



Local Traffic Committee

Business Paper

date of meeting: Friday 9 April 2021

location: electronic

time: n/a

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	28/10/20	10/02/21 held via Electronic	03/03/21	18/03/21 held via Electronic
Deputy Mayor Lisa Intemann (Chair)	✓	-	✓	-
vacant (Deputy Chair)	A	-	-	-
Daniel Finch Joel Wehlow (NSW Police)	✓	-	A	-
Greg Aitken Linda Makejev Liz Smith (TfNSW)	✓	-	✓	-
Representative of Mrs Leslie Williams (Member for Port Macquarie)	X	-	X	-
Representative of Melinda Pavey MP (Member for Oxley)	X	-	X	-
Non-voting:				
Brett Dawson Carl Eade (Port Macquarie Taxis)	✓	-	A	-
Malcolm Britt Mark Lawrence (Busways)	✓	-	✓	-
Dan Bylsma (PMHC Director Infrastructure)	A	-	X	-
Cameron Hawkins (PMHC - Group Manager Infrastructure Planning)	✓	-	✓	-
vacant (PMHC - Transport & Traffic Engineer)	✓	-	-	-
Kyle Stevens (PMHC - Transport and Stormwater Engineer Planning Manager)	-	-	✓	-
Carmen Abi-Saab (PMHC Infrastructure Stakeholder Relations Manager)	-	-	✓	-
Donna Kasch (PMHC Project Admin. Officer)	-	-	✓	-
Amanda Foster (PMHC Admin. Officer)	✓	-	✓	-

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

Meeting Dates for 2021

24/02/2021	Committee Room	10.00am
28/04/2021	Committee Room	10.00am
30/06/2021	Committee Room	10.00am
25/08/2021	Committee Room	10.00am
27/10/2021	Committee Room	10.00am
15/12/2021	Committee Room	10.00am

Local Traffic Committee Meeting

Friday 9 April 2021

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 18 March 2021 be confirmed.

PRESENT

The meeting was conducted electronically in accordance with clause 5.3.1 of the Delegation to Councils for the Regulation of Traffic with the agenda being provided to the following participants by email.

Members:

Deputy Mayor Lisa Intemann (Chair) - *provided concurrence with the recommendations contained within the reports*

Daniel Finch (NSW Police) - *provided concurrence with the recommendations contained within the reports*

Linda Makejev (TfNSW) (PV) - *provided concurrence with the recommendations contained within the reports*

Other Attendees:

Carl Eade (Port Macquarie Taxis)

Malcolm Britt (Busways) - *provided concurrence with the recommendations contained within the reports*

Group Manager Infrastructure Planning (Cameron Hawkins)

Transport & Traffic Engineer (vacant)

Transport and Stormwater Engineer Planning Manager (Kyle Stevens)

Infrastructure Stakeholder Relations Manager (Carmen Abi-Saab)

Project Administration Officer (Donna Kasch)

Administration Officer (Amanda Foster)

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 3 March 2021 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the Business Arising From Previous Minutes schedule be noted.

06 2021 IRONMAN TRIATHLON AUSTRALIA

MAJORITY SUPPORT

Council - yes

TfNSW - yes

Police - yes

Member for Oxley - Nil

Member for Port Macquarie - Nil

RECOMMENDATION

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 2021 Ironman Triathlon Australia on Sunday 2 May 2021, 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 Traffic Management Plan and associated Traffic Guidance Scheme dated 3 February 2021 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 and conditions 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. RMS accredited persons are to be used for the establishment of traffic control devices, control of traffic and removal of the traffic control devices.
 - 8. That all signage erected for the event to not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
 - 9. That the event organiser abides by any other condition that Council or 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. 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 GENERAL BUSINESS

Nil.

The meeting was held electronically.

ATTACHMENT

Local Traffic Meeting - Agenda for the Local Traffic Committee extra-ordinary electronic meeting for Thursday 18th March 2021 - IronMan **Consensus Emails from Voting Members**

From: Cr Lisa Intemann <cr.lintemann@pmhc.nsw.gov.au>
Sent: Monday, 22 March 2021 11:58 AM
To: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>
Cc: Cameron Hawkins <cameron.hawkins@pmhc.nsw.gov.au>; Carl Eade (Port Taxi's) <mptadmin@porttaxis.com.au>; Carmen Abi-Saab <Carmen.Abi-Saab@pmhc.nsw.gov.au>; Donna Kasch <Donna.Kasch@pmhc.nsw.gov.au>; Elizabeth Foster <elizabeth.foster@pmhc.nsw.gov.au>; Kyle Stevens <Kyle.Stevens@pmhc.nsw.gov.au>; Leslie Wells <oxley@parliament.nsw.gov.au>; Linda Makejev <linda.makejev@transport.nsw.gov.au>; Malcolm Britt <malcolmbritt@busways.com.au>; Mark Lawrence <mlawrence@busways.com.au>; Northern Local Government <LGnorthern@transport.nsw.gov.au>; Paddy McCann <Paddy.McCann@pmhc.nsw.gov.au>; Sergeant Finch <30755@police.nsw.gov.au>; Terry Sara <Terry.Sara@parliament.nsw.gov.au>
Subject: Re: Port Macquarie Hastings Council - Local Traffic Committee - Extra ordinary Electronic Meeting - IronMan Event - 18 03 2021

Thanks Amanda

One point, and sorry if I haven't picked this up before, but clause 9 should probably refer to "...Council or the Police ..." (not "and", which implies neither can act singly).

If you could consider that please, and I will support the staff conclusion either way. So with that proviso, I vote in support of the recommendation.

Regards Lisa

Cr Lisa Intemann Deputy
Mayor
Port Macquarie-Hastings Council Sent from Cr

Intemann's iPad

On 18 Mar 2021, at 13:47, Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au> wrote:

To LTC Voting Members

Please find attached the Agenda for the Local Traffic Committee extra-ordinary electronic meeting for Thursday 18th March 2021

Due to the agenda containing one **URGENT** item that requires determination, consideration and

resolution, an extra ordinary electronic meeting has been scheduled.

As such, could you please review the agenda item and respond via return email to amanda.foster@pmhc.nsw.gov.au with your vote and comments as soon as possible or by COB Monday 22 March 2021.

Please consider this email as the alternative meeting format in this instance in accordance with section 5.3.1 of 'Guidelines to the Operation of Traffic Committees'.

For alternative access to the LTC Agenda please select the link below. (If the link is unsuccessful, copy and paste the link text into your web browser address field and press enter)

<https://www.pmhc.nsw.gov.au/About-Us/How-Council-Works/Council-and-Committee-Meetings/Council-Meeting-Agendas-and-Minutes>

From: Linda Makejev <Linda.MAKEJEV@transport.nsw.gov.au>
Sent: Thursday, 18 March 2021 2:59 PM
To: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>
Subject: RE: Port Macquarie Hastings Council - Local Traffic Committee - Extra ordinary Electronic Meeting - IronMan Event - 18 03 2021

Hi Amanda

TfNSW concurs with this event providing council receive NSW Police approval and sight the necessary insurances.

Regards

Linda Makejev
A/Network & Safety Officer Network &
Safety Services Customer Services
Transport for NSW

T 02 6644 3152 | M 0409 473 977
Level 1 76 Victoria Street Grafton NSW 2460



From: Amanda Foster [<mailto:Amanda.Foster@pmhc.nsw.gov.au>]
Sent: Thursday, 18 March 2021 1:47 PM
To: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>; cameron.hawkins <cameron.hawkins@pmhc.nsw.gov.au>; Carl Eade (Port Taxi's) <mptadmin@porttaxi.com.au>; Carmen Abi-Saab <Carmen.Abi-Saab@pmhc.nsw.gov.au>; Cr Lisa Intemann <cr.lintemann@pmhc.nsw.gov.au>; Donna Kasch <Donna.Kasch@pmhc.nsw.gov.au>; Elizabeth Foster <elizabeth.foster@pmhc.nsw.gov.au>;

Kyle Stevens <Kyle.Stevens@pmhc.nsw.gov.au>; Leslie Wells
<oxley@parliament.nsw.gov.au>; Linda Makejev <Linda.MAKEJEV@transport.nsw.gov.au>; malcolmbritt
<malcolmbritt@busways.com.au>; Mark Lawrence
<mlawrence@busways.com.au>; Northern Local Government
<LGnorthern@transport.nsw.gov.au>; Paddy McCann <Paddy.McCann@pmhc.nsw.gov.au>; Seargent
Finch <30755@police.nsw.gov.au>; Terry Sara
<Terry.Sara@parliament.nsw.gov.au>
Subject: Port Macquarie Hastings Council - Local Traffic Committee - Extra ordinary Electronic
Meeting - IronMan Event - 18 03 2021

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From: Daniel Finch <finc1dan@police.nsw.gov.au>
Sent: Monday, 22 March 2021 12:09 PM
To: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>
Subject: RE: Port Macquarie Hastings Council - Local Traffic Committee - Extra ordinary Electronic Meeting - IronMan Event - 18 03 2021 [SEC=OFFICIAL:Sensitive]

Hi Amanda,

No Objection from NSW Police regarding Ironman 2021 Regards



Sergeant Daniel FINCH

Supervisor

Traffic and Highway Patrol - Mid North

Coast 2 Hay Street, Port Macquarie NSW

2444

E: finc1dan@police.nsw.gov.au P: 02 6583 0171 E: 73171 M: 0427 624 034
(Mobipol)

From: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>

Sent: Thursday, 18 March 2021 1:47 PM

To: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>; Cameron Hawkins <cameron.hawkins@pmhc.nsw.gov.au>; Carl Eade (Port Taxi's) <mptadmin@porttaxi.com.au>; Carmen Abi-Saab <Carmen.Abi-Saab@pmhc.nsw.gov.au>; Cr Lisa Intemann <cr.lintemann@pmhc.nsw.gov.au>; Donna Kasch <Donna.Kasch@pmhc.nsw.gov.au>; Elizabeth Foster <elizabeth.foster@pmhc.nsw.gov.au>; Kyle Stevens <Kyle.Stevens@pmhc.nsw.gov.au>; Leslie Wells <oxley@parliament.nsw.gov.au>; Linda Makejev <linda.makejev@transport.nsw.gov.au>; Malcolm Britt <malcolmbritt@busways.com.au>; Mark Lawrence <mlawrence@busways.com.au>; Northern Local Government <LGnorthern@transport.nsw.gov.au>; Paddy McCann <Paddy.McCann@pmhc.nsw.gov.au>; Daniel Finch <finc1dan@police.nsw.gov.au>; Terry Sara <Terry.Sara@parliament.nsw.gov.au>

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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, the undersigned, hereby declare the following interest:	
<input type="checkbox"/> Pecuniary: Take no part in the consideration and voting and be out of sight of the meeting.	
<input type="checkbox"/> Non-Pecuniary – Significant Interest: Take no part in the consideration and voting and be out of sight of the meeting.	
<input type="checkbox"/> Non-Pecuniary – Less than Significant Interest: May participate in consideration and voting.	
For the reason that:	
Name: Signed:	Date:
Please submit to the Governance Support Officer at the Council Meeting.	

(Refer to next page and the Code of Conduct)

Pecuniary Interest

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will 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 you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
 - (a) your interest, or
 - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
 - (a) Your "relative" is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (i)
 - (b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c)
 - (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

Non-Pecuniary

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the Chief Executive Officer, such a disclosure is to be made to the staff member's manager. In the case of the Chief Executive Officer, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
 - b) other relationships with persons who are affected by a decision or a matter under consideration 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 the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
 - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
 - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
 - a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.
- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

This form must be completed using block letters or typed.

If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

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 the affected principal place of residence of the councillor or an associated person, company or body <i>(the identified land)</i>	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The 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"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST¹	
Nature of land that is subject to a change in zone/planning control by proposed LEP <i>(the subject land²)</i> <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 or associated person <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest]

Councillor's Signature: **Date:**

This form is to be retained by the council's Chief Executive Officer and included in full in the minutes of the meeting

Last Updated: 3 June 2019

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will 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.

"Relative" is defined by clause 4.4 of the Model Code of Conduct 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.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at 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.

¹ Clause 4.1 of the Model Code of Conduct 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 clause 4.6 of the Model Code of Conduct.

² 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 clause 4.3 of the Model Code of Conduct has a proprietary interest

Item: 05**Subject: BUSINESS ARISING FROM PREVIOUS MINUTES**

Item:	10.02		03/03/2021
Subject:	Representation from Member of Parliament Offices		
Action Required:	Request Director of Infrastructure write to Members of Parliament to request their attendance, or that of a nominee, at the Local Traffic Committee meetings. 10 03 2021- Email to Director of Infrastructure to request a letter to Member of Parliament to attend Local Traffic Committee Meetings.		
Current Status:	In progress.		

Item:	10.03		03/03/2021
Subject:	Boom gates at Wauchope Train Station		
Action Required:	TfNSW to provide feedback to next LTC meeting on the boom gate closures at the Wauchope Train Station for the south bound train. 18 03 2021 - Email from Council to TfNSW to request feedback.		
Current Status:	In progress.		

Item: 06

Subject: ANZAC DAY 2021

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

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

That Council approve perennially the temporary road closure and support the associated transport management arrangements associated with the ANZAC Day ceremonies at the locations of Port Macquarie, Wauchope, Kendall and Laurieton as organised by the respective RSL's under the conditions:

- 1. the event approval being granted perennially on condition the event format and associated community disruption remains functionally unchanged,**
- 2. or if functionally different, to submit the event application in full as per standard procedures, and**
- 3. the event notifications and exact timings as well as updated TGS's will continue to be provided to the LTC.**

That Council approve the temporary road closure and support the associated transport management arrangements associated with the:

- Port Macquarie ANZAC Day ceremonies 2021 from 12:01am (Midnight) to 12:30pm 25 April 2021,**
- Wauchope ANZAC Day ceremonies 2021 from 4:00am to 12:20pm 25 April 2021**
- Laurieton ANZAC Day ceremonies 2021 from 10:30am to 12:30pm 25 April 2021**

subject to the following conditions:

- 4. 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 and duration**
 - temporary parking restrictions times and duration**
 - alternative routes and access arrangements.**
- 5. 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.
- 6. The event organiser prepare a Traffic Management Plan (TMP) and provide to Council at least 14 days prior to the event, including a strategy for temporary relocation of affected accessibility parking areas.
- 7. That the attached Traffic Guidance Schemes (TGS) be implemented. Any modifications to the plans must be agreed with Council prior to the running of the event.
- 8. That the event organiser abides by the written approval from the NSW Police.
- 9. That the event organiser notify the NSW Ambulance, NSW Fire & Rescue, NSW Rural Fire Service and the State Emergency Service of the proposed road closures at least 14 days in advance of the event.
- 10. 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.
- 11. TfNSW/SafeWork NSW accredited persons (Implement Traffic Control Plans) are to be used for the establishment and removal of the traffic control devices.
- 12. TfNSW/SafeWork NSW accredited traffic controllers (Traffic Controller) are to be used to control traffic.
- 13. That the event organiser abides by any other condition that Council and the Police may impose at any time.
- 14. 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.
- 15. 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.
- 16. That a review of the implementation of the Traffic 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.

Discussion

Due to the recent lifting of COVID restrictions, the decision to proceed with the marches by the respective RSL's was only made recently. As such, this report has been prepared in a short timeframe to meet the critical deadlines and has also necessitated an electronic Local Traffic Committee meeting to meet the tight timeframes. This report has also been prepared to formalise the established and often assumed approvals process for ANZAC day marches to proceed in accordance with relevant legislation.

ANZAC Day is a recurrent century old annual event to commemorate the men and women who have served our nation in all wars, conflicts, and peacekeeping operations. The event is organised by representative local RLS and traditionally constitutes a dawn service followed by a parade and ceremony.

For 2021 Port Macquarie RSL, Wauchope RSL and Laurieton RSL will be conducting ANZAC Day ceremonies in accordance with COVID Safe guidelines.

The details of each closure, and march are contained within the attached Traffic Management Plans. With regards to the Port Macquarie Town Centre carpark, the applicant has sought to close on the day prior on 11:00am 24 April. This was not supported by Council and experience with other events has indicated there were no issues with closing the carpark overnight. This was proposed to allow a balance to serve the needs of the applicant as well as nearby businesses. The proposed Traffic Guidance Scheme is identical however is to be implemented only from the times within the recommendations.

As ANZAC Day events generally follow the same format each year Council sees benefit in establishing a perennial event approval to reduce the administrative burden for all associated parties.

Changes to the event year on year are typically minor and do not warrant the time required for a typical approvals process. Therefore there is benefit in:








1. the event approval being granted perennially on condition the event format and associated community disruption remains functionally unchanged,
2. or if functionally different, to submit the event application in full as per standard procedures, and
3. the event notifications and exact timings as well as updated TGS's will continue to be provided to the LTC, and
4. Council and Transport for NSW are still able revoke any approvals if necessary.

Consultation

Due to the recent lifting of COVID restrictions, the decision to proceed with the marches by the respective RSL's was only made recently. As such, Council officers have not undertaken any consultation for this event. Council officers have been working with the respective RSL members to guide them on the requirements for the road closures, as well as need for consultation.

Due to the heritage, significance and public acceptance of ANZAC day closures it is considered that the level of consultation will not result in significant negative impacts to the public. As alluded in the discussion, the ANZAC day remembrance ceremonies and marches have been undertaken throughout Australia's history and hold a distinct reverence to the Australian public.

Attachments

1.  Port Macquarie - Traffic Management Plan
2.  Port Macquarie - TGS Town Square closure prior to ANZAC day
3.  Port Macquarie - TGS - ANZAC Day
4.  Wauchope - Traffic Management Plan
5.  Wauchope - Traffic Guidance Plan
6.  Laurieton - Traffic Management Plan
7.  Laurieton - TGS

TO PROVIDE, TO BE, TO GROW

Traffic Management Plan

for
Port Macquarie ANZAC Day Marches & Commemoration
Ceremonies
25th April 2021

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

Issued to
John Hanlon
Malin Toft
Port Macquarie Hastings Council
RSL Sub Branch

Prepared by: Ross Cargill
SafeWork NSW WHSTCW PWZ – TCT0033942
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TO PROVIDE, TO BE, TO GROW

1. Introduction

1.1. General

The ANZAC Day March and commemoration service is held each year on 25th of April.

"Anzac Day goes beyond the anniversary of the landing on Gallipoli in 1915. It is the day on which we remember all Australians who served and died in war and on operational service. The spirit of Anzac, with its qualities of courage, mateship, and sacrifice, continues to have meaning and relevance for our sense of national identity." AWM Website

A significant number of people attend the day either as an active member of the parade or as an observer and participant of the commemoration services. The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include but are not limited to, emergency services personnel, schools, community groups and individuals.

A March and Commemorative Service is to held in Port Macquarie in 2021. The town square shall be closed from 1100 on 24 April to ensure the area is vacated by vehicles. Clarence Street shall be closed at 0900 on 25 April from Hay Street through to the U-turn bay on the western side of the Clarence and Horton Street Intersection. This closure remains in place until the completion of the morning service at approximately 1230 on 25 April.

The March commences at 1000 with marshalling of the parade to commence from 0900. Road closures in the following locations shall be implemented at 0900 to allow for this. Horton Street Shall be closed from Hayward Street through to Clarence Street, William Street shall be closed from Hay Street to Short Street. The parade starts at the corner of Horton and William Streets then proceeds north along Horton Street and concludes at the Cenotaph.

The Traffic Management Plan (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 Plans (TGS), and the Traffic Control At Worksites Manual Version 5 (2018). All aspects of the TMP and TGS'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 flow during the event where possible.

In preparing for this event the following organisations / authorities have been consulted:

- Port Macquarie Hastings Council

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2. Sequence Of Events

2.1. Dawn Service

No Dawn Service in 2021

2.2. Morning Service Marshalling Area

There are 2 marshalling areas for the March to ensure the safety of all those participating. Vehicles that lead the parade are to assemble in William Street on the western side of the Horton Street Intersection (Marshalling Area 1). Returned Servicemen and Women assemble in Horton Street south of the William Street intersection, community and emergency service personnel are to assemble behind (Marshalling Area 2). This area is also available to School Captains and other invited members of the community. Each marshalling area is shown on ANZAC Day March TGS

Marshalling Commences from 0900 with the parade to form at 0945, the march commences at 1000.

2.3. March

The March commences at 1000 at the William and Horton Street intersection. It proceeds north along Horton Street and concludes in the Town Square at the Cenotaph. The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include school captains and invited members of the community to meet the requirements of the COVID Safety Plan The March takes approximately 30 minutes. Vehicle's participating in the parade are to drop their passengers off near the cenotaph and then park in Clarence Street on the eastern side of the Horton Street intersection. All other participants are to pass by the cenotaph and assemble as directed by representatives of the RSL.

2.4. Morning Service Ceremony

The Morning Service commences at the completion of the March once the parade has assembled at 1030. The commemoration service is completed at approximately 1145. The road closures remain implemented until 1230 **or until it is deemed safe to open the roads** once crowds have dispersed.

3. General Arrangement

3.1. Road Closures

Road closures are shown on the ANZAC Day Dawn and Morning Service TGS & ANZAC Day March TGS ANZAC Day Service TGS. Horton Street is closed from Hayward Street through to the Town Square. The closure results in the detour of:

Horton Street - at Hayward Street (March only)

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

William Street - at Short Street east bound and at Hay Street westbound (March only)

Implementation of traffic control signage and devices will commence from 1100 24th April 2021, The Town Square Precinct will be closed shown in ANZAC Day Town Square Closure TGS (Appendix 1). Further closures will commence from 0800 25th April 2021 to enforce road closures as per ANZAC Day Morning Service TGS (Appendix 3). At 0900 25th April 2021 ANZAC Day March TGS (Appendix 2) shall be implemented. This allows for all infrastructures to be put in place safely. It is also to limit the number of vehicles parked in the Town Square precinct and surrounding streets in preparation for the Dawn Service.

3.2. Traffic Controllers & Marshalls

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

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

Where a marshal is depicted on a TGS with the following symbol;  they shall take part in the risk assessment and advise road users of the event.

In the absence of Traffic Controllers or Marshals emergency service personnel, Police, State Emergency Service, Fire & Rescue or Bushfire Brigade may implement the temporary closure consistent with the TGS.

3.3. Parking Arrangements

There is parking located in Port Central, the Plaza Carpark west of Short Street (Food For Less Car Park) and on street parking is also available on the surrounding side streets once the road closures are implemented.

3.4. Pedestrians

Pedestrians are free to move around the parade however the main thoroughfare is to remain pedestrian free to allow the parade to pass safely.



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4. External Consultation

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

- RSL Sub Branch
- NSW Police— Engagement on event dates and Police approvals process
- NSW Ambulance Association – Arrangement of emergency procedures in the event of an injury, medical requirement, etc.
- Port Macquarie Base Hospital
- Busways
- Port Taxis

5. Contingency Planning

5.1. Weather

Weather may affect the parade, but will not affect the operation of the Traffic Management Plan. Port Macquarie RSL Sub Branch will have the final say with respect to the completion of the day in the event of a weather event in consultation with PMHC staff.

5.2. Accidents in and around the site

Fire Brigade and other emergency services requiring access to buildings within the footprint of the Town Square 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.

Access for emergency vehicles to the parade route is via Horton Street and then following vehicle movement.

5.3. Public Transport

Existing Route buses will be rerouted left off Munster Street into Church Street, turning right into Murray Street. Buses then proceed turning right onto William Street, right into Munster Street then right into Gordon Street before re-joining the regular route at the corner of Horton and Gordon Street. This is shown in Figure 5.3.1. The existing bus stops located near the event will be closed (on Clarence

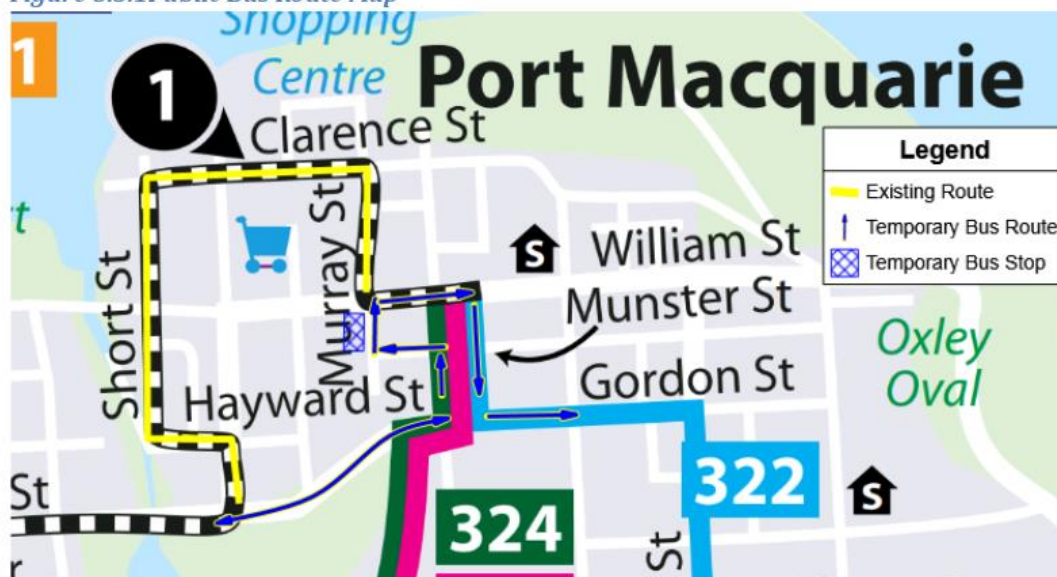
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Street at the Glass House and on Short Street near the corner of Clarence Street). A temporary bus stop will be located on Murray Street Adjacent to St Thomas Church.

Figure 5.3.1 Public Bus Route Map



5.4. Delayed Event

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

6. Public Safety

The RSL Sub Branch 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.



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7. Advertising

Advertising will be through local print media. Variable Message Service (VMS) boards will be placed as per ANZAC Day Set Up TGS.

Clarence Street closure

ANZAC
DAY
SAT 25/4
DETOURS
IN PLACE
24/4 TO 25/4



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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 Plans. The RSL Sub Branch shall ensure that all TGS 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.

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9. References

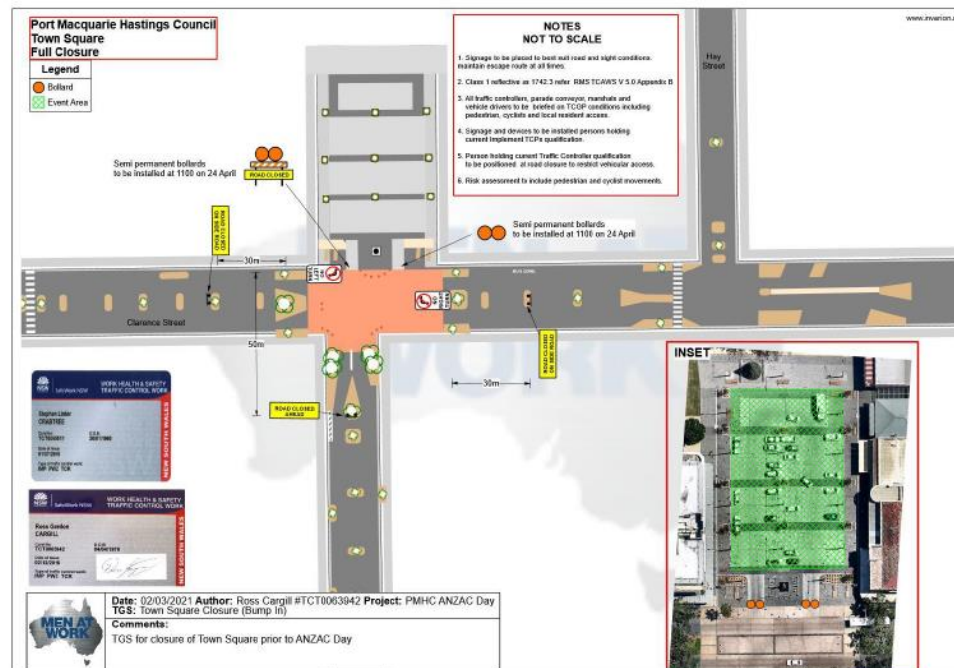
The Australian War memorial Website 17/01/2017
<https://www.awm.gov.au/commemoration/anzac-day/>



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10. Appendices

Appendix 1 ANZAC Day Town Square Closure TGS

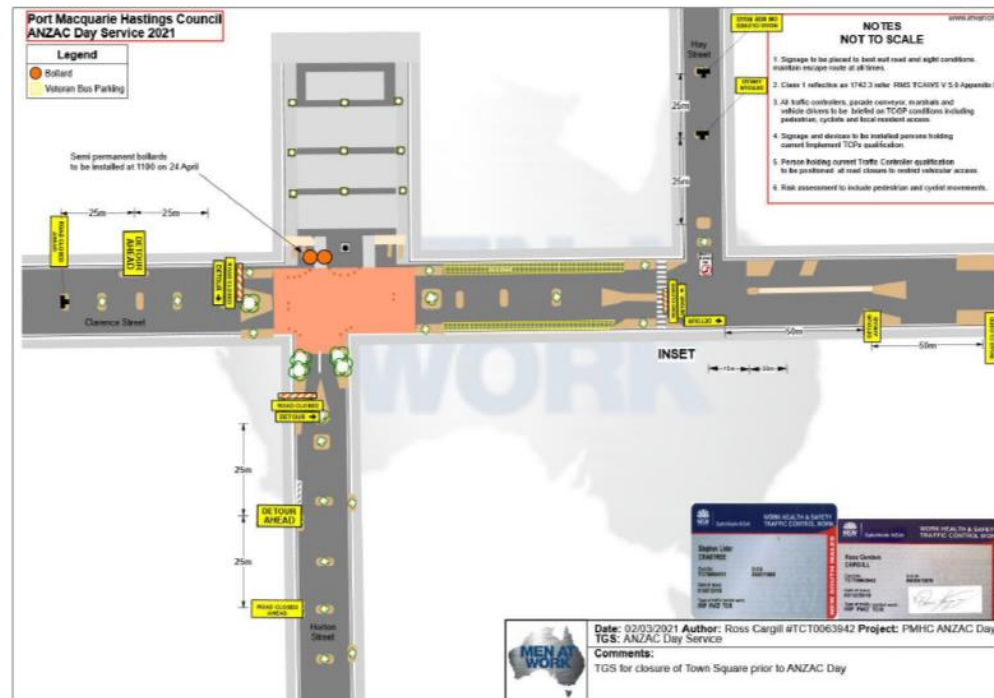


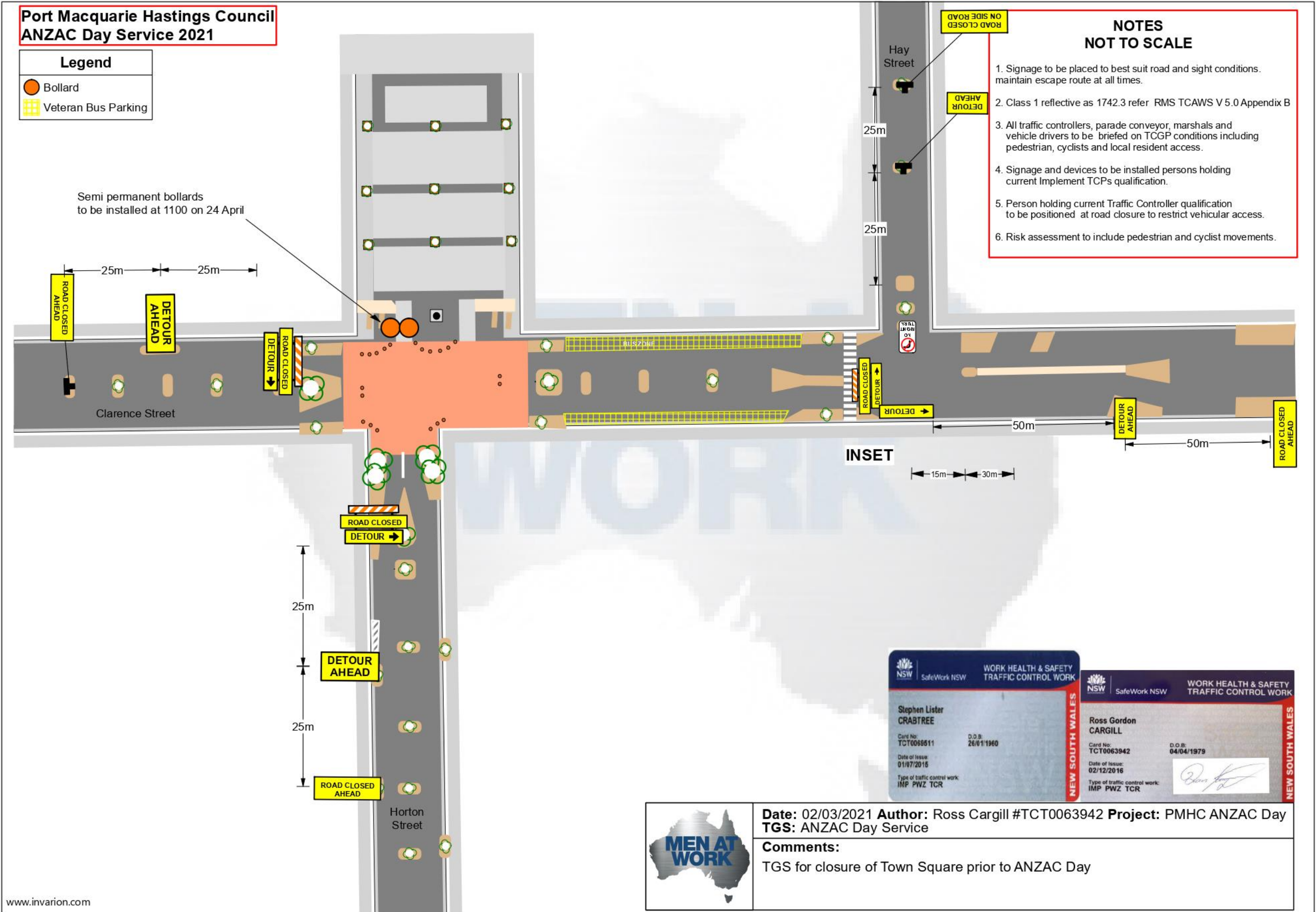


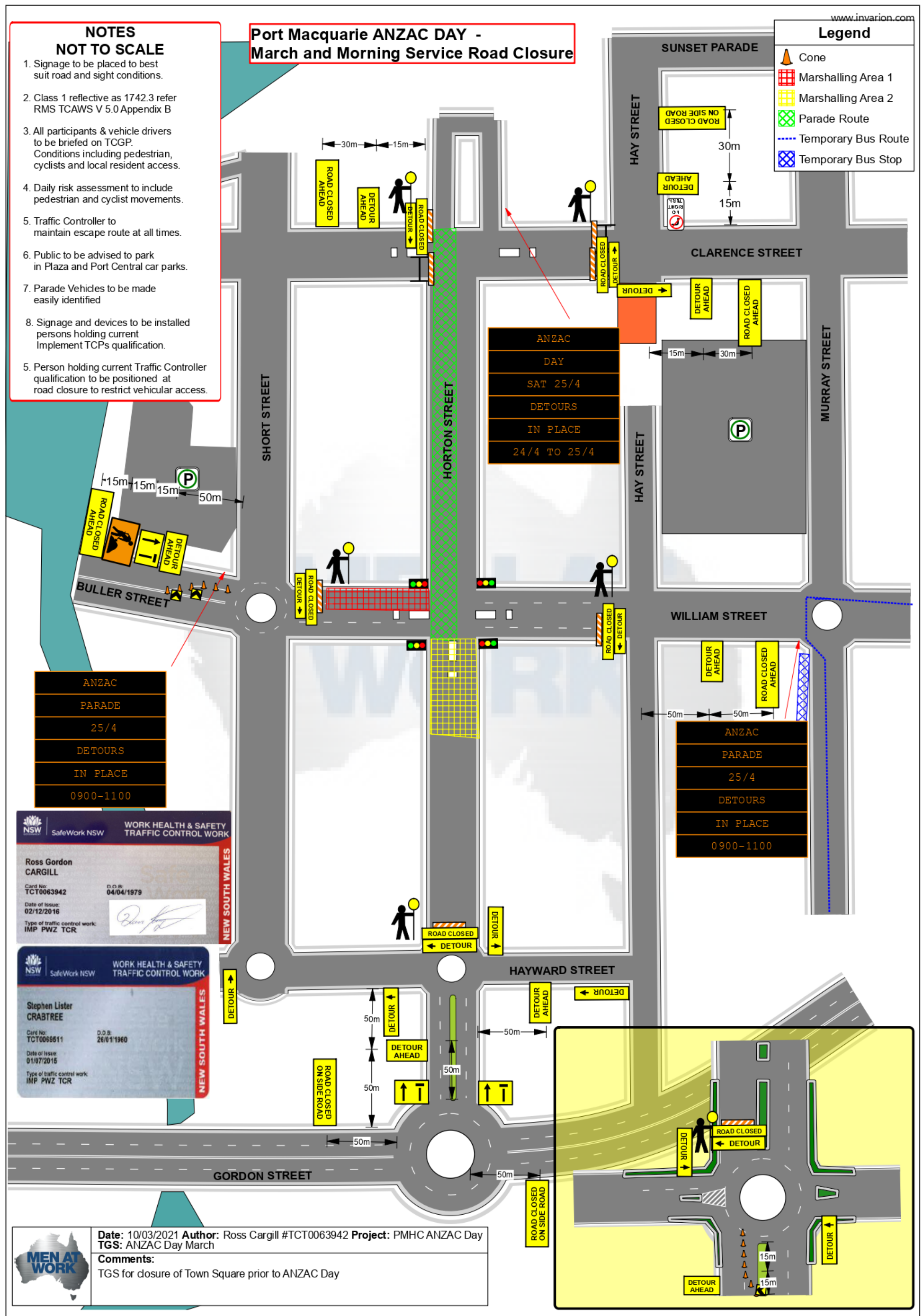


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Appendix 3 ANZAC March and Morning Service TGS







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Traffic Management Plan

for

Wauchope ANZAC Day
Marches & Commemoration Ceremonies
25th April 2021

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

Issued to
Port Macquarie Hastings Council:
John Hanlon
Malin Toft

RSL Sub Branch
Mick Brownlow

Prepared by: Tawhai Carter
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Introduction

1.1. General

The ANZAC Day March and commemoration service is held each year on 25th of April.

"Anzac Day goes beyond the anniversary of the landing on Gallipoli in 1915. It is the day on which we remember all Australians who served and died in war and on operational service. The spirit of Anzac, with its qualities of courage, mateship, and sacrifice, continues to have meaning and relevance for our sense of national identity." AWM Website

A significant number of people attend the day either as an active member of the parade or as an observer and participant of the commemoration services. The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include but are not limited to, emergency services personnel, schools, community groups and individuals.

Two marches and services are held in Wauchope each year.

March 1 - Dawn Service

The March starts at 0530 adjacent Wauchope RSL on Young Street with a marshalling area in the Wauchope RSL Carpark. The parade travels west along Young Street, left into Bransdon Street, proceeds until it turns right onto the Oxley Highway before assembling at the Cenotaph near the PMHC Wauchope Offices.

The Dawn Services commences at the completion of the march and once the parade has assembled. The service lasts for approximately **20 minutes** at which point the return march commences.

The return march proceeds east along the Oxley Highway, turns left into Bransdon Street, proceeds until turning right into Young Street and into the Wauchope RSL Car Park concluding at approximately 0620.

March 2 - Morning Service

The March starts at 1000 adjacent to the Wauchope RSL on Young Street with a marshalling area in the Wauchope RSL Carpark. The parade travels east along Young Street, right into Cameron Street, proceeds until it turns right onto the Oxley Highway then follows the Oxley Highway before assembling at the Cenotaph near the PMHC Wauchope Offices.

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The Morning Service commences at the completion of the march and once the parade has assembled. The service last for approximately **50 minutes** at which point the return march commences.

The return march proceeds east along the Oxley Highway, turns left into Hastings Street, proceeds until turning right into Young Street and into the Wauchope RSL Car Park concluding at approximately 1220.

The Traffic Management Plan (TMP) has been developed in accordance with Port Macquarie Hastings Council (PMHC) requirements. It is to be used in conjunction with associated Traffic Guidance Schemes (TGS), and the Traffic Control At Worksites Manual Version 5 (2018). All aspects of the TMP and TGSs are to be erected, undertaken and monitored by qualified traffic controllers to allow access to adjoining property owners as required and to maintain traffic flow during the event where possible.

In preparing for this event the following organisations / authorities have been consulted with by the committee:

- Port Macquarie Hastings Council
- Wauchope Fire Station
- Port Macquarie Fire Station
- NSW Police
- SES

Transport Contacts

- Wauchope Taxis
- Busways Group Pty Ltd
- Collins Bus Service
- Cavanaghs Portbus



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2. Sequence Of Events

2.1. Dawn Service

2.1.1. Dawn Service Marshalling Area

The marshalling area for the Dawn Service is in the Wauchope RSL car park. Road closures are to be implemented as per TGS Wauchope ANZAC Day Service by **0500**.

2.1.2. March

The March commences at **0520** adjacent Wauchope RSL on Young Street with a marshalling area in the Wauchope RSL Carpark. The parade travels west along Young Street, left into Bransdon Street, proceeds until it turns right onto the Oxley Highway before assembling at the Cenotaph near the PMHC Wauchope Offices.

The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include but are not limited to, emergency services personnel, schools, community groups and individuals. The march takes approximately 20 minutes. Vehicle's participating in the parade shall proceed past the cenotaph and park on the verge of High Street (Oxley Highway).

2.1.3. Ceremony

The Dawn Service commences at the completion of the march once the parade has assemble at **0530**. The commemoration service is completed at approximately **0600** at which point the return march will set off. The road closures remain implemented until 0615 or until it is deemed safe to open the roads once crowds have dispersed and when the return march is completed.

2.1.4. Return March

The return march commences at the completion of the Dawn Service proceeds east along the Oxley Highway, turns left into Bransdon Street, proceeds until turning right into Young Street and concludes in the Wauchope RSL Car Park.

2.2. Morning Service

2.2.1. Morning Service Marshalling Area

The marshalling area for the Morning Service is in the Wauchope RSL car park. Road closures are to be implemented as per TGS Wauchope ANZAC Day Service by **0945**.

2.2.2. March

The March commences at **1000** adjacent Wauchope RSL on Young Street with a marshalling area in the Wauchope RSL Carpark. The parade travels east along Young Street, right into Cameron Street,

Page 5



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proceeds until it turns right onto the Oxley Highway before assembling at the Cenotaph near the PMHC Wauchope Offices.

The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include but are not limited to, emergency services personnel, schools, community groups and individuals. The march takes approximately 20 minutes. Vehicle's participating in the parade shall proceed past the cenotaph and park on the verge of High Street (Oxley Highway).

2.2.3. Ceremony

The Morning Service commences at the completion of the march once the parade has assembled at **1030**. The commemoration service is completed at approximately 1145. The road closures remain implemented until 1215 or until it is deemed safe to open the roads once crowds have dispersed and when the return march is completed.

2.2.4. Return March

The return march commences at the completion of the Morning Service and proceeds east along the Oxley Highway, turns left into Hastings Street, proceeds until turning right into Young Street and concludes in the Wauchope RSL Car Park.


3. General Arrangement

3.1. Road Closures

Implementation of traffic control signage and devices will commence from 0400 and 0900 on 25th April 2021. This is to ensure the location of ANZAC Day TGS (Appendix 1), including detour route, is implemented in time for safe marshalling of parade participants and the commencement of the parade.

3.2. Traffic Controllers & Marshalls

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

Where a traffic controller is depicted on a TGS with the following symbol;  the traffic controller shall hold a current NSW SafeWork Traffic Controller ticket. All TGS shall be implemented by a traffic controller that holds current NSW SafeWork Implement Traffic Control Plan Card.



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Where a marshall is depicted on a TGS with the following symbol; they shall take part in the risk assessment and advise road users of the event.

In the absence of Traffic Controllers or Marshals emergency service personnel, Police, State Emergency Service, Fire & Rescue or Bushfire Brigade may implement the temporary closure consistent with the TGS.

3.3. Parking Arrangements

There is on street parking located in surrounding side streets

3.4. Pedestrians

Pedestrians are free to move around the parade however the main thoroughfare is to remain pedestrian free to allow the parade to pass safely.

4. External Consultation

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

- RSL Sub Branch
- NSW Police— Engagement on event dates and Police approvals process
- NSW Ambulance Association – Arrangement of emergency procedures in the event of an injury, medical requirement, etc.
- Port Macquarie Base Hospital
- Port Macquarie Hastings Council
- Wauchope Fire Station
- Port Macquarie Fire Station
- SES
- Wauchope Taxis
- Busways Group Pty Ltd
- Collins Bus Service
- Cavanaghs Portbus

As the Oxley Highway is classified as a state road the event organiser shall consult with TfNSW to arrange for a Road Occupancy Licences (ROL) to be issued for use of the Oxley Highway in Wauchope.

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5. Contingency Planning

5.1. Weather

Weather may affect the parade, but will not affect the operation of the Traffic Management Plan. Wauchope Sub Branch in consultation with PMHC will have the final say with respect to the completion of the day in the occurrence of a weather event.

5.2. Accidents in and around the site

Access for emergency vehicles to the parade route is via Young or Cameron Streets and then following vehicle movement.

5.3. Public Transport

The event is not serviced by public or private bus services.

5.4. Delayed Event

While some delay to the finalisation of the event is possible, it is not possible to extend the event beyond 25th April. As a result, any delay to the event will not have an impact on the operation of the Traffic Management Plan.

6. Public Safety

The RSL Sub Branch 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.



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8. Statement of Duty

Men At Work Traffic Services will be responsible for the preparation of the Traffic Management Plan and associated Traffic Guidance Schemes. The RSL Sub Branch shall ensure that all TGS 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.

9. References

The Australian War memorial Website 17/01/2017

<https://www.awm.gov.au/commemoration/anzac-day/>



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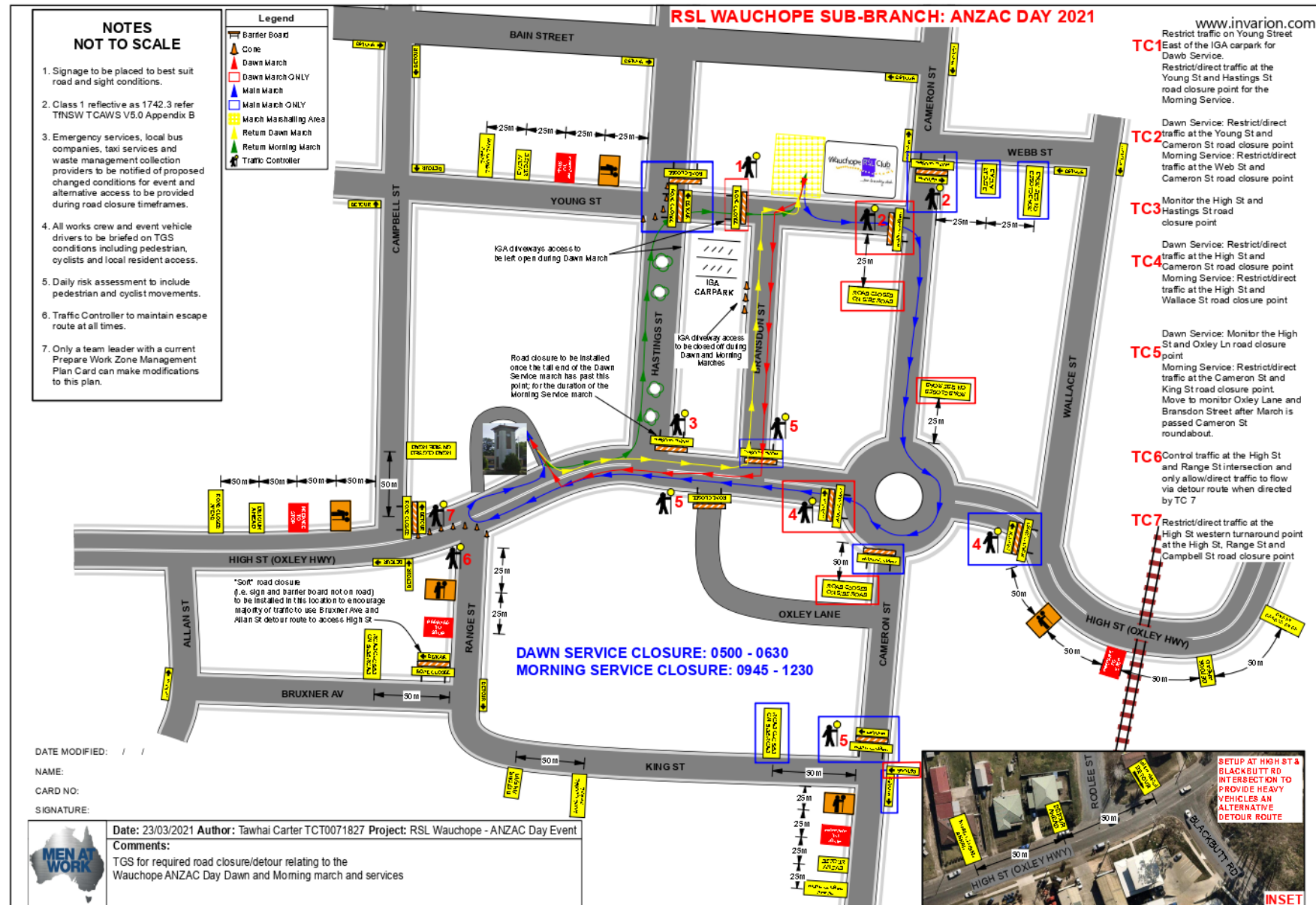
10.Appendices

Appendix 1 TGS Wauchope ANZAC Day Service

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Traffic Management Plan

for
Laurieton ANZAC Day Marches & Commemoration
Ceremonies
25th April 2021

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

Issued to
Port Macquarie Hastings Council
RSL Sub Branch

Prepared by: Ross Cargill
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1. Introduction

1.1. General

The ANZAC Day March and commemoration service is held each year on 25th of April.

"Anzac Day goes beyond the anniversary of the landing on Gallipoli in 1915. It is the day on which we remember all Australians who served and died in war and on operational service. The spirit of Anzac, with its qualities of courage, mateship, and sacrifice, continues to have meaning and relevance for our sense of national identity." AWM Website

A significant number of people attend the day either as an active member of the parade or as an observer and participant of the commemoration services. The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include but are not limited to, emergency services personnel, schools, community groups and individuals.

A March and Commemorative Service are held in Laurieton each year.

The March commences at 1045 in Seymour Street adjacent to the Laurieton Unites Services Club, travels west along Seymour Street, then right into Bold Street through to Kew Road and then into the Laurie Memorial Park and concludes at the Cenotaph.

The Traffic Management Plan (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 Plans (TGS), and the Traffic Control At Worksites Manual Version 5 (2018). All aspects of the TMP and TGS'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 flow during the event where possible.

In preparing for this event the following organisations / authorities have been consulted with by the committee:

- Port Macquarie Hastings Council



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2. Sequence Of Events

2.1. Morning Service

2.1.1. Morning Service Marshalling Area

The marshalling area for the march is adjacent to the Laurieton Unites Services Club in Seymour Street. Road closures are to be implemented as per TGS Laurieton ANZAC Day Service at 1030.

2.1.2. March

The March commences at 1045 adjacent to the Laurieton Unites Services Club in Seymour Street, travels west along Seymour Street, then right into Bold Street through to Kew Road and then into the Laurie Memorial Park and concludes at the Cenotaph.

The parade consists of some vehicles with mobility impaired returned service men and women along with a parade of able bodied returned service men and women. Other participants include but are not limited to, emergency services personnel, schools, community groups and individuals. The March takes approximately 20 minutes. Vehicle's participating in the parade shall park adjacent to Laurie Memorial Park on the southern side of Kew Road.

2.1.3. Ceremony


The Morning Service commences at the completion of the March once the parade has assembled at 1100. The commemoration service is completed at approximately 1145. The road closures remain implemented until 1200 or until it is deemed safe to open the roads once crowds have dispersed.

3. General Arrangement

3.1. Road Closures

Implementation of traffic control signage and devices will commence from 1030 on 25th April 2021. This is to ensure the location of ANZAC Day TGS is implemented in time for safe marshalling of parade participants and the commencement of the parade.

3.2. Traffic Controllers & Marshalls

Where a traffic controller is depicted on a TGS with the following symbol;  the traffic controller shall hold a current NSW SafeWork Traffic Controller ticket. All TGS shall be implemented by a traffic controller that holds current NSW SafeWork Implement Traffic Control Plan Card.

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Where a marshall is depicted on a TGS with the following symbol; they shall take part in the risk assessment and advise road users of the event.

In the absence of Traffic Controllers or Marshals emergency service personnel, Police, State Emergency Service, Fire & Rescue or Bushfire Brigade may implement the temporary closure consistent with the TGS.

3.3. Parking Arrangements

There is parking located in the public carpark opposite the Laurieton United Services Club. On street Parking is also available on the surrounding side streets once the road closures are implemented.

3.4. Pedestrians

Pedestrians are free to move around the parade however the main thoroughfare is to remain pedestrian free to allow the parade to pass safely.

4. External Consultation

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

- RSL Sub Branch
- NSW Police— Engagement on event dates and Police approvals process
- NSW Ambulance Association – Arrangement of emergency procedures in the event of an injury, medical requirement, etc.
- Port Macquarie Base Hospital

5. Contingency Planning

5.1. Weather

Weather may affect the parade, but will not affect the operation of the Traffic Management Plan. Laurieton United Services Club Sub Branch will have the final say with respect to the completion of the day in the event of a weather event in consultation with PMHC staff.



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5.2. Accidents in and around the site

Access for emergency vehicles to the parade route is via Bold Street and then following vehicle movement.

5.3. Public Transport

The event is not serviced by public or private bus services.

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.

6. Public Safety

The RSL Sub Branch 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.

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 Plans. The RSL Sub Branch shall ensure that all TGS 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.

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<https://www.awm.gov.au/commemoration/anzac-day/>

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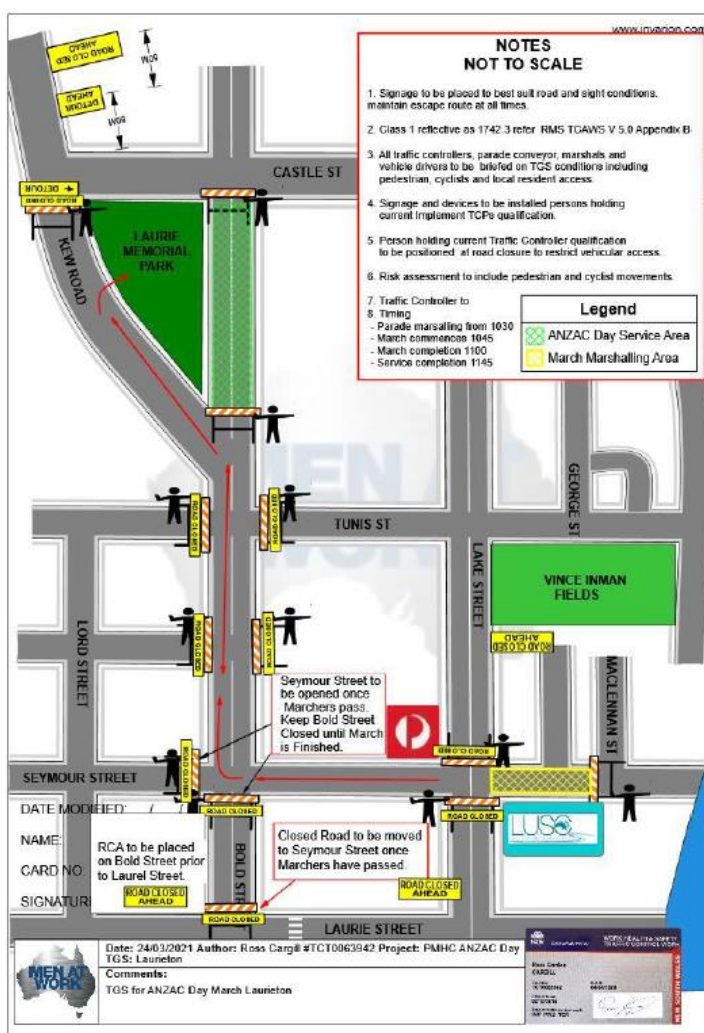
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10. Appendices

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