

**PRESENT**

**Members:**

Deputy Mayor Lisa Intemann (PMHC)(Chair)  
Councillor Lee Dixon (PMHC)(Deputy Chair)  
Paul Dilley (NSW Police)  
Greg Aitken (RMS) (PV)  
Mr Terry Sara (Rep. Member for Port Macquarie)  
TBC (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)

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The meeting was held electronically.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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Nil.

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### **03 CONFIRMATION OF MINUTES**

Majority Support:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

Member for Oxley (Rep) – Y

That the Minutes of the Local Traffic Committee Meeting held on 27 September 2017 be confirmed.

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### **04 DISCLOSURES OF INTEREST**

There were no disclosures of interest presented.

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### **05 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil.

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### **06 2017 NSW STATE CUP TOUCH FOOTBALL CHAMPIONSHIPS**

Majority Support:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

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 2017 NSW State Cup Touch Football Championships between 1-3 December 2017, 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:

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- 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 19 October 2017 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.
  12. That a review of the implementation of the Transport Management Plan (TMP) be undertaken by the event organiser within one month of the conclusion of the event so that any issues identified can be addressed prior to any future events. The review is to take the form of a written report to Council's Director of Infrastructure.

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## **07 2018 NSW JUNIOR STATE CUP TOUCH FOOTBALL CHAMPIONSHIPS**

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Majority Support:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

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 Junior State Cup Touch Football Championships between 16-18 February 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 (TGS) dated 2 November 2017 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 (Implement Traffic Management Plans) person 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

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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 (TMP) and Traffic Guidance Scheme (TGS) described above on site at all times for the duration of the event.
12. That a review of the implementation of the Transport Management Plan (TMP) be undertaken by the event organiser within one month of the conclusion of the event so that any issues identified can be addressed prior to any future events. The review is to take the form of a written report to Council's Director of Infrastructure.

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## **08 COUNTDOWN TO CHRISTMAS 2017**

Majority Support:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

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 30 November 2017 from 5.00pm 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 1

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- November 2017 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.
  14. That a review of the implementation of the Traffic Management Plan (TMP) be undertaken by the event organiser within one month of the conclusion of the event so that any issues identified can be addressed prior to any future events. The review is to take the form of a written report to Council's Director of Infrastructure.

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**09 LAKE ROAD UPGRADE, TOORAK COURT TO OXLEY HIGHWAY - SIGNAGE AND LINEMARKING PLAN**

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Majority Support:

Council – Y

RMS – Y

Police – Y

Member for Port Macquarie (Rep) – Y

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

Endorse the Lake Road Upgrade, Toorak Court to Oxley Highway, signage and linemarking plan (Drawing No. RU-PM8-071, Revision 1).

**10 GENERAL BUSINESS**

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Nil.