

12.4 Local Traffic Committee Meeting Minutes - February 2021

REPORT BY THE ADMINISTRATION OFFICER, OPERATIONS
TO 17 MARCH 2021 ORDINARY MEETING
GOV400088, A0100009

RECOMMENDATION

That Council:

1. receive the report by the Administration Officer, Operations on the Local Traffic Committee Meeting Minutes - February 2021 ; and
2. approve the installation of a traffic island for pedestrian crossing on Short Street in principal, with a more detailed design to be presented to the Local Traffic Committee.
3. Approve the event Mudgee ANZAC Day parade, 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 Transport for NSW, Traffic

Control at Worksites Manual

- 4. Approve the road closure of White Crescent Kandos for the event “Fementa”, held on Saturday 13 March 2021 at Rylstone and Kandos, 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 Transport for NSW, Traffic Control at Worksites Manual**

 - 5. Note the suggested amendments to the design for the Church Street and Mears Street roundabout provided by the traffic committee.**

 - 6. Approve the event – “Mudgee Classic 2021” 2 May 2021, classified as a Class 2 Event under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’, with the following conditions:**
 - a) Events are to be undertaken in accordance with the “Guidelines for Bicycle Road Races”;**
 - b) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the “Guide to Traffic and Transport Management for Special**
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- 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) A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;
 - i) Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - j) 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, RMS and NSW Police Force is indemnified against any possible action as the result of the event;
 - k) 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;
 - l) Provide alternative access for motorists or pedestrians with legitimate business within the closed section of roadway;
 - m) Maintain a four-metre wide emergency vehicle lane;
 - n) Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
 - o) The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review; and Transport for NSW consent required for use of the State and Regional road network.

Additional Conditions

- p) VMS are to be positioned to not obstruct sight distance at intersections, accesses and onto traffic control devices,
- q) Traffic Control plans to be updated as per notes below.

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 February 2021

Three event reports were considered:

- ANZAC DAY – Mudgee
- Fementa
- Mudgee Classic

Two traffic reports were considered:

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

General Business items included

- School Zones
- High Pedestrian Activity Area
- The Drip carpark
- Driver Reviver Grant
- 3T limit signage on Short Street

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

MICHELLE NEILSON
ADMINISTRATION OFFICER, OPERATIONS

GARRY HEMSWORTH
DIRECTOR OPERATIONS

3 March 2021

Attachments: 1. Minutes - Local Traffic Committee - February 2021.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Minutes of the Local Traffic Committee

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

Present	Garry Hemsworth (MWRC), Phil Blackman, Garry McGovern (NSW Police), Deanne Freeman (Transport for NSW), Samantha Cecchini (MWRC) and Don Cottee.
Apologies	Clr Alex Karavas, Mark Fehon
Secretary	Gemma Wilkins (MWRC), Michelle Neilsen (MWRC)

The LTC meeting commenced at 9:30am.

MINUTES OF PREVIOUS MEETING

RECOMMENDATION – THERE WAS NO MEETING IN DECEMBER SO IT WAS DISTRIBUTED VIA EMAIL. THESE COMMENTS HAVE BEEN NOTED.

That the Minutes of the previous Local Traffic Committee held on 18 December 2020 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	Update: Approved design. Would like to consider solar power. Must be installed by 1 July 2021.
Perry Street Parking Issues	15 June 2018	To monitor the parking issues that surround Mudgee High School	Feb 2021 Budget approved in 2021/22 budget for review, consultation and design. Construction will require a separate budget.
Traffic Management Review of Gulgong	Feb 2021		New role will be part of the Infrastructure Planning and Design team that will investigate the traffic management conditions of Gulgong
Mudgee CBD High Pedestrian Area	November 2018	Council in support of 40km CBD zone investigation.	
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	Update February 2021. To be included in the implementation of HPAAs (High Pedestrian Activity Area)
Denison Street and Church Street Intersection	August 2020		A traffic counter will be
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 Road and Buckaroo Road Intersection	December 2020	Further investigation to take place at this intersection s	Traffic Counters to be placed at intersection
Loading zone at Gulgong Post Officer	December 2020	Further investigation into the area	Engineer to review the request and make a recommendation

PAST EVENT DEBRIEF

EVENT	

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CALENDAR OF EVENTS

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

Red = Unapproved

Green = Approved

21/002 SHORT STREET PEDESTRIAN REFUGE PROPOSAL

RECOMMENDATION

That Council

1. approve the installation of a traffic island for pedestrian crossing on Short Street in principal, with a more detailed design to be presented to the Local Traffic Committee.

Committee Comments

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The concept is good but the design presented needs more details as to dimensions and signage for the committee to approve. There will be parking spaces lost with the introduction of the pedestrian refuge.

LTC - Further detailed drawing to be submitted

MOTION CARRIED: Mr Phillip Blackman / Garry McGovern

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/003 ANZAC DAY MARCH – MUDGEE

RECOMMENDATION

That Council:

1. Approve the event Mudgee ANZAC Day parade, 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 Transport for NSW, Traffic Control at Worksites Manual

Committee Comments –

Updated traffic control plan to be provided as per committee discussions. TCP MWRC 001 to have a “road closure “sign at the intersection of Church Street and Market Street and Perry and Mortimer Street

Police contact detail to be included in TCP.

Does this event require a traffic management briefing with Council?

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MOTION CARRIED: NSW Police NSW Police Representative / Phillip Blackman

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/004 FEMENTA

RECOMMENDATION

That Council

1. Approve the road closure of White Cres for the event “Fementa”, held on Saturday 13 March 2021 at Rylstone and Kandos, 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.
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 - 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 Transport for NSW, Traffic Control at Worksites Manual

MOTION CARRIED: NSW Police NSW Police Representative / Deanne Freeman

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/005 CHURCH STREET AND MEARES STREET ROUNDABOUT AND PEDESTRIAN REFUGE

RECOMMENDATION

That Council:

1. **note the suggested amendments to the design for the Church Street and Meares Street roundabout provided by the traffic committee.**

Committee comments

Roundabout

- a) Church Street heading south where there are 2 lanes, left lane should be designated left turn only, and the right side is to head straight
- b) Remove curved line in the middle of the roundabout.
- c) Bus zone to be marked and there is to be no timed parking.
- d) The pedestrian refuges should be a minimum of 3m length and 2m wide.
- e) Move the roundabout signs so they don't get hit and the hazard markers should be moved inwards of the lip of roundabout
- f) Remove the roundabout ahead signs.
- g) Sign post No Stopping near all exits
- h) No Stopping signs to be approximately 3m from the refuge for sight difference.
- i) Use the 2P parking sign not the one currently on the plan at the pedestrian refuge
- j) Check the width of the pedestrian path
- k) Check technical direction of the proximity of parallel parking space on Meares Street.

Pedestrian Refuge

- a) Can the trees be removed? It will help with site distance and will be provide more parking.

MOTION CARRIED: Mr Phillip Blackman / Deanne Freeman

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The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/008 MUDGEE CLASSIC

RECOMMENDATION

That Council

Approve the event – “Mudgee Classic 2021” 2 May 2021, classified as a Class 2 Event under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’, with the following conditions:

- a) Events are to be undertaken in accordance with the “Guidelines for Bicycle Road Races”;
- 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;
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- 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) A Traffic Control Plan (TCP) certified by a person with a ‘Select & Modify ‘or a ‘Design and Audit’ Certificate be included in the TMP;
- i) Any person directing traffic on a public road is required to possess an appropriate traffic controller’s certificate;
- j) 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, RMS and NSW Police Force is indemnified against any possible action as the result of the event;
- k) 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;
- l) Provide alternative access for motorists or pedestrians with legitimate business within the closed section of roadway;
- m) Maintain a four-metre wide emergency vehicle lane;
- n) Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
- o) The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review; and Transport for NSW consent required for use of the State and Regional road network.

Additional Conditions

- p) *VMS are to be positioned to not obstruct sight distance at intersections, accesses and onto traffic control devices,*
- q) *Traffic Control plans to be updated as per notes below.*

Note: Speed signs to be road works,

- Lue Road – check to where the 50km is on Lue Road, use the 50km already on the road and then to slow down to 40km;
- Traffic Controllers are provided for all legs that required stop and slow. E.g. TMP-03 shows only one traffic controller;
- Where there are speed reductions, ensure they are on both sides of the road not just one;
- Check permanent speed limits against temporary speed limits.

MOTION CARRIED: Transport for NSW Deanne Freeman / Garry McGovern

The motion was carried with Councillors voting unanimously.

MOTION:

That the above recommendation be accepted and approved.

21/006 GENERAL BUSINESS

SCHOOL ZONES

In consultation with Mudgee Police, Council have started communications with schools regarding school areas at pick up and drop off times. There was a three car accident at the intersection of Horatio and Perry Street(s), where kids had run out onto the road. Sam has some funds from Transport for NSW for educational resources about school zone safety.

HIGH PEDESTRIAN ZONES

Update from Deanne. Met with a pub owner to discuss signage in this area. The plan is not changing and discussed the issues that he had. Believes that the owner is on board with the area. Trying to not lose parking to fit the signs in. Deanne is still developing the detailed plan of where all the signs are going and it should be finished by next week.

THE DRIP

Just an update to the NPWS issue of The Drip carpark. THE NPWS is looking to get funds to extend the carpark. The area is currently a 60km zone. Works to the nearby bridge will be commencing in May 2021 where Council will be able to monitor the area and the traffic will slow down due to road works. If NPWS engage Council as a private contractor for the extension works, Council will be able to speed up the project. Garry McGovern noted there is a slight dip at the exit/entrance of the carpark of The Drip which means cars are coming out of the carpark onto Ulan Road slowly.

DRIVER REVIVER GRANT

The federal government is offering grants up to \$150,000 to refurb and renovate the Driver Reviver spots. Looking at the site at Ilford and Mudgee at the Percy Nott Rest Stop to improve drainage. The Ilford location site needs to be reviewed. Deanne mentioned to Sam to let her know as there are other grants the Transport for NSW have that would cover all the needs.

FUTURE REPORTS

- Gulgong ANZAC Day Service
- Small Farms Field Day event

SIGNAGE 3T LIMIT ON SHORT STREET

Can these signs be looked into in residential areas so that it doesn't affect residents who have large cars or tow caravans?

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21/007 CORRESPONDENCE

CAN CRUISES – 20TH MARCH 2021

Council received an email from Can Cruisers outlining their event to be held on 20 March 2021.

OUTBACK CLASSIC

The Outback Classic event has been postponed until August 2021 due to COVID restrictions. Please see attached correspondence.

REQUEST FOR AMENDMENTS IN THE LIBRARY CARPARK

Request to make changes to the library carpark to allow the trucks to leave without hindrance. Further investigation required.

WINGS, WHEELS AND WINE AIR SHOW 2021

To be held at Mudgee Airport on Sunday 18 April 2021. Ensure there is no traffic that will affect Ulan Road.

CLOSURE

There being no further business the meeting concluded at 12.05pm.