

## Item 12: Reports from Committees

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### 12.1 Local Traffic Committee Meeting Minutes - July 2023

REPORT BY THE OPERATIONS ADMINISTRATION ASSISTANT  
TO 20 SEPTEMBER 2023 ORDINARY MEETING  
GOV400103, A0100009

#### RECOMMENDATION

**That Council receive the report by the Operations Administration Assistant on the Local Traffic Committee Meeting Minutes for July 2023.**

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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 21 July 2023.

General Business items included:

- GULGONG School precinct issues- recommendations to update zebra crossing lines/signage/parallel parking in and around the school.
- STUBBO SOLAR FARM – recommendation to reduce the speed zone during construction to 60/80kms. Council to liaise with Transport NSW and the NSW Police.

Correspondence items included:

- Mudgee Classic 2023: Slight change of courses
- Rylstone police intersection review – Coomber St & Mudgee St, Rylstone

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

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## Strategic implications

### **Council Strategies**

Not Applicable

### **Council Policies**

Not Applicable

### **Legislation**

Not Applicable

## Financial implications

Not Applicable

TRACEY STARR  
OPERATIONS ADMINISTRATION ASSISTANT

RAY KEARNS  
MANAGER, INFRASTRUCTURE PLANNING

1 September 2023

*Attachments:* 1. JULY LOCAL TRAFFIC COMMITTEE MINUTES.

APPROVED FOR SUBMISSION:

JULIAN GEDDES  
ACTING GENERAL MANAGER

Mid-Western Regional Council

Date: 21 July 2023

## Minutes of the Local Traffic Committee

Held at the Operations Meeting Room, 54 Depot Road Mudgee  
on 21 July 2023, commencing at 9.30am and concluding at 12.30pm

COMMITTEE MEMBERS PRESENT Mr R Kearns (Manager Infrastructure Planning), Ms S Cecchini (Road Safety Officer), Mr P Blackman (Community Representative), Cr A Karavas, Mr M Fehon (NSW Police), Mr G McGovern (NSW Police), Mr W Hazelton (Transport for NSW Representative), Mr S Fogarty (NSW Police), Mr Tom Worley (Transport for NSW Representative), MWRC Employee Tracey Starr (Administration Assistant, Operations), MWRC Employee Lisa Cartmell (Executive Assistant, Operations).

EXTERNAL PARTIES PRESENT St Matthew's School – Ms Angela Myles

### APOLOGIES

THERE WERE NO APOLOGIES

ITEM 1: CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

MOTION CARRIED: MR GARY MCGOVERN & MR PHILIP BLACKMAN

### RECOMMENDATION

**That the Minutes of the previous Local Traffic Committee held on 26<sup>th</sup> May 2023, be taken as read and confirmed.**

#### Acknowledgement to Country:

We acknowledge the Wiradjuri people, the traditional custodians of the Wiradjuri Nation. We acknowledge their Elders past, present and future. We also acknowledge people from other nations and language groups who have now made the Mid-Western Region their home, along with the descendants of the Wiradjuri Nation.



**MATTERS IN PROGRESS – JULY 2023**

SUBJECT	RES NO. & DATE	CLOSE	ACTION
<b>Perry Street Parking Issues (Surrounding Mudgee High School)</b>	<b>15.06.22</b>		18/3/2022 – This will be included as part of the audit. 23/5/2022 – brief with Ray Kearns for approval 21/7/2022-Pull together a brief to put forward to a consultant. 19/8/2022-Ongoing 16/12/2022 – RFQ for 2023. Consultant for access. 17/02/2023 – Ongoing. Request for Quote from consultant. <b>17/03/2023 – Ongoing</b> <b>26/05/2023- Quote received.</b> <b>12/07/2023 - Ongoing</b>
<b>Henry Lawson Drive and Ulan Rd</b>	<b>N/A</b>	<b>Report REQ</b>	18/3/2022 Ray advised a Road Audit will be undertaken for this intersection. 27/7/2022- Information is still to be collected and official report to follow. 19/8/2022- TfNSW to review Road Safety Report. 16/9/2022- Look at speed in between Henry Lawson Drive and Ulan Rd. 28/10/22 – Possible budget allocation. Council will revise the scope to road safety audit and Transport NSW will do a speed zone assessment. 16/12/2022 – Waiting for budget review. Follow up with finance. TfNSW speed zone assessment waiting for finalised report. 17/02/2023 – TfNSW Speed Zone Assessment should be approved in the coming weeks – discussion around 60km/hr zone. 17/03/2023 - Council arrange a Road Safety audit. TfNSW has endorsed the speed zone change & requested a quote for signage change from Council. Chairperson seeking endorsement from MWRC General Manager. <b>26/05/2023- Speed zone implemented 2<sup>nd</sup> May. Speed zone review to be done on Henry Lawson Drv.</b> <b>12/07/2023- on going</b> <b>Update: 21/7 :Transport NSW (TfNSW) reviewing. Shoulder widening review may be required (near Men's shed). WR required for widening.</b>



**MATTERS IN PROGRESS – JULY 2023**

SUBJECT	RES NO. & DATE	CLOSE	ACTION
<b>Discuss painted slip lane for bus pick up zone (St. Matthew's Primary – Lewis Street)</b>	<b>LTC Feb 23</b>	Yes	17/02/2023 – Ogden's Coaches addressing painted slip lanes - Mt. Matthews Primary College – Service Lane. Design discussion with Ogden's, Police & TfNSW. Ogden's use of bus zone outside of school hours; events, charter hire etc. Feedback on design; signage & parking comments for March LTC from TfNSW & Police 17/03/2023 – Discuss with St. Matthew's so it can be communicated in advance with parents. Ray to add notes about signage. Report required for April LTC. <b>26/05/2023 – Scheduled for Sept – No Further Action</b>
<b>Discuss painted slip lane for bus pick up zone (Cudgegong Primary)</b>	<b>LTC Feb 23</b> RD2072/2023	Yes	17/02/2023 – Ogden's Coaches addressing painted slip lanes - <a href="#">Painted Island TfNSW Road Rule</a> 17/03/2023 – TfNSW & Police endorse adding the diagonal lines at Cudgegong Primary as per the Painted Island TfNSW Road Rule.  <b>26/05/2023- Check if works requests done. No further action.</b> <b>12/07/2023- WORKS REQUEST: <a href="#">RD0063/2024</a></b>
<b>St. Matthews Secondary College – Spring Flat</b>	<b>LTC Feb 23</b>  (Customer Responses under LAN900096)		17/02/2023 – Pedestrian/Cyclist concerns. Discussions around out of hours parking on Broadhead Road; not endorsed by TfNSW & MWRC Road Safety. Intersection Design for coach left / right movements Broadhead Road. TfNSW & Police to complete a site inspection for further comment 17/03/2023 – Representatives discussed current matters around St. Matthews School. Risk & Suggestions listed below in General Business. 26/05/2023- School has requested timed parking in Bus zone during drop off times. LTC voiced no issues with this in general. Follow up introduction of pedestrian crossing (if needed). Follow SSD9872 project approval condition. Addressed with the school, the issue of school excursion using bus zones and S138 conditions. Organise a meeting- next LTC to discuss OMP plan (operational plan) and traffic around the school.  <b>21/07/2023- Representatives to attend to discuss further.</b>



**MATTERS IN PROGRESS – JULY 2023**

SUBJECT	RES NO. & DATE	CLOSE	ACTION
<b>Rylstone Police Intersection Review – Coomber St &amp; Mudgee St, Rylstone</b>	<b>LTC Feb 23</b>  (Email Rylstone Police)		17/02/2023 – Referred to TfNSW & Road Safety to review. Traffic Counters on Mudgee Street & Coomber Street. Submit report for LTC at future date after data review 17/03/2023 – Waiting for Traffic Counter data. 26/05/2023- Request to put a STOP sign received. Traffic count done. Outcome- Traffic count data reveal similar counts on both roads, recommend retaining the GIVE WAY ahead signage. Works request required- enhance give way signs and line marking. Investigate size B or C. No further action for LTC once works request created. <b>12/07/2023 - WORKS REQUEST: RD0064/2024</b>

**PAST EVENT DEBRIEF**

EVENT	
MUDGEES CLASSIC	Debrief to be organised with organiser re: road rules etc. Council LTC will contact organiser later in the year to discuss issues.  ACTION: For next meeting 18/08/2023 <ul style="list-style-type: none"> <li>• Research: rules on “race” – NSW Police believe that it is a race therefore “race” rules should apply.</li> <li>• Risk assessments/access route</li> </ul>
MUDGEES SMALL FARM FIELD DAY	Any issues noted? Poor weather created issues with car park. Henry Lawson Drive traffic an issue on Friday (banking) – Is a second gate required? Signage on Ulan Rd may need to be reviewed as confusing. Additional signage required for disabled parking/general parking. Signage needs to be clearer. Bunting both sides of Ulan /AREC entry.  ACTION: LETTER FROM LTC WITH RECOMMENDATIONS. <ul style="list-style-type: none"> <li>• Additional signage</li> <li>• Clearer signage</li> <li>• Bunting on both sides of Ulan Road/AREC Entry way.</li> </ul>



<b>Calendar of Events 2023</b>		
<b>JANUARY</b>	<b>DATE</b>	<b>COMMENTS</b>
Kandos Street Machine and Hot Rod Show	27 January 2023 – 29 January 2023	
<b>FEBRUARY</b>	<b>DATE</b>	<b>COMMENTS</b>
St George Illawarra Dragons V South Sydney Rabbitohs	18 February 2023	
<b>MARCH</b>	<b>DATE</b>	<b>COMMENTS</b>
Can Cruise	18 March 2023	Secretary to email event organiser to notify about LTC
Mudgee Glow 2023	31 March 2023	Endorsed by LTC Committee
<b>APRIL</b>	<b>DATE</b>	<b>COMMENTS</b>
Manly Sea Eagles v Newcastle Knights	1 April 2023	
Mudgee RSL Sub Branch Anzac Day Parade	25 <sup>th</sup> April	March Council Report
Gulgong RSL Sub Branch Anzac Day Parade	25 <sup>th</sup> April	March LTC Meeting
Dirty Mudgee 2023	29 April 2023	
Mudgee Classic 2023	30 April 2023	
18 <sup>th</sup> National Historic Machinery Rally	14 <sup>th</sup> – 16 <sup>th</sup> April 2023	March Council Report
<b>MAY</b>	<b>DATE</b>	<b>COMMENTS</b>
<b>JUNE</b>	<b>DATE</b>	<b>COMMENTS</b>
Henry Lawson Heritage Festival Gulgong Gold Cup	10 <sup>th</sup> June 11 <sup>th</sup> June	
Mudgee Small Farm Field Day	7-8 <sup>th</sup> July	
<b>AUGUST</b>	<b>DATE</b>	<b>COMMENTS</b>
Mudgee Running Festival	20/08/2023	Traffic management plan required. *Mudgee hospital to be notified. ACTION: LTC to schedule meeting and notification to hospital.
<b>SEPTEMBER</b>	<b>DATE</b>	<b>COMMENTS</b>
Mudgee High School – Rainbow Day	21/09/2023 8am to 9.15am	Traffic management plan required. ACTION: Communications as to requirements to be followed up. PROGRESS LETTER
<b>OCTOBER</b>	<b>DATE</b>	<b>COMMENTS</b>
Sculptures in the Garden Gardens in Mudgee	7-22 <sup>nd</sup> October 14-15 <sup>th</sup> October	Parking may need to be reviewed
<b>NOVEMBER</b>	<b>DATE</b>	<b>COMMENTS</b>
<b>DECEMBER</b>	<b>DATE</b>	<b>COMMENTS</b>
Council Christmas Shutdown	22 <sup>ND</sup> to 2 <sup>nd</sup> Jan	

Red = Unapproved  
 Green = Approved



23/011 GENERAL BUSINESS

Mudgee Running Festival – that Council accept the new route

**RECOMMENDATION**

**That Council receive the general business as noted, and any actions from the general business to be investigated by the Committee further.**

23/012 GULGONG SCHOOL PARKING CONDITIONS  
23/012 CHANGE TO TRAFFIC (STUBBO SOLAR FARM)

Committee Comments

**(i)Mudgee Running Festival – that Council accept the new route.**

**(ii) Gulgong School Precinct issues.**

Recommendations: Formalising non-stopping area, additional signage, and lineage.

See report.

Council working with school to get crossing supervisor and have recommendations as per report.

**RECOMMENDATIONS:**

Committee recommends that Council perform the following:

1. Zebra crossing to be repainted.
2. Signage update as per report.
3. Parallel parking
4. Notify residents as to change to parking/signage, dates, if recommendations passed.
5. Funding to be confirmed.

**MOTION: MR GARY MCGOVERN/ MR TOM WORLEY**

**That the above recommendation be accepted and approved by Council.**

**(II) STUBBO SOLAR FARM SPEED REDUCTION REQUEST.**

See Report.

Transport NSW COMMENTS– may require VMS or permanent signage.

RECOMMENDATIONS: Temporary road work speed limit (for construction zone).

Committee recommends that the Council notify Transport NSW for the road work speed reduction for the extended period with reason.

Committee recommends that Council notify NSW Police requesting enforceable speed zone.

Police will require formal notice of gazetted period, before the enforceable zone can be applied.

1. Review length of speed zones
2. Traffic guidance scheme to be provided adhering to correct policy/restrictions/regulations.
3. Signs to adhere to Council Policy (Informational and Directional Signage Policy). (\*Check with Tourism re: policy as currently under review\*).
4. Refer to Transport NSW signage register for service road signage.
5. Council to notify applicant of actions.





#### OTHER GENERAL BUSINESS:

##### ST MATTHEW's Traffic Conditions – St Matthew's Representative Ms Angela Myles **Debrief on current situation (Six (6) months on review).**

Below is a summary of comments made during the Committee meeting.

The observations of conditions of consent being reviewed.

*Transport NSW* : School zone infrastructure funding may be available to improve current road/pedestrian use. “*Get NSW Active*” funding available (October). This funding may be beneficial to assist. Active transport plan.

Council funding may be available for pedestrian upgrade.

- Survey to be done at the intersection to evaluate road infrastructure/requirements.
- Council looking at (by November) to have a concept path/scope of work.
- Council looking also at lighting required in the area.
- Draft of walking / cycling network also to be tabled.
- Development consent: out of hours management plan to be reviewed again. Including Parking (F1-F4).

Operational Management plan (F8).

How will the school use buses within conditions of consent.

Pedestrian crossing issues. “*Green Travel plan*” – not operational at this time.

St Matthew's to document what they are currently doing.

Bus plan to be evaluated.

*Pedestrian crossing review: with Transport NSW – on Broadhead rd.*

*Zebra crossing requirements.*

- Required: updated traffic count to be provided to Transport NSW.

Recommendations from Transport NSW required.

- Assessment against warrant to be completed and recommendations to follow.

St Matthew's to act on recommendations.

*NSW Police observation/comments:* parking still an issue. More traffic in the area including foot traffic. Bus movements still a concern and to be reviewed. Bus holding area/bay- also to be reviewed.

St Matthew's comments: short term recommendations: strategies being reviewed, including education, also looking at funding to assist with having a presence to assist with children movements.

- St Matthew's to review OTAMP which has requirements.

Committee recommends the following ACTIONS by Council Committee (LTC):

1. CONCEPT PLAN OF DESIGN & CONSTRUCTION (Broadhead rd & Bruce Rd)
2. DRAFT WALKING & CYCLING NETWORK PLAN
3. INVESTIGATE LINE MARKING (Broadhead rd – double lines).
4. BUS HOLDING BAY review.
5. ST MATTHEWS to review OTAMP & GREEN TRAVEL PLAN.

##### **Paling Yard Wind Farm.**

Traffic impact assessment discussed. Report tabled for TfNSW representative.



**Heavy Vehicle signage detour (Mudgee CBD)** – NSW Police Highway patrol commented on lack of signage after recent incident.

As state road, TfNSW to review.

- Committee recommends that Council contact Transport NSW in regards to signage.

**Castlereagh & Hill End – intersection.**

'Short term safety treatment' funds may be required/available – Transport NSW. (September).

Lightening may be required.

Traffic counts will be required.

Comments : Vision is limited exiting Hill End onto Castlereagh.

Sight visit with NSW Police and TfNSW, was done this week.

The Committee's list of ACTIONS for Council committee (LTC):

1. Transport to do traffic count- intersection assessment and revert back to LTC.
2. Police to advise if there is any road/locations of concern.
3. Council can then review roads (fatal accident review).
4. High frequency areas/crash zone review data may be available to assist.
5. Trends can be sent to Transport NSW to assist with development/funding.

**Directional Signage concern– Ulan/Glencore mine sites.**

Access roads not easy to find due to lack of signage.

Action List for LTC:

- Design to be emailed to Council from Transport NSW.
- Committee recommended that Council send Glencore signage update letter.
- Committee recommends that Council discuss with Ambulance NSW in regards to what is required.

**ITEM 2: CLOSURE**

There being no further business the meeting concluded at 12.30pm.

The next Local Traffic Committee will be held on the **Friday, 25th August 2023** at Operations Meeting Room, 54 Depot Road Mudgee.