



Local Traffic Committee

Business Paper

date of meeting: Wednesday 31 October 2018

location: Council Chambers
Port Macquarie-Hastings Council
17 Burrawan Street
Port Macquarie

time: 10:00am

Local Traffic Committee

CHARTER

The Local Traffic Committee is formed under the NSW Roads & Traffic Authority – "A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic Committees) – November 2006"

Formal (Voting) Members

Port Macquarie-Hastings Council
Roads & Traffic Authority
NSW Police
Member for Port Macquarie
Member for Oxley

Informal (Non-Voting) Advisors

Road Safety Officer
Ministry of Transport
NSW Fire Brigade
NSW Ambulance Service
Local Bus Company/s
Transport Workers Union
Chambers of Commerce

Informal advisors are only required to attend the LTC when items appear on the agenda which affect their area of expertise or responsibility

Quorum

There is no need for a specific quorum to allow a Committee meeting to proceed. The advice of the Roads & Traffic Authority and the NSW Police must be sought to allow Council to exercise its delegated authority.

Convenor

The Committee shall be convened by the Council voting representative. It shall be the responsibility of the convenor to ensure the conduct of the meeting including voting, informal advisor, public and media participation is undertaken in accordance with the RTA Guidelines.

Roles

- To advise Council on traffic related matters referred to the Committee
- To ensure matters referred to the Committee meets current technical guidelines
- To ensure matters referred to the Committee for which Council has delegated authority are voted upon.

Administration

Council's Transport and Stormwater Network Section is responsible for the co-ordination of Committee advice, scheduling of meetings, preparation and circulation of meeting minutes and providing general support services to the Committee. The Section is also responsible for providing advice in relation to the conduct of meetings.

Delegations

Council has delegations to authorise traffic control facilities and devices as prescribed in the Delegations to Councils – Regulation of Traffic October 2001.

Council has sub-delegated its powers in respect of Division 1 of Part 4 of the Road Transport (Safety and Traffic Management) Act 1999 and Division 2 of Part 5 of the Road Transport (Safety and Traffic Management) (Road Rules) Regulation 1999 to the Director of Infrastructure Services and the Technical Services Manager.

Local Traffic Committee
ATTENDANCE REGISTER

Member	22/02/17	26/04/17	27/09/17	22/11/17 held via electronic	26/4/18 held via electronic
Deputy Mayor Lisa Intemann (Chair)	✓	✓	PV	✓	✓
Councillor Lee Dixon (Deputy Chair)	-	✓	A	✓	✓
Paul Dilley Anthony Brown (alternate) (NSW Police)	✓	✓	✓	✓	✓
Greg Aitken (RMS)	✓	✓	✓	✓	✓
John Simon Terry Sara Mrs Leslie Williams (Rep. Member for Port Macquarie)	A	✓	PV	✓	✓
Mr Leslie Wells (alternate) Melinda Pavey MP (Rep. Member for Oxley)	A	X	X	✓	✓
Non-voting:					
Duncan Clarke (PMHC - Group Manager Transport & Stormwater Network)	✓	✓	✓	✓	✓
Malcolm Britt (Busways)	A	✓	✓	✓	✓
John Hanlon (PMHC - Transport & Traffic Engineer)	✓	✓	A	✓	✓
Steve Read (Port Macquarie Taxis)	✓	✓	✓	✓	✓
Angela Chapman (PMHC Admin. Officer)	✓	✓	✓	✓	✓
Phillip Marshal (Alternate - PMHC Admin. Officer)	✓	✓	A	✓	✓

Key: ✓ = Present
PV = Proxy Vote
A = Absent With Apology
X = Absent Without Apology

Local Traffic Committee Meeting

Wednesday 31 October 2018

Items of Business

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Item: 01**Subject: ACKNOWLEDGEMENT OF COUNTRY**

"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

Item: 02**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 03**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Local Traffic Committee Meeting held on 26 April 2018 be confirmed.

PRESENT

Members:

Deputy Mayor Lisa Intemann (PMHC)(Chair)
Councillor Lee Dixon (PMHC)(Deputy Chair)
Paul Dilley (NSW Police)
Greg Aitken (RMS) (PV)
John Simon (Rep. Member for Port Macquarie)
Mr Leslie Wells (Rep. Member for Oxley)

Other Attendees:

Duncan Clarke (PMHC - Group Manager Transport & Stormwater Network)
Malcolm Britt (Busways)
John Hanlon (PMHC - Transport & Traffic Engineer)
Steve Read (Port Macquarie Taxis)
Angela Chapman (PMHC Admin. Officer)
Phillip Marshall (Alternate - PMHC Admin. Officer)

The meeting was held electronically.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

Nil.

03 CONFIRMATION OF MINUTES

CONSENSUS

That the Minutes of the Local Traffic Committee Meeting held on 22 November 2017 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

06 2018 IRONMAN TRIATHLON AUSTRALIA

CONSENSUS

That it be a recommendation to the Director Infrastructure:

That Council approve the temporary road closures and support the associated transport management arrangements associated with the 2018 Ironman Triathlon Australia on Sunday 6 May 2018, subject to the following conditions:

1. That the event organiser advertise, at no cost to Council, 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:
 - a) temporary road closure times
 - b) duration of the temporary road closures temporary parking restrictions
 - c) times and duration
 - d) alternative routes and access arrangements.
2. That the event organiser 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:
 - a) event name
 - b) event times
 - c) contact details of at least two (2) people involved in the organisation of the Event, in case of an emergency
 - d) proposed actions to be undertaken to mitigate the impact of the temporary road closures and temporary parking restrictions.
3. That the Traffic Management Plan and associated Traffic Guidance Scheme dated 28 March 2018 be implemented. Any modifications to the plans must be agreed with Council prior to the running of the event.
4. That the event organiser abides by the written approval from the NSW Police.
5. 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.
6. 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.

-
7. An RMS accredited (Yellow card) person is to be used for the establishment and removal of the traffic control devices.
 8. RMS accredited traffic controllers (Blue card) are to be used to control traffic.
 9. That the event organiser abides by any other condition that Council and the Police may impose at any time.
 10. That the event organiser submit to Council 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 placement and removal of traffic control devices.
 11. The event organiser must have this approval and the Traffic Management Plan and Traffic Guidance Scheme described above on site at all times for the duration of the event.
 12. 12. That a review of the implementation of the Transport Management Plan (TMP) be undertaken by the proponent within three months of the conclusion of the event. The review is to be in consultation with Council and other services so that the TMP can be further refined and any issues identified can be addressed prior to any future events.
-

07 STATUS OF AGENDA ITEMS - LOCAL TRAFFIC COMMITTEE 2018

CONSENSUS

That the Status of Agenda items as at 25 April 2018 be received and noted.

08 ISSUES BEING REFERRED TO POLICE FOR ENFORCEMENT

CONSENSUS

That the Issues being referred to Police for Enforcement Report as at 25 April 2018 be received and noted.

09 GENERAL BUSINESS

Nil..

The meeting closed electronically

Item: 04
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

Name of Meeting:
Meeting Date:
Item Number:
Subject:
.....

I, declare the following interest:

☐

Pecuniary:

Take no part in the consideration and voting and be out of sight of the meeting.

☐

Non-Pecuniary - Significant Interest:

Take no part in the consideration and voting and be out of sight of the meeting.

☐

Non-Pecuniary - Less than Significant Interest:

May participate in consideration and voting.

For the reason that:
.....

Name:

Signed: Date:

(Further explanation is provided on the next page)

Further Explanation

(Local Government Act and Code of Conduct)

A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty. Interests can be of two types: pecuniary or non-pecuniary.

All interests, whether pecuniary or non-pecuniary are required to be fully disclosed and in writing.

Pecuniary Interest

A pecuniary interest is an interest that a Council official has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Council official. (section 442)

A Council official will also be taken to have a pecuniary interest in a matter if that Council official's spouse or de facto partner or a relative of the Council official or a partner or employer of the Council official, or a company or other body of which the Council official, or a nominee, partner or employer of the Council official is a member, has a pecuniary interest in the matter. (section 443)

The Council official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The Council official must not be present at, or in sight of, the meeting of the Council at any time during which the matter is being considered or discussed, or at any time during which the council is voting on any question in relation to the matter. (section 451)

Non-Pecuniary

A non-pecuniary interest is an interest that is private or personal that the Council official has that does not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

The political views of a Councillor do not constitute a private interest.

The management of a non-pecuniary interest will depend on whether or not it is significant.

Non Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- (c) An affiliation between a Council official an organisation, sporting body, club, corporation or association that is particularly strong.

If a Council official declares a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.
2. Have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting, as if the provisions in section 451(2) apply.

Non Pecuniary – Less than Significant Interest

If a Council official has declared a non-pecuniary less than significant interest and it does not require further action, they must provide an explanation of why they consider that the conflict does not require further action in the circumstances.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

By <i>[insert full name of councillor]</i>	
In the matter of <i>[insert name of environmental planning instrument]</i>	
Which is to be considered at a meeting of the <i>[insert name of meeting]</i>	
Held on <i>[insert date of meeting]</i>	
PECUNIARY INTEREST	
Address of land in which councillor or an associated person, company or body has a proprietary interest (<i>the identified land</i>)	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> Councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease trust, option or contract, or otherwise). <input type="checkbox"/> Associated person of councillor has interest in the land. <input type="checkbox"/> Associated company or body of councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST	
Nature of land that is subject to a change in zone/planning control by proposed LEP (<i>the subject land</i>) ⁱⁱⁱ <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

Councillor's Name:

Councillor's Signature: Date:

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under sections 451 (4) and (5) of the *Local Government Act 1993*. You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred by the Director-General to the Local Government Pecuniary Interest and Disciplinary Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting in respect of which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

-
- i. Section **443** (1) of the *Local Government Act 1993* provides that you may have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative^{iv} or because your business partner or employer has a pecuniary interest. You may also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.
 - ii. Section **442** of the *Local Government Act 1993* provides that a **pecuniary interest** is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter or if the interest is of a kind specified in section **448** of that Act (for example, an interest as an elector or as a ratepayer or person liable to pay a charge).
 - iii. A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in section **443** (1) (b) or (c) of the *Local Government Act 1993* has a proprietary interest..
 - iv. **Relative** is defined by the *Local Government Act 1993* as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

Item: 06**Subject: PEDESTRIAN CROSSING - HAYWARD STREET, PORT MACQUARIE****Presented by: Infrastructure, Alex Fisher**

RECOMMENDATION**That it be a recommendation to Council:****That a 'pedestrian (zebra) crossing' be installed in Hayward Street, Port Macquarie, between Short Street and Keena Lane.****Discussion**

Hayward Street is an important street within the Port Macquarie town centre. There is significant demand for pedestrians to cross from one side of the road to the other, particularly immediately east of the roundabout at Short Street. However, there are no crossing facilities on Hayward Street where pedestrians have right of way over vehicular traffic.

There is a pedestrian refuge on Hayward Street immediately east of Short Street where pedestrians are required to give way to vehicular traffic (Figure 1). The refuge is located on a major desire line where it is observed that people frequently cross Hayward Street. Much of the pedestrian traffic is generated by the Coles development on the southern side of the street. The proposal is to convert the facility to a pedestrian (zebra) crossing where pedestrians have right of way over vehicular traffic.



Figure 1: Existing pedestrian refuge

A pedestrian crossing on Hayward Street was first proposed in 2016 as part of an investigation into measures to improve pedestrian facilities in the Port Macquarie town centre (refer to Figure 2). The concept design plan for the crossing is included as Attachment 1. The existing kerb extensions and refuge in the centre of the road would be retained. The works would involve the removal of one central car parking space adjacent to the accessible parking space.

Pedestrian warrant counts were collected in February 2016 as summarised in the following table. The proposal easily exceeds the RMS warrant for a pedestrian crossing at this location.

Time (weekday)	Pedestrians (P>30)	Vehicles (V>500)	PV (PV>60,000)
10:00 – 11:00	107	845	90,415
11:00 – 12:00	83	933	77,439
12:00 – 13:00	111	965	107,115
Outcome	Meets RMS warrant		

Consultation

The proposed pedestrian crossing on Hayward Street, in conjunction with other pedestrian facility improvements, was the subject of community consultation in June 2018. The engagement involved public exhibition at Council offices and libraries, Council's Have Your Say web page, a pop-up session in the town centre and workshops with key stakeholder groups (Port Macquarie-Hastings Access Sub-Committee, Town Centre Master Plan Sub-Committee and Port Macquarie Chamber of Commerce).

The proposed pedestrian crossing has strong community support and therefore no further community consultation is proposed.

Recommendation

It is proposed to install a pedestrian crossing on Hayward Street between Short Street and Keena Lane.

The cost of the pedestrian crossing will be funded from future operational budgets and/or state government grants.

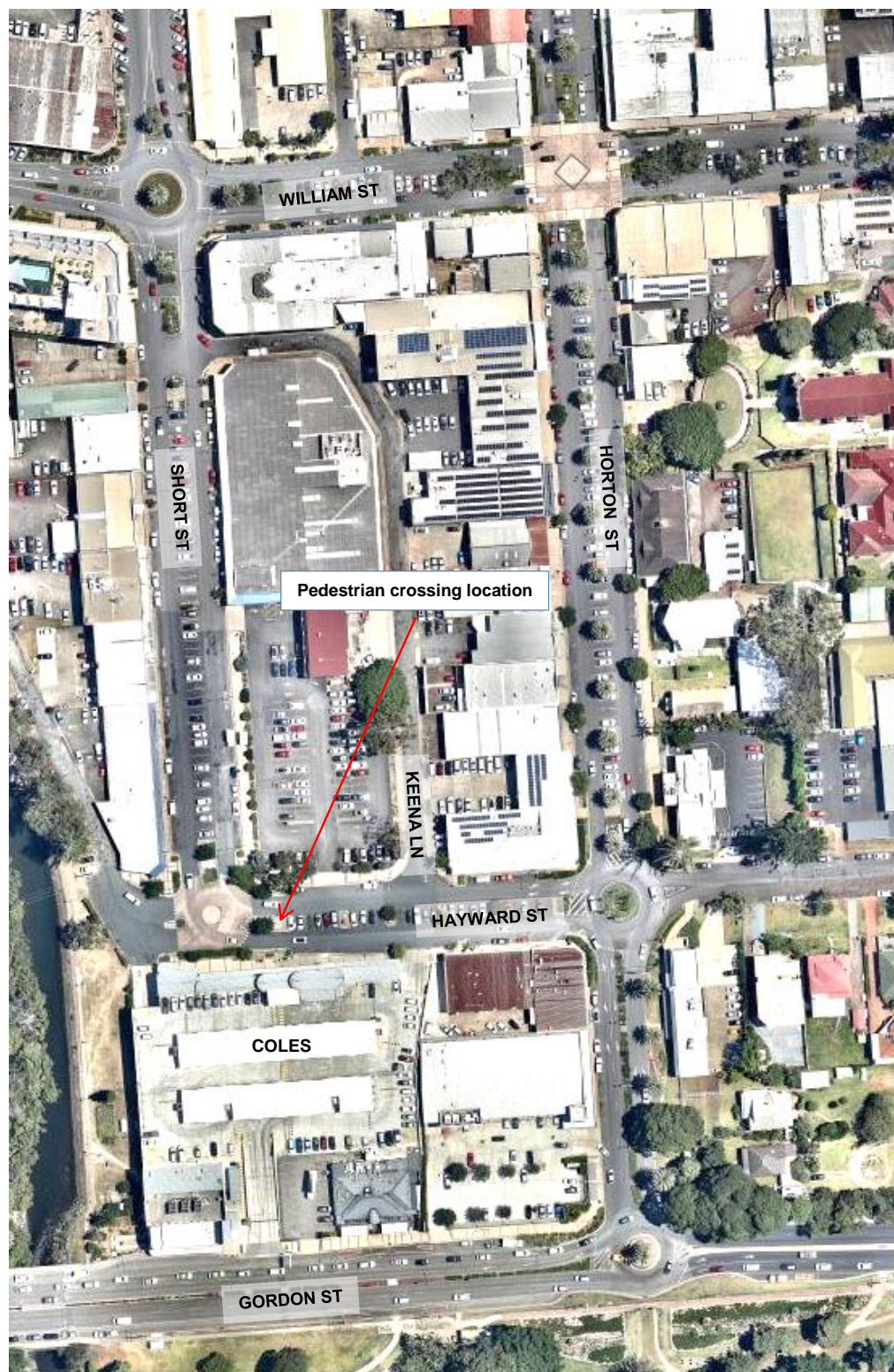


Figure 2: Proposed pedestrian crossing location

Attachments

1 [View](#). Pedestrian Crossing Design



Item: 07

Subject: PEDESTRIAN CROSSING - BOLD STREET, LAURIETON

Presented by: Infrastructure, Alex Fisher

RECOMMENDATION

That it be a recommendation to Council:

That a 'pedestrian (zebra) crossing' be installed in Bold Street, Laurieton, between Tunis Street and Seymour Street.

Discussion

Bold Street, between Tunis and Laurie Streets, is the main road through the Laurieton town centre. There is significant demand for pedestrians to cross from one side of the road to the other. Formal crossing opportunities are facilitated by four pedestrian refuges – south of Tunis Street, south of Seymour Street, north of Laurie Street and south of Laurie Street – and one pedestrian (zebra) crossing midway between Seymour and Laurie Streets.

There is a clear need for a pedestrian crossing midway between Tunis and Seymour Streets, to supplement the existing crossing in the adjacent block to the south, i.e. between Seymour and Laurie Streets.

Council has received grant funding under the Stronger Country Communities Fund to construct a pedestrian crossing at the location shown in Figure 1. The works also involve kerb extensions, additional street lights and modification of parking layout, taxi stand, bus stop and loading zones in the vicinity of the crossing location.

The proposed pedestrian crossing is included in the Laurieton Pedestrian Access and Mobility Plan that was adopted by Council in 2015 (refer to Attachment 1).

The suburb of Laurieton has one of the highest proportions of aged people in NSW. The site is therefore classified as a Reduced Warrant location due to the significant use by aged and children pedestrians. Pedestrian warrant counts were collected in October 2018 as summarised in the following table. The proposal easily exceeds the RMS warrant for a pedestrian crossing at this location.

Time (weekday)	Pedestrians (P>30)	Vehicles (V>500)	PV (PV>45,000)
11:00 – 12:00	97	759	73,623
12:00 – 13:00	111	730	81,030
13:00 – 14:00	116	583	67,628
Outcome	Meets RMS warrant		



Figure 1: Proposed pedestrian crossing location

Consultation

Council has received a number of requests from the community, including the Camden Haven Chamber of Commerce, to install a pedestrian crossing on Bold Street, between Tunis and Seymour Streets. The frequency of these requests has increased since the opening of a large new pharmacy in 2018 on the eastern side of Bold Street which generates significant pedestrian traffic across the road to the supermarket on the western side.

The proposed pedestrian crossing has strong community support and therefore no further community consultation is proposed.

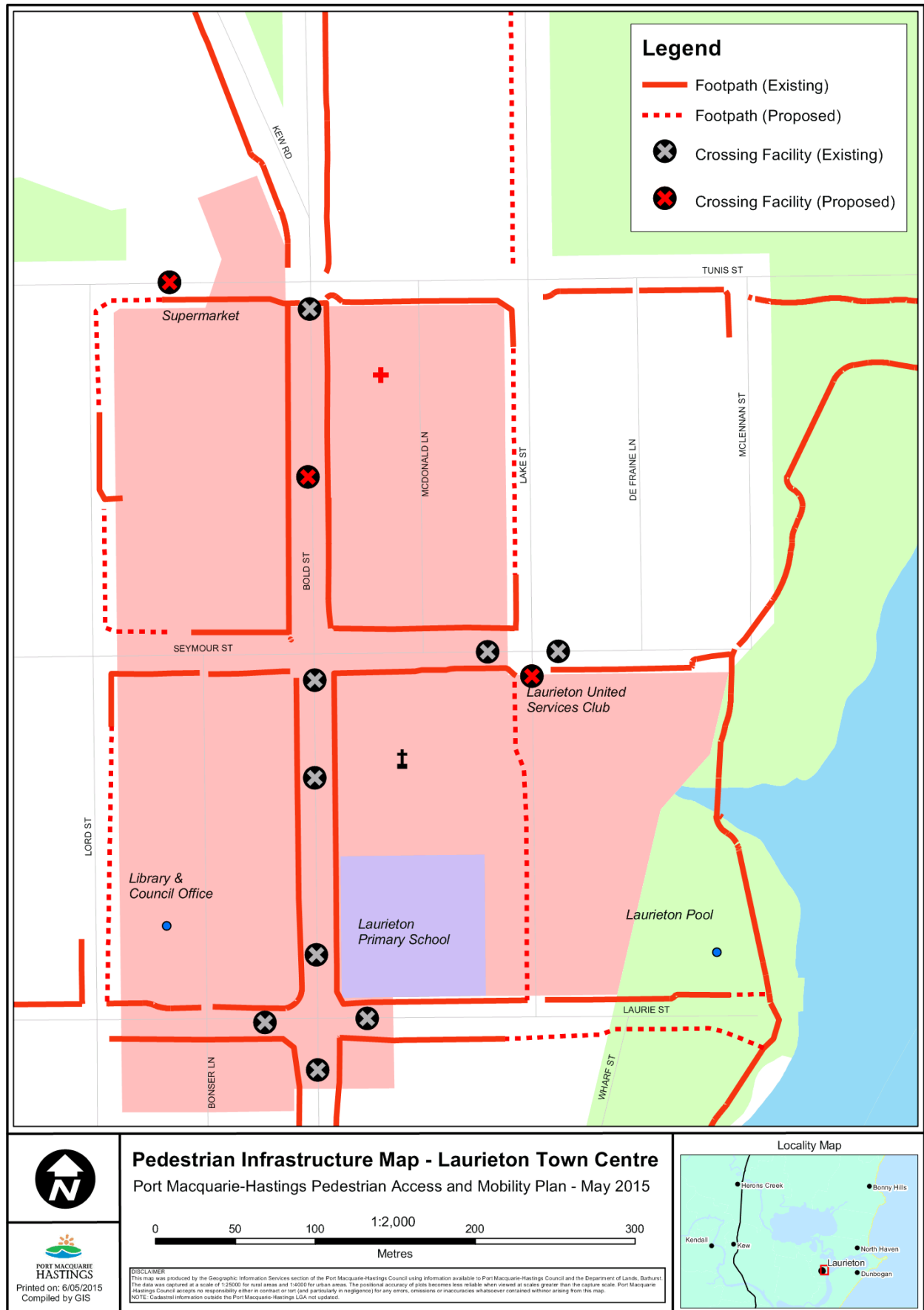
Recommendation

It is proposed to install a pedestrian crossing on Bold Street, midway between Tunis and Seymour Streets.

The cost of the pedestrian crossing will be funded from the Stronger Country Communities Fund grant.

Attachments

1 [View](#). Laurieton Pedestrian Access and Mobility Plan



Item: 08**Subject: PARKING TIME RESTRICTIONS - BOLD STREET, LAURIETON****Presented by: Infrastructure, Alex Fisher**

RECOMMENDATION

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

That Council changes the existing '1 Hour, 8.30am-6.00pm Mon-Fri & 8.30am-12.30pm Sat' parking time restrictions on Bold Street, Laurieton, between Tunis Street and Laurie Street, to '2 Hour, 8.30am-6.00pm Mon-Fri & 8.30am-12.30pm Sat'.

Discussion

Council has received a number of requests from the community, including the Camden Haven Chamber of Commerce, to modify the operation of parking time restrictions in Bold Street in Laurieton town centre.

Parking time restrictions within Laurieton town centre are predominantly confined to Bold Street between Tunis Street and Laurie Street. The majority of parking spaces are 45° rear to kerb with a 1 hour time limit, 8.30am-6.00pm Mon-Fri & 8.30am-12.30pm Sat. A small number of spaces have a two hour limit. There are also accessible parking spaces, bus zones and taxi zones.

Council's approach to parking management seeks to utilise parking spaces efficiently and equitably to support the needs of various businesses, tenants, tourists, workers, residents and the community in general. The approach seeks to strike an appropriate balance between the demand from different users such as short duration shopping trips and all-day parking for workers. This approach typically results in short-term parking in the core of town centres and unrestricted all-day parking on the periphery. Any changes to parking restrictions are usually considered on an area-wide basis rather than for a short length of street.

On-site inspections have confirmed that the overall parking supply within the Laurieton town centre is adequate to meet current levels of demand. 1 hour time limits were observed to be unnecessary and 2 hour limits would be more appropriate for the current situation. 2 hour limits would give people sufficient time to complete their activities in an unhurried manner. 2 hour limits would still ensure adequate levels of parking turnover.

Consultation

Council has received a number of requests from the community, including the Camden Haven Chamber of Commerce, to change the 1 hour parking time limit to 2 hours on Bold Street in the Laurieton town centre.

The proposed parking time limit changes are likely to have strong community support and therefore no further community consultation is proposed.

Recommendation

It is proposed to change the existing '1 Hour, 8.30am-6.00pm Mon-Fri & 8.30am-12.30pm Sat' parking time restrictions on Bold Street, Laurieton, between Tunis Street and Laurie Street, to '2 Hour, 8.30am-6.00pm Mon-Fri & 8.30am-12.30pm Sat' (refer to Figure 1).

The cost of the signposting will be funded from Council's operational budget.



Figure 1: Proposed 2 hour parking zone – Bold Street, Laurieton

Attachments

Nil

Item: 09

Subject: 40 KM/H HIGH PEDESTRIAN ACTIVITY AREA - WAUCHOPE TOWN CENTRE

Presented by: Infrastructure, Alex Fisher

RECOMMENDATION

That it be a recommendation to Council:

That a '40 km/h High Pedestrian Activity Area' be installed in Wauchope town centre, subject to RMS approval.

Discussion

Speed limits in NSW are set by the NSW Roads and Maritime Services (RMS), in accordance with the *NSW Speed Zoning Guidelines*.

A 40 km/h High Pedestrian Activity Area (HPAA) is an area of high pedestrian activity, in town centres and near railway stations, bus interchanges and services such as medical centres. The maximum speed limit is 40 km/h at all times and makes drivers more aware of the presence of pedestrians moving about or near the road. This creates a safer road environment for all road users, particularly for pedestrians, cyclists and children.

40 km/h HPAA are established in conjunction with a suitable local area traffic management scheme with physical devices or treatments to create a self-enforcing 40 km/h speed environment. Such areas are signposted in accordance with the RMS guidelines (refer to Figure 1). Attachment 1 provides further information on 40 km/h HPAA.



Signs like this are used to clearly define the beginning of a 40km/h zone



Signs like this are installed on each exit road from the zone

Figure 1: Typical 40 km/h HPAA signs

All roads within Wauchope town centre currently have a 50 km/h speed limit. The road network includes High Street, which is the Oxley Highway (State road) and the main route through the town.

The Wauchope Main Street Plan was adopted by Council in November 2015. The plan included a 40 km/h High Pedestrian Activity Area (HPAA) as described below:

The approach taken in this project to deal with the emerging pedestrian and vehicular issues is to create a high pedestrian area with a forty kilometre speed limit for vehicles. In this system, traffic calming gateways, narrowed carriageways and illuminated speed indicator signs at each entry to the town centre will establish a 40 km/hr precinct. Redesigned intersections will minimise congestion by relocating crossings and improving traffic movements.

Council will shortly be commencing construction to implement the Wauchope Main Street Plan. This involves an upgrade to encourage more 'feet on the street' and to create a safer, pedestrian friendly town centre. The works include:

- An upgrade to the main street (High Street) between Cameron and Hastings Streets.
- Increased pedestrian safety by relocating High Street pedestrian crossings and intersection improvements.
- Reversing the direction of one way traffic on Oxley Lane, which will encourage the use of additional parking off High Street and improve intersection safety.
- Increased footpath widths, addition of street seating and provision of space for outdoor dining.
- Provision of 15 minute parking and disabled parking on High Street.
- Street planting to create attractive, vibrant foliage displays with trees providing shade during summer and allowing sunshine in winter.

The extent of the proposed 40 km/h HPAA for Wauchope is illustrated in Figure 2. The Wauchope Main Street Plan includes kerb blisters on each entry point to the area – High Street, Young Street, Webb Street, Hastings Street, Wallace Street and Cameron Street (refer to Attachment 1).

Consultation

The Wauchope Main Street Plan included significant components of community consultation. The draft plan was publicly exhibited and the final plan adopted by Council. There is strong community support for the Wauchope 40 km/h High Pedestrian Activity Area.

Recommendation

It is proposed to introduce a '40 km/h High Pedestrian Activity Area' in Wauchope town centre, subject to RMS approval. The extent of the area is shown in Figure 2.

RMS will contribute to the cost of the signposting and pavement marking.



Figure 2: Wauchope 40 km/h HPAA – extent of coverage

Attachments

- 1 [View](#). RMS 40 km/h HPAA Fact Sheet
- 2 [View](#). Wauchope Main Street Plan - Kerb Blister Locations

40km/h HPAA Fact Sheet



Transport
for NSW

AUGUST 2012



What is a 40km/h High Pedestrian Activity Area (HPAA)?

These are areas of high pedestrian activity, near shopping strips, railway stations, bus interchanges, beach-sides and services such as medical centres.

The maximum speed limit is 40km/h at all times. The different road environment helps to alert drivers to the lower speed limit and makes them aware of the presence of pedestrians moving about or near the road.

This creates a safer road environment for all road users, particularly for pedestrians, cyclists and children.

**Why 40 km/h?**

Managing speed, in accordance with safe system principles, is a key component in managing pedestrian safety. Research and scientific analysis show that a pedestrian hit by a car travelling at 40 km/h has twice the chance of surviving the collision than if the car was travelling 50 km/h.

Travelling speeds higher than 40 km/h greatly increases the risk of injury and death to pedestrians.

How is a 40km/h HPAA created?

Local councils, in partnership with Roads and Maritime Services (RMS) design and implement the schemes in accordance with the Transport for NSW (TfNSW) guidelines for 40km/h zones.

How will I know a 40km/h HPAA?

These are schemes where the street environment makes drivers and pedestrians aware of the different driving conditions.



Signs like this are used to clearly define the beginning of a 40km/h zone.

Signs like this are installed on each exit road from the zone.



There may also be other features such as pavement markings, road hump, pedestrian refuge and kerb extension.

Pedestrian safety

Transport for NSW, Roads and Maritime Services (RMS) and local councils are strongly focused on pedestrian safety. They recognise that everyone is a pedestrian at some time and should be able to walk safely.

40 km/h High Pedestrian Activity areas are part of a strategy to reduce the number and severity of crashes. They have been introduced since 1991 as part of Local Area Traffic Management schemes.

Changing the way streets are used in town centres improves the quality of life. They become places for people, not just traffic.

Comments

The success of a 40km/h HPAA depends on community involvement and participation during their development and operation.

Send your comments to:

Council

Attach Council details for comments

Roads and Maritime Services

Website: www.rms.nsw.gov.au
Phone: 13 22 13
Mail: Locked Bag 928
North Sydney NSW 2059

For more fact sheets on speed management, visit saferroadsnsw.com.au

Transport for NSW

For further enquiries
13 22 13

The information in this brochure is intended as a guide only and is subject to change at any time without notice. It does not replace the relevant legislation.

PORT MACQUARIE-HASTINGS COUNCIL



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SCHEDULE OF SERVICE ALERTS	
SERVICE	LOCATION

PROJECT NO. RU-WAU-083



DATE: 15/02/2017

ISSUE FOR CONSTRUCTION

REFER SHEET 605 FOR DETAILS.

LOCALITY PLAN

PROJECT AREA

EXISTING ROAD

PROPOSED ROAD

REFER SHEET 605 FOR DETAILS.

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REFER SHEET 605 FOR DETAILS.

LOCALITY PLAN

PROJECT AREA

EXISTING ROAD



Item: 10

Subject: 40 KM/H HIGH PEDESTRIAN ACTIVITY AREA - PORT MACQUARIE TOWN CENTRE

Presented by: Infrastructure, Alex Fisher

RECOMMENDATION

That it be a recommendation to Council:

1. That a '40 km/h High Pedestrian Activity Area' be installed in Port Macquarie town centre, subject to RMS approval.
2. That Council and RMS review the design of the scheme and a final design be presented to a future Local Traffic Committee meeting for endorsement.

Discussion

Speed limits in NSW are set by the NSW Roads and Maritime Services (RMS), in accordance with the *NSW Speed Zoning Guidelines*.

A 40 km/h High Pedestrian Activity Area (HPAA) is an area of high pedestrian activity, in town centres and near railway stations, bus interchanges and services such as medical centres. The maximum speed limit is 40 km/h at all times and makes drivers more aware of the presence of pedestrians moving about or near the road. This creates a safer road environment for all road users, particularly for pedestrians, cyclists and children.

40 km/h HPAA are established in conjunction with a suitable local area traffic management scheme with physical devices or treatments to create a self-enforcing 40 km/h speed environment. Such areas are signposted in accordance with the RMS guidelines (refer to Figure 1). Attachment 1 provides further information on 40 km/h HPAA.



Signs like this are used to clearly define the beginning of a 40km/h zone

Figure 1: Typical 40 km/h HPAA signs



Signs like this are installed on each exit road from the zone

All roads within Port Macquarie town centre currently have a 50 km/h speed limit with the exception of Gordon Street that has a 60 km/h limit.

A 40 km/h HPAA for Port Macquarie was first proposed in 2016 as part of an investigation into measures to improve pedestrian facilities in the Port Macquarie town centre. The concept plan proposes a 40 km/h zone bound by (but not including) Gordon Street, Kooloonbung Creek, the Hastings River foreshore and Murray Street (refer to Attachment 2). Gordon Street is the main east-west through route and retention of a higher speed limit would encourage through traffic to pass around the periphery of the town centre rather than through the middle.

Consultation

The proposed 40 km/h HPAA for Port Macquarie, in conjunction with other pedestrian facility improvements, was the subject of community consultation in June 2018. The engagement involved public exhibition at Council offices and libraries, Council's Have Your Say web page, a pop-up session in the town centre and workshops with key stakeholder groups (Port Macquarie-Hastings Access Sub-Committee, Town Centre Master Plan Sub-Committee and Port Macquarie Chamber of Commerce). The consultation showed strong community support for the proposal.

Recommendation

It is proposed to introduce a '40 km/h High Pedestrian Activity Area' in Port Macquarie town centre, subject to RMS approval. The proposed extent of the area is shown on Attachment 2 and will be subject to further consultation with RMS. Implementation would be supported by a community education campaign.

RMS will contribute to the cost of the signposting and pavement marking.

Attachments

1[View](#). RMS 40 km/h HPAA Fact Sheet

2[View](#). Port Macquarie 40 km/h HPAA – Extent of Coverage

40km/h HPAA Fact Sheet



Transport
for NSW

AUGUST 2012



What is a 40km/h High Pedestrian Activity Area (HPAA)?

These are areas of high pedestrian activity, near shopping strips, railway stations, bus interchanges, beach-sides and services such as medical centres.

The maximum speed limit is 40km/h at all times. The different road environment helps to alert drivers to the lower speed limit and makes them aware of the presence of pedestrians moving about or near the road.

This creates a safer road environment for all road users, particularly for pedestrians, cyclists and children.

**Why 40 km/h?**

Managing speed, in accordance with safe system principles, is a key component in managing pedestrian safety. Research and scientific analysis show that a pedestrian hit by a car travelling at 40 km/h has twice the chance of surviving the collision than if the car was travelling 50 km/h.

Travelling speeds higher than 40 km/h greatly increases the risk of injury and death to pedestrians.

How is a 40km/h HPAA created?

Local councils, in partnership with Roads and Maritime Services (RMS) design and implement the schemes in accordance with the Transport for NSW (TfNSW) guidelines for 40km/h zones.

How will I know a 40km/h HPAA?

These are schemes where the street environment makes drivers and pedestrians aware of the different driving conditions.



Signs like this are used to clearly define the beginning of a 40km/h zone.

Signs like this are installed on each exit road from the zone.



There may also be other features such as pavement markings, road hump, pedestrian refuge and kerb extension.

Pedestrian safety

Transport for NSW, Roads and Maritime Services (RMS) and local councils are strongly focused on pedestrian safety. They recognise that everyone is a pedestrian at some time and should be able to walk safely.

40 km/h High Pedestrian Activity areas are part of a strategy to reduce the number and severity of crashes. They have been introduced since 1991 as part of Local Area Traffic Management schemes.

Changing the way streets are used in town centres improves the quality of life. They become places for people, not just traffic.

Comments

The success of a 40km/h HPAA depends on community involvement and participation during their development and operation.

Send your comments to:

Council

Attach Council details for comments

Roads and Maritime Services

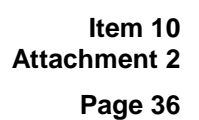
Website: www.rms.nsw.gov.au
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Transport for NSW

For further enquiries
13 22 13

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Item: 11**Subject: 10 KM/H SHARED ZONE - HORTON STREET NORTH OF CLARENCE STREET****Presented by: Infrastructure, Alex Fisher**

RECOMMENDATION**That it be a recommendation to Council:****That a '10km/h Shared Zone' be installed in Horton Street, north of Clarence Street, subject to RMS approval.****Discussion**

Horton Street north of Clarence Street, within the Port Macquarie town centre, is a local road with a 50 km/h speed limit. It is a dead-end section of road, known as the Town Square, that provides access to parking spaces, loading zones and a taxi zone.

Town Square was upgraded in 2017 to significantly improve the amenity and usability of this key public space. A key feature of the current layout is the pavement colour and texture that is in contrast to a typical road pavement, and the lack of kerb and gutter resulting in a surface level flush with surrounding footpath levels (refer to Figure 1).

Horton Street north of Clarence Street has very low traffic volumes and very low vehicle speeds. There is a one-way traffic circulation flow arrangement to serve approximately 40 parking spaces. It is therefore essentially a car park in a public road environment. It is occasionally closed to traffic for the purposes of special events, including events related to the war memorial cenotaph at the southern end of Town Square.



Figure 1: Town Square

Speed limits in NSW are set by the NSW Roads and Maritime Services (RMS), in accordance with the *NSW Speed Zoning Guidelines*.

A shared zone is a road or a network of roads in an area where pedestrians and motor vehicles share the road space. Drivers must not exceed 10 km/h, must give way to pedestrians at all times and must park only in marked bays.

The most common uses of shared zones are in commercial, tourist and heritage areas. Shared traffic zones must:

- Clearly indicate pedestrian priority.
- Be a self-enforcing speed environment.

- Have low traffic volumes.

Further information on shared zones can be found in Attachment 1.

The shared zone would be signposted as required in line with the RMS guidelines (refer to Figure 2). Horton Street north of Clarence Street is ideally suited to operation as a shared zone because:

- The precinct has low traffic volumes.
- The pavement surface highlights the difference in the street environment from the surrounding road network.
- Parking bays are designated by linemarking.
- There is an existing self-enforcing speed environment.



Figure 2: Typical Shared Zone signs

Consultation

Council recently undertook community engagement in relation to a proposal to introduce a 40 km/h speed zone across the Port Macquarie town centre. There was strong support for such a change and therefore a 10 km/h shared zone for the northern end of Horton Street is also likely to have strong community support.

Recommendation

It is proposed to introduce a '10km/h Shared Zone' in Horton Street, north of Clarence Street, subject to RMS approval (refer to Figure 3).

The cost of the signposting will be funded from Council's operational budget.



Figure 3: Proposed Horton Street shared zone

Attachments

1 [View](#). RMS Shared Zone Policy

Safer Speeds

Policy & guidelines



Transport
for NSW

PUBLISHED JULY 2012 | VERSION 1.0

SS/12/01

Shared Zones

1 Policy Statement

This document provides the policy and the guidelines for the identification and installation of Shared Zones so that pedestrians and vehicles share that road space safely.

This document is part of policy and guidelines promoting safer speeds that are set at a level more forgiving of human error and reflecting risk to road users.

Other policy and guidelines under this series are:

- NSW speed zoning guidelines
- 40 km/h speed limits in high volume pedestrian areas.

2 Scope and coverage

This document aims to assist the road safety practitioners in Roads and Maritime Services (RMS) and in local councils to assess, design and implement Shared Zone schemes on NSW roads.

It helps practitioners to identify the road and traffic issues that need to be considered in designing and implementing the Shared Zones. One of the key requirements of Shared Zones is that they are attractive and interesting places that reflect local needs and activities. The policy is therefore to be interpreted with some flexibility, and is not intended to limit the creativity of designers. Implementation of this policy must go hand in hand with community involvement and participation.

This document must be read in conjunction with the relevant RMS Supplements and the Austroads Guide to Traffic Management Part 8: Local Area Traffic Management. If there are any differences in practice between these documents, the RMS Supplements will apply.

This policy does not include advice on the installation of School Zones and 40 km/h High Pedestrian Activity Areas. These are covered in the relevant Transport for NSW and Roads and Maritime Services documents.

Transport for NSW

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1 (12 pages)

3 Purpose

The purpose of this policy is to ensure consistency in design and implementation of Shared Zone schemes across NSW so that the proposed Shared Zone schemes:

- are safe for all road users, particularly pedestrians
- reduce the risk of crashes between vehicles and pedestrians
- require lower vehicle speeds
- enhance the quality of the street environment.

4 Shared Zone

- A Shared Zone is a road or network of roads where the road space is shared by vehicles and pedestrians (NSW Road Rule 24).
- All Shared Zones in NSW must display a speed limit of 10 km/h. No other speed limit is allowed.
- Drivers must give way to pedestrians at all times (NSW Road Rule 83). A 'Shared Zone' sign in combination with 'Give Way to Pedestrians' sign must be installed on each entry road into the area.
- An 'End Shared Zone' sign must be installed on each exit road from the area.
- Pedestrians must not cause a traffic hazard by moving into the path of a driver and must not unreasonably obstruct the path of any driver or another pedestrian (NSW Road Rule 236).
- A driver must not stop in a Shared Zone unless the driver stops in accordance with a parking control sign; or in a parking bay; or dropping off or picking up passengers or goods; or the driver is engaged in the door to door delivery or collection of goods, or in the collection of waste or garbage (NSW Road Rule 188).
- If 'Parking in Bays Only' signs are used, they must be installed on each entry road in the area. Where permissive parking control signs are used, they must be installed in accordance with standard practice.
- The street environment of a Shared Zone must ensure that the drivers and pedestrians are made aware that they are entering a location that has different driving conditions.
- In Shared Zones any delineation, kerb and gutter shall be removed to enhance the sense of equality between pedestrians and vehicles, and to ensure that the Shared Zone is a road related area under NSW legislation.
- In special circumstances, kerbs and gutters may be retained, but only if approved by RMS. In such cases the existing footway must be treated so that it cannot be used by pedestrians to ensure that the existing road becomes a road related area.

5 Roles and responsibilities

Shared Zones are generally installed on local roads and the council will have the responsibility for the design of Shared Zones. However, the authorisation of a Shared Zone is not delegated to councils. Shared Zones are speed limits and approval to install them must be obtained from RMS prior to implementing this policy.

Kerbs and gutters may be allowed to remain in a Shared Zone but only if approved by RMS (See Figure 2).

Traffic control devices (for example, signs and markings for which the policy and guidelines are prescribed in this document) referred to in this document shall meet RMS specifications.

6 Definitions

Shared Zone

A Shared Zone is a road or network of roads with a 'Shared Zone' sign displayed on each road leading into the area and an 'End Shared Zone' sign displayed on each road out of the area. Drivers must give way to pedestrians at all times (See Section 4 for details).

Speed limit

The maximum legally permissible driving speed along a specific section of road, as defined by the NSW Road Rules and the *Road Transport (Safety and Traffic Management) Act 1999*.

Speed zone

A length or an area of road along which a signposted regulatory speed limit applies.

Traffic control device

A traffic sign, road marking, traffic signals, or other device, to direct or warn traffic on, entering or leaving a road that is prescribed by the regulations.

Road

A road is an area that is open to or used by the public and is developed for, or has as one of its main uses, the driving or riding of motor vehicles.

Road related area

A road related area is any of the following:

- an area that divides a road
- a footpath or nature strip adjacent to a road
- an area that is not a road and that is open to the public and designated for use by cyclists or animals
- an area that is not a road and that is open to or used by the public for driving, riding or parking vehicles.

Default urban speed limit

Statutory speed limits that apply in the absence of a signposted speed limit in a built-up area. The default speed limit in a built-up area is 50 km/h.

Local roads

All public roads for which a council is the roads authority other than State or regional roads. They comprise the local access and circulation roads which are managed and funded by councils. These roads have a primary function of providing direct access to abutting properties.

May, must, shall, should

May	Indicates the existence of an option, which is not mandatory. Mandatory requirements may, however, apply to a particular option once it is selected.
Must	Indicates that the statement is mandatory.
Should—	Indicates a recommendation.
Shall	Indicates that the statement is mandatory.

7 Objectives and features

Table 1 outlines the objectives and main features of a Shared Zone.

TABLE 1: OBJECTIVES AND FEATURES OF SHARED ZONES

Features	Shared Zones
Objectives	<ul style="list-style-type: none"> • Provide priority for pedestrian movements • Reduce the dominance of vehicles along the street • Achieve lower vehicle speeds • Reduce severity of pedestrian injuries from crashes • Improve amenity for pedestrians • Enhance the quality of the street environment
Legal priority	<ul style="list-style-type: none"> • Pedestrians have priority • Drivers must give way to pedestrians • Pedestrians must not cause a traffic hazard by moving into the path of a driver and must not unreasonably obstruct the path of any driver or another pedestrian
Speed limit	10 km/h
Benefits	<ul style="list-style-type: none"> • Increases safety for pedestrians and cyclists • Creates a lower speed environment • Improves amenity without affecting access • Alerts drivers to a different street environment • Encourages a modal shift towards walking and cycling • Creates a more socially inclusive street environment
Appropriate locations	<ul style="list-style-type: none"> • Low traffic volume streets with high pedestrian activity • Where there is a need to provide permanent pedestrian priority in a street segment • Areas with a low demand for vehicular movement such as cul de sacs • Areas where there is either limited or no formal pedestrian areas such as footpaths • Lanes and streets in central business districts, selected residential areas and shopping centres • Narrow streets where pedestrians are forced to travel on the road
Non-appropriate locations	<ul style="list-style-type: none"> • Roads with high traffic volumes • Roads where prevailing vehicle speeds are high • Street lengths with notable cross vehicle traffic within the zone

8 Design method

Shared Zones are generally installed on local roads and the council will have the responsibility for the design of Shared Zones.

8.1 DESIGN PHASES

The design process shown in Figure 1, below, must be followed when considering Shared Zones.

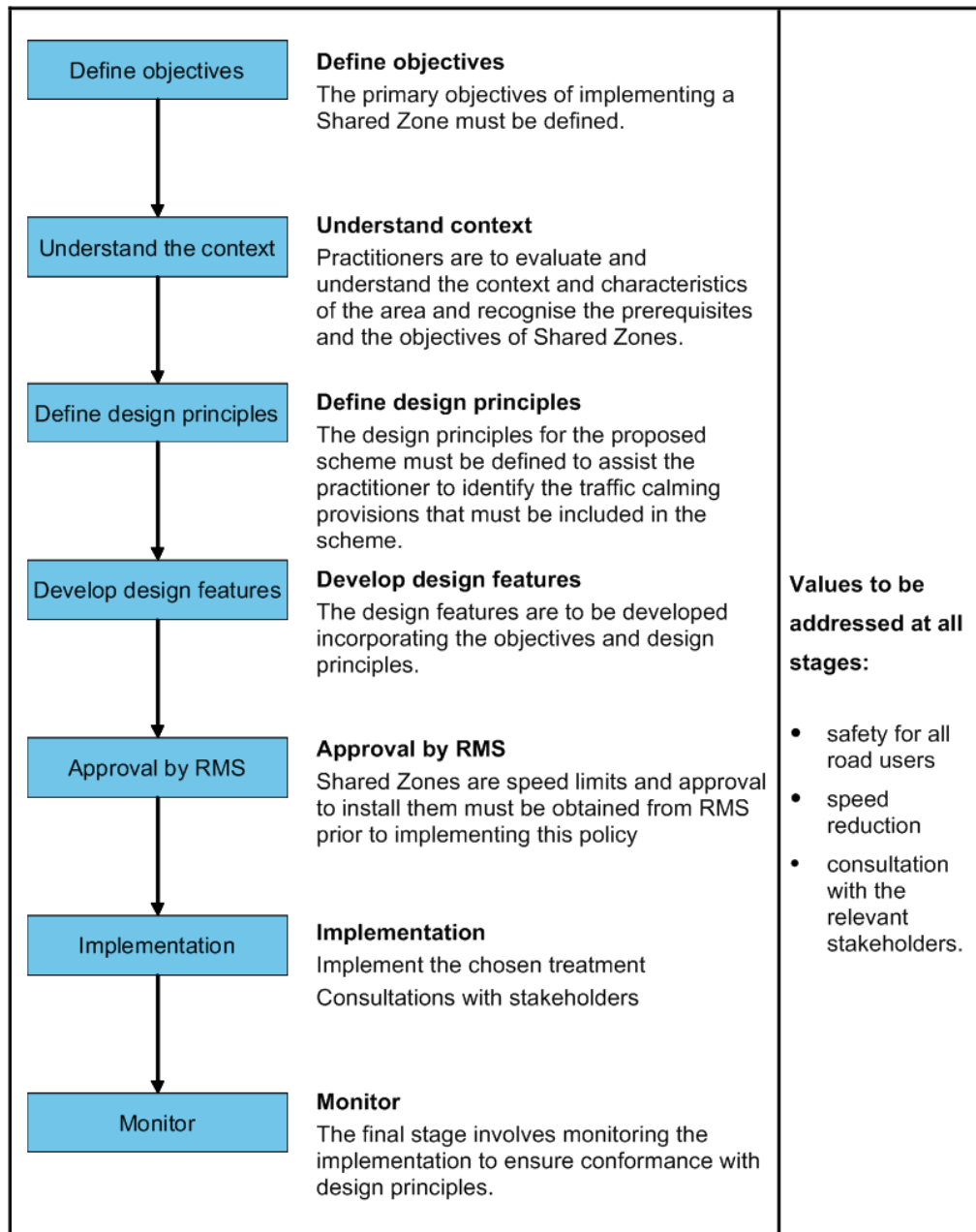


FIGURE 1: DESIGN APPROACH FOR SHARED ZONES

8.1.1 Define objectives

The primary objectives of implementing a Shared Zone in a high pedestrian activity area must be defined. The objectives include:

- improve pedestrian safety
- achieve significant speed reduction
- reduce conflicts between pedestrians and vehicles
- improve facilities and access for pedestrians
- enhance the quality of the street environment.

It is essential to define the objectives to ensure that the appropriate design features are included in order to achieve these objectives. Some of the defined objectives may be of greater importance in some cases and appropriate design features need to be included to emphasise this importance.

8.1.2 Understand the context

Shared Zones must only be installed at locations that meet specific site conditions. Practitioners are to evaluate each proposed site against these criteria to determine if it is suitable.

Site criteria

The fundamental prerequisite when considering the implementation of Shared Zones is the definition of an area in which there is an acknowledged high level of pedestrian activity and potential pedestrian and vehicle conflict.

The current site conditions are to be assessed against the criteria for Shared Zones as presented in TABLE 2 below.

TABLE 2: SITE CRITERIA FOR SHARED ZONES

Features	Shared Zone
Current traffic flows	≤ 100 vehicles per hour and ≤ 1000 vehicles per day
Current speed limit	≤ 50 km/h
Length of proposed Shared Zone	≤ 400 metres
Current speed limit of adjoining roads	≤ 50 km/h
Current carriageway width	minimum trafficable width of 2.8 metres
Route access	must not be located along bus routes or heavy vehicle routes except delivery or garbage trucks
Streets with narrow or no footpaths	where pedestrians are forced to use the road
Kerbs	kerbs must be removed unless excepted by the RMS (See Section 4)

Figure 2, below, is a flowchart to guide practitioners in assessing sites for suitability as shared zones.

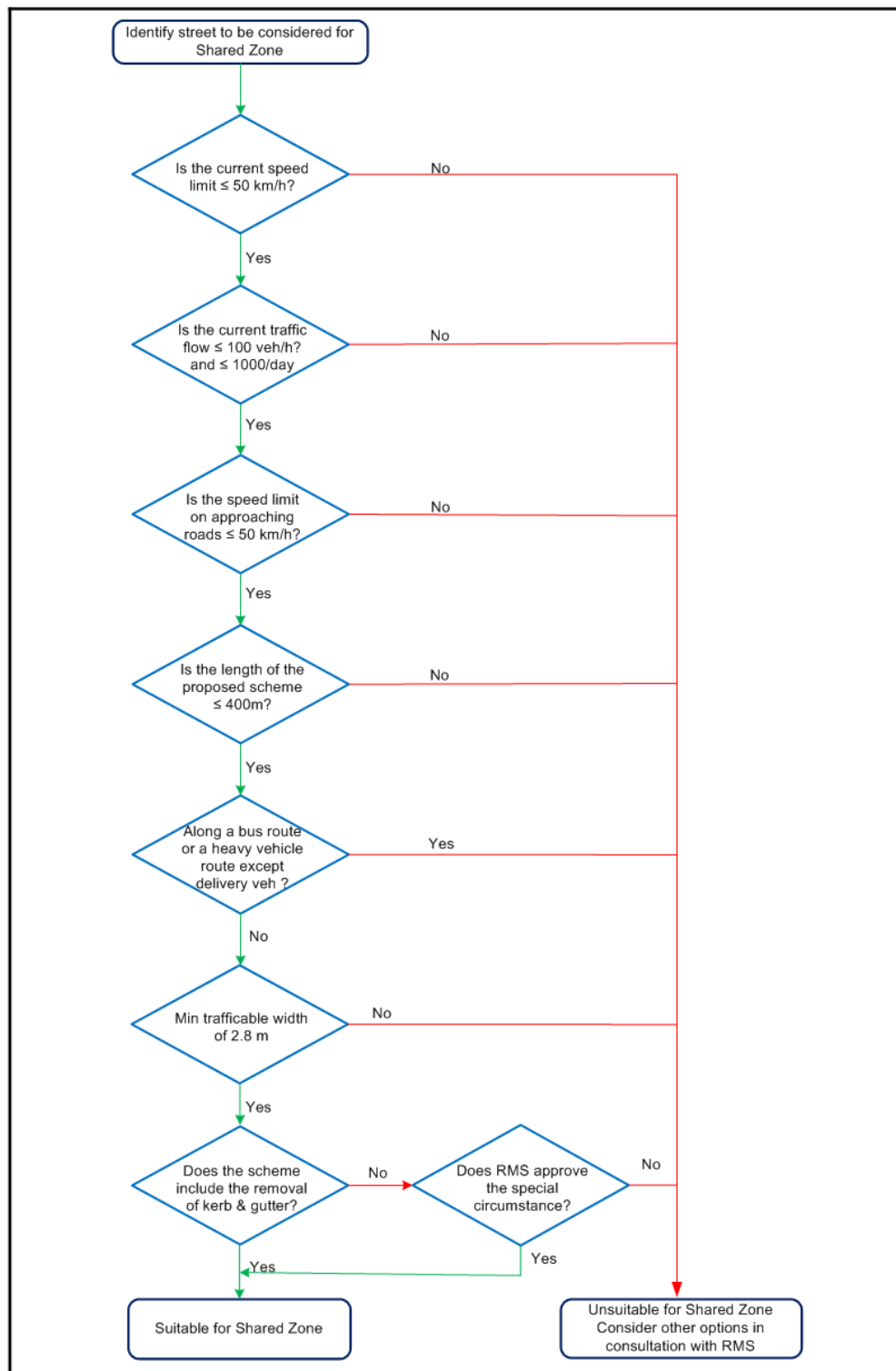


FIGURE 2: FLOWCHART FOR SELECTING SHARED ZONES

8.1.3 Define design principles

The design principles for Shared Zones need to be defined to ensure the proposed scheme incorporates the necessary features to provide traffic calming. In particular, the design needs to have an impact which clearly highlights to drivers that there is a change in the street environment and traffic conditions.

Table 3, below, presents the design principles for Shared Zones.

TABLE 3: DESIGN PRINCIPLES FOR SHARED ZONES

Features	Shared Zone
Street space/ kerb and gutter/ road	Any delineation, kerb and gutter (unless excepted by RMS) shall be removed to enhance the sense of equality between pedestrians and vehicles, and to ensure that the Shared Zone is a road related area under NSW legislation. Where it is not possible to remove the kerb and gutter then the existing footway must be treated so that it cannot be used by pedestrians to ensure that the existing road becomes a road related area.
Entrance / exit points	<ul style="list-style-type: none"> Prominent features such as signs, architectural or landscape features must be provided to indicate a change in the street environment and highlight the start / end of the scheme. Traffic calming or a suitable treatment must also be provided to reduce speeds within the zone. Other features such as architectural and landscaping may also be provided to enhance the scheme.
Traffic signs	Regulatory traffic signs as per the requirement of NSW Road Rules (See Section 4) are required.
Pavement surface	The pavement surface shall be changed to highlight the difference in the street environment from the surrounding road network. It must be clearly distinguishable by colour, texture and materials.
Distance between traffic calming features/ treatments, if needed	≤ 30 m to encourage consistently slow driving.
Forward visibility	<ul style="list-style-type: none"> Restricted forward visibility to encourage drivers to reduce their speeds and approach with care. Straight lengths without traffic calming treatment shall not exceed 50 metres. In locations where it is considered necessary to maintain visibility, a stopping sight distance of 12 metres shall be applied.
Vehicle mix	Alternative diversion routes for large vehicles such as buses (except delivery/garbage trucks) need to be planned.
Vehicle accessibility requirements	<ul style="list-style-type: none"> Designs must safely accommodate emergency vehicles, delivery and garbage trucks. Emergency services and Police are to be consulted during the design process.
Car parking	<ul style="list-style-type: none"> Car parking provisions may need to be altered to suit the scheme. Car parking bays may be marked along the scheme.

Features	Shared Zone
Bicycles	<ul style="list-style-type: none"> Cyclists must be able to safely traverse the features provided in the schemes to encourage lower vehicle speeds. Traffic calming measures must incorporate features to make them cycle friendly. Bicycles must travel at ≤ 10 km/h and must give way to pedestrians.
Mobility and vision impaired requirements	<ul style="list-style-type: none"> Designs must include provision to safely accommodate the needs of the mobility and vision impaired. Refer to Standards Australia, AS / NZS 1248.4.1 <i>Design for Access and Mobility</i> for detailed design requirements

8.1.4 Develop design features

The design features for Shared Zones are to be developed taking into consideration the objectives of implementing the scheme. Table 3, above describes the various design features that are to be considered for Shared Zones. The design features are to be chosen to accomplish the objectives of the scheme.

The design features are required to be implemented in accordance with the Austroads Guide to Traffic Management Part 8: Local Area Traffic Management and the relevant RMS Austroads Guide Supplements.

Speed limits

The speed limit for all Shared Zones must be 10 km/h.

Entry / exit points

Table 4, below, describes the options for the features to be used to define the entry and exit points of Shared Zones to ensure pedestrian safety.

TABLE 4 EXAMPLES OF ENTRANCE / EXIT POINT FEATURES FOR SHARED ZONES

Features	Description
Road narrowing / kerb extension	<ul style="list-style-type: none"> Encourages drivers to reduce their speeds when entering the scheme. Highlights to motorists that they are entering an area with changed traffic conditions such as lower speeds.
Raised threshold	<ul style="list-style-type: none"> Encourages lower speeds when entering the street. Clearly indicates the entry to the zone.
Traffic signs	regulatory traffic signs as per the requirement of NSW Road Rules (see Section 4)
Change in carriageway surface and texture	<ul style="list-style-type: none"> Shared Zones shall have a different surface colour and texture to emphasise the change in the street environment. Provides a characteristic that distinguishes the start / end of the scheme.
Architectural and landscaping	<ul style="list-style-type: none"> Assists in creating a visible change in the street environment. Helps to enhance the quality of the scheme. Creates a prominent feature that clearly highlights the start / end of the scheme.

Traffic calming

Traffic calming is not normally needed in Shared Zones. If required, traffic calming measures are described in detail in the Austroads Guide to Traffic Management Part 8: *Local Area Traffic Management*.

Traffic signs

Traffic signs used to prescribe speed limits in a Shared Zone are described in the NSW Road Rules (Section 4) and are illustrated in Figure 3, below (R4-4), Figure 4 (R4-5) and Figure 5 (R2-10). Sign R2-10 must be displayed on all R4-4 signs.

The traffic signs R 4-4 and R 2-10 shall be repeated at regular intervals if needed.



FIGURE 3: START SHARED ZONE TRAFFIC SIGN R 4-4



FIGURE 4: END SHARED ZONE TRAFFIC SIGN R 4-5



FIGURE 5: GIVE WAY TO PEDESTRIANS R 2-10

Landscaping and street furniture

Carefully located landscape features and street furniture can encourage lower speeds. Examples of such features are bollards, architectural decorations and lighting.

Provision for the mobility and vision impaired

The design for Shared Zones is required to include provision to safely accommodate the needs of those who are mobility restricted and vision impaired. Features such as tactile paving, hand rails and the careful placement of landscaping and street furniture must be considered during the design process. The Standard AS / NZS 1248 Design for Access and Mobility contains detailed design requirements and must be referred to during the design process.

Road safety audit

Road safety audits provide a means of managing road safety by reviewing the scheme design from a road safety perspective. The process involves identifying road safety risks present in the scheme. The project manager must address all the identified deficiencies, prior to construction.

Road safety audits are to be conducted during the design stage and after implementation. The features provided in Shared Zones must be safe for all road users. The road safety audit is required to identify issues pertaining to vehicle speeds and pedestrian safety. This must be completed in accordance with the Austroads Guide to Road Safety Part 6: Road Safety Audits and the relevant RMS Austroads Guide Supplements.

8.1.5 Approval by RMS

The authorisation of a Shared Zone is not delegated to councils. Shared Zones are speed limits and approval to install them must be obtained from RMS prior to implementing this policy.

8.1.6 Implementation

The final stage involves implementing the chosen treatment option on site. Consultations with stakeholders such as the local council, Police, emergency services, public transport companies, delivery / garbage truck operators and local residents and businesses are needed prior to the implementation of the scheme.

Public awareness

In order to gain support for the implementation of a Shared Zone and to ensure compliance with the road rules, it is important for a public awareness campaign to be conducted prior to the operation of the scheme. The concept and detailed design of a Shared Zone must be developed with the participation of the local community, so that any potential conflicts and problems are resolved.

It is the responsibility of council to initiate such a campaign which may include various methods of communication, such as local door knocking, the media, the placement of posters and signs, distribution of brochures and public exhibitions.

8.1.7 Monitor

The implementation of the scheme must be monitored by the design team to ensure that it is consistent with the design objectives and principles.

8.2 ACTION

Shared Zone policy and guidelines are to be adopted from the effective date and applied as the standard practice when installing Shared Zone schemes.

9 Further information

Roads and Maritime Services

W www.rms.nsw.gov.au

RMS Austroads Guide Supplements

Footway Parking Schemes Technical Direction

NSW Legislation

W www.legislation.nsw.gov.au

Road Transport (Safety and Traffic Management) Act 1999

Road Rules 2008

Austroads Standards

W <http://www.austroads.com.au/>

Austroads Guide to Road Safety Part 6: Road Safety Audits

Austroads Guide to Traffic Management Part 8: Local Area Traffic Management.

Standards Australia

W <http://www.standards.org.au>

AS / NZS 1248.4 1 Design for Access and Mobility

Item: 12

Subject: COUNTDOWN TO CHRISTMAS 2018

Presented by: Infrastructure, Alex Fisher

RECOMMENDATION

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

That Council approve the temporary road closure of William, Clarence, Hay, Hayward and Horton Streets, Port Macquarie to conduct the annual Countdown to Christmas event on Thursday 29 November 2018 from 4.00pm to 9.00pm, subject to the following conditions:

- 1. That the event organiser advertise, at no cost to Council, 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 times**
 - duration of the temporary road closures temporary parking restrictions times and duration**
 - alternative routes and access arrangements.**
- 2. That the event organiser 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**
 - temporary road closure times**
 - duration of the temporary road closures temporary parking restrictions times and duration**
 - alternative routes and access arrangements**
 - 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 and temporary parking restrictions.**
- 3. That the Traffic Management Plan and associated Traffic Guidance Scheme dated 18 September 2018 be implemented. Any modifications to the plans must be agreed with Council prior to the running of the event.**
- 4. That the event organiser abides by the written approval from the NSW Police.**
- 5. 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.**
- 6. 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.

7. **An RMS accredited person (Implement Traffic Control Plans) is to be used for the establishment and removal of the traffic control devices.**
8. **RMS accredited traffic controllers (Traffic Controller) are to be used to control traffic.**
9. **That the event organiser installs signs to inform bus users of the arrangements at the normal bus stops on Clarence Street, Short Street (north) and Short Street (south), and the temporary event bus stop on Murray Street.**
10. **That the event organiser installs signs to inform taxi users of the arrangements at the normal taxi zone on Horton Street and the temporary event taxi zone on Short Street.**
11. **That the event organiser abides by any other condition that Council and the Police may impose at any time.**
12. **That the event organiser submit to Council 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 placement and removal of traffic control devices.**
13. **The event organiser must have this approval and the Traffic Management Plan and Traffic Guidance Scheme described above on site at all times for the duration of the event.**

Discussion

Countdown to Christmas is an annual event held in the Port Macquarie town centre. Port Macquarie-Hastings Council in association with members of the Port Macquarie Chamber of Commerce is coordinating the event to be held on Thursday 29 November 2018.

The event involves a parade of walkers and vehicular floats commencing on Hay Street adjacent to St Thomas Church proceeding south along Hay Street, west along Hayward St then north along Horton Street. The parade concludes at the Christmas tree location on Town Green. The event culminates with the lighting of a large Christmas tree at 8.00pm and a fireworks display at 8.15pm.

The Town Square will be closed between 5.30-9.00pm. The following roads will be closed between 5.30-6.45pm:

- Horton Street – between Clarence and Hayward Streets
- Clarence Street – at Horton Street
- William Street – between Short and Hay Streets
- Hay Street – between William and Hayward Streets
- Hayward Street – between Hay and Horton Streets

Further details of the road closures are provided in the attached Traffic Management Plan.

The event involves changes to the bus services through Port Macquarie town centre, i.e. Busways routes 322, 324, 325, 334K & 335W. A one-way bus diversion loop will be created using Munster, Church, Murray and William Streets as shown on the attached plan. A temporary bus stop will be implemented for the duration of the event on the western side of Murray Street between William and Church Streets.

The Horton Street taxi zone adjacent to Port Central will not be available during the event due to the road closures. The bus zone on the eastern side of Short Street,

north of Barracks Lane, will not be operational due to the bus route diversions and will be converted to a taxi zone for the duration of the event.

The event organiser will be responsible for installing appropriate information signage at the following town centre bus stops to inform users of the temporary arrangements:

Permanent

- Clarence Street (east of Horton Street)
- Short Street (south of Clarence Street)
- Short Street (north of Hayward Street)

Temporary

- Murray Street (south of William Street)

The event organiser will be responsible for installing appropriate information signage at the following town centre taxi ranks to inform users of the temporary arrangements:

Permanent

- Horton Street (south of Clarence Street)

Temporary

- Short Street (south of Clarence Street)

Attachments

- 1 [View](#). Traffic Management Plan
- 2 [View](#). Traffic Control Guidance Plan
- 3 [View](#). Bus Diversion Route



TO PROVIDE, TO BE, TO GROW

Traffic Management Plan

for

Countdown To Christmas

29 November 2018

Prepared For
Port Macquarie Hastings Council
By
Men At Work Traffic Services

Issued to
John Hanlon - Port Macquarie Hastings Council
Jenny Mead - Port Macquarie Hastings Council
Alex Glen-Holmes – Port Macquarie Chamber of Commerce

Prepared by: Ross Cargill
RMS Prepare a Work Zone Traffic Management Plan - 0044979282
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1. Introduction

1.1. Purpose

The purpose of this Traffic Management Plan (TMP) is to advise of the impact of the Countdown to Christmas will have on the surrounding areas. It will ensure the health and safety of all traffic, pedestrians & persons involved and allow for the continuing smooth operation of the surrounding road network. Men At Work has been appointed by the organisers of the event, Port Macquarie Hastings Council (PMHC) and The Port Macquarie Chamber of Commerce, to prepare the TMP.

1.2. General

The Countdown to Christmas has grown over a number of years and become a significant event in the Port Macquarie community calendar. It will be held on Thursday 29 November 2018. It consists of two key phases; phase one being a Mascot Fun Run and Parade of Christmas Floats, phase two being an evening of entertainment culminating in the lighting of the Port Macquarie Christmas Tree and fireworks display.

The parade impacts Horton Street from Hayward Street through to the Town Green with the festivities located in the Town Square and Town Green at the completion of the parade. Road closures commence from 1730.

It is envisaged that 3,000 to 5,000 people will attend the evening. In preparing for this event the following organisations / authorities have been consulted through the PMHC Local Traffic Committee (LTC):

- Port Macquarie Hastings Council
- NSW Police Department
- NSW Ambulance Association
- NSW Fire Brigade



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2. Sequence Of Events

- 1600 Implementation of Road Closure Signage
- 1730 Closure of Horton Street as per Countdown To Christmas TCGP
- 1745 Mascot Race commences from William Street
Parade commences from Hayward Street
- 1830 Parade Completion
Town Square Closure implemented per PMHC Christmas Parade TCGP
- 1845 Horton Street is opened
- 2000 Christmas Tree lighting
- 2015 Fireworks display
- 2100 Town Square Closure opened

3. General Arrangement

3.1. Road Closures

Road closures are shown on the Countdown To Christmas TCGP. Horton Street is closed from Hayward Street through to the Town Square. The closure results in the detour of:

Horton Street - at Hayward Street

Clarence Street - at Horton Street using the U Turn Bay's eastbound and westbound.

William Street - at Short Street east bound and at Horton Street westbound.

Hayward Street will be closed at Horton Street to Hay Street. Hay Street will be closed from Gordon Street to William Street. This removes traffic flow from the marshalling area. Along with the above mentioned detours the closure results in the detour of:

Hay Street - At Gordon Street eastbound & William Street west bound

Resident access will be maintained at all times. Access to businesses will be provided as required.


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3.2. Traffic Controllers & Marshalls

All traffic controllers and marshalls shall participate in a risk assessment prior to implementation of TCGP and commencement of duties.

Where a traffic controller is depicted on a TCGP with the following symbol;  the traffic controller shall hold current RMS Traffic Controller ticket. All TCGP shall be implemented by a traffic controller that holds current RMS Implement Traffic Control Plan or Current RMS Yellow Card.

Where a marshall is depicted on a TCGP with the following symbol;  they shall take part in the risk assessment and advise road users of the event and assist them to move through partial road closure safely with priority given to emergency vehicles.

3.3. Parking Arrangements

Patron car parking areas will include: Port Central and Food 4 Less car park and surrounding roadside parking.

3.4. Pedestrians

All pedestrians will have easy access to all walking paths feeding into the event. Bike riders will be requested to alight from their bikes prior to entering the event and walk alongside their bike to ensure patron safety.

4. External Consultation

4.1. Notification

All affected business' and residents will be notified in writing a week in advance. Road Closures to be advertised in local print media two weeks in advance and on Variable Message Signs a week in advance. Taxi companies to be notified.



4.2. Emergency Services

Police, Ambulance and Fire Brigade to be advised of road closures and have access to the closed roads at all times.

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5. Contingency Planning

5.1. Weather

Weather may affect the operation of the event, but will not affect the operation of the Traffic Management Plan. Port Macquarie Hastings Council will have the final say in regard to cancellation of the event.

5.2. Accidents in and around the site

Port Macquarie Hasting's Council will provide first aid for the event.

Fire Brigade and other emergency services requiring access to buildings within the footprint of the event can gain access via either Short Street and or Hay Street then the grassed water front verge along the frontage of Rydges and Beach House.

As discussed previously various organisations have been consulted with regard to the management, impacts and possible emergency needs the event will require during the days it will be running. They will be notified verbally in the week prior to the event.



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5.3. Public Transport

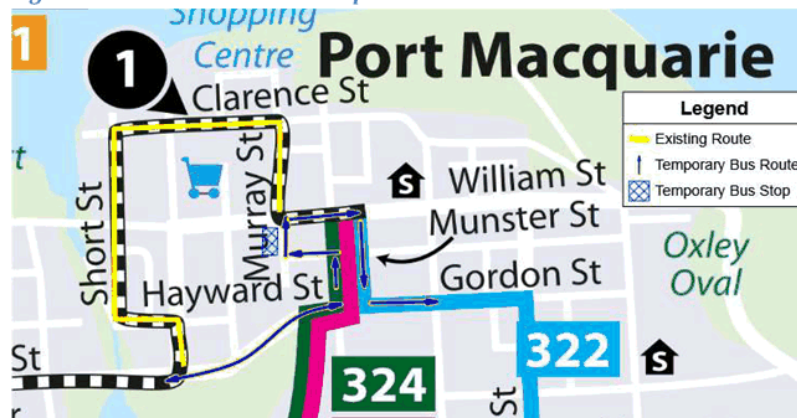
The existing bus stops located near the Event will be closed (on Clarence Street at the Glass House and on Short Street near the corner of Clarence Street). Temporary bus stop will be in place on the western side of Murray Street between Church Street and William Street. A 40m bus zone will be created.

Existing Route buses will be rerouted left off Munster Street onto Church Street, Right onto Murray Street, Left onto William Street and then right onto Munster Street. This is shown in Figure 5.3.1. The event organiser will be responsible for installing signs to inform bus users of the arrangements at the existing bus stops that will be out of service - Clarence Street, Short Street (north) - and the temporary bus stops on William Street.

An accredited traffic controller shall be responsible for placing appropriate barriers at the temporary bus stop to prevent parking and these will be in place from 1400 to ensure all vehicles have vacated by 1700.

The Horton Street taxi zone adjacent to Port Central is the main taxi zone in the CBD and will not be available during the road closures. The bus zone on the eastern side of Short Street, north of Barracks Lane, is to be used as a temporary taxi zone. The event organiser will be responsible for installing signs to inform taxi users of these arrangements.

Figure 5.3.1 Public Bus Route Map





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5.4. Delayed Event

While some delay to the finalisation of the event is possible, it is not possible to extend the event beyond Sunday morning. As a result, any delay to the event will not have an impact on the operation of the Traffic Management Plan.

5.5. Event Risk Assessment

Port Macquarie Hastings Council has prepared a Risk Management Plan for the event. A copy of the plan is provided in Appendix 2 of this TMP.

6. Public Safety

Port Macquarie Hastings Council has accepted responsibility for the provision of public safety on the site. This Traffic Management Plan makes satisfactory arrangements for all matters associated with access to and from the site only.

7. Advertising

Advertising will be through local print media, websites and variable message boards at critical points as indicated if and as required.

8. Statement of Duty

Men At Work Traffic Services will be responsible for the preparation of the Traffic Management Plan and associated Traffic Control Guidance Plan. Men At Work Traffic Services shall ensure that all TCGP are installed and operated by appropriately qualified personnel as stipulated in section 3.2.

All signage must be of a type which satisfies the requirements of AS1742.3. Such signs are to be clean and in good condition. Locations shown on the drawings are approximate and should be adjusted on site in consultation with council for maximum visibility to both traffic and pedestrians allowing sufficient time to take appropriate action.

Ross Cargill - RMS Prepare Work Zone Management Plan# 0044979282



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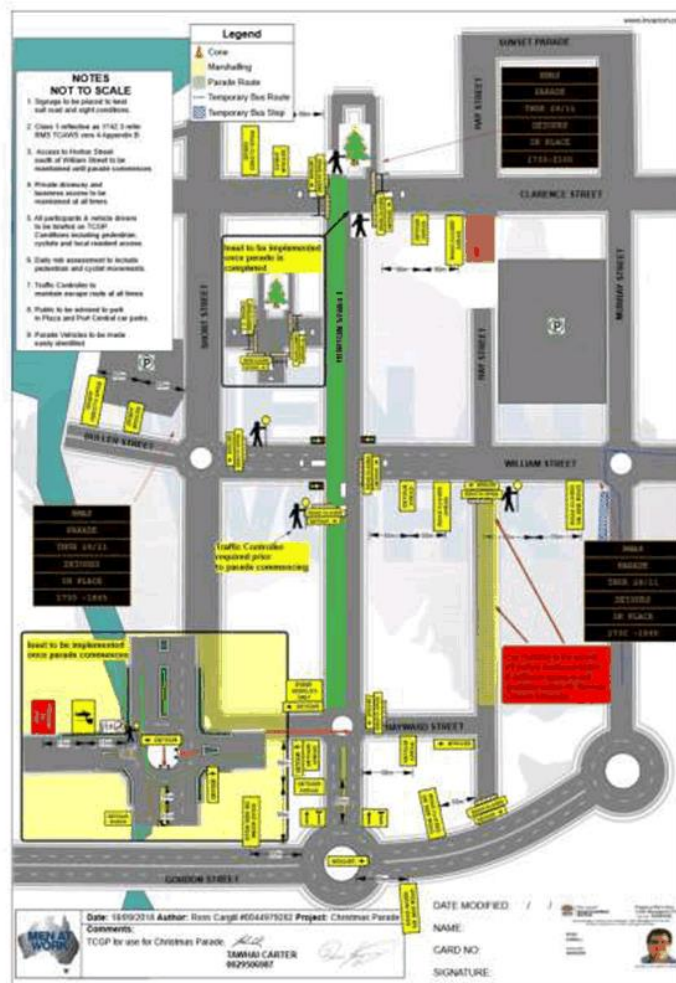
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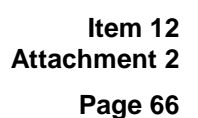
9. Appendices -Appendix 1 Countdown to Christmas TCGP





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Appendix 2 Event Risk Assessment



Transport
for NSW

Planned Service Changes

SMBSC / OSMBSC Bus Checklist

FOR ADVICE ON SERVICE CHANGES TO YOUR NETWORK

Operator name / contract:

Busways North Coast Pty Ltd - OSMBSC

BSAR Number(s) (*if applicable*):

Service change type

- ☒ Diversion(s)
- ☒ Stop closure
- ☐ Timetable changes
- ☐ Service cancelled temporarily
- ☐ Other, please specify: [Click here to enter](#)

Reason

- ☐ Roadworks
- ☐ Service change
- ☒ Event Countdown to Christmas
- ☐ Other, please specify: [Click here to enter](#)

Date and time of service change

- ☒ One-off (Temporary changes)
 - Start date/time:
30th November 2017 – 17:30
 - End date/time:
30th November 2017 – 18:45
- ☐ Multiple dates, please specify dates/range
- ☐ Permanent change
 - Start date/time:

Planned Service Changes
SMBSC / OSMBSC Bus**Affected stops**

Affected stops do not have TSN's

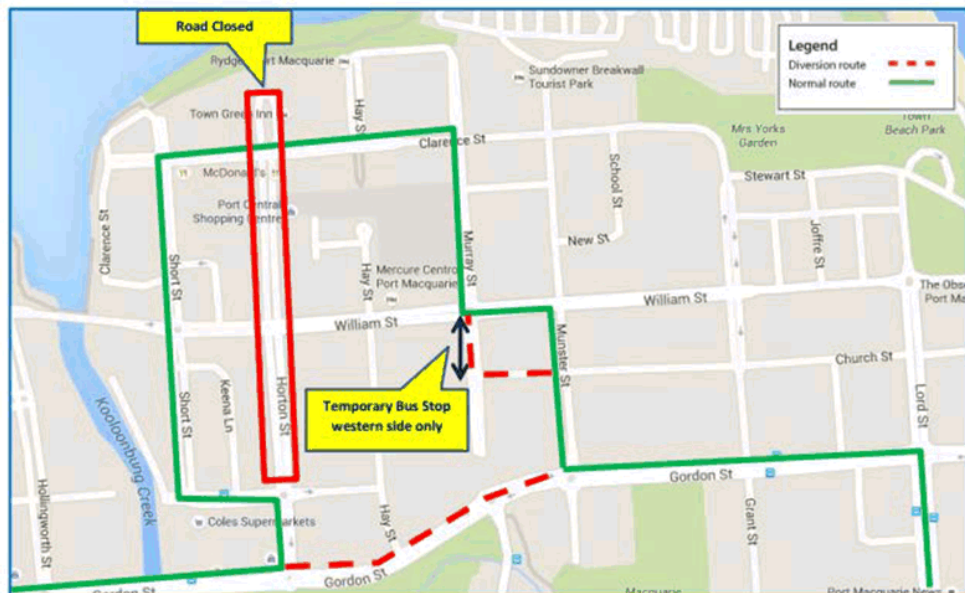
Affected routes

Route 322, 324, 325, 334K & 335W

Service changes/diversions**Roads Affected:**

Short St, Clarence St & Murray St – diversion route shown on map below.

All services are to enter from Gordon into Munster, L Church, R Murray, then R William, R Munster and resume normal route

**Special information****Will signage be in place?**

☐ Yes

☒ No

Checklist complete?

Email details to CustomerInformationServices@transport.nsw.gov.au. Refer to the **Guidelines for Planned Changes** for instructions.

Item: 13

Subject: 2018 NSW STATE CUP TOUCH FOOTBALL CHAMPIONSHIPS

Presented by: Infrastructure, Alex Fisher

RECOMMENDATION

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

That Council approve the temporary road closures and support the associated transport management arrangements associated with the 2018 NSW State Cup Touch Football Championships between 7-9 December 2018, subject to the following conditions:

- 1. That the event organiser advertise, at no cost to Council, 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 times**
 - duration of the temporary road closures temporary parking restrictions times**
 - and duration**
 - alternative routes and access arrangements.**
- 2. That the event organiser 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 and temporary parking restrictions.**
- 3. That the Transport Management Plan (TMP) and associated Traffic Guidance Scheme dated 18 September 2018 be implemented. Any modifications to the plans must be agreed with Council prior to the running of the event.**
- 4. That the event organiser abides by the written approval from the NSW Police.**
- 5. 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.**
- 6. 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.**
- 7. An RMS accredited person (Implement Traffic Control Plans) is to be**

- used for the establishment and removal of the traffic control devices.
8. **RMS accredited traffic controllers (Traffic Controller) are to be used to control traffic.**
 9. **That the event organiser abides by any other condition that Council and the Police may impose at any time.**
 10. **That the event organiser submit to Council 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 placement and removal of traffic control devices.**
 11. **The event organiser must have this approval and the Transport Management Plan and Traffic Guidance Scheme described above on site at all times for the duration of the event.**

Discussion

The NSW State Cup Touch Football Championships is an annual event held in the Regional Stadium / Tuffins Lane sporting precinct of Port Macquarie. The 2018 event will be held between Friday 7 and Sunday 9 December 2018.

It is expected that 210 teams will compete resulting in up to 4,000 participants, spectators and officials in attendance each day. The majority of these people will travel to Port Macquarie from all parts of NSW and will stay in accommodation in and around Port Macquarie.

The attached document details the transport management arrangements for transporting people to and from the site, including details of temporary road closures, temporary parking restrictions, car parking arrangements and a shuttle bus service to the car parking areas.

Attachments

- 1 [View](#). NSW 2018 Senior State Cup - Transport Management Plan



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Transport Management Plan

NSW State Cup Tuffins Lane, Port Macquarie 7-9 December 2018

Prepared For
NSW Touch Association
By
Men At Work Traffic Services

Issued to
NSW Touch Association (Rob Summers)
Port Macquarie Hastings Council (John Hanlon)
Port Macquarie Hastings Council (Kim Gallery)

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1. INTRODUCTION

1.1. General

The NSW State Touch Football Championships will be held in Port Macquarie at the Tuffins Lane Sports Fields. The event will run from Friday 7 to Sunday 9 December 2018.

The NSW Touch Association has appointed Men At Work to prepare the following Traffic Management Plan (TMP) to ensure the safety for participants, spectators, the general public and business' surrounding the event.

The TMP has been developed in accordance with Port Macquarie Hastings Council (PMHC) requirements. It is to be used in conjunction with associated Traffic Control Guidance Plan's (TCGP's), and the Traffic Control At Worksites Manual Volume 5 (2018). All aspects of the TMP and TCGP's are to be erected, undertaken and monitored by qualified traffic controllers to allow access to adjoining property owners as required and to maintain traffic flows during both local and event peak periods.

The TMP allows for all modes to traffic accessing the event. As the event has been held for over 25 years in Port Macquarie NSW Touch has an experienced understanding of the impact peak traffic flows have. To ensure the events success a designated event parking in the event precinct and off site, road closures, designated bus stops and drop of area will be implemented.

It is the intention of this Transportation Management Plan to minimise / reduce these expected traffic flows.

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1.2 Event Description

On the basis of the history of the event, it is anticipated that 4000 participants and spectators will be in attendance on Friday and Saturday. 3000 participants and spectators are expected on site for the Sunday events, including finals and presentation. The 2018 event sees the NSW Touch Association responsible for the management of traffic with Port Macquarie Hastings Council responsible for the provision of the playing area for the competition.

Participants will travel to Port Macquarie from all over New South Wales with the main concentration being from the South Coast, Sydney, Central Coast and Newcastle. The NSW Touch Association has advised that a large majority of Port Macquarie's accommodation has been booked out for the weekend.

In preparing for this event the following organisations / authorities will be consulted with:

Port Macquarie Hastings Council

- John Hanlon (Transport and Traffic Engineer)
- Kim Gallery (Sports and Events Manager)

NSW Police Department

- Paul Dilley
- Roads and Maritime Services
- Hibbard Sports Club
- NSW Ambulance Association
- Port Macquarie Base Hospital
- Aqua Golf / Water Slide



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2. SEQUENCE OF EVENTS

2.1. Friday 7 December 2018 Day 1

6:30am – Compulsory Staff briefing at fields
 6:45am – Fields Set up
 7:00am – Implement Tuffins lane Closure and Traffic Controllers in place for parking management
 7:30am – Volunteers Arrive
 8:30am – First Games Commence
 5:50pm – Last games finish, pack up
 6:15pm – Compulsory Staff briefing – Volunteers depart
 7:00pm – NSWTA staff return to accommodation

2.2 Saturday, 8 December 2018 – Day 2

6:00am – Compulsory Staff briefing at fields
 6:15am – Fields Set up
 7:00am – Implement Tuffins lane Closure and Traffic Controllers in place for parking management
 7:15am – Volunteers Arrive
 7:40am – Move to starting positions
 8:00am – First games commence
 6:25pm – Last games finish, pack up
 6:45pm – Compulsory Staff briefing – Volunteers depart
 7:00pm – NSWTA staff return to accommodation

2.3. Sunday, 9 December 2018 - Day 3

6:00am – Compulsory Staff briefing at fields
 6:15am – Fields Set up
 7:00am – Implement Tuffins lane Closure and Traffic Controllers in place for parking management
 7:15am – Volunteers Arrive
 7:40am – Move to starting positions
 8:00am – First games commence
 4.45pm – Last games finish, pack up
 7:00pm – NSWTA staff and volunteers staff dinner Hogs Breath

It is typical for players and support staff (trainers, physios, etc) to attend the event by either Mini Bus or car. In previous years up to 30 (25 seat) Mini Buses have transported teams from their locality and then to and from the event each day and then returning to their origin of destination on the Sunday afternoon. Historically no large buses attend the event to bring teams.

All teams will compete between 8.00am and 10.00am on the Saturday with approximately 15 to 20% of the people arriving every half hour during this period. It is assumed that once all teams have arrived they will stay for the day with minimal numbers leaving and returning during the day. This assumption is based on the fact parking will be at a premium and accessing the event area. Based on

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this data, it is expected the peak traffic demand for arrivals will reach approximately 1747 vehicles an hour for the period between 9.00am and 10.00am. The peak demand for departures will reach approximately 1774 vehicles an hour between 4.00pm and 5.00pm.

3. GENERAL ARRANGEMENT

3.1. Tuffins Lane

Tuffins Lane will be closed for the duration of the event (0600 Friday until bump out Sunday). Access will be provided for 1 Resident, VIP's and permitted buses. Entry is via permit/ ticket only. There will be no roadside parking along Tuffins Lane to prevent pedestrian activity along the travelled path with a single crossing point between the two playing areas as shown on TCGP NSW STATE TOUCH 2018 to reduce incidence of crossover between pedestrian and vehicles.

3.2. Boundary Street

Access is to be maintained for all local businesses and residents throughout the event with road side parking to be prevented with the use of parrawebbing, as per TCGP NSW STATE TOUCH 2018. This is also to minimise pedestrian activity along the travelled path. There will be a tariff control point adjacent to the exit of the regional stadium carpark to monitor traffic flows and assist with VIP, Mini Bus ingress and Egress.

A number of properties have access to Boundary Street within 100m of its junction with Hastings River Drive. Access to and from these properties should not be adversely affected by the event with the banning of roadside parking along Boundary Street.

3.3. Drop Off Zone

A Drop Off Zone in the Regional Stadium car park will be implemented to aid in the management of traffic in and around the event precinct. Access to the drop off zone will be via the existing entry to the Panthers Sports club car park. Barriers are to be placed to block access to the Sports Club carpark. This carpark will only be available to VIPs and Sports Club parking.

The drop off zone will utilise the existing parking bays of the carpark. On entry to the drop off zone patrons will be directed to either one of two zones where participants can be dropped off. Vehicles will leave the drop off to the south where they will be directed to the carparking at the southern end of Boundary Street and the eastern section of Tuffins Lane.

Access for pedestrians through the drop off area will be via centrally placed pedestrian access paths and onto the playing fields. Figure 3 provides the proposed layout of the drop off zone.

The drop off zone is to be used throughout the day. There will be no designated pick up zone to be used. All patrons will leave the event precinct from the carparks for which they have parked in.

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3.4. Parking Arrangements

As shown on TCGP NSW STATE TOUCH 2018 Parking is in the following locations:

VIP & Permit Holder Car Parks

- P7 & P8 Tuffins Lane (North) - 90 Spaces Approx
- P5 Panthers Sport Club – 66 Spaces Approx

Mini Bus Parking

- P6 Regional Stadium/ 128 + 4 Disabled

Event Non-Ticketed Parking

- P3 & P4 Boundary Street - 1900 Spaces Approx
- P1 & P2 Tuffins Lane (South) - 1300 Spaces Approx

3.5. Pedestrians

Pedestrian access to and from the event precinct will be via the existing footways. Access for P4 & P5 will be via a pathway direct to the playing precinct as shown on TCGP NSW STATE TOUCH 2018. Pedestrian access an interface with vehicles is to be minimised at all times through use of parrawebbing around the precinct as shown on the TCGP. Pedestrian need to be included in the daily risk assessment, and Tuffins Lane needs to be considered a live road although it is closed to the general public.

3.6. Cyclists

Provision for cyclists will via the existing road network to the event precinct by way of existing road shoulders, traffic lanes and cycle lanes where provided. Around the event precinct, there is no formal provision of off road shared pedestrian / cycle ways or on road cycle lanes except for a section of cycle lane at the southern end of Boundary Street from Newman College, which stops at the road shoulder north of the site. Cyclist will be asked to dismount their bikes if moving around the event site and should be provided with appropriate racks as required.



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4. EXTERNAL CONSULTATION

As discussed previously various organisations will be consulted with regard to the management, impacts and possible emergency needs the event will require during the days it will be running.

NSW Police Department – Event notification.

RMS - Event notification

Port Panthers Sports Club – Arrange parking for members and staff during the event

NSW Ambulance Association – Arrangement of emergency procedures in the event of an injury, medical requirement, etc.

Port Macquarie Base Hospital - Arrangement of emergency procedures in the event of an injury, medical requirement, etc.

Aqua Golf – Consultation with management on ways to minimise the effect of the event on their business and ways to improve parking concerns, in the past NSW Touch have assisted the company in moving any cars that may hamper their parking during the event.

Water Slide – Held talks with the company on ways to ensure that they have parking for staff and visitors. Company management are happy to have the event as they have a resultant increase in the number of patrons visiting the facility and are investigating having special event vouchers to utilise the water slide.

5. CONTINGENCY PLANNING

5.1. Weather

Weather may affect the operation of the event, but will not affect the operation of the traffic management plan. The main issue will be the ability to use the temporary grass parking areas in boundary Street and Tuffins Lane. NSW Touch Association will have the final say with respect to the completion of the championship in the event of a weather event.

5.2. Pedestrian access during and after weather event

As for monitoring of the temporary parking sites monitoring of the temporary pedestrian access locations is to be completed during and after an extreme weather event. Should it be found the preferred pedestrian access points from the temporary carparks become unsafe or impassable then an alternate pedestrian access path via the western side of Boundary Street (behind the temporary barriers) is to be used for access between the temporary carpark and the grounds.

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5.3. Accidents in and around the site

Access for emergency vehicles to the main site is via Boundary Street and the Regional Stadium Car Park. Ambulance access for emergencies is also available via Tuffins Lane.

5.4. Port Macquarie Airport

Where possible peak traffic flows to and from Port Macquarie Airport need to be given priority. Traffic Controllers need to work in conjunction with the Traffic Light sequence at the corner of Boundary Street and Hastings River Drive.

5.5. Public Transport

The event is not serviced by public or private bus services. There is extensive use of taxis to access the site, particularly the maxi cab that can cater for up to a full team. It is essential that School Buses be given priority on Friday during the Morning and evening peak.

5.6. Delayed Event

While some delay to the finalisation of the event is possible, it is not possible to extend the event beyond Sunday afternoon. As a result, any delay to the event will not have an impact on the operation of the traffic management plan.

5.7. Event Risk Assessment

The NSW Touch Association has prepared a Risk Management Plan for the event. A copy of the plan is provided in Appendix D of this report.

6. PUBLIC SAFETY

The NSW Touch Association has accepted responsibility for the provision for public safety on the site. This traffic management plan makes satisfactory arrangements for all matters associated with access to and from the site only.

7. ADVERTISING

The NSW Touch Association has indicated they will be providing participants all the relevant information with regard the parking, access and the like for the event. Further to this the following should also be included in any advertising. In the information packs to be provided to all participants inform them of the following:

- I. Drop Off Zone location
- II. Locations of Event Precinct parking, and

Provide a public announcement (i.e. Radio, newspapers, etc) advising the availability and location of the various types of car parking. This should first be commenced two (2) weeks prior to the event with lead in announcements leading up to the event.

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Where issues arise or the operation of the event changes and this impacts this traffic management plan, public announcements will be made via the options outlined above.

Consultation / liaising with all emergency services needs to be undertaken prior to the event to make them aware of possible traffic impacts relative to the event that may impact their day to day operation during the event. As a minimum, they all should be provided with a copy of this traffic management plan for the event.

The NSW Touch Association will also update participants via their website, emails, text messages and Smart Phone App's.

8. STATEMENT OF DUTY.

Men At Work Traffic Services will be responsible for the application of the Traffic Management Plan and associated Traffic Control Guidance Plans.

All signage must be of a type which satisfies the requirements of AS1742.3. Such signs are to be clean and in good condition. Locations shown on the drawings are approximate and should be adjusted on site in consultation with council for maximum visibility to both traffic and pedestrians allowing sufficient time to take appropriate action.

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RMS Prepare a Workzone Traffic Management Plan Card No: 0044979282

Appendices

TCGP NSW STATE TOUCH 2018
TCGP NSW State Touch Tuffins Lane Arial View
TCGP NSW State Touch Boundary Drop Off Zone

Attachments

NSW State Cup 2018 Event Staff Handbook
NSW Touch Football Risk Management Plan

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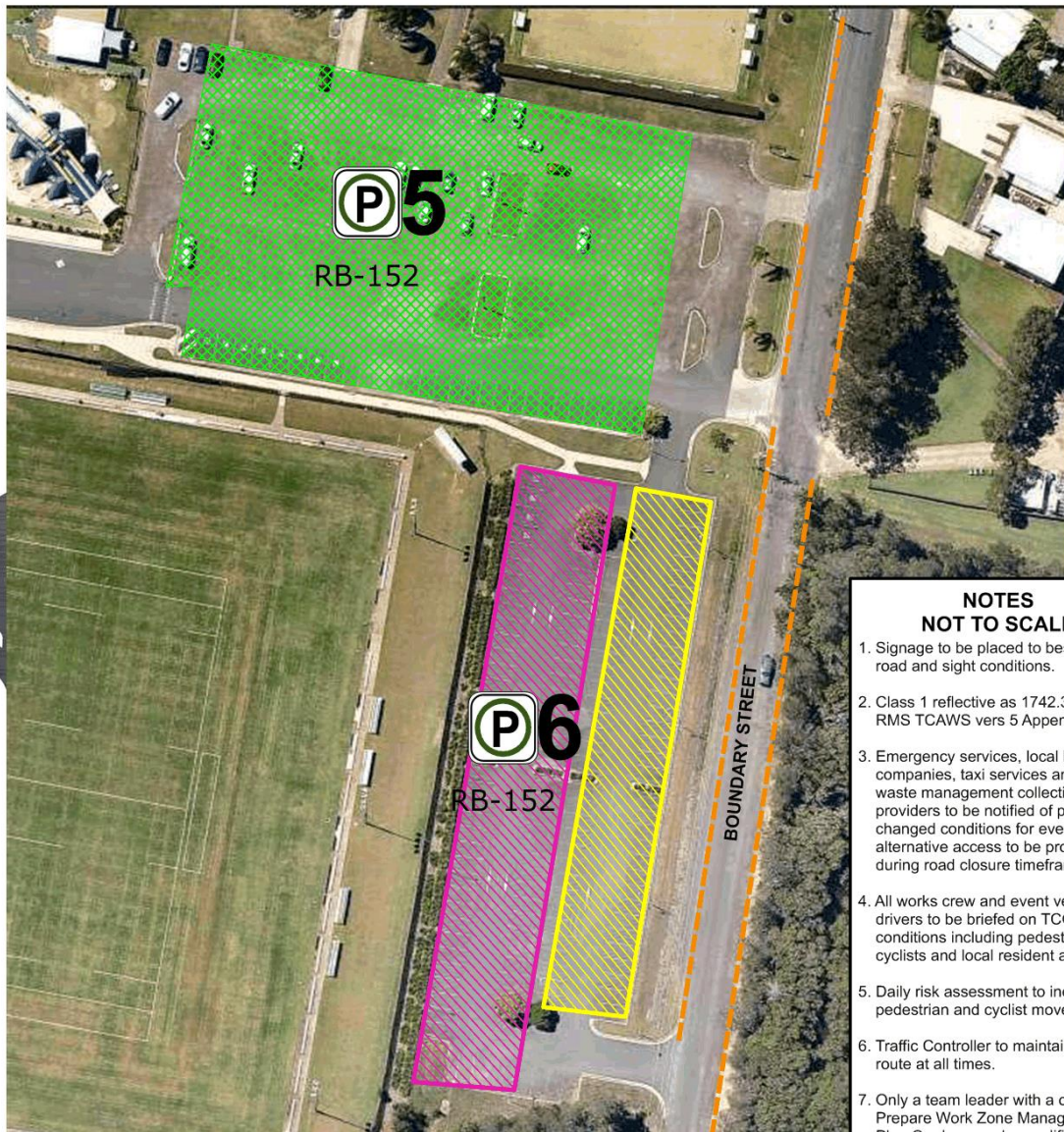
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Legend

-  MINI BUS PARKING
-  DROP OFF ZONE
-  VIP & PERMIT PARKING
-  Parawebbing

**NOTES
NOT TO SCALE**

1. Signage to be placed to best suit road and sight conditions.
2. Class 1 reflective as 1742.3 refer RMS TCAWS vers 5 Appendix B
3. Emergency services, local bus companies, taxi services and waste management collection providers to be notified of proposed changed conditions for event and alternative access to be provided during road closure timeframes.
4. All works crew and event vehicle drivers to be briefed on TCGP conditions including pedestrian, cyclists and local resident access.
5. Daily risk assessment to include pedestrian and cyclist movements.
6. Traffic Controller to maintain escape route at all times.
7. Only a team leader with a current Prepare Work Zone Management Plan Card can make modifications to this plan.



Date: 18/09/2018 **Author:** Ross Cargill #0044979282 **Project:** NSW State Touch
Comments:
 TCGP for Management of Event Traffic

MEGAN FEALY
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 **Transport
Roads & Maritime
Services**

This qualification enables you to prepare Traffic Management Plans and conduct inspections on Traffic Management Plans.

**ROSS
CARGILL**
 Expiry Date:
 08/09/2020

**Prepare a Work Zone
Traffic Management Plan**
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NOTES
NOT TO SCALE

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Legend

- VIP & Permit Holder Parking
- Parawebbing
- Pedestrian Access

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Comments:
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This qualification enables you to prepare Traffic Management Plans and conduct inspections on Traffic Management Plans

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