

**Land Management Plan**

**Kilcoy Motorcycle Club Inc.**

## 1. INTRODUCTION

This Land Management Plan applies to a trust land that has been identified by Council as Kilcoy Motocross Grounds – Glenfern

- Lot Number: 1 & 2 SP134321
- Title Reference: 49102374

## 2. TRUSTEE DETAILS

- (a) Trustee's Name: Somerset Regional Council
- (b) Trustee's Address: PO BOX 117 ESK QLD 4312
- (c) Phone Number: 07 5424 4000
- (d) Email: [mail@somerset.qld.gov.au](mailto:mail@somerset.qld.gov.au)

## 3. EXISTING TENURE OF THE SUBJECT LAND

- (a) Trust Land Description: Reserve for Recreation Purposes, Reserve Number 1471
- (b) Lot and Plan: 1 & 2 SP134321
- (c) Locality: Glenfern
- (d) Local Government: Somerset Regional Council
- (e) Area of Land: 9.147ha
- (f) Conditions of Tenure:  
Pursuant to the terms of the Trustee Lease to Kilcoy Motorcycle Club Inc. as annexed as Attachment 2.

## 4. EXISTING USES

- (a) Existing Uses – Primary and Secondary

The Subject Land is for recreational purposes to provide facilities for motocross sports and providing related services such as canteen facilities, camping, parking and toilets, as secondary uses, subject to the conduct of such activities being in accordance with the Event Management Plan as approved by the Trustee and the conditions of this Land Management Plan as set out in Attachment 1.

(b) Existing Interests

Trustee Lease with the Kilcoy Motorcycle Club Inc. which expires on 31 December 2024. A new lease will commence with the same conditions but with a Term from 1 January 2025 to 31 December 2030.

(c) Native Title Status

Native Title implications will be suitably addressed for any dealings on the trust land.

## 5. PROPOSED USES OF THE SUBJECT LAND

(a) Proposed Uses of the Subject Land

Continued use as the existing use per Item 4(a) with a Term from 1 January 2025 to 31 December 2030, with further agreed terms as per Item 5(b).

(b) Is the proposed or existing use consistent with the purpose of the trust land?

Yes - subject to the terms proposed by the Tenant in the annexed Event Management Plan, to the satisfaction of the Trustee, including terms with respect to the following areas:

(i) Noise

- Machines on the Subject Land must comply with Motorcycling Australia's noise requirements and must not exceed 112dB/A plus 2dB/A at 2m from the exhaust at full throttle.
- A professional sound test is to be conducted at least once per year. This test will be coordinated by Somerset Regional Council, with all reasonable costs to be invoiced to the Kilcoy Motorcycle Club Inc.
- Sound measurement records are submitted to the Trustee after practice and competition days. If a motorbike fails to meet the standard during testing, the Tenant must provide an outline to the Trustee on actions to be taken.
- No fireworks are allowed at events.
- Noise from events must comply with *Environmental Protection Act 1994*, and any relevant provisions from the Department of Environmental and Science's Noise Measurement Manual.
- Specific legislated requirements are:

### Section 440X - Open-air events

(1) An occupier of premises must not use, or permit the use of, the premises for an open-air event on any day -

- (a) before 7:00am if the use causes audible noise; or

(b) from 7:00am to 10:00pm, if the use causes noise of more than 70dB(A); or

(c) from 10pm to midnight, if the use causes noise of more than the lesser of the following—

- (i) 50dB(A);
- (ii) 10dB(A) above the background level.

(2) However, subsection (1) does not apply to licensed premises.

(3) Also, subsection (1)(b) does not apply if —

(a) the premises is, or is part of, an educational institution; and

(b) the use of the premises for an open-air event is organised by or for the educational institution for non-commercial purposes of the institution.

- No audible noise is permitted before 7:00am to a sensitive receptor.
- Competition machines cannot be started prior to 8:00am.
- The Trustee Lessee must implement reasonable noise mitigation strategies as requested by the Trustee (e.g. vegetation plantings) within reasonable timeframes (i.e. no greater than 12 months).

(ii) On-Site Parking

- Riders and visitors must park within Subject Land grounds, with two disabled spots being allowed outside the gate.
- Tenant's customers, riders or visitors are discouraged from parking outside Subject Land.
- For major events (including club, interclub, state and national events), the Tenant should seek permission for spectator parking on the neighboring property if available.
- The Trustee may, at its discretion, provide approval for temporary spectator parking near Runges Road during major events.

(iii) Camping

- Limited overnight camping is available within the grounds for riders the day before an event.
- The riders camping must comply with the Tenant's rules, including times for entry and noise requirements, including minimum use of motorised vehicles, and all parking of vehicles to be within Club grounds.
- All generators must be turned off by 10:00pm and noise, including music, is to be kept to a minimum and turned off by 10:00pm.
- If more riders are expected than usual, the Tenant will recommend local facilities for their accommodation needs.

(iv) Toilets

- A fixed ablution block is provided with three showers and three toilets each for males and females.
- Wastewater goes to a holding tank, collected by a local business.
- Rainwater is used, supplemented by town water brought in when needed.
- On standard Club race days, five additional unisex portaloos will be provided, including one with wheelchair access. Additional unisex portaloos will be provided on National events.
- Ablution block waste tank is to be emptied daily, and facilities are cleaned and checked multiple times a day.

(v) General Cleanliness

- The Subject Land must be kept in a clean, wholesome, and sanitary state.
- No waste of any kind will be disposed onsite, except for irrigation of wastewater in the specified wash bay.

## 6. COMMUNITY CONSULTATION

[E.g. Community Feedback requested from social media pages or the council website]

## 7. SUMMARY AND RECOMMENDATION

Upon approval in terms of the *Land Act 1994* of this Land Management Plan and where a written authority under section 64 of the *Land Act 1994* is current, the Trustee is able to issue Trustee leases for consistent use of the trust land. Any proposed inconsistent Trustee leasing of the trust land that does not diminish use of the trust land for its dedicated purpose will be submitted by the Trustee for approval in terms of the *Land Act 1994*.

## ATTACHMENT 1

### KILCOY MOTORCYCLE CLUB INC EVENT MANAGEMENT PLAN – as at 5 August 2024



#### After Hours Contact:

**President: Michael Smith – 0417 531 984**

**Club Secretary: Chris Powyer – 0488 375 807**

#### BACKGROUND

The Kilcoy Motorcycle Club is located at Glenfern Park, Neurum Road, Kilcoy and has been operating since 1985. The principal activity of the Kilcoy Motorcycle Club Inc. ('the Club') is to promote and provide facilities and services to enable the promotion of motocross sport in a family friendly environment.

The Club is affiliated with Motorcycling Queensland and as such, is governed by strict guidelines put in place by Motorcycling Australia and Motorcycling Queensland. These rules are enforced for the safety and fair enjoyment of the sport.

The Kilcoy Motorcycle Club is predominantly a members only Club holding practice days (open to members and non-members) and Club race days (open to members only) each month. Current membership of the Club is approximately 700 members. The Club is permitted, by its governing body Motorcycling Queensland, to facilitate a maximum of 300 riders on single day events, due to starting gate numbers, track regulations and time frames set for noise control.

The Club will host approximately two (2) National events throughout the year that allows for non-member participation by nominating and paying race fees online through Ridernet. Non-members of the Club participating in National Events must hold a National Motorcycling Competitor Licence.

The Club does not provide gambling facilities or cigarette sales.

#### EVENT SCHEDULE

Regular events to be scheduled annually include:

- 8 x Club race days
- 2 x InterClub Events (Somerset Series)

- 13 x practice days. Attendance varies at practice days as some riders will be competing at other events throughout the state. In 2023, there was a maximum attendance of around 200 riders and in some instances, as low as 125 riders.

The club may nominate for a maximum of two (2) National events annually. This is as follow:

- Events TBA – Held over a Saturday and Sunday
- Rain out dates marked in Calendar  
(Dates to be confirmed by Motorcycling Australia and Motorcycling Queensland)

Coaching:

During Coaching sessions riders will be learning different skills including off bike fitness, nutrition etc. they are not as noisy as a race day as the focus is more on developing skills than speed. It is a requirement of Motorcycling Australia that all junior riders must complete five (5) hours of competency with an accredited coach prior to moving up to a higher capacity bike. The Event Management Plan allows for the following annually:

- 10 x Saturday coaching days: The Club has various coaches that would like the opportunity to coach from 8.30am – 4:00pm on various Saturdays.
- 3 x school holiday coaching schools: From time to time, coaches throughout Australia will book the track for between 1-4 days for an intensive coaching school. A maximum of three (3) holiday coaching schools may be added to the event calendar annually. The hours for each day of the coaching schools is 8.30am – 4.00pm. Approximate rider numbers would be 10-40 depending on the length of the school and the number of coaches available to provide tuition as per student/teacher ratios.
- Weekday coaching: The Club has various coaches that would like the opportunity to coach for a 5 hour session between 8:30am to 5:00pm on various weekday afternoons. Two (2) weekday coaching sessions per month have been included in the calendar. Numbers attending these sessions are expected to be 8-25. Occasionally, if this session is not used for coaching, the Club may utilise this time for a practice session where the number is not expected to be over 25 riders.

## DESCRIPTION OF EVENTS

Race days consist of class-based races broken up into Divisions. For example, a Club Day format is:

- 50cc Demonstration only - 4-under 9 years
- 50cc Auto – 7 - under 9 years
- 65cc – 7-11 years
- Mini Lites standard wheel 9-11 years - 85cc 2 stroke or 150cc 4 stroke
- Mini Lites big wheel 12-15 years - 85cc 2 stroke or 150cc 4 stroke
- Junior Lites 13 -15 years - 100 - 150cc 2 stroke or 200 - 250cc 4 stroke
- MX3 14 -under 18 years - 122cc to 150cc 2-stroke & 250cc 4-stroke Wheel sizes: 16"-19" rear and 19"-21" front
- Senior Lites – up to 250cc – 2 or 4 stroke
- Senior Open – over 255cc
- Veterans – over 35 years
- Women

During national events and dependent on the number of entries on a Club day, each individual class may then be broken down again into grades/ages to accommodate the larger groups for rider safety.

## **TIMING OF EVENTS**

Typically, all **competition events** will commence with sign on and machine scrutineering from 6:00am - 7:45am. Rider's briefing is from 7:50am. A practice round for each class is from 8:00am - 9:30am, followed by scheduled racing for the day. Depending on the flow of racing (determined by injuries and the number of times watering is required), racing concludes between 4:00pm – 4:30pm followed by trophy presentation. Gates are usually locked by 5:30pm - 6:00pm, once rubbish collection has been completed.

On **practice days**, sign on is open from 7:30am with riding commencing at 9:00am and concluding at 3:30pm.

**Weekend coaching** is from 8:30am – 4:00pm.

**Weekday coaching** is a 5 hour session between 8:30am & 5:00pm

**School Holiday Coaching** is 8.30am – 4.00pm

## **EVENT MANAGERS**

Kilcoy events are managed by the Executive Committee. Currently (as of 5 August 2024) the office bearers are:

- President: Michael Smith – 0417 531 807
- Club Secretary: Chris Powyer – 0488 375 807
- Treasurer: Tabitha McNulty – 0433457612

On competition days qualified and licensed officials control the event, including Clerk of the Course, Race Steward and Race Secretary. During a National Event, the event is controlled by the National Event Manager and not the Executives of the Club.

## **PATRON DETAILS**

Patrons of the Club include riders and their families. Junior riders up to the age of 18 years must be accompanied by at least one (1) parent/guardian. All riders must sign on at the start of the day, and their bikes and protective gear is inspected and approved prior to commencement of racing. All riders must hold a current licence with Motorcycling Australia. A requirement of this licence for junior riders is that they complete a riders' assessment when moving to a higher capacity bike with an accredited coach to ensure riders are familiar with all safety requirements and can control their machine.

Club race days can attract up to 290 riders, with National events attracting up to 300 riders over the weekend, (Juniors on Saturday and Senior riders on Sunday).

## **EVENT PROMOTIONS AND NOMINATIONS**

Club race days and practice days are advertised through the Club Facebook page, Club website and the Motorcycling Queensland website. A list of agreed dates is also to be included on the Club's website.



Riders must attend sign in, machine scrutineering and rider's briefing prior to the commencement of racing. Parents/guardians of riders under 18 years must also attend riders briefing. Race nomination fees and membership fees (if applicable) are paid at sign on.

National Events are managed in conjunction with the event promoters. The promoter collects all funds for nomination fees and the Club works closely with the various promoters to ensure a safe and successful event. Once the track has been booked for a National event, the event is then in the control of the National Event Manager (Motorcycling Queensland or its nominated event manager such as Queensland Motocross). The Club does not have any control over how the event is managed in terms of event nominations, race scheduling, use of the public announcement system or official decisions. The Club does manage the facilities such as canteen, toilets, showers, waste and rubbish removal throughout the event.

## **EVENT CALENDAR**

The event calendar is made available to the Club by Motorcycling Queensland in December each year. On receipt of the calendar, the Club will forward a copy to Council for approval and also display the calendar on the website. Any additional or substitute days due to weather, track conditions or at the discretion of Motorcycling Queensland will be brought to the attention of Council for approval. Prompt response from Council will assist with efficient rescheduling procedures with governing bodies and Club members. Any changes to event days requires written approval from the Council Chief Executive Officer to proceed. The Kilcoy Motorcycling Club will endeavour to seek approval for event day changes from Council in a prompt manner.

In an effort to reduce the need to make changes to the calendar of events the Club will only use eight (8) of the Club/Practice Day events as Club Days, two (2) as InterClub Events and the remainder will be used for Practice days. This allows the Club to change between Club days and practice days should they have weather events or other interruptions to their calendar of events. Noting the difference between a Club Day and Practice Day is the start and finish times. Club days bikes are on the track between 8:00am and 4:30pm and Practice Days bikes are on the 9:00am and 3:30pm.

The Club is required to advise Council within two (2) business days of an approved day being cancelled due to weather, track conditions, etc. Any cancelled events or subsequent changes to the Event Calendar are required to be updated on the Club website within two (2) business days of Council granting approval to the requested change.

## **NOISE**

All machines must comply with the requirements of Motorcycling Australia in regard to their noise output. Competition machines cannot be started prior to 8:00am.

Fireworks are not permitted at any event.

From 1 July 2013, as an affiliated Motorcycling Queensland Club, Kilcoy Motorcycle Club Inc. must operate under the standard as per FIM (Federation Internationale de Motocyclisme). Noise output cannot exceed 112dB/A plus a 2dB/A as measured at 2m from exhaust with machine at full throttle. The Club has trained volunteers in the use of the sound testing equipment and conducts random noise testing across all classes of bikes at each meeting.

At least one (1) sound test per year will be undertaken by a professional sound testing service, at the Club's expense. The professional sound testing service provider and the date/time the testing is undertaken will be determined by Council.

Records of sound measurements of motorbikes during scrutineering are to be submitted to Council after all practice days and competition days, as outlined in the calendar. Where motorbikes fail to meet the standard during testing, the Club is to provide advice regarding action taken. These noise measurement regimes implemented are to the satisfaction of the Chief Executive Officer of Somerset Regional Council.

The use of the public announcement (PA) system is required for safety purposes. In the mornings, it is used to advise riders that they must attend scrutineering. 20 second announcements which occur approximately 4-5 times between 7:00am and 8:00am are acceptable. The PA is then to be used by the Clerk of the Course for rider's briefing for approximately 10-15 minutes between 7:50am and 8:15am. It may then be used periodically throughout the day to advise riders of any safety information, calling riders to the marshalling area or changes to schedule.

During a National event and some Club days, it will also be used by the announcer to commentate each race. It may then be used for about 30 minutes at the end of the day for trophy presentation. On Club Race Days, the PA system will not be used until 7:00am. At times, there may be an announcer for Club Race Days, who will use the PA system through the day to commentate on the races, although this will not occur until after 9:00am.

In an effort to minimise the noise from the PA system, the speakers are to be faced downwards and away from the road where possible.

The noise from events must be within levels acceptable for open-air events as specified in s440X of the *Environmental Protection Act 1994* (as amended from time to time) and any relevant measurement requirements outlined in the Department of Environment and Science's 'Noise Measurement Manual' (as amended from time to time). This applies to all events, whether a Club, State or National event. No audible noise is permitted before 7:00am at a sensitive receptor.

## **PARKING**

Riders and/or visitors are required to park within the Club grounds. Council has granted permission for two (2) disabled parking spots outside the gate (closest to Woodford). The Club must not encourage spectators to park outside the gate and checks are carried on a regular basis. Riders and spectators should be advised through regular announcements throughout the day that they may not park outside the venue.

During major national events, the Club will may approach the neighbouring property behind the track to determine if spectators may park in this area. Should this not be possible, spectators will then be accommodated down the back. If it is anticipated that this will not be a sufficient area, then Council shall be approached for temporary approval to allow spectators to use the area outside the premises near Runge's Road (grassy area). This would be roped off to provide additional spectator parking. Parking will be directed by a Club volunteer to

ensure parking does not take place in an area which could have restricted visibility or be potentially unsafe.

## **TOILETS AND SHOWERS**

There is a fixed ablution block which has three (3) showers and three (3) toilets each for males and females. Wastewater is pumped into a holding tank where it is then collected by a local business. Rainwater is collected for use. When this is not sufficient, town water is brought in by a local water carrier as required.

On standard Club race days, an additional five (5) portable toilets are to be provided, including one (1) with wheelchair access. These portable toilets are to be unisex and placed at intervals throughout the site for easy access.

For National events, additional unisex portable toilets are to be provided. As there are generally more males than females (both riders and spectators), unisex portable toilets are to be used, giving female attendees the option of either use the portable toilets or the fixed ablution block.

The ablution block waste tank is emptied each day, and both portable toilets and fixed ablution block is cleaned and checked several times throughout the day. Some riders have their own caravans which have toilet and shower facilities, therefore not requiring the use of Club facilities.

## **RUBBISH REMOVAL**

Wheelie bins are to be placed throughout the grounds for rubbish collection. There are also bins in the fixed ablution facilities. Four (4) large skip bins are also situated on the grounds. At the conclusion of each event, club volunteers are to patrol the grounds, collecting any additional rubbish and disposing in the skip bins. The skip bins are to be emptied in a timely manner following each event at cost to the Club.

For National events, the Club will procure an additional event wheelie bins from Council, cleaning and leaving them out for collection at the end of the weekend.

## **WASTE DISPOSAL**

From time to time, riders may need to perform oil changes on their bikes while at the track. In most instances, they have their own containers to collect waste oil. An additional drum will be provided for the collection of oil and other similar waste products, which is then disposed of by the Club. The drum is located against the wall of the amenities block at the canteen end. This is one of the highest points in the Club grounds, which limits the possibility of the container being affected by flood. Under no circumstances will waste of any kind be disposed of onsite, with the exception of irrigation of wastewater (run off from the pit and track areas) back onto the race track.

## **LIGHTING AND POWER**

Electricity is supplied to the Canteen and fixed ablution facilities for lighting, with some overhead security lighting throughout the grounds. Should patrons wish to camp overnight for weekend events, they may bring their own generator to site. Lighting remains on during the night on these occasions at the ablution facilities and throughout the grounds.

## **OVERNIGHT CAMPING**

With the reduction in the number of available motocross tracks in South East Queensland, more riders are coming from considerable distances to ride. As scrutineering starts from 6:00am, this could mean riders would have to leave their homes up to five (5) hours earlier in order to get to the track on time. Therefore, camping within the grounds is available to riders the afternoon prior to an event. There are Club rules associated with this facility and include:

- Entry is not permitted prior to 12:00pm the afternoon prior to racing
- Entry is not permitted after 8:00pm the evening prior to racing
- All vehicles must be parked within Club grounds
- All riders under 16 must be in their own campsite by 8:30pm
- All generators must be turned off by 10:00pm
- Noise including music is to be kept to a minimum and is to be turned off by 10:00pm
- Minimum use of motorised vehicles e.g. buggies, through the grounds
- All riders/visitors are to vacate the site at the conclusion of racing on the last day in order for the Club to lock the gates
- Up to 60 campsites will be utilised on Club race day and practice day events, however the Club requests that 80 campsites be approved for overnight use each day of a National event, which usually takes place three (3) times per year. During the day, there will be considerably more 'quick shades' erected which are not camping sites. These are shade covers to protect riders from the elements during the day. The area is not promoted as a campground.

If there are greater numbers of riders expected than usual, final riding instructions shall encourage the use of local camping facilities such as the Kilcoy Recreation Grounds (also known as the Kilcoy Showgrounds). Directions, booking information etc. shall be forwarded to riders in the final instructions. If necessary, bookings will be taken for the Club camping facilities and all other riders shall be required to use Council camping facilities.

## **PIT SITES**

There is a total of 60 pit sites available for people to hire as a sponsored site for the year. These sites are then reserved for that sponsor to pit at each Club day. There is a considerable area beyond this sponsored area available for other riders to set up their trailers/shades each Club day.

## **FOOD**

A canteen operates each race day and practice day, serving a variety of take-away style foods, drinks and confectionery. Examples of food available include sandwiches, salads, burgers, pies,

hot chips, sports drinks, soft drinks, water, chips and lollies. Patrons are also welcome to bring their own food.

## **WATER**

There is drinking water available at the canteen. Rainwater is used for showers and toilets, and when the tank is empty, water is provided through a local water carrier, with tanks topped up prior to and during each event as required.

## **WASTEWATER**

All wastewater is collected in a storage facility which is then emptied by a local waste removal business.

Water from a small dam is also available for riders to wash down their bikes should the conditions prove to be muddy. There are seven (7) concrete wash bays available. The run off from the wash down facility is captured in a drained area so that it does not go into any natural water course. Riders are encouraged to use the provided wash bays to wash their bikes.

Washing of bikes does take place in the pit area if riders have brought their own water in order to do so. This usually only occurs when it is expected that the track will be muddy. As riders have to provide their own water to do this, there is very little water used at each site with no run off.

Erosion and sedimentation controls shall be implemented as necessary and shall be maintained to Council's satisfaction at all times. Should Council determine that controls are ineffective, or a downstream drainage system has become silted, the Club will be required to install additional measures and be responsible for the restoration work.

All wastewater collection dams, and associated drainage paths shall be routinely inspected, and all rubbish or stray items removed.

## **ENTRY AND EXIT DETAILS**

Entry is via the gate at the northern (Kilcoy) end of the grounds off Neurum Road, with exit at the Woodford end of the grounds, off the corner of Runges and Neurum Road. Ambulance access and egress is via the gate at the southern (Woodford) end of the grounds, as this is the most easily accessible entry and exit point to the track. Riders who depart prior to the end of racing leave by the Kilcoy exit (approximately 0.9km from the southern end). Once racing is complete, the Kilcoy entry/exit point is locked, and all vehicles depart from the Woodford end of the grounds.

## **POLICE CONTACT**

Local police at Kilcoy are the first point of contact should their assistance be required. When there are major events, the police are advised of the dates and nature of the events in advance of the race event.

## **HOSPITALS**

Both Kilcoy and Caboolture Hospitals are advised of major events prior to their commencement. Should a helicopter be required for patient transport, this is coordinated by the Queensland Ambulance Service (QAS) with the helicopter pilot and doctors deciding on best landing point, either on the track or meeting an ambulance at the Kilcoy Sports Field or Showgrounds.

## **LIQUOR LICENCE**

The Club operates a casual bar environment that can only trade within the licensed hours under the conditions of a Restricted Liquor Permit. This is to a maximum of ten (10) hours per week and is restricted to Saturdays 12:00pm – 4:30pm and Sundays 12:00pm – 5:30pm.

Similar trading hours are utilised on a weekend event where a Community Liquor Permit is required.

The trading hours only apply should the Club premises be open for the purpose of a working bee, practice day, Club race day or a National race event.

It is the responsibility of the Club to ensure that they maintain their Restricted Liquor Permit.

### Responsible Service of Alcohol

Alcohol is only served in accordance with and under the conditions of the Restricted Liquor Permit, with the safety and wellbeing of Club Members and Visitors the Club's main priority. Alcohol can only be served from one (1) point at the end of the Canteen and must be consumed within the fenced area where chairs and tables are provided. The consumption of alcohol by riders and officials is not permitted, as per rules of Motorcycling Australia.

### Description of Practices

- The Club must maintain a current and appropriate Restricted Liquor Permit.
- Whilst volunteers do serve alcohol, the Licensee ensures that the bar is supervised at all times by a person with current RSA certification.
- An up-to-date Training Register will be maintained and held on the premises.
- Bar servers do not consume alcohol while on duty.
- People under 18 will not serve alcohol.
- People under 18 will not be supplied or served alcohol.
- Servers will ask for proof of age whenever necessary or if there is doubt about a person's age. Only Photo Identification will be accepted as proof of age.
- Persons under the age of 18 will only be allowed to remain in the bar area if they are accompanied and under the direct supervision of a responsible parent or guardian.
- Drinking water will be made available free of charge if requested.
- The Club does not encourage excessive or rapid consumption of alcohol.
- An Incident Register shall be maintained and held by the Secretary of the Club, and any incident recorded and reviewed by the Executive Committee.
- Only ready to drink beverages and low-strength alcohol alternatives will be available for purchase.
- All beverages purchased will be served opened.
- The sale of liquor is only authorised to be consumed in the licensed bar area.

- Sale of take-away liquor is not permitted, nor is alcohol permitted to be brought into the licensed bar area.

## **PUBLIC LIABILITY**

Public liability insurance is covered under the Club's affiliation with Motorcycling Queensland. Public liability insurance is to be to a minimum coverage of \$20 million. A copy of the certificate of currency of the public liability insurance is to be sent to Council annually with 20 business days of receipt.

## **HEALTH AND SAFETY**

The wellbeing of Club members, their families and visitors is paramount. The Club is to ensure that all patrons adhere to the Health and Safety Guidelines promoted by Motorcycling Queensland. These include that entry onto the track itself is prohibited except for officials, the parents/guardian of an injured rider accompanied by an official or parents/guardian of a young age 50cc Demonstration only rider. All persons who go onto the track must wear a high visibility vest and have signed the register and indemnity form to enter the track. This register is sent to Motorcycling Queensland for their record keeping and insurance purposes.

A fully qualified team of two (2) emergency medical treatment personnel with a fully equipped vehicle are at the track from 8:00am until 15 minutes after the conclusion of racing.

The minimum qualification of the two (2) medical officers is that of paramedic and can also include a Registered Nurse. Vehicles are to be equipped with spinal boards, oxygen, defibrillator and pain relief. Should the QAS be required, they will be called to transport the injured rider to hospital.

Should a rider require medical treatment, racing is to be slowed or halted until medical personnel have attended to the rider, stabilised and removed them from the track for further treatment as required.

Flag Marshalls are organised by the Club for each race event. These Marshalls are at each flag point around the track so as to have a clear view from one point to the next. Flag Marshalls have the responsibility of ensuring they wave the appropriate flag should there be a fallen rider on the track to warn oncoming riders to slow down. Should it be required, they will also assist riders and/or their machines from the track or to the side of the track to maintain rider safety.

Racing cannot commence until all flag points are manned and the medical team are on site, and a full team of licensed officials are in place.

When riding to and from pit sites during events, riders must ride in first gear and at a slow pace to ensure both theirs and others safety. This rule is enforced by the Steward and Clerk of the Course with appropriate penalties for riders who disobey this rule.

In addition, a fully operational irrigation system is in place throughout the track so that watering can be done prior to (and during if required) racing to ensure dust levels are kept to a minimum.

All Officials, Executive members and canteen staff hold a current Working with Children Blue Card.

## **SITE PLAN**

Attachment 3 site plan illustrates the following areas:

- Track
- Start gates
- Pit sites/ camping areas and parking
- Dams
- Canteen/bar area
- Grandstand for spectators
- Fixed toilet facilities including water tank and wastewater collection tank
- Tower and medical treatment area
- Entrance and exit to the Club grounds
- Sponsor area – National events
- Additional food vendors - coffee and ice cream
- Wash bays
- Oil waste collection drum
- Rubbish skip bins

## **SIGNAGE**

There are signs located at the entrance and exit with the Club name and various signage throughout the grounds depicting starting areas, prohibited areas (except to officials), canteen, bar and ablution facilities. Other signage as required by Motorcycling Queensland includes signs outlining the dangers of motorsports, which are attached to the front gate and also the fence near the starting gates.

A sign advertising the next upcoming event has been installed at the southern entrance (closest to Woodford).

## **WEATHER**

Whilst an event calendar is maintained by the Club, adverse weather can affect scheduled riding days. Updates in regard to events are placed on the Club website and Facebook page.

Should it rain or become too dry and dusty whilst racing is underway, the Race Steward will determine whether racing is to be delayed, can proceed or is to be cancelled. These decisions are reviewed in conjunction with the Clerk of the Course and updated depending on track conditions. With rider safety as the prime consideration, racing will be called off or alterations made to the circuit for certain classes if there is doubt surrounding the potential increased risk to riders. Riders and their parents/guardians are consulted regarding track conditions and if they wish, they can withdraw from racing.

## **INFORMATION CENTRE AND COMMUNICATIONS**

Primary communication with members is via email, the Club website and Facebook page.



During events, communication is via the PA system. Rider's briefing is held before the start of racing and riders are advised of the officials (all wearing appropriate high visibility vests) and directed to approach officials directly should they have any concerns.

There is a timing tent where riders can approach officials for information throughout the day.

### **EMERGENCY PROCEDURES**

Should an emergency evacuation be required, all patrons are to convene at the entry to the starting gates in the first instance, where further instructions from either the Clerk of the Course, Race Steward or the President will be given. Announcements will be made via the PA system directing patrons to the appropriate area and to await further instructions. Should the evacuation area at the starting gates not be a safe environment to gather, alternatives are the canteen area, or the entry and exit points.

Announcements will be made via the PA system and officials will also advise by traversing the area on the buggy to ensure patrons are directed to a safe area as quickly as possible.

Fire extinguishers are kept on site at the canteen, the start gates and in the buggy.

### **FIRST AID**

Whilst qualified medical personnel are on duty for the duration of racing, should first aid treatment be required outside these hours, members of the Executive Committee and core group of volunteers also hold current First Aid certification. Fully equipped first aid kits are maintained and stored at the canteen.

### **DOCUMENTATION**

Copies of the following documents are held by the Club Secretary and/or Treasurer:

- Any medical treatment administered on the day including an incident report
- Stewards report
- Incident register
- Sign on forms
- Indemnity forms
- Membership forms
- Register of those who accessed the track (e.g. Division 1 riders parents/guardians)
- Accounts for services used for events
- Appropriate licences for events i.e. Liquor Permit
- Event plan
- Correspondence with event managers/promoters and stakeholders
- Sponsorship letters
- Media announcements/releases
- Site plan including pit sites and sponsor sites etc.
- A copy of major incident reports
- Blank forms for sign on

- A copy of the Club constitution
- Certificate of Incorporation
- Track Licence issued by Motorcycling Queensland
- Permits issued by Motorcycling Queensland for competition and practice days
- Supplementary Regulations
- Calendar of the years scheduled competition events
- Risk Management Plan
- One event licences

The following records are sent to Motorcycling Queensland for their record keeping:

- Stewards Report
- Minor and major incident reports
- Sign on forms
- Indemnity forms for riders, officials, volunteers and parents/guardians that entered the track
- Current membership forms and register

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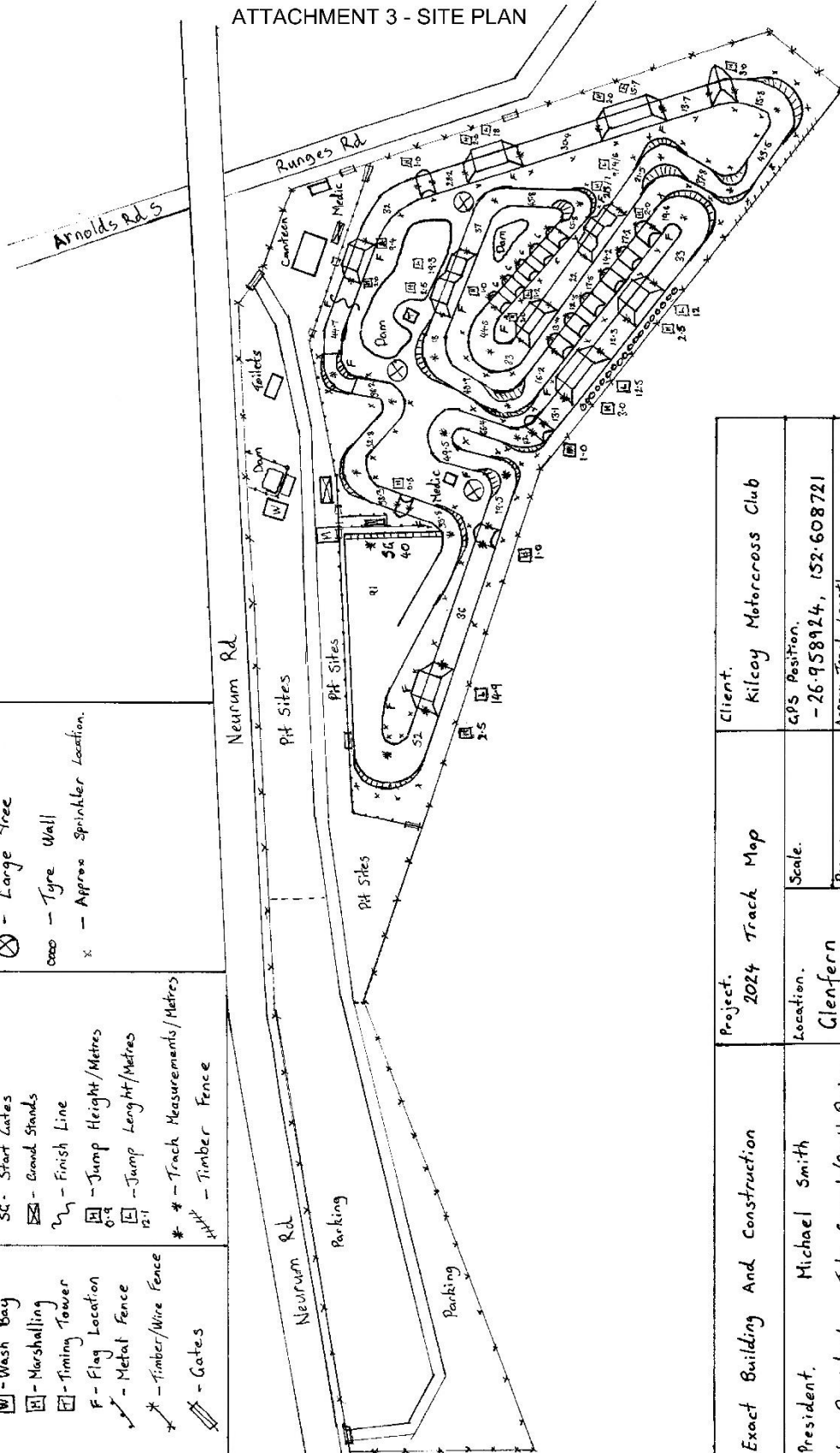
**ATTACHMENT 2**  
**TRUSTEE LEASE**

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ATTACHMENT 3 - SITE PLAN

Kilcoy Venue Map Legend 2024

<ul style="list-style-type: none"> <li>W - Wash Bay</li> <li>M - Marshalling</li> <li>T - Timing Tower</li> <li>F - Flag Location</li> <li>M - Metal Fence</li> <li>TW - Timber/Wire Fence</li> <li>G - Gates</li> </ul>	<ul style="list-style-type: none"> <li>SC - Start Gates</li> <li>AS - Grand Stands</li> <li>FL - Finish Line</li> <li>JH - Jump Height/Metres</li> <li>JL - Jump Length/Metres</li> <li>TM - Track Measurements/Metres</li> <li>TF - Timber Fence</li> </ul>	<ul style="list-style-type: none"> <li>LT - Large Tree</li> <li>TW - Tyre Wall</li> <li>AS - Approx Sprinkler Location</li> </ul>
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Exact Building And Construction	Project.	2024 Track Map	Client.	Kilcoy Motorcross Club
President.	Michael Smith	Location.	Scale.	GPS Position.
Vice President.	John Cragg/Brett Davies	Glenfern	Drawn.	-26.958924, 152.608721
Club Secretary.	Chris Powyer	Date.	Track width.	Approx Track Length.
		22 Jan 2024	6/7m	1546 m
			Governing Body.	Motorcycling QLD