

12.2 Local Traffic Committee Meeting Minutes - March 2021

REPORT BY THE ADMINISTRATION OFFICER, OPERATIONS
TO 21 APRIL 2021 ORDINARY MEETING
GOV400088, A0100009

RECOMMENDATION

That Council:

1. receive the report by the Administration Officer, Operations on the Local Traffic Committee Meeting Minutes - March 2021; and
2. approve the amended plan presented to the Local Traffic Committee for the Church Street and Meares Street Roundabout with the following conditions:
 - a) Eastern leg refuge on Meares Street – centre line marking to be at least 2m
 - b) Eastern leg refuge on Meares Street – raised delineation on the northern side.
3. approve the event – “Classic Outback Trial”, be classified as a Class 2 Event under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’ and proceeds with the following conditions:
 - a) Events are to be undertaken in accordance with the “Guide to Traffic and Transport Management for Special Events Version 3.5”,
 - b) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the “Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event;
 - c) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - d) Controlling noise as required by the Protection of the Environment Operations (Noise Control) Regulation 2000;
 - e) Reimbursing Council for the cost of damage repairs;
 - f) Complying with any of Council’s Law Enforcement Officers reasonable directives;
 - g) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - h) Any person directing traffic on a public road is required to possess an appropriate traffic controller’s certificate;
 - i) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, Transport for NSW and NSW Police Force is indemnified against any possible action as the result of the event;
 - j) The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
 - k) Maintain a four-metre wide emergency vehicle lane;
 - l) Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
 - m) Notify NSW Ambulance and NSW Fire Brigade of the event;

- n) The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and
- o) Transport for NSW consent required for use of the State and Regional road network.

New condition:

- p) ensure that all side roads, and /or feeder roads, are closed off to traffic whilst racing.
- q) gates and driveways need to be locked/secured.

4. approve the event Gulgong ANZAC Day March, held on Sunday 25 April 2021 and classify as a Class 2 event under the "Guide to Traffic and Transport Management for Special Events Version 3.5", with the following conditions:

- a) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event.
- b) A Traffic Control Plan/s (TCP) certified by a person with a 'Worksite Traffic Control Certificate' be included in the TMP;
- c) Any person directing traffic on a public road is required to possess a valid traffic controller's certificate;
- d) Events are to be undertaken in accordance with the requirements of the NSW Police Service with their approval documentation forwarded to Council for notation;
- e) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Transport for NSW and NSW Police Force are indemnified against any possible action as the result of the event;
- f) Controlling noise as required by the Protection Of The Environment Operations (Noise Control) Regulation 2000;
- g) Reimbursing Council for the cost of any damage repairs;
- h) Complying with any of Council's Law Enforcement Officers' directives;
- i) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- j) The event convener is to consult with all affected businesses and residents adjacent to the proposed closure, in writing, indicating the period during which their accesses will be affected at least two weeks prior to event commencement;
- k) Advertise the proposed event in local newspapers and radio with relevant information at least two weeks prior to the date;
- l) Maintain a four-metre wide emergency vehicle lane;
- m) Notify NSW Ambulance and NSW Fire Brigade of the event;
- n) The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review.
- o) Traffic Control plan to be in accordance with Traffic for NSW, Traffic Control at Worksites Manual; and

5. Investigate the option of kerb extensions rather than pedestrian refuge for Short Street and refer back to Council.
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Executive summary

The purpose of this report is to advise Council and seek support of the considerations and recommendations of the Local Traffic Committee (LTC).

Disclosure of Interest

Nil

Detailed report

The Local Traffic Committee meeting was held on Friday 17 March 2021

Three event reports were considered:

- ANZAC DAY – Gulgong
- Outback Class Car Rally
- Mudgee Classic

Two traffic reports were considered:

- Short Street Pedestrian Refuge proposal
- Church Street and Meares Street Roundabout

General Business items included

- DA0201/2021 -131 Church Street Mudgee
- St Matthew Traffic Management
- Westpac Helicopter service Charity Mountain Bike event
- Rylstone Hospital

Full discussion notes are included in the attached report.

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide traffic management solutions that promote safer local roads and minimise traffic congestion

Strategic implications

Council Strategies

Not applicable

Council Policies

Not applicable

Legislation

Not applicable.

Financial implications

Not applicable

MICHELLE NEILSON
ADMINISTRATION OFFICER, OPERATIONS

GARRY HEMSWORTH
DIRECTOR OPERATIONS

31 March 2021

Attachments: 1. Minutes - Local Traffic Committee - 17 March 2021.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mid-Western Regional Council

Date: 19 March 2021

Minutes of the Local Traffic Committee

Held at the Council Chambers, 86 Market Street, Mudgee
on 19 March 2021.

Present	Garry Hemsworth (MWRC), Phil Blackman, Garry McGovern (NSW Police), Deanne Freeman (RMS), Mark Fehon (NSW Police), Samantha Cecchini (MWRC) and Don Cottee (MWRC)
Apologies	Cr Alex Karavas
Secretary	Michelle Neilsen (MWRC)

The LTC meeting commenced at 9:30am.

MINUTES OF PREVIOUS MEETING

MOTION: Transport for NSW Deanne Freeman / Phillip Blackman

That the Minutes of the previous Local Traffic Committee held on 19 February 2021 be taken as read and confirmed.

MATTERS IN PROGRESS

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Mudgee Town Pedestrian Crossings	20 Jan LTC Meeting	Council conduct an audit on all crossings, place counts on Market and Church Street and provide a report to the committee with findings and suggestions for improvements	It is looking likely that the power will need to go underground. Currently looking for quotations for this to be done. Works need to be completed prior to 1 July 2021.
Perry Street Parking Issues	15 June 2018	To monitor the parking issues that surround Mudgee High School	The Funds for this project are in the draft budget for next financial year.
Traffic Management Review for Gulgong	Feb 2021		This is to be parked for the moment. Will wait until the new Infrastructure Planning team are established before starting to review Gulgong.
Mudgee CBD High Pedestrian Area	November 2018	Council in support of 40km CBD zone investigation.	There appears to be a small issue on Market Street behind the post office. Will need to move it back further towards the Council Chambers.
St Matthews Traffic Flow	February 2019	Organise meeting onsite Prue Britt, the safety around schools officer with Council, NSW Police and Principal to discuss options	Letter sent to School in August 2020 requesting ongoing education of the arrangement.
CBD Parking line marking	May 2019	If not address in parking study, prepare report for line marking to be extended to Market street between Church and Lewis and Mortimer Street between Church and Lewis	TfNSW asked if the section of Market St, east of Church St, will be able to place edge lines for traffic calming purposes. NSWPolice mentioned there is poor lighting at that local.
Denison Street and Church Street Intersection	August 2020		Manual traffic counts are being done week ending 19 March 2021.
Henry Bayly Drive	September 2020	Council requests for traffic counts to be installed at the section of road.	Put down traffic counters at the intersection of Henry Bayly Drive
Ulan Rd and Buckaroo Rd Intersection	December 2020	Further investigation to take place at this intersection	Traffic Counters are place at intersection
Loading Zone at Gulgong Post Office	December 2020	Further investigate into this	Don reviewed the site. There is currently a Loading Zone signage there for the afternoon.
Library carpark request	February 2021	Investigate/review the access for trucks in the carpark behind the library.	

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
3T signage on Short Street	February 2021	Review the 3T limit in Short Street due to large vehicles and caravans using Short Street	

PAST EVENT DEBRIEF

EVENT	
NRL Charity Shield Game 27/2/2021	<ul style="list-style-type: none"> • Debrief given by Mark Fehon. Tickets sales were capped around 6000. Crowds were well behaved. • The next NRL game is on 17 April 2021 which is the end of the school holidays. It is an afternoon match between Manly and Titans. • Garry Hemsworth commented that the QR COVID check caused some delays getting into the ground.

CALENDAR OF EVENTS

2021		
JANUARY	DATE	COMMENTS
Kandos Street Machine and Hot Rod Show	21-24 th January 2021	Approved – Did not go ahead
FEBRUARY	DATE	COMMENTS
NRL Charity Shield	27 Feb 2020	Approved
MARCH	DATE	COMMENTS
Femta	13 March 2021	Approved
Can Cruises	20 March 202	For LTC information only
APRIL	DATE	COMMENTS
NRL Event – Manly vs Titans	17 April 2021	Approved
Wings, Wine and Wheels Air show	18 April 2021	For LTC information only
ANZAC Day Services Mudgee	25 April 2021	Approved
ANZAC Day Services Gulgong	25 April 2021	Report forms part of this agenda
MAY	DATE	COMMENTS
Mudgee Classic	2 May 2021	
JUNE	DATE	COMMENTS
JULY	DATE	COMMENTS
Small Farm Field Days	2 nd – 4 th July 2021	Will come to the April meeting
AUGUST	DATE	COMMENTS
Outback Classic	August 2021	Amended. Report forms part of this agenda.
SEPTEMBER	DATE	COMMENTS
Flavours Of Mudgee	27 September 2021	

OCTOBER	DATE	COMMENTS
NOVEMBER	DATE	COMMENTS
DECEMBER	DATE	COMMENTS

Red = Unapproved

Green = Approved

21/010 CHURCH STREET ROUNDABOUT: AMENDED PLAN

RECOMMENDATION

That Council approve the amended plan presented to the Local Traffic Committee for the Church Street and Meares Street Roundabout with the following conditions:

- a) Eastern leg refuge on Meares Street – centre line marking to be at least 2m
- b) Eastern leg refuge on Meares Street – raised delineation on the northern side.

Committee Comments

- TfNSW suggested to remove the angle parking on Meares Street close to the roundabout as a matter of urgency.
- TfNSW wants to make Council aware that the pedestrian fencing that is to be used will not protect pedestrians if a vehicle leaves the road and there is an impact, this is a risk that Council needs to note.
- Church Street refuge will need to be brought back to the committee. If installing blisters as suggested, there will be a need to reduce the number of parking spots. If Council installs a kerb extension, there will be no need to reduce parking.

MOTION: NSW Police Garry McGovern / Phillip Blackman

That the above recommendation be accepted and approved.

21/011 OUTBACK CLASSIC CAR RALLY - AMENDED COURSE

RECOMMENDATION

That Council Approve the event – “Classic Outback Trial”, be classified as a Class 2 Event under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’ and proceeds with the following conditions:

- a) Events are to be undertaken in accordance with the “Guide to Traffic and Transport Management for Special Events Version 3.5”,
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- with the “Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event;
- c) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - d) Controlling noise as required by the Protection of the Environment Operations (Noise Control) Regulation 2000;
 - e) Reimbursing Council for the cost of damage repairs;
 - f) Complying with any of Council’s Law Enforcement Officers reasonable directives;
 - g) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - h) Any person directing traffic on a public road is required to possess an appropriate traffic controller’s certificate;
 - i) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, Transport for NSW and NSW Police Force is indemnified against any possible action as the result of the event;
 - j) The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
 - k) Maintain a four-metre wide emergency vehicle lane;
 - l) Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
 - m) Notify NSW Ambulance and NSW Fire Brigade of the event;
 - n) The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and
 - o) Transport for NSW consent required for use of the State and Regional road network.

New condition:

- p) ensure that all side roads, and /or feeder roads, are closed off to traffic whilst racing.
- q) gates and driveways need to be locked/secured.

MOTION: NSW Police Mark Fehon / Deanne Freeman

That the above recommendation be accepted and approved.

21/012 ANZAC DAY - GULGONG

RECOMMENDATION

That Council Approve the event Gulgong ANZAC Day March, held on Sunday 25 April 2021 and classify as a Class 2 event under the “Guide to Traffic and Transport Management for Special Events Version 3.5” with the following conditions:

- a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event.
- b. A Traffic Control Plan/s (TCP) certified by a person with a ‘Worksite Traffic Control Certificate’ be included in the TMP;
- c. Any person directing traffic on a public road is required to possess a valid traffic controller’s certificate;
- d. Events are to be undertaken in accordance with the requirements of the NSW

- Police Service with their approval documentation forwarded to Council for notation;
- e. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Transport for NSW and NSW Police Force are indemnified against any possible action as the result of the event;
 - f. Controlling noise as required by the Protection Of The Environment Operations (Noise Control) Regulation 2000;
 - g. Reimbursing Council for the cost of any damage repairs;
 - h. Complying with any of Council's Law Enforcement Officers' directives;
 - i. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - j. The event convener is to consult with all affected businesses and residents adjacent to the proposed closure, in writing, indicating the period during which their accesses will be affected at least two weeks prior to event commencement;
 - k. Advertise the proposed event in local newspapers and radio with relevant information at least two weeks prior to the date;
 - l. Maintain a four-metre wide emergency vehicle lane;
 - m. Notify NSW Ambulance and NSW Fire Brigade of the event;
 - n. The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review.
 - o. Traffic Control plan to be in accordance with Traffic for NSW, Traffic Control at Worksites Manual

Committee Comments

- A copy of the current CoC to be provided.
- A copy of an updated TCP to be provided.
- TfNSW suggested to use Road Closed signs rather than traffic controllers.

MOTION: NSW Police Garry McGovern / Deanne Freeman

That the above recommendation be accepted and approved.

21/013 UPDATE ON SHORT STREET PEDESTRIAN REFUGE

RECOMMENDATION

That Council investigate the option of kerb extensions and refer back to the Council.

Committee Comments

- If Council decides to put in a refuge and blisters as presented, it will impact the amount of parking is available. Council will potentially lose 12 parking spaces.
- A kerb extension would be a more suitable arrangement than a pedestrian refuge. Local Traffic Committee will refer back to the project manager to give them the option.

MOTION: NSW Police Garry McGovern / Deanne Freeman

That the above recommendation be accepted and approved.

21/014 GENERAL BUSINESS

DA0201/2021 – 131 CHURCH STREET MUDGEES (CNR OF CHURCH AND HORATIO STREETS)

An application has been received to establish a food and drink premises at the above address. Development Engineering assessment does not support the use due to potential traffic management and safety issues.

Committee Comment

- Road Safety Officer shared her concerns of the limited separation of customers to the corner of the roundabout. There is no suitable parking available for users of the bakery other than on-street parking or crossing the road from McDonalds.
- The Local Traffic Committee are not in a position to make a formal comment in relation to the DA application.
- TfNSW can only give informal advice. Council could possibly include the class of delivery vehicle. The applicant has noted they will be only using a ute size vehicle. This needs to be stated clearly to stop larger vehicles double parking at that location.

ST MATTHEWS TRAFFIC MANAGEMENT

Incident at St Matthews Catholic School and suggested changes. Discussion took place about the afternoon traffic issues around both St Matthews and Mudgees Public school.

Committee Comments.

- TfNSW recommended to remove the afternoon "School Pick Up" zones in front of both schools. Committee members agreed.
- Recommend the removal of the afternoon pick up (no parking) and allow angle parking in this location. .

WESTPAC RESCUE HELICOPTER SERVICE CHARITY MOUNTAIN BIKE EVENT

For Committees information only.

Is a Class 4 event so therefore the LTC does not need to approve the event.

RYLSTONE HOSPITAL

TfNSW representative visited the Rylstone Hospital location to review the speed in the area after a complaint came through from a resident. TfNSW noted the refuge that was at the front of the hospital seems to be in the wrong place as there is a rise in the road which would cause sight issues. Deanne suggested to move the pedestrian refuge towards the south.

Nil

CLOSURE

There being no further business the meeting concluded at 11.55am.