



PORT MACQUARIE-HASTINGS
COUNCIL



Local Traffic Committee

Business Paper

date of meeting: Wednesday 28 October 2020

location: Committee Room and MS Teams

time: 10:00am

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	26/06/19	16/10/19	20/11/19 held via Electronic	07/05/20 held via Electronic	24/06/20
Deputy Mayor Lisa Intemann (Chair)	✓	✓	✓	✓	✓
Councillor Lee Dixon (Deputy Chair)	X	A	✓	✓	A
Daniel Finch Joel Wehlow (NSW Police)	✓	✓ ✓	✓	✓	A
Greg Aitken Linda Makejev Liz Smith (TfNSW)	PV	PV ✓	✓	✓	✓
Representative of Mrs Leslie Williams (Member for Port Macquarie)	X	X	✓	✓	X
Representative of Melinda Pavey MP (Member for Oxley)	X	X	✓	✓	X
Non-voting:					
Brett Dawson (Port Macquarie Taxis)	✓	A	✓	✓	X
Malcolm Britt Mark Lawrence (Busways)	✓	A	✓ ✓	✓	✓
Dan Bylsma (PMHC Director Infrastructure)		✓			X
Cameron Hawkins (PMHC - Group Manager Infrastructure Planning)	✓	A	✓	✓	✓
John Hanlon (PMHC - Transport & Traffic Engineer)	✓	✓	✓	✓	✓
Amanda Foster (PMHC Admin. Officer) Phillip Marshal (Alternate - PMHC Admin. Officer)	✓ ✓	✓	✓ ✓	✓ ✓	✓

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

Meeting Dates for 2020

26/02/2020	Committee Room	10:00am
29/04/2020	Committee Room	10:00am
24/06/2020	Committee Room	10:00am
26/08/2020	Committee Room	10:00am
28/10/2020	Committee Room	10:00am
16/12/2020	Committee Room	10:00am

Local Traffic Committee Meeting

Wednesday 28 October 2020

Items of Business

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Item: 01**Subject: ACKNOWLEDGEMENT OF COUNTRY**

"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

Item: 02**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 03**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Local Traffic Committee Meeting held on 24 June 2020 be confirmed.

PRESENT

Members:

Deputy Mayor Lisa Intemann (PMHC)(Chair)
Linda Makejev (TfNSW)

Other Attendees:

Malcolm Britt (Busways)
Cameron Hawkins (PMHC - Group Manager Infrastructure Planning)
John Hanlon (PMHC - Transport & Traffic Engineer)
Amanda Foster (PMHC Admin. Officer)

The meeting opened at 10:11am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

Sergeant Daniel Finch (NSW Police Force) apology via email 22 06 2020. A copy of this email is attached to these minutes which also indicates Sergeant Finch has no objections to any of the proposals listed on the agenda.

Clr Intemann - apology for Lee Dixon.

Absent with no formal apology from Terry Sara, Member for Port Macquarie representative or Lesley Wells, Member for Oxley representative.

03 CONFIRMATION OF MINUTES

Majority Support:

Council - yes

TfNSW - yes

Police - yes

Member for Oxley - nil

Member for Port Macquarie - nil

Please note that Linda Makejev should be in the minutes confirmation for the 07 05 2020.

1. That the Minutes of the Local Traffic Committee Meeting held on 20 November 2019 be confirmed.
 2. That the Minutes of the Local Traffic Committee Meeting held on 7 May 2020 be confirmed.
-

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

06 INTERSECTION IMPROVEMENTS - WILLIAM ST/MUNSTER ST, PORT MACQUARIE

Majority Support:

Council - yes

TfNSW - yes

Police - yes

Member for Oxley - nil

Member for Port Macquarie - nil

Discussion:

Busways - advised that these changes are on a bus route, it is the most common exit from the city.

TFNSW - In relation to the traffic signals are down the track request that council make sure that it meets the warrants for a signalised intersection. TFNSW support these changes noting that the bus route is the biggest issue.

CONSENSUS:

That it be a recommendation to Council:

That community engagement be undertaken as discussed to inform consideration of extending the William Street central median through the Munster Street intersection.

A report be brought back to the LTC on the intersection improvement and community consultation.

07 LAKE ROAD ON-ROAD BICYCLE FACILITIES

Majority Support:

Council - yes

TfNSW - yes

Police - yes

Member for Oxley - nil

Member for Port Macquarie - nil

Discussion:

The resurfacing project on Lake Road will be finished by 1 July 2020 and line marking will be completed either this week or early next week. From a safety point of view the centre line marking and turning lanes need to be marked as a high priority.

A more permanent solution needs to be thought about providing a key link for cyclists; noting that removing parking from Lake Road would have a detrimental effect and also noting that most of businesses within the area are within the medical precinct.

CONSENSUS:

That it be a recommendation to the Director Infrastructure, under subdelegation, for implementation:

That Council removes the existing bicycle pavement symbols on Lake Road between Gordon Street and John Fraser Place.

That it be noted that discussions be undertaken around future implementation of cycling infrastructure.

08 STATUS OF AGENDA ITEMS - LOCAL TRAFFIC COMMITTEE 2020

Majority Support:

Council - yes

RMS - yes

Police - yes

Member for Oxley - nil

Member for Port Macquarie - nil

Discussion:

Load limits signs have been installed on 12 bridges and 2 have been repaired. Council have been able to quickly lift some load limits by limiting speed. The side track has been put in at Bril Bril Road and repair works are currently underway.

CONSENSUS:

That the Status of Agenda items as at 24 June 2020 be received and noted.

09 ISSUES BEING REFERRED TO POLICE FOR ENFORCEMENT

Majority Support:

Council - yes

RMS - yes

Police - yes

Member for Oxley - nil

Member for Port Macquarie - nil

Discussion:

Police - sent via email "In regards to items referred to police I would suggest that most of these areas form part of our normal patrols with no real issues identified, however I will forward the list to our staff with further attention to Ashdown Drive and North Shore".

Council - The Road Safety Officer has also spoken to the Police about the individual issues noted in the agenda.

CONSENSUS:

That the Issues being referred to Police for Enforcement Report as at 24 June 2020 be received and noted.

10 GENERAL BUSINESS

10.01 TRANSPORT FOR NSW

Majority Support:

Council - yes

RMS - yes

Police - nil

Member for Oxley - nil

Member for Port Macquarie - nil

CONSENSUS:

Could all acronyms relating to (Roads and Maritime Services) RMS and (Roads and Traffic Authority) RTA be changed to (Transport for NSW) TfNSW.

10.02 LTC CHARTER

Majority Support:

Council - yes

RMS - yes

Police - nil

Member for Oxley - nil

Member for Port Macquarie - nil

CONSENSUS:

LTC Charter be reviewed and be reported back to the LTC committee to ensure compliance.

10.03 MEMBER FOR OXLEY AND MEMBER FOR PORT MACQUARIE

Majority Support:

Council - yes

RMS - yes

Police - nil

Member for Oxley - nil

Member for Port Macquarie - nil

CONSENSUS:

Request an update from the Member for Oxley and Member for Port Macquarie as to their representative and the committee would welcome more involvement as they are formal voting members in accordance with the guidelines.

10.04 GENERAL BUSINESS ITEM

Majority Support:

Council - yes

RMS - yes

Police - nil

Member for Oxley - nil

Member for Port Macquarie - nil

CONSENSUS:

That general business be included as a regular agenda item in future meetings.

10.05 REMOTE DIAL IN TO MEETINGS

Majority Support:

Council - yes

RMS - yes

Police - nil

Member for Oxley - nil

Member for Port Macquarie - nil

CONSENSUS:

That future meetings be booked with the ability for remote dial in to allow remote access.

The meeting closed at 11:22am.

ATTACHMENT:

From: Daniel Finch <finc1dan@police.nsw.gov.au>
Sent: Monday, 22 June 2020 9:23 AM
To: Amanda Foster <Amanda.Foster@pmhc.nsw.gov.au>
Subject: RE: Local Traffic Committee AGENDA - skype meeting 24 06 2020 @ 10am [DLM=For-Official-Use-Only]

Hi Amanda,
Unfortunately I will have to send an apology as I am unavailable for this meeting. I have reviewed the Agenda and have no objection to the listed proposals.
In regards to items referred to police I would suggest that most of these areas form part of our normal patrols with no real issues identified however I will forward the list to our staff with further attention to Ashdown Drive and North Shore.

Regards



Sergeant Daniel FINCH
Supervisor
Traffic and Highway Patrol - Mid North Coast
2 Hay Street, Port Macquarie NSW 2444
E: finc1dan@police.nsw.gov.au P: 02 6583 0171 E: 73171 M: 0427 624 034 (Mobipol)

Item: 04
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

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

(Refer to next page and the Code of Conduct)

Pecuniary Interest

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

Non-Pecuniary

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

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, 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 general manager, 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 general manager, 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 general manager 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

Nil.

Item: 06**Subject: PARKING TIME RESTRICTIONS - HIGHFIELDS CIRCUIT, PORT
MACQUARIE****Presented by: Infrastructure, Dan Bylsma**

RECOMMENDATION

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

- 1. That Council installs '2 Hour, 8.00am-6.00pm Mon-Sun' parking time restrictions on the southern side of Highfields Circuit, Port Macquarie, between No.8 & No.24.**
- 2. That Council notify Port Macquarie Base Hospital and residents and businesses of Highfields Circuit at least 14 days in advance of the implementation of the changes.**

Discussion

Council has received a number of requests from the community to introduce parking time restrictions on Highfields Circuit, Port Macquarie.

The demand for parking in Highfields Circuit often exceeds the supply of available parking. Many of the off-street parking areas, e.g. Port Macquarie Base Hospital and medical centres, reach capacity at peak periods. Further pressure on the limited availability of parking comes from parked vehicles associated with construction sites.

Within the hospital precinct both on and off-street parking is managed to accommodate a range of different stay durations based on the needs of the surrounding land uses. The area is in need of more conveniently located parking spaces that are regulated for 'short term use' – anywhere between 30 minutes and two hours.

There are currently no time restrictions on Highfields Circuit parking although much of the street has No Parking/No Stopping zones due to the narrow width of the road.

The proposed 2 hour time limit would be appropriate for the current situation to give people sufficient time to complete their activities but still achieving adequate levels of parking turnover.

The operation of the new parking time restrictions would be monitored over time particularly once the Port Macquarie Base Hospital car park expansion is complete and fees are applied for hospital staff, visitors and patients.

Consultation

Council has received a number of requests from the community to introduce parking time restrictions on Highfields Circuit, Port Macquarie. These requests have come from both local residents and visitors to the area for medical appointments.


Council will inform the Hospital and residents and businesses along Highfield Circuit of the pending changes at least two weeks prior. The intent is the Hospital will inform their staff of the changes.

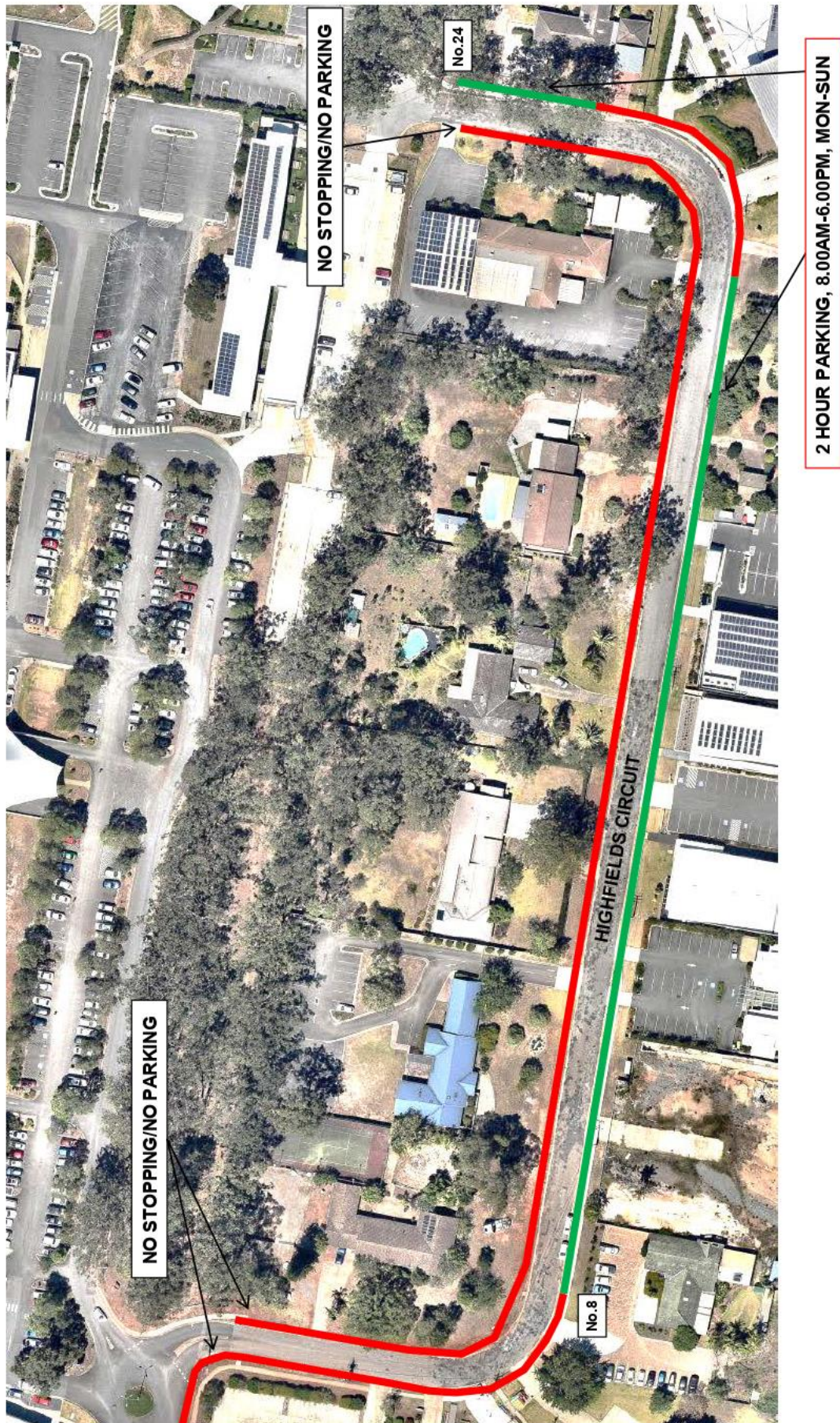
Recommendation

It is proposed to install '2 Hour, 8.00am-6.00pm Mon-Sun' parking time restrictions on the southern side of Highfields Circuit, Port Macquarie, between No.8 & No.24 (refer to Attachment).

The cost of the signposting will be funded from Council's operational budget. Enforcement activities related to the time restrictions will be undertaken by Council's rangers.

Attachments

1 [!\[\]\(8bba887393ca45b761e5cb49e755e762_img.jpg\)](#)  Highfields Circuit - Parking Restrictions



16/10/2020

Item: 07

Subject: ISSUES BEING REFERRED TO POLICE FOR ENFORCEMENT

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Issues being referred to Police for Enforcement Report as at 28 October 2020 be received and noted.

Discussion

Attached is the updated Issues being referred to Police for Enforcement Report relating to concerns raised by the community to Council regarding speeding and other traffic matters for the interest and consideration of the committee.

Attachments

1 [!\[\]\(c50c8b7b2cc2cf9ff925edec0ee94c0d_img.jpg\) !\[\]\(8bed43dc33ecdde61e2f76c8f5517125_img.jpg\)](#) Issues being referred to Police for enforcement

LOCAL TRAFFIC COMMITTEE - ISSUES BEING REFERRED TO POLICE FOR ENFORCEMENT

Date	Issue	Customer
Jan-20	Speeding vehicles around corner of 199 Rollands Plains Road. Affecting customers ability to enter and exit driveway.	Rhonda Galloway
Jan-20	Speeding vehicles on North Shore Drive & Shoreline Drive in 50 km/h zone, North Shore. Also requested speed hump and variable speed sign.	Brent Hoade
Feb-20	Speeding vehicles on North Shore Drive	W J Byrnes
Feb-20	Beechwood Road (vicinity of Glenview Park Estate) - speeding vehicles once the speed limit changes to 50km/h.	James E Pike
Mar-20	Speeding vehicles on Settlement Point Road	B L Orr
Mar-20	Speeding vehicles on Buller Street	Barry T Watson
Mar-20	Comboyne Road, Byabarra- vehicles are not slowing down and children catch the bus	Daniel R Coombes
Apr-20	Speeding vehicles on Botanic Drive	Lynda Deeks
Apr-20	Speeding vehicles on Rushcutter Way. Customer is also concerned about koala preservation.	Jessica Mumford
Apr-20	Speeding vehicles on Seaside Drive, Lake Cathie	H A Bray
May-20	Speeding vehicles on Bunderra Drive, Beechwood	I Stewart
May-20	Ashdown Drive - Speeding vehicles during school drop off/pick up. Also suggested traffic calming measures.	Andrew O'Brien
Jun-20	Speeding vehicles on Pacific Drive near Sea Acres due to pedestrian, wildlife and cyclist activity	
Jun-20	Speeding vehicles on Major Innes Road , in particular between Braeroy Drive (to St. Columba) and the Ruins Way	Fred Eccles
Jun-20	Speeding vehicles on Hindman Street (near the TAFE)	C A Meredith
Jun-20	Speeding vehicles on The Ruins Way near Sitella St	Garry Loneragan
Jun-20	Speeding vehicles on The Ruins Way at Ironbark Spur	A Reviro
Aug-20	Speeding vehicles on Sancroft Road	Grahame Dorahby
Sep-20	Speeding vehicles on Toorak Court	
Sep-20	Speeding vehicles on Bullock Drive, Wauchope	

Item: 08

Subject: INTERSECTION IMPROVEMENTS - WILLIAM ST/MUNSTER ST,
PORT MACQUARIE

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That it be a recommendation to Council:

1. Note the information contained in the William Street/Munster Street intersection Community Engagement Report.
2. That Council does not proceed with plans for extending the William Street median strip through the Munster Street intersection.
3. That Council undertakes regular road maintenance and vegetation management works at the intersection.

Discussion

At the Ordinary Council meeting held on 15 July 2020, Council resolved as follows:

That Council undertake community engagement to inform consideration of extending the William Street median through the Munster Street intersection to improve road safety.

At the Local Traffic Committee meeting on 24 June 2020, LTC resolved as follows:

That it be a recommendation to Council:

That community engagement be undertaken as discussed to inform consideration of extending the William Street central median through the Munster Street intersection.

A report be bought back to the LTC on the intersection improvement and community consultation.

Community engagement regarding the proposal to extend the William Street median strip through the Munster Street intersection to improve traffic safety was undertaken between 15 September and 13 October 2020. The Community Engagement Report is included as Attachment 1.

The majority of feedback received expressed opposition to the proposal to extend the median strip. Most understood the road safety rationale for the proposed changes but thought these benefits would be outweighed by the impacts on traffic flow and traffic movements.

A number of alternative suggestions were proposed as listed in the Community Engagement Report. Unfortunately none of these suggestions address the road safety issues evidenced by the crash history of a high number of 'cross-traffic'

crashes (i.e. a vehicle from Munster Street colliding with a vehicle from William Street).

Recommendation

It is recommended that Council:

1. Does not proceed with plans for extending the William Street median strip through the Munster Street intersection.
2. Continues to plan for the long term upgrade of the intersection in the form of traffic signals.
3. Places a high priority on maintenance of the vegetation, road surface, road furniture (e.g. signs, kerbs etc.) at the intersection.

Attachments

1 [!\[\]\(de95854c7ee024cfadc48187bbb781b2_img.jpg\) !\[\]\(cef08d8c15d8a8acd5e25ab0d65432c3_img.jpg\)](#) Community Engagement Report



PORT MACQUARIE-HASTINGS
COUNCIL



William and Munster Streets Intersection

COMMUNITY ENGAGEMENT

23 October 2020





Project name	William and Munster Streets Intersection Improvement		
Project manager	John Hanlon		
Consultant	-		
Engagement Officer	Olivia Lawler		
Operation Plan #	-	CM Reference	SF20/67 - Traffic SF20/3805 - Engagement

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1. INTRODUCTION

1.1. Background

Following a review of the William and Munster Streets intersection, the Local Traffic Committee endorsed a recommendation to Council to undertake community engagement regarding the proposal to extend the William Street median strip through the Munster Street Intersection to improve traffic safety.

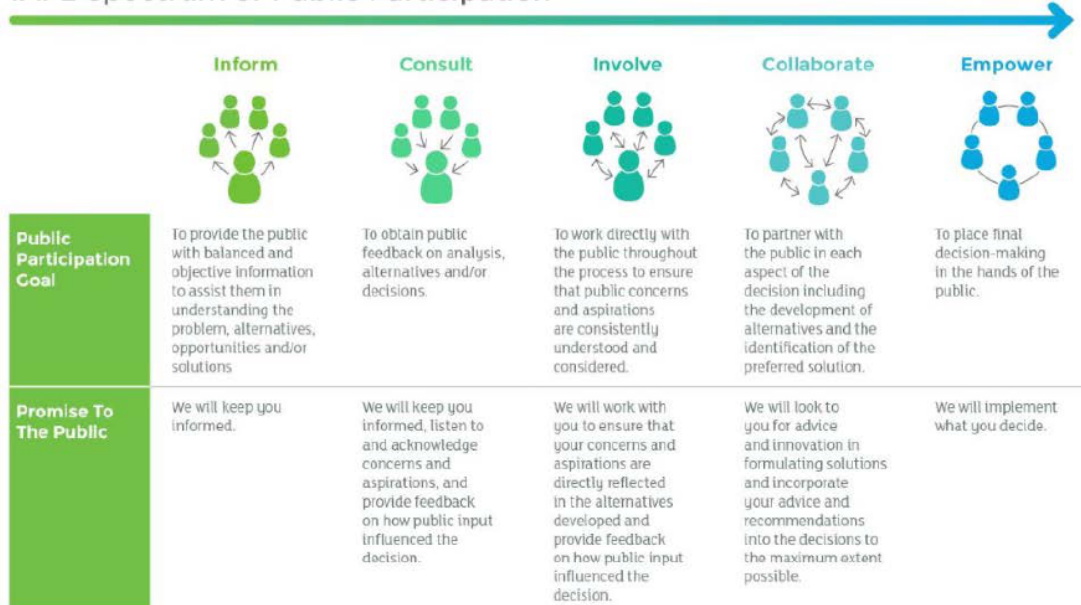
This intersection has recorded five traffic accidents within five years, three of which involved injury. All of these were cross-traffic incidents with vehicles from Munster Street colliding with ones on William Street.

The proposed improvement is a short term solution prior to any significant upgrades in the future which require further design, funding and planning implications.

1.2. Engagement approach

Engagement activities were undertaken to **consult** with the community from 15 September to 13 October 2020. The intent of community consultation was to identify and understand if the proposed improvement would only result in minor inconveniences for the community or if unintended safety hazards or other impacts could be caused. The key stakeholders involved included both businesses and residents surrounding the intersection, Busways, and the broader community.

IAP2 Spectrum of Public Participation



1.3. Consultation focus

The aim of the engagement was to identify and understand, with the help of the community and key stakeholders, the potential impacts of the proposed improvement such as safety, accessibility, or traffic issues.

The key questions asked were:

- Do you agree with the proposed improvement?



- What about the improvement do you agree/disagree with?
- Do you have any concerns in relation to the proposed improvement? (i.e access, traffic issues, safety etc)
- Do you have any suggestions or additional comments in relation to the improvement?

2. ENGAGEMENT ACTIVITIES, TIMELINES & RESULTS

2.1. Letter to stakeholders

Letters were sent to residents and businesses within the area notifying them of the proposed improvement and encouraging them to provide feedback and participate in our information sessions. Letters were sent on the 15 September 2020. (See appendix 1 & 2).

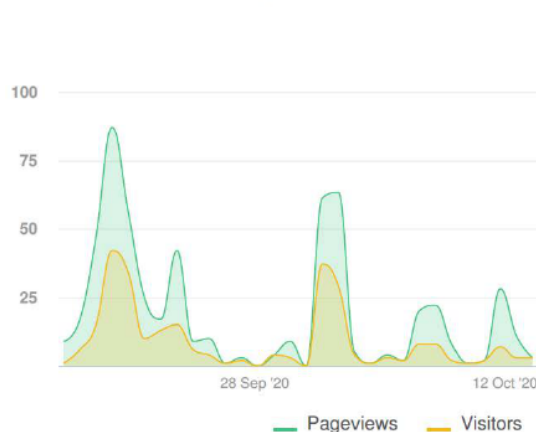
2.2. Information Session x 2

Two information sessions were held on the 22 September 2020 to provide stakeholders an opportunity to find out more information on the proposal and ask questions and provide comment directly to the engagement officer and transport engineer. Minutes for the first meeting were taken, however technical difficulties with the second session resulted in no recording being taken. However, attendees of the second meeting all made formal submissions which covers their concerns expressed in the meeting. (See appendix 3).

2.3. Have Your Say

A total of 20 submissions were received for the survey through the Have Your Say webpage with 290 total page visits.

Visitors Summary



Highlights

TOTAL VISITS	290	MAX VISITORS PER DAY	42
NEW REGISTRATIONS	13	ENGAGED VISITORS	25
		INFORMED VISITORS	120
		AWARE VISITORS	236

The main issues raised include:

- The potential financial impacts to the businesses within the Munster Shopping Village complex through loss of customers as a result of the reduced traffic flow and decreased accessibility.
- Diverting more traffic into the CBD or into a school zone, particularly visitors to the Breakwall Holiday Park.



- Increased congestion at Murray Street roundabout.
- Increased congestion and subsequent potential traffic hazard at the intersection of Murray and Clarence Streets.
- Increased congestion the intersection of Grant and Church Streets which is already considered a difficult intersection.
- Increased traffic to the intersection at Grant and Stewart Streets which currently includes a blind corner and is considered a difficult intersection.

(See appendix 4 & 5).

2.4. Formal/Written Submissions

A total of 4 phone submissions and 9 email submissions were received responding to the proposed intersection improvement.

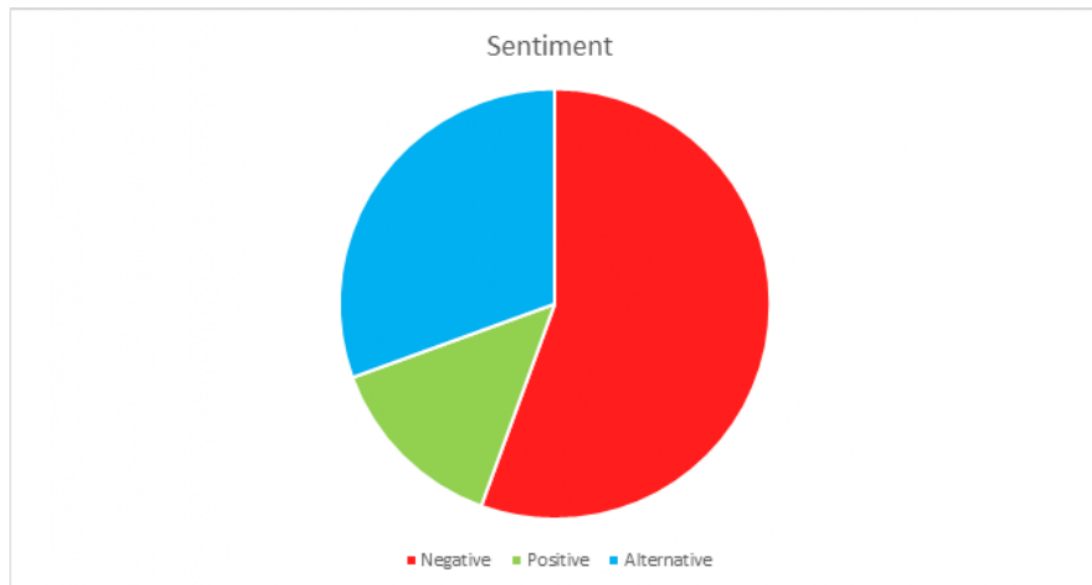
The main issues raised (excluding repeated issues expressed in the survey) include:

- Increase in large vehicles, including visitors from the caravan park, being diverted into the school zone.
- Impractical for local residents in Munster Street, along with visitors to the Breakwall Holiday Park to get to other parts of town.
- Right hand turn from Church Street into Munster Street will become more utilised and create a turn against the traffic. This is only moving the problem.
- Devaluation of property value and lease value - accessibility has been a selling point of properties and to attract business.
- Increased environmental footprint - due to increased travel, there will be more emissions through residential streets.
- COVID19 has already impacted local businesses significantly and closing off the intersection would make it even more difficult for business and property owners.

2.5. Communications

Communication activities involved promoting the community consultation on Council's corporate Facebook page and the EngagePMH Facebook group. Comments from other public pages and groups were collated including Port Macquarie Noticeboard and Port Macquarie News (See appendix 6).

Although social media commentary is not considered formal feedback, it provides insight into the community's sentiment towards the project. Overall there is a negative sentiment towards the proposed intersection improvement.



3. RESULTS SUMMARY/CONCLUSION

Overall, the majority of submissions from the community consultation are **against** the proposal to extend the William Street median strip through the intersection with Munster Street. Although some community members understand the safety issues at this roundabout, only a small percentage agreed with the proposed improvement. Where individuals agreed with the need for change at this intersection, many were against the extension of the median and proposed alternatives to ensure safety at this location.

General comments surrounding the intersection include:

- Five accidents in five years is not considered a major problem in comparison with other locations in Port Macquarie.
- Incidents at this intersection are considered to be a result of poor driver behaviour.
- Unnecessary project as many other location in Port Macquarie are considered hazardous and should be prioritised over this intersection.

Alternatives to increasing safety at this intersection have been suggested by the community through the engagement period. These include:

- 'No Right Turn' signs at both intersection approaches on Munster Street.
- 'No Right Turn' sign on William Street travelling East bound to prevent traffic crossing William Street.
- Remove all vegetation from the median strip and maintain any shrubbery to 20cm from the ground.
- Remove trees to the immediate east of the pedestrian ramp on William Street and remove the first tree to the immediate west of Munster Street intersection.
- Request Transport NSW to increase the time on amber by one second and red by three seconds at the Grant Street lights for cars travelling west along William Street - allows pedestrians time to cross and provides a longer break between cars on William Street.
- Install traffic lights.



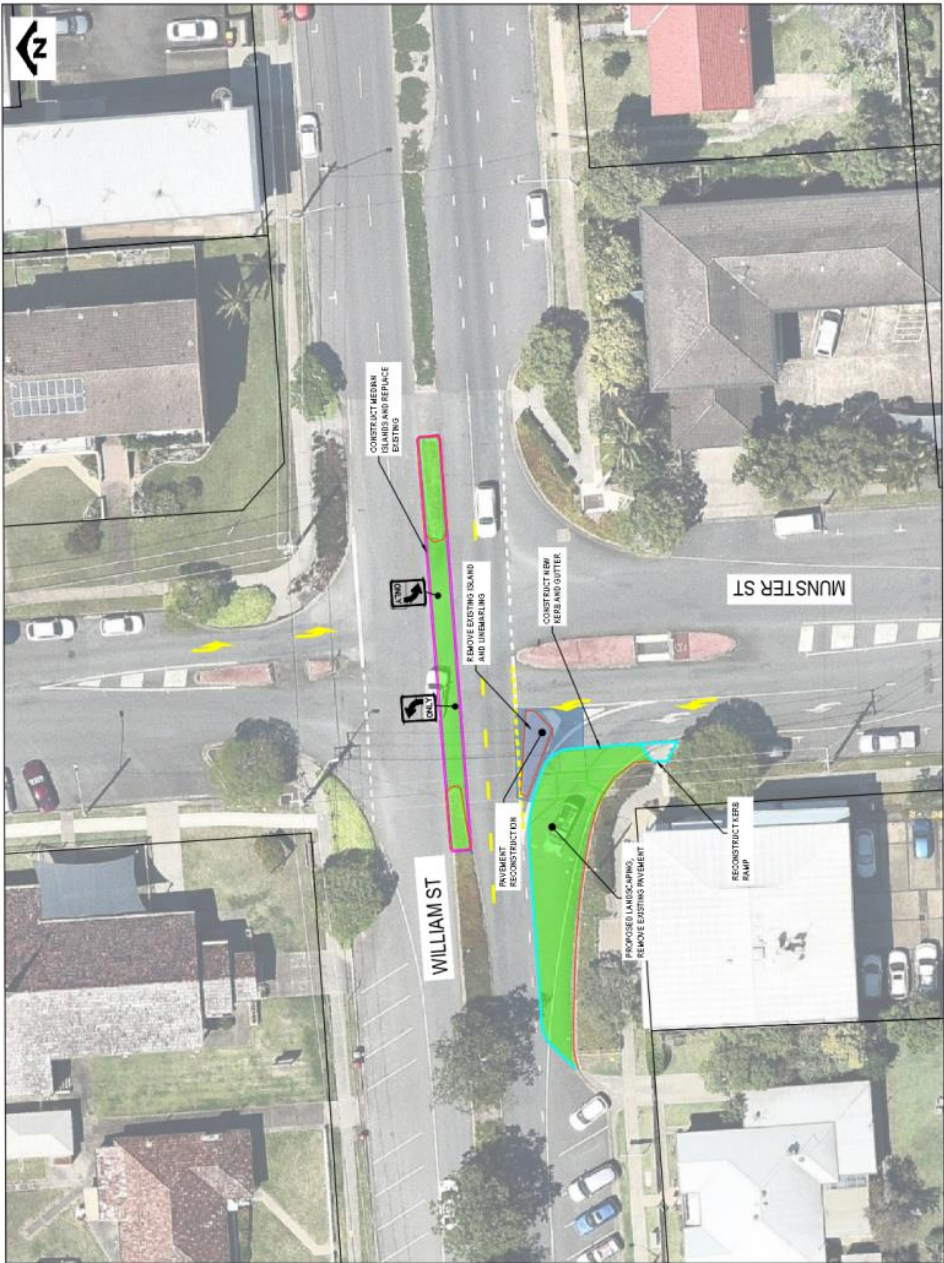
- Install roundabout.
- Eliminate cross-traffic movements and maintain right hand turn into Munster Street from William Street in both directions by using redesigned kerbs, islands, median or signage.
- Reduce speed limit to 40km in CBD and periphery.

4. NEXT STEPS

- Report presented to the Local Traffic Committee for their next meeting on Wednesday 28 October 2020.
- Recommendation made to a future Council meeting from the Local Traffic Committee (Date TBC).

5. APPENDIX

1. [Letter to businesses](#)
2. [Letter to residents](#)
3. [Information Session Minutes](#)
4. [Have Your Say Summary Report](#)
5. [Have Your Say Excel Report](#)
6. [Email and phone submissions](#)
7. [Facebook Commentary](#)



PLAN - PROPOSED MEDIAN EXTENSION WILLIAM ST / MUNSTER ST
NOT TO SCALE



PORT MACQUARIE
HASTINGS
COUNCIL

PROJECT: DISPLAY PLAN
PROPOSED MEDIAN EXTENSION
WILLIAM ST / MUNSTER ST, PORT MACQUARIE

SCALE: NOT TO SCALE

SHEET: 1 of 1

DRAWING No: RUPMA-131 (DISPLAY)

CREATED: 30/07/20

REVISION: B

Item: 09

Subject: 2021 MEETING DATES FOR THE LOCAL TRAFFIC COMMITTEE

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Local Traffic Committee adopt the proposed dates for the 2021 Local Traffic Committee Meetings.

Discussion

Attachments

1 [!\[\]\(5361750c22c4e047a52f4eac1ec2d4cc_img.jpg\) LTC - 2021 - Meeting Dates and Deadlines](#)



PORT MACQUARIE
HASTINGS

DRAFT - Local Traffic Committee Meeting Dates - 2021

LTC Meeting Date	Submit Reports for inclusion COB Thursday (for Council LTC staff Review and create)	STAFF Close of Reports COB Friday (for Director Review)	Group Manager & Directors Approval of reports COB Monday (for Agenda Review) (for Director review)	AGENDA PUBLICATION Tuesday 8:30am	AGENDA DISTRIBUTION
24-Feb-21	11-Feb-21	12-Feb-21	15-Feb-21	16-Feb-21	17-Feb-21
28-Apr-21	15-Apr-21	16-Apr-21	19-Apr-21	20-Apr-21	21-Apr-21
30-Jun-21	17-Jun-21	18-Jun-21	21-Jun-21	22-Jun-21	23-Jun-21
25-Aug-21	12-Aug-21	13-Aug-21	16-Aug-21	17-Aug-21	18-Aug-21
27-Oct-21	14-Oct-21	15-Oct-21	18-Oct-21	19-Oct-21	20-Oct-21
15-Dec-20	02-Dec-20	03-Dec-20	06-Dec-20	07-Dec-20	08-Dec-20

Item: 10

Subject: STATUS OF AGENDA ITEMS - LOCAL TRAFFIC COMMITTEE 2020

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Status of Agenda items as at 28 October 2020 be received and noted.

Discussion

Attached is the updated Status of Agenda Items Report 2020 relating to traffic matters considered by this Committee and resolved by Council. The Status Report is provided for the information of all Committee members and to assist in finalising their actions to ensure that all items are completed as soon as practical.

A verbal update on each item, as required, will be provided by Council Staff.

Attachments

1 [!\[\]\(47734e4656765d20df4fdbd5b7aff048_img.jpg\) !\[\]\(effba44ea72cb8c77bdc1dac75561f86_img.jpg\)](#) Status of Agenda Items

LOCAL TRAFFIC COMMITTEE - STATUS OF AGENDA ITEMS

LTC Meeting Date	Agenda Item			Complete (yes/no)
	Item #	Description	Action	
7 May 2020	6	Installation of bridge load limits on 15 bridges	Bridge load limit signs have been installed	Yes
24 June 2020	6	Intersection Improvements - William St/Munster St, Port Macquarie	Refer to LTC report 28/10/20	No
24 June 2020	7	Lake Road On-road Bicycle Facilities	Existing bicycle pavement symbols removed. Ongoing broader discussions about cycling infrastructure	Yes