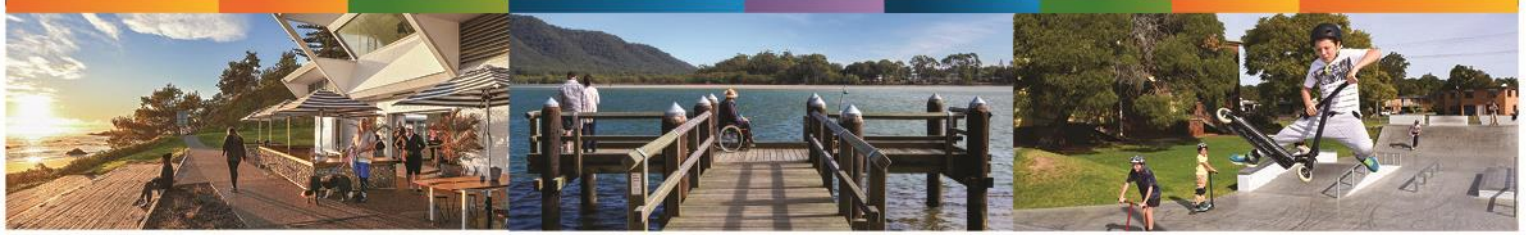




PORT MACQUARIE-HASTINGS
COUNCIL



Local Traffic Committee

Business Paper

date of meeting: Wednesday 9 February 2022

location: via MS Teams

time: 1:00pm

Note: Council is distributing this agenda on the strict understanding that the publication and/or announcement of any material from the Paper before the meeting not be such as to presume the outcome of consideration of the matters thereon.

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	30/06/21	27/08/21	27/10/21	15/12/21
Deputy Mayor Lisa Intemann (Chair)	✓	✓	✓	-
vacant (Deputy Chair)	-	-	-	-
NSW Police	✓	X	X	✓
TfNSW	A	X	✓	✓
Representative of Mrs Leslie Williams (Member for Port Macquarie)	A	X	X	X
Representative of Melinda Pavey MP (Member for Oxley)	X	X	X	X
Non-voting:				
Port Macquarie Taxis	✓	✓		X
Busways	✓	✓	✓	X
Dan Bylsma (PMHC Director Community Infrastructure)	A	X	X	X
Cameron Hawkins Blayne West (PMHC - Group Manager Infrastructure Planning)	A	A	✓	✓
Peter Jenkins (PMHC - Senior Transport & Road Asset Engineer)	-	-	✓	✓
Kyle Stevens (PMHC - Transport and Stormwater Engineer Planning Manager)	✓	✓	A	✓
Carmen Abi-Saab (PMHC Infrastructure Stakeholder Relations Manager)	A	✓	✓	✓
Donna Kasch (PMHC Project Admin. Officer)	A	A	A	X
Justine Jeffery (PMHC Admin. Officer)	✓	✓	✓	✓

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

Meeting Dates for 2022

09/02/2022	Committee Room	10.00am
13/04/2022	Committee Room	10.00am
08/06/2022	Committee Room	10.00am
10/08/2022	Committee Room	10.00am
12/10/2022	Committee Room	10.00am
14/12/2022	Committee Room	10.00am

Local Traffic Committee Meeting

Wednesday 9 February 2022

Items of Business

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04	Disclosures of Interest.....	<u>14</u>
05	Business Arising from Previous Minutes.....	<u>18</u>
06	Regulatory Signs - Town Beach Precinct Pedestrian Crossings	<u>23</u>
07	Timed Parking - Beechwood Post Office, Beechwood Road.....	<u>32</u>
08	Intersection Safety - Commerce Street Depot Road Intersection, Wauchope	<u>34</u>
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10	Ironkids Camden Haven Event, Laurieton	<u>40</u>
11	General Business	

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 15 December 2021 be confirmed.

PRESENT

Members:

Daniel Finch (NSW Police)
Jenny Felsch (TfNSW)

Other Attendees:

Group Manager Infrastructure Planning (Blayne West)
Transport & Traffic Engineer (Peter Jenkins)
Transport and Stormwater Engineer Planning Manager (Kyle Stevens)
Infrastructure Stakeholder Relations Manager (Carmen Abi-Saab)
Administration Officer (Justine Jeffery)
Education Team Leader (Dette Gammon)
Inspector Vincent Nicholls (NSW Police)

The meeting opened at 10.09am.

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 27 October 2021 be confirmed with the following amendment:

The "Other Attendees" to include PMHC - Education team Leader (Dette Gammon).

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 09.07 Wauchope Ambulance Station High St Wauchope

CONSENSUS:

That the Local Traffic Committee request Council to provide TfNSW with an image showing direction of queuing traffic.

Item 09.11 Kendall Public School safety concern

CONSENSUS:

That the Local Traffic Committee request Council to provide a letter of support for School Crossing Supervisors funding application.

Item 06 Hastings River Drive Pedestrian Crossing

CONSENSUS:

That the Local Traffic Committee request Council to consider refreshing line marking on the approach to the pedestrian crossing.

Item 09 Bago Rd Speed Zone Review

CONSENSUS:

That the Local Traffic Committee request Council to collate information, and traffic count data and forward to TfNSW.

06 LOCAL TRAFFIC COMMITTEE CHARTER REVIEW

CONSENSUS:

That the Local Traffic Committee request Council to conduct a review of the Charter and present the amended Charter at the next LTC meeting.

07 PLOMER ROAD/NORTH SHORE DRIVE INTERSECTION - GIVE WAY SIGNS

CONSENSUS:

That the Local Traffic Committee request Council consider the installation of Give Way Signs at the intersection of Plomer Road and North Shore Drive, Port Macquarie controlling the entry of traffic from Northwall Road and the 4WD Access Track/Carpark.

08 PORT MACQUARIE RUNNING FESTIVAL

CONSENSUS:

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

That Council approve the temporary road closures and support the associated transport management arrangements associated with the 2022 Port Macquarie Running Festival on 5-6 March 2022, subject to the following conditions:

1. That the event organiser advertises, 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 location, times and duration
 - ☐ temporary parking restriction location, times and duration
 - ☐ alternative routes and access arrangements.
2. That the event organiser advertises 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 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 notifies 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.
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. TfNSW/SafeWork NSW accredited persons (Implement Traffic Control Plans) are to be used for the establishment and removal of the traffic control devices.
 8. TfNSW/SafeWork NSW accredited traffic controllers (Traffic Controller) are to be used to control traffic.
 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 submits 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 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.
-

09 2022 IRONMAN AUSTRALIA, PORT MACQUARIE

CONSENSUS:

That it be a recommendation to the Director Community Infrastructure:

That Council approve the temporary road closures and support the associated transport management arrangements associated with the 2022 Ironman Australia event on Sunday, 1st May 2022, subject to the following conditions:

1. That the event organiser advertises, 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 advertises 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 6 May 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 notifies 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 submits 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.
-

10 2022 NSW JUNIOR STATE TOUCH CUP FOOTBALL CHAMPIONSHIP

CONSENSUS:

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

That Council approve the temporary road closures and support the associated transport management arrangements associated with the 2022 NSW Junior State Cup Touch Football Championships between 25-27 February 2022, subject to the following conditions:

1. That the event organiser advertises, 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 advertises 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 26 November 2022 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, NSW Rural Fire Service 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 Port Macquarie Airport of the proposed road closures and traffic management arrangements at least 14 days in advance of the event.
 7. 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.
 8. A TfNSW/SafeWork NSW accredited person (Implement Traffic Control Plans) is to be used for the establishment and removal of the traffic control devices.
 9. TfNSW/SafeWork NSW accredited traffic controllers (Traffic Controller) are to be used to control traffic.
 10. That the event organiser abides by any other condition that Council or the Police may impose at any time.
 11. 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.
 12. 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.
 13. 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.
-

11 2022 MEETING DATES FOR THE LOCAL TRAFFIC COMMITTEE

CONSENSUS:

That the Local Traffic Committee adopt the proposed dates for the 2022 Local Traffic Committee Meetings being:

9 February
13 April
8 June
10 August
12 October
14 December

12 GENERAL BUSINESS

12.01 ROAD TRAUMA AND ROAD SAFETY EDUCATION PROGRAM

CONSENSUS:

That the Local Traffic Committee recommend that NSW Police and Council work together to share Educational information and programs.

The meeting closed at 11:21am.

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 (ii)
 - (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	Date:	03/03/2021
Subject:	Representation from Member of Parliament Offices		
Action Required:	<p>Request Director of Infrastructure write to Members of Parliament to request their attendance, or that of a nominee, at the Local Traffic Committee meetings.</p> <p>10 03 2021 - Email to Director of Infrastructure to request a letter to Member of Parliament to attend Local Traffic Committee Meetings.</p> <p>19 07 2021 - Follow up email requesting attendance to meetings. August Meeting forward to both Members of Parliament, Member for Oxley has accepted the invitation for the August meeting.</p> <p>13 10 2021 - Invitation letter from CEO to local Members of Parliament requesting attendance.</p> <p>13 10 2021 - Council Investigate specific requirements for Member of Parliament Officers representation at meetings</p> <p>13 10 2021 - Committee to review and consider guidelines and legislative requirements for the Committee, including delegation, name, and functions of members at the next meeting.</p> <p>30 11 2021 - Response from Leslie Williams office, will try and have a representative attend meetings in 2022 as diary permits.</p> <p>15 12 2021 - Review of guidelines conducted including delegation and functions of voting members.</p>		
Current Status:	Closed.		

Item:	10.03	Date:	03/03/2021
Subject:	Boom gates at Wauchope Train Station		
Action Required:	<p>TfNSW to provide feedback to next LTC meeting on the boom gate closures at the Wauchope Train Station for the south bound train.</p> <p>18 03 2021 - Email from Council to TfNSW to request feedback.</p> <p>20 07 2021 - Email received from Brad Crispin TfNSW advising Australian Rail Track Corporation (ARTC) has agreed to investigate the matter. TfNSW have asked ARTC for a data set to be produced that identifies what are the actual wait times.</p> <p>TfNSW has requested Council to present communication received by the community specific to excess wait time occurrences. Council is currently preparing a report to present to TfNSW.</p>		

	10 12 2021 - Information received Wauchope Chamber of Commerce and Hastings Co-op service station. 21 12 2021 - Summary provided to Australian Rail Track Corporation.
Current Status:	Closed.

Item:	06	Date:	27/08/2021
Subject:	Lake Cathie School Zone Report		
Action Required	<p>27 08 2021 - Onsite meetings conducted with TfNSW, NSW Police, and School to discuss and assess situation and work through possible solutions.</p> <p>27 10 2021 - Council discussed carpark crossing options with Sports Field Development Project team.</p> <p>27 10 2021 - TfNSW, Council and School have held meeting to discuss submission for School Crossing funding.</p> <p>15 12 2021 - "No Stopping" signs and line marking installed.</p>		
Current Status:	Closed.		

Item:	09.01	Date:	27/08/2021
Subject:	General Business - Accidents at Town Beach Exit		
Action Required:	<p>27 08 2021 - Council to investigate installing "No Right Turn" sign</p> <p>27 10 2021 - Investigation outcome not recommended to install signs.</p>		
Current Status:	Closed.		

Item:	09.04	Date:	27/08/2021
Subject:	General Business - NSW RFS Ungarra Crs Bonny Hills		
Action Required:	<p>That the Committee request Council report back to a future meeting following investigation into "No Parking Emergency Vehicle Only" signage and vegetation maintenance causing sight line issues.</p> <p>27 10 2021 - Council and Busways remind parents of parking road rules.</p> <p>27 10 2021 - Investigation and inspection has been completed with a recommendation not to install signs.</p>		
Current Status:	Closed.		

Item:	09.05	Date:	27/08/2021
Subject:	General Business - Commerce St Wauchope, parking over water and sewer pumping access point.		
Action Required:	27 08 2021 - That the Committee request Council report back to a future meeting following investigation into installation of "No Parking" signage.		

	<p>27 10 2021 - Investigation and inspection has been completed with a recommendation for signs to be installed.</p> <p>15 12 2021 - Council to arrange for C3 yellow line marking to be installed and “no Parking over Driveway” marking. Works have been programed for installation.</p>
Current Status:	Closed.

Item:	09.07	Date:	27/08/2021
Subject:	General Business - Wauchope Ambulance Station High St Wauchope		
Action Required:	<p>27 08 2021 - That the Committee request Council report back to a future meeting following investigation installing “No Parking” signage, caution emergency vehicle entering and exiting, and cross hatched road marking.</p> <p>27 10 2021 - Investigation and inspection has been completed with a recommendation for signage to be installed.</p> <p>27 10 2021 - Contact with TfNSW required to discuss cross hatched road markings to be installed.</p> <p>27 10 2021 - Council arrange contact NSW Ambulance staff.</p> <p>15 12 2021 - Council provide TfNSW with image showing direction of traffic queuing.</p> <p>15 12 2021 - Council request TfNSW to install “Keep Clear” line marking.</p>		
Current Status:	Council and TfNSW working towards installation of “Keep Clear” line marking.		

Item:	09.10	Date:	27/08/2021
Subject:	General Business - Morton and Heather St intersection limited visibility		
Action Required:	<p>27 08 2021 - Council arrange C3 yellow line marking and No Parking signs.</p> <p>27 08 2021 - Council develop road rules education campaign.</p>		
Current Status:	24 01 2022 confirmation from residents, signs have been installed.		

Item:	09.11	Date:	27/08/2021
Subject:	General Business - Kendall Public School Safety Concern		
Action Required:	<p>27 08 2021 - Council arrange an onsite meeting with School, Police, TfNSW representatives.</p> <p>27 08 2021 - Council investigate the timeframe for the replacement of Logans Crossing bridge and associated road closure and provide an update to the next meeting.</p> <p>27 08 2021 - TfNSW investigate signage options.</p>		

	<p>10 11 2021 - Onsite meeting conducted, Request for letter of support to assist with funding application.</p> <p>15 12 2021 - Bridge sustained significant damage during floods, currently sourcing funding to replace with a concrete bridge.</p>
Current Status:	Letter of support drafted.

Item:	06	Date:	27/10/2021
Subject:	Hastings River Drive Pedestrian Crossing		
Action Required:	<p>27 10 2021 - Council consider the upgrade of the Hastings River Drive and Aston Street intersection, including the provision of suitable pedestrian crossings for future years Delivery Programs in accordance with wider Transport Planning Strategies and Plans.</p> <p>27 10 2021 - Council officers consider the current pedestrian crossing for potential grant funding opportunities for road safety projects for the provision of flashing lights and improved signage.</p> <p>27 10 2021 - Council officers liaise with Essential Energy regarding potential improvements to the surrounding streetlights.</p> <p>27 10 2021 - Council officers provide updated images of Hastings River Drive pedestrian crossing to TfNSW on completion of vegetation maintenance.</p> <p>15 12 2021 - lighting upgrade has been completed.</p> <p>15 12 2021 - That the Local Traffic Committee request Council to consider refreshing line marking on the approach to the pedestrian crossing.</p>		
Current Status:	<p>Vegetation maintenance completed, updated image provided to TfNSW representative.</p> <p>Council requested works to be included in line marking program.</p>		

Item:	07	Date:	27/10/2021
Subject:	Resident Concerns Over Driver Behaviour - Plomer Rd North Shore		
Action Required:	<p>27 10 2021 - request Police consider increased enforcement on the North Shore</p> <p>15 12 2021 - Council consider including Plomer Rd in the traffic data collection program scheduled for March 2022.</p> <p>15 12 2021 - That the Local Traffic Committee request Council consider the installation of Give Way Signs at the intersection of Plomer Road and North Shore Drive, Port Macquarie controlling the entry of traffic from Northwall Road and the 4WD Access Track/Carpark.</p>		
Current Status:	Council working with TfNSW to investigate options.		

Item:	09	Date:	27/10/2021
Subject:	Bago Road Speed Zone Review		
Action Required:	<p>27 10 2021 - That the Committee recommend that Council approach TfNSW requesting a speed zone review.</p> <p>09 12 2021 - Council have contacted TfNSW requesting a speed zone review of Bago Road.</p> <p>15 12 2021 - Council to collate information, and traffic count data and forward to TfNSW.</p>		
Current Status:	Collation of information continuing.		

Item:	09.02	Date:	27/10/2021
Subject:	Park Street, Port Macquarie Road Resurfacing		
Action Required:	Notifications have been circulated.		
Current Status:	Closed.		

Item:	09.03	Date:	27/10/2021
Subject:	Future Events		
Action Required:	<p>27 10 2021 - Council consider include Clause 3 to accommodate 5-year approval consistent with NSW Roads Act 1993.</p> <p>27 10 2021 - Council and TfNSW to review 5-year approval requirements and provide outcomes to the next meeting.</p> <p>27 10 2021 - Council investigate event notification time frames consistent with the NSW Roads Act 1993.</p>		
Current Status:	Ongoing.		

Item:	06	Date:	15/12/2021
Subject:	Local Traffic Committee Charter Review		
Action Required:	15 12 2021 - That the Local Traffic Committee request Council to conduct a review of the Charter and present the amended Charter at the next LTC meeting.		
Current Status:	Currently being reviewed.		

Item:	12.01	Date:	15/12/2021
Subject:	Road Trauma and Road Safety Education Program		
Action Required:	15 12 2021 - That the Local Traffic Committee recommend that NSW Police and Council work together to share Educational information and programs.		
Current Status:	Ongoing.		

Item: 06**Subject: REGULATORY SIGNS - TOWN BEACH PRECINCT PEDESTRIAN
CROSSINGS****Presented by: Community Infrastructure, Dan Bylsma**

RECOMMENDATION

That the Local Traffic Committee request Council consider the installation of a number of No Stopping signs at three pedestrian crossings on William Street and Stewart Street in the Town Beach Precinct.

Discussion

Concerns have been raised regarding the safety of pedestrians at the pedestrian crossing adjacent to The Observatory Resort, William Street, Port Macquarie. An investigation of the current conditions at this crossing and two others in the same area has been completed.

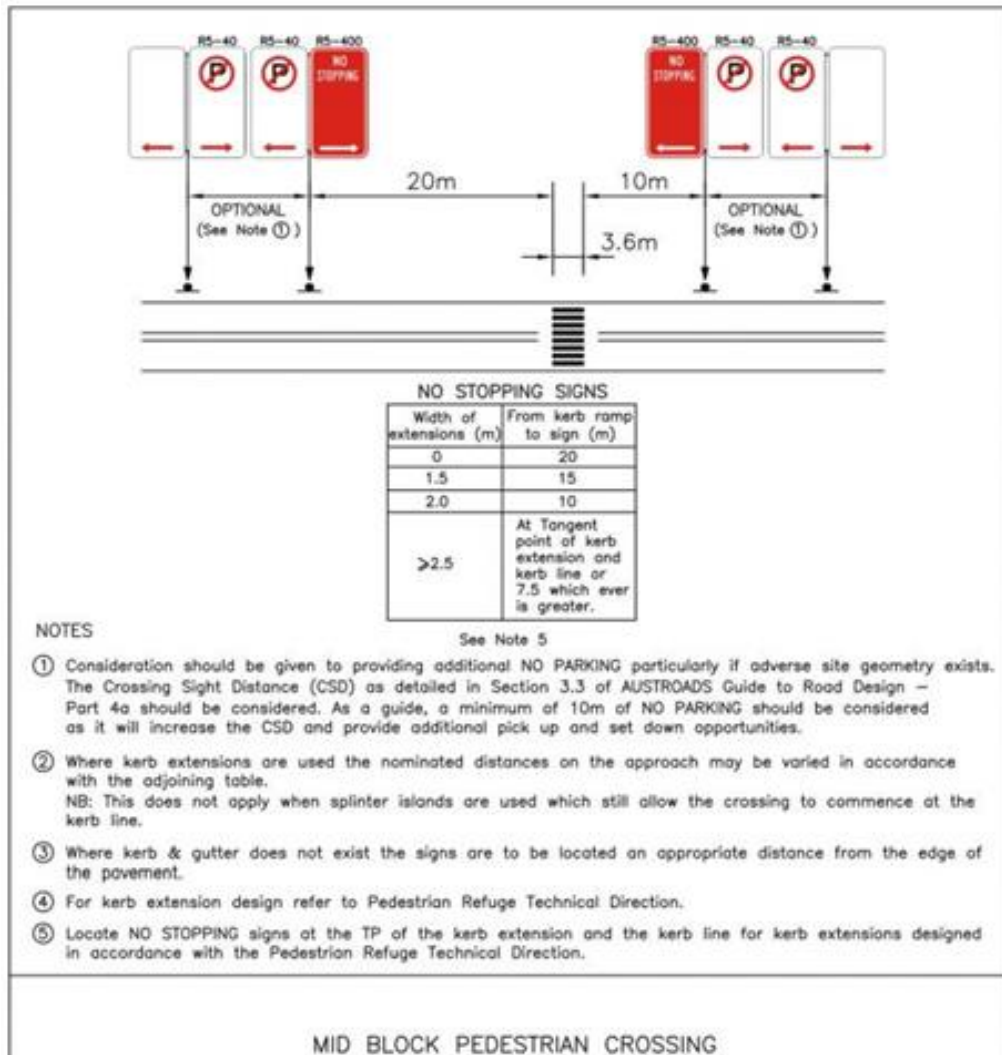
The history of these three crossings shows they were implemented in association with the then proposed Rotary Park Masterplan. The current crossings were intended as “temporary” facilities until the ultimate implementation of the Rotary Park Masterplan which proposed alternate traffic and pedestrian facilities however the masterplan has not progressed and, as such the current crossings have been in place for a number of years and will remain in place for the foreseeable future.

Concrete pedestrian refuges were provided at these three crossing in 2013 consistent with the attached plan. The original intent was to remain as pedestrian refuges only. However, as a result of community concerns they were upgraded to marked pedestrian crossings in 2015. At the time, there was strong opposition to the facilities from adjoining businesses who, while happy with the additional safety they provided, were concerned with the associated loss of parking. To minimise this impact to parking and in consideration of opposition from businesses the crossings were implemented with a minimum footprint and no regulatory signage retaining as much parking as possible while still providing adequate safety at the crossings.

With recent concerns regarding safety, an assessment which considered the current guidelines, Australian Road Rules and TfNSW Technical Direction TDT 2002/12C, regarding No Stopping areas on approach and departure to pedestrian crossings and the suitability and compliance of these crossings has been undertaken. The following findings have been determined:

- The Australian Road Rule Reg 172 defines that no parallel parking be permitted within 20m on approach and 10m on departure to a marked pedestrian crossing unless a parking control sign applies.
- There are no regulatory parking control signs only linemarking defining the available parking.
-

- The Technical Direction (TDT 2002/12C) gives the ability to shorten these No Stopping Zones where kerb build outs/extensions are provided. Kerb build outs have been implemented at each of the three crossings. Thus allowing the No Stopping zone to be shortened.



Based on the assessment completed at each site it is considered appropriate that No Stopping signs be implemented.

At each of the respective sites the following is proposed;

Crossing #1 - William Street at The Observatory

- Kerb build out, 2m nth side, 4.8m sth side.
- No Stopping sign on eastbound approach 10m (resulting in loss of one parking space)
- No Stopping sign on eastbound departure 10m (resulting in loss of one parking space)
- No Stopping sign on westbound approach 10m (resulting in loss of one nose-in parking space)

- No Stopping on westbound departure 10m (resulting in loss of no parking space, existing island controls parking, no sign required)



Crossing #2 - William Street at The Stunned Mullet

- Kerb build out, 2.5m nth side, 2.5m sth side.
- No Stopping on eastbound approach 7.5m (resulting in loss of no parking space, existing concrete island controls parking, no sign required)
- No Stopping on eastbound departure 10m (resulting in loss of no parking space existing concrete island controls parking, no sign required)
- No Stopping on westbound approach 7.5m (resulting in loss of no parking space, existing concrete islands control parking, no sign required)
- No Stopping on westbound departure 10m (resulting in loss of no parking space, existing concrete islands control parking, no sign required)



Crossing #3 - Stewart Street

- Kerb build out, 2.0m nth side, 2.0m sth side.
- No Stopping on eastbound approach 10m (resulting in loss of no parking space, proximity of intersection negates the need for signage)
- No Stopping sign on eastbound departure 10m (resulting in loss of one parking space)
- No Stopping sign on westbound approach 10m (resulting in loss of one parking space)
- No Stopping sign on westbound departure 10m (resulting in loss of one space)



It is acknowledged that this proposal will lead to the loss of five parking spaces adjacent to businesses and Rotary Park and anticipated there will be some opposition from adjoining businesses. It is therefore proposed that Council's intent be communicated to adjoining businesses for their awareness prior to implementation of these signs.

Attachments

1.  RU-PM3-173 Town Beach Pedestrian Crossings

PORT MACQUARIE-HASTINGS COUNCIL



TOWN BEACH PRECINCT

TEMPORARY PEDESTRIAN CROSSINGS

WILLIAM STREET & STEWART STREET

LIST OF STANDARD DRAWINGS

- ASD 100 - Standard Pedestrian Kurb Ramp
 ASD 200 - Standard Kurb Profiles and Seloat
 ASD 600 - Sediment Traps - Surface Inlets
 ASD 601 - Sediment Control Drains
 ASD 811 - Landscaping Guide - Median Planting (Existing Pavement)

LIST OF DRAWINGS

1. Cover Sheet
2. Overall Layout
3. Stewart Street Crossing
4. William Street Crossing Between Lord St. & Owen St.
5. William Street Crossing Between Owen St. & Pacific Dr.



LOCALITY PLAN
Not To Scale

REFERENCES:

AUS-SPEC HASTINGS COUNCIL EDITION 2004
AS1742.10 - PEDESTRIAN CONTROL AND PROTECTION 2009
RTA TECHNICAL DIRECTION - TDT2011/01a

[illegible]

Issue No. A Date 22/08/2012

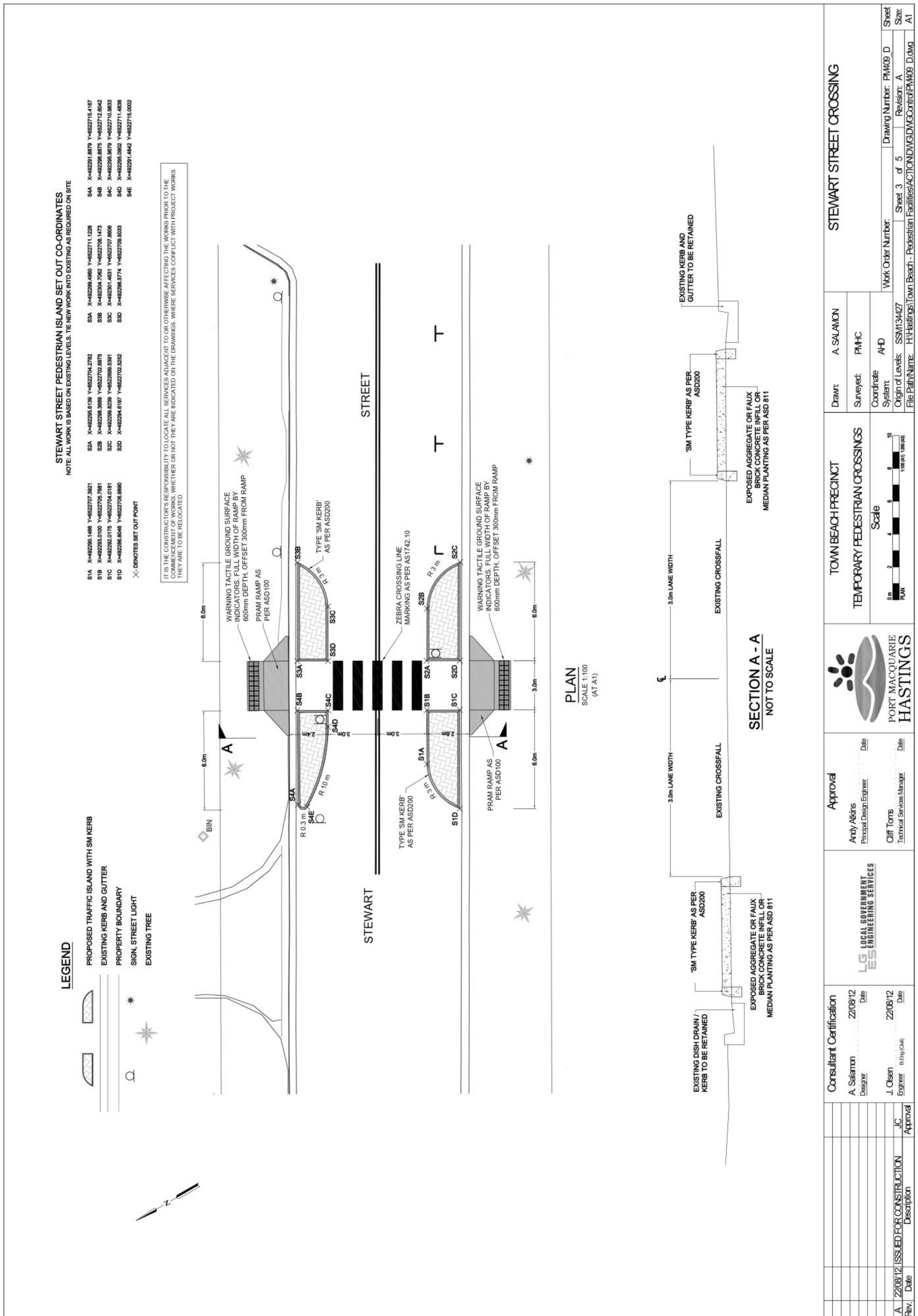
Sheet No. 1 of 5

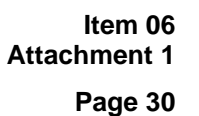
Plan No. RU-PM3-173



STATION CO-ORDINATES		
STATION ID	EASTING	NORTHING
SSM134427	492349.184	6522657.296
PM11957	492349.973	6522654.663
GIP1	492435.079	6522658.681

[illegible]







Item: 07**Subject: TIMED PARKING - BEECHWOOD POST OFFICE, BEECHWOOD ROAD****Presented by: Community Infrastructure, Dan Bylsma**

RECOMMENDATION

That the Local Traffic Committee request that Council consider the installation of a “15 min Timed Parking” zone at 733 Beechwood Road adjacent to the Beechwood Post Office.

Discussion

Council has received a request from the owner/operator of the Beechwood Post Office to implement parking restrictions adjacent to their business premises.

The operator has identified difficulties experienced by their customers with parking adjacent to the shop often occupied by patrons of adjoining businesses. These customers typically occupy the available roadside parking spaces for periods in excess of an hour. This extended occupancy of the spaces adjacent to the Post office is resulting in deliveries and customers of the Post Office needing to park away from the business unnecessarily.

Council recognise the frequent competing priorities associated with dis-similar business types and the differing parking patterns and in this instance consider the provision of a 15 min Timed Parking zone appropriate.

The overall impact is not considered significant as there is adequate unrestricted parking elsewhere. Further it is not proposed to regulate the available parking to anything other than the existing parallel kerbside arrangement unlike the adjacent 45° rear to kerb arrangement.

Consultation

Council officers have not undertaken any consultation for this proposed change with the exception of the applicant. Because of the relatively small amount of spaces affected and the availability of sufficient unrestricted parking surrounding this section, it is considered that the changes will not generate wide community concern.



Recommendation

It is proposed to implement “15min Timed Parking” adjacent to 733 Beechwood Road, Beechwood.

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

Attachments

Nil

Item: 08

Subject: INTERSECTION SAFETY - COMMERCE STREET DEPOT ROAD
INTERSECTION, WAUCHOPE

Presented by: Community Infrastructure, Dan Bylsma

RECOMMENDATION

That the Local Traffic Committee request that Council consider the installation of No Stopping signs on Commerce Street at the Depot Road intersection, Wauchope.

Discussion

Concerns have been raised by Council staff regarding the available sight distance and associated safety at the intersection of Commerce Street and Depot Road, Wauchope. There is frequent parking of heavy vehicles overnight in this industrial area in Commerce Street up to the intersection and it is considered these vehicles, whilst parked legally, are compromising safety at the intersection where multiple heavy vehicles accessing council's depot have to negotiate the intersection.

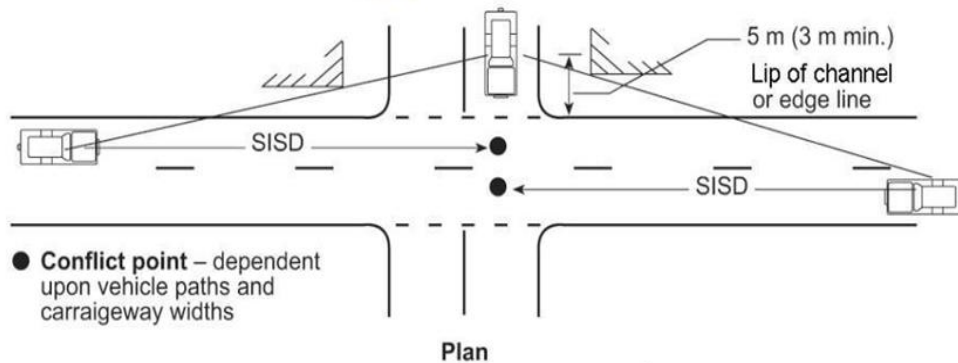
An assessment has been undertaken of the available safe intersection sight distance (SISD) against that recommended within the Austroads Guide to Road Design Part 4A - Unsignalised and Signalised Intersections. SISD as defined in the Austroads Guide follows.

Table 3.2: Safe intersection sight distance (SISD) and corresponding minimum crest vertical curve size for sealed roads ($S < L$)

Design speed (km/h)	Based on safe intersection sight distance for cars ⁽¹⁾ $h_1 = 1.1$; $h_2 = 1.25$, $d = 0.36$ ⁽²⁾ ; Observation time = 3 sec					
	$R_T = 1.5$ sec ⁽³⁾		$R_T = 2.0$ sec		$R_T = 2.5$ sec	
	SISD (m)	K	SISD (m)	K	SISD (m)	K
40	67	4.9	73	6	–	–
50	90	8.6	97	10	–	–
60	114	14	123	16	–	–
70	141	22	151	25	–	–
80	170	31	181	35	–	–
90	201	43	214	49	226	55
100	234	59	248	66	262	74
110	–	–	285	87	300	97
120	–	–	324	112	341	124
130	–	–	365	143	383	157

For a design speed of 50kmh a SISD of 90m is therefore recommend.

Figure 3.2: Safe intersection sight distance (SISD)



Assessing the current geometry of the intersection and the available SISD consistent with the above identifies the following sight triangle. From this assessment, and acknowledging that parked vehicles adjacent to the intersection impact the available sight distance, it is considered that parking should not be permitted through the use of No Stopping signs within 60m of the intersection on the western approach to provide the recommended SISD.



This assessment has been undertaken consistent with the Austroads Guidelines and could equally be applied to numerous intersections where similar concerns are raised. The 10m No Stopping rule at intersections that is defined in the Australian Road Rules is used to loosely provide safe sight distance at most intersections in built up areas (50kmh). In this particular instance the analysis shows that in order to achieve the recommended SISD by Austroads standards then much longer No Stopping areas are required.

The impact of implementing extended No Stopping zones in residential and industrial areas such as this, where parking demands are high, is clear. It is recommended that this assessment and the agreed extent of No Stopping be considered a test for all future similar assessments where the need for parking is considered against the safety at the intersection. It is noted at this location the adjoining land parcel has internal parking available.

Attachments

Nil

Item: 09**Subject: PORT MACQUARIE RUNNING FESTIVAL - ADDITIONAL ROAD CLOSURE****Presented by: Community Infrastructure, Dan Bylsma**

RECOMMENDATION

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

That, in addition to the previous approvals from the Local Traffic Committee meeting of 15th December 2021, Council approve the additional temporary road closures of Albion Place and the carpark at the northern end of Albion Place on Sunday, 6th March 2022 between 4:30am-7:30am and support the associated transport management arrangements associated with the 2022 Port Macquarie Running Festival on 5-6 March 2022, subject to the previous conditions

Discussion

The Local Traffic Committee previously considered and endorsed the Port Macquarie Running Festival event scheduled for Saturday 5th and Sunday 6th March 2022. The Kid's Fun Run and Indigenous Marathon Foundation events occur on the Saturday afternoon and the longer runs on the Sunday morning.

Further planning has been undertaken, considerate of impacts to the scheduling of the event, resulting in the need to undertake an additional road closure from that previously approved.

It is now proposed in addition to those road closures previously identified, to close the full length of Albion Place including the carpark at the northern end (Breakwall Café/Skatepark) between 4:30am - 7:30am on race day (Sunday, 6th March 2022 only) to allow for half marathon runners to start and run along the Breakwall towards Town Green. Coordination of the additional road closure will be undertaken by the traffic control contractor undertaking all other traffic control.

It is noted that though Albion Place is not a designated road reserve but rather a road related area and as such has the ability to affect traffic of adjoining roads. As such the consideration to close the carpark and the need for traffic control to properly manage traffic was considered appropriate for the Committee to review.

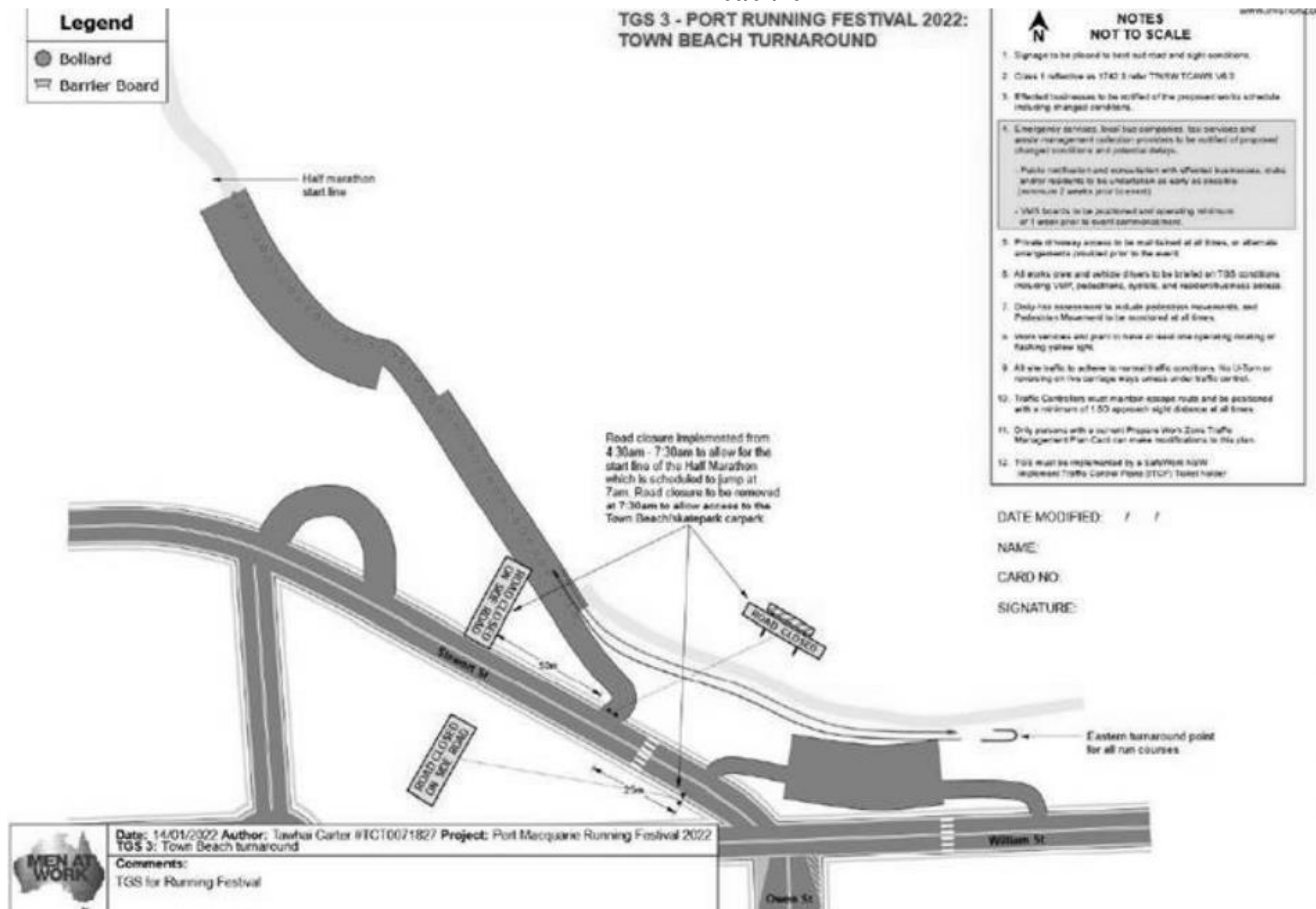
All other aspects of this event remain the same as that previously supported.



Figure 1 - Alban Place, Port Macquarie

Attachments

1. [Port Macq Running Festival 2022 - TCP-4](#)



Item: 10

Subject: IRONKIDS CAMDEN HAVEN EVENT, LAURIETON

Presented by: Community Infrastructure, Dan Bylsma

RECOMMENDATION

That it be a recommendation to the Director Community Infrastructure:

That Council approve the temporary road closures and support the associated transport management arrangements associated with the 2022 Ironkids Camden Haven event on Sunday, 24th April 2022, subject to the following conditions:

- 1. That the event organiser advertises, 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 advertises 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 6th May 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 notifies 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 submits 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.

Discussion

It is proposed that the 2022 Ironkids Camden Haven event will be hosted in association with the rescheduled 2022 Ironman Triathlon Australia event. The date of Sunday, 24th April 2022 is proposed with the event to be hosted in Laurieton on the weekend preceding the Port Macquarie Ironman.

This event involves approximately junior competitors (7-13 year olds) racing a 60-120m swim (Laurieton Pool), 1.6-3.2km bike (over 1 lap including various Laurieton local streets) and a 1-2km run (over 1 lap including various Laurieton local streets).

Competitors will progressively finish between approximately 9:05am and 10:26am. Refer to attachment for the course maps.

The event involves the closure of some roads, pathways, car parks, and boat ramps. For reference all closures are outlined below.

For reference the Course Maps, Traffic Management Plan (TMP), and Community Consultation Schedule are included as attachments.

The Ironman event organisers in conjunction with Council's Events team will be responsible for advertising and communicating the event for 2022 with the public and all affected stakeholders, including nearby businesses to ensure the all changes are clearly articulated.

Roads/Boat Ramp/Footpath Closures

The following roads on the bike and run course will be closed:

Seymour Street
McLennan Street
Tunis Street
Short Street

Between Lake and McLennan Streets
Between Seymour and Tunis Streets
Between Lake and Short Streets
Between Tunis and Castle Streets

Access to various side streets along this course will also be restricted.

Road closures will be implemented from 8:00am with reopening from 10:30am.

Bus Routes

There is no impact to buses associated with this event.

Car Parks

Organisers have requested use of the Laurieton United Services Club (LUSC) carpark. There will be no impact on any Council owned carparks.

Summary



Given the event is materially similar, albeit the date has changed, this report is provided to the LTC for information and further discussion as required.

Additional details can be found in the attached documents:

- Traffic Management Plan
- Traffic Guidance Scheme Plans

There may be minor changes to the above, as agreed with Council, up until the event.

Attachments

1.  Ironkids Camden Haven 2022 - TMP
2.  Ironkids Camden Haven 2022 - TGS



2022 TRAFFIC MANAGEMENT PLAN (TMP)

IRONMAN Australia &
IRONMAN 70.3 Port Macquarie
Port Macquarie, NSW
19/4/2022 – 4/5/2022

Author: Patrick Gent

Reviewer: Jason Quelsch

Version Number: 2021 1.5 – 6.5.21

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1. Event Overview

1.1 Brief Description of Events

The event will consist of two events on one day, IRONMAN Australia and IRONMAN 70.3 Port Macquarie. 2022 will be celebrating the event's 35th anniversary.

IRONMAN Australia is an IRON-distance triathlon consisting of approximately 1,700 competitors with the IRONMAN 70.3 triathlon consisting of approximately 1,500 competitors.

In 2022 we will be aiming for the most COVID normal race we can. This will mean reverting back to a number of plans from 2019 when the race was last held.

Contact Details

Name	Role	Organisation	Phone Number	Email
Carl Smith	Race Director	IRONMAN	0403 406 058	Carl.smith@ironman.com
Sgt Daniel Finch	Sergeant	NSW Police	02 6583 0151	Finc1dan@police.nsw.gov.au
Kelly Mapleston	Event Manager	Port Macquarie Hastings Council	0408 818 604	kelly.mapleston@pmhc.nsw.gov.au
Ross Cargill	Traffic Management	Men At Work	0400 081 460	ross@menatwork.net.au

2. Risk Management Traffic

2.1 Work Health and Safety

The IRONMAN Group is committed to meeting its legislative requirements and to providing a safe event for all athletes, workers, and members of the public.

Traffic Management risks have been included in the events risk assessment and risk management plans.

The IRONMAN Group will engage a reputable and accredited Traffic Management Company (Men at Work) who are responsible for the provision of all ticketed personnel (where required), SWMS, Certificates of Currency and other required WHS documentation.

2.2 Public Liability Insurance

The IRONMAN Group holds Public liability to the amount of \$20million. All Event Suppliers working at an IRONMAN Group event are requested to provide evidence of Public Liability insurance to the amount of \$20million (AU).

USM Events (trading as IRONMAN Australia) Certificate of Currency is provided as an attachment herein.

2.3 Police, Fire Brigade and Ambulance

IRONMAN will consult with all emergency services to ensure arrangements are made to keep access available on course at all times during the event. Written Police approval will be made available to all Stakeholders.

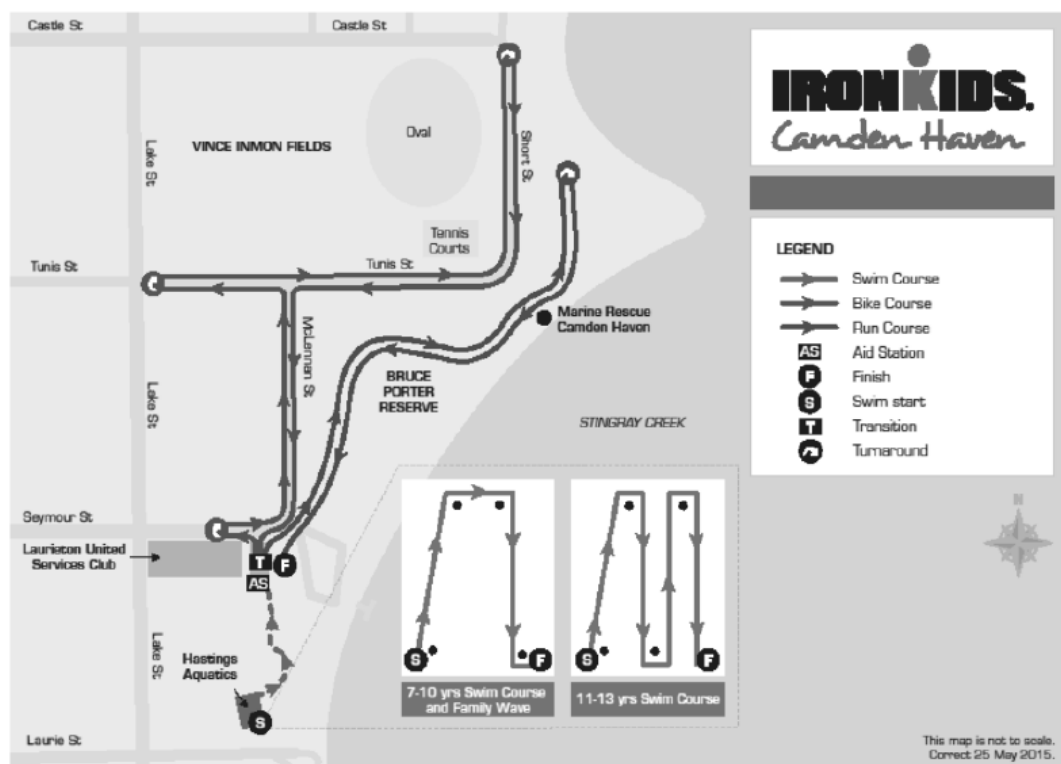
3. Traffic and Transport Management

3.1 The Route

IRONKIDS Camden Haven will consist of the following:

- Swim – 7-10 year old's – 60m, 11-13 year old's – 120m
- Cycle – 7-10 year old's – 1.6km, 11-13 year olds – 3.2km
- Run – 7-10 year old's – 1km, 11-13 year olds – 2km

Course map



3.2 Impact on Public Transport

3.2.1 Buses

There is no impact to buses due to the IRONKIDS race.

3.2.2 Taxis

The taxi service will be required to be restricted in accordance with the usual road closure protocols as detailed elsewhere. There will be very limited impact to taxi services.

3.3 Car Park Closures

We have requested the use of the Laurieton United Services Club (LUSC) Car Park which has no impact on council owned car parks.

Street Parking on McLennan St, Tunis St (Between Lake St and Short St) and Short St (Between Tunis Street and Castle St) will be restricted for the duration of the race.

3.4 Road, Boat Ramp and Footpath Closures

Street Name	Cross Streets	Closing Time	Opening Time
Seymour Street	Between Lake and McLennan Streets	Sunday 24 th April 8.00am	Sunday 24 th April 10.30am
McLennan Street	Between Seymour and Tunis Streets		
Tunis Street	Between Lake and Short Streets		
Short Street	Between Tunis and Castle Streets		

3.5 Ferry Services

There is no impact to local Ferry Services

3.10 Road Reopening

Time	Procedure
10.20am	Last athletes identified and sweep vehicle escort assigned.
10.25am	Traffic Management Company Men at Work (MAW) wait for confirmation that last athlete is off the course.
10.25am	IRONMAN Staff remove barriers and infrastructure off roads
10.28am	Race Director gives confirmation that roads are safe to reopen
10.30am	Men at Work reopen roads

4. Minimising impact on non-event community

4.1 Access for local residents, business, hospital and emergency vehicles

This event will have minimal impact upon the community, below for the areas of concerns and the proposed mitigation strategies.

Area of Concern	Mitigation Strategies
Local Residents	Letter drops to residents directly on the course will be carried out.
Business	It is expected that businesses will acknowledge the benefits and economic impact from having this local race

4.2 Management of Public Vehicles on Course

The event's traffic guidance scheme (TGS) will indicate all sections of course in which ticketed traffic controllers will be present. Vehicles will not be permitted to enter the course during the road closure times.

Event Crew will be verbally briefed on the management of cars entering the course from driveways. All residents with driveways on course will be consulted as outlined in section 4.1 of this document.

4.3 Advertisement of traffic management arrangements

Resident Letter Notifications – All impacted residents will receive road letter notifications in their letter box prior in the 2 weeks leading up to the event advising of road closures.

5. Appendix

5.1 Public Liability insurance



SLE Worldwide Australia Pty Limited
A.B.N. 15 066 698 575 AFSL237268

Level 11, 56 Clarence Street
SYDNEY NSW 2000
Telephone 61 (2) 9249 4850
Facsimile 61 (2) 9249 4840
Website: www.sleaustralia.com.au

Certificate of Currency

Type of Cover: Broadform Liability

The Insured: USM Events Pty Ltd

Period Of Insurance: 17 September 2021 To 4:00pm on 17 September 2022

The Business: Principally development, management and advertising of Sporting Events

Limits of Liability:
Public Liability
 \$ 20,000,000 any one Occurrence
Products Liability
 \$ 20,000,000 any one Period of Insurance

Sublimits: Property in Physical or Legal Control \$ 100,000 limited in the aggregate
 Advertising Injury \$ 20,000,000 any one Occurrence

Excess: Personal Injury \$ 5,000 each and every Occurrence inclusive of Supplementary Payments
 Property Damage \$ 5,000 each and every Occurrence inclusive of Supplementary Payments
 Advertising Injury \$ 5,000 each and every Occurrence inclusive of Supplementary Payments
 Personal Injury to Contracted Employee or Worker \$ 25,000 each and every Occurrence inclusive of Supplementary Payments

Insurer: Underwritten for certain underwriters at Lloyd's of London & Chubb Insurance Australia Limited by their agent SLE Worldwide Australia Pty Ltd. under binding authorities B128416380W21 & 001-2021 respectively.
 \$ 15,000,000.00 x \$5,000,000 Underwritten for certain underwriters at Lloyd's of London & Chubb Insurance Australia Limited by their agent SLE Worldwide Australia Pty Ltd. under binding authorities B128416380W21 & 001-2021 respectively.

Policy Number: 205095510444

Geographical Limits: Australia

Broker: V INSURANCE GROUP
 Level 25, 123 Pitt Street

Sydney NSW

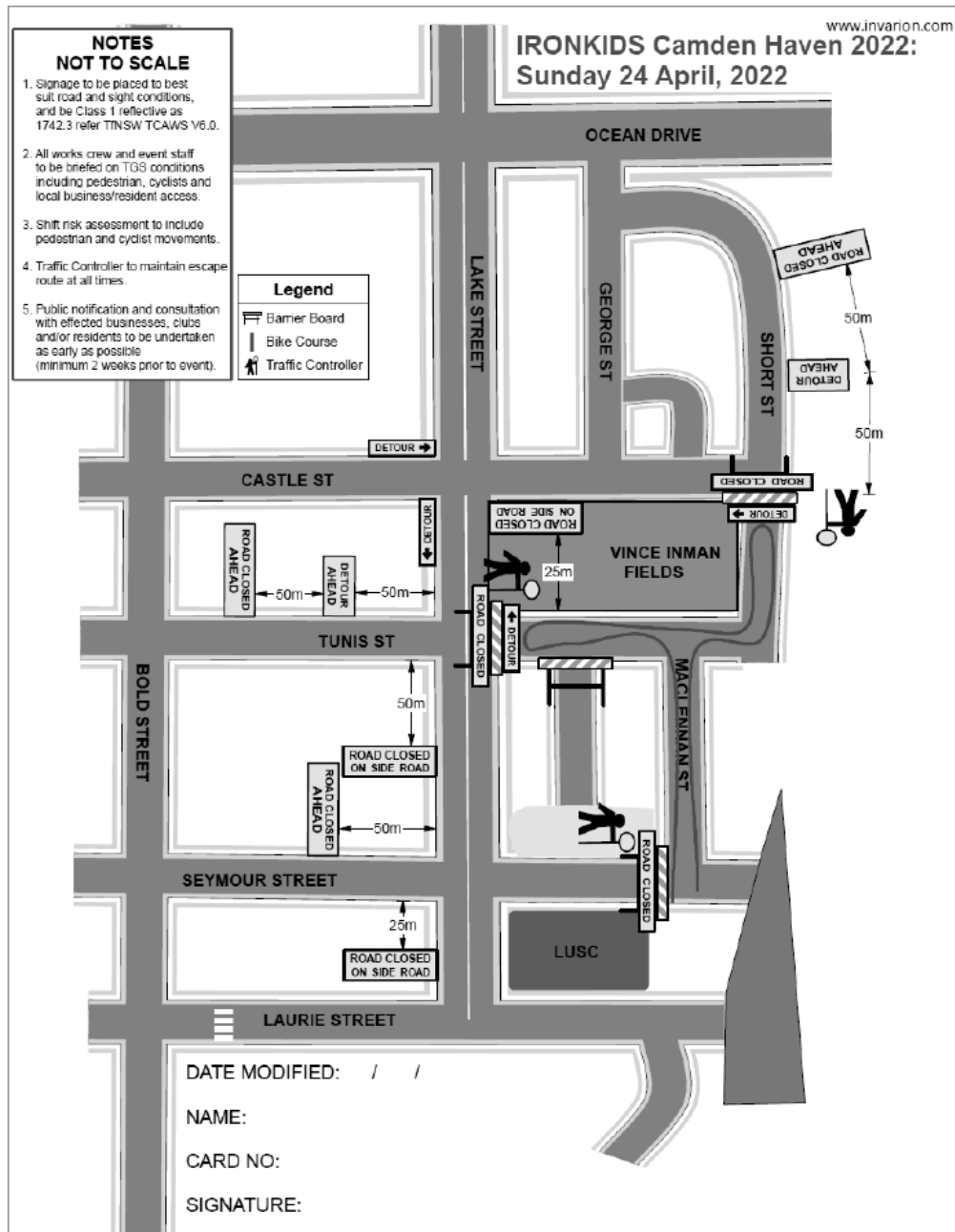
Stamped & Dated: 20 September 2021



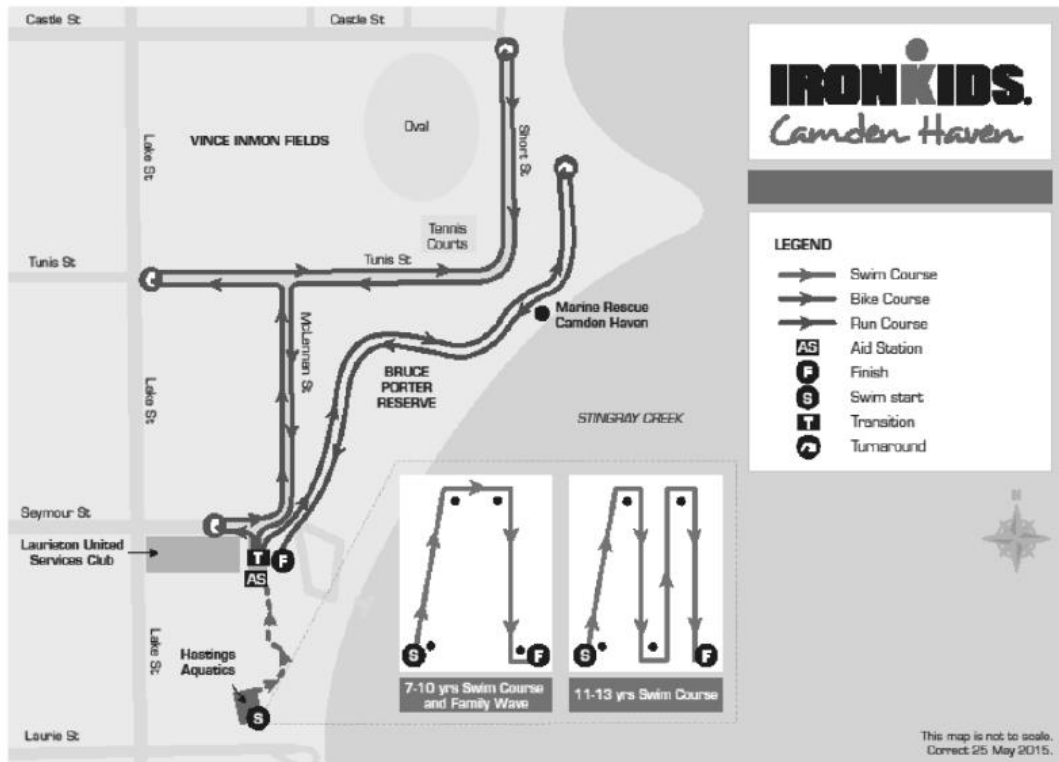
SLE Worldwide Australia Pty Limited is acting under the authority of the Insurers and will be effecting this contract of insurance as agent of the Insurer and not the Insured. ABN 15 066 698 575 AFSL License No: 237268

Please Note: Whilst an expiry date has been indicated, it should be known this policy can be cancelled at any time in the future. Accordingly reliance should not be placed on the expiry date.

5.2 Traffic Guidance Scheme (TGS)



5.3 Course Maps



5.4 Course Timing Doc

IRONKIDS Camden Haven - Course Times		Camden Haven					
MAW - Men at Work							
		FW = Family Wave					
		11 - 13 Fast	11 - 13 Slow	7 - 10 Fast	7 - 10 Slow	FW Fast	FW Slow
START		8:45	9:00	9:15	9:30	9:45	10:00
Swim	0.06 km	8:46	9:03	9:16	9:34	9:46	10:04
	0.12 km	8:48	9:06				
	swim speed - kph	2.33	1.13	2.05	0.77	2.05	0.77
	total swim time	0:01	0:03	0:01	0:04	0:01	0:04
Bike	0.6 km	8:46 AM	9:03 AM	9:16 AM	9:34 AM	9:46 AM	10:04 AM
	0.9 km	8:49 AM	9:09 AM	9:20 AM	9:41 AM	9:50 AM	10:11 AM
	1.6 km	8:51 AM	9:14 AM	9:22 AM	9:46 AM	9:52 AM	10:16 AM
	2.6 km	8:54 AM	9:21 AM				
	3.2 km	8:57 AM	9:26 AM				
	Bike Finish						
	bike speed - kph	18.27	8.21	10.09	8.10	10.09	8.10
	JAMAW	0:16	0:23	0:06	0:11	0:06	0:11
	PJ, M	0:12	0:26	0:07	0:15	0:07	0:15
Run	0.0 km	8:57 AM	9:26 AM	9:22 AM	9:46 AM	9:52 AM	10:16 AM
	1.0 km	9:01 AM	9:36 AM	9:27 AM	9:56 AM	9:57 AM	10:26 AM
	2.0 km	9:05 AM	9:45 AM				
	run speed - kph	14.26	6.23	12.74	6.20	12.74	6.20
	JM	0:08	0:19	0:06	0:09	0:06	0:09
	total swim, cycle, run time	0:26	0:45	0:12	0:26	0:12	0:26

www.invarion.com

IRONKIDS Camden Haven 2022: Sunday 24 April, 2022

NOTES
NOT TO SCALE

1. Signage to be placed to best suit road and sight conditions, and be Class 1 reflective as 1742.3 refer TfNSW TCAWS V6.0.
2. All works crew and event staff to be briefed on TGS conditions including pedestrian, cyclists and local business/resident access.
3. Shift risk assessment to include pedestrian and cyclist movements.
4. Traffic Controller to maintain escape route at all times.
5. Public notification and consultation with effected businesses, clubs and/or residents to be undertaken as early as possible (minimum 2 weeks prior to event).

Legend

- Barrier Board
- Bike Course
- Traffic Controller

DATE MODIFIED: / /

NAME:

CARD NO:

SIGNATURE:

Date: 20/01/2022 **Author:** Tawhai Carter TCT0071827 **Project:** IRONKIDS Camden Haven 2022

Comments:

TGS for require road closures for IronKids Bike Course