



Date: Wednesday, 27 January 2021
Time: 4.00pm
Location: Narrabri Shire Council Chambers
46-48 Maitland Street
Narrabri

AGENDA

Supplementary Report

Extraordinary Council Meeting 27 January 2021

**Stewart Todd
GENERAL MANAGER**



NARRABRI SHIRE
DISCOVER THE POTENTIAL

AGENDA

8 Our Civic Leadership 3

 8.2 Traffic Management Plan - Festival of Rugby Event, February 2021 4

8 OUR CIVIC LEADERSHIP



THEME 4: OUR CIVIC LEADERSHIP

STRATEGIC DIRECTION 4: COLLABORATIVE AND PROACTIVE LEADERSHIP

By 2027, we will proactively together to achieve our shared vision with strong strategic direction.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several civic leadership priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Integrated strategic planning and reporting
- Community engagement and consultation
- Representation and governance
- Human resource management
- Customer services
- Information services
- Financial services
- Risk management
- Compliance and regulation

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following civic leadership strategic outcomes:

- Improved community engagement and decision-making processes
- Well established community, industry, government and non-government partnerships
- Well maintained core infrastructure and service provision that delivers public value
- Transparent and accountable planning and reporting
- Financial efficiency and sustainability

8.2 TRAFFIC MANAGEMENT PLAN - FESTIVAL OF RUGBY EVENT, FEBRUARY 2021

Responsible Officer: Stewart Todd, General Manager

Author: Shane Burns, Director Infrastructure Delivery

Attachments: 1. Festival of Rugby Event - Traffic Management Plan  

DELIVERY PROGRAM ALIGNMENT**4 Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.1 Provide customer service excellence that is responsive to community needs

EXECUTIVE SUMMARY

With the approaching Festival of Rugby being held in Narrabri from 1 – 6 February 2021. The event requires a Traffic Management Plan.

The Traffic Management Plan has been provided by Santos, NSC has sought the views of various related bodies including Transport for NSW, Police and the Local Traffic Authority, each of which has endorsed the plan subject to several conditions detailed below including:

- 1) Additional traffic controls on all entrances to the event.
- 2) Assurance that vehicles will not be vetted at the entrance to enable free flow of vehicles.
- 3) Changes to the messaging board.
- 4) Two way access to the event entrance.
- 5) Provision of a wet weather parking option.

RECOMMENDATION

That Council approve the Traffic Management Plan for the Festival of Rugby Pending the following conditions.

1. Priority must be given to vehicles "ENTERING" the vehicle parking area to avoid traffic congestion and banking back onto the Newell Highway.
 - a. the same controls placed on the primary entrance need to be placed on other likely entrances to the event off the Newell Highway. i.e. managing signage, Speed Restrictions (40kmph) etc
 - b. Vehicles should not be vetted or provided with information when entering, again to avoid congestion and traffic banking back onto Newell Highway. Marshalls shall position themselves accordingly to point/provide guidance only with discussions and/or exchanging of information taking place elsewhere
 - c. Recommended VMS messaging leading into event weekend: (SPECIAL EVENT 5-6 FEB)
2. Additional egress point to allow two way traffic from parking field:
 - a. Please ensure there is two way access to parking area to enable vehicles to depart and enter, so as not to back vehicles onto highway. i.e. remove a fence panel.

- b. RE: Email from police requesting RMS provide wet weather option for parking.
 - a. Please add wet weather option for wet weather parking. i.e. Showground or other.
- c. Provision of appropriate Public Liability insurance to cover the event.

BACKGROUND

Rugby Festival Traffic Management Plan (TMP) is required for the Festival of Rugby.

CURRENT SITUATION

The TMP for the Festival of Rugby needs to be endorsed by Council. It required a recommendation from the Local Traffic Committee first prior to being endorsed by Council. This was carried out via email, by voting members of the committee. The Director of Infrastructure Delivery has also received confirmation that two-way access into Gately Field has been confirmed following requests from the Traffic Committee representatives. As the event will be held prior to the next Ordinary Meeting of Council, it was necessary to bring this item to the Extraordinary Council Meeting today.

FINANCIAL IMPLICATIONS

N/A

STATUTORY AND POLICY IMPLICATIONS

‘A guide to the delegation to councils for the regulation of traffic’ – NSW Roads & Maritime Services
(VERSION: 1.3 ISSUED: March 2009)

CONSULTATION**External Consultation**

- Transport for NSW
- Santos
- NSW Police
- Dubbo Traffic Control

Internal Consultation

- General Manager
- Director Corporate & Community Services
- Manager Parks & Open Spaces

Traffic Management Plan

Santos Ltd
Santos Festival of Rugby Narrabri

5 and 6 February 2021

Prepared by:
Dubbo Traffic Control



Email: admin@dtctraining.com.au
Website: www.dubbotc.com.au
11 McGuinn Crescent
Dubbo NSW 2830
Phone: (02) 68825643

For:
Santos Ltd
Santos Festival of Rugby



Email: FestivalofRugby@santos.com
Web: Santos.com/festival-of-rugby

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About this release

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Enquiries should be addressed to:

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Issue	Date	Controlled copy Distribution	Version
Original	14/01/2021	Initial release - Dubbo Traffic Control Pty Ltd	v1.0
Copy		Santos Ltd	v1.0
Final		Final (incorporating amendments)	v1.0

Endorsement

Dubbo Traffic Control Pty Ltd – Director

[Redacted Signature]

Date: 14/01/21

Katrina Wilson

Adelaide Events Operations Pty Ltd – Director

[Redacted Signature]

Date: 19/01/2021

Gary Beelitz

General

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Application

In accordance with TCAWS Section 3 Traffic Management Planning Processes a Traffic Management Plan (TMP) must be developed for all temporary traffic management (TTM) works. To ensure the safety of people at work sites, a high standard of temporary traffic management and traffic control around, past or through work sites must be provided. This site-specific TMP has been developed by considering the conditions that may be encountered at the identified site.

The design and development of traffic control measures as detailed in TMP are based on the referenced documents as shown in the Table 1 below. If this TMP does not contain advice on a particular aspect of traffic control/management, the latest version AS 1742.3 and the relevant Part of the Austroads Guide to Temporary Traffic Management applies where the required information is available.

Table 1: Referenced Documents

TCAWS	Traffic Control at Work Sites Manual (Version 6, 2020)
AS 1742.3	Manual of uniform traffic control devices, Part 3: Traffic control for works on roads
AS 1743	Road Signs, 2018 Version 3 and TfNSW on-line sign Register
Austroads	Guide to Temporary Traffic Management, 2019 Part 2: Traffic management planning
TfNSW	Quality Management Systems available at ITSHelpdesk@rms.nsw.gov.au including:
G10	QA Specification – Traffic Management 7 th Ed Rev 5 August 2020
R132	Safety Barrier Systems Ed 1 Rev 3 June 2020
R143	Signposting Ed 5 Revision 3 June 2020
M1	General Maintenance Requirements Ed 6 Revision 1 April 2020

Scope

This TMP has been designed and developed as a project specific plan to support the works associated with the Santos Festival of Rugby by describing the management of vehicular and other traffic during event. Temporary traffic management is a high-risk activity and must be undertaken with acknowledgement to WHSE legislative provisions to meet the requirements of a safe work environment while maintaining the road network's operational efficiency. Guidance in the preparation of this TMP is provided by the referenced WHSE documents listed in Table 2 below.

Table 2: Referenced WHSE Documents

WHS Legislation	WHS Act, 2011 and WHS Regulation, 2017
AS/NZS ISO 45001	WHS Management Systems
AS/NZS ISO 14001	Environmental Management Systems
AS/NZS ISO 9001	Quality Management Systems, 2016

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This TMP operates is the primary co-ordinating document for the implementation of site-specific Traffic Guidance Scheme/s (TGS) as shown in **Appendix A** Vehicle Movement Plan (VMP) **Appendix B** and accompanying authorisations for the duration of the Event. Where the road environment is temporarily changed to accommodate the event and road users will be impacted it is mandated that a TGS must be prepared to provide for:

- the safe movement of vehicular and pedestrian traffic,
- the protection of workers from passing traffic,
- the provision for access to properties located within the limits of the works,
- the design, construction, maintenance and removal of any necessary temporary roadways, and
- detours, the use of traffic controllers, the installation of temporary signs and/or portable devices, road markings, lighting and safety barriers.

The TMP also ensures the maintenance of the existing road corridor, including the existing road and road shoulder that may be used for the temporary diversion of traffic during the proposed event.

It applies to all staff, workers, and subcontractors, if applicable This TMP does not apply to the management of traffic after the completion of the proposed event.

Description and constraints

The Santos Festival of Rugby will feature a pre-season game between the Queensland Reds and New South Wales Waratahs Super Rugby Teams, Men's and Women's Seven's Tournaments, junior coaching clinics, live entertainment and more. This event will be held on 5 and 6 February 2021 at Dangar Park, Narrabri. Friday 5 February will see gates open at 1.30pm, matches and live entertainment will occur between 2.00pm and 9.45pm and Gates close at 10.30pm.

Saturday 6 February will see gates open at 10.00am, Matches will occur between 10.30 and 7.30pm and Gates close at 8.30pm.

Local NSW Police, Narrabri Shire Council and NSW Department of Health have been consulted in the planning of this festival.

The preparation of this TMP relies on the information as supplied by the clients Operations Management Contractor, Adelaide Event Operations, in terms of site-specific risks associated with the proposed temporary traffic management. While every care and good faith has been taken in the preparation of this TMP to understand the site conditions and constraints and develop rigorous risk mitigation strategies aligned to a conservative risk appetite, the site environment can change without notice.

Dubbo Traffic Control expressly disclaims all and any guarantees, undertakings and warranties, expressed or implied, and is not liable, including for negligence, for any loss (incidental or consequential), injury, damage or any other consequences arising directly or indirectly from the use of this TMP.

Stakeholders involved in development of this traffic management strategy				Contact
Name:	Gary Beelitz	Role:	Client Operations Management Contractor	0490 232 838
Name:	Dubbo Traffic Control P/L	Role:	Delivery Partner (TC Company)	1800 795 502
Name:	David Toomey	Role:	Traffic Control Site Manager -DTC	0439 113 075
Name:	Trent McKeown	Role:	Traffic Manager - DTC	0417 098 769

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Authority to Act

Prepared by authorised and competent Person:

Name:	Trent McKeown	Role:	Traffic Manager – Dubbo Traffic Control
Qualification:	PWZTMP	Card No. 0052282590	Expiry date: 13/02/2023
Signature:		Date:	14/01/2021

Dubbo Traffic Control Pty Ltd (DTC) is registered under TfNSW (formerly RMS) Registration Scheme Category G for the provision of Traffic Control and is so authorised by the Roads Regulation 2018 to appoint traffic controllers and direct traffic. **Appendix C – G10 Registration letter.**

Site related data

Location	Dangar Park Narrabri			
Current Project Phase	<input type="checkbox"/> Strategic design	<input type="checkbox"/> Concept Design	<input checked="" type="checkbox"/> Detailed Design	<input type="checkbox"/> Other _____
Site related data				
Cross section and photo / aerial of location of works				
Cross section details	Refer attached Site Plan and Car Park Plan and Aerial (Google) Maps – attached as provided			
Setting of works	<input checked="" type="checkbox"/> Urban		<input type="checkbox"/> Rural	
Existing speed limit/s	50 kims per hour			
Traffic volumes (Average Daily Traffic ADT)	<input type="checkbox"/> ADT less than 300 (1 TCR) <input type="checkbox"/> ADT 300-500 (1 TCR) <input type="checkbox"/> ADT more than 500 (2 TCR)		Annual ADT, if known: _____	
	Peak times AM: _____		Peak times PM: _____	
Traffic composition	<input type="checkbox"/> Over Size and Over Mass <input type="checkbox"/> Heavy vehicles <input type="checkbox"/> Less than 20 per shift <input type="checkbox"/> More than 20 per shift		<input type="checkbox"/> Permit vehicle routes State details: _____	
If yes provide details	Insert details			
Details of crash history at location	Not Known			

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Site related data			
Are intersections impacted by the project length? <i>If yes provides details</i>	<input checked="" type="checkbox"/> Yes (3) <input type="checkbox"/> No Boheena Street with: <ul style="list-style-type: none"> • Kulaba St • Newell Highway • Wukawa St 		
Vulnerable road users and other facilities <i>If yes, provides details</i>	<input checked="" type="checkbox"/> On-street parking	<input checked="" type="checkbox"/> Transport facilities (Bus stops/Taxi ranks)	<input type="checkbox"/> Clearways
	<input type="checkbox"/> Cycle paths	<input checked="" type="checkbox"/> Pedestrian paths	<input type="checkbox"/> Other
Work duration and activity	<input checked="" type="checkbox"/> Short term (one shift) <input type="checkbox"/> Long term (aftercare)	<input type="checkbox"/> Dynamic <input checked="" type="checkbox"/> Static	<input type="checkbox"/> Continuous/Intermittent or Frequently changing (circle which applies) <input type="checkbox"/> Over 100m work area
Will lane or shoulder widths need to be modified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Shoulder closed to prevent parking in the street		
Specific road users impacted: <i>If one or more groups selected provide details of impacts and considerations</i>	<input checked="" type="checkbox"/> Pedestrians	<input type="checkbox"/> Cyclists	<input type="checkbox"/> Motorcyclist
	<input type="checkbox"/> Freight Industry	<input checked="" type="checkbox"/> Persons with disability, prams or children	<input checked="" type="checkbox"/> Public transport e.g. bus, tram.
			<input type="checkbox"/> OSOM
			<input type="checkbox"/> Other
Constraints			
Significant traffic generators <i>If selected provide details</i>	<input type="checkbox"/> Community facilities	<input checked="" type="checkbox"/> Events	<input type="checkbox"/> Schools
	<input type="checkbox"/> Mines	<input type="checkbox"/> Other:	
Road environment constraints <i>Heritage, utilities, cuttings, significant cut/fills, bridges, guardrails, limited shoulders, environmental constraints (threatened species)</i>			
Other considerations or comments			
Other considerations <i>Provide additional relevant information not included in the above</i>			

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Options assessment			
Option 1: Around <i>An around should be considered as the first option.</i>			
Description: <i>Provide detail of around strategy, if not available this should also be detailed</i>		Detour around Event Location	
Is this option feasible? <i>If No, provide justification.</i> <i>If yes, complete information below to the best of your ability</i>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Traffic flow (road network efficiency) can be maintained without undue disruption of a detour around the locations for local residents and road users. Not feasible to detour.
Benefits		Constraints	Estimated option cost
<i>Include potential cost/time benefits</i>			
Duration of works		Hours of operation	Other considerations
	<i>Days</i>	<i>Day / night or hours (if known)</i>	<i>Including provision for works traffic etc.</i>
	<i>Weeks</i>		
	<i>Months</i>		
Consultation required			Approvals required

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Options assessment			
Option 2: Past			
Description:		Traffic will be use carriageway as normal with Traffic Controllers in place at Boheena and Wakuwa Sts.	
Is this option feasible? <i>If No, provide justification.</i> <i>If yes, complete information below to the best of your ability</i>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Traffic will travel carriageways as per normal with minimal disruption. Pedestrians will be guided and advised to use another footpath. Refer TGS attached as Appendix A
Benefits <i>Include potential cost/time benefits</i>		Constraints	Estimated option cost (implementation)
Duration of works		Hours of operation	Proposed date of event
2	Days	1.30pm to 10.30pm 5 Feb 2020 10.00pm to 8.30pm 6 Feb 2020	5 & 6 February 2021
	Weeks		
	Months		
Consultation required			Approvals required
Local residents to be notified.			

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Option Recommendation and Verification	
Recommended TTM method option <i>Indicate which option is method accepted by the client?</i>	<input type="checkbox"/> Option 1 AROUND <input checked="" type="checkbox"/> Option 2 PAST <input type="checkbox"/> Option 3 THROUGH
Justification	Greatest benefit due to least local road network disruption and safe option for both road traffic and pedestrians with lowest possible cost.
Critical risks and considerations	No deviation from traffic regulation (travel path) Signage to be place before commencement of event and removed as soon as no longer required. Area to be minimised/staged to minimise disruption and inconvenience.
Additional comments	No departures from mandatory requirements of TCAWS v6
Traffic Management Strategy (TMS) Verification and TM Plan development	
Updated/other site related data received before final completion of TMP?	<input type="checkbox"/> Yes, explain implications and amendments/revisions made: <input checked="" type="checkbox"/> No, No further action required
Supporting site-specific documentation required:	<input checked="" type="checkbox"/> Traffic Guidance Scheme (TGS) <input checked="" type="checkbox"/> Vehicle Movement Plans (VMP) <input type="checkbox"/> Safe Work Method Statements (SWMS) <input type="checkbox"/> Road Occupancy Licence (ROL) <input type="checkbox"/> Speed Zone Authorisation(SZA) <input type="checkbox"/> Council permits (s138) <input type="checkbox"/> Other

Risk Assessment

Traffic management planning is a risk management process that requires the input of relevant stakeholders to eliminate or manage risk to workers and all road users so far as is reasonably practicable (SFAIRP).

The purpose of TTM planning is to:

- Establish the context of the road network, work activity and work environment.
- Assess the risk to road workers and road users by identifying, analysing and evaluating all actual and potential risks.
- Develop a strategy for traffic management based on the context and risks, which determines if traffic is required to be directed 'around', 'past' or 'through' the work site or temporary hazard.
- Develop and implement controls specifically related to the traffic management strategy. This includes design of site specific TMP, traffic guidance scheme/s (TGS) and obtaining required approvals; and
- Establish effective monitoring and review processes to ensure ongoing effectiveness of the process.

Source: TCAWS v6 2020

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Risk assessment

Complete the following risk assessment of the proposed works within the determined strategy as indicated above.

Hazards on site include those identified from the list opposite.	<input checked="" type="checkbox"/> Proximity of moving traffic	<input checked="" type="checkbox"/> Queued traffic	<input checked="" type="checkbox"/> High traffic volume	<input type="checkbox"/> Traffic speed and compliance behaviour
	<input type="checkbox"/> Traffic composition	<input type="checkbox"/> Exposure and proximity of workers to live traffic	<input checked="" type="checkbox"/> Length of delays for road users	<input checked="" type="checkbox"/> Traffic generating land use/special events (hospital, mine, school)
	<input type="checkbox"/> Non-compliance with temporary speed limits	<input type="checkbox"/> Reduced lane and shoulder widths	<input type="checkbox"/> Compromised access points	<input checked="" type="checkbox"/> Site vehicle access and egress points
	<input type="checkbox"/> Horizontal (curves) and vertical (crests/sags) alignment	<input type="checkbox"/> Utilities including above and below services	<input type="checkbox"/> Crash history	<input type="checkbox"/> Topographical constraints
	<input type="checkbox"/> Sight distances(include rising /setting sun)	<input type="checkbox"/> Emergency Services access	<input checked="" type="checkbox"/> Car parking impacted	<input checked="" type="checkbox"/> Transport services (bus stops etc)
	<input checked="" type="checkbox"/> Access to private and commercial properties	<input checked="" type="checkbox"/> Local road access	<input checked="" type="checkbox"/> Number/location traffic control points	<input type="checkbox"/> Native fauna/flora
	<input checked="" type="checkbox"/> Community consultation	<input type="checkbox"/> Manual handling (Implementers)	<input type="checkbox"/> Environmental damage	<input type="checkbox"/> Other

Key risks identified as a result of works:
(provide details)

Pedestrian access to footpaths.
High Volume of Traffic entering and exiting Car Park.
Queue Lengths when entering and exiting Car Park.
High Volume of pedestrians walking through the street.

Risk assessment

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Specific controls required:		
Protection of workers	<input type="checkbox"/> Barriers	<input type="checkbox"/> Delineation <input checked="" type="checkbox"/> Traffic warnings
	Provide details: Signage - including Advance Warning signs.	
Speed restrictions	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Provide details: Posted speed 50km reduced to 40km per hour. Refer TGS attached - Appendix A	
End queue management <i>desired length and sight distances, techniques to manage length</i>	Provide details: N/A Traffic is not to be stopped – no queues	
Delineation of site	Provide details: Reflectivity, non-contradictory signs, devices and delineation	
Community consultation	Provide details: Letters drop and Local media Notifications	
Pedestrians	Provide details: Pedestrian signage on site	
Emergency service access and notification	Provide details: Emergency service strategy for site and contact details	
Other <i>e.g. Aftercare, Records maintenance</i>	Provide details:	

Review activities required			
Activity	Required		Frequency or details
Shift inspections	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Every 2 hours
Weekly Inspections	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
TMP review	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	On any changed circumstance/hazard/risk identified
Road safety audit	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Other:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Other:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

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Acceptance

I have reviewed the relevant documents for the works and accept works to be completed in accordance with this TM Plan.

Name:	Dave Toomey - Narrabri Manager	Organisation:	Dubbo Traffic Control Pty Ltd
Qualification:	PWZTMP	Card Number: Expiry date	0052087696 Exp: 16/07/2022
Role:	TC Site Manager	Role:	TMP Delivery Partner
Signature:		Date:	

Risk Assessment – Hierarchy of Controls

Source: TCAWS v 6

Eliminate	Removing the risk of live traffic	Use of <i>around</i> TTM methods (detours) or eliminating activities through design
Substitute	Replacing people with devices to perform the work required	Replacing workers on foot with devices, such as tractor mowing or use of PICDs
Isolate	Separating workers from traffic with a form of barrier or protection	Using <i>past</i> TTM methods including approved safety barriers
Engineer	Providing a physical change to protect workers	Use of TMA's, lighting or temporary portable rumble strips
Training & Admin	That rely on the road user following directions	Use of <i>through</i> TTM methods including cones, bollards and delineation
PPE	Increasing worker visibility with PPE	High visibility clothing with retro-reflective banding

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APPENDIX A – Traffic Guidance Scheme



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APPENDIX B – VEHICLE MOVEMENT PLAN

SANTOS FESTIVAL OF RUGBY 180121 VMP



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APPENDIX C – AUTHORITY TO ACT

Tuan Tran
Tel (02) 9462 6587
SF2018/039856



Transport
Roads & Maritime
Services

Dubbo Traffic Control Pty Ltd
PO BOX 676
Dubbo NSW 2830

Attn: Katrina Wilson
Director

Tel: (02) 6882 5643
Mob: 0419 926 522

Fax: (02) 6882 7032
Email: admin@dtctraining.com.au

REGISTRATION OF CONTRACTORS

Dear Madam,


I refer to your renewal application for category G under the RMS Registration Scheme.

After the assessment, I would like to advise that your company has been registered with NSW RMS for:

Category G Provision of Traffic Control

The registration is valid for 3 years from the date of this letter and it will expire on 5th February 2021.

Yours faithfully,


Chris Martin
Manager Policy, Systems & Processes
Commercial Services Branch
Technical & Project Services Division
6 February 2018

Roads and Maritime Services

20-44 Ennis Road, Milsom's Point NSW 2061 | Locked Bag 928 North Sydney NSW 2059 DX10516 | www.rms.nsw.gov.au | 131 782

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