

Item 12: Reports from Committees

12.1 Local Traffic Committee Meeting Minutes - March 2023

REPORT BY THE OPERATIONS ADMINISTRATION ASSISTANT
TO 19 APRIL 2023 ORDINARY MEETING
GOV400103, A0100009

RECOMMENDATION

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

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 2023.

Three event reports were considered:

- Gulgong RSL Sub Branch Anzac Day Parade
- Mudgee Glow 2023
- Mudgee Small Farm Field Days 2023

No traffic report was considered:

- Not Applicable

General Business items included:

- Representatives from St. Matthews – Discuss Matters in Progress
- Pedestrian Refuge – Market Street
- Speed Zone Review – Henry Lawson Drive and Ulan Rd

Correspondence items included:

- Central Ranges Endurance Ride 11-12 MARCH 2023 AT WINDEYER

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

BETHANY PALMER
OPERATIONS ADMINISTRATION ASSISTANT

JULIAN GEDDES
DIRECTOR OPERATIONS

28 March 2023

Attachments: 1. Local Traffic Committee Meeting Minutes - March 2023.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mid-Western Regional Council

Date: 17 March 2023

Minutes of the Local Traffic Committee

Held at the Operations Meeting Room, 54 Depot Road Mudgee
on 17 March 2023.

Present	Mr R Kearns (Manager Infrastructure Planning), Ms S Cecchini (Road Safety Officer), Mr P Blackman (Community Representative), Mr G McGovern (NSW Police), Secretary BP Palmer (Administration Assistant), Mr Worley (Transport for NSW Representative), Mrs T Starr (MWRC Employee), Angela Myles (St. Matthew's Representative - Executive Principal), Justin Yeo (St. Matthew's Representative - Head of Campus Primary), Justin McCarney (St. Matthew's Representative - Head of Campus Secondary)
Apologies	Mr S Fogarty (NSW Police), Cr A Karavas (Council Representative), Mr M Fehon (NSW Police), Mr W Hazelton (Transport for NSW Representative)

The LTC meeting commenced at 9:30am.

MINUTES OF PREVIOUS MEETING

MOTION: Mr Philip Blackman / Garry McGovern

That the Minutes of the previous Local Traffic Committee held on 17 February 2023 be taken as read and confirmed.

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MATTERS IN PROGRESS – MARCH 2023			
SUBJECT	RES NO. & DATE	CLOSE	ACTION
Perry Street Parking Issues (Surrounding Mudgee High School)	15.06.22		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. 17/03/2023 - Ongoing
Henry Lawson Drive and Ulan Rd	N/A	Report REQ	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.
Discuss painted slip lane for bus pick up zone (St. Matthew's Primary – Lewis Street)	LTC Feb 23		17/02/2023 – Ogden's Coaches addressing painted slip lanes - Painted Island TfNSW Road Rule 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.

MATTERS IN PROGRESS – MARCH 2023

SUBJECT	RES NO. & DATE	CLOSE	ACTION
Discuss painted slip lane for bus pick up zone (Cudgegong Primary)	LTC Feb 23		17/02/2023 – Ogden’s Coaches addressing painted slip lanes - Painted Island TfNSW Road Rule 17/03/2023 – TfNSW & Police endorse adding the diagonal lines at Cudgegong Primary as per the Painted Island TfNSW Road Rule.
St. Matthews Secondary College – Spring Flat	LTC Feb 23 (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.
Rylstone Police Intersection Review – Coomber St & Mudgee St, Rylstone	LTC Feb 23 (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.

PAST EVENT DEBRIEF

EVENT

CALENDAR OF EVENTS

2023		
JANUARY	DATE	COMMENTS
Kandos Street Machine and Hot Rod Show	27 January 2023 – 29 January 2023	
FEBRUARY	DATE	COMMENTS

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St George Illawarra Dragons V South Sydney Rabbitoh	18 February 2023	
MARCH	DATE	COMMENTS
Can Cruise	18 March 2023	Secretary to email event organiser to notify about LTC
Mudgee Glow 2023	31 March 2023	Endorsed by LTC Committee
APRIL	DATE	COMMENTS
Manly Sea Eagles v Newcastle Knights	1 April 2023	
Mudgee RSL Sub Branch Anzac Day Parade	25 th April	
Gulgong RSL Sub Branch Anzac Day Parade	25 th April	March LTC Meeting
Dirty Mudgee 2023	29 April 2023	
Mudgee Classic 2023	30 April 2023	
18 th National Historic Machinery Rally	14 th – 16 th April 2023	
MAY	DATE	COMMENTS
JUNE	DATE	COMMENTS
JULY	DATE	COMMENTS
AUGUST	DATE	COMMENTS
SEPTEMBER	DATE	COMMENTS
OCTOBER	DATE	COMMENTS
NOVEMBER	DATE	COMMENTS
DECEMBER	DATE	COMMENTS

Red = Unapproved
 Green = Approved

23/005 GULGONG RSL SUB BRANCH ANZAC DAY PARADE

RECOMMENDATION

That Council approve the event Gulgong ANZAC Day Parade and March, held 25 April 2023 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 Guidance Scheme/s (TGS) 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 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 Guidance Scheme to be in accordance with Transport for NSW's Traffic Control at Worksites Manual**

MOTION: Mr Garry McGovern / Philip Blackman

That the above recommendation be accepted and approved.

23/006 MUDGEE GLOW 2023

RECOMMENDATION

The Local Traffic Committee endorsed the event 'Mudgee Glow 2023' held on Friday 31st March 2023 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) **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 Guidance Scheme (TGS) 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**

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- 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, 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 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 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) Traffic Control plan to be in accordance with Transport for NSW Traffic Control at Worksites Manual

MOTION: Mr Thomas Worley / Philip Blackman

That the above recommendation be accepted and approved.

0.0 MUDGEES SMALL FARM FIELD DAYS 2023

RECOMMENDATION

That Council approve the event – “Mudgee Small Farm Field Days” Friday and Saturday, 7th & 8th July 2023, 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 Guidance Scheme 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, TRANSPORT FOR NSW 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 Guidance Schemes are prepared in accordance with TRANSPORT FOR NSW Traffic Control at Worksites Manual.

MOTION: Mr Garry McGovern / Philip Blackman

That the above recommendation be accepted and approved.

23/007 GENERAL BUSINESS

RECOMMENDATION

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

REPRESENTATIVES FROM ST. MATTHEWS – DISCUSS MATTERS IN PROGRESS

(3) Representatives to discuss current matters around St. Matthews Schools;

- Angela Myles, Executive Principal
- Justin Yeo, Head of Campus Primary
- Justin McCarney, Head of Campus Secondary

Secondary School Location Spring Flat Risks;

- St. Matthews Current Concerns; Pedestrian & Cycling Traffic. Access across the intersection.
- Police Current Concerns; Parents behaviour dropping off children in the no stopping zone.
- Intersection Bus Access – Roads Approval only 12.5m coach length

Secondary School Location Spring Flat Suggestion/Measures;

- Access Study – Capture Area. Sydney Road & Caravan Park, cyclist.
- TfNSW suggest contact Road Safety Education Consultant, formulate the messaging in the school environment; signage, communication, assembly, parent/teacher night.
- Broadview Estate students travel time on bus, email TfNSW the issue to review. Investigate the bus routes.
- DA 3-Month Review – Road Safety to arrange a traffic count. TfNSW will then conduct observation.
- Communicate to coach companies regarding the size restriction.
- Develop off-street parking with endorsement from TfNSW & Council
- TfNSW current lead for safety around school in precinct, assist in design review & budget opportunities

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Primary School Pick Up / Drop Off – Lewis Street

- Reviewed current concept design
 - Discuss with St. Matthew's so it can be communicated in advance with parents

PEDESTRIAN REFUGE – MARKET STREET

Discussed speed limit review with TfNSW. Report to be submitted at April LTC Meeting.

SPEED ZONE REVIEW – HENRY LAWSON DRIVE AND ULAN RD

Discussed speed limit review with TfNSW. Report to be submitted at April LTC Meeting.

MOTION:

That the above recommendation be accepted and approved.

23/008 CORRESPONDENCE

RECOMMENDATION

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

CENTRAL RANGES ENDURANCE RIDE 11-12 MARCH 2023 AT WINDEYER

Emailed approval for event due to late submission. Police NSW & Transport for NSW endorsed the event. Sent dates for items to be considered to organiser for future submissions.

MOTION:

That the above recommendation be accepted and approved.

CLOSURE

There being no further business the meeting concluded at 12.02pm.