

**PRESENT**

**Members:**

Paul Dilley (NSW Police)  
Greg Aitken (RMS)  
John Simon (Rep. Member for Port Macquarie)  
Duncan Clarke - Acting Chair (PMHC - Group Manager Transport & Stormwater Network)

**Other Attendees:**

John Hanlon (PMHC - Transport & Traffic Engineer)  
Angela Chapman (PMHC Admin. Officer)

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The meeting opened at 10:05am.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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Malcolm Britt (Busways)  
Mr Leslie Wells (Rep Member for Oxley)  
Mayor Peter Besseling (PMHC) (Chair)  
Phillip Marshall (Alternate - PMHC Admin. Officer)  
Steve Read (Port Macquarie Taxis)  
Clr Trevor Sargeant

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**03 CONFIRMATION OF MINUTES**

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That the Minutes of the Local Traffic Committee Meeting held on 22 June 2016 be confirmed and that it is noted that the date of the previous minutes is incorrect and should be 23 March 2016.

MAJORITY SUPPORT:

Council – Y  
RMS – Y  
Police – Y  
Member for Port Macquarie (Rep) – Y  
Member for Oxley (Rep) – A

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**04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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That it be noted that the items listed on the Business Arising schedule be removed:

MAJORITY SUPPORT:

Council – Y  
RMS – Y  
Police – Y  
Member for Port Macquarie (Rep) – Y  
Member for Oxley (Rep) – A

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**06 TIMBERTOWN VILLAGE SHOPPING CENTRE - NEW LOADING AREA**

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Discussion:

- The RMS and NSW Police raised significant concerns with regards to proposed loading area, in particular the following were detailed;
  - Heavy vehicles reversing in a car park presents a considerable safety issue for both pedestrians and motorists.
  - In any loading situation where there are multiple users in the area then the deliveries should be in 'forward in, forward out' direction
  - Vehicles entering from the Oxley Highway may not be seen by a reversing heavy vehicle and may collide
  - Location of the proposed loading zone away from the shop means goods will be unloaded by a fork lift or pallet jack and transported across the car parking area and footpath which is unsafe for pedestrians and workers unloading
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- As a medical centre is currently being constructed next to the shopping centre there will be an increase in less mobile drivers and pedestrians which increase the safety risk.
- Medical centres can also require substantial areas of parking
- Given the extent of the safety issues this proposal could not be supported.

That it be a recommendation to the Director Infrastructure & Asset Management, under sub-delegation, for implementation:

1. That the Timbertown Village Shopping Centre new loading area signage and any associated line marking not be approved.
2. That a formal submission via a Development Application be submitted to Council by Timbertown Village Shopping Centre to meet current standards should they wish to present an alternative location for a loading zone
3. That Council advise Timbertown Village Shopping Centre of the outcome of the Local Traffic Committee Meeting on 27 July 2016.
4. Council staff to investigate the original Development Consent for the supermarket to determine if consent conditions with regard to the loading of deliveries have been met.

UNANIMOUS SUPPORT:

Council – Y

RMS – Y

Police – Y

Member for Oxley (Rep) – A

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## **07 PORT MACQUARIE SCHOOL ZONE TIMES**

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Discussion:

The Centre for Road Safety is the controlling body for the implementation of school zones. Whilst the Committee, Police and RMS all presented to The Centre for Road Safety that Burrawan Street should operate at the same time as Findlay Avenue, this recommendation was rejected.

That it be a recommendation to Council:

That the existing afternoon school zone flashing light times should be altered by The Centre for Road Safety to reflect the new school operating times at:

1. Westport campus in Findlay Avenue, 2.00pm to 4.00pm as agreed to by Centre for Road Safety.
2. Port Macquarie campus in Burrawan Street, 2.00pm to 4.00pm noting that the Centre for Road Safety does not concur with the alterations to the times and that Council should liaise with the Centre for Road Safety, School representatives and the community in relation to the implementation of these school zone times.

UNANIMOUS SUPPORT:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

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**08     COUNTDOWN TO CHRISTMAS 2016**

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That it be a recommendation to Council:

That Council approve the temporary road closure of Horton Street, Port Macquarie (between Town Green and Hayward Street) to conduct the annual Countdown to Christmas event on Thursday 24 November 2016 from 5:30pm to 9:00pm, subject to the following conditions:

1. That the Countdown to Christmas event be categorised as a Class 2 special event.
2. That the event organiser advertise, at their cost, the following details of all temporary road closures and temporary parking restrictions associated with this event in the local print media on separate days, at least twice (2) within 14 days prior to the event:
  - temporary road closure dates
  - times and duration of the temporary road closures
  - alternative routes and access arrangements.
3. That the event organiser, at their cost, advertise the event by undertaking a letter box drop to all residents and businesses directly affected by the temporary road closures and temporary parking restrictions at least 14 days prior to the event, advising the following:
  - event name
  - event times
  - contact details of at least two (2) people involved in the organisation of the Event, in case of an emergency
  - proposed actions to be undertaken to mitigate the impact of the temporary road closures
4. That the Traffic Guidance Scheme dated 17 June 2016 be implemented. Any modifications to the plans must be agreed with Council's Transport Section prior to the running of the event.
5. That the event organisers obtain, and abide by, written approval from NSW Police.
6. That the event organiser notify the NSW Ambulance, NSW Fire & Rescue and the State Emergency Service of the proposed road closures at least 14 days in advance of the event.
7. That the event organiser abides by any other condition that Council and the Police may impose at any time.
8. That the event organiser notifies local Transport Services (Bus Companies, Taxis) of the proposed road closures at least 14 days in advance of the event and assists in developing alternatives for affected users.
9. That RMS accredited persons are to be used to implement the Traffic Guidance Scheme (formerly known as the Yellow Card).
10. That RMS accredited traffic controllers are to be used to control traffic (formerly known as the Blue Card).
11. That the event organiser submit to Council not less than fourteen (14) days prior to the commencement of the event evidence of Public Liability Insurance for the amount of \$20 million which is valid for the duration of the event including the running and pull down of the event and .
12. The event organiser must have this approval, the Traffic Guidance Scheme described above and NSW Police approval on site at all times for the duration of the event.

UNANIMOUS SUPPORT:

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Council – Y  
RMS – Y  
Police – Y  
Member for Port Macquarie (Rep) – Y

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## **09 KING OF THE MOUNTAIN FUN RUN 21 AUGUST 2016**

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That it be a recommendation to the Director Infrastructure & Asset Management, under sub-delegation, for implementation:

To approve the use of Captain Cook Bicentennial Drive on Sunday, 21 August 2016 from 8.00am to 12.00 noon for the King of the Mountain Fun Run/Walk subject to the following conditions:

1. That the event organiser advertise, at no cost to Council, the following details of the use of Captain Cook Bicentennial Drive associated with this event in the local print media at least once within 7 days prior to the event:
    - Location & duration of the event
    - Event details, impacts on road users.
  2. That the event organiser advertise the event, at no cost to Council, by undertaking a letter box drop to all residents and businesses directly affected by the use of Captain Cook Bicentennial Drive associated with this event at least 7 days prior to the event, advising the following:
    - event name
    - event times
    - contact details of at least two (2) people involved in the organisation of the Event, in case of an emergency
    - proposed actions to be undertaken to mitigate the impact of the event on road use.
  3. That an updated Traffic Management Plan be prepared and submitted to Council at least 7 days prior to the event, with the following:
    - The plan shall clearly indicate how the event shall provide for adequate and safe pedestrian and motorist access throughout the road reserve.
    - The applicant will not alter traffic flow unless they have provided a certified copy of a Traffic Guidance Scheme (TGS) prepared by a person accredited by the Roads & Maritime Services (RMS), detailing the devices required to control traffic movements during the course of the event.
  4. That the event organiser obtains, and abides by, written approval from the NSW Police and submit a copy of the NSW Police approval to Council 7 days prior to the Event.
    - NSW Police application for notice of intention to hold a public assembly dated 7/7/2016 is noted.
  5. That the event organiser obtains approval from National Parks and Wildlife Service PO Box 5657 Port Macquarie BC NSW 2444.
  6. That the event organiser notify the NSW Ambulance, NSW Fire & Rescue and the State Emergency Service of the proposed event at least 7 days in advance of the event.
  7. That the event organiser notifies local Transport Services (Bus Companies, Taxis) of the proposed event at least 7 days in advance of the event.
  8. That the event organiser abides by any other condition that Council and the Police
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- may impose at any time.
9. That the applicant agrees to indemnify Port Macquarie-Hastings Council from and against all actions, costs, claims and damages which may be brought or claimed against the Council arising out of or in relation to the approval of this application. A copy of the applicant's current public liability insurance policy for the value of \$20 million is to be submitted to Council at least 7 days prior to the event.
    - Insurance, Certificate of Currency reference # T039504, issued by Jardine Lloyd Thompson Pty Ltd, dated 18 July 2016 with an expiry date of 7 October 2016 is noted.
  10. That the event Co-ordinator must be onsite and have the Council approval and documents listed below in their possession on site at all times for the duration of the event.
    - The approval document.
    - Public Liability Certificate of Currency
    - Approval letter from National Parks and Wildlife
    - Approval letter from NSW Police
  11. That the road reserve area is to be maintained and left in a clean and tidy condition at the completion of the event.
  12. That any damage to footpaths, roadways or other public facilities used in conjunction with the event is to be paid for by the applicant.

## UNANIMOUS SUPPORT:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

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**10 LTC PROJECT STATUS REPORT 2016**

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That the LTC Status report as at 21 July 2016 be received and noted.

## UNANIMOUS SUPPORT:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

Member for Oxley (Rep) – A

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**11 GENERAL BUSINESS**

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**11.01 CARETAKER MODE**

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Caretaker mode noted. No LTC to be held in August and September.

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**11.02 EASTERN INTERSECTION HASTINGS RIVER DRIVE AND  
HIBBARD DRIVE PORT MACQUARIE**

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Letter from constituent - Janice McGilcrist presented and noted.  
RMS representative has spoken verbally to Janice McGilchrist also in relation to this matter.

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**11.03 ADVICE FOR ROAD CLOSURES AFFECTING ROUTES**

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Email from Malcolm Britt representing Busways regarding Council advising on road closures affecting routes presented and noted.

Council to notify all Sections that close roads to inform Busways.

Council request a school route map be supplied by Busways to assist.

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**11.04 SPEED IN STEWART ST AND HASTINGS RIVER DRIVE AREA**

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Stewart Street and Hastings River Drive - Police representation from the community relating to speed in these areas - provided for information only.

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The meeting closed at 11:09am.