

Local Traffic Committee

Business Paper

date of meeting: Wednesday 24 July 2024

location: Port Macquarie-Hastings Council
17 Burrawan Street, Port Macquarie
Committee Meeting Room

time: 10:00 AM

LOCAL TRAFFIC COMMITTEE CHARTER

Adopted: ORD 07/05/07

Amended: Reaffirmed ORD 27/08/07, Reaffirmed ORD 16/12/09

1. Purpose

The Local Traffic Committee (LTC) is a technical review committee 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 2016". The committee provides advice on matters referred to it by Council. Council must refer all traffic related matters to the Local Traffic Committee prior to exercising its delegated functions relating to:

- a) Authorisation of prescribed traffic control devices covered under Division 1 of Part 4 (Section 50 to 55) of the Road Transport (Safety and Traffic Management) Act, 1999.
- b) Regulation of traffic under Division 2 of Part 8 (Sections 116 to 119) of the Roads Act, 1993.
- c) Authorisation of special event parking schemes under Division 2 of Part 5 (clause 122 and 123) of the Road Transport (Safety and Traffic Management) (Road Rules) Regulation, 1999.

2. Chairperson

The meeting is chaired by the Mayor or Deputy Mayor, if neither representatives are present, the meeting will be chaired by the most senior Council staff representative from the Community Infrastructure Planning and Design team present at the meeting.

3. Membership

The LTC is to be made up of four formal members. Each formal member is entitled to vote on matters being considered by the LTC. The members are as follows:

- a) One representative of Council,
- b) One representative of the NSW Police;
- c) One representative of the Transport for NSW;
- d) The local State Members of Parliament (MP) or their nominee (noting they may only vote on items within their electorates).

If the Mayor or Deputy Mayor are not present for the meeting, Council's voting position will be delegated to the most Senior Council representative from the Community Infrastructure Planning and Design team.

Council may also decide to have additional non-voting informal members of the LTC. These additional advisers can include:

Non-voting Advisory Positions

- a) Council Community Infrastructure Planning and Design Group Manager;
- b) Council Senior Transport and Road Asset Engineer;
- c) Council Community Infrastructure Stakeholder Engagement Manager;
- d) Council Education Team Leader, Community;
- e) Council Education Officer;
- f) One representative of the Ministry Transport;
- g) One representative of the NSW Fire Brigade;
- h) One representative of the NSW Ambulance Service;
- i) One representative of the Transport Workers Union;
- j) One representative of each local Bus operator;
- k) One representative of each local Taxi operator.

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

4. Quorum

The LTC has no quorum requirement for its meetings. As Council, can only exercise its delegation after seeking the advice of the NSW Police and TfNSW, if a voting delegate cannot attend a meeting, they can be consulted via email or telephone, and their advice will be included in the recommendation of the LTC. As such a meeting can go ahead with any number of voting members as long as all absent members are consulted on each matter.

5. Voting

While an organisation, which is a voting member, may choose to have more than one representative, that organisation is still limited to one vote only.

In cases where more than one representative from the NSW Police, TfNSW, Local Member or Council is in attendance at the meeting, all representatives can remain during deliberations and voting, however, the NSW Police, TfNSW, Council and Local Member will only be entitled to one vote each. The most senior representative from each organisation will hold the right to vote, the nominated voting person will need to be declared at the commencement of the meeting.

As Council, can only exercise its delegation after seeking the advice of the NSW Police, TfNSW and the Local Member, if a voting member cannot attend a meeting, they can be consulted via email and their advice will be included in the recommendation of the LTC and the minutes.

In cases of urgency or subject to current public health orders, Council may consult via electronic means with the voting members of the Committee, for the purposes of seeking their advice, without the need for a face-to-face meeting.

The advice of the LTC to Council or its Sub-Delegate on a particular matter must be one of the following:

- a) Unanimous support;
- a) Majority support;
- b) Split vote;
- c) Minority support; or
- d) Unanimous decline.

Where the advice of the LTC is not unanimous, the dissenting vote should be named and noted in the recommendation to Council, or its sub delegate.

The Chairperson of the LTC **does not** have a casting vote on any matter considered by the LTC.

If the Council decides to proceed with a proposal where the advice from the LTC is not unanimous support, then the Council must first advise TfNSW and the NSW Police Representatives in writing of their intention to approve the proposal. The TfNSW or the NSW Police may then lodge an appeal to the Regional Traffic Committee. Council must not exercise any of the functions, in relation to the subject proposal, for a period of 14 days from the date of notification in writing.

6. 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 TfNSW. Guidelines.

7. Meeting Formats

Council's Community Infrastructure Planning and Design team are responsible for the co-ordination of Committee advice, scheduling of meetings, preparation and circulation of meeting minutes, and provide general support services to the Committee. The Community Infrastructure Planning and Design team is also responsible for providing advice in relation to the conduct of meetings.

The most common format for LTC meetings is regular face to face meeting held in the offices of the Council.

Acceptable alternative meeting formats include:

- Electronic meetings - where the advice of the members is sought via email or via virtual meeting.
- A combination of electronic and face to face meetings

a) Agendas, minutes, and reports

All meetings require the preparation of an agenda. An agenda must be prepared by Council and circulated to all formal members and informal advisors of the Committee a minimum of one week prior to the meeting.

For each agenda item, Council must prepare a report which must contain a brief summary of the issue, detail of the proposed solution including a plan if the proposal involves signs, lines or structures, details of the policies.

Urgent out of session items can be circulated to all formal members and informal advisors of the Committee for consideration and comment. Votes will be recorded via email and tabled at the next meeting to be formally recorded and adopted as a General Business item.

All meetings require a written record of proceedings in the form of formal Minutes. The minutes must be prepared by Council and circulated to all formal members and informal advisors of the Committee within two weeks of the meeting being held. The LTC minutes will be presented at the next Ordinary Council meeting for endorsement.

b) Site visits

It is recommended that each member of the LTC undertake a site visit prior to considering any proposal. This site visit may be undertaken individually or as an organised joint visit.

8. 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**

Voting Member:	22/11/23	24/01/24	27/03/24	22/05/24
Mayor Peta Pinson - (Chair)	A	✓	✓	✓
Christine Murray - Traffic for NSW	✓	✓	✓	✓
Daniel Finch - NSW Police	✓	✓	✓	✓
Terry Sara - Representative of Member for Port Macquarie	X	X	X	X
Michael Kemp - Representative of Member for Oxley	X	X	X	X
Non-voting:				
Carl Eade - Port Macquarie Taxis	✓	X	✓	✓
Marie Visvikis - Port Macquarie Taxis	X	X	X	X
Ben Cantor - Central Coast and North Coast Busways	✓	✓	✓	X
Dave Davies - Central Coast and North Coast Busways				✓
Robert Fish - Director Community Infrastructure	A	✓	✓	A
Blayne West - Group Manager Planning and Design	✓	A	✓	✓
Mark Edenborough - Manager Planning and Design Programs, Community Infrastructure Planning and Design	✓	✓	✓	✓
Dette Gamon - Education Officer	✓	✓	✓	X
Jenna O'Connell - Education Officer				✓
Julia Cutagar - Education Officer				✓
Rosemary Ashman - Support Officer	A	A	✓	✓
Observer:				
Councillor - Lauren Edwards - PMHC	N/A	N/A	N/A	N/A

KEY: ✓ = Present

PV = Proxy
Vote

A= Absent With
Apology

X= Absent Without
Apology

Meeting Dates for 2024

Wednesday 24/01/2024	Committee Room	10:00am - 11:30am
Wednesday 27/03/2024	Committee Room	10:00am - 11:30am
Wednesday 22/05/2024	Committee Room	10:00am - 11:30am
Wednesday 24/07/2024	Committee Room	10:00am - 11:30am
Wednesday 25/09/2024	Committee Room	10:00am - 11:30am
Wednesday 27/11/2024	Committee Room	10:00am - 11:30am

Local Traffic Committee Meeting

Wednesday 24 July 2024

Items of Business

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AGENDA

LOCAL TRAFFIC COMMITTEE
24/07/2024

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 22 May 2024 be confirmed.

PRESENT

PRESENT

Voting Members:

Mayor Peta Pinson (Chair)
Christine Murray Transport for NSW
Ellie Granger Transport for NSW
Sergeant Daniel Finch NSW Police Force

Non-voting:

Dave Davies, Central Coast and North Coast Busways
Carl Eade, Port Macquarie Taxis
Blayne West, Group Manager Community Infrastructure Planning & Design
Mark Edenborough, Manager Planning and Design Programs
Brendan Goodall, Transport Engineer Programs
Jenna O'Connell, Education Officer
Julia Cutajar, Education Officer
Rosemary Ashman, Support Officer

The meeting opened at 10.00am

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from the following member be accepted

- Director Robert Fish

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Local Traffic Committee Meeting held on 27 March 2024 be confirmed.

UNANIMOUS SUPPORT

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Item	12.02		22 December 2023
Subject	Lake Cathie Speed Reduction		
Discussion:	Port Macquarie Taxis noted that development and traffic around Houston Mitchell Drive in Lake Cathie has increase traffic and potential for incident (Construction of a new Ambulance Station and Aged Residential Development). It was suggested that a speed zone reduction from 70kph to 50kph should be considered in this vicinity.		
Action Required:	Speed Zone Reviews are undertaken by TfNSW. Council is in discussions with TfNSW regarding a speed zone review at this location.		
	TfNSW attended site to inspect, unfortunately it was during the School Holidays and will need to revisit during School time. TfNSW are commencing a speed zone review which will investigate moving the current 50 kph zone southwards to cover the intersection with Solomon Drive. Council and Police support the proposed change. Council is presently preparing a quotation for the installation of the signage and line marking as required to support this change.		
Update:	Quotation for implementation of signage still outstanding.		
Action:	Council to advise TfNSW and Local Traffic Committee on timeframe for provision of quotation. TfNSW seeking to resolve this matter quickly.		

General Business on the floor

Item	08 General Business		24 January 2024
Subject:	08.02 FERNBANK CREEK ROAD SPEED REDUCTION ASSESSMENT		

Discussion:	<p>A request for an update from the Transport for NSW (TfNSW) representative regarding the status of the speed reduction assessment for Fernbank Creek Rd was tabled.</p> <p>TfNSW advised that the assessment has been finalised and is presently advancing through the TfNSW internal procedures.</p> <p>Busways raised concern about drivers utilising the dirt section of the road reserve at the junction of Fernbank Creek Road and Hastings River Drive. This behaviour may involve insufficient deceleration to navigate the corner or pose a line-of-sight issue.</p>
Action Required:	<p>Action that the Local Traffic Committee requested that Council to look into the concerns regarding drivers using the dirt section of the road reserve at the intersection of Fernbank Creek Road and Hastings River Drive and any corrective actions that could be implemented in response to these concerns.</p>
	<p>Council investigation into the intersection usage is ongoing. Outcome to be reported to May 2024 committee.</p>
	<p>Location has been reviewed. Informal slip lane appears to have been in use since ~2010. Working to identify a source of spoil that can be placed at this location to remove wheel tracks and to undertake some minor reshaping that will discourage further use of the location. Seeking to have these minor works implemented in 2024-2025.</p>
Update:	<p>Subsequent to the above advice, Council has re-reviewed the location in the context of driver behaviour and is proposing to install concrete traffic barriers to prevent the use of the informal slip lane. Installation of barriers to be accompanied by reflectors and variable speed signage to advise users of the change in traffic arrangements.</p> <p>Communications to be posted to residents of Fernbank Creek Road to alert users of this change in intersection layout/usage.</p>

06 ARTWALK - 7 JUNE 2024 PORT MACQUARIE CBD

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 ARTWALK event on 7 June 2024, subject to conditions contained within the attached Draft Section 138 Approval Certificate.

UNANIMOUS SUPPORT

07 TEMPORARY PARKING RESTRICTION CHANGES ASSOCIATED WITH ESSENTIAL ENERGY EV STREETLIGHT CHARGER TRIAL - CLARENCE STREET, PORT MACQUARIE

CONSENSUS:

This report is for the information of the Local Traffic Committee only.

Comments:

Mayor Pinson noted that community notification/consultation should be undertaken upfront for future trials of this kind to inform local residents and businesses of the change and trial specifics.

Future report to Ordinary Council Meeting detailing the trial and its outcomes has been requested for the July 2024 or August 2024 meeting - Community Infrastructure.

UNANIMOUS SUPPORT

08 GENERAL BUSINESS

Item	08 General Business		22 May 2024
Subject:	LORNE ROAD SPEED LIMIT SIGNAGE		
Discussion:	<p>Port Macquarie-Hastings Council (PMHC) is currently advancing with the plans of the upgrade of Lorne Road. The plan involves sealing a 2 km section between the Playfords Road intersection and the Upsalls Creek crossing. During the design finalisation, PMHC sought and obtained advice from TfNSW regarding speed limits for the section of Lorne Road to be sealed.</p> <p>Additionally, TfNSW was consulted about concerns raised by local residents regarding vehicle speeds on the road.</p>		
Action Required:	<p>While TfNSW does not specify speed zones for unsealed roads due to the variable conditions of unsealed roads, they provided advice on managing these concerns in the short term. The recommended approach is to install the following signage along the unsealed length of Lorne Road:</p> <ol style="list-style-type: none"> 1. At the start of the unsealed section, place GRAVEL ROAD and REDUCE SPEED (W2-211-5n) signs for both directions. 2. At approximately 100 m from the W2-211-5n sign, install REDUCE SPEED TO CONDITIONS (G9-318-1n) signs for both directions. These signs should be repeated approximately every 1 km or as closely spaced as possible based on the length of the unsealed section. <p>The signage has subsequently been implemented by Council.</p>		

Item	08 General Business		22 May 2024
Subject:	Kenny Drive - Nobby's Beach Flood Repair Works		
Notification:	<p>Works on the Nobbys Beach stairs, car park boardwalk and the Kenny Walk are set to start on 27 May 2024 with a view to completion by 30 June 2024 - weather permitting.</p> <p>The following engagement and communication activities are underway:</p> <ul style="list-style-type: none"> • Signage (attached will be installed on site and at key decision points at Flynn's Beach and Shelly Beach (north) includes detour route • Pop up at Nobbys Beach stairs this Saturday 18 May 2024 8am - 10am • A5 flyer prepared for the Visitor Information Centre • Webpage updated • Social media • Stakeholders informed 		
Update:	The matter has been tabled and provided to the Mayor's office.		

Item	08 General Business		22 May 2024
Subject:	Bold Street Laurieton Nightworks		
Notification:	<p>Council has engaged a contractor, for the following works:</p> <p>Bold Street in Laurieton will undergo resurfacing from 2 June 2024, to 7 June 2024, weather permitting.</p> <p>During this period:</p> <ul style="list-style-type: none"> • One lane will be closed. • The other lane will be under traffic control with detours in place. • No parking will be allowed in the immediate work zone. • The speed limit will be reduced to 40 km/hr. • Access to businesses will be maintained, with minor delays if construction works are in the immediate vicinity. 		
Update:	The matter has been tabled.		

Item	08 General Business		22 May 2024
Subject:	Vehicles parking illegally in Bus Zones		
Notification:	<p>Busways seeks to collaborate with Council Rangers and Police to address non-compliant parking in Bus Zones. This ongoing issue affects bus service for less mobile passengers due to vehicles parking too closely or within Bus Zones. Busways aims to educate and enforce parking restrictions around bus bays. Busways to provide Local Traffic Committee details on non-compliant behaviour and historical data detailing hotspot locations.</p>		
Action:	The matter has been tabled, and the Local Traffic Committee Members endorse this initiative. Council staff will write to our		

	Environmental and Regulatory team, informing them of the request details and seeking their support for the initiative.
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The meeting closed at 10.36am

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:
- your interest, or
 - the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - 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:
- Your "relative" is any of the following:
 - your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - the spouse or de facto partner of a person referred to in paragraphs (i) and (i)
 - "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)
- if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - 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
 - 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 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
 - 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.
 - 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.
 - 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
 - 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
 - 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:
- 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
 - 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.

AGENDA

LOCAL TRAFFIC COMMITTEE

24/07/2024

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 (the <i>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 (the <i>subject land</i>)² <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	12.02		22 Dec 2023
Subject	Lake Cathie Speed Reduction		
Discussion:	Port Macquarie Taxis noted that development and traffic around Houston Mitchell Drive in Lake Cathie has increase traffic and potential for incident (Construction of a new Ambulance Station and Aged Residential Development). It was suggested that a speed zone reduction from 70kph to 50kph should be considered in this vicinity.		
Action Required:	Speed Zone Reviews are undertaken by TfNSW. Council is in discussions with TfNSW regarding a speed zone review at this location.		
	TfNSW attended site to inspect, unfortunately it was during the School Holidays and will need to revisit during School time. TfNSW are commencing a speed zone review which will investigate moving the current 50 km/hr zone southwards to cover the intersection with Solomon Drive. Council and Police support the proposed change. Council are presently preparing a quotation for the installation of the signage and linemarking as required to support this change.		
	Quotation for implementation of signage still outstanding.		
Action:	Council to advise TfNSW and Local Traffic Committee on timeframe for provision of quotation. TfNSW seeking to resolve this matter quickly.		
Update:	Quotation provided to TfNSW. Works planned for August 2020 Implementation by internal maintenance crews.		

Item: 06**Subject: BEACH TO BROTHER - SUNDAY 22 SEPTEMBER 2024****Presented by: Community Infrastructure, Robert Fish**

RECOMMENDATION

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 2024 Beach to Brother event on 22 September 2024, subject to conditions contained within the attached Draft Section 138 Approval Certificate.

Executive Summary

The Beach to Brother Trail Running Festival, a prominent annual event in the Port Macquarie and Camden Haven regions, is scheduled for 22 September 2024.

This year's festival features a full marathon, team-relay marathon, half-marathon, 10km, and 5km runs, covering a scenic route from Town Beach to North Brother Lookout.

The 43km course will cover coastal tracks, beaches, and urban areas, with minimal disruptions to local traffic, thanks to comprehensive Traffic Management Plans and Traffic Guidance Schemes.

Key road closures will be effectively managed, with marshals and traffic control in place, particularly on Captain Cook Bicentennial Drive.

The event's infrastructure will be handled by licensed professionals, ensuring safety and efficiency from setup to completion.

Discussion

The Beach to Brother Trail Running Festival is an annual event held in and around the Port Macquarie and Camden Haven areas. The 2024 event will be held on Sunday, 22 September.

The event includes a marathon, a team-relay marathon, a half-marathon, a 10km, and a 5km distance run and spans from Town Beach, Port Macquarie to North Brother Lookout, Laurieton via a range of coastal paths, beaches, shared pathways, and crosses public roads and bridges in the towns of Port Macquarie, Lake Cathie, Bonny Hills, North Haven, and Laurieton.

All road crossings will be managed with marshals and traffic control as outlined in the submitted Traffic management plan and Guidance Schemes, with the only road closure associated with the event being Captain Cook Bicentennial Drive in Laurieton. The shoulder of Tuppeny Road, Port Macquarie and Kenny Drive will also be utilised for the event.

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From start to finish, the venue travels a point-to-point distance of approximately 43km.

Traffic Management

The attached Traffic Management Plans (TMP) and Traffic Guidance Schemes (TGS) have been prepared to address both runner safety and reduce the impact on traffic during the event.

The course has been identified as having minimal impact on road traffic and pedestrians.

It is proposed to have course Marshals located at the following locations:

- Flynn's Beach entry
- Bold St/Mill St Junction, Laurieton

A TfNSW approved Traffic Controller will be in place on Captain Cook Bicentennial Drive, Laurieton.

All associated infrastructure required to implement the plan will be installed by appropriately licenced staff from local company, "Men and Women at Work".

Set up and pack down will occur between:

- 0530hrs and 0830hrs on the morning of the event.
- 1200hrs and 1400hrs on the afternoon of the event.

Consistent with previous events there is expected to be minor impacts on the non-event community.





The event will be conducted early on a Sunday where pedestrian traffic on the pathways will be restricted, however is consistent with similar events and will progressively re-open following the participant's progress.

Signage will be placed in strategic locations in the weeks leading up to the event to provide notice an event will take place.

Consultation

Community Consultation will be undertaken consistent with the draft conditions of approval as attached.

Attachments

1.  Draft Section 138 Approval - Beach to Brother 2024
2.  Beach to Brother 2024 Event Site Plans
3.  Beach to Brother 2024 Traffic Management Plan
4.  Beach to Brother 2024 Transport and Parking Plan

Port Macquarie-Hastings Council
PO Box 84
Port Macquarie
NSW Australia 2444
✉ council@pmhc.nsw.gov.au
ABN 11 236 901 601



Applicant Name: Michael Maher

Our Reference: 710.2024.6116.1

Contact: Donna Edenborough

Phone: (02) 6581 8111

NOTICE OF DETERMINATION OF ROADS ACT APPLICATION

*Issued under the Roads Act 1993, Section 144; and under
the Local Government Act 1993, Section 68, Part E.*

Under the Roads Act 1993, Council has <<APPROVED/REJECTED>> the use of public road in accordance with the documents submitted for the works requiring temporary road closure/s for the following:

Name of Activity: Beach to Brother
Time/Date of Activity: 22/09/2024 6.00am- 2.00pm
Type of Activity: Running Event
Road Reserve Fronting: Captain Cook -Bicentennial Drive

Determination:

Date of Determination:

Port Macquarie–Hastings Council (being the Road Authority) consents to Michael Maher undertaking the proposed work subject to the conditions detailed below. Conditional consent is provided.

By the commencement of works you are agreeing to all the conditions described below.

pmhc.nsw.gov.au

Page 1

PORT MACQUARIE OFFICE
17 Burrawan Street, Port Macquarie NSW 2444
☎ 02 6581 8111 📠 02 6581 8123

WAUCHOPE OFFICE
49 High Street, Wauchope NSW 2446
☎ 02 6589 6500

LAURIETON OFFICE
9 Laurie Street, Laurieton NSW 2443
☎ 02 6559 9958

**Details of Conditions:****GENERAL CONDITIONS**

1. That the event organiser notifies Port Macquarie - Hastings Council of the dates and times of the event and associated road impacts at least 14 days in advance of the event. The proposed work must be confined to the Public Road boundaries as nominated on the plans and specifications submitted with the application.
2. This consent is valid for twelve (12) months from the date of determination. The applicant is to contact Council for any extension or further approvals.
3. 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:
 - a. location, times, and duration of event,
 - b. temporary traffic management controls, times, and duration
 - c. alternative routes and access arrangements.
4. 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:
 - a. event name
 - b. event times
 - c. contact details of at least two (2) people involved in the organisation of the event, in case of an emergency.
5. That the event organiser abides by the written approval from the NSW Police.
6. That the event organiser notifies the NSW Ambulance, NSW Fire & Rescue, NSW Rural Fire Service, and the State Emergency Service of the proposed 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 traffic management arrangements at least 14 days in advance of the event and assists in developing alternatives for affected users.
8. TfNSW/SafeWork NSW accredited persons (Implement Traffic Control Plans) are 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. The event organiser must have this approval on site for the duration of the event.
12. 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.
13. The activity shall be carried out in accordance with the application submitted to Council except where varied by any condition of this approval.
14. The applicant agrees to indemnify Port Macquarie-Hastings Council from and against all actions, costs, claims, and damages which may be brought or claimed against the Council arising out of or in relation to the approval of this application. The applicant shall maintain a current public liability insurance policy for the value of \$20 million for the duration of works.

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15. The applicant agrees that Council has no responsibility or liability for any loss or damage to the applicant's fixtures or fittings or personal property.
16. Any damage to paths, roadways or other public facilities used in conjunction with the activity is to be repaired by the applicant at no cost to Council.
17. The applicant must comply with any Act, Regulation, Council policy, code or protocol relating to the works.
18. Operations to be undertaken in such a manner so as not to cause undue hindrance to pedestrian and vehicle access for the duration of the work.
19. This approval does not confer on the applicant any exclusive right, entitlement or interest in the Public Road and access is not to be denied to the general public.
20. Noise is to be controlled as required by the "Protection Of The Environment Operations (Noise Control) Regulation 2008".
21. All public enquiries regarding aspects of the road works or related traffic diversions are to be addressed by the applicant in a timely manner.
22. Council reserves the right to cancel this approval at any time.

SITE SPECIFIC CONDITIONS

23. The applicant is responsible for safety induction of all persons onto the site. The applicant or contractor is responsible at all times for ensuring safe systems of work and that the work site poses no work health or safety risks to workers or the public.
24. All persons engaged in any work relative to this approval must be qualified, trained or appropriately experienced in the work involved and the safe operation of associated tools or machinery. Relevant advice should be obtained from Safe Work NSW.
25. Trainees are to be under the direct supervision of a trained instructor at all times.
26. The site is to be maintained and left in a clean and tidy condition at the completion of each day. Materials and vehicles shall be stored safely and in an appropriate manner.
27. The activity shall provide for adequate pedestrian and motorist access throughout the road reserve. In this regard,
 - a. The applicant will not alter traffic flow unless they have provided a certified copy of a Traffic Management Plan and or Traffic Guidance Scheme prepared by a person accredited as of 1 July 2020 a NSW Safe Work, WorkCover licenced person, detailing the devices required to control traffic movements during the course of this activity.
28. The following traffic management requirements be implemented. Any modifications to the items listed below must be agreed with Council prior to the commencement of work or the running of this event.
 - a. Traffic Management Plan titled, Traffic Management Plan prepared by Vo2 Performance, un-dated
 - b. Traffic Guidance Scheme titled V02 Performance Beach to Brother, prepared by Men and Women at Work and dated 7/6/2023
29. The applicant shall not:
 - a. Cultivate the land.
 - b. Erect structures on the land or undertake any construction or other work on the land other than those specifically approved as part of this application (with the exception of a post and wire fence along the boundary)
 - c. Dump any garden waste or other materials.



- d. Store any materials or vehicles on the land unless in a safe and appropriate manner.
 - e. Soil disturbance must be kept to a minimum. Areas of soil disturbance must be monitored for weed invasion. Weeds that occur as a result of these works must be controlled and removed. All topsoil must remain on the soil surface. Maintenance to be undertaken as required minimising the potential for erosion.
30. The event Co-Ordinator must be onsite and have the documentation always listed below in their possession on site for the duration of the works.
- a. This determination document.
 - b. Insurance, Certificate of Currency.
 - c. Notice to affected residents and/or businesses.
 - d. Risk Assessment documentation.
 - e. Traffic Management Plan and Guidance Scheme(s).

The above conditions are imposed in conformity with Chapter 7 of the Local Government Act, 1993, and the Local Government (General) Regulation 2005 and with Council's current Codes and Policies.

Advice: This approval is effective from << Date to Date >>.

You may make a request to Council within a period of twenty-eight (28) days to review the determination of your application. If you are dissatisfied with the determination of Council in respect to your application you may appeal under Section 176(1) of the Local Government Act, 1993, to the Land and Environment Court within a period of twelve (12) months from the date of this determination.

Yours sincerely

Mark Edenborough
Manager Planning and Design Programs
Community Infrastructure

COURSE PLAN

For a detailed account of the Beach to Brother 2024 course outline, please [click here](#). This will take you to a Google map. Identified on the map are:

- Start locations
- Aid Stations
- Relay Swap over points
- Emergency Access points
- Photographer points
- Volunteer points
- Course Signage points
- Buses
- Timing System points










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My Collection



A large yellow circular logo with a stylized '02' and the text 'V02 PERFORMANCE' in a grey font is centered behind the title.

TRAFFIC MANAGEMENT PLAN

Event Name:	BEACH TO BROTHER TRAIL RUNNING FESTIVAL
Event Date:	SUNDAY 22 SEPTEMBER 2024
Event Location:	VARIOUS, FROM PORT MACQUARIE TO LAURIETON
Event Type:	RUNNING

Description:

A running event taking place on the Mid-north coast of NSW. Event includes a marathon, a team-relay marathon, a half-marathon, a 10km, and a 5km distance run. The event spans from Town Beach, Port Macquarie to North Brother Lookout, Laurieton. The event travels along coastal paths, beaches, shared pathways, and crosses public roads and bridges in the towns of Port Macquarie, Lake Cathie, Bonny Hills, North Haven, and Laurieton. From start to finish, the venue travels a point-to-point distance of approximately 43km.

Men at Work Port Macquarie have performed an analysis of the event course and associated roads. The attached Traffic Control Management Plans have been generated to both improve runner safety and reduce the impact on traffic during the event. The course has been identified as having minimal impact on road traffic and pedestrians.

As per attached TCMP:

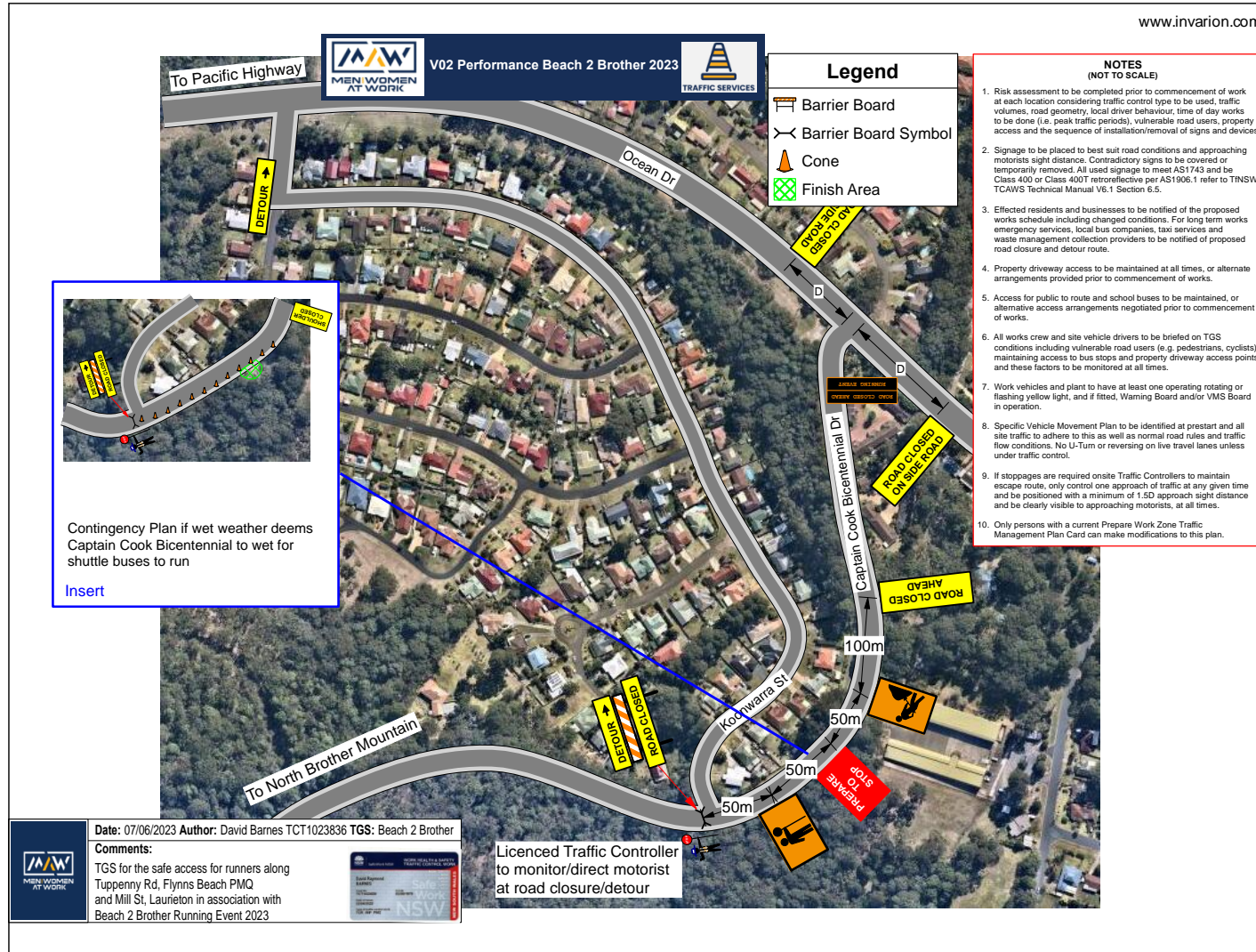
1. Course Marshals will be located at the following locations:
 - Flynn's Beach entry
 - Bold St/Mill St Junction, Laurieton

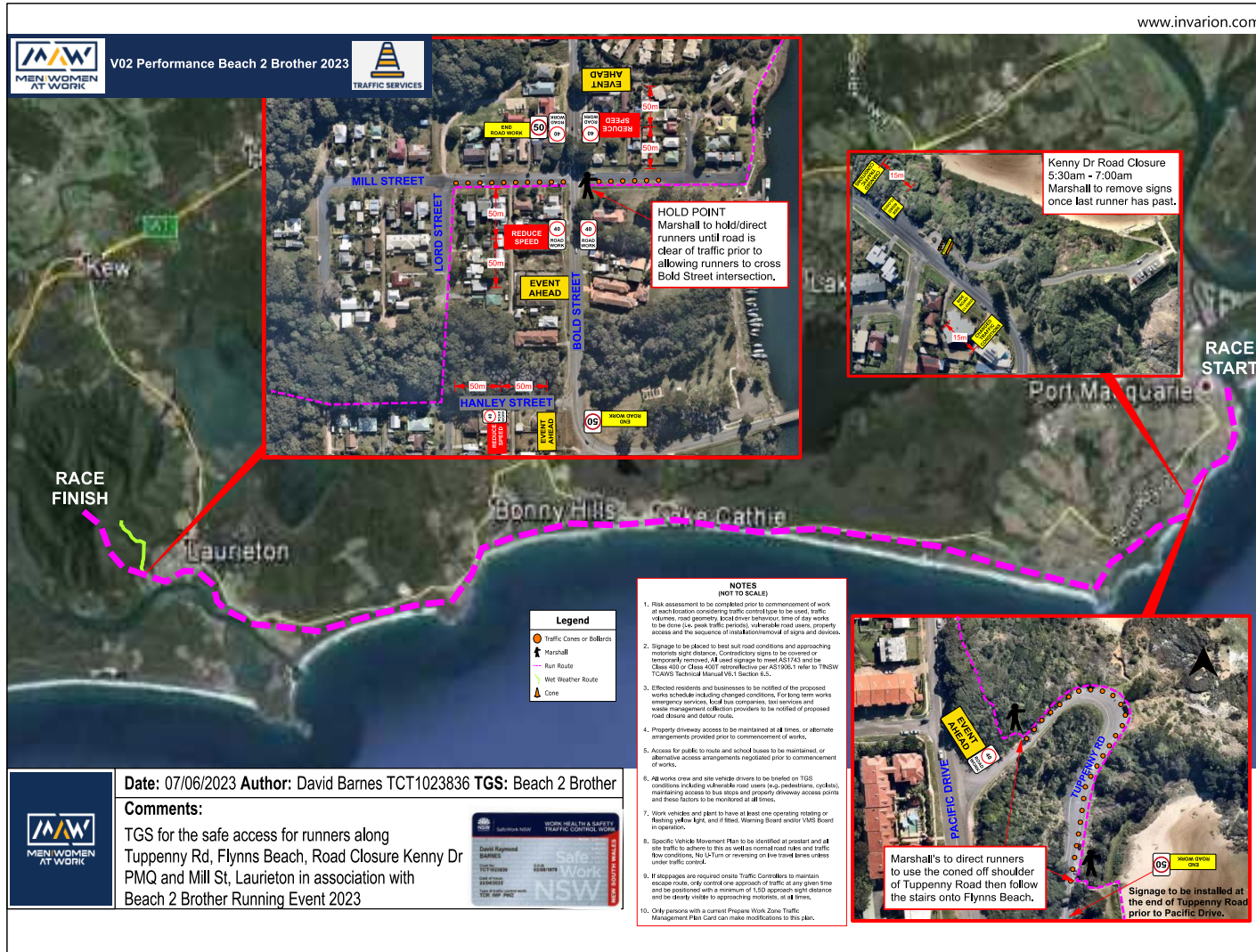
2. RTA Approved Traffic Controller will be located at the following locations:
 - Captain Cook Bicentennial Drive

3. All associated infrastructure required to comply with the plan will be installed by Men at Work licenced staff. Set up and pack down will occur between:
 - 0530hrs and 0830hrs on the morning of the event.
 - 1200hrs and 1400hrs on the afternoon of the event.

4. A full risk assessment will be conducted, including roles and responsibilities; relative information following the risk assessment will be conveyed to all event volunteers and participants prior to the event either online, via email, or in person if required.

5. As per previous years, there will be minimal to no impact on the non-event community. As the event takes place early on a Sunday, traffic on the pathways utilised for the event is minimal. Signage will be placed in strategic locations in the weeks leading up to the event to provide notice an event will take place. Notification will be placed in local media newspapers to provide advice about the event. Information will be mailed to key locations to provide specific advice in relation to street crossing





Item: 07**Subject: KOALA VEHICLE STRIKE SIGNAGE - TRAFFIC AND SPEED DATA****Presented by: Community Infrastructure, Robert Fish**

RECOMMENDATION**This report is for the information of the Local Traffic Committee only.****Executive Summary****Background**

The Port Macquarie-Hastings Local Government Area (LGA) is taking significant steps to protect its koala populations. In this regard, Port Macquarie is identified as an important koala stronghold within the *NSW Koala Recovery Strategy* and this population is identified as subject to significant risk by motor vehicle strike. This is demonstrated via the fact that 2022 saw 17 reported incidents of koalas being hit by vehicles, all in the latter half of the year.

As a result, Council is working collaboratively with the State Government to address the threat of vehicle strikes, which pose a significant risk to koalas.

To combat this ongoing risk, Council in collaboration with the state's Department of Climate Change, Energy, the Environment and Water, secured a \$215,000 funding agreement to implement preventive measures, consisting of the installation of solar powered vehicle activated Koala Signs, in addition to the placement of pavement markings at six high-risk locations throughout the LGA.

The installation of the new signs and pavement marking primarily function to raise awareness of koalas through the *drive with care be koala aware education* campaign, however the radar speed detection technology incorporated into these signs collates a range of traffic and speed related information that are presented in this report.

Traffic Data Collated via Vehicle Activated Koala Signs

As noted above, solar powered vehicle activated Koala Signs have been installed at six high-risk locations throughout the LGA. These signs have been installed in pairs, for a total of 12 signs across the 6 locations, with signs facing opposite traffic directions at each location (note that given the need to warn approaching vehicles of koala impact risk areas, signs are often a few hundred meters apart).

Locations of the vehicle activated signs are shown on the images below.

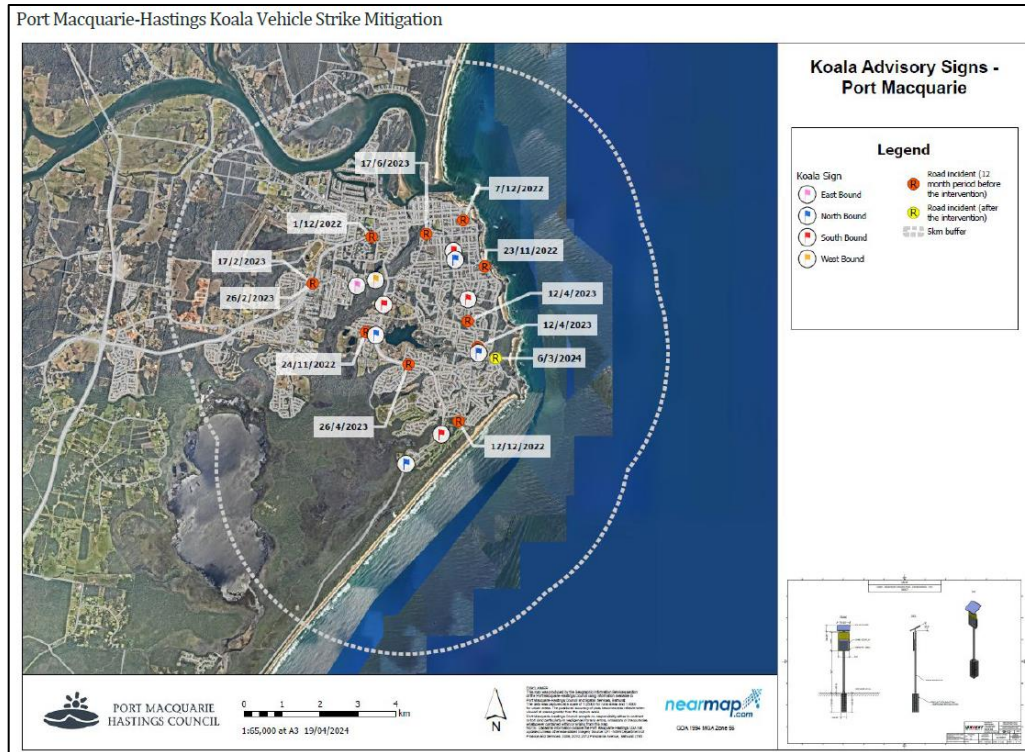


Image 1 - Koala Advisory sign locations - Port Macquarie

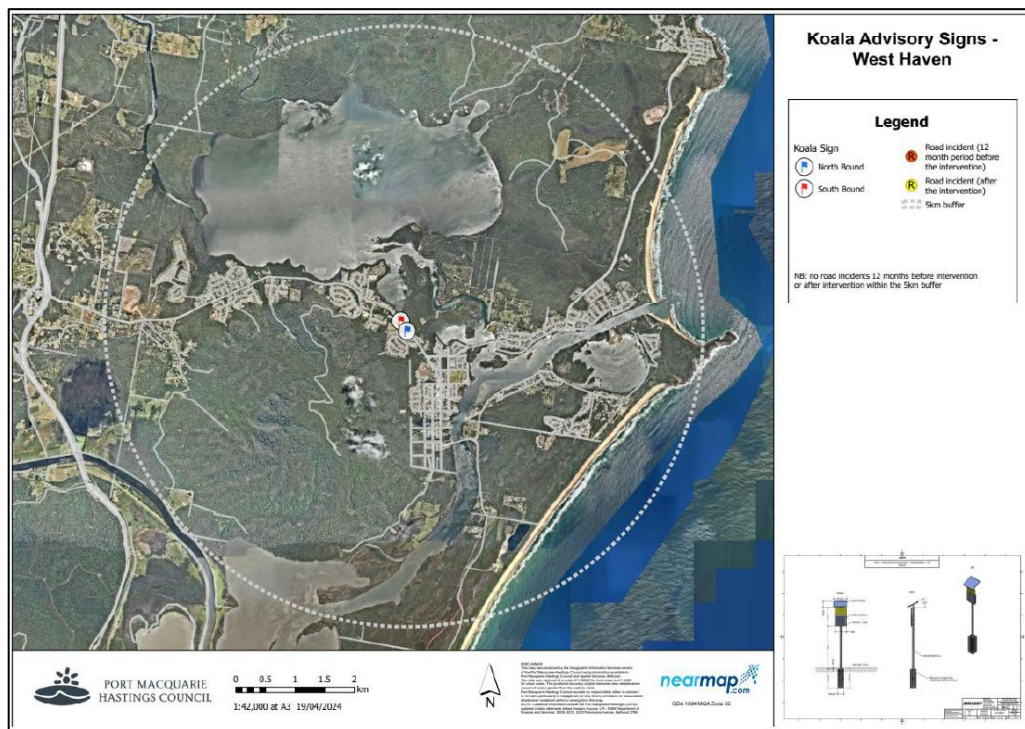


Image 2 - Koala Advisory sign locations - Camden Haven

The Vehicle Activated Signs include a data logging capability with portal access using a 4G sim card and each sign has remote access and logging capabilities.

Signs log average and maximum speed data every 15 minutes and count traffic continuously.

Image 3 below shows a typical sign installation:



Image 3 - Typical vehicle Activated Sign - Lord Street, Laurieton

In order to test the effectiveness of the signs at reducing vehicle speeds, a study was undertaken to assess vehicle speeds pre and post installation. The study aimed to measure speed data for the first two weeks after installation with the displays blocked and then undertake a further two weeks monitoring after display was removed so a comparison of speed data could help to determine if the provision of signage had resulted in an average speed reduction.

Radar was operating with all traffic speeds and counts logged during this time. Table 3 within the attached document "PMHC Vehicle Strike Report 2024" details the breakup of speed data captured during the project.

The study data indicated that display signs did not significantly alter driving behaviour, with the 85th percentile speed showing that the majority of vehicles travelled at or near the posted speed limit, regardless of whether speed displays were visible or not, indicating no significant impact on driving speeds from these displays.

NOTE - The 85th percentile is often used to determine speed limits for roads. The theory assumes that most drivers are reasonable and do not want to get in an accident but do want to get to their destination as quickly as possible. Therefore, a speed at which 85 percent of people drive is figured to be the highest safe speed for that road. The 85th percentile speed, which is the

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speed at or below which 85% of vehicles are observed to travel under conditions past a nominated point at a certain time of day (NSW Government 2024).

The maximum speed data however indicates that excessive speeding (in some instances up to double the legal limit) was consistently observed at all monitored locations on a weekly basis. Furthermore, the presence or absence of a display did not influence the frequency of speeding incidents.

On the basis that speed data did not significantly change pre and post sign installation, a summary of the total speed related data collected from the 12 signs is copied below:

Sign	Location	85th Percentile	Mean Speed	Min Speed	Max Speed	Std. Dev.
VAS1	Ocean Drive Golf Club (north bound 10-3.4.76) 70km/hr limit	70.7	66.3	50.3	107.2	5.3
VAS2	Ocean Drive Golf Club (south bound 10-3.4.73) 70km/hr limit	68.1	64.8	51.1	149.4	5.4
VAS3	Kennedy Drive (North Bound) 50km/hr limit	54.6	52.8	35.1	103.9	3.3
VAS4	Kennedy Drive (South Bound) 50km/hr limit	53.2	51.4	37.8	93.3	3.2
VASS	Lake Road (West Bound) 50km/hr limit	53.0	50.7	41.0	139.3	2.8
VAS6	Lake Road (East Bound) 50km/hr limit	54.2	50.2	32.7	105.6	5.1
VAS7	Lord Street (North Bound) DC Powered 50km/hr limit (Operational since March 2024)	52.1	50.2	43.7	116.9	2.5

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VASS	Lord Street (South Bound) 50km/hr limit	51.7	49.9	33.6	111.4	3.2
VAS9	Ocean Drive PMQ (North Bound) 70km/hr limit	67.1	64.6	50.5	135.0	3.7
VAS10	Ocean Drive PMQ (South Bound) 70km/hr limit	64.9	63.1	48.4	121.1	2.8
VAS11	Ocean Drive West Haven (North Bound) 50km/hr limit	58.9	55.1	43.8	135.1	5.6
VAS12	Ocean Drive West Haven (South Bound) 50km/hr limit	58.6	54.9	45.2	136.7	5.6

Table 1 - Speed statistics obtained from Vehicle Activated Koala Signs

The above data is presented for the information of the Local traffic Committee only. Should any other agency/department wish to gain access to the data collated from these signs, please contact Port Macquarie - Hastings Council.

Attachments

1  PMHC Vehicle Strike Report 2024

Item: 08**Subject: HIBBARD DRIVE PARKING RESTRICTIONS, PORT MACQUARIE****Presented by: Community Infrastructure, Robert Fish**

RECOMMENDATION

That it be a recommendation to the Chief Executive Officer, under sub delegation, for implementation:

That Council

- 1. Install No Parking Signage at various locations on Hibbard Drive, Port Macquarie as detailed in this report**
- 2. Notify adjoining residents and businesses of new signs**
- 3. Undertake specific education with adjoining businesses regarding the use of off-street parking.**

Executive Summary

Council has received a series of complaints concerning perceived illegal and disruptive parking along Hibbard Drive, which have led to safety risks and general inconvenience to the public.

The issue reportedly stems from the employees of Patrick Auto Group (PAG) using the street for personal parking, limiting availability for residents and visitors and creating a traffic hazard as a result of insufficient existing lane width.

In response, Council engaged a transport engineering consultant, Point8 to conduct a thorough assessment and provide recommendations in compliance with legislative guidelines.

Observations have confirmed a compliance issue, related to vehicles parked along a 60-metre stretch on the eastern side of Hibbard Drive.

To address this, it has been recommended to install 'No Parking' signs extending from Hastings River Drive past the car yard driveway up to Numbers 81 and 128 Hibbard Drive.

This measure aims to alleviate the parking congestion, ensure adherence to parking regulations and provide a safe traffic environment for vehicles entering and leaving Hibbard Drive to Hastings River Drive.

During the investigations of these issues, the car dealer has been consulted to discuss the changes and to attempt to mitigate potential impacts on their business operations.

Issue

Council has received several complaints in relation to perceived illegal and nuisance parking along Hibbard Drive. The parking situation at this location has resulted in safety concerns and inconvenience to the community.

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Community concerns revolve around Patrick Auto Group (PAG) staff allegedly using the roadway to park their personal vehicles, which has reduced available parking for residents and other users and has created a traffic hazard as a result of insufficient existing lane width, leading to potential clashes between oncoming vehicles.

The community requests received have been to install no parking on one side of the road adjacent to PAG.

Investigations

Council engaged a specialist transport consultant, Point8 to undertake an independent assessment of the request and to provide a recommendation based on legislative requirements and guidelines (investigation report is attached).

In accordance with TfNSW Technical Direction TDT 2002/12c *Stopping and parking restrictions at intersections and crossings*, for an unsignalized intersection, a 10m no-stopping distance is advised in all directions to the intersection. In this instance, signposting should only be required where there is a compliance problem, or there is adjoining signposting.

Site investigations by Council and Point8 observed the location to have a compliance problem as there were vehicles parked along the eastern kerb of Hibbard Drive in front of Patrick Auto Group, spanning roughly 60m from the intersection.

In addition, this section of Hibbard Drive was observed to have a narrow carriageway width (approx. 6m wide), and parked cars restrict traffic flow and turning ability from Hastings River Drive into Hibbard Drive.

This is illustrated on the image below, which shows that the available lane width is reduced to approximately 4m adjacent to parked cars. This is insufficient to enable outgoing/incoming vehicles to pass:

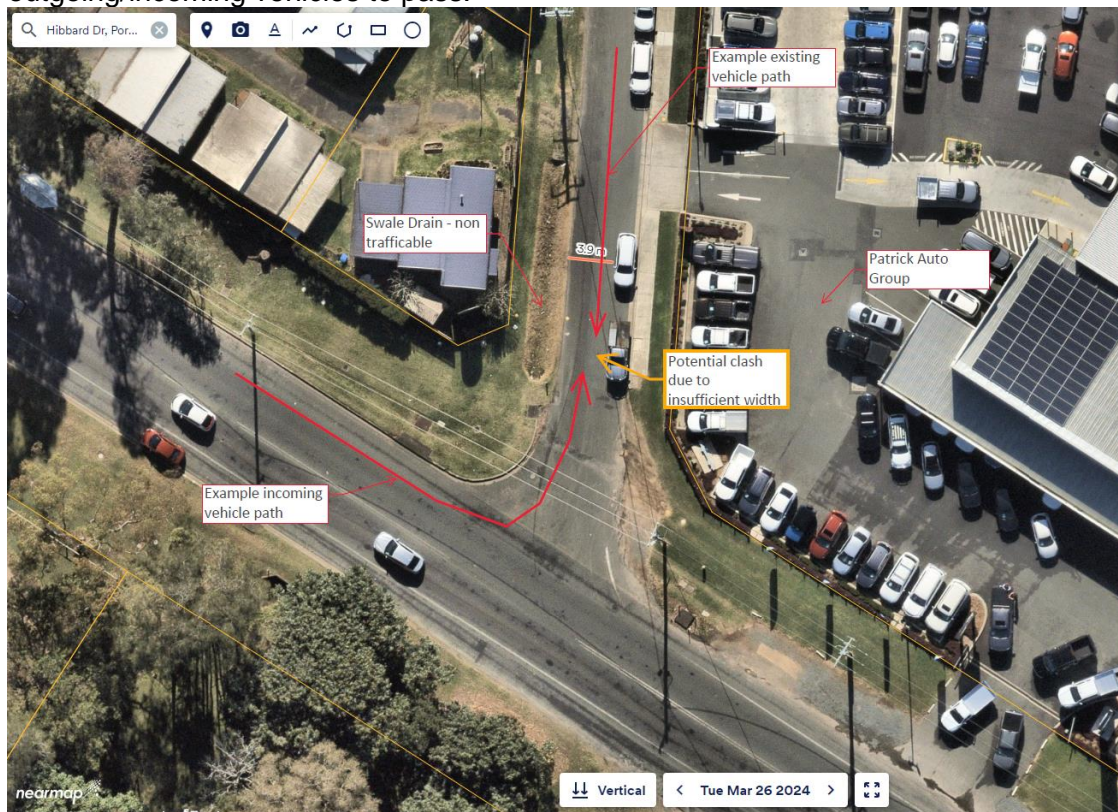


Figure 1 - Site Constraints

To address the above issues, it has been recommended that No Parking (R5-40) signage be installed along a 60m length of Hibbard Drive from Hastings River Drive as shown on Figure 2 below:

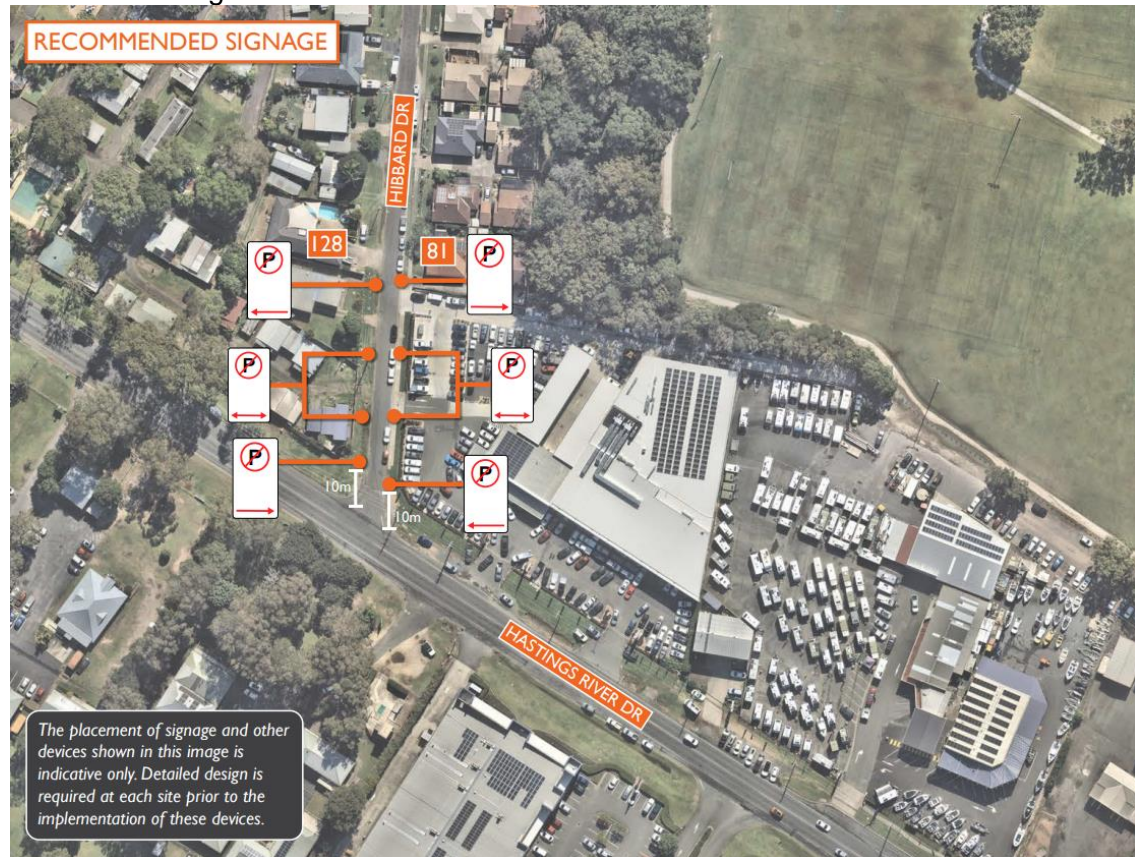


Figure 2 - Diagram of proposed no-parking areas

The provision of these restrictions are acknowledged to inconvenience PAG employees and patrons, however are considered necessary on road safety grounds.

Community impacts of this signage change are expected to be:

- PAG staff and patrons will be forced to utilise available on-site parking (46 car parking spaces are available on site as per DA2014-989) or the nearby on street parking within Hastings River Drive and Hibbard Drive (to the north),
- Residents of properties within Hibbard Drive fronting the proposed parking restrictions are understood to be minimally impacted by the proposed changes in restriction on the basis that the western side of Hibbard drive contains a grassed swale drain, which by nature is not suitable for on street parking in the existing state.

Recommendation

Council staff are supportive of the recommendations provided by consultant Point8 and hence recommend that the following be undertaken:

- Install No Parking Signage at various locations on Hibbard Drive, Port Macquarie as detailed in this report.
- Notify adjoining residents and businesses of new signs.
- Undertake specific education with adjoining businesses regarding the use of off-street parking.

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Consultation

In consideration of the above recommendation, Council staff have consulted with the following residents and community members:

- Patrick Auto Group have been advised by letter of the recently completed investigation and were requested to advise their staff to park within the available on-site parking within their property. A copy of the letter sent to PAG is attached. No response has been obtained from PAG.
- Council Staff and Consultants from Point8 met a number of residents on site when conducting investigations and discussed first hand experiences regarding parking and traffic safety, however no formal engagement has been undertaken.

Attachments

1.  Point8 Hibbard Drive Parking Investigation Report
2.  Letter to Car Yard - Hibbard Drive - Parking Concerns

Item: 09**Subject: MATTHEW FLINDERS DRIVE & THE FAIRWAY - NEW PARKING RESTRICTIONS****Presented by: Community Infrastructure, Robert Fish**

RECOMMENDATION**This report is for the information of the Committee Only****Executive Summary**

Port Macquarie-Hastings Council recently addressed a complaint about obstructed sightlines at the intersection of The Fairway and Matthew Flinders Drive due to legally parked vehicles.

To resolve this, Council engaged Point8 Traffic Engineering & Transport Planning, who undertook an investigation and recommended that no stopping and no parking signs be installed to improve visibility for exiting vehicles. This recommendation aligned with the TfNSW Technical Guideline TDT 2002/12c *Stopping and parking restrictions at intersections and crossings*, which prescribes a 10-meter no-stopping zone at unsignalised intersections and advises that consideration should be given to providing additional 'No Parking' if adverse site geometry exists.

Following this investigation, Council has implemented new no stopping/No Parking on Matthew Flinders Drive.

Background

Port Macquarie - Hastings Council recently received a resident complaint regarding compromised sight distance for vehicles exiting The Fairway onto Matthew Flinders Drive, Port Macquarie.

In this regard, it was alleged that sight distance when exiting was compromised due to vehicles legally parked within Matthew Flinders Drive.

In responding to this enquiry, Council engaged specialist transport engineering consultancy Point8 Traffic Engineering & Transport Planning to undertake an assessment of the request and to provide a recommendation based on legislative requirements and guidelines.

Investigation findings

In accordance with TfNSW Technical Guideline TDT 2002/12c *Stopping and parking restrictions at intersections and crossings*, a 10m no-stopping distance is advised in all directions at an unsignalised intersection.

Furthermore, the guide advises that consideration should be given to providing additional 'No Parking' if adverse site geometry exists.

Following site investigations by Port Macquarie-Hastings Council and consultant Point8, it was confirmed that sight distance to the west for vehicles exiting The

AGENDA

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Fairway onto Matthew Flinders Drive was compromised and it was recommended that no stopping and no parking signage be installed.

This sight distance issue can be observed via the Google StreetView image below, whereby a large vehicle parked in the location shown by the red square would obstruct vision of oncoming vehicles for the west.



Image 1 - Sight Distance looking west from The Fairway on exit

The investigation report from Point8 went further and recommended the installation of No Stopping/No Parking restrictions on all legs of this intersection as shown in Figure 1 below, however Council staff have recommended and endorsed the installation of only those restrictions applicable to the observed blocked sight lines.

Doing so is considered to manage the identified road safety risk whilst maximising the availability of on street parking and residential amenity.

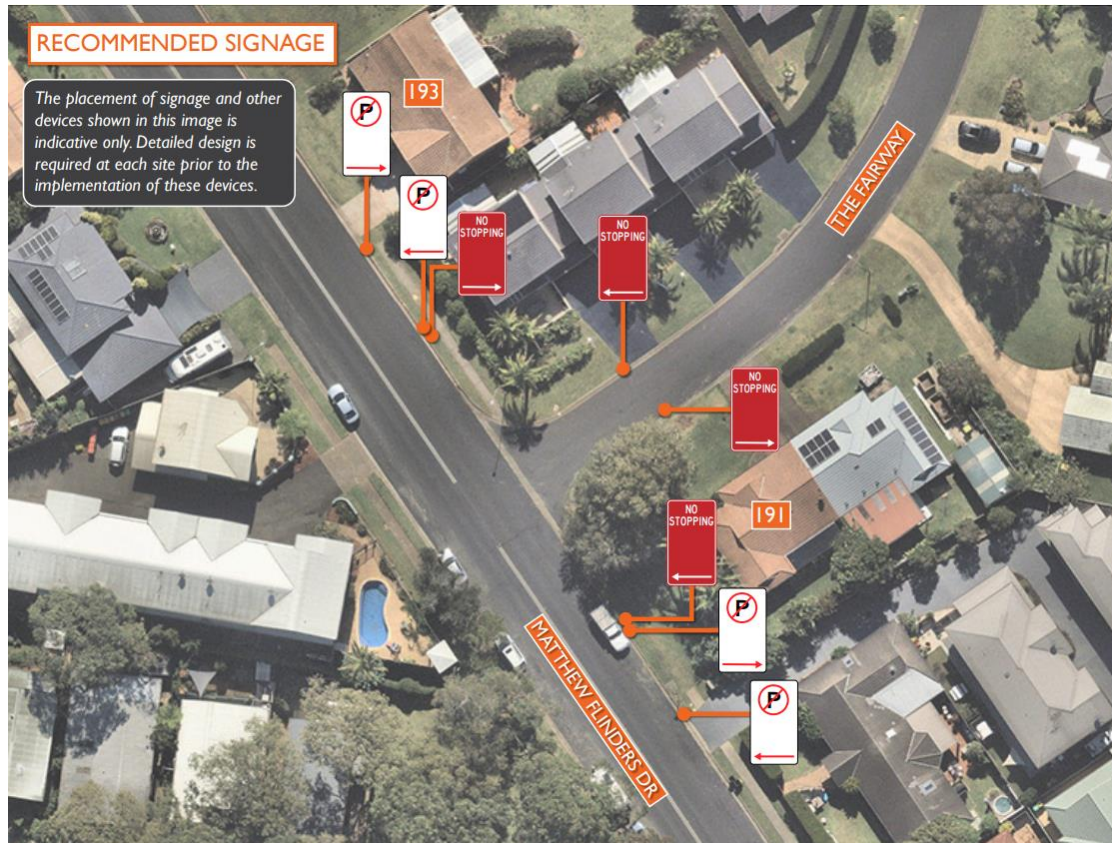


Figure 1 - consultant recommended parking restrictions

Figure 2 below highlights the signage that has been installed to address the abovementioned matter:

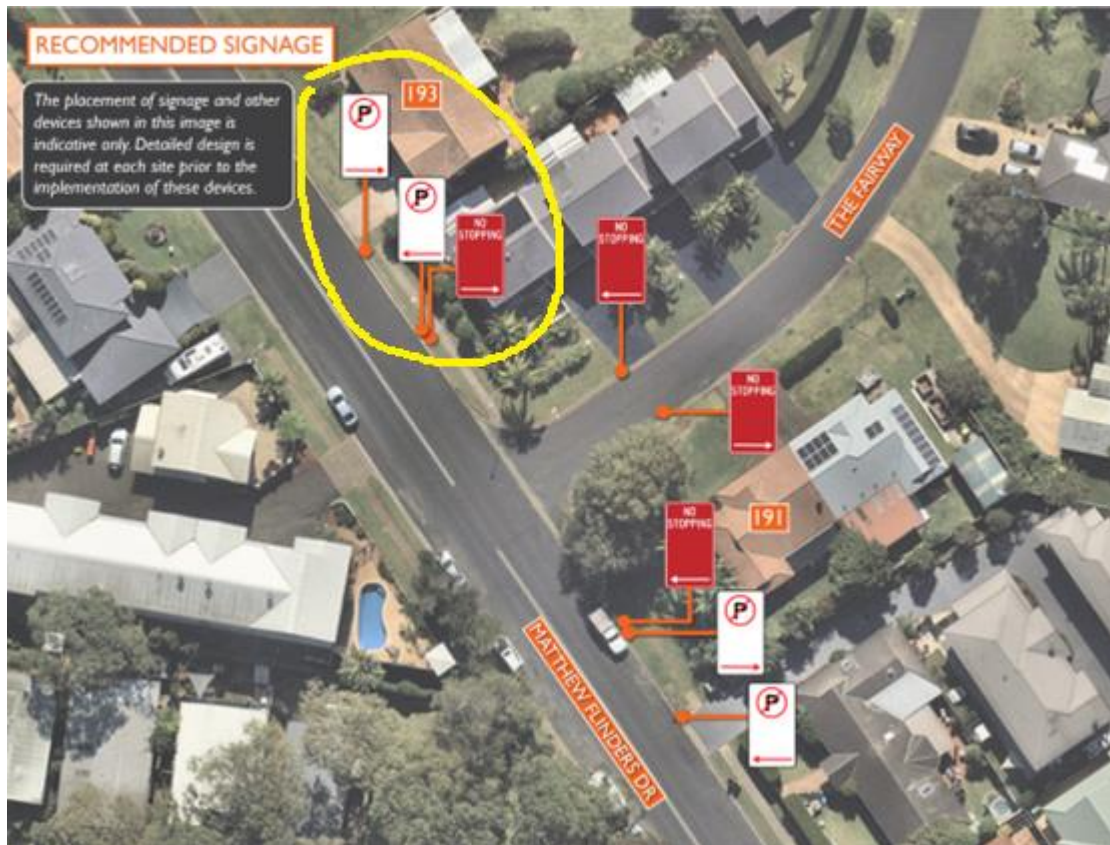


Figure 2 - Installed No Parking/No Stopping signs shown in yellow circle.

Consultation

Prior to the installation of the new No Parking/No Stopping signage as shown within the yellow circle in the image below, Council wrote to adjoining residents to advise of the impending change.

One landowner from 2 The Fairway (within whose frontage the signage has subsequently been installed), contacted Council, thanking Community Infrastructure staff for the proposed new signage.

No other comments or objections were obtained.

Attachments

- 1. The Fairway Investigation Report

Item: 10

Subject: PARKING RESTRICTION CHANGES AT BONNY HILLS NEW SHARED PATHWAY

Presented by: Community Infrastructure, Robert Fish

RECOMMENDATION

That it be a recommendation to the Chief Executive Officer, under sub delegation, for implementation:

That Council

- 1. Install 2 x P5 Parking Signs on Ocean Drive, Bonny Hills within the soon to be constructed pull off bay opposite 937 Ocean Drive as detailed within the plans attached to the report.**
- 2. Notify adjoining residents and businesses of new signs.**

Background

The Bonny Hills Shared Path is a community-based project that aims to deliver better connectivity for users along Ocean Dr from Graham Street through to Rodley St, Bonny Hills.

The approximate alignment of the pathway is shown on figure 1 below:



Figure 1 - Bonny Hills Pathway Alignment

The Path will connect into existing footpaths that are utilised by the community and visitors to access the Bonny Hills Wauchope SLSC, Rainbow Beach, Bonny Hills Skate Park, Bonny Hills Community Hall, Reflections Holiday Park and the Bonny View Store.

This project is 100% funded via the federal governments Local Roads and Community Infrastructure Program at a total cost of \$1.95M.

Due to topography, the westernmost section of this pathway is being constructed as a raised boardwalk and incorporates a viewing platform, to enable residents and tourists alike to pause and take in the natural beauty of the locality.

During the design phase for the boardwalk section of the pathway, community feedback indicated that in addition to the proposed pedestrian viewing area, the location was presently being used by passers by in vehicles as an unofficial viewing location, to 'check the surf'. As a result, the design was modified to include provision of a pull off bay, to formalise this existing scenario and meet wider community needs.

The location of the boardwalk and pull off bay is shown by the yellow dot on the image below:



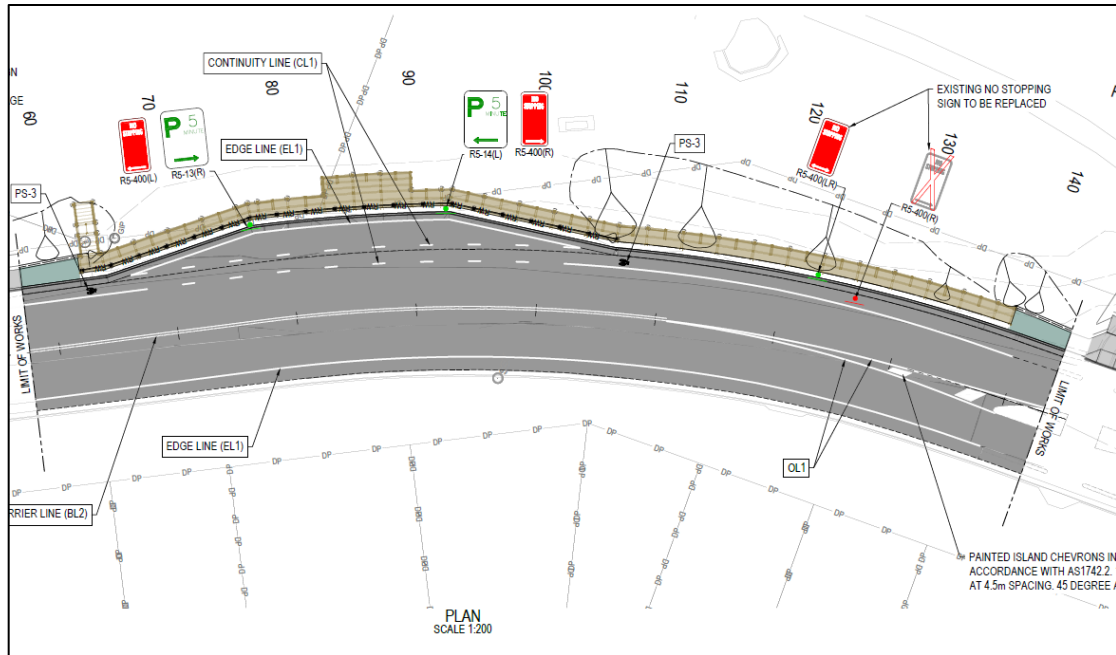
Figure 2 - Boardwalk and pull off bay location.

Design and Signage Changes

The design and construction of the proposed boardwalk and pull off bay of the Bonny Hills Pathway project includes 1.5m lane widening, formalisation of a 2.5m pull off bay, SA type kerb and fibre reinforced polymer (FRP) boardwalk.

This design is presently under final review by Council and is expected to commence construction shortly.

An excerpt of the design plans showing the layout of the pull off bay and boardwalk is shown below. A copy is also included as an attachment to the report:



The detailed design proposes some changes to the parking signage on Ocean Drive at Bonny Hills.

As shown on the image above, the designers have suggested for the pull off bay area that these be adjusted to P5 restrictions, so should there be the desire for the community or visitors to pull over, leave their vehicle and take in the vista point, it would be permissible.

Currently 'No stopping' signs are in place along Ocean Drive at Bonny hills between Top shop and Panorama Drive.

Proposed Signage Changes

The plan proposes the removal of one of the no stopping signs, and addition of 2x P5 Parking signs. See attachment 1 for details of signage that will be removed, and the location of the P5 signs.

Attachments

- 1.  Detailed Design Signage, linemarking and roadside furniture plan

