

ITEM NUMBER: 12.1

CONFIDENTIAL REPORT

ADJOURNED REPORT – BRIGHTON PUMP TRACK MAINTENANCE [REPORT NO: 437/17 AND 415/17]

Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- a. information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead).

Recommendation – Exclusion of the Public – Section 90(3)(a) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Council hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No: 445/17 Adjourned Report – Brighton Pump Track Maintenance [Report No: 437/17 and 415/17] in confidence.
 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Council is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 445/17 Adjourned Report – Brighton Pump Track Maintenance [Report No: 437/17 and 415/17] on the following grounds:
 - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 445/17 Adjourned Report – Brighton Pump Track Maintenance [Report No: 437/17 and 415/17] is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Pump Track Volunteer Matter because details of the track maintenance and the Volunteer's performance will be discussed, which are sensitive and are details only known to those who have participated in the process.
 3. The Council is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.
-

Item No: 12.1

Subject: **ADJOURNED REPORT – BRIGHTON PUMP TRACK MAINTENANCE
[REPORT NO: 437/17 AND 415/17]**

Date: 12 December 2017

Written By: Governance Coordinator

General Manager: City Assets and Services, Mr S Hodge

SUMMARY

Council at its meeting held 28 November 2017, resolved to adjourn Report No: 437/17, to the 12 December 2017 Council meeting to allow members to consider an email received from [REDACTED] at 4.09pm on 28 November 2017.

This report represents Report No: 437/17 and Report No: 415/17 for Council's consideration.

RECOMMENDATION – FROM REPORT 415/17

That Council endorses that the management and maintenance of the Brighton Pump Track be retained within the Manager Field Services portfolio

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 12.1 Adjourned Report – Brighton Pump Track Maintenance [Report No: 437/17 and 415/17] in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that orders that the report, attachments and minutes be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

COMMUNITY PLAN

Placemaking: Creating lively and safe places
Community: Building a healthy, active and resilient community
Community: Fostering an engaged and contributing community
Environment: Building an environmentally resilient city
Environment: Fostering an environmentally connected community
Culture: Being financially accountable
Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Asset Management Policy
Code of Conduct
Community Consultation and Engagement Policy
Volunteer Policy

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

Council at its meeting held 28 November 2017, resolved to adjourn Report No: 437/17, to the 12 December 2017 council meeting to allow members to consider an email received from [REDACTED] at 4.09pm on 28 November 2017.

Motion

C281117/982

That Report No: 437/17 be adjourned to the next Council meeting to be held on 12 December 2017, to allow members to be able to consider an email received from [REDACTED] at 4.09pm on 28 November 2017.

Moved Councillor Wilson, Seconded Councillor Bouchee

Carried

ITEM NUMBER: 12.1

CONFIDENTIAL REPORT

ADJOURNED REPORT – BRIGHTON PUMP TRACK MAINTENANCE [REPORT NO: 415/17]

Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- a. information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead).

Attachment

Recommendation – Exclusion of the Public – Section 90(3)(a) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Council hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No: 437/17 – Adjourned Report – Brighton Pump Track Maintenance [Report No: 415/17] in confidence.
 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Council is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 437/17 – Adjourned Report – Brighton Pump Track Maintenance [Report No: 415/17] on the following grounds:
 - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 437/17 – Adjourned Report – Brighton Pump Track Maintenance [Report No: 415/17] is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Pump Track Volunteer Matter because details of the track maintenance and the Volunteer's performance will be discussed, which are sensitive and are details only known to those who have participated in the process.
 3. The Council is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.
-

Attachment

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City of Holdfast Bay

Council Report No: 437/17

Item No: **12.1**

Subject: **ADJOURNED REPORT – BRIGHTON PUMP TRACK MAINTENANCE
[REPORT NO: 415/17]**

Date: 28 November 2017

Written By: Governance Coordinator

General Manager: City Assets and Services, Mr S Hodge

SUMMARY

Council at its meeting held on 14 September 2017, resolved to adjourn Report No: 415/17, until the Chief Executive Officer is able to table the documents requested by Councillor Clancy.

Councillor Clancy, pursuant to Regulation 18 of the *Local Government (Procedures at Meetings) Regulations 2013* indicated that she was unwilling to vote on the Brighton Pump Track Maintenance report until the Chief Executive Officer tabled the letter to TrailScapes Pty Ltd from the Chief Executive Officer requesting information on the optimal maintenance of the pump track and the response from TrailScapes Pty Ltd.

This report represents Report No: 415/17 for council's further consideration as the Chief Executive Officer will be able to table the requested documents at the meeting to be held on 28 November 2017.

As soon as the documents requested by Councillor Clancy are tabled by the Chief Executive Officer, debate on this matter resumes from the point of adjournment. No members have spoken to the original motion.

RETAIN IN CONFIDENCE - Section 91(7) Order

That having considered Agenda Item 12.1 Adjourned Report – Brighton Pump Track Maintenance [Report No: 415/17] in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that orders that the report, attachments and minutes be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

COMMUNITY PLAN

Placemaking: Creating lively and safe places

Community: Building a healthy, active and resilient community

Community: Fostering an engaged and contributing community
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Environment: Fostering an environmentally connected community
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Culture: Supporting excellent, efficient operations

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Volunteer Policy

STATUTORY PROVISIONS

Local Government Act 1999

REPORT

Council at its meeting held on 14 September 2017, resolved to adjourn Report No: 415/17, until the Chief Executive Officer is able to table the documents requested by Councillor Clancy.

Regulation 18 – Tabling of Information

Councillor Clancy, pursuant to Regulation 18 of the Local Government (Procedures at Meetings) Regulations 2013 indicated that she was unwilling to vote on the Brighton Pump Track Maintenance report until the Chief Executive Officer tables the letter to TrailScapes Pty Ltd from the Chief Executive Officer requesting information on the optimal maintenance of the pump track and the response from TrailScapes Pty Ltd.

The Chief Executive Officer was unable to table the requested documents and His Worship the Mayor accepted Councillor Clancy's request under Regulation 18 and asked the meeting to formally adjourn this item until the documents can be tabled.

Adjournment

C141117/964

That Council adjourn this item until the Chief Executive Officer is able to table the documents requested by Councillor Clancy under Regulation 18 of the Local Government (Procedures at Meetings) Regulations 2013.

Moved Councillor Donaldson, Seconded Councillor Bouchee

Carried

This report represents Report No: 415/17 for council's further consideration as the Chief Executive Officer will be able to table the requested documents at the meeting to be held on 28 November 2017.

Documents tabled at Council Meeting held 28 November 2017



holdfast.sa.gov.au

Brighton Civic Centre 24 Jetty Road, Brighton SA 5048
PO Box 19 Brighton SA 5048

P 08 8229 9999 F 08 8298 4561

Glenelg Customer Service Centre and Library
2 Colley Terrace, Glenelg SA 5045

Maite Petrement
TrailScapes
PO BOX 467
KENT TOWN SA 5071

15 November 2017

Dear Ms Petrement,

BRIGHTON BIKE PUMP TRACK – MAINTENANCE REQUIREMENTS

I am writing in regards to the Brighton Bike Pump Track, located between Jetty Road and Old Beach Road, Brighton.

Since opening the Pump Track in February 2017, it has achieved the desired outcome and proven to be a successful project and is embraced and enjoyed by the local and broader community. Riders of all ages use the track and are enjoying the facility.

Council resolved at its meeting on 23 October 2017, that I write to you to obtain the maintenance requirements for optimal use of the Pump Track.

Can you please confirm that the following documents and information were provided to the City of Holdfast Bay prior to the pump track opening to ensure Council is providing a safe and enjoyable community facility that maximises usage for all ages and abilities:

1. Recommendations for Signage
2. Basic Maintenance Schedule
3. Information on Maintenance Workshops
4. Inspection Checklist

Can you please also confirm the maintenance schedule and inspection checklist are sufficient enough to ensure safety of users and optimal usage of the track.

If you have any further questions in relation to this matter, please don't hesitate to contact me on 8229 9911 or via email jlynch@holdfast.sa.gov.au

Yours sincerely,

Justin Lynch
CHIEF EXECUTIVE OFFICER



Documents tabled at Council Meeting held 28 November 2017

22 November 2017

Justin Lynch
Chief Executive Officer
City of Holdfast Bay
PO Box 19
BRIGHTON SA 5048

 **TRAILSCAPES**
PTY LTD
sustainable trail design
and construction
A.B.N. 69 503 535 98
A.C.N. 124 828 066
PO Box 467
Kent Town SA 5071
0407 791 541
info@trailscapes.com.au
www.trailscapes.com.au

Dear Justin Lynch

BRIGHTON PUMP TRACK – MAINTENANCE REQUIREMENTS

I am writing in response to your letter dated 15 November, in regards to the Brighton Pump Track maintenance requirements. We are delighted the facility is enjoyed by so many.

I would like to confirm the following documents were provided to the City of Holdfast Bay prior to the pump track opening to ensure Council is providing a safe and enjoyable community facility that maximises usage for all ages and abilities:

1. Recommendations for signage
2. Basic Maintenance Schedule
3. Information on Maintenance Workshops
4. Inspection checklist

I confirm that the maintenance schedule and inspection checklist used by Council is sufficient to ensure the safety of users and optimal usage of the track.

Please let me know if you have any questions or need anything else.

Kind regards



Maïté Petement
General Manager
0415 165 674

Documents tabled at Council Meeting held 28 November 2017

Brighton Pike Pump Track – Maintenance Schedule

Task	Weekly	Fortnightly	Monthly	Biannually
Visual safety check				
Watering of track (This will also be the responsibility of the riding group to water track when needed)				
Spot repair damage from unauthorized use				
Remove loose and exposed rocks				
Spot repair high wear zone on landers (manual compaction)				
Check and adjust berms				
Check all rollers and berms geometry and adjust if required.				
Reshape and top up with clean dirt on jump side tops and lips, landers and berms (repair of erosion damage from weather and children climbing on them)				
Bringing in dirt and applying compaction				
Top up mulch				
Clear drainage				



Brighton Bike Pump Track – Inspection Checklist

Fortnightly/Quarterly Inspections

Inspected By: (Name) _____ Signature: _____ Date: _____

- Visual inspection looking for obvious signs of hazards, broken glass, hard objects in fall zones, equipment or rubbish left on site
- Check for any sign of new construction or digging
- Quarterly inspections: check facility design layout with agreed plans and liaise with Manager Field Services if required

Inspection Checklist				
Elements	Items	Prompts	Issues	Action
Beginner Track	Mounds	No modifications (digging or dirt added) No sharp edges/'lips'		
	Corners	No loose material No water ponding No ruts		
	Track - general	No loose material No signs of digging or dirt added Even track surface Minimal water ponding No tree branches overhanging (standard for bicycle paths 2.5m vertical clearance) or on the ground No foreign objects Clear of rubbish		

Documents tabled at Council Meeting held 28 November 2017

Inspection Checklist				
Elements	Items	Prompts	Issues	Action
Intermediate Track	Mounds	No modifications (digging or dirt added) No sharp edges/'lips' No hard objects in fall zones		
	Corners	No loose material Minimal water ponding No ruts		
	Track surface	No loose material Even track surface Minimal water ponding No tree branches overhanging (standard for bicycle paths 2.5m vertical clearance) or on the ground No foreign objects Clear of rubbish		
Viewing Areas	Trees	No over hanging branches		
General Facility	Picnic table/seating	No splintering or sharp edges		
	Signage	Legible and no sharp edges		
	Paths	Accessibility		
	Rubbish	Area within and adjacent to track clean and free of rubbish		
	Taps	Working properly no leaks		



Documents tabled at Council Meeting held 28 November 2017

Attachment

PREPARED: 28 October 2016

BY: Duncan Scheffer and Maité Petrement –
TrailScapes Pty Ltd

FOR: Willoughby City Council

Documents tabled at Council Meeting held 28 November 2017

PURPOSE OF THIS REPORT

The purpose of the following is to provide a brief introduction to the management and operation of dirt jumps and to propose a suitable maintenance plan.

INTRODUCTION

Dirt Jumping has evolved alongside BMX racing from its birth in the 1960's and is often mistaken by non-riders as the same sport. Dirt jumping differs from BMX racing in that the jumps are usually much larger and designed to lift the rider higher into the air. Additionally, the goal is not to complete the course with the fastest time, but rather to perform the best tricks with the best style. Unlike BMX racing where aggressive pedaling is required to gain enough speed to clear the jumps, dirt jumping requires no pedaling and no braking. As such, accurate shaping and vigilant maintenance of the riding surface is critical to control the riders speed and flow during each run.

Unlike BMX racing that has received wide spread public acceptance and successful public facilities (now an Olympic sport) dirt jumping has generally only been successful in an informal and often unauthorised bushland setting. As a result, the construction, maintenance and operation of the jumps have been managed by community leaders and riders on an informal basis.

Concerns over recent years regarding the uncontrolled and unauthorised proliferation of the sport have created the need for authorities to provide publicly built facilities.

Although attempts to replicate these facilities in public space have sometimes been successful from a construction standpoint on the whole they have all ended in failure due to the lack of understanding of the operation and maintenance. This is why it is imperative to engage dirt jumpers, or companies such as Trail Scapes who consist of dirt jumpers to construct and most importantly, maintain these facilities.

Documents tabled at Council Meeting held 28 November 2017

DIRT JUMP MAINTENANCE AND OPERATION

Traditionally, maintenance and riding have gone hand-in-hand. As the riders are also the people that maintain the track, combining these activities provide some efficiency. More importantly it enables riders to limit the amount of wear and tear on the trail surface during riding.

The most effective technique to minimise wear and tear is the application of water to the trail surface before and during riding. A major contributor to the degradation of the trail surface is riding the jumps when dry.

When dirt is allowed to dry out it becomes brittle increasing the impact and abrasion damage when riding. Regular watering before and during the riding increases the plasticity of the dirt significantly reducing damage.

The combination of "careful" watering and riding can improve compaction and seal the riding surface.

Main causes of damage to the riding surface include:

1. Riding jumps when dry
2. Erosion from rain.

Jumps are essentially mounds of dirt that, if left exposed to the elements, experience erosion the same as any other earth works. This erosion is most severe on landing ramps and jumps due to the steep slopes increasing water velocity and worsening any previous damage to the riding surface.

Note: The silt that is washed away during rain is not suitable for repair of riding surface.

3. Unauthorised use of jumps

While not in use, dirt jumps are often seen as an attractive playground for children who enjoy climbing the steep surfaces (often wearing soccer boots) causing damage. Additionally, attempts to ride the jumps using scooters, skateboards and motor bikes result in considerable damage to the riding surface at a time when the jumps are dry and most vulnerable.

Documents tabled at Council Meeting held 28 November 2017

CONTROLS TO MINIMISE MAINTENANCE

Without any recognised standards for the type of dirt used for the construction of dirt jumps preservation and maintenance of jumps can vary greatly. Dirt with low clay content can require several times more maintenance than that of contaminant and rock free clay.

As mentioned previously, application of water before and during riding can greatly reduce damage to riding surfaces however this relies on the accessibility of water and cooperation of users.

Carpets

Universally carpets are used on jumps and landings to reduce the maintenance burden. At Castle Cove, since the jumps are timber and steel, only the landings need protecting

- + Carpets retain moisture in the jumps and landers, provide mechanical protection and can be left on during riding. Greatly reduces the amount of maintenance required in the long run.

- They can make the facility look untidy, need to be brought in by riders and disposed of when worn out.

Tarpaulins

Tarpaulins are also often used to protect jumps while the jumps are not being used. Although effective, this approach relies on the user to replace them when they have finished riding, look messy and require securing to prevent wind blowing them away.

Drainage

Maintaining and fine-tuning drainage can be used to retain water in areas (off riding line) prone to drying out and to reduce moisture in areas prone to being too moist.

Proper construction techniques

The revamped Castle Cove jumps have not exactly been built like conventional dirt jumps. The jumps on the Advanced line, or take-off, are steel and timber thus greatly reducing the amount of maintenance. Rather than having to be groomed regularly, these take-offs will only require oiling like any timber decking, replacing any broken timber slats and checking for loose screws or bolts. The landings have also been made a lot wider (more batter on each side) so they do not require as much maintenance. Steep edges on the side of landings means more maintenance. Proper compaction was applied using heavy machinery, compaction equipment as well as hand tools to ensure a strong and durable base.

Documents tabled at Council Meeting held 28 November 2017

Signage

Letting the community know this is a dirt jump facility and not a playground for kids to slide and run and ride their scooters on will reduce the amount of maintenance needed. It also reduces conflicts.

MAINTENANCE – “THE CRAFT”

General maintenance of dirt jumps involves the replacement of eroded dirt and repair of damaged surfaces. The techniques involved are too many and detailed however a brief summary is provided below:-

- Selection of dirt: A high clay content dirt free from rocks and contaminants is required. Any future delivery of dirt to repair erosion should be as clean as possible and have a high clay content.
- Bonding of repair to substrate.

The area of the jump/lander to be repaired needs to be cleaned of contaminants and substandard dirt prior to soaking with water. The repair dirt is also moistened and mixed to ensure an even moisture content lower than that of the substrate before placing on the repair.

- Watering and Compaction.

Compaction of repairs is critical to create a durable water resistant surface. Any dirt left uncompacted will quickly be damaged during riding and/or washed away during rain. Where possible a plate compactor is used to achieve optimum compaction however jump radii and steep surfaces unreachable using a plate compactor must be compacted manually. Manual compaction is achieved by slapping the surface vigorously with the back of a long handle shovel. It is also critical to have a tap or other water source nearby as compaction cannot be achieved without water.

- Drainage.

Drains need to be cleared on a regular basis. Where possible water velocity needs to be controlled and where possible retained on site to maintain moisture levels.

Documents tabled at Council Meeting held 28 November 2017

CASTLE COVE DIRT JUMPS SPECIFIC

BACKGROUND

Castle Cove dirt jumps History

Beginning its existence as an informal track constructed by local riders, complaints by local residents regarding the unauthorised work resulted in council formalising the facility in 2009 with the construction of new dirt jumps.

Being the first public dirt jumping facility in Sydney, neither Council nor the riding community knew how to maintain and operate the facility and the jumps soon fell into disrepair and were abandoned.

Due to the demolition of unauthorized local dirt jumps by Warringah Council, the community relocated to Castle cove and unofficially managed and maintained the dirt jumps (2011 to 2014) making the site the premier dirt jumping facility in Sydney and became well-known around the country (and even overseas).

The original dirt on the site was mostly sand and top soil with a high percentage of rocks. This was considered unsuitable for the 2009 build and clay was imported (also with rocks) to construct the jump. The recent rebuild uses a combination of these 2 dirt types.

The high percentage of rocks in the dirt coming to the surface required regular racking to remove the rocks and filling of any remaining holes.

The original build in 2009 included a small stockpile of clay for maintenance purposes however this was exhausted by the end of 2012.

The site usually remains dry (too dry) however storm water from the road and houses on the high side of the track funnels extremely large volumes of water through the site during heavy rain. Previous attempts to install silt traps have not had the capacity for such volumes of water and caused flooding and silt build up on some riding surfaces. The swale drains installed by the TrailScapes team will help the facility drain during these events.

Management of the track became untenable when Willoughby Council brought in the policy requiring 21 days notice before any maintenance could be carried out and the jumps were soon left abandoned in favour of the traditional informal bush land setting.

Documents tabled at Council Meeting held 28 November 2017

WHAT IS REQUIRED TO PROVIDE REGULAR MAINTENANCE TO THE CASTLE COVE JUMPS?

A friendly relationship between Council and the riding community is paramount for the success and longevity of the revamped facility. The riders are grateful for Council's effort to provide dirt jumping facilities on Council land and some riders will want to take care of the facility provided to them and cooperation is required on both sides.

The following recommendations will help maintain and perhaps even improve the Castle Cove Jumps over time:

From Council

1. A contact person

We are confident some riders will want to volunteer to maintain the facility on a regular basis. They need a contact at Council so that both parties can communicate efficiently. Ideally, 2 people from each group (Council and riders) should be elected as main contacts so that someone can be reached if and when needed.

2. Water Supply (high priority)

Currently, to supply water, 90m of hose is required to be set up from the reserve below, each time and stored after. There is also nowhere on site to securely store hoses after use. Installing a tap on site will help with day-to-day maintenance, increasing the lifespan of the jumps and greatly reducing the amount of significant upgrades that would otherwise be required to maintain the facility.

3. Tools storage

Maintenance tools and hoses need to be transported to and from the site. A lockable storage box / seating may be a solution. Or access to the shed in the Reserve.

4. Regular maintenance of structures and bi-annual dirt delivery to maintain facility

We suggest Council engages TrailScapes or other professional company specialising in dirt jumps to carry out maintenance to structures, drainage, receive delivery of clean fill to repair jumps, dispose of any hard rubbish, top up mulch and any works requiring machinery.

Documents tabled at Council Meeting held 28 November 2017

5. Updated signage + potential sign at car park

Current signage is tagged and looks outdated. There is an opportunity to create signage showing contact details for Council and / or lead volunteer rider for reporting vandalism or to get involved in the maintenance. Other information should include warning of dangers of riding and the need to wear protective equipment, emergency contact details, appropriate use of track (not a playground for kids), etc, Below is example of signage installed at a Skills Park TrailScapes recently built. Whilst it is not a jumps facility, some information and the “feel” of it can be applied in this situation.



Documents tabled at Council Meeting held 28 November 2017

6. Carpets

Because of the low-grade dirt on the landings, it may be necessary to use carpets on the landings of the tall jumps to greatly reduce maintenance and maintenance cost in the long run. Riders usually get off-cuts from merchants and second-hand carpets for free. However, we recommend sourcing brown (dirt coloured) carpets for them to blend in as a mix of random free carpets will be visible from the street and negatively impact on the clean look of the facility. Using carpets means professional and costly maintenance will not be required as frequently. If Council would prefer to not use carpet, TrailScapes recommends monthly maintenance of the track with more regular delivery of clean dirt.

From riders

1. A contact person / Leaders

As mentioned above, we are confident some riders will want to volunteer to maintain the facility on a regular basis. Ideally, 2 people from each group (Council and riders) should be elected as main contacts so that someone can be reached if and when needed.

2. Riding/operation best practice

The following describes a typical days riding at a rider maintained dirt jumps facility which we are hoping Castle Cove will be:-

- Arrive at the jumps and remove covers from jumps (if any).
- Rake the track from top to bottom to remove rocks and any organic material.
- Repair any damage from unauthorised use of the track, if dirt available.
- Sweep the track from top to bottom filling in any holes from rock removal.
- Unpack tools and hoses.
- Set up 90m hose from the soccer field and water track from top to bottom several times before riding or using tap on-site if one is installed.
- During riding water track every 20-30 minutes (lightly) depending on temperature and humidity.
- Repair any damage by rider error (crashes) as and when required.
- After riding, replace covers and/or carpets removed.
- Pack away hose and tools.
- Clean up any rubbish left and place in bin installed next to the carpark.

Documents tabled at Council Meeting held 28 November 2017

We believe it is important for the rider users to establish a maintenance regime as the incentive to carry out the above tasks disappears when regular maintenance is carried out by others outside the user group.

We recommend TrailScapes be involved in the maintenance of the structures and “build days” that require materials to be brought in, whether it be clean dirt, mulch, timber for ramps, etc. Our team is composed of riders that are part of the riding community.

3. Basic hand tools and hoses

Local riders will often bring their tools to carry out maintenance to their favourite tracks. We recommend having a lockable box where tools can be kept on site. These tools include modified nail rakes, brooms, shovels, hoses, sprinkler, etc.

4. Carpets if approved, required and not provided by Council (no colour requirements)

Documents tabled at Council Meeting held 28 November 2017

RECOMMENDATIONS FOR FUTURE MAINTENANCE

CONSTRUCTION NOTES AND FACTORS THAT WILL AFFECT FREQUENCY OF MAINTENANCE

Construction notes for maintenance:

Ramps are built of 8mm structural steel, galvanized dipped

Bolts and washers attaching ramps to concrete footings are M16

Nuts and bolts to main frame are M16, to cross-bar are M12, to center brace are M8

Timber on ramps is cypress, 1200m x 150mm x 38mm, rough sawn

Timber screws are 12-24 x 68 Series 500 HEX CL3

Decking oil is water based Weatherguard Prodeck. At the time of installation, the timber had 3 coats on top and sides, 1 coat on the bottom

Factors that will affect the frequency of maintenance

As indicated above, the amount and frequency of maintenance required to keep Castle Cove dirt jumps in a safe and usable state will depend on the following:

1. Whether carpets are used to protect vulnerable surface
2. Whether the riders take ownership of the facility and maintain it
3. Whether drainage is monitored
4. If jumps are watered before and during use (unless if not rider maintained and water not available directly on site)
5. Extreme weather
6. The availability of quality dirt for maintenance.

It has been indicated by Council that a combination of rider involvement and TrailScapes' involvement are the preferred options to maintain the facility and as such the following schedule is estimated on the basis that rider's carry out day-to-day maintenance and TrailScapes carries out any maintenance to structures and maintenance requiring materials to be brought in.

Documents tabled at Council Meeting held 28 November 2017

PRELIMINARY MAINTENANCE SCHEDULE

Assumptions: Tap installed on site or at least storage for hoses

TrailScapes recommends monitoring users involvement, use levels, water dynamics and at first, follow to below maintenance schedule. This can be adjusted if more /less maintenance is required.

Task	Weekly	Fortnightly	Monthly	Biann ally
Visual safety check by riders				
Spot repair damage from unauthorized use				
Remove loose and exposed rocks				
Spot repair high wear zone on landers (manual compaction)				
Check and adjust jump radii				
Visual inspection of ramps to check that screws and bolts are on tight and that timber ramps are in good condition. Report to Council an TrailScapes? Nuts can be tightened. Timber replacement can be carried out by a TrailScapes team member based in Sydney as required				
Check all jump geometry and adjust if reqd.				
Reshape and top up with clean dirt on jump side , tops and lips, landers and berms (repair of erosion damage from weather and children climbing on them) Bringing in dirt and applying compaction Top up mulch Clear drainage Apply decking oil to timber ramps Replace any timber if required				

Attachment

ITEM NUMBER: 17.1

CONFIDENTIAL REPORT

BRIGHTON PUMP TRACK MAINTENANCE

Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- a. **information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead).**

Attachment

Recommendation – Exclusion of the Public – Section 90(3)(a) Order

- 1** That pursuant to Section 90(2) of the *Local Government Act 1999* Council hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Brighton Pump Track Maintenance (Report No: 415/17) in confidence.
 - 2.** That in accordance with Section 90(3) of the *Local Government Act 1999* Council is satisfied that it is necessary that the public be excluded to consider the information contained in Brighton Pump Track Maintenance (Report No: 415/17) on the following grounds:
 - a.** pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Brighton Pump Track Maintenance (Report No: 415/17) is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Pump Track Volunteer Matter because details of the track maintenance and the Volunteer's performance will be discussed, which are sensitive and are details only known to those who have participated in the process.
 - 3.** The Council is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.
-

Attachment

Item No: **17.1**

Subject: **BRIGHTON PUMP TRACK MAINTENANCE**

Date: 14 November 2017

Written By: Manager Field Services

General Manager: City Assets and Services, Steve Hodge

SUMMARY

This report responds to Confidential Item 19.1 Brighton Pump Track Maintenance, discussed at the Council Meeting held on 24 October 2017 where council resolved:

C241017/945:

1. That the Chief Executive Officer write to TrailScapes Pty Ltd to obtain the maintenance requirements for optimal use of the Pump Track.
 2. That Council provide a report on options on the future management of the pump track.
 3. That [REDACTED] be reinstated as a probationary volunteer for 3 months.
-

RECOMMENDATION

1. That Council endorses that the management and maintenance of the Brighton Pump Track be retained within the Manager Field Services portfolio.

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 17.1 Brighton Pump Track Maintenance (Report No: 415/17) in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that Act orders that the report, attachments and minutes be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.
-

COMMUNITY PLAN

Placemaking: Creating lively and safe places

Community: Building a healthy, active and resilient community

Community: Fostering an engaged and contributing community

Environment: Building an environmentally resilient city

Environment: Fostering an environmentally connected community

Culture: Being financially accountable

Culture: Supporting excellent, efficient operations

Attachment

COUNCIL POLICY

Asset Management Policy
Code of Conduct
Community Consultation and Engagement Policy
Volunteer Policy

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

Council has previously considered reports on this subject dating back to 2013.

- Report No. 403/13 Rail Electrification – Transfer of Land Parcels
- Report No. 73/14 Proposal for a Brighton Pump Track
- Report No. 42/16 Petition – Proposed bike Pump Track
- Report No. 61/16 Bike Pump Track Proposal – Community Consultation Findings
- Report No. 311/16 Question on Notice – Bike Pump Track
- Report No. 29/17 Question on Notice – Final Cost of Bike Pump Track
- Report No. 110/17 Motion on Notice – Pump Track – Councillor Yates.

In 2013, as part of the Rail Electrification project, the Department of Planning, Transport and Infrastructure (DPTI) offered Council ten (10) surplus land parcels along the rail corridor and, Council subsequently entered into an agreement with DPTI to accept the land parcels and financial payment to assist in the revegetation or development and maintenance of the land.

Council conducted extensive community consultation and of the 241 submissions received, 74% supported the proposed pump track, 23% objected and 3% were unsure.

The facility is under the care, control and management of Council, operating under the maintenance guidelines developed by TrailScapes, who constructed the facility to maximise availability and access for users.

Field Staff are scheduled to conduct monthly detailed inspections, reporting and undertaking any maintenance that is required, following the operational guidelines provided by TrailScapes.

Council monitors the weather forecasts for rainfall to prepare for any potential flooding, fallen trees or other storm damage in addition to closing and reopening the pump track as is deemed appropriate.

REPORT

With the initial concept plan for the proposed track developed by local community members (including [REDACTED]) and following a tender process TrailScapes were engaged to undertake detailed design and construction. Council worked with the TrailScapes to establish a track suitable for all age groups and abilities.

Attachment

Since opening the pump track in February 2017, the track has become a popular community facility which has increased recreational activity, with users of all ages and abilities, enjoying the facility from the local and broader community.

Since its construction the facility has been strongly supported by the Rotary Club of Somerton Park who have donated seating and a bike repair station.

The track has had a minimal impact on the surrounding amenity of the area.

The material used to construct the track is clay and during wet weather events, depending on the amount of rain, it is closed and re-opened as soon as practicable. As expected, there is low use in the wet winter months and high use in the dry summer season.

The maintenance schedule for the track was developed by TrailScapes and Council adopted the schedule for use by staff and volunteers. A copy of the Maintenance Schedule is provided as Attachment 1. To meet the needs of the users and community, minimal maintenance has been required to date.

Refer Attachment 1

There are a number of pump/BMX tracks in Adelaide and are mainly constructed of a clay base with either a clay finish, bitumen/asphalt seal or polymer mixed with plaster sand coating finish.

The options are outlined below and sample images of the different surfaces are provided in Attachment 2.

Refer Attachment 2

As the facility has been open for 9 months and is commencing the peak usage season Administration are now in a position to review the maintenance requirements of the track in which there may be value in exploring the alternative surfaces therefore minimising further the maintenance requirements and the availability of the track during wet weather (minimising closure of the facility)

Council may wish to consider the alternative surface treatments and undertake a full analysis (including costings) in preparation for the 2018/19 budget discussions.

The different surface treatment options for the track are outlined below.

Option 1 - Bitumen/Asphalt seal

Advantages	Disadvantages
Minimal maintenance	Cost approx. \$15,000 - \$20,000
Track remains open all year	Possible increase in noise from bikes on surface
Available also for use by scooter and skateboard riders	Aesthetically not in keeping with native vegetation surrounds
No grooves in berms	Hard surface may result in injuries
Track easy to use for all ages	Surface expansion resulting in cracking
Minimal inspections required	

Attachment

Option 2 - Polymer seal

Advantages	Disadvantages
Retains a more natural colour	Surface does not suit scooter and skateboard riders
Cost approx. \$5,000	Annual maintenance costs approx. \$2,500
Track remains open all year	
Sealant requires minimal maintenance i.e. minimal patching required, annual re-seal	
Minimises grooves in berms	
Track easy to use for all ages	
Minor injuries	

Option 3 - Clay seal (Current track)

Advantages	Disadvantages
Retains clay surface colour	Resources to close and re-open track due to weather
Track easy to use for all ages	Riders ignoring 'track closed' sign and damaging track i.e. tyre grooves in berms.
Minor injuries	Requires watering in dry weather months
	Surface does not suit scooter and skateboard riders
	Annual maintenance costs approx. \$5,000

Management and Maintenance Responsibilities

Since the track's completion 3 volunteers, of which one was [REDACTED], were inducted to assist with minor maintenance and upkeep of the track for an initial three (3) month probation period, commencing in June 2017.

An agreement was reached between Council and the volunteers as to their responsibilities as stated in their position description and the extent of their involvement. However, unfortunately, continued breaches of the agreement by one volunteer, [REDACTED] resulted in Council reviewing their non-compliance with their Position Description and Code of Conduct which resulted in concluding [REDACTED] tenure as a volunteer.

The licence agreement with DPTI covers 10 parcels of land along the rail corridor and Item 3 in the schedule (refer Attachment 3), outlines the permitted use for the land:

"ITEM 3: PERMITTED USE

- Shared use path to be used by members of the public for pedestrian and bicycle traffic;
- Beautification;
- Recreation; and
- Car parking purposes. "

Refer Attachment 3

Attachment

In accordance with the licence agreement with DPTI, it was always the intention that the Pump Track would be a recreation area which was open to the public. Since the establishment of the facility there have been occurrences where the track has been closed for prolonged periods by people other than council employees and staff were unable to adequately explain the process and reasons for the closures when questioned by residents.

It also has become quite apparent with the management by volunteers that the facility was being geared only towards being available to an elite small group of people which is not in the spirit of the agreement with DPTI. Council Staff have tried diplomatically to convey this message on various occasions however, it went very much unheeded by the volunteers, which resulted in Administration providing very clear direction on who would manage the ongoing operations of the facility necessarily excluding [REDACTED].

Volunteer Involvement

As a volunteer, [REDACTED] has provided assistance with the initial design and maintenance of the Pump Track, [REDACTED]

This has led to the decision to terminate the services of [REDACTED] as a council volunteer.

Council has an internal Code of Conduct for Employees, Staff and Associates (which includes Volunteers), and every volunteer is presented with this material in a handbook at their induction.

[REDACTED]

"2.1 Responsible Behaviour

- c. *Performing their duties to the best of their ability, ensuring efficient and effective use of Councils equipment, facilities and their time.* [REDACTED]

- f. *Not publicly criticising the Council, Elected Members, or other employees, staff and associates, or the decisions made by those parties.* [REDACTED]

2.3 Respecting Individuals

- a. *Comply with all reasonable and lawful instructions by relevant managers, coordinators and team leaders.* [REDACTED]

Attachment

- c. *Avoid language and/or behaviour that is or may be deemed to be offensive by other people in the workplace/public.* [REDACTED]

2.7 Social Media/Networking/IT Usage

- 2.7.2 *Regardless of the media being used, employees, staff and associates are required to speak respectfully about Council, its employees (past, current and potential), customers, Elected Members and volunteers. They must not engage in any practices that will reflect negatively on or harm the reputation of the Council or the groups listed.* [REDACTED]

Volunteer Policy

2.2 Volunteer Code of Conduct

- 2.2.2 *Volunteers are expected to abide by the Council Volunteer Code of Conduct and will be required to sign a Volunteer Agreement.* [REDACTED]

2.27 Misconduct

- 2.27.2 (b) *Serious dereliction of the duties required of the employee, staff or associate.* [REDACTED]

[REDACTED] has some personal tools in the tool box on site, and was requested to remove them at his earliest convenience. He was also requested to return the City of Holdfast Bay Volunteer name badge again, at his earliest convenience, and this has not yet occurred.

Council thanked [REDACTED], for his work on site to date. The Pump Track has been a great addition to the community and without his passion and enthusiasm, it may never have reached completion.

Attachment

In compliance with the Council resolution (C241017/945): "3. That [REDACTED] be reinstated as a probationary volunteer for 3 months", [REDACTED] was invited to attend an induction meeting at 1.00pm on Thursday 2 November 2017 to initiate this process however, [REDACTED] failed to attend the meeting.

BUDGET

There is no allocation for maintenance in the 2017/18 budget and costs for this financial year will be absorbed in the Field Services maintenance budget.

LIFE CYCLE COSTS

There are no anticipated life cycle costs beyond the 5 year tenure of the licence agreement with DPTI.

Brighton Bike Pump Track – Inspection Checklist

Fortnightly/Quarterly Inspections

Inspected By: (Name) _____

Signature: _____

Date: _____

- Visual inspection looking for obvious signs of hazards, broken glass, hard objects in fall zones, equipment or rubbish left on site
- Check for any sign of new construction or digging
- Quarterly inspections: check facility design layout with agreed plans and liaise with Manager Field Services if required

Inspection Checklist

Elements	Items	Prompts	Issues	Action
Beginner Track	Mounds	No modifications (digging or dirt added) No sharp edges/'lips'		
	Corners	No loose material No water ponding No ruts		
	Track - general	No loose material No signs of digging or dirt added Even cover of dolomite Minimal water ponding No tree branches overhanging (standard for bicycle paths 2.5m vertical clearance) or on the ground No foreign objects Clear of rubbish		

Attachment

Inspection Checklist					
Elements	Items	Prompts	Issues	Action	
Intermediate Track	Mounds	No modifications (digging or dirt added) No sharp edges/'lips' No hard objects in fall zones			
	Corners	No loose material Minimal water ponding No ruts			
	Track surface	No loose material Even cover of dolomite Minimal water ponding No tree branches overhanging (standard for bicycle paths 2.5m vertical clearance) or on the ground No foreign objects Clear of rubbish			
Viewing Areas	Trees	No over hanging branches			
General Facility	Picnic table/seating	No splintering or sharp edges			
	Signage	Legible and no sharp edges			
	Paths	Accessibility			
	Rubbish	Area within and adjacent to track clean and free of rubbish			
	Taps	Working properly, no leaks			

Attachment

Brighton Pike Pump Track – Maintenance Schedule

Task	Weekly	Fortnightly	Monthly	Biannually
Visual safety check				
Spot repair damage from unauthorized use				
Remove loose and exposed rocks				
Spot repair high wear zone on landers (manual compaction)				
Check and adjust berms				
Check all rollers and berms geometry and adjust if required.				
Reshape and top up with clean dirt on jump sides, tops and lips, landers and berms (repair of erosion damage from weather and children climbing on them)				
Bringing in dirt and applying compaction				
Top up mulch				
Clear drainage				

Attachment

Brighton Bike Pump Track Risk Assessment (Commercial Road, Brighton)

Site Management <ul style="list-style-type: none"> ○ Provide and review asset maintenance inspections ○ Schedule redevelopments as required ○ Consider requests suggested by volunteers in collaboration with Active Communities 	Asset Management
Inspections <ul style="list-style-type: none"> ○ Fortnightly visual inspection <ul style="list-style-type: none"> ▪ hazards (hard objects, glass, rubbish or equipment left out) ▪ signs of new mound construction or digging ▪ inspection to be conducted – as per inspection checklist ▪ Liaise with Active Communities and volunteers for track updates notifications 	Assets
Maintenance Routine maintenance (beginner/intermediate track) <ul style="list-style-type: none"> ○ Refer to maintenance plan 	Volunteers / Assets
Structural Maintenance Major maintenance or upgrades requiring machinery <ul style="list-style-type: none"> ○ External contractor (if budget permits) ○ External Quarterly Audits 	Assets
Checking equipment box equipment/restocking if required (shovels etc)	Assets
Checking irrigation and taps	Assets
Provide SOPs and training if required	Assets
Volunteers <ul style="list-style-type: none"> ○ Corporate Inductions ○ Positions Descriptions ○ Ensure volunteers follow roles and abide by restrictions ○ Distribute notices to volunteers ○ Filter queries to relevant staff and collaborate on track changes, maintenance and improvements 	Active Communities
Programs, Clubs and Development, track development in liaison with volunteers, horticulture and asset management.	Active Communities

Attachment

PURPOSE OF THIS REPORT

The purpose of the following is to provide a brief introduction to the management and operation of dirt jumps and to propose a suitable maintenance plan.

INTRODUCTION

Dirt Jumping has evolved alongside BMX racing from its birth in the 1960's and is often mistaken by non-riders as the same sport. Dirt jumping differs from BMX racing in that the jumps are usually much larger and designed to lift the rider higher into the air. Additionally, the goal is not to complete the course with the fastest time, but rather to perform the best tricks with the best style. Unlike BMX racing where aggressive pedaling is required to gain enough speed to clear the jumps, dirt jumping requires no pedaling and no braking. As such, accurate shaping and vigilant maintenance of the riding surface is critical to control the riders speed and flow during each run.

Unlike BMX racing that has received wide spread public acceptance and successful public facilities (now an Olympic sport) dirt jumping has generally only been successful in an informal and often unauthorised bushland setting. As a result, the construction, maintenance and operation of the jumps have been managed by community leaders and riders on an informal basis.

Concerns over recent years regarding the uncontrolled and unauthorised proliferation of the sport have created the need for authorities to provide publicly built facilities.

Although attempts to replicate these facilities in the public space have sometimes been successful from a construction standpoint on the whole they have all ended in failure due to the lack of understanding of the operation and maintenance. This is why it is imperative to engage dirt jumpers, or companies such as TrailScapes who consist of dirt jumpers to construct and most importantly, maintain these facilities.

Traditionally, maintenance and riding have gone hand-in-hand. As the riders are also the people that maintain the track, combining these activities provide some efficiency. More importantly it enables riders to limit the amount of wear and tear on the trail surface during riding.

The most effective technique to minimise wear and tear is the application of water to the trail surface before and during riding. A major contributor to the degradation of the trail surface is riding the jumps when dry.

When dirt is allowed to dry out it becomes brittle increasing the impact and abrasion damage when riding. Regular watering before and during the riding increases the plasticity of the dirt significantly reducing damage.

The combination of "careful" watering and riding can improve compaction and seal the riding surface.

Main causes of damage to the riding surface include:

1. Riding jumps when dry
2. Erosion from rain.

Jumps are essentially mounds of dirt that, if left exposed to the elements, experience erosion the same as any other earth works. This erosion is most severe on landing ramps and jumps due to the steep slopes increasing water velocity and worsening any previous damage to the riding surface.

Note: The silt that is washed away during rain is not suitable for repair of riding surface.

3. Unauthorised use of jumps

While not in use, dirt jumps are often seen as an attractive playground for children who enjoy climbing the steep surfaces (often wearing soccer boots) causing damage. Additionally, attempts to ride the jumps using scooters, skateboards and motor bikes result in considerable damage to the riding surface at a time when the jumps are dry and most vulnerable.

Attachment

Without any recognised standards for the type of dirt used for the construction of dirt jumps preservation and maintenance of jumps can vary greatly. Dirt with low clay content can require several times more maintenance than that of contaminant and rock free clay.

As mentioned previously, application of water before and during riding can greatly reduce damage to riding surfaces however this relies on the accessibility of water and cooperation of users.

Carpets

Universally carpets are used on jumps and landings to reduce the maintenance burden. At Castle Cove, since the jumps are timber and steel, only the landings need protecting

+ Carpets retain moisture in the jumps and landers, provide mechanical protection and can be left on during riding. Greatly reduces the amount of maintenance required in the long run.

- They can make the facility look untidy, need to be brought in by riders and disposed of when worn out.

Tarpaulins

Tarpaulins are also often used to protect jumps while the jumps are not being used. Although effective, this approach relies on the user to replace them when they have finished riding, look messy and require securing to prevent wind blowing them away.

Drainage

Maintaining and fine-tuning drainage can be used to retain water in areas (off riding line) prone to drying out and to reduce moisture in areas prone to being too moist.

Proper construction techniques

The revamped Castle Cove jumps have not exactly been built like conventional dirt jumps. The jumps on the Advanced line, or take-off, are steel and timber thus greatly reducing the amount of maintenance. Rather than having to be groomed regularly, these take-offs will only require oiling like any timber decking, replacing any broken timber slats and checking for loose screws or bolts. The landings have also been made a lot wider (more batter on each side) so they do not require as much maintenance. Steep edges on the side of landings means more maintenance. Proper compaction was applied using heavy machinery, compaction equipment as well as hand tools to ensure a strong and durable base.

Attachment

Signage

Letting the community know this is a dirt jump facility and not a playground for kids to slide and run and ride their scooters on will reduce the amount of maintenance needed. It also reduces conflicts.

MAINTENANCE – “THE CRAFT”

General maintenance of dirt jumps involves the replacement of eroded dirt and repair of damaged surfaces. The techniques involved are too many and detailed however a brief summary is provided below:-

- Selection of dirt: A high clay content dirt free from rocks and contaminant is required. Any future delivery of dirt to repair erosion should be as clean as possible and have a high clay content.
- Bonding of repair to substrate.

The area of the jump/lander to be repaired needs to be cleaned of contaminants and substandard dirt prior to soaking with water. The repair dirt is also moistened and mixed to ensure an even moisture content lower than that of the substrate before placing on the repair.

- Watering and Compaction.

Compaction of repairs is critical to create a durable water resistant surface. Any dirt left uncompacted will quickly be damaged during riding and/or washed away during rain. Where possible a plate compactor is used to achieve optimum compaction however jump radii and steep surfaces unreachable using a plate compactor must be compacted manually. Manual compaction is achieved by slapping the surface vigorously with the back of a long handle shovel. It is also critical to have a tap or other water source nearby as compaction cannot be achieved without water.

- Drainage.

Drains need to be cleared on a regular basis. Where possible water velocity needs to be controlled and where possible retained on site to maintain moisture levels.

Attachment

Castle Cove dirt jumps History

Beginning its existence as an informal track constructed by local riders, complaints by local residents regarding the unauthorised work resulted in council formalising the facility in 2009 with the construction of new dirt jumps.

Being the first public dirt jumping facility in Sydney, neither Council nor the riding community knew how to maintain and operate the facility and the jumps soon fell into disrepair and were abandoned.

Due to the demolition of unauthorized local dirt jumps by Warringah Council, the community relocated to Castle cove and unofficially managed and maintained the dirt jumps (2011 to 2014) making them the premier dirt jumping facility in Sydney and became well-known around the country (and even overseas).

The original dirt on the site was mostly sand and top soil with a high percentage of rocks. This was considered unsuitable for the 2009 build and clay was imported (also with rocks) to construct the jumps. The recent rebuild uses a combination of these 2 dirt types.

The high percentage of rocks in the dirt coming to the surface required regular racking to remove the rocks and filling of any remaining holes. The original build in 2009 included a small stock pile of clay for maintenance purposes however this was exhausted by the end of 2012.

The site usually remains dry (too dry) however storm water from the road and houses on the high side of the track funnels extremely large volumes of water through the site during heavy rain. Previous attempts to install silt traps have not had the capacity for such volumes of water and caused flooding and silt build up on the some riding surfaces. The swale drains installed by the TrailScapes team will help the facility drain during these events.

Management of the track became untenable when Willoughby Council brought in the policy requiring 21 days notice before any maintenance could be carried out and the jumps were soon left abandoned in favour of the traditional informal bush land setting.

Attachment

WHAT IS REQUIRED TO PROVIDE REGULAR MAINTENANCE TO THE CASTLE COVE JUMPS?

A friendly relationship between Council and the riding community is paramount for the success and longevity of the revamped facility. The riders are grateful for Council's effort to provide dirt jumping facilities on Council land and some riders will want to take care of the facility provided to them and cooperation is required on both sides.

The following recommendations will help maintain and perhaps even improve the Castle Cove Jumps over time:

From Council

1. A contact person

We are confident some riders will want to volunteer to maintain the facility on a regular basis. They need a contact at Council so that both parties can communicate efficiently. Ideally, 2 people from each group (Council and riders) should be elected as main contacts so that someone can be reached if and when needed.

2. Water Supply (high priority)

Currently, to supply water, 90m of hose is required to be set up from the reserve below, each time and stored after. There is also nowhere on site to securely store hoses after use. Installing a tap on site will help with day-to-day maintenance, increasing the lifespan of the jumps and greatly reducing the amount of significant upgrades that would otherwise be required to maintain the facility.

3. Tools storage

Maintenance tools and hoses need to be transported to and from the site. A lockable storage box / seating may be a solution. Or access to the shed in the Reserve.

4. Regular maintenance of structures and bi-yearly dirt delivery to maintain facility

We suggest Council engages TrailScapes or other professional company specialising in dirt jumps to carry out maintenance to structures, drainage, receive delivery of clean fill to repair jumps, dispose of any hard rubbish, top up mulch and any works requiring machinery.

Attachment

5. Updated signage + potential sign at car park

Current signage is tagged and looks outdated. There is an opportunity to create signage showing contact details for Council and / or lead volunteer rider for reporting vandalism or to get involved in the maintenance. Other information should include warning of dangers of riding and the need to wear protective equipment, emergency contact details, appropriate use of track (not a playground for kids), etc. Below is example of signage installed at a Skills Park TrailScapes recently built. Whilst it is not a jumps facility, some information and the “feel” of it can be applied in this situation.



Attachment

6. Carpets

Because of the low-grade dirt on the landings, it may be necessary to use carpets on the landings of the tall jumps to greatly reduce maintenance and maintenance cost in the long run. Riders usually get off-cuts from merchants and second-hand carpets for free. However, we recommend sourcing brown (dirt coloured) carpets for them to blend in as a mix of random free carpets will be visible from the street and negatively impact on the clean look of the facility. Using carpets means professional and costly maintenance will not be required as frequently. If Council would prefer to not use carpet, TrailScapes recommends monthly maintenance of the track with more regular delivery of clean dirt.

From riders

1. A contact person / Leaders

As mentioned above, we are confident some riders will want to volunteer to maintain the facility on a regular basis. Ideally, 2 people from each group (Council and riders) should be elected as main contacts so that someone can be reached if and when needed.

2. Riding/operation best practice

The following describes a typical days riding at a rider maintained dirt jumps facility which we are hoping Castle Cove will be:-

- Arrive at the jumps and remover covers from jumps (if any).
- Rake the track from top to bottom to remove rocks and any organic material.
- Repair any damage from unauthorised use of the track, if dirt available.
- Sweep the track from top to bottom filling in any holes from rock removal.
- Unpack tools and hoses.
- Set up 90m hose from the soccer field and water track from top to bottom several times before riding or using tap on-site if one is installed.
- During riding water track every 20-30 minutes (lightly) depending on temperature and humidity.
- Repair any damage by rider error (crashes) as and when required.
- After riding, replace covers and/or carpets removed.
- Pack away hose and tools.
- Clean up any rubbish left and place in bin installed next to the carpark.

Attachment

We believe it is important for the rider users to establish a maintenance regime as the incentive to carry out the above tasks disappears when regular maintenance is carried out by others outside the user group.

We recommend TrailScapes be involved in the maintenance of the structures and “build days” that require materials to be brought in, whether it be clean dirt, mulch, timber for ramps, etc. Our team is composed of riders that are part of the riding community.

3. Basic hand tools and hoses

Local riders will often bring their tools to carry out maintenance to their favourite tracks. We recommend having a lockable box where tools can be kept on site. These tools include modified nail rakes, brooms, shovels, hoses, sprinkler, etc.

4. Carpets if approved, required and not provided by Council (no colour requirements)

Attachment

RECOMMENDATIONS FOR FUTURE MAINTENANCE

CONSTRUCTION NOTES AND FACTORS THAT WILL AFFECT FREQUENCY OF MAINTENANCE

Construction notes for maintenance:

Ramps are built of 8mm structural steel, galvanized dipped

Bolts and washers attaching ramps to concrete footings are M16

Nuts and bolts to main frame are M16, to cross-bar are M12, to center brace are M8

Timber on ramps is cypress, 1200m x 150mm x 38mm, rough sawn

Timber screws are 12-24 x 68 Series 500 HEX CL3

Decking oil is water based Weatherguard Prodeck. At the time of installation, the timber had 3 coats on top and sides, 1 coat on the bottom

Factors that will affect the frequency of maintenance

As indicated above, the amount and frequency of maintenance required to keep Castle Cove dirt jumps in a safe and usable state will depend on the following:

1. Whether carpets are used to protect vulnerable surfaces
2. Whether the riders take ownership of the facility and maintain it
3. Whether drainage is monitored
4. If jumps are watered before and during use (unlikely if not rider maintained and water not available directly on site)
5. Extreme weather
6. The availability of quality dirt for maintenance.

It has been indicated by Council that a combination of rider involvement and TrailScapes' involvement are the preferred options to maintain the facility and as such the following schedule is estimated on the basis that rider's carry out day-to-day maintenance and TrailScapes carries out any maintenance to structures and maintenance requiring materials to be brought in.

Attachment

PRELIMINARY MAINTENANCE SCHEDULE

Assumptions: Tap installed on site or at least storage for hoses

TrailScapes recommends monitoring users involvement, use levels, water dynamics and at first, follow to below maintenance schedule. This can be adjusted if more /less maintenance is required.

Task	Weekly	Fortnightly	Monthly	Biannually
Visual safety check by riders				
Spot repair damage from unauthorized use				
Remove loose and exposed rocks				
Spot repair high wear zone on landers (manual compaction)				
Check and adjust jump radii				
Visual inspection of ramps to check that screws and bolts are on tight and that timber ramps are in good condition. Report to Council and TrailScapes? Nuts can be tightened. Timber replacement can be carried out by a TrailScapes team member based in Sydney as required.				
Check all jump geometry and adjust if reqd.				
Reshape and top up with clean dirt on jump sides, tops and lips, landers and berms (repair of erosion damage from weather and children climbing on them)				
Bringing in dirt and applying compaction				
Top up mulch				
Clear drainage				
Apply decking oil to timber ramps				
Replace any timber if required				

OPTION 1 - BITUMEN/ASPHALT SEAL

Attachment



OPTION 2 - POLYMER SEAL



OPTION 3 - CLAY SEAL - EXISTING BRIGHTON PUMP TRACK



SCHEDULE

ITEM 1	LAND The land parcels shown in Annexure B
ITEM 2	SITE That portion of the Land being the areas hachured green on the plans attached.
ITEM 3	PERMITTED USE <ul style="list-style-type: none">• Shared use path to be used by members of the public for pedestrian and bicycle traffic;• Beautification;• Recreation; and• Car parking purposes.
ITEM 4	COMMENCEMENT DATE The date the last party executes this Agreement
ITEM 5	EXPIRY DATE Five (5) years from the Commencement Date
ITEM 6	LICENCE FEE <u>Amount:</u> \$1.00 (exclusive of GST) per annum <u>Payable:</u> within thirty (30) days if demanded by the Licensor
ITEM 7	LICENCE FEE REVIEW <u>Review Date:</u> Not Applicable <u>Method:</u> Not Applicable
ITEM 8	INSURANCE See clause 25
ITEM 9	NOTICES <u>Licensor</u> Attention: Manager Property Directorate Department of Planning, Transport and Infrastructure Level 2, 211 Victoria Square

Attachment

Page 2 of 2

Adelaide SA 5000

Licensee

Attention: Chief Executive Officer
City of Holdfast Bay
PO Box 19
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