

PRESENT

Members:

Mayor Peter Besseling (PMHC) (Chair)
Paul Dilley (NSW Police)
Daniel Boorman (RMS)
John Simon (Rep. Member for Port Macquarie)
(Rep. Member for Oxley) AB

Other Attendees:

Duncan Clarke (PMHC - Transport & Stormwater Network Manager)
John Hanlon (PMHC - Transport & Traffic Engineer)
Jaron Gawne (Busways)
Phillip Marshall (PMHC Admin. Officer)

The meeting opened at 10.32am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Noel Atkins (Rep. Member for Oxley) and Steve Read (Port Macquarie Taxis) be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Local Traffic Committee Meeting held on 4 December 2013 be confirmed.

Council – Y
RMS – Y
Police – Y
Local Member for Port Macquarie (Rep) – Y
Local Member for Oxley (Rep) - AB

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

BUSINESS ARISING FROM PREVIOUS MINUTES

Mayor Peter Besseling (PMHC) (Chair) requested that the section, BUSINESS ARISING FROM PREVIOUS MINUTES, to be included in future LTC Agenda's.

There were no matters arising from the previous minutes.

**05 UNIVERSITY OF NEWCASTLE GRADUATION PARADE - FRIDAY 28
FEBRUARY 2014**

Mayor Peter Besseling (PMHC) (Chair) requested the organisers to strictly observe the Parade times.

Busways representative (Jaron Gawne) requested that the event organisers request traffic controllers to give route buses priority.

NSW Police representative (Paul Dilley) indicated that the LTC agenda was the first time that NSW Police had notice of the event. NSW Police have sent an Email to the Event organisers requesting they submit the required application forms to NSW Police. Approval must be received prior to the event taking place.

NSW Police indicated that the event is accepted in principal, but has not been signed off by the Area Commander.

Mayor Peter Besseling (PMHC) (Chair) suggested that all event organisers be given a list of requirements when enquiring about holding Events.

Council's Transport and Traffic Engineer (John Hanlon) indicated that Event Organisers are issued with event application criteria.

CONSENSUS:

The Committee gave unanimous support to the temporary partial closure of Hay and Clarence Streets, Port Macquarie as detailed in this report to enable the graduation parade from noon to 12:20pm on Friday, 28 February 2014 to proceed, subject to the following conditions:

1. The event organisers obtain NSW Police approval.
 2. The event organiser submit to Council prior to the commencement of the event
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- evidence of Public Liability Insurance which is valid for the duration of the set-up, running and pull down of the event.
3. The proposed road closure be advertised in the local print media for a period of not less than seven (7) days advising of the time and duration of the event.
 4. The event organiser notify the NSW Ambulance, NSW Fire and the State Emergency Services of the proposed road closures.
 5. The event organiser notify local Transport Services (Bus Companies, Taxis) of the proposed road closures.
 6. The event organisers provide a Traffic Management Plan for a Class 2 Special Event.
 7. The event organiser abide by any other condition that Council, Roads and Traffic Authority and the Police may impose.
 8. RMS Accredited (Yellow card) personnel are to be used for the set up/down of barricades.
 9. RMS accredited (Blue card) personnel are to be used to control traffic.
 10. Event organisers are to notify traffic controllers they are to give buses priority access.
 11. Event organisers are to strictly observe the Parade times.
 12. That a review of the implementation of the TMP be undertaken by the proponent in consultation with Council and other services following the event so that the TMP can be further refined and any issues identified can be addressed prior to any future events.

Council – Y

RMS – Y

Police – Y

Local Member for Port Macquarie (Rep) – Y

06 2014 NSW JUNIOR STATE TOUCH FOOTBALL CHAMPIONSHIPS

Following a request for representatives of the Event organisers to be present at the Local Traffic Committee Meeting, Council's Sports & Events Manager (Amanda Hatton) introduced the following representatives from NSW Touch Football;

Sports Manager - (Daniel Rushworth) and Events Manager- (Robert Summers)

Daniel discussed the key improvements the event organiser has made to the TMP following the feedback from last year's Event.

1. They are catering for an estimated 4,000 cars
2. Estimate 15,000 to 17,000 people including participants, families and other
3. Allowed for 3 Shuttle buses to external parking and CBD
4. Bus to and from Stuart Park
5. Men at Work and Rotary to assist in traffic control.
6. 4 Lanes for drop off areas
7. Hastings River Drive to be controlled by NSW Police

8. Tuffins lane to be used only for buses

Robert discussed the changes made to communications to assist in crowd and traffic control including the introduction of a Smart Phone App to keep attendees up to date with events and changes to parking etc.

Council's Sports & Events Manager (Amanda Hatton) also discussed the following reviews and changes.

1. Recognising the issues from last year's event.
2. Increase in signage and message boards.
3. Notices for the Park and Ride options.
4. Boundary Street No Stopping signs and this area to be patrolled by rangers and NSW Police.

Busways representative (Jaron Gawne) requested that the event organisers are to notify traffic controllers to give route buses priority.

Jaron Gawne was requested to send event organisers and NSW Police, details of timetables effected by the event and contact information to be able to notify Busways of any changes during the event.

RMS Representative (Daniel Boorman) made note that the use of temporary No Stopping signs needs to be approved by the Local Traffic Committee and the RMS.

CONSENSUS:

The Committee gave unanimous support for the Transport Management Plan to accommodate the holding of the NSW Junior State Touch Football Championships on 15-16 February, 2014 in Port Macquarie, subject to the following conditions:

1. That the event be categorised as a Class 2 special event.
2. That the event organisers obtain written approval from the NSW Police.
3. That the event organisers obtain written approval from the NSW Roads and Maritime Services (RMS).
4. That the event organiser carries out a letter-box drop to affected residents and businesses advising of the proposed traffic management arrangements.
5. That the event organiser submit to Council prior to the commencement of the event evidence of Public Liability Insurance which is valid for the duration of the set-up, running and pull down of the event.
6. That the proposed traffic management arrangements be advertised in the local print media for a period of not less than fourteen (14) days advising of the time and duration of the event and the traffic management arrangements.
7. That the event organiser notify the NSW Ambulance, NSW Fire and the State Emergency Services of the proposed traffic management arrangements.
8. That the event organiser notifies local Transport Services (Bus Companies, Taxis and Airport) of the proposed traffic management arrangements.
9. Controlled access for scheduled bus services is to be permitted and maintained.
10. That the event organiser complies with all the conditions identified in the Transport Management Plan.
11. RMS accredited personnel (Yellow card) are required to set up and work with Traffic Control Plans at the site.

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12. RMS accredited Traffic Controllers (Blue or Grey card) are to be used for the control of traffic.
 13. That the event organiser abides by any other condition that Council and the Police may impose.
 14. That a review of the implementation of the TMP be undertaken by the proponent in consultation with Council and other services following the event so that the TMP can be further refined and any issues identified can be addressed prior to any future events.

Council – Y

RMS – Y

Police – Y

Local Member for Port Macquarie (Rep) – Y

07 LAURIETON PUBLIC SCHOOL P & C STREET MARKETS 2014

CONSENSUS:

The Committee gave unanimous support the partial road closure of Bold and Seymour Streets, Laurieton on Saturday, 19 April and Monday, 6 October 2014 from 6:00am to 2:00pm, to allow the running of the annual Laurieton Street Markets, be supported subject to the following conditions:

1. The event organisers obtain NSW Police approval.
2. The event organiser submit to Council prior to the commencement of the event evidence of Public Liability Insurance which is valid for the duration of the set-up, running and pull down of the event.
3. The proposed road closure be advertised in the local print media for a period of not less than seven (7) days advising of the time and duration of the event.
4. The event organiser notify the NSW Ambulance, NSW Fire and the State Emergency Services of the proposed road closure.
5. The event organiser notify local Transport Services (Bus Companies, Taxis) of the proposed road closure.
6. The event organiser notify local businesses affected by the proposed road closures
7. The event organiser abide by any other condition that Council and the Police may impose.
8. RMS yellow card qualified personnel are to be used for the set up/down of barricades.
9. RMS blue card qualified personnel are to be used to control traffic at intersections.

Council – Y

RMS – Y

Police – Y

Local Member for Port Macquarie (Rep) – Y

08 INFORMAL ITEM - STATUS REPORT

CONSENSUS:

The Committee gave majority support the LTC Status report as at 28 January 2014 be received and noted.

Council – Y

RMS – Y

Police – Y

Local Member for Port Macquarie (Rep) – Y

Local Member for Oxley (Rep) -AB

09 GENERAL BUSINESS

09.01 Late Notice For Event Applications:

NSW Police representative (Paul Dilley) pointed out that NSW Police have been receiving a large number of late notices by Event organisers.

1. Hastings Valley Car Club notified NSW Police they are to utilise the Pacific Highway for traffic movements during the race (not for race event).
2. Various other event applications have not been submitted to police.

CONSENSUS:

The Committee gave majority support to the following items in relation to late submissions for events;

1. NSW Police to liaise with Council's Transport and Traffic Engineer (John Hanlon) to identify the events and organisers that are not conforming to the Special Events application process and submission times.
2. Council's Transport and Traffic section to notify these event organisers of all conditions required to submit applications for special events.

Council – Y

RMS – Y

Police – Y

Local Member for Port Macquarie (Rep) – Y

Local Member for Oxley (Rep) -AB

09.02 Item 5 LTC Report For The 4 December 2013 - High Street, Wauchope Transport Access Program Improvements:

Council's Transport and Traffic Engineer (John Hanlon), following Busways confirmation of the new Wauchope bus route indicated that Council have received advice from Transport

NSW that they are likely to allow the bus stop funding to be used at another location.

CONSENSUS:

The Committee gave majority support to the following items in relation to Transport NSW's Bus Stop funding grant for Wauchope.

1. Council's Transport and Traffic section to establish a report on the best location in Wauchope to be funded by Transport NSW grant.
2. This report to be submitted to the Local Traffic Committee for a consensus prior to the funding request being submitted to NSW Transport.

Council – Y

RMS – Y

Police – Y

Local Member for Oxley (Rep) -AB

09.03 Nangara Place, Port Macquarie - Laneway:

Council's Transport and Traffic Engineer (John Hanlon), discussed the Council resolution in the 18 December 2013 in relation to Public Laneway at the at the cul-de-sac end of Nangara Place Port Macquarie;

1. This Road is to remain as a Lane.
2. Proceed with the Notice of Section 116 Roads Act 1993 No33 for the physical closure by the use of bollards in the unnamed public laneway located in the cul-de-sac end of Nangara Place Port Macquarie. By issuing notices to the effected residents requesting any submissions in relation to the above be made to the RMS and then report back to the Local Traffic Committee the decision made by the RMS.

CONSENSUS:

The Committee gave unanimous support to the following;

1. Notify pursuant to Section 116 of the Roads Act 1993 No. 33 of the intention to close the public laneway in Nangara Place, Port Macquarie to vehicle access.
2. Prepare an application for the proposal and submit to the Roads & Maritime Services following the public notice.
3. Invite comment directly from the adjoining property owners within the specified timeframes in accordance with S116 Roads Act 1993 No33, to be submitted directly to the RMS.
4. Forward any submissions received by Council on the proposal to the Roads & Maritime Services for their determination.
5. Submit a further report to this Local Traffic Committee following receipt of Roads & Maritime Services' determination.

Council – Y

RMS – Y

Police – Y

Local Member for Port Macquarie (Rep) – Y

09.04 No Stopping Signs Near Existing Bus Stops In The Bulkhead And The Jib Port Macquarie:

Busways representative (Jaron Gawne) requested the installation of additional No Stopping signs at various locations along The Jib and The Bulkhead Port Macquarie, to assist bus access.

CONSENSUS:

The Committee gave unanimous support to the following:

1. Busways to submit a request to Council's Transport and Traffic section detailing the signs and locations required.
2. Council's Transport and Traffic section to review the report and submit their recommendations to the Local Traffic Committee.

The meeting closed at 11.18am.

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Peter Besseling
Mayor