

12.4 Local Traffic Committee Meeting Minutes - April 2021

REPORT BY THE ADMINISTRATION OFFICER, OPERATIONS
TO 19 MAY 2021 ORDINARY MEETING
GOV400088, A0100009

RECOMMENDATION

That Council:

1. receive the report by the Administration Officer, Operations on the Local Traffic Committee Meeting Minutes - April 2021; and
 2. approve the event – “Mudgee Running Festival 2021” Sunday 22 August 2021 – be classified as a Class 2 event under the “Guide to Traffic and Transport Management for Special Events Version 3.5” and proceed with the following conditions:
 - 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. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the *Protection of the Environment Operations (Noise Control) Regulation 2000*;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain and return areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. A Traffic Control Plan (TCP) certified by a person with a ‘Select & Modify’ or a ‘Design & Audit’ certificate be included in the TMP;
 - 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, NSW Police and the Transport for NSW are 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 two weeks prior to the date; and
 - m. Traffic Control plan to be in accordance with Roads and Maritime Services Traffic Control at Worksites Manual
 - n. The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review.
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Additional Conditions

- o. Send concurrency request to Transport for NSW to use shoulder of Castlereagh Hwy(Market Street**
- 3. approve the event – “Mudgee Small Farm Field Days” Friday and Saturday, 8th & 9th July 2021 – and classify as a Class 2 event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceed 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 3.4 and submitted to and approved by Council prior to the event;**
 - b) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;**
 - c) Controlling noise as required by the Protection Of The Environment Operations (Noise Control) Regulation 2000;**
 - d) Reimbursing Council for the cost of damage repairs;**
 - e) Complying with any of Council’s Law Enforcement Officers’ reasonable directives;**
 - f) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - g) the qualification of the person creating the Traffic Control Plan must be a holder of the Prepare a Work Zone Traffic Management Plan or superseded Select and Modify Certificate or the Design and Audit Certificate which has not expired;**
 - 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 list Council, RMS and NSW Police as Interested Parties;**
 - 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;**
 - k) Maintain a four-metre wide emergency vehicle lane;**
 - l) Advertise the proposed event in local newspapers with relevant information at least two weeks prior to the date;**
 - m) The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review.**
 - n) Traffic Control plans prepared in accordance with Roads and Maritime Services Traffic Control at Worksites Manual.**

Additional Conditions

o) Traffic Control plans to be updated as per notes below.

- Traffic controller signage need to be closer to the traffic controllers.**
 - TCP- VMs signs should not be used for advertising, instead should say traffic condition changed.**
 - Pg. 60 of LTC agenda; spread coming into Mudgee speed signs should be**
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40km/h to 60km/h, not 40km/p to 40km/h in TCP.

- **The temporary speed signage on page 60 to be in accordance with the Traffic Control at Worksite Manual and therefore be changed to Road Work Speed Limit (sign number r4-212n) signage.**
- **TCP- Moggs Lane speed 60km/h not 40km/h.**

- 4. endorse the design for link road between Putta Bucca Road and Glen Willow Sporting precinct in principle.**
- 5. approve the design for disabled parking for the Art Galley**
- 6. investigate safety concerns of Rocky Waterhole Road causeway.**

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 16 April 2021

Two event reports were considered:

- Mudgee Running Festival
- Small Farms Field Days
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Three traffic reports were considered:

- Preliminary Design for Link Road between Putta Bucca Road and the Glen Willow Sports Precinct
- Disabled Parking – Mudgee Art Gallery
- Concerns about the river causeway on Rocky Waterhole Road

General Business items included

- National Road Safety Week
- Federal Funding for Road Safety Infrastructure around NSW Schools
- Request for Southern Bus Zone sign on Market Street be changed
- Woolworths pick up area on Mortimer Street
- Pedestrian Crossings on Pitts Lane
- Free Cuppa for the Driver scheme

Correspondence items included

- Concerns about the intersection of Henry Lawson Drive and Ulan Road

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

6 May 2021

Attachments: 1. Minutes of Local Traffic Committee - 21 April 2021.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Minutes of the Local Traffic Committee

Held at the Council Chambers, 86 Market Street, Mudgee
on 16 April 2021.

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

The LTC meeting commenced at 9:30am.

MINUTES OF PREVIOUS MEETING

RECOMMENDATION

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

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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.	

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
Fementa	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	
Mudgee Endurance Ride	15 th & 16 th May 2021	Report forms part of this agenda
JUNE	DATE	COMMENTS
JULY	DATE	COMMENTS
Small Farm Field Days	2 nd – 4 th July 2021	Report forms part of this agenda
AUGUST	DATE	COMMENTS
Outback Classic	2 August 2021	
Mudgee Running Festival	22 August 2021	Report forms part of this agenda.
SEPTEMBER	DATE	COMMENTS
Flavours Of Mudgee	27 September 2021	
OCTOBER	DATE	COMMENTS

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NOVEMBER	DATE	COMMENTS
DECEMBER	DATE	COMMENTS

Red = Unapproved
 Green = Approved

21/015 MUDGEES RUNNING FESTIVAL

RECOMMENDATION

That the event – “Mudgee Running Festival 2021” Sunday 22 August 2021 – be classified as a Class 2 event under the “Guide to Traffic and Transport Management for Special Events Version 3.5” and proceed with the following conditions:

- 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. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- c. Controlling noise as required by the *Protection of the Environment Operations (Noise Control) Regulation 2000*;
- d. Reimbursing Council for the cost of damage repairs;
- e. Complying with Council's Law Enforcement Officers' reasonable directives;
- f. Maintain and return areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- g. A Traffic Control Plan (TCP) certified by a person with a ‘Select & Modify’ or a ‘Design & Audit’ certificate be included in the TMP;
- 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, NSW Police and the Transport for NSW are 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 two weeks prior to the date; and
- m. Traffic Control plan to be in accordance with Roads and Maritime Services Traffic Control at Worksites Manual
- n. The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review.

Additional Conditions**o. Send concurrency request to Transport for NSW to use shoulder of Castlereagh Hwy(Market Street)**

Committee Comments

TCP need to be updated to 2021; including spread out signs and caution when runners are crossing the road.

Intersection at Henry Lawson Drive and Eurunderee Road, requires extra warning and sign to be spread out so cars have time to slow down. The signs need to be on both sides of the road.

MOTION CARRIED: NSW Police Mark Fehon / Deanne Freeman

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/016 SMALL FARM FIELD DAYS

RECOMMENDATION**That Council**

Committee Comment

Traffic controller signage need to be closer to the traffic controllers.

TCP- VMs signs should not be used for advertising, instead should say traffic condition changed.

Pg. 60 of LTC agenda; spread coming into Mudgee speed signs should be 40km/h to 60km/h, not 40km/p to 40km/h in TCP.

The temporary speed signage on page 60 to be in accordance with the Traffic Control at Worksite Manual and therefore be changed to Road Work Speed Limit (sign number r4-212n) signage.

TCP- Moggs Lane speed 60km/h not 40km/h.

TCP changes need to be explained to Cassandra AREC via written and discussion.

MOTION CARRIED: NSW Police Mark Fehon / Deanne Freeman

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/017 PRELIMIARY DESIGN FOR LINK ROAD BETWEEN PUTTA BUCCA ROAD AND GLEN WILLOW SPORTING PRECINCT

RECOMMENDATION

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MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 23 APRIL 2021

That Council endorse the design for link road between Putta Bucca Road and Glen Willow Sporting precinct in principle.

Committee Comments

Traffic speed counts on Putta Bucca Road near proposed round about location.

High pedestrian area including cycling and shared crossing pathways to be addressed when designing.

Investigate possible impacts on turning onto Castlereagh Highway.

MOTION: NSW Police Mark Fehon / Deanne Freeman

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be Council further investigate the design and usage for the link road between Putta Bucca Road and Glen Willow Sporting precinct.

21/018 MUDGEES ART GALLERY - DISABLED PARKING

RECOMMENDATION

That Council approve the design for disabled parking for the Art Gallery

Committee Comments

Shared zones as per IPWEA Roads & Transport Directorate discussion.

MOTION CARRIED: NSW Police Mark Fehon / Deanne Freeman

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/019 CONCERNS ABOUT THE RIVER CAUSEWAY ON ROCKY WATERHOLE ROAD

RECOMMENDATION

That Council investigate safety concerns of Rocky Waterhole Road causeway.

MOTION CARRIED: Transport for NSW Deanne Freeman / Inspector Mark Fehon

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/020 ENDURANCE RIDERS CLUB

MOTION CARRIED: Transport for NSW Deanne Freeman / Inspector Mark Fehon

The motion was carried with Councillors voting unanimously.

RECOMMENDATION

That the event – ‘Mudgee Endurance Ride’ 15th and 16th May 2021 – be classified as a Class 3 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.5” and proceeds 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) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- c) Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
- d) Reimbursing Council for the cost of damage repairs;
- e) Complying with Council's Law Enforcement Officers' directives;
- f) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- g) Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
- h) 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;
- i) Maintain a four-metre wide emergency vehicle lane;
- j) Notifying affected residents and businesses in writing at least two weeks prior to event commencement;
- k) The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event.
- l) 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; and
- m) The organiser is debrief with Council and Police with all traffic control documentation and controls tabled for review.

Committee Comments

Doesn't need to come through LTC.

Item was moved to General Business.

MOTION CARRIED: NSW Police Mark Fehon / Deanne Freeman

The motion was carried with Councillors voting unanimously.

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MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 23 APRIL 2021

MOTION:

That the above recommendation be accepted and approved.

21/021 GENERAL BUSINESS

NATIONAL ROAD SAFETY WEEK – MAY 2021

Samantha Cecchni is seeking ideas to go to general local media interested in a Yellow Ribbon car relay across NSW which will conclude in Sydney where the Sydney Harbour Bridge will be lit yellow on 16 May 2021.

FEDERAL FUNDING FOR ROAD SAFETY INFRASTRUCTURE AROUND NSW SCHOOL

Calling for interest in improving infrastructure around schools, typically for pedestrian infrastructure in school zones or on walking routes to school. Including (but not limited to):

- Conversion of existing pedestrian crossing to wombat crossings
- Installation of pedestrian refuges, kerb ramps and kerb blisters
- Pedestrian fencing
- Intersection works to improve pedestrian safety

REQUEST FOR SOUTHERN BUS ZONE SIGN TO BE CHANGED

A request has come through from the Mudgee Fine Foods market that is held the 3rd Saturday of every month. They have requested that it have an addition of Loading Zone between 6.30am – 8.30am Saturday and 12.30pm – 1.30pm Sat. There is one bus use of this stop at 12.17pm on Saturdays. Monitor this area and see if a loading zone is needed.

WOOLWORTHS PICK UP AREA- MORTIMER STREET

Two spots to be created out the front of Woolworths for Shopping Pick Up on Mortimer Street. No Parking- Possibility put forward by Transport for NSW although no advertising because it is on a Public road. NSW Police not in support of specialised parking for businesses on Public Roads

PEDESTRIAN CROSSING ON PITTS LANE

Deanne Freeman noted no pedestrian signage on Pitts Lane, Mudgee although there are two pedestrian crossings.

THE FREE CUPPA FOR THE DRIVER SCHEME

Driver fatigue is one of the three biggest killers on NSW roads. Local businesses have put up their hands by offering free cuppas to tired drivers.

ENDURANCE RIDERS CLUB

A usual yearly class 4 event. Does not need to come to LTC.

21/022 CORRESPONDANCE

CONCERNS ABOUT THE INTERSECTION OF HENRY LAWSON DRIVE AND ULAN ROAD

A customer has emailed Council in regards to her concerns about the intersection of Ulan Road and Henry Lawson Drive. Her concerns are around the speed heading to the intersection east up Henry Lawson Drive. She would like to see a speed reduction towards Ulan Road, warnings of a large intersection ahead and proper lighting at the intersection.

The last traffic counts Council has at that intersection is from 2011.

Committee Comments
Further investigation.

CLOSURE

There being no further business the meeting concluded at 12:00pm.