

Attachment 1

EAT Application 2021



October 26th 2020

Mr Peter Newton

Bega Valley Local Traffic Committee
C/- Bega Valley Shire Council
PO Box 492
Bega NSW 2550

Dear Peter

We seek to gain approval from the Local Traffic Committee to hold the Eat Festival again in 2021. Please find below some details about the event as per your guidelines.

The festival is to be held on **Sunday March 7th 2021 from 10.00am to 2.00pm**

The Eat Festival is an annual food festival celebrating local produce & chef talent within the Sapphire Coast. The event is held outdoors on Merimbula's Fishpen.

Anthony Osborne is the primary contact for organisation of the event. He can be contacted via email on eat@sapphirecoast.com.au or via phone on 0428 243 539.

We have had a delay with our submission documents but I wanted to at least send you through the traffic control plan and transport management template in the hope that the event could be tabled at the next traffic committee meeting. As soon as we are able to finalise the Use of Public Land and the PL Insurance document I will send them through.

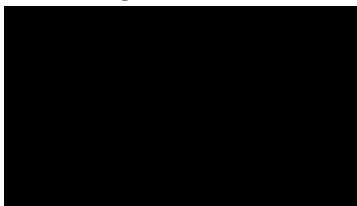
Documents attached:-

Traffic Control Plan (inc map)

Special Event Transport management plan template

Should you have any queries please do not hesitate to contact us directly.

Kind regards



Anthony Osborne

Please print clearly in **BLOCK LETTERS** with a black pen.
 Ensure all fields have been filled out correctly.
 Please tick ☒ the appropriate boxes.
 Once your application is received a Council Officer will contact you if further information is required.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below. Please do not send payment with this application.

1 Applicant details

Organiser's name	Anthony Osborne		Position	Committee Member
Organisation name	The EAT Fellowship Incorporated			
Postal Address	2/45 Toallo Street Pambula			Postcode 2549
Phone	Business	[REDACTED]	Home	[REDACTED]
			Mobile	[REDACTED]
Email address	eat@sapphirecoast.com.au			
Contact during event	Anthony Osborne			Phone [REDACTED]

2 Important information

1. Confirmation of event	I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.
2. Public Liability insurance	I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.
3. Fees and charges	I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.
4. Application due dates	<ul style="list-style-type: none"> If a complying event and no road closure is required – at least 60 days before the event. If a complying event and road closure up to 24 hours is required – at least 90 days before the event. If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event. <p>Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.</p>
5. Public notification	If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

3 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant

[REDACTED]

Date **4 / 11 / 20**

Privacy & Personal Information Protection Notice

Purpose of collection: To register or modify a premises | **Intended recipients:** Council staff and approved contractors of BVSC | **Supply:** required for the regulation of registered premises | **Access/ correction:** Council staff or Freedom of Information requests | **Storage:** Council's record management systems and archives

OFFICE USE ONLY



Code 267

Application Fee \$676.00

Allocation W5098.1102.1135

CS staff

[REDACTED]

Receipt date

[REDACTED]

4 Event details

Name of event	EAT Merimbula		Date/s of event	March 7, 2021
Time of event	From 10am	To 2pm	Estimated no. of attendees	3000
	Set up date / time 7am		Pack up date / time 4pm	
Location of event	Fishpen Peninsula, Merimbula		Specified area	Foreshore, prt of rpad and roadclosure use
Are you raising funds as part of this event?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Beneficiary details	
Are you charging an admission / entry fee?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		If yes, how much	
Description of event	Food festival celebrating local produce and chef talent of the Sapphire Coast			

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc ☒ Yes ☐ No, please proceed to section B
Depending on the size and nature of the structure, a development application may be required.

Number of structures	25	size of structures	3X3 / 3X6	Description of structures	Temporary marquees
Owner of the structures	respective stall holders				
Name of person erecting the structures	respective stall holders				

b) Waste management

Will you require additional waste management services? ☒ Yes ☐ No, please proceed to section C
All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does your event require portable toilets?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please proceed to section D
Please provide contact details of contractor for portable toilets	South Coast Hire - Chris - 0407 459 640
Have you arranged for the servicing of the toilets?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.	

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue? ☐ Yes ☐ No
If yes, please provide details of proposed use **Electricity box - usually put at sewer pump**

e) Water provision

Has provision been made for access to drinking water? ☒ Yes ☐ No
Where can patrons access drinking water free of charge at the event? **Water can be purchased at the event**

f) First Aid provision

Have First Aid arrangements been made?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain why	
No of First Aiders on-site	2	No of First Aid posts
Have you advised the local hospital of your event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

g) Security

Have security arrangements been made?

☐

Yes

☒

No, please explain why

Not required

Security Company

Contact no

Have you requested the presence of local Police at your event?

☐

Yes

☒

No

h) Road closures

Is a road closure required for this event?

☐

Yes

☐

No, please proceed to section I

Street name

Fishpen Road

Suburb

Merimbula

Section to be closed

Btw Marine Pde & Calendo Crt

Purpose

Free movement of pedestrians

Date/s

From

7am

am/pm on

7 /3 / 21

to

5pm

am/pm on

7 /3 / 21

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

Note:

- A Traffic Management Plan is necessary with Road Closure Applications

- All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided?

☒

Yes

☐

No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Overflow parking at Merimbula Boat Ramp

Have public transport arrangements been made?

☐

Yes

☒

No

j) Food / alcohol

Are you proposing to provide food?

☐

No

☒

Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol?

☐

No

☒

Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls?

☐

No

☒

Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application

k) Amplified sound

Are you proposing to use amplified sound?

☐

Yes

☒

No, please proceed to section L

Type of sound eg band

Style of music

Time

Start

Duration

Amplification system

l) Amusement devices

Are you proposing to have amusement devices?

☐

Yes

☒

No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics?

☐

Yes

☒

No

Pyrotechnics supplier

Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

n) Additional comments

Please add additional comments/notes below if required.

EAT Merimbula is held on the grassy foreshore area of Fishpen Road each year. This year we wish to close the road again between Marine Parade and Calendo Court - this will have a minimal effect on traffic being able to get in and out of the area. Temporary stalls will be erected on the grass area with a couple set up on the road closure area

Checklist

Please ensure the following items are included when submitting your application form

- ☐ Completed and signed application form
- ☐ Site plan – showing the location of all facilities and provisions available on site (sections a to m)
- ☐ Waste Management Plan
- ☐ Public Liability Certificate of Currency for at least \$20 million coverage

The following items may be required when submitting your application form

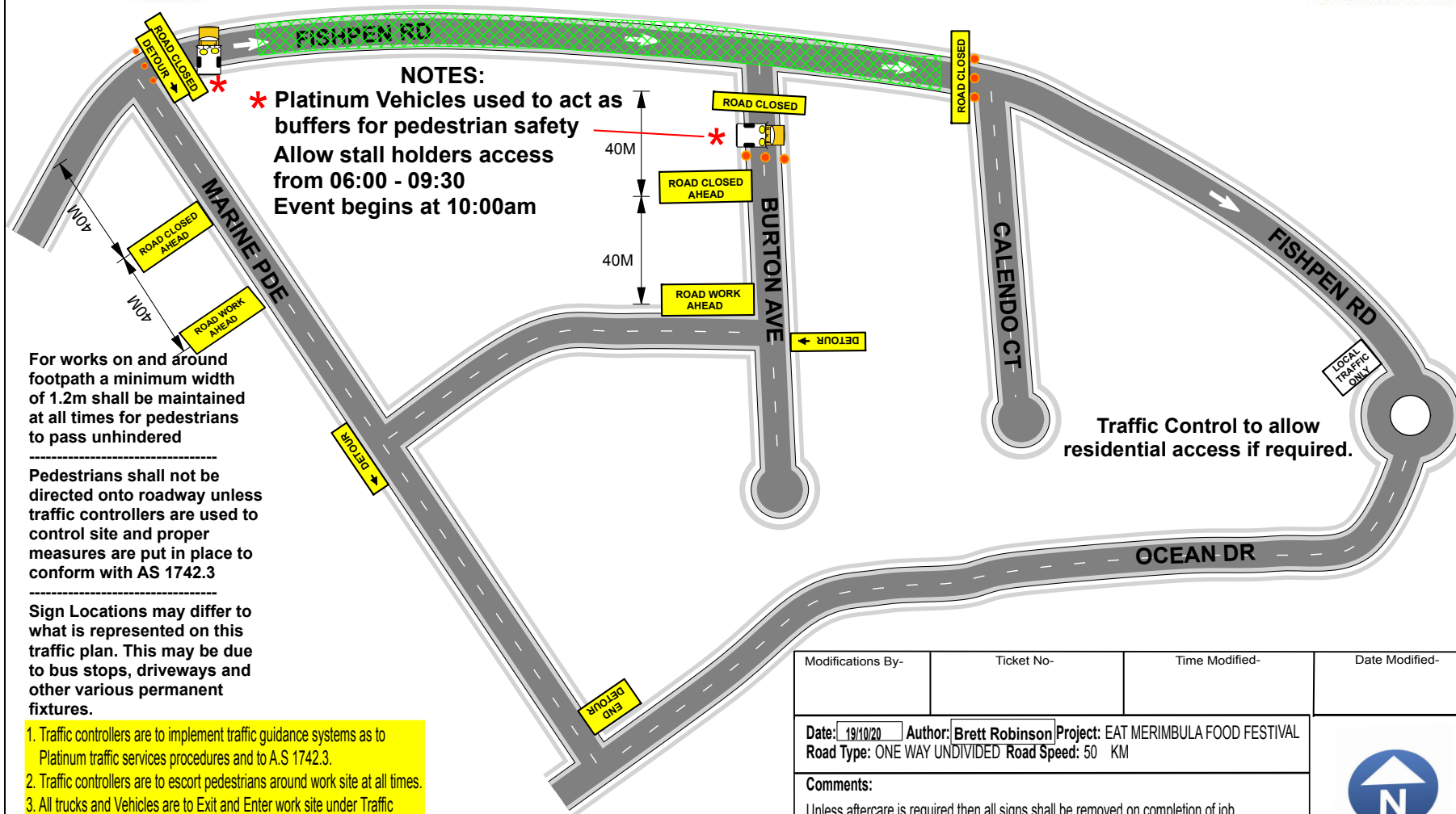
- ☐ Traffic Management Plan
- ☐ Temporary Food Stall application form
- ☐ Mobile Food Vending application form
- ☐ Place of Public Entertainment form
- ☐ Fireworks – WorkCover Licence
- ☐ Copy of Liquor Licence
- ☐ Risk Assessment (larger scale events)





EAT Merimbula Food Festival

Sunday 7th March 2021

06:00 - 17:00



Modifications By-	Ticket No-	Time Modified-	Date Modified-	Plan No- BR 0603
Date: 19/10/20 Author: Brett Robinson Project: EAT MERIMBULA FOOD FESTIVAL Road Type: ONE WAY UNDIVIDED Road Speed: 50 KM				Prepared & Designed by Brett Robinson Cert No 0033302134 
Comments: Unless aftercare is required then all signs shall be removed on completion of job. Sign distances may vary due to obstructions, driveways etc. This TCP based on RMS TCP's 83,61,.57				

This plan shall be setup in accordance with AS 1742.3-2009 and Traffic Control Devices at Worksites The RTA "Traffic Control at Worksites Manual V4"
 PLATINUM takes no responsibility for the implementation of this TCP when not directly involved in carrying out the subject works

Special Event Resources

Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

1. EVENT DETAIL

1.1. Event Summary

Event Name: EAT Merimbula

Event Location: Fishpen Road, Merimbula

Event Date: 7/3/21 Event Start Time: 10.00am Event Finish Time: 2.00pm

Event Setup Time: 7.00am Event Pack down Finish Time: 5.00pm

Event is ☒ off-street ☐ on-street moving ☒ on-street non-moving

Event is ☐ held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: EAT Committee

Phone: [REDACTED] Fax: [REDACTED] Mobile: [REDACTED]

Email: eat@sapphirecoast.com.au

Event Management Company (if applicable):

Phone: Fax: Mobile:

Email:

Police: Merimbula Police

Phone: 6495 1366 Fax: Mobile:

Email:

Council: Bega Valley Shire Council

Phone: 6499 2222 Fax: Mobile:

Email:

Transport Management Centre
(if Class 1 – Sydney Metropolitan Area):

Phone: Fax: Mobile:

Email:

Roads & Maritime Service
(if Class 1 – regional NSW and Class 2 event):

Phone: Fax: Mobile:

Email:

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

1.3. Brief description of the event (one paragraph)

2. RISK MANAGEMENT TRAFFIC

<div>Class 1</div> <div>Class 2</div> <div>Class 3</div>	2.1. Occupational Health & Safety – Traffic Control
	<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
	2.2. Public Liability Insurance
	<input type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	2.3. Police
	<input type="checkbox"/> Police written approval obtained
	2.4. Fire Brigades and Ambulance
	<input checked="" type="checkbox"/> Fire brigades notified <input checked="" type="checkbox"/> Ambulance notified

3. TRAFFIC & TRANSPORT MANAGEMENT

<div>Class 1</div> <div>Class 2</div> <div>Class 3</div>	3.1. The route or location
	<input type="checkbox"/> Map attached
	3.2. Parking
	<input type="checkbox"/> Parking organised – details attached
	<input checked="" type="checkbox"/> Parking not required
	3.3. Construction, traffic calming and traffic generating developments
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4. Trusts, authorities or Government enterprises
	<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
	<input checked="" type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
	3.5. Impact on/or Public Transport
	<input type="checkbox"/> Public transport plans created - details attached
	<input checked="" type="checkbox"/> Public transport not impacted or will not impact event
	3.6. Reopening roads after moving events
	<input type="checkbox"/> This is a moving event - details attached.
<input checked="" type="checkbox"/> This is a non-moving event.	
3.7. Traffic management requirements unique to this event	
<input checked="" type="checkbox"/> Description of unique traffic management requirements attached	
<input type="checkbox"/> There are no unique traffic requirements for this event	
3.8. Contingency plans	
<input type="checkbox"/> Contingency plans attached	

Class 1

Class 2

3.9. Heavy vehicle impacts

- ☐ Impacts heavy vehicles – RMS/TMC to manage
- ☒ Does not impact heavy vehicles

3.10. Special event clearways

- ☐ Special event clearways required - RMSTMC to arrange
- ☒ Special event clearways not required

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

Class 1

Class 2

Class 3

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

- ☐ Plans to minimise impact on non-event community attached
- ☒ This event does not impact the non-event community either on the main route (or location) or detour routes

4.2. Advertise traffic management arrangement

- ☒ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- ☐ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- ☐ No road closures, restrictions or special event clearways - advertising not required

4.3. Special event warning signs

- ☐ Special event information signs are described in the Traffic Control Plan/s
- ☒ This event does not require special event warning signs

4.4. Permanent Variable Message Signs

- ☐ Messages, locations and times attached
- ☒ This event does not use permanent Variable Message Signs

4.5. Portable Variable Message Signs

- ☒ The proposed messages and locations for portable VMS are attached
- ☒ This event does not use portable VMS

5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.
-

6. APPROVAL

TMP Approved by: _____ Event Organiser _____, Date _____

7. AUTHORISATION TO *REGULATE TRAFFIC

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

Regulation of traffic authorised by: _____ Council _____, Date _____

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

Regulation of traffic authorised by: _____ RMS/TMC _____, Date _____

** "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.*

Special Event Planning & Resource Matrix

Event Class	Description	Features	Examples	Lead Times for Agency Approval	Police Fees	Council Fees	RMS/TMC Fees
1	A Class 1 Event <ul style="list-style-type: none"> Impacts major traffic & transport systems disrupts the non-event community over a wide area requires the involvement of Police or more Councils and the RMS/TMC. requires detailed Transport Management Plan requires advertising the event's traffic aspects to a wide audience 	A Class 1 event may <ul style="list-style-type: none"> be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve Transport Management Centre involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations impact the road transport industry require RMS/TMC to provide Special Event Clearways require RMS/TMC to provide heavy vehicle detour routes require the RMS to adjust traffic signals require RMS/TMC to manage Variable Message Signs depending on the nature of the event, invoke the Police "Use Pay" policy. 	For example: <ul style="list-style-type: none"> an event: that affects a principal transport route in Sydney or an event that reduces capacity of the main highway through a country town or a bicycle race that involves the Sydney Harbour Bridge 	Minimum 4 months from first approach to Council to proposed start date 6 months for vehicle races	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>	As described in Council's Special Events Policy Asset rentals: refer to Council	Marginal costs apply where services are provided above those normally provided to the community. RMS/TMC provides quote Asset rental: refer to RMS/TMC
2	A Class 2 Event <ul style="list-style-type: none"> Impacts local traffic and transport systems but does not impact major traffic & transport systems disrupts the non-event community in the area around the event but not over a wide area Requires the involvement of Police and Local Council Requires a detailed Transport Management Plan Requires advertising the event's traffic aspect to the local community 	A Class 2 event may <ul style="list-style-type: none"> Be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations depending on the nature of the event, invoke the Police "Use Pay" policy. 	For example: <ul style="list-style-type: none"> an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or highway a motor rally on local country roads 	Minimum 3 months 3 months for vehicle races	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>	As described in Council's Special Events Policy Asset rentals: refer to Council	
3	A Class 3 Event <ul style="list-style-type: none"> does not impact local or major traffic & transport systems disrupts the non-event community in the immediate area only requires Local Council and Police consent is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac requires Police agreement that event qualified as Class 3 is never used for vehicle races 	A Class 3 event, depending on Local Council policy may <ul style="list-style-type: none"> require a simplified Transport Management Plan not be available in all Council areas depending on the nature of the event, invoke the Police "User Pay" policy require advertising the event's traffic aspects to the community 	For example: <ul style="list-style-type: none"> an on-street neighbourhood Christmas party 	Minimum 6 weeks	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>	As described in Council's Special Events Policy Asset rentals: refer to Council	
4	A Class 4 Event is intended for small on street events and <ul style="list-style-type: none"> requires Police consent only is within the capacity of the Police to manage on their own is not a protest or demonstration is always an on-street event does not require RMS/TMC or Council consent does not require advertising the event's traffic aspect to the community does not require a Transport Management Plan does not require the involvement of other Government agencies 	A Class 4 event may <ul style="list-style-type: none"> be conducted on classified or unclassified roads cause zero to considerable disruption to the non-event community cross Police Local Area Commands (LACs) cross Local Government Areas (LGAs) require Council or RMS/TMC to assist when requested by Police depending on the nature of the event, invoke the Police "User Pay" policy 	For example: <ul style="list-style-type: none"> a small ANZAC Day march in a country town a small parade conducted under Police escort 	Minimum 1 month	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>		

Event Class	Transport Management Plan	Risk Management Plans (Traffic Control) under OH&S Act 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway. Heavy Vehicle Detour	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency Planning
1	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council, TMC & Police (if police user Pays in force) named on policy. Also RMS if using RMS asset Certificate of currency required	RMS arranges if required RMS provides quote	Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
2	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required		Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
3	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		
4				Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		

Taken from NSW Police website:

Summary Offences Act 1988

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately
500.....persons which will assemble
Number

at Fishpen Road
Place

at approximate10.0am.....am/pm
Time

and disperse at approximately2.00pm.....am/pm

or

(b) a public assembly, being a procession of approximately
Number

persons which will assemble at
Place

at approximatelyam/pm

Time

and at approximatelyam/pm the procession will

commence and shall proceed.....

.....

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

- 2 The purpose of the proposed assembly is.....
 To partake in the EAT Merimbula festival where visitors will purchase and enjoy local
 fare cooked and served by local chefs on the foreshore of Fishpen Road, Merimbula -
 celebrating the local produce and chef talent of the Sapphire Coast

State purpose

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

* (i) There will beNIL.....(number) of vehicles and/or* floats
 involved and their type and dimensions are as follows:

.....

.....

* (ii) There will be4..... (number) of bands, musicians,
 entertainers etc entertaining or addressing the assembly

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

..... NO ANIMALS WILL BE INVOLVED

.....

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

.....

.....

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

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

Address: 2/45 Toallo Street Pambula

.....

..... Post Code..... 2549

Telephone:

.....

.....

.....

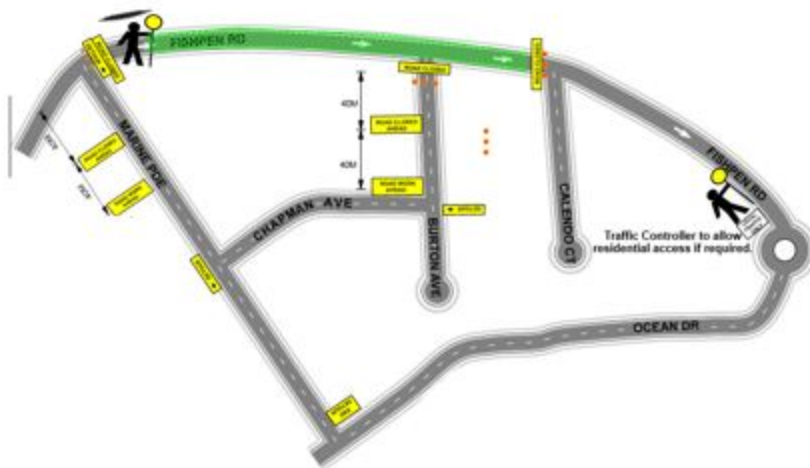
Capacity/Title Committee Member / Event Organiser

Date 26/10/20

Delete as applicable



EAT Merimbula 2021 Proposed Site Map & Traffic Plan



Business Pack Insurance Certificate of Currency

QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Policy Number 30U694873BPK

Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 29/10/2020
To 29/10/2021 at 4pm

This certificate acknowledges that the policy referred to is in force for the period shown.
Details of the cover are listed below.

The Insured

THE EAT FELLOWSHIP

INCORPORATED

ABN Number Not Provided

Cover Details

Location SHOP 2 45 TOALLO ST, PAMBULA NSW 2549

Risk Number 1

Business EVENT MANAGER/OPERATOR

Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	\$250,000	
Excess	\$500 for property damage claims only \$0 for personal injury claims	

End of Certificate

Attachment 2

Far South Coast Show Application 2021

BEGA A P & H SOCIETY INC.

Far South Coast National Show
ABN 27 298 401 371

President: Barb Rogers

The Secretary,
PO Box 1060
BEGA NSW 2550
Telephone – 0427921452
Fax - 64924581
Showground - 64921450
(showtime only)

RECEIVED
1 6 NOV 2020

The General Manager
Bega Valley Shire Council
PO Box 492
BEGA NSW 2550

BY:

Dear Sir/Madam

**RE FAR SOUTH COAST NATIONAL SHOW
BEGA 19,20,21 FEBRUARY 2021**

The Society wishes to inform you that the 2021 Far South Coast National Show will be held on the above dates and we request approval of the usual arrangements for that period and in this respect we enclose traffic control plan in relation to –

1. Closure of that section of roadway adjoining the Showground between East St., and Tathra Rd., each show day from 9 a.m. to 5 p.m. to allow passage of horses and competitors between East St., land and the Showground. This temporary closure has been most successful in providing a much less dangerous access for young riders during the Show.
2. One way flow of traffic in Park Lane and East St., to the junction with Belmore Street.

We also request approval for the following –

1. Use of Bega Park as a car parking area for the duration of the Show.
2. Use of the East St land for camping, parking of caravans and horse floats etc.
3. General cleanup of the area adjacent to the Showground prior to the Show.

Thank you for your past co-operation and that of your staff.

Kind regards

**NARELLE GRIFFIN
SECRETARY**

Special Event Resources

Special Event Transport Management Plan

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

1. EVENT DETAIL

1.1. Event Summary

Event Name: Bega Show

Event Location: 1-13 Upper Street, Bega

19,20,21 Feb Event Date: 19.21.22.2020 Event Start Time: 1am Event Finish Time: 12 midnight

Event Setup Time: _____ Event Pack down Finish Time: _____

Event is ☒ off-street ☐ on-street moving ☐ on-street non-moving

Event is ☐ held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: Bega AP & H Society Inc

Phone: [REDACTED] Fax: [REDACTED] Mobile: [REDACTED]

Email: bega.show.secretary@hotmail.com

Event Management Company (if applicable): _____

Phone: _____ Fax: / Mobile: _____

Email: _____

Police: Bega Police

Phone: 6499 Fax: _____ Mobile: _____

Email: _____

Council: Bega Valley Shire Council

Phone: 6499 2222 Fax: _____ Mobile: _____

Email: _____

Transport Management Centre
(if Class 1 – Sydney Metropolitan Area): _____

Phone: _____ Fax: _____ Mobile: _____

Email: _____

Roads & Maritime Service
(if Class 1 – regional NSW and Class 2 event): RMS

Phone: _____ Fax: _____ Mobile: _____

Email: _____

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

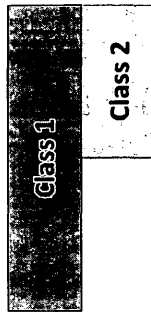
1.3. Brief description of the event (one paragraph)

2. RISK MANAGEMENT TRAFFIC

Class 1	Class 2	Class 3	2.1. Occupational Health & Safety – Traffic Control
			<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
			2.2. Public Liability Insurance
			<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
			2.3. Police
			<input type="checkbox"/> Police written approval obtained <i>Local Traffic Committee</i>
			2.4. Fire Brigades and Ambulance
			<input checked="" type="checkbox"/> Fire brigades notified
			<input checked="" type="checkbox"/> Ambulance notified

3. TRAFFIC & TRANSPORT MANAGEMENT

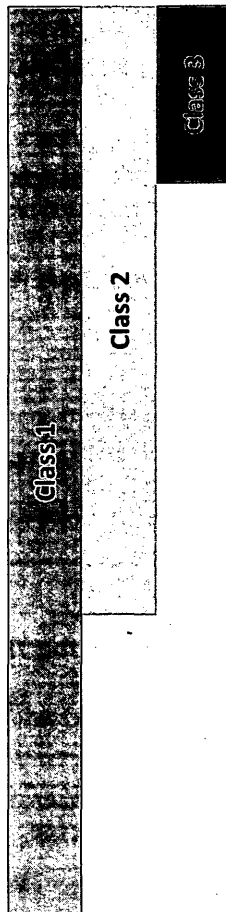
Class 1	Class 2	Class 3	3.1. The route or location
			<input checked="" type="checkbox"/> Map attached
			3.2. Parking
			<input checked="" type="checkbox"/> Parking organised – details attached <i>See letter attached</i>
			<input type="checkbox"/> Parking not required
			3.3. Construction, traffic calming and traffic generating developments
			<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
			<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
			3.4. Trusts, authorities or Government enterprises
			<input checked="" type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
			<input type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
			3.5. Impact on/or Public Transport
			<input checked="" type="checkbox"/> Public transport plans created - details attached
			<input type="checkbox"/> Public transport not impacted or will not impact event
3.6. Reopening roads after moving events			
<input type="checkbox"/> This is a moving event - details attached.			
<input checked="" type="checkbox"/> This is a non-moving event.			
3.7. Traffic management requirements unique to this event			
<input checked="" type="checkbox"/> Description of unique traffic management requirements attached			
<input type="checkbox"/> There are no unique traffic requirements for this event			
3.8. Contingency plans			
<input type="checkbox"/> Contingency plans attached			

**3.9. Heavy vehicle impacts**

- ☐ Impacts heavy vehicles – RMS/TMC to manage
- ☒ Does not impact heavy vehicles

3.10. Special event clearways

- ☐ Special event clearways required - RMSTMC to arrange
- ☒ Special event clearways not required

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES**4.1. Access for local residents, businesses, hospitals and emergency vehicles**

- ☒ Plans to minimise impact on non-event community attached
- ☐ This event does not impact the non-event community either on the main route (or location) or detour routes

4.2. Advertise traffic management arrangement

- ☒ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- ☐ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- ☐ No road closures, restrictions or special event clearways - advertising not required

4.3. Special event warning signs

- ☒ Special event information signs are described in the Traffic Control Plan/s
- ☐ This event does not require special event warning signs

4.4. Permanent Variable Message Signs

- ☐ Messages, locations and times attached
- ☒ This event does not use permanent Variable Message Signs

4.5. Portable Variable Message Signs

- ☒ The proposed messages and locations for portable VMS are attached
- ☐ This event does not use portable VMS

5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6. APPROVAL

TMP Approved by: _____ Event Organiser _____ Date _____

7. AUTHORISATION TO *REGULATE TRAFFIC

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

Regulation of traffic authorised by: _____ Council _____ Date _____

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

Regulation of traffic authorised by: _____ RMS/TMC _____ Date _____

* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (*Roads Act, 1993*). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

Special Event Planning & Resource Matrix

Event Class	Description	Features	Examples	Lead Times for Agency Approval	Police Fees	Council Fees	RMS/TMC Fees
1	<p>A Class 1 Event</p> <ul style="list-style-type: none"> Impacts major traffic & transport systems disrupts the non-event community over a wide area requires the involvement of Police or more Councils and the RMS/TMC. requires detailed Transport Management Plan requires advertising the event's traffic aspects to a wide audience 	<p>A Class 1 event may</p> <ul style="list-style-type: none"> be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve Transport Management Centre involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations impact the road transport industry require RMS/TMC to provide Special Event Clearways require RMS/TMC to provide heavy vehicle detour routes require the RMS to adjust traffic signals require RMS/TMC to manage Variable Message Signs depending on the nature of the event, invoke the Police "Use Pay" policy. 	<p>For example:</p> <ul style="list-style-type: none"> an event that affects a principal transport route in Sydney or an event that reduces capacity of the main highway through a country town or a bicycle race that involves the Sydney Harbour Bridge 	<p>Minimum 4 months from first approach to Council to proposed start date</p> <p>6 months for vehicle races</p>	<p>Charges apply where: "it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	<p>Marginal costs apply where services are provided above those normally provided to the community.</p> <p>RMS/TMC provides quote</p> <p>Asset rental: refer to RMS/TMC</p>
2	<p>A Class 2 Event</p> <ul style="list-style-type: none"> Impacts local traffic and transport systems but does not impact major traffic & transport systems disrupts the non-event community in the area around the event but not over a wide area Requires the involvement of Police and Local Council Requires a detailed Transport Management Plan Requires advertising the event's traffic aspect to the local community 	<p>A Class 2 event may</p> <ul style="list-style-type: none"> Be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations depending on the nature of the event, invoke the Police "Use Pay" policy. 	<p>For example:</p> <ul style="list-style-type: none"> an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or highway a motor rally on local country roads 	<p>Minimum 3 months</p> <p>3 months for vehicle races</p>	<p>Charges apply where: "it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	
3	<p>A Class 3 Event</p> <ul style="list-style-type: none"> does not impact local or major traffic & transport systems disrupts the non-event community in the immediate area only requires Local Council and Police consent is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac requires Police agreement that event qualified as Class 3 is never used for vehicle races 	<p>A Class 3 event, depending on Local Council policy may</p> <ul style="list-style-type: none"> require a simplified Transport Management Plan not be available in all Council areas depending on the nature of the event, invoke the Police "User Pay" policy require advertising the event's traffic aspects to the community 	<p>For example:</p> <ul style="list-style-type: none"> an on-street neighbourhood Christmas party 	<p>Minimum 6 weeks</p>	<p>Charges apply where: "it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	
4	<p>A Class 4 Event is intended for small on street events and</p> <ul style="list-style-type: none"> requires Police consent only is within the capacity of the Police to manage on their own is not a protest or demonstration is always an on-street event does not require RMS/TMC or Council consent does not require advertising the event's traffic aspect to the community does not require a Transport Management Plan does not require the involvement of other Government agencies 	<p>A Class 4 event may</p> <ul style="list-style-type: none"> be conducted on classified or unclassified roads cause zero to considerable disruption to the non-event community cross Police Local Area Commands (LACs) cross Local Government Areas (LGAs) require Council or RMS/TMC to assist when requested by Police depending on the nature of the event, invoke the Police "User Pay" policy 	<p>For example:</p> <ul style="list-style-type: none"> a small ANZAC Day march in a country town a small parade conducted under Police escort 	<p>Minimum 1 month</p>	<p>Charges apply where: "it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>		

Event Class	Transport Management Plan	Risk Management Plans (Traffic Control) under OH&S Act 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway, Heavy Vehicle Detour	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency Planning
1	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council, TMC & Police (if police user Pays in force) named on policy. Also RMS if using RMS asset Certificate of currency required	RMS arranges if required RMS provides quote	Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
2	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required		Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
3	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		
4				Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		

Schedule 1 Form – Notice of Intention to Hold a Public Assembly

Taken from NSW Police website:

[https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice of Intention to Hold a Public Assembly.pdf](https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf)**Summary Offences Act 1988**

To the Commissioner of Police

1 I, Narelle Griffin
 Name
 of PO Box 1060, Bega NSW 2550
 Address
 on behalf of Bega Agricultural Pastoral & Horticultural Soc Inc
 Organisation
 notify the Commissioner of Police that on the 19, 20, 21 February 2021
 Day
 of
 Month/Year

it is intended to hold:

either:

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

(We rely on Covid restrictions)
 Number persons which will assemble

at Bega Showground, Upper Street, Bega
 Place

at approximate 7am - Midnight am/pm
 Time

and disperse at approximately Midnight am/pm
 Time

or

(b) a public assembly, being a procession of approximately
 Number

persons which will assemble at
 Place

at approximately am/pm
 Time

and at approximately am/pm the procession will

commence and shall proceed

.....

.....

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

- 2 The purpose of the proposed assembly is.....

Bega Show

State purpose

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

* (i) There will be (number) of vehicles and/or* floats involved and their type and dimensions are as follows:

The Committee of Management is unsure of the show format at this time - because of Covid Restrictions

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

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

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

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

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

Address: *PO Box 1060*

Bega

Post Code

Telephone:

Signed:

Capacity/Title

Secretary

Date

12 October 2020

Delete as applicable



Certificate of Currency

Type of Cover: Broadform Liability

The Insured: Agricultural Societies Council of NSW Ltd, Royal National Capital Agricultural Society Inc (ACT), and Affiliated Groups

Co-Insured Society: Bega A. P. & H. Society Incorporated

Interested Parties: Bega Valley Shire Council FTRR&I
Roads and Maritime Services FTRR&I
Land Managers Bega Showground FTRR&I
New South Wales Police FTRR&I

Period Of Insurance: 31 May 2020 To 4:00pm on 31 May 2021

The Business: Administration , promotion, co-ordination and staging of agricultural, horticultural & viticultural shows, community, fashion, cooking, handicrafts, hobby, art, live music, photography, trade, beauty, sporting or equestrian events, bloodstock, livestock, poultry or domestic animal judging events, wood chopping, demolition derbies, motor vehicle and motor cycle displays &/or competitions, equine stabling operations, camping grounds, caravan park operators, outdoor markets, car parks &/or property owners/occupiers and all associated activities

Limits of Liability: **Public and Products Liability**
\$ 50,000,000 any one Occurrence

Policy to Note: The Interested Party is noted as an Insured in respect of claims to pay Compensation for Personal Injury or Property Damage arising from an act, error or omission (that is indemnifiable under this Policy) of Federal Council of Agricultural Societies, and Agricultural Societies Council of NSW Ltd. Subject at all times to the terms, conditions, definitions and exclusions of the policy.

Insurer: Underwritten for certain underwriters at Lloyd's of London & Chubb Insurance Australia Limited by their agent SLE Worldwide Australia Pty Ltd. under binding authorities B128416380W19 & 001-2019 respectively.
\$ 20,000,000 x \$5,000,000 Underwritten for certain underwriters at Lloyd's of London & Chubb Insurance Australia Limited by their agent SLE Worldwide Australia Pty Ltd. under binding authorities B128416380W19 & 001-2019 respectively..
\$ 25,000,000 x \$25,000,000 is 100% underwritten for Chubb Insurance Australia Limited by their agent SLE Worldwide Australia Pty Limited.

Policy Number: 205034401020

Geographical Limits: Worldwide excluding North America

Broker: PSC Insurance Brokers - Sydney
PO Box N661 Grosvenor Place
Sydney NSW 1220

Stamped & Dated:

18 May 2020



SLE Worldwide Australia Pty Limited is acting under the authority of the Insurers and will be effecting this contract of insurance as agent of the Insurer and not the Insured. ABN 15 066 698 575 AFSL License No: 237268

Please Note: Whilst an expiry date has been indicated, it should be known this policy can be cancelled at any time in the future. Accordingly reliance should not be placed on the expiry date.

RECOMMENDED TAPER LENGTH

APPROXIMATE SPEED OF TRAFFIC KMH	TRAFFIC CONTROL AT BEGINNING OF TAPER	LATERAL SHIFT TAPER	MERGE TAPER
45 OR LESS	15	0	15
46-55	15	15	30
56-65	30	30	60
66-75	N/A	70	115
76-85	N/A	80	130
86-95	N/A	90	145
96-105	N/A	100	160
> 105	N/A	110	180

DIMENSION "D"	
SPEED OF TRAFFIC KM/H	DIMENSION "D" M
45 OR LESS	15m
46 - 53	15m
56 - 63	45m
GREATER THAN 63 KM/H	EQUAL TO POSTED SPEED

TOLERANCES

POSITIONING OF SIGNS
MINIMUM 10% LESS THAN
THE DISTANCE OR LENGTHS GIVEN
MAXIMUM 25% MORE THAN
THE DISTANCE OR LENGTHS GIVEN
SPACING OF DELINEATING DEVICES
MAXIMUM 10% MORE THAN THE
SPACING GIVEN
NO MINIMUM

PEDESTRIANS

For works on and around footpath a minimum width of 1.2m shall be maintained at all times for pedestrians to pass unhindered. Pedestrians shall not be directed onto roadway unless traffic controllers are used to control site and proper measures are put in place to conform with AS 1742.3

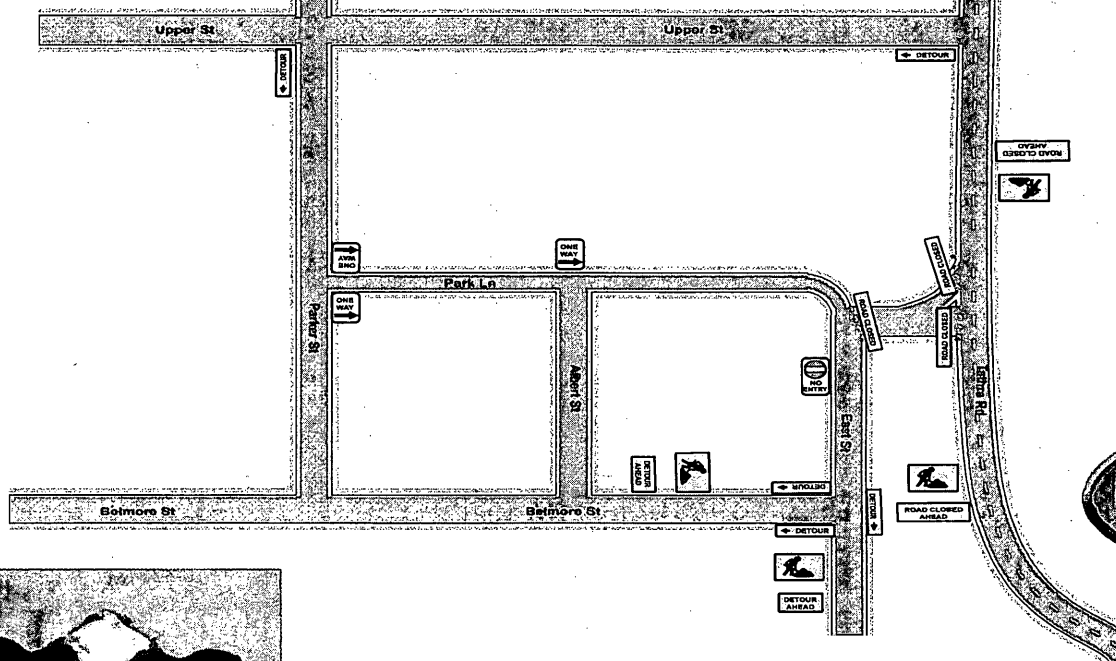
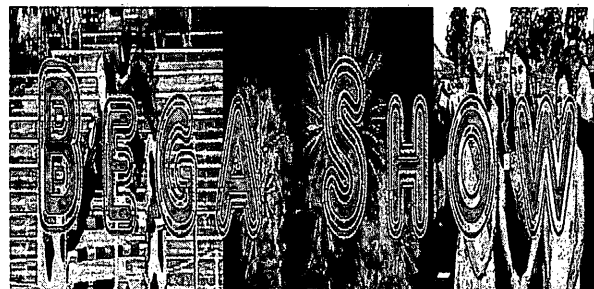
NOTE
TCP is








**Subjected to be
Modified on site**

Bega AP&H Society

Bega Show

Feburary 19th - 21st 2021



Modifications By-	Ticket No-	Time Modified-	Date Modified-	Plan No- BR 1024		
Date:19/10/20 Author: Brett Robinson Project: BEGAAP&H SOCIETY Bega Show Road Type: 2 Way Undivided Road Speed: 50KM				Prepared & Designed Brett Robinson Cert No 0052086882 		
TRAFFIC CONTROLLER 	TEAM LEADER 	CREW VEHICLE 			C CLASS ARROW BOARD 	TMA 

*This plan shall be setup in accordance with AS 1742.3-2009 and Traffic Control Devices at Worksites The RTA "Traffic Control at Worksites Manual V4"
PLATINUM takes no responsibility for the implementation of this TCP when not directly involved in carrying out the subject works*

Attachment 3

Australia Day 2021

Special Event Resources

Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

1. EVENT DETAIL

1.1. Event Summary

Event Name: Australia Day

Event Location: Littleton Gardens Bega

Event Date: 26/01/2021 Event Start Time: 7:00am Event Finish Time: 10:00am

Event Setup Time: 6:00am Event Pack down Finish Time: 11:00am

Event is ☒ off-street ☐ on-street moving ☐ on-street non-moving

Event is ☐ held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: Bega Valley Shire Council

Phone: 6499 2222 Fax: _____ Mobile: _____

Email: twhiting@begavalley.nsw.gov.au

Event Management Company (if applicable): _____

Phone: _____ Fax: _____ Mobile: _____

Email: _____

Police: Bega Police

Phone: 6492 9999 Fax: _____ Mobile: _____

Email: _____

Council: Bega Valley Shire Council

Phone: 6499 2222 Fax: _____ Mobile: _____

Email: _____

Transport Management Centre
(if Class 1 – Sydney Metropolitan Area): _____

Phone: _____ Fax: _____ Mobile: _____

Email: _____

Roads & Maritime Service
(if Class 1 – regional NSW and Class 2 event): _____

Phone: _____ Fax: _____ Mobile: _____

Email: _____

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

1.3. Brief description of the event (one paragraph)

Covid Safe Community celebration of Australia Day. Flag raising, awards, citizenship ceremony, BBQ breakfast, Live entertainment.

2. RISK MANAGEMENT TRAFFIC

<div>Class 1</div> <div>Class 2</div> <div>Class 3</div>	2.1. Occupational Health & Safety – Traffic Control
	<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
	2.2. Public Liability Insurance
	<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	2.3. Police
	<input type="checkbox"/> Police written approval obtained
	2.4. Fire Brigades and Ambulance
	<input checked="" type="checkbox"/> Fire brigades notified
	<input checked="" type="checkbox"/> Ambulance notified

3. TRAFFIC & TRANSPORT MANAGEMENT

<div>Class 1</div> <div>Class 2</div> <div>Class 3</div>	3.1. The route or location
	<input checked="" type="checkbox"/> Map attached
	3.2. Parking
	<input type="checkbox"/> Parking organised – details attached
	<input checked="" type="checkbox"/> Parking not required
	3.3. Construction, traffic calming and traffic generating developments
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4. Trusts, authorities or Government enterprises
	<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
	<input type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
	3.5. Impact on/or Public Transport
	<input type="checkbox"/> Public transport plans created - details attached
	<input type="checkbox"/> Public transport not impacted or will not impact event
	3.6. Reopening roads after moving events
	<input type="checkbox"/> This is a moving event - details attached.
<input type="checkbox"/> This is a non-moving event.	
3.7. Traffic management requirements unique to this event	
<input type="checkbox"/> Description of unique traffic management requirements attached	
<input type="checkbox"/> There are no unique traffic requirements for this event	
3.8. Contingency plans	
<input type="checkbox"/> Contingency plans attached	

Class 1

Class 2

3.9. Heavy vehicle impacts

- ☐ Impacts heavy vehicles – RMS/TMC to manage
- ☐ Does not impact heavy vehicles

3.10. Special event clearways

- ☐ Special event clearways required - RMSTMC to arrange
- ☐ Special event clearways not required

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

Class 1

Class 2

Class 3

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

- ☐ Plans to minimise impact on non-event community attached
- ☒ This event does not impact the non-event community either on the main route (or location) or detour routes

4.2. Advertise traffic management arrangement

- ☐ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- ☐ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- ☐ No road closures, restrictions or special event clearways - advertising not required

4.3. Special event warning signs

- ☐ Special event information signs are described in the Traffic Control Plan/s
- ☐ This event does not require special event warning signs

4.4. Permanent Variable Message Signs

- ☐ Messages, locations and times attached
- ☐ This event does not use permanent Variable Message Signs

4.5. Portable Variable Message Signs

- ☒ The proposed messages and locations for portable VMS are attached
- ☐ This event does not use portable VMS

5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.
-

6. APPROVAL

TMP Approved by: Bega Valley Shire Council Event Organiser 6/11/2020 Date

7. AUTHORISATION TO *REGULATE TRAFFIC

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

Regulation of traffic authorised by: _____ Council _____ Date

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

Regulation of traffic authorised by: _____ RMS/TMC _____ Date

* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (*Roads Act, 1993*). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

Special Event Planning & Resource Matrix

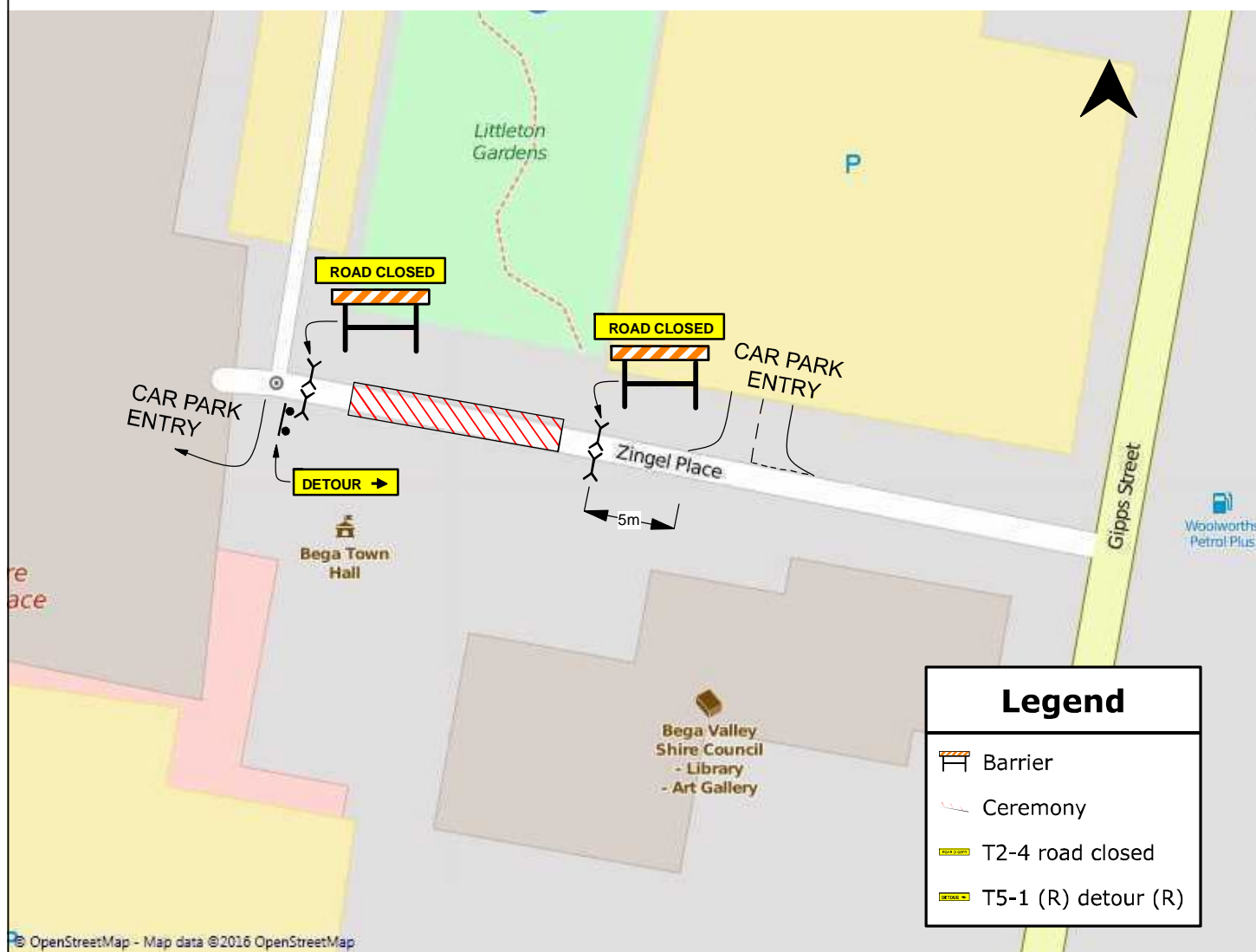
Event Class	Description	Features	Examples	Lead Times for Agency Approval	Police Fees	Council Fees	RMS/TMC Fees
1	<p>A Class 1 Event</p> <ul style="list-style-type: none"> Impacts major traffic & transport systems disrupts the non-event community over a wide area requires the involvement of Police or more Councils and the RMS/TMC. requires detailed Transport Management Plan requires advertising the event's traffic aspects to a wide audience 	<p>A Class 1 event may</p> <ul style="list-style-type: none"> be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve Transport Management Centre involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations impact the road transport industry require RMS/TMC to provide Special Event Clearways require RMS/TMC to provide heavy vehicle detour routes require the RMS to adjust traffic signals require RMS/TMC to manage Variable Message Signs depending on the nature of the event, invoke the Police "Use Pay" policy. 	<p>For example:</p> <ul style="list-style-type: none"> an event: that affects a principal transport route in Sydney or an event that reduces capacity of the main highway through a country town or a bicycle race that involves the Sydney Harbour Bridge 	<p>Minimum 4 months from first approach to Council to proposed start date</p> <p>6 months for vehicle races</p>	<p>Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i></p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	<p>Marginal costs apply where services are provided above those normally provided to the community.</p> <p>RMS/TMC provides quote</p> <p>Asset rental: refer to RMS/TMC</p>
2	<p>A Class 2 Event</p> <ul style="list-style-type: none"> Impacts local traffic and transport systems but does not impact major traffic & transport systems disrupts the non-event community in the area around the event but not over a wide area Requires the involvement of Police and Local Council Requires a detailed Transport Management Plan Requires advertising the event's traffic aspect to the local community 	<p>A Class 2 event may</p> <ul style="list-style-type: none"> Be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations depending on the nature of the event, invoke the Police "Use Pay" policy. 	<p>For example:</p> <ul style="list-style-type: none"> an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or highway a motor rally on local country roads 	<p>Minimum 3 months</p> <p>3 months for vehicle races</p>	<p>Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i></p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	
3	<p>A Class 3 Event</p> <ul style="list-style-type: none"> does not impact local or major traffic & transport systems disrupts the non-event community in the immediate area only requires Local Council and Police consent is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac requires Police agreement that event qualified as Class 3 is never used for vehicle races 	<p>A Class 3 event, depending on Local Council policy may</p> <ul style="list-style-type: none"> require a simplified Transport Management Plan not be available in all Council areas depending on the nature of the event, invoke the Police "User Pay" policy require advertising the event's traffic aspects to the community 	<p>For example:</p> <ul style="list-style-type: none"> an on-street neighbourhood Christmas party 	<p>Minimum 6 weeks</p>	<p>Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i></p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	
4	<p>A Class 4 Event is intended for small on street events and</p> <ul style="list-style-type: none"> requires Police consent only is within the capacity of the Police to manage on their own is not a protest or demonstration is always an on-street event does not require RMS/TMC or Council consent does not require advertising the event's traffic aspect to the community does not require a Transport Management Plan does not require the involvement of other Government agencies 	<p>A Class 4 event may</p> <ul style="list-style-type: none"> be conducted on classified or unclassified roads cause zero to considerable disruption to the non-event community cross Police Local Area Commands (LACs) cross Local Government Areas (LGAs) require Council or RMS/TMC to assist when requested by Police depending on the nature of the event, invoke the Police "User Pay" policy 	<p>For example:</p> <ul style="list-style-type: none"> a small ANZAC Day march in a country town a small parade conducted under Police escort 	<p>Minimum 1 month</p>	<p>Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i></p>		

Event Class	Transport Management Plan	Risk Management Plans (Traffic Control) under OH&S Act 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway. Heavy Vehicle Detour	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency Planning
1	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council, TMC & Police (if police user Pays in force) named on policy. Also RMS if using RMS asset Certificate of currency required	RMS arranges if required RMS provides quote	Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
2	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required		Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
3	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		
4				Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		

BEGA AUSTRALIA DAY CEREMONY

TRAFFIC CONTROL PLAN

TO BE EFFECTIVE 26TH JANUARY 2021
7:00am - 10:00am



Designed: S. Bell	Notes: 1. Road Closure Zingel Place - Access to the Marketplace underground car park and the new Zingel Place car park will not be affected. 2. Detour via Market Place underground car park to Auckland Street 3. Advertise road closures minimum 1 week prior to event.
Certificate No: 0052164121	
Date: 05/11/2020	
NOT TO SCALE	

16 June 2020

Attention: Mr Melvyn TarpeyThe General Manager
Bega Valley Shire Council
PO Box 492
BEGA NSW 2550

Dear Melvyn


Certificate of Currency

This is to certify that membership is current, as at the date stated above. This certificate provides a summary of the cover and is not intended to amend, extend, replace or override the terms and conditions provided by the Statewide Mutual Liability Scheme.

CLASS	Public Liability/Professional Indemnity
MEMBER COUNCIL	Bega Valley Shire Council
BUSINESS OF MEMBER:	Local Government Authority, as defined in wording.
EXPIRY DATE	30 June 2021
GEOGRAPHICAL SCOPE	Anywhere in the World, excluding the Dominion of Canada and the United States of America.
LIMITS OF PROTECTION	Public Liability \$600,000,000 any one occurrence Products Liability \$600,000,000 any one occurrence and in the aggregate any one Period of Protection Professional Indemnity \$600,000,000 any one claim and in the aggregate any one Period of Protection
STATEWIDE CERTIFICATE NUMBER	000012

This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder.

Yours sincerely,

A handwritten signature in black ink, appearing to read "N. Eurell", followed by a period.

Naamon Eurell
Executive Officer