will vary for each event and location. In association with any identified RISKS, Rate the risk using the Qualitative Risk Tables for rating the Likelihood (Table 1) and Consequence (Table 2) for each risk has been either adopted or developed. These ratings are then applied to **Table 3. Qualitative Risk Analysis Matrix** in order to determine the Level of Risk.

Table 1. Qualitative Risk Table – Likelihood Rating Table(1)

DESCRIPTOR	DESCRIPTION				
	Perception	**Anecdotal**	**Factual**	**Opportunism**	**Probability(2)**
Rare	The event/hazard may occur only in exceptional circumstances	N/A	N/A	N/A	Will probably occur less than once in 15 years.
Unlikely	The event/hazard could occur at some time	No recorded incidents or anecdotal evidence	No recent incidents in associated organisations, facilities or communities	Little opportunity, reason or means to occur	Will probably occur with a frequency of at least once in 10 years
Possible	The event/hazard might (or should) occur at some time	Few, infrequent, random recorded incidents or little anecdotal evidence	Very few incidents in associated or comparable organisations, facilities or communities	Some opportunity, reason or means to occur	Will probably occur with a frequency of once in three years
Likely	The event/hazard will probably occur in most circumstances	Regular recorded incidents and strong anecdotal evidence	N/A	Considerable opportunity, reason or means to occur	Will probably occur with a frequency of at least once a year
Almost Certain	The event/hazard is expected to occur in most circumstances	High level of recorded incidents and / or strong anecdotal evidence	Strong likelihood the event will recur	Great opportunity, reason or means to occur	Will probably occur with a frequency of more than once a year

Note 1: The content of this table is consistent with the measures used in the Cycling Australia Road Cycling Events, risk assessment.
This table is adapted from the EMA's *Emergency Risk Management Application Guide* (2004: 53) which is more expansive than both AS/NZS ISO 31000:2018 *Risk Management – Principles and guidelines*.

Table 2. Qualitative Risk Table - Consequence Rating Table

Consequence	FINANCIAL	INTERRUPTION TO SERVICE DELIVERY	REPUTATIONAL	SAFETY	PROPERTY	NATURAL ENVIRONMENT
Insignificant	< $1,000	**< 1 hour** Negligible consequences to goals/strategies of event, disruption to non-essential services	Unsubstantiated, low profile, no news item, issue resolved promptly	No injury	Inconsequential or no damage	No damage
Minor	$1,000 - $10,000	**1 – 3 hours** Threats to efficiency or effectiveness of goals/strategies of event, disruption to non-essential services	Substantiated, low news profile with negative coverage for several days	First Aid treatment	Minor damage	Minimal damage
Moderate	$10,000 - $50,000	**3 hour – 1 day** Reduction of effectiveness of goals/strategies of event, loss of essential services for days	Substantiated, public embarrassment, moderate news profile with negative coverage over several weeks	Medical treatment required	Localised damage rectified by routine arrangements	Some damage, rectified within existing budget
Major	$50,000 - $150,000	**1 week** Inability to achieve goals/strategies of event, loss of essential services for a week.	Substantiated, public embarrassment, high widespread, multiple news profile. Third party action/involvement	Extensive Injuries, hospital admission	Significant damage requiring external resources	Significant damage, significant resources to rectify
Catastrophic	More than $150,000	1 week or more Sustained inability to achieve goals/strategies of event, permanent loss of infrastructure or services	Substantiated, public embarrassment, high widespread multiple news profile. Third party action/involvement, public outcry consistently over weeks.	Death, multiple deaths or permanent disablements	Extensive damage requiring multiple external/internal resources	Extensive damage, fines and/or penalties applied. Multiple resources to rectify

Note 1: The content of this table is consistent with the measures used in the AusCycling Road Cycling Events, risk assessment.
This table is adapted from the EMA's *Emergency Risk Management Application Guide* (2004: 53) which is more expansive than both AS/NZS ISO 31000:2018 *Risk Management – Principles and guidelines*.

Table 3. Qualitative Risk Analysis Matrix – Level of Risk

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

Note: This Risk Matrix has been replicated from the AusCycling Road Cycling Events risk assessment document.
This is an adaptation of IEC/ISO 31000:2018 *Risk Management – Risk assessment techniques* (Figure B15) and EMA's *Emergency Risk Management Applications Guide* (2004: Appendix F).

Table 4. Level of Risk and Possible Courses of Action

LEVEL OF RISK	POSSIBLE COURSES OF ACTION (Event Organiser & Chief Commissaire)
Extreme	Must be dealt with immediately. Event cannot proceed until risk has been reduced
High	Should be dealt with after attending to Extreme level risks. Event Organiser and Chief Commissaire must review the risk assessment, approve the treatment and endorse the risk management plan prior to implementation.
Moderate	Can be dealt with by applying routine procedures.
Low	**May** be accepted but should be monitored periodically to ensure that rating does not change.

Step 3 – Evaluate and Treat Risk
A review of the Likelihood, Consequence and Level of Risk is then conducted in order to determine the Residual Level of Risk after Treatment. This should be compared against **Table 4. Level of Risk and Possible Courses of Action** in order to determine whether this risk requires further attention or not. Generally, risks / hazards which remain 'Significant' or 'High' must be reviewed further.

Step 4 – Monitor and Review
Review the risk treatments in the 'Risk Response' column and confirm:
1. The current controls in place for your event
2. Whether additional controls are warranted (this will be determined on the basis of balancing the costs and efforts of implementation against the additional benefits derived).

Step 5 – Nominate the person/organisation responsible for actioning each risk treatments
The Chief Commissaire and Race Director / Event Organiser must review and acknowledge the risks and treatment actions. The outcomes of the risk assessment are then utilised in the re-development of the Event Plan and associated Documents for the deployment of resources.

It is important for the Race Director / Event Organiser and Chief Commissaire to continue to communicate and consult with stakeholders to monitor any last- minute changes made to the event. At the completion of the event, the risk assessment is to be reviewed in light of any actions arising from event debriefs.

RISK ASSESSMENT

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
ENVIRONMENT & CLIMATE	Contamination • Air • Water	***Unlikely***	***Moderate***	***MODERATE***	• Volunteers/staff and participants to self -manage allergies. • Open air environment with no water source in immediate area.	*Event Organiser*	***LOW***
	Allergens' • Pollens • Food	***Possible***	***Moderate***	***MODERATE***	• Volunteers/staff and participants to self -manage allergies.	*Event Organiser*	***LOW***
	Natural Disaster • Flood • Heatwave • Electrical storm	***Unlikely***	***ModeraLOWte***	***MODERATE***	• Weather forecast to be monitored and reviewed. • Event will be delayed / modified / cancelled in accordance with AusCycling's Heat Policy, • Course inspection to be conducted prior to warm up/course opening. • Hazards to be identified in Officials/volunteers and rider briefing, including any modified riding instructions. • Develop contingency plans for dismantling infrastructure that may be unsafe in the event of high wind/rainfall. • Communications strategy to notify the public of any impacts on event program.	*Event Organiser Commissaire*	***LOW***
	Meteorological • Extreme Cold • Extreme Heat • Extreme Rain • Extreme Wind	***Unlikely***	***Moderate***	***MODERATE***		*Event Organiser Commissaire*	***LOW***
	Visibility • Fog	***Unlikely***	***Moderate***	***MODERATE***	• Event conducted during daylight hours • Course inspection to be conducted prior to warm up, course opened and identify potential hazards	*Event Organiser Commissaire*	***LOW***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	• Poor lighting				• All Marshalls/Traffic Control will be qualified in approved techniques. • All Marshalls / volunteers / officials to wear approved working on roads vest and use approved signage / traffic direction signs. • All Riders are required to have rear red light visible from no less than 200m • All support vehicles to have headlights on and where possible, flashing roof light and Cycling signage on the front or rear of the vehicle. • Rider / Volunteer / officials briefing to include safe riding techniques in poor visibility conditions • If conditions warrant it, modify the course distance (subject to modifications meeting the approval from relevant authorities), or delay, postpone, or cancel the event	*Traffic Management Team*	
SUPPLY, UTILITIES & SERVICES	• Water supplies	***Rare***	***Moderate***	***LOW***	• Participants will be required to supply their own water / electrolytes.	*Event Organiser*	***N/A***
	• Food Supplies	***Unlikely***	***Moderate***	***MODERATE***	• Participants and volunteers will be required to supply their own food.	*Event Organiser*	*N/A*
	• Waste Removal	***Possible***	***Minor***	***LOW***	• All waste is to be removed from the area at the conclusion of the event and placed in approved waste removal containers. • Participants are to make every attempt to put waste in their pockets whilst racing and take it with them.	*Event Organiser*	*LOW*

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
INFRASTRUCTURE & EQUIPMENT	• Buildings	***Rare***	***Minor***	***LOW***	• Course clearly marked and inspected by Chief Commissaire on the day. • Marshalls in attendance at intersections • Course briefing to all officials / volunteers / riders prior to course being opened for warm up and racing. • Hazards and modified riding instructions to be delivered at briefing • All Marshalls will be qualified in approved techniques. • All Marshall's to wear approved working on roads vest and use approved traffic direction signs. • Develop contingency plans for dismantling infrastructure that may be unsafe	*Event Organiser*	*N/A*
	• Vehicles	***Likely***	***Major***	***SIGNIFICANT***		*Event Organiser* *Commissaire*	***MODERATE***
	• Plant	***Unlikely***	***Minor***	***LOW***		*Event Organiser* *Traffic Management Team*	***LOW***
	• Resources	***Unlikely***	***Minor***	***LOW***		*Event Organiser*	***LOW***
	• Course	***Possible***	***Moderate***	***MODERATE***		*Event Organiser* *Commissaire*	***MODERATE***
	• Personal / competitors Equipment	***Possible***	***Major***	***MODERATE***	• Event rider information must outline that it is the riders responsibility to ensure their equipment/bicycle is in good working order. • Rider equipment is to articulated at the rider briefing	*Event Organiser* *Commissaire*	***MODERATE***
INFORMATION SYSTEMS & DOCUMENT MANAGEMENT	• Mobile networks	***Likely***	***Moderate***	***HIGH***	• Mobile coverage is available at this location. • Chief Commissaire to have all Marshall's mobile phone numbers.	*AC* *Event Organiser*	***LOW***
	• Document retention	***Unlikely***	***Minor***	***LOW***	• All hard copy documents are to be placed in one place and given to club official on the day. • Electronic copy of all race documents to be held by Event Management.	*Event Organiser*	***LOW***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
POLITIACL & INDUSTRIAL ENVIRONMENT	• Legislation	***Unlikely***	***Moderate***	***MODERATE***	• The event is on an open road and all road rules are to be complied with. • This will be covered in the briefing pre-event.	*Commissaire*	***LOW***
	• Staff (Volunteers)	***Unlikely***	***Moderate***	***MODERATE***	• All staff / volunteers are to be briefed around safety prior to event start. • Any injury/illness to reported to the Chief Commissaire on the day and as soon as reasonably practicable.	*Event Organiser* *Commissaire*	***MODERATE***
	• Complaints against officials / competitors	***Unlikely***	***Moderate***	***MODERATE***	• All complaints are to be dealt with in accordance with the AusCycling Technical Regulations. • All Complaints must be handled with dignity and professionalism. • The event is Sanctioned by AusCycling which includes Public Liability covering the event and all officials • All Participants register which requires them to abide by the code of conduct • All participants must have a race license which covers them via public liability.	*Commissaire*	***MODERATE***
DELIBERATE ACTS	• Fraud	***Rare***	***Minor***	***LOW***	• Online entries are set up and must be completed prior to the day of racing • Where possible, race entries fees to be collected on the day of the event via mobile EFTPOS. Minimal cash money held on site.	*Event Organiser*	***LOW***

	• Mass Casualty	***Unlikely***	***Major***	***MODERATE***	• Lead and follow cars to have flashing lights and drive to the conditions and being respectful to other road users. • All roads are managed by qualified Traffic Marshalls	*Event Organiser* *Commissaire* *Medical staff*	***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
HUMAN RESOURCES	• Staffing (including Volunteers)	***Unlikely***	***Moderate***	***MODERATE***	• All Staff / volunteers will be rostered well in advance • Traffic Marshalls / traffic control will control all intersections around the courses	*Event Organiser*	***LOW***
	• Specialist skills (Commissaire's)	***Unlikely***	***Moderate***	***MODERATE***	• All Officials must hold appropriate qualification and have them on their person at the time of the event. • All officials working on roads must wear approved working on roads vest/jacket.	*Event Organiser* *Commissaire*	***LOW***
	• Traffic Marshalls	***Unlikely***	***Moderate***	***MODERATE***	• All Traffic Marshalls must have attended appropriate training	*Event Organiser* *Traffic Management Team*	***LOW***
EVENT SPECIFIC INCIDENTS (crash, accident etc)	• Event participants riding into pedestrians	***Unlikely***	***Moderate***	***MODERATE***	• Event signage placed around race circuit in high risk and high pedestrian traffic areas • Pedestrian crossing points to be regulated by qualified marshals • Safety briefing to be delivered to all event participants, volunteers and staff. • Mobile medical staff to travel around the race circuit	*Event Organiser* *Traffic Management Team*	***MODERATE***
	• Vehicles and event participants colliding when vehicles enter race circuit	***Possible***	***Moderate***	***MODERATE***	• Safety briefing to be delivered to all event participants, volunteers and staff prior to entering the race circuit. • Traffic management plan to clearly identify entry/exit points for vehicle separate to event participants.	*Event Organiser* *Commissaire*	***MODERATE***
	• Injury caused to Event Participants /	***Likely***	***Moderate***	***HIGH***	• Follow Cars and event staff / volunteers to report	*Commissaire*	***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	support staff due to fall / or colliding				any unsafe practices to the chief Commissaire • Chief Commissaire will disqualify and remove riders for misconduct • All Event staff / volunteers must be either an authorised traffic Marshall, Commissaire or experienced in working with bicycle racing.		
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Caused by hazard / obstacle on race circuit	***Possible***	***Moderate***	***HIGH***	• Course clearly marked and inspected by Chief Commissaire on the day prior to course being opened. • Marshalls in attendance at intersections • Course briefing to all officials / volunteers / riders prior to course being opened for warm up and racing. • Hazards and modified riding instructions to be delivered at briefing • Follow cars and officials to report any significant changes to course conditions to Chief Commissaire.	*Event Organiser Commissaire*	***MODERATE***
	• Unexpected traffic conditions / increase in traffic volume, adversely impacting the event	***Possible***	***Moderate***	***MODERATE***		*Event Organiser Commissaire*	***MODERATE***
					• Small group sizes (estimated max 8 riders/group) and small number of groups (estimated 5-6 groups max) • Event Schedule to be published once registrations are finalised • Event Schedule to be changed if necessary • Course briefing to clearly articulate that groups are not to pass unless safe to do so • No passing is to occur if unsafe to do safe		
	• Merger of groups or overtaking due to inadequate gaps between groups or too many groups on course at one time	***Possible***	***Moderate***	***HIGH***		*Event Organiser Commissaire*	***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	• Inadequate skill / fitness level causing risk to other participants	***Possible***	***Moderate***	***MODERATE***	• Course briefing to clearly advise participants that if they are lapped or showing signs of fatigue they may be removed from the course, refusal to exit the course will result in penalties • Follow cars are to communicate with all riders that fall of the back to ensure they are ok • SAG wagon to communicate with all dropped riders and to pick them up if showing signs of fatigue / requiring assistance	*Event Organiser Commissaire*	***MODERATE***
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Race circuit / venue not suitable for the broad ability / skill level of all participants	***Possible***	***Moderate***	***MODERATE***		*Event Organiser Commissaire*	***MODERATE***
	• Participants and/or staff/volunteers travelling in the opposite direction to the flow of the race	***Possible***	***Minor***	***LOW***	• Course clearly marked and inspected by Chief Commissaire on the day prior to course being opened. • Marshalls in attendance at intersections • Course briefing to all officials / volunteers / riders prior to course being opened for warm up and racing. • Event vehicles to follow participants and offer direction if required.	*Event Organiser Commissaire*	***LOW***
	• Follow vehicles follow too close to the rear of the event participants or	***Possible***	***Moderate***	***MODERATE***	• Drivers to be briefed on their role and reminded of safe follow distances • Follow and lead vehicle drivers to be experienced	*Event Organiser Commissaire*	***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	other vehicles				in the role		
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Event vehicles or public vehicles passing other vehicles / riders too close or without adequate visibility to oncoming traffic	***Possible***	***Major***	***HIGH***	• Drivers to be briefed on their role and reminded of safe follow distances • Follow and lead vehicle drivers to be experienced in the role • Drivers are to ensure safety is the main objective, not position within the race • Event officials to report any unsafe behaviour to the chief Commissaire and race director	*Event Organiser Commissaire*	***MODERATE***
	• Participants are left stranded out on course	***Unlikely***	***Moderate***	***MODERATE***	• Rider returns are cross referenced with start and finish lists • Non accounted for riders to be contacted personally to ensure their location	*Event Organiser Commissaire*	***LOW***
	• Dehydration or inadequate nutrition leading to fatigue / disorientation	***Possible***	***Major***	***HIGH***	• Participants generally self-manage • Participants will briefed prior to commencement of the race that they will be removed from the course if showing signs of fatigue • Follow cars and support vehicle personnel to keep an eye on riders that are displaying signs of	*Event Organiser Commissaire*	***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
					fatigue and verbally make contact with them and ask them to remove themselves from the course and wait for the SAG wagon.		
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Unauthorised event vehicles entering the race circuit	***Possible***	***Moderate***	***MODERATE***	• Residents will be aware of the event due to event signage. • Participants and event vehicles to be briefed as to what to do if a vehicle gets mixed up with the race convoy/caravan	*Event Organiser* *Commissaire* *Traffic Management Team*	***MODERATE***
	• Hostile vehicle entering race circuit with deliberate intent to cause harm	***Rare***	***Catastrophic***	***MODERATE***	• Event staff to not engage with hostile vehicle and immediately call police • All racing is to immediately stop	*Event Organiser*	***MODERATE***
	• Emergency Vehicle access/egress	***Possible***	***Moderate***	***MODERATE***	• Event Vehicles and participants must move to the side of the road to allow free movement of emergency vehicles	*Event Organiser* *Commissaire* *Traffic Management*	***LOW***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
					• Traffic Marshalls to be briefed on procedures in the event emergency vehicles are to enter the circuit • Emergency vehicles have precedence over the event • Communication to all event personnel must be clear and concise.	*Team*	

CLAUSE **CL03**

TITLE **Griffith Cycle Club 2027 Club Racing Season Traffic Management**

FROM **Greg Balind, Development & Traffic Coordinator**

TRIM REF **26/127968**

SUMMARY

Council is in receipt of a Traffic/Event Management Plans and supporting documentation from the Griffith Cycle Club for the Club Road Races to be held on a local road course on nominated Sundays throughout the 2027 calendar year. A comprehensive Event Management Plan, Traffic Guidance Scheme and risk assessment for the club road races proposed to be held on Sunday mornings (weather permitting) during the 2027 has been submitted in support of the event.

The club races will use a 36 kilometre circuit (Course 4) starting on Rankins Springs Road Beelbangera, using Beelbangera Road, Myall Park Road and Rankins Springs Road and returning to Beelbangera. While there is no set start/finishing times – the event will only be run between 8 am and 12 pm during race days.

A traffic control plan pursuant to Transport NSW Guide to Traffic Control at Worksites and Australian Standard 1742.3 (2009) - Manual of uniform traffic control devices has been developed to take into account traffic control devices relevant to the events. All traffic control will be established, monitored and removed by suitably qualified traffic control personnel.

Public Liability valid to 30 September 2027 has been provided. The continuation of the events will be conditioned on the provision of an updated Certificate of Currency prior to the expiry of the current policy.

RECOMMENDATION

The Traffic Forum:

(a) Receive and note the report on the proposed Special Event Transport Management Plan and associated temporary Traffic Control Plan for the 2027 Griffith Cycle Club weekly events.

(b) Note that Council, under delegated authority, approve the Traffic Management Plan, Traffic Guidance Schemes and associated traffic control measures.

(c) Provide any comment and/or technical advice on the traffic management relevant to the proposed event.

ATTACHMENTS

(a) 2027 Griffith Cycle Club events - Event Management Plan ⇩ 65

Event Management Plan - Griffith Cycle Club Club Road Racing 2027 Season>

Version	Date	Description	Author
1.0	17/10/2026	Event Management Plan Club road racing	Griffith Cycle Club

Contents

1 Introduction 1
1.1 Event Information 1
1.2 Purpose of the Event Management Plan 1
2 Event Details 2
2.1 Event Description 2
2.2 History 2
2.3 Location of Start and Finish Points 2
2.4 Course Details 2
2.5 Event Start and Finish Times 2
2.6 Participant Details 2
2.7 Entry Process 2
2.8 Format of Activities 2
2.9 Event Timing 3
2.10 Support Vehicles 3
2.11 Event Permits 3
2.12 Event Traffic Management 3
2.13 Conditions of Racing 3
2.14 Insurance 4
3 Event Requirements 5
3.1 Responsibilities 5
3.1.1 Event Organiser 5
3.1.2 Event Officials 5
3.1.3 Competitors 5
3.1.4 Traffic Management Personnel 6
3.1.5 Traffic Controllers 6
3.1.6 Event Marshalls 6
3.2 Communication Procedures 6
3.3 Incident/Accident Procedures 6
3.3.1 Minor Injury 7
3.3.2 Medical Emergency 7
3.3.3 General Emergency 7
3.3.4 Incident Management Contact Details 7
4 Planning 8
4.1 Risk Identification and Assessment 8
4.2 Traffic Assessment (Vehicular Traffic) 8
4.2.1 Volume and Composition 8
4.2.2 Existing & Proposed Speed Zones 8
4.2.3 Intersection Capacity 8
4.2.4 Existing Parking Facilities 8
4.2.5 Heavy and Oversized Vehicles and Loads 8
4.2.6 Public Transport 8
4.2.7 Special Events and Other Works 8
4.3 Non-Motorised Road Users 9
4.3.1 Cyclists and Pedestrians 9
4.3.2 People with Disabilities and Other Vulnerable Road Users 9
4.3.3 School Crossings 9
4.4 Site Assessment 9
4.4.1 Access to Adjoining Properties 9

4.4.2 Environmental Conditions 9
4.4.3 Impact on Adjoining Road Network 9
4.5 Public Health 9
4.5.1 Temporary Food Stalls 9
4.5.2 Alcohol 10
4.5.3 Toilets 10
4.5.4 Water 10
4.5.5 Shelter 10
4.5.6 Waste Management 10
4.5.7 Noise 10
4.6 Public Safety 10
4.6.1 Rider Feeding Procedures 10
4.6.2 Security and Crowd Control 10
4.6.3 Spectator Viewing 10
4.6.4 Pedestrian Access 10
4.6.5 Lighting and Power 10
4.6.6 Temporary Structures 11
4.7 Consultation and Communication 11
4.7.1 Approvals 11
4.7.2 Public Notification 11
4.8 Contingency Plan 11
5 Implementation 13
5.1 Hazard Identification, Risk Assessment and Control 13
5.2 Traffic Management Details 13
5.2.1 Traffic Control Plans 13
5.2.2 Additional Event Warning Signage 13
5.3 Competitor Management Details 13
5.3.1 Event Signage and Devices 13
5.3.2 Event Marshals 13
5.4 Vehicle Movement Plan 14
5.4.1 Event Signage and Devices 14
5.4.2 Event Marshals 14
5.5 Pedestrian Management Plan 14
5.5.1 Event Signage and Devices 14
5.5.2 Event Marshals 14
5.6 Installation Plan 14
5.6.1 Sequence 14
5.6.2 Signs 15
5.6.3 Barriers and Delineation 15
5.7 Emergency Arrangements 15
5.8 Site Access 15
6 Site Inspections 16
7 Key Event Contacts 17
Appendix 1 – Traffic Control Diagrams 118
Appendix 2 – Certificate of Insurance Currency 26
Appendix 3 – Risk Assessment 27

1 Introduction

1.1 Event Information

Event Name	Club Road racing
Date/s	01/01/2027 to 31/12/2027
Organiser	Griffith Cycle Club
Contact Details	Name: Jason Minato (GCC President) Phone: 0412 814060 Email: admin@griffithcycleclub.com

1.2 Purpose of the Event Management Plan

This Event Management Plan (EMP) provides the event management procedures to be followed by the event organisers for club road racing conducted from Course number 4 Myall Park on any given Sunday between 01/01/2027 and 31/12/2027. The objectives of the EMP are to:

- Provide a safe environment for all road users and event patrons
- Provide protection to event participants, organisers and the general public from traffic hazards that may arise as a result of the event activity
- Minimise the delays to all road users
- Ensure access to adjacent private/commercial premises is maintained at all times.

To achieve the above objectives, the EMP will:

- Ensure that traffic delays are kept to a minimum
- Ensure that the roads are free of hazards and that all road users are adequately protected from activities of event participants and organisers
- Ensure that all needs of road users, motorists, pedestrians, cyclists and people with disabilities are accommodated at and through the site of the event.

2 Event Details

2.1 Event Description

Griffith Cycle Club is hosting their club road races for the 2027 season. These will be a bronze events and therefore will be conducted under the guidance of the AusCycling Technical Regulations.

Our 2027 road racing season will comprise road races (including an individual time trial), to be held out on course number 4 (Myall Park). All grades (including masters) will participate. Each road race will commence on Rankin Springs Road in Beelbangera, and finish at the 50km Ahead Sign on Rankin Springs Road in Beelbangera.

2.2 History

Historically, Griffith Cycle Club have been racing safely on Griffith local roads for around 40 years. To minimise the impact of club racing on the local community, racing has always been held on quieter local roads, on days and times that minimise any disruption to other users. are

2.3 Location of Start and Finish Points

All club races will start on the Rankin Springs Road in Beelbangera and finish on the Rankin Springs Road at the '50 km Ahead' sign on the entry to Beelbangera.

Refer to Appendix 1.4B for start and Appendix 1.4E for finish locations.

2.4 Course Details

Racing will commence on the Rankin Springs Road in Beelbangera, and head out on the Beelbangera Road towards Yenda. On entering Yenda, riders will then make a left hand turn onto Myall Park Road. Riders will then be required to make another left hand turn onto Rankin Springs Road (at the Rankin Springs/Myall Park Road intersection). Riders will travel along Rankin Springs Road towards Beelbangera, finishing racing at the '50 km Ahead' sign. Total course distance = 36 kms.

See Appendix 1.4A attached for course details.

2.5 Event Start and Finish Times

Racing will commence in Beelbangera no earlier than 8.00 am, and be concluded no later than 12 noon.

2.6 Participant Details

All participants must hold a current AusCycling approved race licence (e.g. Race all disciplines, 4-week trial race licence). Race numbers may vary from a minimum of 10 riders, to a predicted maximum of 30 riders.

2.7 Entry Process

Riders enter via the 'Event Entry' tab on the home page of the Griffith Cycle Club's website (www.griffithcycleclub.com).

2.8 Format of Activities

Race format with comprise either handicap or graded scratch races, with similar ability riders being grouped together. Excluding the Individual Time Trial whereby riders will race individually. Registration will be open ½ hour prior to race commencement, with riders having to physically present and sign on near the starting point.

Prior to racing commencing the condition of the course is discussed and any known problem areas identified. In the event that any known impediments are considered to be of high risk and cannot be addressed, racing will not commence.

All riders and volunteers are subject to a briefing from the Commissaire, where any known course problems are discussed, riding instructions provided, and general directions provided.

New riders shall be subject to a racing induction that will highlight the responsibility of the rider as well as give instructions on the course to be raced.

Race presentation is held immediately after the completion of each race.

2.9 Event Timing

Timing will be kept with a handheld stopwatch and/or other similar device.

2.10 Support Vehicles

All races will have a lead escort vehicle which will drive approximately 300 metres in front of the first group of riders, and a rear escort vehicle which will follow immediately behind the last participant. Each vehicle will have a flashing amber light located on the highest point of the roof. Vehicles will also engage their hazard lights during the course of the race.

The race commissaire will also travel along the race route during the race.

Communication between race commissaire and all other race volunteers will be via mobile telephone (NB- mobile reception available along the entire course route).

2.11 Event Permits

Event permits to be obtained from:

-NSW Police (Griffith Local Area Command & Southern Regional Command)

- Local government (Griffith City Council)

- Transport for NSW

2.12 Event Traffic Management

Traffic Management will be conducted by both an approved traffic management provider (such as Complete Traffic Solutions) and volunteers from Griffith Cycle Club who hold appropriate qualifications for traffic management.

Refer to Appendix 1.4F (Course No.4 TCP No. 5031 Beelbangera Road / Myall Park intersection) and Appendix 1.4G (Course No. 4 TCP No. 5032 Myall Park Road / Rankin Springs Road intersection).

2.13 Conditions of Racing

All racing is conducted in accordance with Cycling Australia Technical Regulations. A Commissaire is appointed to each category or grade to ensure compliance and to take appropriate action in regards to any infringements.

Provisions of the Road Transport legislation to be observed at all times (organisers, officials and participants).

All participants to be on a road worthy bike, wear an approved helmet and be identified as a participant by the wearing of a race number on the back of the jersey.

2.14 Insurance

Griffith Cycle Club has a $20 million Public Liability and Products Liability Insurance Policy organised through Marsh P/L on behalf of AusCycling Inc.

See Certificate of Currency attached.

3 Event Requirements

3.1 Responsibilities

3.1.1 Event Organiser

The event organiser shall:

- Ensure all traffic control measures for the Event Course Management Plan (EMP) are placed and maintained in accordance with this plan and the relevant Acts, Codes, Standards and Guidelines
- Ensure suitable communication and consultation with the affected stakeholders is maintained at all times.
- Ensure that all event signage and personnel are in place in accordance with the EMP
- Arrange and/or undertake any necessary incident investigations.
- Ensure that event personnel engaged as marshals are provided with training to ensure such personnel are aware of the limits of their responsibilities and can undertake their activities safely.
- Render assistance to road users and stakeholders when incidents arising out of the event activities affect the network performance or the safety of road users and event participants.
- Take appropriate action to correct unsafe conditions, including any necessary modifications to the EMP.

3.1.2 Event Officials

Event Officials shall:

- Be responsible for the conduct of the event for a period extending from one hour before the racing to one hour after the conclusion of racing
- Ensure that the event and it's participants adhere to the AusCycling By Laws and Technical Regulations
- Ensure that a pre-race course inspection has been conducted
- Ensure that all race permits, approvals and authorisations are in place prior to the event.
- Check that traffic controllers and traffic management devices and marshals are in place and provide for a safe event environment.
- Ensure that appropriate first aid assistance is in place.
- Warn competitors of the hazards specific to the area of the activity.
- Conduct pre-event announcements to all Grades reminding participants of the conditions of racing that take into account permit requirements and any other specific conditions particular to this event (for example requirements imposed on the event by Police etc.).
- Assess the technical aspects of the event and make changes as deemed necessary based on, but not restricted to the following:
  - Age of the participants
  - Skill level of participants
  - Number of participants per grade
  - Time gap between grades commencing
  - Number of grades on the course at any one time etc.
  - Course / venue layout, and condition
  - Weather conditions (which may change during the event)
  - Traffic conditions (which may vary during the event)
- Inform participants that they are under the direction of the Police, Commissaries and event marshals and will be penalised for any non-compliance

3.1.3 Competitors

Participants shall:

- Obey the Road Rules as applicable to the course including the requirement to give way to right of way moving traffic at all times
- Obey instructions from the Event Organisers, Police, Commissaires and event marshals
- Remain on the left hand side of the carriageway
- Not cross double white lines on the road
- Display a race number on their lower torso at the rear
- Be courteous to other road users, pedestrians etc.
- Employ correct etiquette and ride safely in all situations.
- Be required to wear minimum safety gear including ANSI approved helmet.
- Ensure that their bicycle is in good working order, including lights when required.
- Ensure they have adequate supply of water, sports drink and nutrition as required for the activity they are to participate in.
- Be responsible for ensuring they are fit enough for the activity.

3.1.4 Traffic Management Personnel

Griffith Cycle Club being the traffic management representatives for the event shall have the responsibility of ensuring the Traffic Management devices are set out in accordance with the Traffic Control Plans.

3.1.5 Traffic Controllers

Event Traffic Controllers shall be used to control road users to avoid conflict with event participants, traffic and pedestrians, and to stop and direct traffic in emergency situations where necessary. Traffic Controllers shall:

- Operate in accordance with section 4.6 and Appendix B of AS 1742.3
- Hold current Event Traffic Controller accreditation in NSW.
- Take appropriate breaks as required by AS 1742.3 and/or OH&S Regulations
- Correctly wear high visibility vests at all times while at the event site
- Comply with the directions of the EMP and ensure that no activity is undertaken that will endanger the safety of other event personnel, event participants and the general public
- Enter and leave the event site by approved routes and in accordance with safe practices

3.1.6 Event Marshalls

The event organiser shall ensure that event personnel engaged as marshalls are provided with training to ensure such personnel are aware of the limits of their responsibilities and can undertake their activities safely. Event Marshalls shall:

- Complete Volunteers Emergency Information Form (refer to Appendix A) before commencing duties
- Correctly wear high visibility vests at all times while at the event site
- Comply with the directions of the EMP and ensure that no activity is undertaken that will endanger the safety of other event personnel, event participants and the general public
- Enter and leave the event site by approved routes and in accordance with safe practices

3.2 Communication Procedures

Prior to each race, volunteer positions will be allocated and the details of these volunteers (i.e. name and contact number) will be recorded on both the ‘Race Sign On’ form and the ‘Race Time Sheet’ form. All volunteers will have a mobile phone and be informed of the contact numbers for all volunteers on course.

3.3 Incident/Accident Procedures

Race participants will make other participants and volunteers aware of any First Aid qualifications at the time of sign on. A portable defibrillator machine and First Aid kit will be located at the sign on point.

3.3.1 Minor Injury

In the event of a minor injury occurring to a participant, volunteer or spectator, basic first aid will be applied (NB- resources such as saline solution for cleaning wounds, and wound dressings are available in the First Aid Kit). If indicated, contact will be made with a relevant other (such as next of kin) should the person require assistance to return home.

The race organiser will ensure contact is made with the injured person soon after the event for follow up/support. The injured person should be encouraged to seek medical follow up should their condition worsen.

3.3.2 Medical Emergency

In the case of a more significant injury/emergency, ensure the person/persons involved are removed from immediate danger and 000 is dialled. Personnel to remain with the injured person/persons until the arrival of emergency assistance. See 3.3.3. below for further information.

- Event Organiser to ensure AusCycling Accident Report Form (refer to AusCycling website) is completed within two (2) working days from the time of the accident

Note: Following any administration of first aid the injured person should seek medical advice for further examination and treatment if required.

3.3.3 General Emergency

- Assist persons involved and remove them from exposure to further injury or danger, if necessary
- Warn personnel in adjacent areas of potential hazards to their safety
- Call 000 or 112 (mobile phone) and alert emergency services immediately
- Secure the site from any further potential danger
- Contact Event Organiser
- Maintain communication with emergency services
- Ensure access for emergency vehicles
- Where necessary implement traffic control
- Any traffic crash resulting in non-threatening injury shall immediately be reported to the Police on 131444
- Event Organiser to ensure AusCycling Accident Report Form (refer to AusCycling website) is completed within two (2) working days from the time of the accident

3.3.4 Incident Management Contact Details

Incident Officer: Race Commissaire

Police: Griffith LAC (02 6969 4299)

Ambulance Station: Griffith Ambulance Station (02 6964 4305)

Fire Station: Griffith Fire & Rescue (02 69295711)

Hospital: Griffith Base Hospital (02 6969 5555)

4 Planning

4.1 Risk Identification and Assessment

A Risk Assessment of the proposed activities has identified risks that will be managed by effective event management planning and the implementation of this EMP. The assessment process has been undertaken in accordance with Australian Standards AS/NZS ISO 31000:2018 'Risk Management – Principles and Guidelines'. Please refer to the risk analysis table in Appendix 3.

All identified risks have been treated with the development of this EMP. Unforeseen risks arising during the event activities will be treated in accordance with standard event practices and procedures where possible.

4.2 Traffic Assessment (Vehicular Traffic)

4.2.1 Volume and Composition

As club races will be held on Sunday mornings, traffic volume on the roads impacted is low. Course signage will inform all road users that a cycle race is in progress to further enhance safety for both participants and all other road users.

4.2.2 Existing & Proposed Speed Zones

Club races will be held on quiet country roads, with speed limits on these roads ranging between 50 km/hour (in built up areas) to 100 km/hour on the open road. Participants in these club races will be riding at estimated speeds ranging between 30km/hr and up to a maximum of 60km/hour (when sprinting at the race finish).

Vehicle speed will be restricted to 60km/hour at the intersections indicated in Appendix 1.4F (Myall Park Rd /Beelbangera Rd) and Appendix 1.4G (Myall Park Rd /Rankin Springs Rd), whereby authorised traffic control will be in place.

4.2.3 Intersection Capacity

As per the Traffic Management Plan (Appendix 1.4A- Course No. 4 Myall Park Overview), authorised traffic control will be in place at the intersections between Myall Park Rd and Beelbangera Rd (Appendix 1.4F) and at the intersection between Myall Park Rd and Rankin Springs Rd (Appendix 1.4G).

4.2.4 Existing Parking Facilities

There is no significant traffic generated by these club races that require additional parking spaces to be made available.

4.2.5 Heavy and Oversized Vehicles and Loads

Designated race signage and escort vehicles (lead and follow cars) will inform any heavy or oversized vehicles that a cycle race is in progress. Race participants are to abide by NSW Transport regulations in regards to riding on public roads.

4.2.6 Public Transport

No public transport is available.

4.2.7 Special Events and Other Works

Should special events or other works (e.g. major road works) be in progress, race organisers will make a decision as to whether these will impact on the ability to safely hold a club race. If the special event or other works were deemed to significantly impact on the safety of participants and volunteers, consideration will be given to postponing the race to a later date.

4.3 Non-Motorised Road Users

4.3.1 Cyclists and Pedestrians

Minimal foot traffic or other cyclists during the designated race time and day.

4.3.2 People with Disabilities and Other Vulnerable Road Users

There is no significant impact on people with disabilities or other vulnerable road users during club racing.

4.3.3 School Crossings

Races will not be held during school hours.

4.4 Site Assessment

4.4.1 Access to Adjoining Properties

Club racing will not impact the non-event community, nor will it impede access to adjoining properties.

4.4.2 Environmental Conditions

Weather:

Where adverse weather events occur (such as heavy rain, floods, poor lighting, fog), the Event organisers will discuss these situational risks with the Commissaire who may make the decision to postpone or cancel the event.

Road Geometry / Terrain:

The terrain that club racing is conducted on is predominantly flat, with no large vegetation (such as trees or bushes) impacting visibility for participants or other road users.

Existing Signage:

Existing road signage will not be obscured throughout the running of these events. Event organisers to ensure all temporary signage associated with this event is visible to both race participants and other road users.

Other:
(Structures, Dust, Noise, Fumes)

Nil known.

4.4.3 Impact on Adjoining Road Network

There is no significant impact on the adjoining road network.

4.5 Public Health

4.5.1 Temporary Food Stalls

There will be no temporary food stalls at these events. Participants, volunteers and any spectators to be responsible for their own food.

4.5.2 Alcohol

There will be no alcohol at these events.

4.5.3 Toilets

There are no toilet facilities supplied specifically for race participants. All persons associated with this event to attend own toileting needs.

4.5.4 Water

All race participants, volunteers and spectators to be responsible for the supply of their own water.

4.5.5 Shelter

No additional shelter will be provided at club events.

4.5.6 Waste Management

All race participants, volunteers and spectators will be responsible for their own waste management.

4.5.7 Noise

As these events involve a relatively small number of participants, volunteers and spectators, there will be no significant noise created during the running of these events.

4.6 Public Safety

4.6.1 Rider Feeding Procedures

Riders will be responsible for their own feeding during club races. There will be no designated feed zones or feeding from the side of the road during club racing.

4.6.2 Security and Crowd Control

No additional security measures or crowd control will be required at club racing events.

4.6.3 Spectator Viewing

It is anticipated there would be a maximum of 5 – 10 spectators at a club racing event. Should spectators wish to view the race finish, event organisers will provide a designated area near the race finish line (i.e. off the side of the road near the '50 km ahead' sign). Spectators will not be able to encroach onto the road, nor impede the line of sight of the race commissaire (or the event organiser), as race participants cross the finish line. All spectators must abide by relevant NSW Road Transport legislation.

4.6.4 Pedestrian Access

There are no designated pedestrian crossings on course. All pedestrians to abide by NSW Road Transport legislation.

4.6.5 Lighting and Power

There is no additional lighting or power sources required at these events.

4.6.6 Temporary Structures

The race finish line will be identified by the presence of a Griffith Cycle Club tear drop banner (securely placed in a large orange traffic cone and located on either side of the road), but not obstructing the line of sight for the '50km Ahead' sign. No other temporary structures will be required.

4.7 Consultation and Communication

4.7.1 Approvals

Police NSW
Contact Person: Chief Inspector John Wadsworth, Griffith Local Area Command
Phone: (02) 6969 4299
Email: mbderecords@police.nsw.gov.au

Griffith City Council
Contact Person: Greg Balind
Phone: (02) 6962 8100
Email: Greg.Balind@griffith.nsw.gov.au

Transport for NSW
Contact Person: Greg Minehan
Email: greg.j.minehan@transport.nsw.gov.au

4.7.2 Public Notification

Due to the small number of competitors, no advertisements are required. 'Cycle Race in Progress' signage on course will advise all road users racing is occurring.

4.7.1 Notification of Other Agencies

Club race events shall not cause any delays to emergency service vehicles so informing them of possible delay is not required.

4.8 Contingency Plan

Wet weather: Where heavy weather occurs or may occur, the Event Organisers will discuss the situational risks with the Race Commissaire who may cancel the event.

Lightning: Where lightning occurs or may occur, the Event Organisers will discuss the situational risks with the Race Commissaire who may cancel the event.

Accident on the route: Volunteer Traffic Controllers will be placed at the accident scene to control riders. The zone will be declared a neutral racing area, with no racing permitted on that section of road as appropriate. If severe, the Commissaire may cancel the event.

Absence of marshalls and volunteers: Where insufficient volunteers or designated event staff are absent (as described in the Traffic Control Plan of the event) the event shall not be permitted to start or continue.

Delayed start: The race duration may be reduced to ensure the event is completed no later than the designated finish time (i.e. 12 noon).

Adverse traffic conditions: Where adverse traffic conditions occurs or may occur, the Event Organisers will discuss the situational risks with the Race Commissaire who may cancel the event.

Poor Lighting: Where poor lighting occurs or may occur, the Event Organisers will discuss the situational risks with the race commissaire who may cancel the event.

Flood Hazard on the Route: Where roads are flooded, the event will be cancelled.

Bush Fire Hazard: Where a bush fire hazard occurs or may occur, the Event Organisers will discuss the situational risks with the Race Commissaire who may cancel the event.

5 Implementation

5.1 Hazard Identification, Risk Assessment and Control

In establishing adequate controls for the risks and hazards identified in Section 4.1, the Griffith Cycle Club has used a structured approach via the use of the hierarchy of control as outlined below:

- Elimination
- Substitution
- Engineering
- Administration
- Personal Protection Equipment
- Behaviour Management

The event organiser will evaluate all event management arrangements prior to the commencement of the event. New hazards that arise throughout the event will be subject to risk assessment and incorporated onto the Risk Register.

5.2 Traffic Management Details

5.2.1 Traffic Control Plans

Traffic Control will apply at the intersection between Beelbangera Road and Myall Park Road (refer to Appendix 1.4F, TCP No 5031). No further reduction in speed is warranted as traffic control is located within the 50km residential zone of Yenda.

Traffic control will also apply at the intersection between Myall Park Road and Rankin Springs Road (refer to Appendix 1.4G, TCP No 5032). A reduction in speed from 100km/hour to 60 km/hour will apply on the Rankin Springs Road as indicated.

Refer to Appendix 1.

5.2.2 Additional Event Warning Signage

All event route signage (outlined in Appendix 6, 'Table of required Event Route Signage') will be installed as per the TCP's No's 5031 & 5032.

Support vehicles (lead and escort car) will be indicated by a flashing amber light on the highest part of the vehicle and hazard warning lights.

5.3 Competitor Management Details

5.3.1 Event Signage and Devices

There is no additional signage required other than that already outlined in the TCP No's 5031 & 5032.

5.3.2 Event Marshals

Event marshalls will include the following:

- Race Commissaire: this person must hold relevant qualification (as outlined under AusCycling);
- Signs: this involved 2 person (usually club members) who will be responsible for the setting up and taking down of all event signage on the day of the event;
- Sign on marshall: to ensure all participants have correctly signed on to the event prior to participating (including the provision of a race number);

- Traffic Controllers: 3 required for the event (two Traffic Controllers located at the intersection of Beelbangera Road and Myall Park Road, and the third Traffic Controller located at the intersection of Myall Park Road and Rankin Springs Road);
- Lead Escort driver: must hold a current driver's licence;
- Rear Escort driver: must hold a current driver's licence.

5.4 Vehicle Movement Plan

The Lead Escort vehicle will be positioned approximately 300 metres in front of the first group of riders, and remain in front of any leading riders throughout the duration of the race.

The Rear Escort vehicle will be positioned behind the last group of riders.

The Race Commissaire may, at their discretion, travel on the event course, to monitor race proceedings and ensure all participants are adhering to Road Transport legislation.

The above vehicles will travel in the direction of the race at all times.

5.4.1 Event Signage and Devices

All event marshalls will be provided with a course map, which clearly details the race route, traffic controller locations, etc. Signage will be on course to further assist event marshalls.

5.4.2 Event Marshals

During the race, two Traffic Controllers will be responsible for traffic management, at the intersection of Beelbangera Road and Myall Park Road, with a third Traffic Controller being responsible for traffic management at the intersection of Myall Park Road and Rankin Springs Road.

5.5 Pedestrian Management Plan

This event does not have a significant impact on pedestrians due to the small number of participants involved.

5.5.1 Event Signage and Devices

Not required as no significant impact on local pedestrians

5.5.2 Event Marshals

Not required as low number of participants and spectators involved.

5.6 Installation Plan

5.6.1 Sequence

All signs are securely stored on a trailer, positioned in the order they are to be erected on course. Two persons will be responsible for installing/dissembling the signs on course, and will ensure the wearing of suitable attire (including closed in footwear and a fluorescent yellow/orange vest) to maximise volunteer safety.

Signs will be erected as per TCP No. 5031 in Yenda initially, before being erected as per TCP No. 5032 (at the intersection of Myall Park Road ad Rankin Springs Road). Signs will be dissembled in the reverse order.

A safely positioned shadow vehicle shall be used in advance of the signs and traffic control devices to protect event personnel putting out and removing the signs or traffic control devices.

Racing will not commence or continue until all signs, devices and barricades are in place and operational in accordance with the requirements of the TCP's.

5.6.2 Signs

Prior to installation all signs shall be checked for damage and cleanliness and repaired, replaced or cleaned as necessary.

Signs and devices shall be erected in accordance with the locations and spacing shown indicated in the EMP such that:

- They are properly displayed and securely mounted
- They are within the driver's or event participants line of sight
- They cannot be obscured from view
- They do not obscure other devices from the driver's line of sight
- They do not become a possible hazard to event participants or vehicles
- They do not deflect traffic into an undesirable path.

Refer to Appendix 6, Table of required Event Route Signage.

5.6.3 Barriers and Delineation

Barriers and traffic cones will be erected in accordance with the TCD's. All barriers will be secured and appropriately weighted.

5.7 Emergency Arrangements

In the event of an emergency during the event, emergency services will be accessed by dialling '000'. To expediate the provision of emergency services, all relevant details to be provided such as type of emergency, and the exact location of the emergency.

The Race Commissaire may take the decision to neutralise part or all of the race to ensure the safety of participants, volunteers and all other road users.

5.8 Site Access

No special requirements as no road closures involved.

6 Site Inspections

The Event Organiser will ensure that the Event Management Plan is implemented and evaluated for effectiveness.

Inspections shall be undertaken as required and at a minimum on the following occasions:

- Before the event activities commence
- During the event activities
- Closing down at the end of the event activities.

7 Key Event Contacts

Name: Jason Minato

Title: President, Griffith Cycle Club (Event Manager)

Phone: 0412 814060

Email: admin@griffithcyclelub.com

Name: Greg Balind

Title: Road Safety and Traffic Officer, Griffith City Council

Phone: 02 6962 8100

Email: Greg.Balind@griffith.nsw.gov.au

Name: John Wadsworth

Title: Chief Inspector, Griffith Local Area Command

Phone: 02 6969 4299

Email: mbderecords@police.nsw.gov.au

Name: Greg Minehan

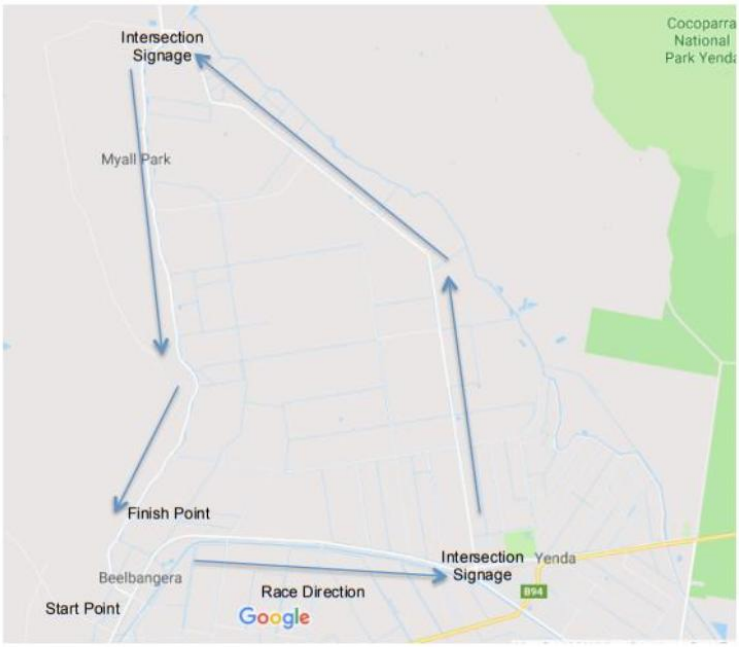
Title: Transport for NSW

Phone:

Email: greg.j.minehan@transport.nsw.gov.au

Appendix 1 – Traffic Control Diagrams

Appendix 1.4A



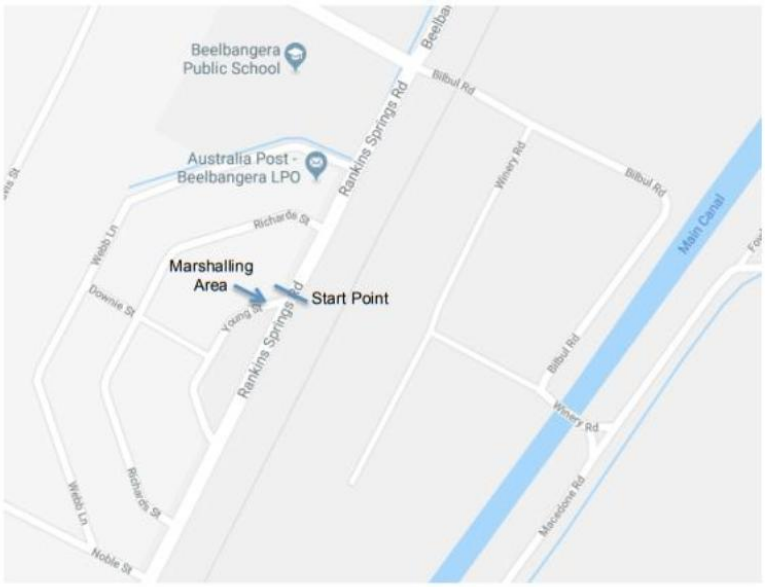
Griffith Cycle Club

Course No.4 – Myall Park

Overview

Start at Young Street, Beelbangera
Left turn onto Rankins Springs Road travelling east to join Beelbangera Road to Yenda
Left turn into Myall Park Road heading north
Left turn into Rankins Springs Road heading south
Finish line is located at the 50km ahead signage

Appendix 1.4B



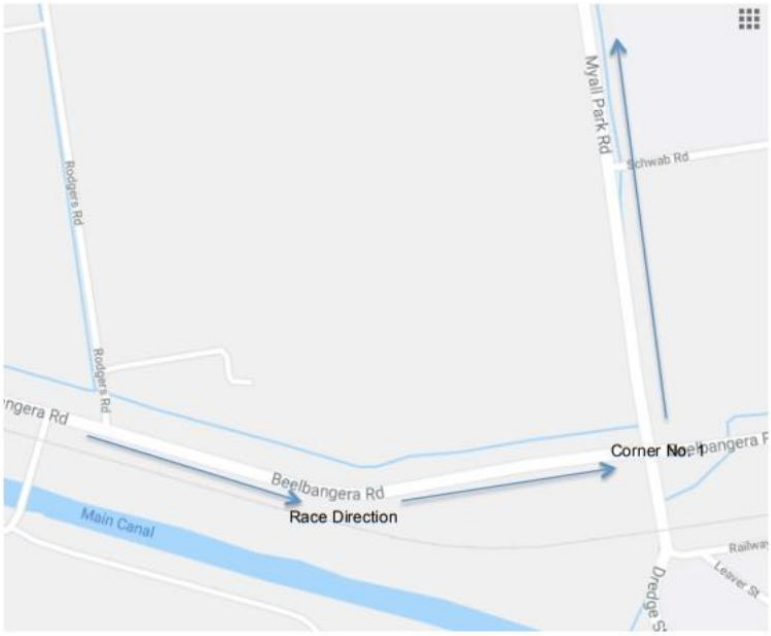
Griffith Cycle Club

Course No.4 – Myall Park

Start Point

Marshalling area for riders is Young Street, Beelbangera
Left turn onto Rankins Springs Road travelling east to join Beelbangera Road towards Yenda

Appendix 1.4C



Griffith Cycle Club

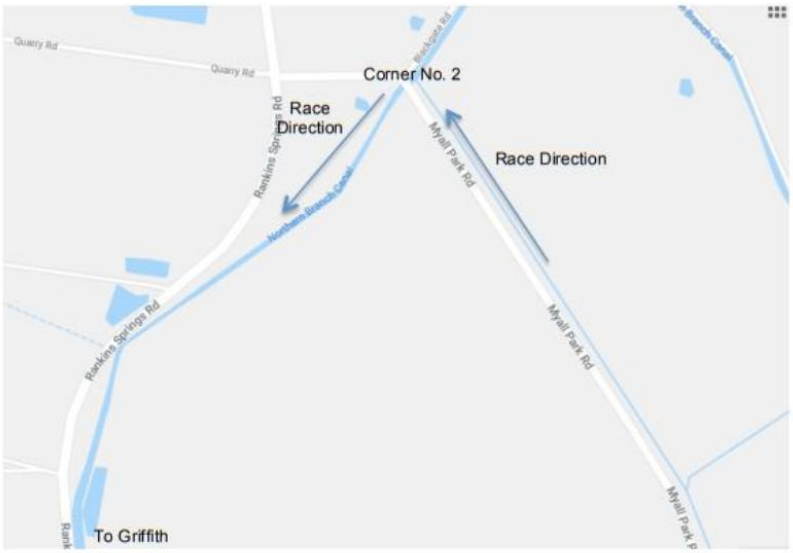
Course No.4 – Myall Park

Beelbangera Road / Myall Park Road Intersection

Corner No.1 - see TCP 5031 for signage

Riders make left hand turn onto Myall Park Road

Appendix 1.4D



Griffith Cycle Club

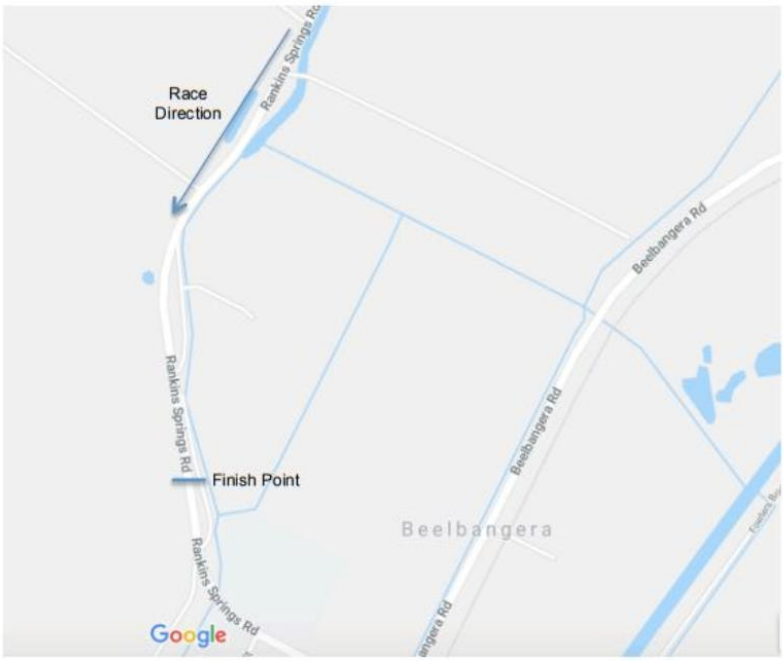
Course No.4 – Myall Park

Myall Park Road / Rankins Spring Road Intersection

Corner No.2 - see TCP 5032 for signage

Riders make left hand turn onto Rankins Spring Road

Appendix 1.4E



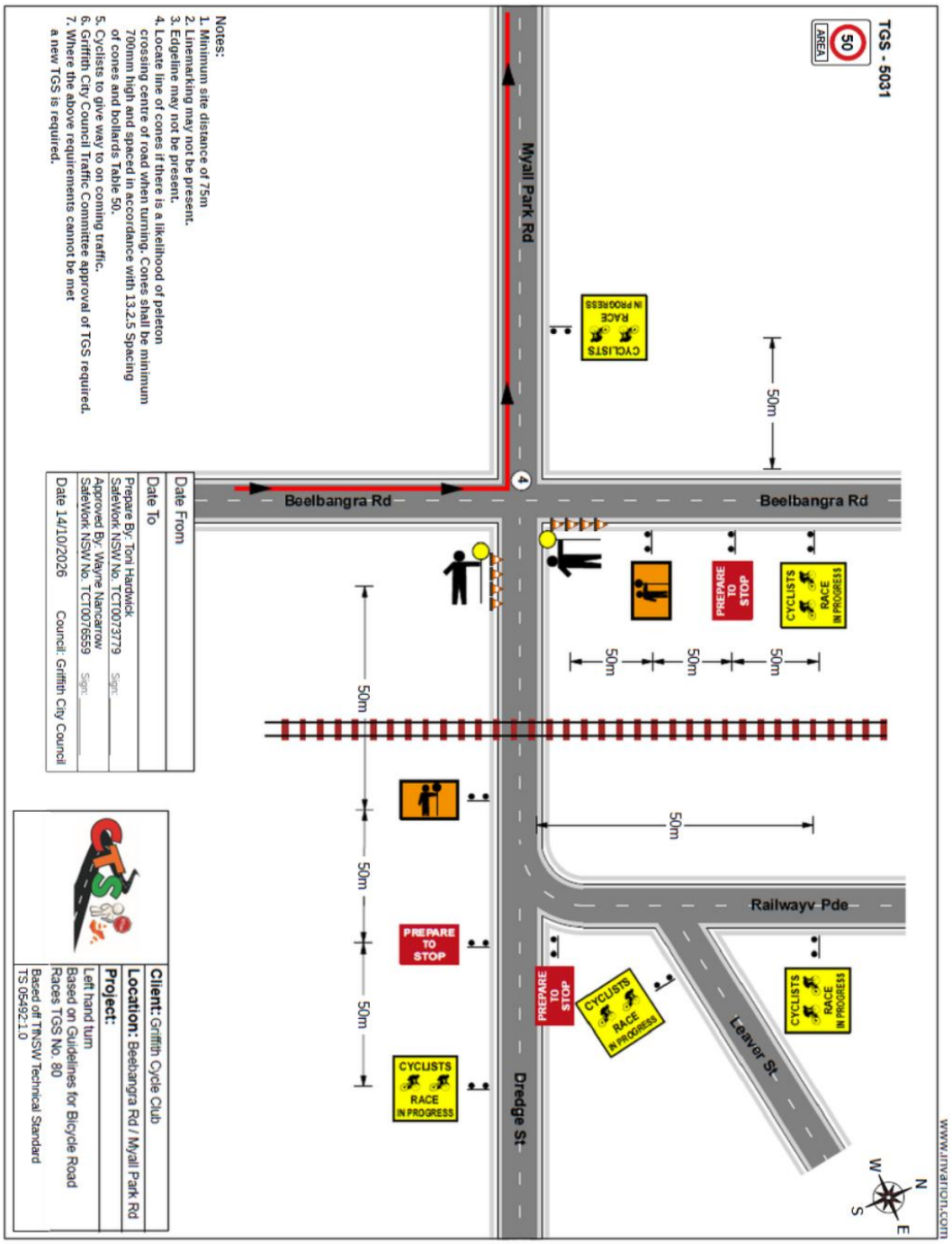
Griffith Cycle Club

Course No.4 – Myall Park

Finish Point

Finish Point located at the 50km ahead signage

Clear view of traffic in both directions


TGS - 5031
50
AREA
Myall Park Rd
Beelbangra Rd
Beelbangra Rd
Railwayv Pde
Dredge St
Leaver St
CYCLISTS RACE IN PROGRESS
PREPARE TO STOP
50m
Notes:
1. Minimum site distance of 75m
2. Linemarking may not be present.
3. Edgeline may not be present.
4. Locate line of cones if there is a likelihood of peleton crossing centre of road when turning. Cones shall be minimum 700mm high and spaced in accordance with 13.2.5 Spacing of cones and bollards Table 50.
5. Cyclists to give way to on coming traffic.
6. Griffith City Council Traffic Committee approval of TGS required.
7. Where the above requirements cannot be met a new TGS is required.
Date From
Date To
Prepare By: Toni Hardwick
SafeWork NSW No. TCT0073779
Approved By: Wayne Narcarrow
SafeWork NSW No. TCT0076559
Date 14/10/2026
Council: Griffith City Council
Client: Griffith Cycle Club
Location: Beelbangra Rd / Myall Park Rd
Project:
Left hand turn
Based on Guidelines for Bicycle Road Races TGS No. 80
Based off TfNSW Technical Standard TS 05492:1.0
www.tfnsw.com

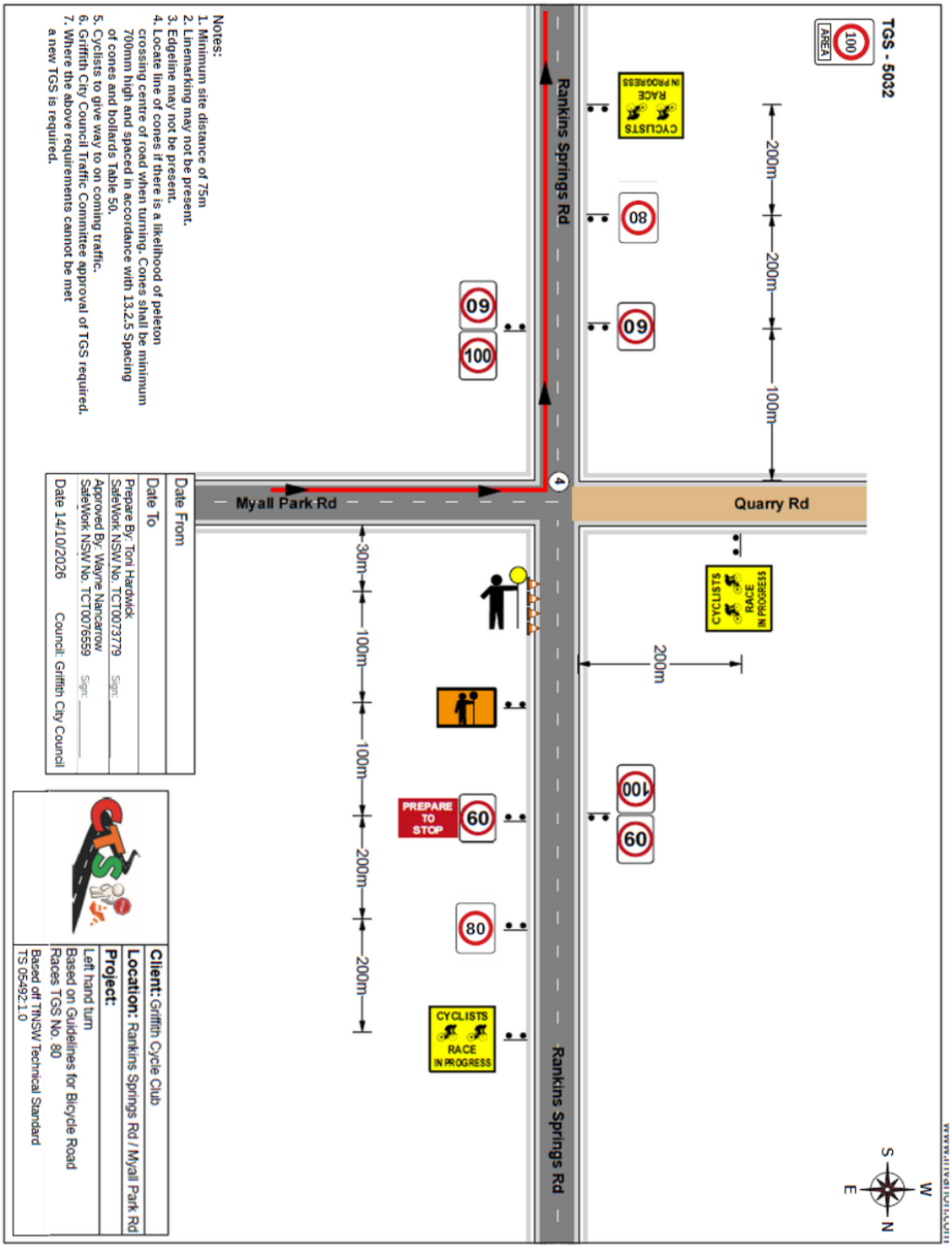

TGS - 5032
100
AREA
Rankins Springs Rd
Myall Park Rd
Quarry Rd
200m
200m
100m
CYCLISTS RACE IN PROGRESS
80
09
100
30m
100m
100m
200m
200m
PREPARE TO STOP
60
Notes:
1. Minimum site distance of 75m
2. Linemarking may not be present.
3. Edgeline may not be present.
4. Locate line of cones if there is a likelihood of peleton crossing centre of road when turning. Cones shall be minimum 700mm high and spaced in accordance with 13.2.5 Spacing of cones and bollards Table 50.
5. Cyclists to give way to on coming traffic.
6. Griffith City Council Traffic Committee approval of TGS required.
7. Where the above requirements cannot be met a new TGS is required.
Date From
Date To
Prepare By: Toni Hardwick
SafeWork NSW No. TCT0073779
Sign:
Approved By: Wayne Nancarrow
SafeWork NSW No. TCT0076559
Sign:
Date 14/10/2026
Council: Griffith City Council
Client: Griffith Cycle Club
Location: Rankins Springs Rd / Myall Park Rd
Project:
Left hand turn
Based on Guidelines for Bicycle Road Races TGS No. 80
Based off TfNSW Technical Standard TS 05492:1.0
S
W
E
N

Table of Required Event Route Signage

Sign Description	Route Location	Size	Qty. at Location
(Course No.4 – Myall Park)			
Cyclist Race in Progress	Dredge Street / Railway Parade TCP No. 5031	B Size Class 1	1
Prepare to Stop	Dredge Street / Railway Parade TCP No. 5031	B Size Class 1	1
Cyclist Race in Progress	Leaver Street / Railway Parade TCP No. 5031	B Size Class 1	1
Cyclist Race in Progress	Railway Parade / Dredge Street TCP No. 5031	B Size Class 1	1
Prepare to Stop	Railway Parade / Dredge Street TCP No. 5031	B Size Class 1	1
Cyclist Race in Progress	Beelbangera Road / Myall Park Road TCP No. 5031	B Size Class 1	1
Prepare to Stop	Beelbangera Raod / Myall Park Road TCP No. 5031	B Size Class 1	1
Cyclist Race in Progress	Myall Park Road / Beelbangera Road TCP No. 5031	B Size Class 1	1
Cyclist Race in Progress	Rankins Springs Road / Myall Park Road TCP No. 5032	B Size Class 1	2
60 Ahead	Rankins Springs Road / Myall Park Road TCP No. 5032	B Size Class 1	2
60 Road Work	Rankins Springs Road / Myall Park Road TCP No. 5032	B Size Class 1	2
Prepare to Stop	Rankins Springs Road / Myall Park Road TCP No. 5032	B Size Class 1	1
Controller Sign	Rankins Springs Road / Myall Park Road TCP No. 5032	B Size Class 1	1
60/100	Rankins Springs Road / Myall Park Road TCP No. 5032	B Size Class 1	2
Cyclist Race in Progress	Quarry Road / Myall Park Road TCP NO. 5032	B Size Class 1	1

Table of Event Traffic Controllers

Control Description	Route Location	Number at Location
(Course No.4 – Myall Park)		
Traffic Controller	Beelbangera Road / Myall Park Road Intersection	2
Traffic Controller	Myall Park Road / Rankins Springs Road Intersection	1
	Total required	**3**

Appendix 2 - Certificate of Insurance Currency

(The Certificate for Public Liability Insurance attached to this document will expire on 28 February 2025. An updated version of the Certificate of Public Liability Insurance will be obtained from AusCycling and provided to all parties on receipt).

MARSH

6 October 2026

TO WHOM IT MAY CONCERN

Marsh Advantage Insurance Pty Ltd
ABN 31 081 358 303
Collins Square
727 Collins Street
Melbourne 3008

1300 130 373
www.marshadvantage.com.au

Certificate of Currency
Public & Products Liability

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this Certificate by email or for any loss, damage or expense thereby occasioned to any recipient.

INSURED	AusCycling Limited
CLUB	Griffith Cycle Club
PERIOD OF INSURANCE	From: 30 September 2026 at 4 PM Local Standard Time (VIC) To: 30 September 2027 at 4 PM Local Standard Time (VIC)
CLASS OF INSURANCE	Public and Products Liability
TERRITORIAL LIMIT	Worldwide, excluding operations domiciled in the United States of America and/or Canada.
JURISDICTION	Australia
LIMITS OF LIABILITY	General Liability $20,000,000 any one occurrence. Products Liability $20,000,000 any one occurrence and the annual aggregate. Errors & Omissions $20,000,000 any one claim and in the annual aggregate.
INTEREST INSURED	Legal Liability to third parties for personal injury and/or property damage (including loss of use of property not damaged) happening during the period of insurance arising out of the business and/or the products and/or errors and ommissions as a result of an occurrence. All charges, expenses, legal and other costs incurred as the result of an Occurrence.
INTERESTED PARTY	N/A

INSURER	**Proportion**	**Policy Number**
Sompo Japan Insurance Inc	$3,000,000	B0509BOWCI2651522
HDI-Global SE Aust	$7,000,000 XS $3,000,000	01816888-14000
Convex Insurance (UK) Limited	$10,000,000 XS $10,000,000	B0509BOWCI2651523

[redacted]
Managing Principal
Marsh Advantage Insurance Pty Ltd

Appendix 3 – Risk Assessment

AusCycling is the governing body for Griffith Cycle Club's road race events. It is a requirement of the AusCycling guidelines for the Chief Commissaire and event organiser/Race Director to conduct a risk assessment for all events. In addition to the risk assessment, The AusCycling Technical Commission requires that all technical regulations be adhered to at all times.

Event Risk Management

There are numerous guides to risk management, including:

AusCycling Technical Regulations (Road) (January 2021)

AS/NZS International Organisation for Standardisation (ISO - 31000:2018)(formerly AS/NZS ISO 31000:2009 and 4360:2004) *Risk Management – Guidelines*

EMA *Emergency Risk Management Applications Guide* (2004)

This document provides the base document for conducting a Risk Assessment.

The main aim of the risk assessment process is to identify any foreseeable or credible risks to the event and participants of the event at the conclusion of the appreciation and planning process.

The Risk Assessment Process

The Risk Assessment described in this document is adapted from the principles of AS/NZS ISO 31000:2018 *Risk Management – Principles and guidelines*. A Risk Assessment is the "overall process of risk identification – risk analysis and risk evaluation". (ISO 31000:2018 page 4)

Though many similarities occur between like events, it is important to the process to evaluate the planning + appreciations undertaken for each event.

The following steps provide a summary of the Risk Assessment process.

Step 1 – Establish Context and Identify Risk

Risk Assessment - The context of the Risk Assessment is based upon identifying any foreseeable or credible Risks to the event and the participants at the conclusion of the appreciation and planning process.

Step 2 – Analyse Risk

The likelihood and consequences of the risk will vary for each event and location. In association with any identified RISKS, Rate the risk using the Qualitative Risk Tables for rating the Likelihood (Table 1) and Consequence (Table 2) for each risk has been either adopted or developed. These ratings are then applied to **Table 3. Qualitative Risk Analysis Matrix** in order to determine the Level of Risk.

Table 1. Qualitative Risk Table – Likelihood Rating Table(1)

DESCRIPTOR	DESCRIPTION				
	Perception	**Anecdotal**	**Factual**	**Opportunism**	**Probability(2)**
Rare	The event/hazard may occur only in exceptional circumstances	N/A	N/A	N/A	Will probably occur less than once in 15 years.
Unlikely	The event/hazard could occur at some time	No recorded incidents or anecdotal evidence	No recent incidents in associated organisations, facilities or communities	Little opportunity, reason or means to occur	Will probably occur with a frequency of at least once in 10 years
Possible	The event/hazard might (or should) occur at some time	Few, infrequent, random recorded incidents or little anecdotal evidence	Very few incidents in associated or comparable organisations, facilities or communities	Some opportunity, reason or means to occur	Will probably occur with a frequency of once in three years
Likely	The event/hazard will probably occur in most circumstances	Regular recorded incidents and strong anecdotal evidence	N/A	Considerable opportunity, reason or means to occur	Will probably occur with a frequency of at least once a year
Almost Certain	The event/hazard is expected to occur in most circumstances	High level of recorded incidents and / or strong anecdotal evidence	Strong likelihood the event will recur	Great opportunity, reason or means to occur	Will probably occur with a frequency of more than once a year

Note 1: The content of this table is consistent with the measures used in the Cycling Australia Road Cycling Events, risk assessment.
This table is adapted from the EMA's *Emergency Risk Management Application Guide* (2004: 53) which is more expansive than both AS/NZS ISO 31000:2018 *Risk Management – Principles and guidelines*.

Table 2. Qualitative Risk Table - Consequence Rating Table

Consequence	FINANCIAL	INTERRUPTION TO SERVICE DELIVERY	REPUTATIONAL	SAFETY	PROPERTY	NATURAL ENVIRONMENT
Insignificant	< $1,000	**< 1 hour** Negligible consequences to goals/strategies of event, disruption to non-essential services	Unsubstantiated, low profile, no news item, issue resolved promptly	No injury	Inconsequential or no damage	No damage
Minor	$1,000 - $10,000	**1 – 3 hours** Threats to efficiency or effectiveness of goals/strategies of event, disruption to non-essential services	Substantiated, low news profile with negative coverage for several days	First Aid treatment	Minor damage	Minimal damage
Moderate	$10,000 - $50,000	**3 hour – 1 day** Reduction of effectiveness of goals/strategies of event, loss of essential services for days	Substantiated, public embarrassment, moderate news profile with negative coverage over several weeks	Medical treatment required	Localised damage rectified by routine arrangements	Some damage, rectified within existing budget
Major	$50,000 - $150,000	**1 week** Inability to achieve goals/strategies of event, loss of essential services for a week.	Substantiated, public embarrassment, high widespread, multiple news profile. Third party action/involvement	Extensive Injuries, hospital admission	Significant damage requiring external resources	Significant damage, significant resources to rectify
Catastrophic	More than $150,000	1 week or more Sustained inability to achieve goals/strategies of event, permanent loss of infrastructure or services	Substantiated, public embarrassment, high widespread multiple news profile. Third party action/involvement, public outcry consistently over weeks.	Death, multiple deaths or permanent disablements	Extensive damage requiring multiple external/internal resources	Extensive damage, fines and/or penalties applied. Multiple resources to rectify

Note 1: The content of this table is consistent with the measures used in the AusCycling Road Cycling Events, risk assessment.
This table is adapted from the EMA's *Emergency Risk Management Application Guide* (2004: 53) which is more expansive than both AS/NZS ISO 31000:2018 *Risk Management – Principles and guidelines*.

Table 3. Qualitative Risk Analysis Matrix – Level of Risk

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

Note: This Risk Matrix has been replicated from the AusCycling Road Cycling Events risk assessment document.
This is an adaptation of IEC/ISO 31000:2018 *Risk Management – Risk assessment techniques* (Figure B15) and EMA's *Emergency Risk Management Applications Guide* (2004: Appendix F).

Table 4. Level of Risk and Possible Courses of Action

LEVEL OF RISK	POSSIBLE COURSES OF ACTION (Event Organiser & Chief Commissaire)
Extreme	Must be dealt with immediately. Event cannot proceed until risk has been reduced
High	Should be dealt with after attending to Extreme level risks. Event Organiser and Chief Commissaire must review the risk assessment, approve the treatment and endorse the risk management plan prior to implementation.
Moderate	Can be dealt with by applying routine procedures.
Low	**May** be accepted but should be monitored periodically to ensure that rating does not change.

Step 3 – Evaluate and Treat Risk
A review of the Likelihood, Consequence and Level of Risk is then conducted in order to determine the Residual Level of Risk after Treatment. This should be compared against **Table 4. Level of Risk and Possible Courses of Action** in order to determine whether this risk requires further attention or not. Generally, risks / hazards which remain 'Significant' or 'High' must be reviewed further.

Step 4 – Monitor and Review
Review the risk treatments in the 'Risk Response' column and confirm:
1. The current controls in place for your event
2. Whether additional controls are warranted (this will be determined on the basis of balancing the costs and efforts of implementation against the additional benefits derived).

Step 5 – Nominate the person/organisation responsible for actioning each risk treatments
The Chief Commissaire and Race Director / Event Organiser must review and acknowledge the risks and treatment actions. The outcomes of the risk assessment are then utilised in the re-development of the Event Plan and associated Documents for the deployment of resources.

It is important for the Race Director / Event Organiser and Chief Commissaire to continue to communicate and consult with stakeholders to monitor any last- minute changes made to the event. At the completion of the event, the risk assessment is to be reviewed in light of any actions arising from event debriefs.

RISK ASSESSMENT

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
ENVIRONMENT & CLIMATE	Contamination • Air • Water	***Unlikely***	***Moderate***	***MODERATE***	• Volunteers/staff and participants to self -manage allergies. • Open air environment with no water source in immediate area.	*Event Organiser*	*Rare* *Moderate* ***LOW***
	Allergens' • Pollens • Food	***Possible***	***Moderate***	***MODERATE***	• Volunteers/staff and participants to self -manage allergies.	*Event Organiser*	*Unlikely* *Moderate* ***MODERATE***
	Natural Disaster • Flood • Heatwave • Electrical storm	***Unlikely***	***Moderate***	***MODERATE***	• Weather forecast to be monitored and reviewed. • Event will be delayed / modified / cancelled in accordance with AusCycling's Heat Policy, • Course inspection to be conducted prior to warm up/course opening. • Hazards to be identified in Officials/volunteers and rider briefing, including any modified riding instructions. • Develop contingency plans for dismantling infrastructure that may be unsafe in the event of high wind/rainfall. • Communications strategy to notify the public of any impacts on event program.	*Event Organiser* *Commissaire*	*Rare* *Moderate* ***LOW***
	Meteorological • Extreme Cold • Extreme Heat • Extreme Rain • Extreme Wind	***Unlikely***	***Moderate***	***MODERATE***		*Event Organiser* *Commissaire*	*Rare* *Moderate* ***LOW***
	Visibility • Fog	***Rare***	***Moderate***	***LOW***	• Event conducted during daylight hours • Course inspection to be conducted prior to warm up, course opened and identify potential hazards	*Event Organiser* *Commissaire*	

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	• Poor lighting				• All Marshalls/Traffic Control will be qualified in approved techniques. • All Marshalls / volunteers / officials to wear approved working on roads vest and use approved signage / traffic direction signs. • All Riders are required to have rear red light visible from no less than 200m • All support vehicles to have headlights on and where possible, flashing roof light and Cycling signage on the front or rear of the vehicle. • Rider / Volunteer / officials briefing to include safe riding techniques in poor visibility conditions • If conditions warrant it, modify the course distance (subject to modifications meeting the approval from relevant authorities), or delay, postpone, or cancel the event	*Traffic Management Team*	
SUPPLY, UTILITIES & SERVICES	• Water supplies	***Rare***	***Moderate***	***LOW***	• Participants will be required to supply their own water / electrolytes.	*Event Organiser*	*Rare* *Moderate* ***LOW***
	• Food Supplies	***Unlikely***	***Moderate***	***MODERATE***	• Participants and volunteers will be required to supply their own food.	*Event Organiser*	*N/A*
	• Waste Removal	***Possible***	***Minor***	***LOW***	• All waste is to be removed from the area at the conclusion of the event and placed in approved waste removal containers. • Participants are to make every attempt to put waste in their pockets whilst racing and take it with them.	*Event Organiser*	*Rare* *Minor* *LOW*

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
INFRASTRUCTURE & EQUIPMENT	• Buildings	***Rare***	***Minor***	***LOW***	• All Marquees must have adequate weighted infrastructure to secure them to the ground. • Course map distributed to participants prior to event. • Course clearly marked and inspected by Chief Commissaire on the day. • Marshalls in attendance at intersections • Course briefing to all officials / volunteers / riders prior to course being opened for warm up and racing. • Hazards and modified riding instructions to be delivered at briefing • All Marshalls will be qualified in approved techniques. • All Marshall's to wear approved working on roads vest and use approved traffic direction signs. • Develop contingency plans for dismantling infrastructure that may be unsafe	*Event Organiser*	*Rare* *Minor* ***LOW***
	• Vehicles	***Likely***	***Major***	***SIGNIFICANT***		*Event Organiser* *Commissaire*	*Unlikely* *Major* ***MODERATE***
	• Plant	***Unlikely***	***Minor***	***LOW***		*Event Organiser* *Traffic Management Team*	*Rare* *Minor* ***LOW***
	• Resources	***Unlikely***	***Minor***	***LOW***		*Event Organiser*	*Rare* *Moderate* ***LOW***
	• Course	***Possible***	***Moderate***	***MODERATE***		*Event Organiser* *Commissaire*	*Unlikely* *Moderate* ***MODERATE***
	• Personal / competitors Equipment	***Possible***	***Major***	***MODERATE***	• Event rider information must outline that it is the riders responsibility to ensure their equipment/bicycle is in good working order. • Rider equipment is to articulated at the rider briefing	*Event Organiser* *Commissaire*	*Unlikely* *Major* ***MODERATE***
INFORMATION SYSTEMS & DOCUMENT MANAGEMENT	• Mobile networks	***Likely***	***Moderate***	***HIGH***	• Mobile coverage is available at this location. • Chief Commissaire to have all Marshall's mobile phone numbers.	*AC* *Event Organiser*	*Rare* *Moderate* ***LOW***
	• Document retention	***Unlikely***	***Minor***	***LOW***	• All hard copy documents are to be placed in one place and given to club official on the day. • Electronic copy of all race documents to be held by Event Management.	*Event Organiser*	*Rare* *Minor* ***LOW***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
POLITIACL & INDUSTRIAL ENVIRONMENT	• Legislation	***Unlikely***	***Moderate***	***MODERATE***	• The event is on an open road and all road rules are to be complied with. • This will be covered in the briefing pre-event.	*Commissaire*	*Rare* *Moderate* ***LOW***
	• Staff (Volunteers)	***Unlikely***	***Moderate***	***MODERATE***	• All staff / volunteers are to be briefed around safety prior to event start. • Any injury/illness to reported to the Chief Commissaire on the day and as soon as reasonably practicable.	*Event Organiser* *Commissaire*	*Unlikely* *Moderate* ***MODERATE***
	• Complaints against officials / competitors	***Unlikely***	***Moderate***	***MODERATE***	• All complaints are to be dealt with in accordance with the AusCycling Technical Regulations. • All Complaints must be handled with dignity and professionalism. • The event is Sanctioned by AusCycling which includes Public Liability covering the event and all officials • All Participants register which requires them to abide by the code of conduct • All participants must have a race license which covers them via public liability.	*Commissaire*	*Unlikely* *Moderate* ***MODERATE***
DELIBERATE ACTS	• Fraud	***Rare***	***Minor***	***LOW***	• Online entries are set up and must be completed prior to the day of racing • Where possible, race entries fees to be collected on the day of the event via mobile EFTPOS. Minimal cash money held on site.	*Event Organiser*	*Rare* *Minor* ***LOW***

	• Mass Casualty	***Unlikely***	***Major***	***MODERATE***	• Lead and follow cars to have flashing lights and drive to the conditions and being respectful to other road users. • All roads are managed by qualified Traffic Marshalls	*Event Organiser* *Commissaire* *Medical staff*	*Unlikely* *Major* ***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
HUMAN RESOURCES	• Staffing (including Volunteers)	***Unlikely***	***Moderate***	***MODERATE***	• All Staff / volunteers will be rostered well in advance • Traffic Marshalls / traffic control will control all intersections around the courses	*Event Organiser*	*Rare* *Moderate* ***LOW***
	• Specialist skills (Commissaire's)	***Unlikely***	***Moderate***	***MODERATE***	• All Officials must hold appropriate qualification and have them on their person at the time of the event. • All officials working on roads must wear approved working on roads vest/jacket.	*Event Organiser* *Commissaire*	*Rare* *Moderate* ***LOW***
	• Traffic Marshalls	***Unlikely***	***Moderate***	***MODERATE***	• All Traffic Marshalls must have attended appropriate training	*Event Organiser* *Traffic Management Team*	*Rare* *Moderate* ***LOW***
EVENT SPECIFIC INCIDENTS (crash, accident etc)	• Event participants riding into pedestrians	***Possible***	***Moderate***	***MODERATE***	• Event signage placed around race circuit in high risk and high pedestrian traffic areas • Pedestrian crossing points to be regulated by qualified marshals • Safety briefing to be delivered to all event participants, volunteers and staff. • Mobile medical staff to travel around the race circuit	*Event Organiser* *Traffic Management Team*	*Unlikely* *Moderate* ***MODERATE***
	• Vehicles and event participants colliding when vehicles enter race circuit	***Possible***	***Moderate***	***MODERATE***	• Safety briefing to be delivered to all event participants, volunteers and staff prior to entering the race circuit. • Traffic management plan to clearly identify entry/exit points for vehicle separate to event participants.	*Event Organiser* *Commissaire*	*Unlikely* *Moderate* ***MODERATE***
	• Injury caused to Event Participants /	***Likely***	***Moderate***	***HIGH***	• Follow Cars and event staff / volunteers to report	*Commissaire*	*Possible* *Moderate* ***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	support staff due to fall / or colliding				any unsafe practices to the chief Commissaire • Chief Commissaire will disqualify and remove riders for misconduct • All Event staff / volunteers must be either an authorised traffic Marshall, Commissaire or experienced in working with bicycle racing.		
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Caused by hazard / obstacle on race circuit	***Likely***	***Moderate***	***HIGH***	• Course clearly marked and inspected by Chief Commissaire on the day prior to course being opened. • Marshalls in attendance at intersections • Course briefing to all officials / volunteers / riders prior to course being opened for warm up and racing. • Hazards and modified riding instructions to be delivered at briefing • Follow cars and officials to report any significant changes to course conditions to Chief Commissaire.	*Event Organiser Commissaire*	*Possible Moderate* ***MODERATE***
	• Unexpected traffic conditions / increase in traffic volume, adversely impacting the event	***Possible***	***Moderate***	***MODERATE***		*Event Organiser Commissaire*	*Unlikely Moderate* ***MODERATE***
					• Group sizes and number of groups to be capped or race timings • Registrations restricted with a close date 1 week prior to event • Event Schedule to be published once registrations are finalised • Event Schedule to be changed if necessary • Course briefing to clearly articulate that groups are not to pass unless safe to do so • No passing is to occur if unsafe to do safe		
	• Merger of groups or overtaking due to inadequate gaps between groups or too many groups on course at one time	***Likely***	***Moderate***	***HIGH***		*Event Organiser Commissaire*	*Possible Moderate* ***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	• Inadequate skill / fitness level causing risk to other participants	***Possible***	***Moderate***	***MODERATE***	• Course briefing to clearly advise participants that if they are lapped or showing signs of fatigue they may be removed from the course, refusal to exit the course will result in penalties • Follow cars are to communicate with all riders that fall of the back to ensure they are ok • SAG wagon to communicate with all dropped riders and to pick them up if showing signs of fatigue / requiring assistance	*Event Organiser Commissaire*	*Unlikely Moderate* ***MODERATE***
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Race circuit / venue not suitable for the broad ability / skill level of all participants	***Likely***	***Moderate***	***HIGH***		*Event Organiser Commissaire*	*Possible Moderate* ***MODERATE***
	• Participants and/or staff/volunteers travelling in the opposite direction to the flow of the race	***Possible***	***Minor***	***LOW***	• Course clearly marked and inspected by Chief Commissaire on the day prior to course being opened. • Marshalls in attendance at intersections • Course briefing to all officials / volunteers / riders prior to course being opened for warm up and racing. • Event vehicles to follow participants and offer direction if required.	*Event Organiser Commissaire*	*Unlikely Minor* ***LOW***
	• Follow vehicles follow too close to the rear of the event participants or	***Possible***	***Moderate***	***MODERATE***	• Drivers to be briefed on their role and reminded of safe follow distances • Follow and lead vehicle drivers to be experienced	*Event Organiser Commissaire*	*Unlikely Moderate* ***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
	other vehicles				in the role		
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Event vehicles or public vehicles passing other vehicles / riders too close or without adequate visibility to oncoming traffic	***Possible***	***Major***	***HIGH***	• Drivers to be briefed on their role and reminded of safe follow distances • Follow and lead vehicle drivers to be experienced in the role • Drivers are to ensure safety is the main objective, not position within the race • Event officials to report any unsafe behaviour to the chief Commissaire and race director	*Event Organiser Commissaire*	*Unlikely Major* ***MODERATE***
	• Participants are left stranded out on course	***Unlikely***	***Moderate***	***MODERATE***	• Rider returns are cross referenced with start and finish lists • Non accounted for riders to be contacted personally to ensure their location	*Event Organiser Commissaire*	*Rare Moderate* ***LOW***
	• Dehydration or inadequate nutrition leading to fatigue / disorientation	***Possible***	***Major***	***HIGH***	• Participants generally self-manage • Participants will briefed prior to commencement of the race that they will be removed from the course if showing signs of fatigue • Follow cars and support vehicle personnel to keep an eye on riders that are displaying signs of	*Event Organiser Commissaire*	*Possible Major* ***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
					fatigue and verbally make contact with them and ask them to remove themselves from the course and wait for the SAG wagon.		
EVENT SPECIFIC INCIDENTS (crash, accident etc) continued.	• Unauthorised event vehicles entering the race circuit	***Possible***	***Moderate***	***MODERATE***	• Residents will be aware of the event due to event signage. • Participants and event vehicles to be briefed as to what to do if a vehicle gets mixed up with the race convoy/caravan	*Event Organiser* *Commissaire* *Traffic Management Team*	*Unlikely* *Moderate* ***MODERATE***
	• Hostile vehicle entering race circuit with deliberate intent to cause harm	***Rare***	***Catastrophic***	***MODERATE***	• Event staff to not engage with hostile vehicle and immediately call police • All racing is to immediately stop	*Event Organiser*	*Rare* *Catastrophic* ***MODERATE***
	• Emergency Vehicle access/egress	***Possible***	***Moderate***	***MODERATE***	• Event Vehicles and participants must move to the side of the road to allow free movement of emergency vehicles	*Event Organiser* *Commissaire* *Traffic Management*	*Unlikely* *Moderate* ***MODERATE***

Source of Risk	Area of impact	Likelihood of Occurring	Consequence to Operation	Level of Risk to Operation	Risk Treatment Actions	Action by	Residual Level of Risk
					• Traffic Marshalls to be briefed on procedures in the event emergency vehicles are to enter the circuit • Emergency vehicles have precedence over the event • Communication to all event personnel must be clear and concise.	*Team*	

Griffith City Council OUTSTANDING ACTION REPORT

TITLE **Outstanding Action Report**

TRIM REF **26/133790**

RECOMMENDATION

The report be noted.

ATTACHMENTS

(a) Outstanding Action Report ⇩ 110

Local Traffic Forum Outstanding Action Report 10 November 2026				
Date of Meeting	**Item**	**Action/Recommendation**	**Officer**	**Comment**
13 October 2026	**General Business - Safety Concerns - Griffith Show**	The Chair requested that a letter be sent to the Showground Trust and event organisers outlining the concerns and seeking improved traffic management and pedestrian safety measures for future events.	**Phil King**	
11 August 2026	**Business Arising - Boorga Road and Jones Road intersection**	It was agreed that staff would investigate updating or upgrading the rumble strips and provide accident data for the intersection to inform any future safety improvements.	**Phil King**	**06/10/2026:** Assessment undertaken. Upgrade of rumble strips to full width of traffic lane. To be referred to Works Department. **13/10/2026:** Further investigation into alternative safety treatments to be undertaken, including vehicle-activated flashing signage, to improve driver awareness and reduce the risk of crashes. **13/10/2026:** Rumble strips across the travel lane have as per previous designs been recommended.
14 July 2026	**General Business – Lenehan Road/Banna Avenue**	Mr Balind discussed the Lenehan Avenue/Banna Avenue intersection. Ms Cheshire advised the matter has previously been investigated, including CCTV monitoring. Ms Cheshire noted that a left-in/left-out treatment had been considered but may simply relocate the safety risk and will be referred to the technical team for further investigation, with Council to provide additional information on heavy vehicle movements to assist in identifying suitable treatment options.	**TfNSW / Greg Balind**	**11/08/2026:** Staff to undertake further investigation, review previous concept plans and prepare a report for a future meeting outlining potential options and their impacts. **06/10/2026:** Ongoing **13/10/2026**: TfNSW advised that funding was available for delivery, but the design had not yet been confirmed.

14 July 2026	**Business Arising – Intersection Merrigal Street / Griffin Avenue**	Council raised concerns about ongoing crashes at the Merrigal Street and Griffin Avenue (Kidman Way) intersection and requested an update on the previously proposed safety upgrade, which had been withdrawn from the Safer Roads portal. Mr Balind will provide Transport for NSW with previous design information and correspondence for review. Ms Cheshire advised that the matter can be assessed through the regional integration process and referred to the technical team to investigate potential solutions.	**TfNSW**	**31/07/2026 :** Email sent to TfNSW on 29 July 2026 to provide update at August Traffic Forum. **11/08/2026:** Previous concept designs prepared, but no funding secured to progress them. The issue remains a concern and available options should continue to be considered as funding opportunities arise. **06/10/2026:** TfNSW to update the committee. **02/11/2026:** TfNSW to update the committee.
14 April 2026	**Biggest Lap Traffic Control**	Councillor O'Grady advised the Forum that traffic management for the event is in progress. My Balind advised a deadline of 5 June had been set for the submission.	**Greg Balind**	**24/04/2024:** Traffic control pending. **06/07/2026:** TGS and TMP received Friday (night) 3 July 2026. Numerous documents remain outstanding. Insufficient details/time to present to the July TF meeting. **14/07/2026:** Deferred to the next meeting, pending assessment of the late and incomplete documentation and the outstanding documentation being provided in a timely manner. **31/07/2026:** No further information provided by the applicant. DA referred back to the applicant for additional information. Valid CoC submitted and is on hand. **11/08/2026:** DA still being finalised, with revised plans

				expected to be submitted shortly. **06/10/2026:** ROL received relating to Banna Avenue. ROL for Griffin Avenue and Benerembah Street (both Kidman Way) not received. **13/10/2026**: No ROL for Griffin Avenue and Benerembah Street - TfNSW to follow up. **02/11/2026**: TfNSW to update the committee.
08 July 2025	**Business Arising – Probert Avenue Car Park**	Councillor Napoli noted the bushes have been trimmed but there are still concerns about safety at the intersection Probert Avenue and Macarthur Street. Could something be done to improve safety? Mr Carrozza advised that a roundabout concept has been designed previously and he will bring the design to the next meeting for the Committee's information and further investigation.	**Jason Carrozza**	**25/08/2025:** 2009 design to be tabled. Updated design on forward project list. **09/09/2025:** Old design tabled, not suitable for current requirements. New design request raised with design team and presented to the Committee once drafted. **11/11/2025:** On the design list. **31/07/2026:** Concept design completed. **11/08/2026:** Revised design to be presented at the September meeting. **13/10/2026**: Designs tabled. Updated traffic counts and time-based traffic data to be obtained to better understand traffic volumes and patterns throughout the day and inform further consideration of the options.

10 June 2025	**General Business – Altin Street Traffic**	Councillor O'Grady raised safety concerns about traffic around the bend in Altin Street with the grassed area in the middle. It was previously suggested at a Council Workshop to either turn the island into a car park or use one way traffic around it to ease congestion. A tarred carpark was considered too expensive but maybe gravelling could be looked into? Mr Carrozza said staff could look into some design options and costings and report back to the Committee.	**Jason Carrozza**	**11/06/2025:** Added to design list. **28/11/2025:** Concepts completed. To be tabled at February meeting. **10/02/2026:** Design options tabled and discussed – one way traffic around island, gravelling island for parking. To remain on OAR. **14/04/2026:** Budget bid submitted, proposed to be staged – next FY focus on planning & collection of traffic data, possible implementation to be scheduled for 2027-28, subject to budget availability. **12/05/2026:** Councillor O'Grady asked if staff could undertake preliminary investigations for traffic counts, design options and consultation with nearby businesses regarding potential improvements to the Altin Street area. **13/10/2026**: Designs tabled, referred to Councillor Workshop.
10 December 2024	**Intersection Hillside Drive / Slopes Road**	Councillor O'Grady advised he has been told that there are concerns about trucks leaving Tharbogang Landfill travelling down Hillside Drive and not giving way to cars travelling along Slopes Road at 100 km/h, could there be a stop sign installed instead? Mr Minehan noted that warrants based on sight distance must be met for a stop sign to be considered. He said he will inspect the intersection before the next Traffic Committee meeting for further discussion.	**Greg Minehan**	**11/02/2025:** TfNSW yet to inspect the site. **11/03/2025:** Mr Minehan advised the area has been inspected and the review is next on the list after Murrumbidgee Avenue is installed. **11/11/2025:** Slopes Road can be approved as part of a

				current Development Application (landfill.) **28/11/2025:** Audit pending. **11/12/2025:** Road Safety Audit conducted. **14/04/2026:** Review complete, going through approval process. **06/07/2026:** Advice from TfNSW of new speed limit. Council to provide quote to TfNSW for sign installation. **31/07/2026:** Request for quote yet to be received from TfNSW. **13/10/2026:** Design to be tabled at the next meeting.
4 April 2023	**General Business – Mackay Avenue / Macedone Road Intersection**	Councillor Napoli noted there have been concerns in the community about the safety of the intersection, with Mr Balind stating that the combination of the channel, railway corridor and state road was making a solution difficult to design. The Committee agreed to revisit the draft realignment design from several years ago and bring back for comment.	**TfNSW**	**15/05/2023:** Concepts have been referred to Council's Design Team taking into account feedback from TfNSW. **15/08/2023:** Ongoing. **09/07/2024:** Mr Rizzo noted that as a result of the Mackay Avenue footpath construction, vegetation cleanup in the area has significantly improved sight distance from Macedone Road to Mackay Avenue. **27/08/2024:** This will be an ongoing item for the Action Report. **10/09/2024:** Mr King noted the intersection looked tidier after the Yoogali pathway upgrade. **08/07/2025**: Councillor Napoli noted the linemarkings have not been refreshed yet and

				they are not visible at all. Mr Balind said he has sent through the request and will follow up. **09/09/2025**: Linemarking funded and to be scheduled. **10/02/2026**: Mr Minehan to check if the intersection is on Transport priority list.
13 December 2022	**Speed Zone Reviews**	**Speed Zone Reviews outstanding for the following roads/streets:** Slopes Road (March 2022) Abattoir Road (29 May 2024) Murphy Road (03/03/2025) Mallinson Road/Abattoir Road (17/04/2025) Murphy Road/Jack McWilliams Road Hanwood (12/08/2025.) McCarthy Road Lake Wyangan (14 April 2026) **10/06/2025: Update from TfNSW:** • Slopes Road – inspected, to be announced. **8/07/2025:** All new speed zone projects are currently on hold, except for the ongoing work on Murrumbidgee Avenue and Beaumont Road, which still requires installation of two missed signs on Beaumont Road. **09/09/2025:** Council has delegation to implement temporary speed zones which may be used as an interim safety measure. Mr Sheales to take Council's concerns and proposals back to the department and provide a response. **11/11/2025:** Mr Minehan advised the 80km/h speed zone on Slopes Road can be approved as part of a current DA in the area. Councils may consider Transport to manage assessments via the speed zone portal, with Council responsible for signage installation once approvals are granted. To be	**Transport NSW**	

		discussed with Director Infrastructure & Operations. **10/02/2026:** Murrumbidgee Avenue installed. Priority to Slopes Road. **06/07/2026:** Advice from TfNSW of new speed limit. Council to provide quote to TfNSW for sign installation. **14/07/2026**: The Committee noted the progress of speed zone reviews and agreed that the timing of the Mallinson Road and Abattoir Road works will be monitored so the speed zone review can be prioritised once construction is complete. **11/08/2026**: Council staff to arrange a meeting with the relevant Transport for NSW representatives to discuss outstanding speed zone reviews and priorities. Mallinson Road and Abattoir Road were identified as key locations requiring attention. **02/11/2026**: Meeting held with TfNSW representative 02 September 2026. Advice was speed zone assessments would now progress in a more timely manner.		