



FUNCTIONAL BRIEF

Consultation and Trail Management Plan

Isaacs Ridge Pine Plantation: Trail Network Upgrade

2015-16

June 2015

On Behalf of Client Agency

Capital Works Design & Delivery

TERRITORY AND MUNICIPAL SERVICES DIRECTORATE

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. The 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 tracks and trails are largely 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 at this stage 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 into how to approach engagement of the local community and 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 area the Isaacs Pines to better manage use, 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 Buntline 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 and to develop a Trail Management Plan for the Isaacs Ridge pine plantation area.

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

5.1 Community Consultation and Trail Management Plan

This project aims to undertake consultation with key stakeholders of the Isaacs Ridge pine plantation including nearby residents, recreational users and the land manager to develop an appropriate Trail Management Plan for the area.

The Trail Management Plan is to use the community consultation to make recommendations for the provision of an appropriate recreation area at Isaacs Pines that is safe for all users and provides appropriate facilities, purpose built mountain bike trails and shared use trails to:

- Improve trails for a variety of users, particularly downhill mountain biking.
- Improve standard of trails to allow government to sanction events and which will enable organisers to access insurance channels.
- Reduce inappropriate recreation within adjoining nature reserves.
- Increase amenity to a range of users
- Minimise potential user conflict between users
- Increase engagement of the community in the ongoing maintenance of the recreational facility.
- Reduce ongoing management costs from maintenance

The consultant work is to include:

a) Community consultation

The consultation process is to include targeted consultation using workshops, online surveys or other means as identified as appropriate, open public consultation via the time to talk website and any other formats considered most effective to source a range of views from all stakeholders.

Open public consultation is to be considered 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 Report.

b) Trail Management Plan Report

The Trail Management Plan Report is to be documented as a clear and concise report with an executive summary and consultation findings and outcomes. It is to make a clear recommendation on the future recreational use of the area, linked to the outcomes of the consultation report.

c) Preparation of a proposed trail network

The Trail Management Plan Report is to include a proposed trail network for the Isaacs Ridge pine plantation. 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.

5.2 Signage design and artwork

This project seeks to engage a suitably experienced and qualified design consultant to prepare design and artwork for signage. The signage is to use the Mountain Bike Trail signage standard developed as part of the Majura Pines recreation area project.

The brief for this work will be developed based on the Trail Management Plan.

5.3 Signage fabrication

This project seeks to engage a suitably experienced and qualified signage fabricator to fabricate and install signage at Isaacs Ridge.

The brief for this work will be developed based on the Trail Management Plan.

6.0 DELIVERABLES

Community Consultation and 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.

A 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 will be based on the final Trail Management Plan.

7.0 CRITICAL DATES

The Trail Management Plan is to be complete by 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
Consultation & Trail Management Plan	
Consultant Request for Quotation released	July 2015
Consultant engaged	July 2015
Public consultation commenced	July 2015
Public consultation complete	August 2015
Trail Management Plan complete	September 2015
Report to Minister for endorsement	September 2015
Environmental, heritage approvals (TAMS)	September 2015
Design & Construction and Superintendent	
Design & Construction RFT released	October 2015
Design & Construction contractor engaged	December 2015
Trail network and associated infrastructure construction complete.	May 2016

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

TAMS requires 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. \$166,833.00 (ex GST) has been allocated to deliver all aspects of the budget including contingency, this has been allocated to the various components of work based on estimates sought in 2014, as follows (all figures shown are ex GST):

Consultation - facilitation and report	\$7,000
Trail Management Plan	\$12,000
Graphic Design	\$10,000
Signage Fabrication	\$18,000

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 mapping of 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) Relevant *Australian /New Zealand Standards and with standards, guidelines, Acts and Ordinances* currently in force in the ACT and relevant to working in a non-urban reserve area.
- e) 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 Manager to ensure that reporting reflects the requirements of the Brief.

The successful consultant will be required to report to the project manager 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 Manager in a timely fashion.

The Territory and Municipal Services Directorate Project Manager is:

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Territory and Municipal Services Directorate

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The Parks and Conservation Service (PCS) Ranger is:

Wade Young

Phone: 6205 1410

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ACT
Government

Territory and Municipal Services

FUNCTIONAL BRIEF

to Procurement Capital Works

for

Isaacs Ridge Pine Plantation:

Trail Network Upgrade
Design & Construction

2015-16

July 2015

On Behalf of Client Agency

Capital Works Design & Delivery

TERRITORY AND MUNICIPAL SERVICES DIRECTORATE

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ATTACHMENTS:

Attachment A: Isaacs Ridge Recreation Facility Community Engagement and Concept Plan, Anthony Burton & Associates; Prepared for the ACT Government November 2014

Attachment B: Isaacs Ridge - Maps

1.0 BACKGROUND

Mountain Bike trails at Isaacs Ridge

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3.0 SITE

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

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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

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Pc: Nature Reserve; Pd: Special Purpose Reserve.
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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 Buntline Crescent. Access and access requirements are to be confirmed with the Parks and Conservation Service South District Ranger. Contact details provided below.

The consultant and contractor are to liaise with the PCS Ranger to arrange access.

4.0 PROJECT OBJECTIVES AND OUTCOMES

This project aims to undertake consultation with key stakeholders of the Isaacs Ridge pine plantation including nearby residents, recreational users and the land manager to develop an appropriate Trail Management Plan for the area.

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- Increase amenity to a range of users
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- Increase engagement of the community in the ongoing maintenance of the recreational facility.
- Reduce ongoing management costs from maintenance

5.0 PROJECT SCOPE

5.1 Superintend - design & construction

This project seeks to engage a suitably experienced and qualified Client Representative/ Superintendent to supervise the trail construction work and certify the as built trails meet the standards specified.

5.2 Design and Construct contractor

This project seeks to engage a suitably experienced and qualified specialist trail building construction contractor to undertake final design (trail alignment on the ground) and construction of the proposed trail network and any associated infrastructure.

The brief for this work will be developed based on the Trail Management Plan.

6.0 DELIVERABLES

Design and Construction

- a) Ground truth trail alignment for Project Sponsor, Volunteer group and Superintendent approval
- b) Trail signage plan – way-finding and caution signs location, type and content
- c) Trail and infrastructure construction
- d) Confirm IMBA rating for difficulty for all trails to be certified by the Superintendent

7.0 CRITICAL DATES

The Trail Management Plan is to be complete by September 2015.

Specialist trail Design and Construct contractor tender is to be released by 31 October 2015 to allow engagement of a specialist trail design and construct contractor by 30 November 2015.

Signage plan is to be approved by the Project Sponsor no later than 12 February 2016.

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
Trail Management Plan complete (TAMS)	September 2015
Environmental, heritage, EPA, approvals (TAMS)	September 2015

Design & Construction and Superintendent	
Design & Construction RFT released	October 2015
Design & Construction contractor engaged	December 2015
Trail alignment agreed by Project Sponsor and volunteer group	February 2016
Trail way-finding and caution sign plan submitted	February 2016
Construction commenced	February 2016
Construction complete	April 2016

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

TAMS requires 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. \$107,833.00 (ex GST) has been allocated to deliver all aspects of the budget including contingency, this has been allocated to the various components of work as follows (all figures shown are ex GST):

Project contingency 10%	\$7,000.00
Design & Construction – trails & infrastructure	\$96,833.00
Superintendent	\$4,000.00
TOTAL – project costs	\$107,833.00

The consultant and/or contractor 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 mapping of other activities. An hourly rate is to be provided.

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