

Clement, SophieJ

From: Clement, SophieJ
Sent: Monday, 1 June 2015 4:44 PM
To: Gould, Kristy
Subject: RE: CUP 2015-16: Isaacs Ridge Community Trail Network Upgrade

Hi Kristy,

No worries - thanks for getting back to me. I'll keep you/ sth district updated on progress as we will aim to move pretty quickly on getting the consultation process underway once funding approved.

Cheers,
Sophie

From: Gould, Kristy
Sent: Monday, 1 June 2015 9:06 AM
To: Clement, SophieJ
Subject: RE: CUP 2015-16: Isaacs Ridge Community Trail Network Upgrade

Hi Sophie

Sorry for not responding earlier. I have no issues with this. It will be good to see this finally happen.

Thanks

Kristy Gould

Project Officer | ACT Woodlands Restoration Project | Parks & Conservation Service
Athllon Depot - Cnr Athllon Dr & Sulwood Dr, FARRER ACT 2607
P:02 62075980 | F:02 62072093 |
E: kristy.gould@act.gov.au

From: Clement, SophieJ
Sent: Wednesday, 20 May 2015 11:22 AM
To: Gould, Kristy
Subject: FW: CUP.2015-16: Isaacs Ridge Community Trail Network Upgrade

Hi Kristy, forwarding an email sent to Wade. Happy to discuss if you have any questions. How is work going over at Athllon?

Out of Scope

Cheers,
Sophie

From: Clement, SophieJ
Sent: Wednesday, 20 May 2015 11:13 AM
To: Iglesias, Daniel; Young, Wade
Cc: Jeffress, Stuart; Ransome, Ros; Hill, Diana; Young, Wade
Subject: CUP 2015-16: Isaacs Ridge Community Trail Network Upgrade

Hi Daniel and Wade,

Please see attached Project Plan for the Isaacs Ridge Community Trail Network Upgrade, 2015-16 Capital Upgrades (CUP). This has been sent to the CWDD Executive Director and Procurement Capital Works. If possible, could you take a look and send any comments to me by next Wednesday afternoon (27/05)?

Functional Brief preparation will commence this week with a first draft deadline 31 May.

Cheers,
Sophie

Sophie Clement | Project Officer

Phone 02 6207 4857

DESIGN & DEVELOPMENT | CAPITAL WORKS DESIGN & DELIVERY | ROADS & PUBLIC TRANSPORT DIVISION | TERRITORY & MUNICIPAL SERVICES |

Macarthur House | 12 Wattle St LYNEHAM | GPO Box 158 Canberra ACT 2601 |



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Clement, SophieJ

From: Clement, SophieJ
Sent: Friday, 3 July 2015 4:38 PM
To: Young, Wade
Cc: Jeffress, Stuart
Subject: Isaacs Ridge MTB trail network upgrade
Attachments: ProjectBrief-PlanningConsultant.docx

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Hi Wade,

Welcome back ☺

We're hoping to send out an RFQ for the consultant to undertake consultation and to develop an Isaacs Ridge trail management plan asap to make sure we can meet the one year timeframe to design and construct the trails.

We are going out to 3 consultants to test and to be fair to the market. Attached is the draft brief to go out for consultants to quote against – it would be great to get your feedback/ comments on this. If possible by next Wednesday?

At this stage proposed consultants we will send RFQ:

1. Anthony Burton
2. Kip Tanner – Canberra Town Planning Services
3. Either _____ or _____ – both planners with consultation experience however unsure of their trail credibility. Likely they will need to engage a sub-consultant to undertake the trail network plan. Maybe you know of an appropriate third???

Quick draft schedule at this stage for your info:

Thurs 9 July – Fri 17 July	RFQ to three providers
Monday 13 July – Monday 10 August	Public consultation via on-line survey on Time to Talk website
4 September	Draft Trail Management Plan submitted for our review
25 September	Final Trail Management Plan submitted
October 2015	Release construction tender
December 2015	Engage contractor
February 2016	Confirm trail alignment on site with contractor
March 2016	Commence construction

Look forward to hearing your thoughts.

Thanks,
Sophie

Sophie Clement | Project Officer

Phone 02 6207 4857

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PROJECT BRIEF

Community consultation and Trail Management Plan

Isaacs Ridge:
Mountain Bike Trail Network Upgrade

2015-16

June 2015

On Behalf of Client Agency

Capital Works Design & Delivery

TERRITORY AND MUNICIPAL SERVICES DIRECTORATE

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1.0 BACKGROUND

Mountain Bike trails at Isaacs Ridge

It is estimated there are more than 5 kilometres of existing mountain bike trails in Isaacs Pines that have been constructed by members of the public unofficially, unprofessionally and unsafely over a number of years. This network includes technical downhill mountain biking trails which are generally designed to be ridden at high speed. These trails include jumps over fire trails and fire trail crossing points without adequate line of sight; posing significant risk to mountain bike users and other users.

Community members and groups have been utilising and conducting unapproved events on this trail network for many years and would like to formally undertake sanctioned events. PCS has significant concerns with the safety of the site and presently do not have knowledge of the surety of these trails in terms of safety, stability, suitability or environmental impact.

While mountain bike riding is permitted on most formed trails within all of Canberra Nature Park reserves, purpose built Mountain biking trails are somewhat limited in the ACT, in particular downhill trails, such as those found at Isaacs Pines. The main purpose built mountain biking areas include Stromlo Forest Park, Bruce Ridge, Majura Pines and Sparrow Hill. The sport is known to be growing in popularity and community feedback suggests a strong need for more designated places within the urban landscape of the ACT.

Providing mountain bike trails in PCS approved areas can assist in stopping the proliferation and use of illegal trails in more sensitive ecological areas and nature reserves.

Isaacs Ridge Recreation Facility Community Engagement and Concept Plan, Anthony Burton & Associates 2014

In response to these issues and ongoing requests from local groups on approvals to run events using the trails at Isaacs Ridge, the ACT Government engaged Anthony Burton & Associates to undertake a preliminary study on how to approach engagement of the local community and to propose an approach for formalisation of the trail network.

This resulted in the *Isaacs Ridge Recreation Facility Community Engagement and Concept Plan*, November 2014, Anthony Burton & Associates. Refer [Attachment A](#).

2.0 PROJECT FUNCTION

To address the need for a formalised mountain bike trail network within the Isaacs Pines to better manage use, improve public safety and meet community needs.

3.0 SITE

Isaacs Ridge pine plantation is located behind the suburbs of Isaacs and O'Malley in South Canberra in the Woden Valley. The site encompasses Block No. 159 Jerrabomberra and Block No.6; Section 593 Isaacs.

Refer [Attachment B: Isaacs Ridge - Maps](#)

Site context – Isaacs Ridge pine plantation

- An area of 23 Ha of ACT Forestry commercial pine plantation

- The commercial pine plantation is managed by ACT Foresters within Parks and Conservation Service.
- The land is managed by the South District, Urban Reserves, Parks and Conservation Service.
- This area is routinely used by local residents and day walkers.
- The area is part of the commercial estate; however the proximity to urban development may dictate future management decisions.
- The area is not currently adjusted for stock grazing.

Traditionally the management of pine plantations by the ACT Government aims to generate sufficient income from timber sales to offset land management costs while ensuring the maintenance of long-term social and environmental benefits.

The Isaacs Pines area is bordered by Isaacs Ridge Nature Reserve.

Zoning

Isaacs Ridge

- *Jerrabomberra Block No. 159: DES designated land*
DES: DESIGNATED
Pc: Nature Reserve; Pd: Special Purpose Reserve.
- *Isaacs Block No.6; Section 593*
DES: DESIGNATED; NUZ3: HILLS, RIDGES AND BUFFER AREAS
Pc: Nature Reserve; Pd: Special Purpose Reserve; Pe: Urban Open Space; PUBLAN: Public Land

Access

Access is via the PCS gate off Buntine Crescent. Access and access requirements are to be confirmed with the Parks and Conservation Service South District Ranger. Contact details provided below.

4.0 PROJECT OBJECTIVES AND OUTCOMES

This project seeks to engage a suitably experienced and qualified planning consultant to undertake community consultation to develop a **Trail Management Plan for** Isaacs Ridge that includes a proposed mountain bike trail network.

The project will seek out community and user group input into the desired style, linkage, level ability and application of trails in the reserve, and then look to make formal, some of the existing trail network.

This network will, at the point of acceptance by PCS, have attained a standard of safety and usability that adheres to the International Mountain Biking Association (IMBA) standards. This standard would then be maintained through volunteer working group support run through the PCS Parkcare support area and with limited assistance by PCS.

5.0 PROJECT SCOPE

This project is to undertake consultation with key stakeholders of Isaacs Ridge including nearby residents, recreational users and the land manager to develop an appropriate Trail Management Plan for the area for purpose built mountain bike trails, shared use trails and other users.

The Trail Management Plan is to interpret the outcomes of the community consultation to make recommendations for the provision of an appropriate trail network and supporting infrastructure at Isaacs Ridge to:

- Improve the standard, condition and safety of the existing downhill mountain bike trails.
- Allow government to approve events using these trails and enable organisers to access insurance channels.
- Improve the trail network and the amenity of the area for a range of users.
- Improve the safety of all users and minimise potential conflict between users.
- Reduce inappropriate recreation within the adjoining nature reserves.
- Increase engagement of the community in the maintenance of the trail network to ensure the ongoing condition and safety of the trails.

The Trail Management Plan is to be documented as a clear and concise report with an executive summary, findings from the consultation process, clear recommendations and a proposed trail network.

The successful consultant is to:

a) Community consultation

Undertake a consultation process that is to include targeted consultation using workshops, online surveys or other means as appropriate and any other formats considered most effective to source a range of views from all stakeholders.

TAMS will run open public consultation via online survey using the *Time to Talk* website.

A clear and concise consultation report with methodology and record of the consultation process, submissions and findings is to be prepared for inclusion in the Trail Management Plan.

b) Recommendations

Interpret the findings of the consultation process to make clear recommendations on the future recreational use of the area. The recommendations are to respond to the stakeholder feedback and be based on the outcomes of the consultation report.

The Trail Management Plan is to clearly document the interpretation of the findings and provide sufficient detail on the recommendations to allow PCS to implement elements of the recommendations.

c) Proposed trail network

The Trail Management Plan is to include a proposed mountain bike trail network for the Isaacs Ridge pines. The proposed trail network is to propose trail alignments that take into consideration the needs of all user groups, address user conflicts and consider land management issues.

The trail network is to make recommendations for the style, difficulty level and type of trails. This is to be guided by the consultation findings as well as an understanding of the existing needs or gaps within the mountain bike trail network in Canberra and reference to the Mountain Biking in the ACT 2015-2025 – Discussion Paper.

6.0 DELIVERABLES

Trail Management Plan

Preliminary and Final Draft Report

A preliminary draft and final draft of the report and trail mapping is to be provided for agency circulation. Allow two weeks for each review period.

The draft report is to be provided as word documents (not PDF) electronically. Comments will be provided electronically, as tracked changes and/or as a consolidated set of comments. The successful Respondent will revise the draft to incorporate comments into either the final draft or the final report.

Final Report

The final report is to be submitted as:

- 1 x electronic copy in PDF format submitted on disc.
- 1 x electronic copy in word document format submitted on disc.

The trail network map/s must also be provided as separate PDF files.

The sponsoring Client, Parks and Conservation Services, TAMS, should be acknowledged on the cover and as appropriate in the text. The ACT Government logo is to be included.

NOTE

Deliverables on other elements of the project such as trail construction and infrastructure will be based on the final Trail Management Plan.

7.0 CRITICAL DATES

The Trail Management Plan is to be complete by 30 September 2015 to allow engagement of a specialist trail design and construct contractor by 30 November 2015 and formation of a volunteer group by October 2015.

Project program

A project program is to be submitted with the quotation that:

1. Shows significant project milestones including consultation period, report preparation time and circulation to stakeholders.
2. Allows adequate float for unforeseeable circumstances.

Task	Scheduled date
Consultant Request for Quotation released	July 2015
Consultant engaged	July 2015
Public consultation commenced (TAMS)	13 July 2015
Public consultation complete (TAMS)	10 August 2015
Targeted stakeholder consultation (consultant) complete	21 August 2015
Draft Trail Management Plan submitted	4 September 2015
Government comments submitted	18 September 2015
Final Trail Management Plan (TMP) submitted	25 September 2015
TMP to Minister for endorsement	30 September 2015

The consultant should review the above time schedule and may suggest modifications if these are expected to improve the program delivery targets outlined.

TAMS require early notification if a milestone is unlikely to be achieved by the due date so that suitable corrective action can be taken to avoid unnecessary or hasty work later in the project.

8.0 BUDGET AND FEES

The project is to be funded from the TAMS Capital Upgrades 2015-16 budget.

The consultant fee offer is to be a lump sum fee for the full scope of work described in the brief. The fee proposal shall include a price breakdown showing fees for each stage of the project including sub-consultant fees if required for trail network plan, mapping or other activities.

An hourly rate is to be provided.

Fee proposals must show fees including GST and excluding GST

9.0 REFERENCE DOCUMENTS

- a) *Trail Solutions: IMBA's Guide to Building Sweet Singletrack*, International Mountain Bicycling Association (IMBA), June 2004
- b) *Managing Mountain Biking: IMBA's Guide to providing Great Riding*, International Mountain Bicycling Association (IMBA), 2007.
- c) *IMBA – Australia Trail Difficulty Rating System, IMBA – Australia 2012*
- d) *Mountain Biking in the ACT 2015-2025 – Discussion Paper*, ACT Government May 2015
- e) Relevant *Australian /New Zealand Standards and with standards, guidelines, Acts and Ordinances* currently in force in the ACT and relevant to working in an urban reserve area.
- f) The consultant should refer to the relevant (to working in a non-urban reserve) environment protection measures outlined in: *Environment Protection Guidelines for Construction and Land Development in the ACT 2007*
http://www.environment.act.gov.au/environment/environment_protection_authority/business_and_industry/environment_protection_guidelines

10.0 LIAISON AND ADMINISTRATION

Close liaison shall be maintained with, and clearances received from, the Project Officer to ensure that reporting reflects the requirements of the Brief.

The successful consultant will be required to report to the project officer on a regular basis on matters including, but not limited to general project administration. The successful consultant will be that required to record and distribute meeting minutes that are to be forwarded to the Project Officer in a timely fashion.

The Territory and Municipal Services Directorate Project Officer is:

Sophie Clement
Phone: 6207 4857
Email: Sophiej.clement@act.gov.au
Territory and Municipal Services Directorate
Macarthur House, Wattle Street, Lyneham

The Parks and Conservation Service (PCS) Ranger is:

Wade Young
Phone: 6205 1410
Email: Wade.Young@act.gov.au

DRAFT