



**LOCAL TRAFFIC COMMITTEE**

5 December 2017

**SUBJECT TO ADOPTION BY COUNCIL**

**MINUTES OF THE MEETING OF THE LOCAL TRAFFIC COMMITTEE HELD, TUESDAY, 5 DECEMBER 2017, IN THE ELBOW STREET MEETING ROOM AT THE CIVIC CENTRE KEMPSEY THAT COMMENCED AT 2.00PM.**

**1. ATTENDANCE, APOLOGIES AND PREVIOUS MINUTES**

**1.1 ATTENDANCE OF FORMAL MEMBERS**

Name	Agency	Key	Representative
Liz Campbell, Mayor	Council	A	
Greg Aitken	Roads and Maritime Services (RMS)	P	
Wayne Lollback	Police	P	
Melinda Pavey	Member for Oxley	A	Anthony Patterson

**Key:** A = Absent With Apology  
P = Present  
NP = Not Present  
E = Responses provided by email

**1.2 ATTENDANCE OF ADVISORS**

Name	Agency	Position
Clay Tyler	Roads and Maritime Services	
Trevor Dickson	Council	Manager Technical & Civic Services
Marilyn Breen	Council	Community Relations
Greg Fallon	Council	Engineer Technical Services

## APPENDIX L

### 1.3 APOLOGIES

Liz Campbell provided an apology and advised via email that she had reviewed the Agenda items and voted "For" on each item. Due to the absence of the Mayor, Cr. Liz Campbell, Trevor Dickson was selected to chair the meeting.

Cr. Anthony Patterson.

Robert Scott, Acting Director Operations.

#### **RECOMMENDED**

**That the attendances and apologies be received.**

### 1.4 PREVIOUS MINUTES

The minutes of the meeting of 5 September, 2017 were referred to Council's meeting on 19 September, 2017 and adopted without change.

#### **RECOMMENDED**

**That the information be noted.**

## 2. BUSINESS ARISING

**THE FOLLOWING ACTIONS HAVE BEEN UNDERTAKEN ON THE PREVIOUS COUNCIL RESOLUTIONS:**

### 2.1 REVIEW OF TRAFFIC LIGHT PHASING AT INTERSECTION OF SMITH AND BELGRAVE STREETS, KEMPSEY

**FILE: F12/1718**

**Traffic Committee Meeting Date: 5 September 2017**

Roads and Maritime Services (RMS) was requested to further investigate adverse green light phasing eastbound from Belgrave Street. RMS reported on 29 September 2017 that further adjustments had been made to the light phasing. It has been reported by a staff member that the problem with eastbound green phase passing only one or two cars has not been observed since the RMS adjusted the phasing.

**The information was noted by the Committee.**

### 2.2 FATAL CRASH REPORT – GRASSY HEAD FOREST ROAD, GRASSY HEAD (RMS CRASH ID 1138637)

**FILE: F12/1903, D17/21823**

**Traffic Committee Meeting Date: 5 September 2017**

Council noted the information detailed in the minutes of the LTC meeting with no further action being required.

**The information was noted by the Committee.**

### 2.3 GREGORY STREET, SOUTH WEST ROCKS – PAMP UPGRADE OF PEDESTRIAN REFUGE BETWEEN ARTHUR AND SIMPSON STREETS

**FILE: F12/2184**

**Traffic Committee Meeting Date: 5 September 2017**

The pedestrian refuge has been upgraded to current RMS recommendations.

**The information was noted by the Committee.**

### **2.4 REQUEST FOR SPEED LIMIT REDUCTION TO 50 KM/H IN CRESCENT HEAD ROAD BETWEEN MOTORWAY OVERBRIDGE AND EAST STREET, SOUTH KEMPSEY**

**FILE: F12/1849, WO 211329**

**Traffic Committee Meeting Date: 5 September 2017**

A 'CAUTION DRIVEWAYS' sign has been installed westbound on Crescent Head Road on the west side of the motorway overbridge.

**The information was noted by the Committee.**

### **2.5 NO STOPPING SIGN AT ROAD HYDRANT – 10 PACIFIC STREET, CRESCENT HEAD**

**FILE: F12/1716, WO 201386**

**Traffic Committee Meeting Date: 5 September 2017**

The 'NO STOPPING' sign has been installed.

**The information was noted by the Committee.**

### **2.6 SPEED ZONE REVIEW – BARNARD STREET, GLADSTONE**

**FILE: F12/1945**

**Traffic Committee Meeting Date: 5 September 2017**

**The information was noted by the Committee.**

Council accepted RMS advice that the posted speed limit on Barnard Street Gladstone should remain at the current posted 60 km/h.

### **2.7 NO STOPPING SIGN AT SHERWOOD ROAD, ALDAVILLA, NEAR ARMIDALE ROAD INTERSECTION.**

**FILE: F12/1716, WO 210483**

**Traffic Committee Meeting Date: 5 September 2017**

A 'NO STOPPING' sign has been installed on the school side of Sherwood Road approximately 15m from the intersection with Armidale Road.

**The information was noted by the Committee.**

### **2.8 CURVE ADVISORY SPEED SIGNS – GRASSY HEAD ROAD**

**FILE: F12/1740, WO 208807**

**Traffic Committee Meeting Date: 5 September 2017**

A reverse curve advisory sign and CAMs have been installed on the Grassy Head Road bends just south of the Ocean Spray Place intersection.

The information was noted by the Committee.

### 2.9 SPEED ZONE REVIEW –LIKA DRIVE, EUROKA

FILE: F12/1740, D17/3612

Traffic Committee Meeting Date: 5 September 2017

The speed limit on Lika Drive has been signposted at 80km/h.

The information was noted by the Committee.

### 2.10 NEW ROUNDABOUT INTERSECTION OF LACHLAN AND MIDDLETON STREETS, SOUTH KEMPSEY

FILE: F12/1303

Traffic Committee Meeting Date: 5 September 2017

Construction of the approved upgrade of Lachlan Street, South Kempsey, between Middleton and Bloomfield Streets is proceeding.

The information was noted by the Committee.

### 2.11 REVERT 80 KM/H ZONE ON MACLEAY VALLEY WAY NEAR CLYBUCCA BP SERVICE STATION TO 100 KM/H ZONE

FILE: F12/1719

Traffic Committee Meeting Date: 5 September 2017

The speed limit on Macleay Valley Way in the vicinity of the closed Clybucca BP service station has been increased to 100km/h.

The information was noted by the Committee.

### 2.12 SCHOOL BUS INTERCHANGE, CYRUS SAUL CIRCUIT, FREDERICKTON

FILE: F12/1716, D17/2390

Traffic Committee Meeting Date: 5 September 2017

Design and construction of a formal school bus interchange at Frederickton will proceed once a suitable funding source can be identified.

The information was noted by the Committee.

### 2.13 TIMED PARKING – TOZER STREET, WEST KEMPSEY, UPGRADE

FILE: F12/1719

Traffic Committee Meeting Date: 5 September 2017

Changes to timed parking limits in Tozer Street, West Kempsey, between Marsh Street and Edinburgh Lane are being progressively implemented in conjunction with construction of the Elbow Street upgrade.

The information was noted by the Committee.

## 2.14 FATAL CRASH REPORT, ARMIDALE ROAD, SKILLION FLAT (RMS CRASH ID 1146084)

FILE: F12/1903, D17/33243

Traffic Committee Meeting Date: 5 September 2017

Council noted the information detailed in the minutes of the LTC meeting with no further action being required.

**The information was noted by the Committee.**

### 3. SUMMARY OF PENDING MATTERS

File:F12/1871, D17/7185

The LTC has declined the request from Malcolm Britt of Busways to be present as an informal advisor at all LTC meetings. The LTC may extend an invitation to future meetings as the need arises as permitted by the Roads and Maritime Services document, "A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic Committees)".

### 4. CONSIDERATION OF FORMAL ITEMS

#### 4.1 TRIAL BAY TRIATHLON CLUB – EVENT APPLICATION: 2017 TRIAL BAY TRIATHLON AND NESTLE MINI TRI

FILE: F12/1638, D17/27896

Council has received an application from the Trial Bay Triathlon Club for approval of the running of the 2018 Trial Bay Triathlon and Nestlé Mini Tri on the weekend of 10 and 11 February 2018. The proposed timeframe for the special event is for it to occur between 10am Saturday to 2pm Sunday. The application states that 1,000 people are expected to participate and 500 people expected to spectate.

The event consists of three 'junior' races and one 'senior' race (The Trial Bay Triathlon) that require road closures. The 'junior' races are short aged-base events for participants between the ages of 5 and 15. These all occur between 1pm and 4:30pm on 10 February (Saturday). The 'senior' race (Trial Bay Triathlon) consists of a total length of 31.5km, occurs on 11 February (Sunday) at approximately 7:30am and has an estimated duration of three hours.

All race events commence near the race compound (Trial Bay Gaol campground). The event routes extend to Philip Drive, Arakoon Road and Lighthouse Road,

The route has been changed marginally from that of the 2017 event, now extending beyond the Russell Street intersection on Phillip Drive to the Sportmans Road roundabout.

#### **Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 That the event be approved subject to:**
  - i. The traffic management plans and procedures as submitted in the application being fully implemented.**

- ii. The applicant lodging an Application with the Police Local Area Command to conduct a public assembly and the necessary approvals obtained.
  - iii. The applicant notifying the Ambulance and Fire Brigade.
  - iv. The applicant being liable for any damages or injuries sustained as a result of the activities.
  - v. Evidence of Public Liability insurance cover arranged through a reputable insurance company based in Australia being provided.
  - vi. Advertising of the event in the local paper at least 7 days prior to the event.
- 2 That Council reserve the right to cease the event if the applicant does not comply with the above conditions of consent.
- 3 That approval of an application for an annual event be granted for a five year period (2018-2022) and not require LTC review for that period subject to:
- i. An annual Events Management Application being lodged with Council.
  - ii. The event not impacting a State Road, requiring RMS approval to each such event.
  - iii. Any route change would nullify the five year pre-approval and require a submission to the LTC for recommendation to Council.
  - iv. Condition 1 above be satisfied for each annual event.

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.2 PROPOSED 15 MINUTE PARKING BAYS, RANKINE STREET, CRESCENT HEAD  
FILE: F12/2016, D17/40516**

Council received a request that current 1 hour parking bays on the south side of Rankine Street between Scott and East Streets be reduced to 15 minute time limit to improve parking availability for quick stops to the local businesses fronting Rankine Street.

The current timed parking has space for 4 to maximum 5 vehicles. Parking can be extended 3 metres to the east by relocating the No Stopping sign to the regulated 10m from the Scott Street intersection. This would then provide for 5 to maximum 6 vehicles.

When canvassing reaction from the shopkeepers, it was proposed that two of the current 1 hour timed spaces be reduced to 15-minute duration. The shopkeepers were agreeable to this proposal.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 That the No Stopping sign in front of Green Room Café in Rankine Street be relocated to 10m from the Scott Street intersection.**
- 2 That the western two parking bays in Rankine Street be signposted as 15 minute limit in lieu of the current 1 hour limit.**
- 3 That the parking bays be line marked.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.3 REQUEST FOR TAXI BAY IN ELBOW STREET WEST KEMPSEY**

**FILE: F12/1849, D17 41061**

A local resident has requested that a one bay taxi rank be created in Elbow Street to provide a drop-off / pick-up bay for taxis.

Council has recently created a No Parking bay in Elbow Street in front of the local member’s office in response to a similar request from the taxi industry. Vehicles, including taxis, are able to occupy a No Parking bay for up to 2 minutes (5 minutes if displaying a mobility permit) providing the driver remains within 3 metres of the vehicle. The local resident may not be aware of the new No Parking bay or the relevant regulations.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 That the customer be informed of the recently created No Parking bay in Elbow Street and of the regulations for such a bay in regard to drop-off / pickup of passengers.**
- 2 That Council initiate community awareness of the regulations regarding No Parking spaces via the Mayor’s column or other suitable means.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.4 SPEED LIMIT FOR NORTHERN 2 KM OF MACLEAY VALLEY WAY NEAR STUARTS POINT ROAD**

**FILE: R12/162, D17/44442**

A local resident has requested that the current 80 km/h speed limit of the northern 2.3 km section of Macleay Valley Way be increased to 100 km/h. The resident expressed concern that the current limit was inconsistent with the continuing 100 km/h limit to the Frederickton interchange.

This matter was referred to RMS for a speed zone review. The RMS verbally advised the LTC meeting that the speed zone review to upgrade this section to 100 km/h had been approved and that Council would receive written approval in the next few days. RMS requested that Council implement the change before Christmas if possible and to seek reimbursement of cost from RMS after the event.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

**That the information be noted.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.5 MODIFICATION TO ELBOW STREET STREETScape UPGRADE**

**FILE: F12/1719**

Council has identified improvements to the current approved plans for the Elbow Street streetscape upgrade west of the Tozer Street intersection. It is proposed to formalise a preferred crossing point for pedestrians (not a pedestrian crossing) just west of the Harold Walker Avenue in front of the Service First building. The crossing would include kerb extensions on both sides of Elbow Street that would provide improved pedestrian safety and also promote traffic calming in this 40km/h high pedestrian activity area.

It is proposed to adjust parking on the southern side to accommodate the new kerb extension. The loading zone in front of the Family and Community Services building will be changed to No Parking to provide a convenient drop-off / pick up point to the west end of the West Kempsey CBD. The loading zone will be relocated to immediately east of the Fire and Rescue station driveway. Relocating the loading zone to the east will significantly improve sight lines for vehicles exiting Whitbread’s Autos entering the westbound traffic flow.

There is currently no mobility parking bay with reasonable access to the Service First business. It is proposed to convert the existing 2-hour bay in Harold Walker Avenue adjacent to Service First to a 1 Hour Mobility Parking Bay. The Australian Standard 3.2m width for a mobility parking bay will restrict the through traffic lane if parallel parking bays opposite remain in place as the road is only 8.5m wide, particularly as this is a bus route. It is therefore proposed to extend the No Stopping zone a further 2 parallel parking bays from the Elbow Street corner on the Library side opposite the proposed mobility bay.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 That the Elbow Street Loading Zone in front of Family and Community Services be converted to No Parking and that the loading zone is relocated to the east side of the Fire and Rescue driveway.**
- 2 The kerb extension be installed on both sides of Elbow Street in front of the Service First Building to formalise the preferred crossing point for pedestrians.**



- 3 Create a 1 hour mobility parking bay in Harold Walker Avenue on the Service First side and extend the No Stopping zone on the Library side to 20m from Elbow Street to ensure sufficient width for buses to pass the mobility bay when occupied.**
- 4 That the parking bays be line marked.**

**Voting Record:**

Council	<b>F</b>	RMS	<b>F</b>	Police	<b>F</b>	Member for Oxley	<b>F</b>
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**4.6 NO PARKING – HERBORNE AVENUE, EAST KEMPSEY**

**FILE: F12/2016, D17/26349**

A customer has requested that the current No Parking zone in front of 5 Herborne Avenue (north side) be extended along his boundary to the intersection with Innes Street. That current No Parking zone was installed in 1996 on LTC recommendation due to the number of private driveways in this section.

The customer’s basis for the request is that cars often park on both sides of Herborne Avenue, particularly when there are functions at the nearby Kempsey East Public School, making it difficult for him to access his driveway.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

**That the current No Parking zone in front of 5 Herborne Avenue be extended a further 25m east to the intersection with Innes Street.**

**Voting Record:**

Council	<b>F</b>	RMS	<b>F</b>	Police	<b>F</b>	Member for Oxley	<b>F</b>
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**4.7 NO PARKING – HORSESHOE BAY RESERVE NEAR SEA RESCUE.**

**FILE: F12/2016, WO 214958, WO 214698**

A customer has reported that she received a parking infringement notice when parked on the ‘correct’ side of a No Stopping sign. Though her vehicle was parked in accordance with the sign, the vehicle was within 10m of an assumed intersection with the reserve access road, which would be contrary to regulations.

Council has since relocated the No Stopping zone to comply with the minimum distance from an intersection to ensure there is no reoccurrence of such an event.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

**That the No Stopping sign in Horseshoe Bay Reserve near the Sea Rescue be relocated at least 10 m from the apparent intersection with the Reserve access road.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.8 KILLUKE CRESCENT, CRESCENT HEAD – 15 MINUTE PARKING FOR PRESCHOOL**

**FILE: F12/1782, D17/32112**

Crescent Head Community Preschool, located at the cul-de-sac end of Killuke Crescent, has advised that parking in the leg of the crescent is often restricted due to parking of caravans, boat trailers and other vehicles by residents of the adjacent two unit developments. Preschool parents are forced to park further from the preschool and walk with young children and babies. The preschool has requested that some kerb space be allocated as 15-minute parking during before and after school hours near the preschool.

It is proposed that parking directly in front of the unit developments remain untimed, as is the current situation, for the convenience of residents of the units. Creation of 15-minute parking on the east side of the cul-de-sac, fronting a vacant lot, would provide the requested closer access for preschool parents.

Caravans, boat trailers and other vehicles that may have previously occupied the proposed timed parking bays could park in untimed parking further along Killuke Crescent closer to Baker Drive.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 That 15-minute weekday timed parking from 8am to 9:30am and 2:30pm to 4pm be installed on the east side of Killuke Crescent between the end and the 90° bend.**
- 2 That the customer be advised that the 15-minute parking may be amended in conjunction with any future approved development of the adjacent vacant lot.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.9 LACHLAN STREET TURN LANES INTO SOUTH KEMPSEY PARK**

**FILE: F12/1910, D17/33916**

Macleay River Historical Society have suggested that dedicated turn lanes into South Kempsey Park from Lachlan Street for north and south bound traffic would improve safety at this intersection.

A 7-day traffic count at the entrance road into the park indicated a maximum of 280 vehicle movements, equivalent to 140 vehicles entering and then exiting the park.

There is sufficient shoulder width southbound that provides a default flare. However, it is not line marked or signposted formally as a flare.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

**It is recommended that a southbound flare be created in Lachlan Street at the intersection with Angus McNeill Crescent to allow through traffic to pass on the left side of any vehicles that may be queued to cross northbound traffic to enter South Kempsey Park. This will require:**

- 1 Signposting a 25m NO STOPPING zone on the north side of the intersection.**
- 2 Signposting a 13m NO STOPPING zone on the south side of the intersection.**
- 3 Black out existing southbound fog line and reinstall to delineate the length of the flare.**
- 4 Line mark a give way hold line in Angus McNeill Crescent to alert exiting drivers of the potential proximity of southbound vehicles within the flare.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.10 QUEENS BATON RELAY - 2 FEBRUARY 2018**

**FILE: F12/1870**

The Queens Baton Relay will pass through Kempsey on Friday 2 February 2018. The relay will start from St. Paul’s College, West Kempsey, at 11:46am and travel on local roads via Kempsey High School, Kempsey West Public School, West Kempsey CBD and Kempsey CBD and conclude at 12:56pm at Riverside Park. A significant number of road closures will be required over the 4.5km length of the relay.

The Gold Coast 2018 Commonwealth Games Corporation (GOLDOC) has advised that approvals required for the event are the responsibility of Kempsey Shire Council.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 That control of traffic impacted by the 2018 Queens Baton Relay be implemented in accordance with the Appendix B Draft Transport and Traffic Control Plan (T&TCP) with incorporated Traffic Control Guidance Plan (TCGP).**
- 2 That it is accepted that minor modifications to the TCGP not impacting the route may occur after the 5 December 2017 LTC meeting and prior to the 2 February 2018 event.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.11 SPEED LIMITS IN WARATAH DRIVE, YARRAVEL, AND TRIBUTARY ROADS**

**FILE: F12/1740, D17/37184**

A customer has requested that the speed limit on these roads be changed to 50km/h due to narrow road formations and increasing population of children. The roads nominated do not currently have posted speed limits. The customer has assumed that the speed limit is 70km/h as is the case in Crottys Lane.

Council conducted a traffic count over 10 days in early October. That count revealed an Average Daily Traffic count of 250 vehicles per day with an 85% speed of 65km/h. This information was forwarded to RMS for preliminary advice as the authority responsible for setting speed limits on NSW roads.

RMS has advised that these roads do not meet the warrant for 50 or 60 km/h. They further advised that these roads would satisfy the warrant for 80km/h. However, in view of the current 70km/h posted on Crottys Lane (which is lower than expected warrant outcome of 80 km/h), RMS advised they would support a speed limit of 70km/h.

RMS expressed the view that the road environment is self-regulating as indicated by the 65km/h 85% speed revealed by the traffic count. The RMS' view is that the roads therefore do not require a sign posted speed limit as the 85% speed is lower than would be signposted.

**Committee Recommendation:**

**It is a unanimous vote that the Committee support and recommends as follows:**

- 1 Waratah Drive and its tributary roads do not satisfy the RMS warrant for a speed limit less than 70km/h.**
- 2 That sign posting these roads at 70km/h is not necessary as the road environment is regulating a safe speed of 65km/h as recorded over a 10-day period in October 2017.**

**Voting Record:**

Council	F	RMS	F	Police	F	Member for Oxley	F
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**4.12 TEMPORARY ROAD CLOSURE – HAT HEAD RESERVE ROAD (END OF STRAIGHT STREET) AT ENTRANCE TO HAT HEAD HOLIDAY PARK – 26 & 27 DECEMBER 2017**

**FILE: F12/1740**

Anti-social behaviour has been experienced in Hat Head on Christmas Day evening in previous years as a follow on to festive season celebrations, including the Hat Head Trig run. The behaviour by non-park residents has extended into the park, adversely impacting the amenity of park residents.

It is proposed that the park entry will be closed on the eastern side of the Hat Head Bowling Club to all non-holiday park patron vehicles from 6:00pm 26 December 2017 to 2:00am

## APPENDIX L

27 December 2017. The closure will be staffed by contract security who will have access to the Police mobile command centre operating at the Hat Head Bowling Club.

Vehicular access to the boat ramp and adjoining area will not be available during the closure

### Committee Recommendation:

It is a unanimous vote that the Committee support and recommends as follows:

- 1 That approval be granted to utilise contract security to limit access to Hat Head Holiday Park to holiday park patrons only from 6:00pm 26 December to 2:00am 27 December 2017.
- 2 That the proposed closure be publicly notified.

### Voting Record:

Council	F	RMS	F	Police	F	Member for Oxley	F
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## 5. CONSIDERATION OF INFORMAL ITEMS

Nil.

## 6. OTHER BUSINESS

Nil

## 7. NEXT MEETING

The meeting schedule for 2018 is as tabled below.

Date	Time
6 March 2018	2pm
5 June 2018	2pm
4 September 2018	2pm
4 December 2018	2pm

## 8. CONCLUSION

There being no further business, the meeting concluded at 3:30pm.

I hereby certify that this is a true and correct record of the minutes of the Local Traffic Committee meeting held 5 December 2017 and submitted to the ordinary meeting of Kempsey Shire Council held Tuesday 19 December 2017.