

**Owners consider  
or managed by**

## Guidelines for completing the application for consent to lodge

Provide details of any previous discussions held with Council staff, discussions were held and provide copies of any correspondence re

3. Provide a full set of development plans for Councils consideration
4. State reasons why the proposed use/occupation/development
5. State what alternatives have been considered to avoid utilising

In making this application I acknowledge that:-

this consent request is for lodging of a development or related activity supported it does not imply or form any approval of the application on Council managed land which is the subject of the request; and

- If Council subsequently approves the development or activity on Council subject Council owned or managed land may be conditional on the land title for the principal development and may be subject to a

**Signature**

**Signature**

**Name**

**Date**

**Sic**

**Assessment of Owners Consent request****(Office use only)***Relevant matters for consideration:***Necessity of request:****Public safety and risk**

Risk assessment to be provided to Council.  
(2017 risk assessment + approval attached, FYI)

**Traffic and sight distances****Amenity/streetscape/appropriate use of public land****Other****Recommendations and requirements:**

APPROVE SUBJECT TO RECEIPT OF 2018 TRAFFIC MANAGEMENT  
PLANS, APPROVAL THROUGH LTC & PAYMENT OF ALL  
FEES & CHARGES & HAVING ADEQUATE INSURANCE

EVAN ELFORD

ACTING MANAGER WORKS.

**Decision***In respect of the application and the assessment detailed above:*☐ I **Decline** the request for owners consent☒ I **Support** the request for owners consent**Name:**

Phillip Holloway

**Signature****Date:**

10/4/18

**Title**

DIS







## Events discussions – Chincogan Charge planning

chincogan			
Subject	Location	Start	End
Recurrence: (none) (13 items)			
Meeting - Chincogan Charge 2018	Mullumbimby Newsagency	Fri 23/03/2018 10:30 AM	Fri 23/03/2018 11:...
Amend website to include traffic info		Thu 1/03/2018 12:00 PM	Thu 1/03/2018 12:...
Event debrief - Chincogan Charge - TBC		Thu 19/10/2017 11:00 AM	Thu 19/10/2017 1...
Chincogan Charge	Mullum	Sat 16/09/2017 8:00 AM	Sat 16/09/2017 4:...
Event catch up - compliance - various events	Meeting/Training Room 1 (max 12)	Mon 4/09/2017 1:00 PM	Mon 4/09/2017 1:...
Event catch up - Chincogan Charge	Courtyard or similar	Wed 30/08/2017 10:00 AM	Wed 30/08/2017 1...
Events catch up	Your desk	Mon 21/08/2017 1:30 PM	Mon 21/08/2017 2...
Chincogan Charge - call Evan Elford re traffic plans		Wed 19/07/2017 1:45 PM	Wed 19/07/2017 2...
Leave plan & communication		Thu 29/06/2017 10:00 AM	Thu 29/06/2017 1...
Events check in	Cav's desk if that's ok	Wed 7/06/2017 11:00 AM	Wed 7/06/2017 11:...
Event meeting - Chincogan Charge	The Italian Joint	Tue 30/05/2017 10:30 AM	Tue 30/05/2017 11:...
Phone - Janelle re Chincogan Run		Mon 20/02/2017 10:00 AM	Mon 20/02/2017 1...

The Mullumbimby Chamber of Commerce have been in regular communications with Council Events & Film Liaison Officer re their 2017 event, and in planning for the 2018 event. They propose to bring back the Chincogan Charge as an annual event. This event has not been run for 16 years prior to the 2017 event, which was a success, sold out at 500 competitors and raising approximately \$9,000 for the local community. Funds were distributed to a number of local organisations / initiatives, such as Mullumbimby Museum, Fire Service, STEER, and Mullum Cares.

The event itself involves a number of community groups who contribute volunteer hours (approx 30 volunteers at the 2017 event who have put up their hand again to support). Local combined services clubs provide water and sausage sizzle, and the NSW Fire & Rescue are also in attendance.

No negative feedback was received with regards to the following areas:

- Waste management
- Open spaces (use of the park next to Mullum Pool, and the park behind Mullum Neighbourhood Centre – please note these are not being used for the 2018 event)
- Traffic management
- Risk management

2017 event involved Council approval (via LTC) for road closures as follows:

**17- Resolved** that Council adopt the following Committee Recommendation(s):

**3 Report No. 6.9 Event Road Closures - Chincogan Charge 2017 (out of session)**  
File No: I2017/794

### Committee Recommendation 6.9.1

1. That Council note that the Local Traffic Committee reviewed the Traffic Management Plan and Traffic Control Plan for the Chincogan Charge 2017 out of session and concur with the event road closures.
2. That Council note the Committee comments regarding the timelines for submission of applications for on-road events, and provides advice (including on Council's website) to event organisers that submissions of applications with less than four month's notice cannot guarantee approval.  
(Richardson/Cameron)

*The motion was put to the vote and declared carried.*





**From:** [Orr, Jessica](#)  
**To:** [Gilmore, Jess](#)  
**Cc:** [events; Vinfield, Anna](#)  
**Subject:** RE: Event application - Chincogan Charge Mullumbimby 16.9.17 - risk assessment for review  
**Date:** Monday, 11 September 2017 2:27:36 PM

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Hi Jess G,

I have reviewed the attached additional information sought, noting the tight timeframe for turnaround for this event this weekend.

The additional information provided by the event organiser appears to satisfy Councils criteria and CoC looks good, in particular noting that first aid is on site (firefighters) and relevant road closures have been approved.

All information provided satisfies Councils criteria.

Thanks  
Jess

Jess Orr | Strategic Risk & Improvement Coordinator | BYRON SHIRE COUNCIL

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*I respectfully acknowledge the Arakwal Bundjalung People and the wider Bundjalung Nation as the Traditional Owners and Custodians of the land I work on and acknowledge the ongoing living culture of Aboriginal people.*

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**From:** Gilmore, Jess  
**Sent:** Monday, 11 September 2017 11:49 AM  
**To:** Orr, Jessica  
**Cc:** events; Vinfield, Anna  
**Subject:** RE: Event application - Chincogan Charge Mullumbimby 16.9.17 - risk assessment for review  
**Importance:** High

Hi Jess,

Please see updated page 5 attached, as well as updated (current) CoC.

Given they appear to have addressed your feedback, are you comfortable with the event going ahead this Saturday?

There has been some chasing involved with this one in terms of who has given what approval, and the temporary licence is yet to be issued and it's now down to the line, so I would really appreciate it if you could back to me at your earliest convenience.

Sorry for the urgent timeframe.

Jess

Jess Gilmore  
Byron Shire Council | P: 02 6626 7312 | M: 0408 053 498

*Please note my work days are Monday to Wednesday*

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**From:** Orr, Jessica  
**Sent:** Thursday, 22 June 2017 11:14 AM  
**To:** Gilmore, Jess  
**Cc:** events; Vinfield, Anna  
**Subject:** RE: Event application - Chincogan Charge Mullumbimby 16.9.17 - risk assessment for review

Hi Jess,

I have reviewed the attached event application for the above event and make the following comments:

- Item ref no. 1 is not completed in the risk assessment (page 5) – please ask event organiser to complete.
- As this event is a running event, it'd be appropriate for the event organiser to have first aid tent on site at start/finish line as well as the fire fighters on the track.
- Subject to the above comments and appropriate insurance coverage, the risk assessment completed for this event appears to look good.

Thanks

Jess

Jess Orr | Project Manager – Special Projects | BYRON SHIRE COUNCIL

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**From:** Gilmore, Jess  
**Sent:** Tuesday, 20 June 2017 5:51 PM  
**To:** Orr, Jessica  
**Cc:** events  
**Subject:** Event application - Chincogan Charge Mullumbimby 16.9.17 - risk assessment for review

Hi Jess,

Here's another risk assessment for review.

The event is in September, so doesn't have the same time constraints as the current event we're working on, however it would be great if you have time to cast an eye over it before you go on leave (if possible).

That way I can follow up any further details required.

Jess

**Jess Gilmore**

Byron Shire Council | P: 02 6626 7312 | M: 0408 053 498

*Please note my work days are Monday to Wednesday*

