LOCAL TRAFFIC COMMITTEE

3 December 2019

SUBJECT TO ADOPTION BY COUNCIL

MINUTES OF THE MEETING OF THE LOCAL TRAFFIC COMMITTEE HELD, TUESDAY, 3 DECEMBER 2019, 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

<table>
<thead>
<tr>
<th>Name</th>
<th>Agency</th>
<th>Key</th>
<th>Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley Williams, Deputy Mayor</td>
<td>Council</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Greg Aitken</td>
<td>Transport NSW</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Wayne Lollback</td>
<td>Police</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Melinda Pavey</td>
<td>Member for Oxley</td>
<td>P</td>
<td>Anthony Patterson</td>
</tr>
</tbody>
</table>

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

1.2 ATTENDANCE OF ADVISORS

<table>
<thead>
<tr>
<th>Name</th>
<th>Agency</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cliff Toms</td>
<td>Council</td>
<td>Investigations Engineer</td>
</tr>
<tr>
<td>Linda Makejev</td>
<td>Transport NSW</td>
<td></td>
</tr>
</tbody>
</table>

Transport NSW representative Greg Aitken confirmed future traffic services for Council have been delegated to Linda Makejev who will also represent Transport NSW on the Local Traffic Committee.

1.3 APOLOGIES

Jo McGoldrick Community Projects Officer Road Safety.

RECOMMENDED

That the attendances and apologies be received.
1.4 PREVIOUS MINUTES

The minutes of the meeting of 3 September 2019 were referred to Council’s meeting on 17 September 2019 and adopted without change.

RECOMMENDED

That the minutes of the 3 September 2019 meeting be received and noted.

2. BUSINESS ARISING

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

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Location</th>
<th>Facility</th>
<th>Work Order Issue</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>South West Rocks CBD</td>
<td>High Pedestrian Activity Area signs and line markings</td>
<td>9/11/18</td>
<td>22/08/19</td>
</tr>
<tr>
<td>2.2</td>
<td>Ravenswood Road, Kundabung</td>
<td>Signs for speed zone change to 100kmh</td>
<td>8/7/19</td>
<td>12/09/19</td>
</tr>
<tr>
<td>2.3</td>
<td>Laurels Avenue, East Kempsey</td>
<td>Signs for conversion of lane to one-way road.</td>
<td>17/10/18</td>
<td>5/11/19</td>
</tr>
<tr>
<td>2.4</td>
<td>Lachlan Street, South Kempsey</td>
<td>Line marking adjustments for recent road upgrades</td>
<td>2/11/18</td>
<td>1/11/19</td>
</tr>
</tbody>
</table>

RECOMMENDED

The completed actions be received and noted.

3. SUMMARY OF PENDING MATTERS

THE FOLLOWING ACTIONS ON PREVIOUS COUNCIL RESOLUTIONS OF COMMITTEE ADVICES AS LISTED IN THE TABLE BELOW ARE PENDING:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Location</th>
<th>Facility</th>
<th>Work Order Issue</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Ocean Avenue, Stuarts Point</td>
<td>Kerb Blister</td>
<td>1/08/18</td>
<td>Under review</td>
</tr>
<tr>
<td>3.2</td>
<td>Sea /Elbow Street, West Kempsey</td>
<td>Review of existing pedestrian crossings</td>
<td>Not issued</td>
<td>Deferred pending Belgrave Street Traffic Study</td>
</tr>
<tr>
<td>3.3</td>
<td>Macleay Valley Way</td>
<td>Directional sign replacements and upgrades</td>
<td>16/10/18</td>
<td>95% Complete, waiting final inspections.</td>
</tr>
<tr>
<td>3.4</td>
<td>Tourist Drives 12 &amp; 14</td>
<td>Sign replacements and upgrades</td>
<td>1/03/19</td>
<td>45% Complete</td>
</tr>
<tr>
<td>3.5</td>
<td>Smith Street, Kempsey CBD</td>
<td>10kmh shared zone signs and line markings</td>
<td>8/07/19</td>
<td>Not commenced, expected completion TBC</td>
</tr>
</tbody>
</table>
### 3.6 Rankine & Scott Streets, Crescent Head
- No stopping sign relocation and kerb ramp
- Date: 8/07/19
- Status: Not commenced, expected completion TBC

### 3.7 Memorial Avenue, South West Rocks
- Modification of existing pedestrian refuge to create raised platform “wombat” crossing
- Date: 8/07/19
- Status: Not issued
- RMS quote confirmed, waiting design completion

### 3.8 Cannane Street, Smithtown
- Signs and line markings for “drop & go” school zone
- Date: Not issued
- Status: Waiting final Transport NSW approval

### 3.9 Crescent Head Road
- Speed Zone review of existing 70kmh Zone
- Date: Not issued
- Status: Under Review by Transport NSW (RMS)

### 3.10 Kinchela Street, Gladstone
- No stopping zones
- Date: 25/09/19
- Status: Not commenced, expected completion February 2020

### 3.11 New Entrance Road South West Rocks
- No stopping zones
- Date: 25/09/19
- Status: Not commenced, expected completion February 2020

### 3.12 Phillip Drive and Russell Street intersection South West Rocks
- Warning signs and line markings
- Date: 25/09/19
- Status: Signs ordered, expected completion February 2020

### 3.13 Stuart Street Kempsey
- On road marking parking bays & signs
- Date: 8/06/19
- Status: Delayed waiting for roadworks completion

---

**RECOMMENDED**

The pending matters be received and noted.

### 4. CONSIDERATION OF FORMAL ITEMS

#### 4.1 SPEED ZONE ADJUSTMENT – KEMP STREET WEST KEMPSEY

**FILE: F19/1782**

A local resident has requested a reduction of the existing 70kmh speed zone in Kemp Street, West Kempsey. The request has been made primarily on the grounds of roadside pedestrian safety.

An inspection of the zone has been undertaken by Council traffic staff and it was observed:

- The 70kmh zone lies within existing 60kmh zones commencing approximately 150m east of the North Street/Second Lane railway crossing;
- Roadside pedestrian activity on very narrow road shoulders;
Committee Recommendation:

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

The Committee note the proposed reduction of the existing 70kmh speed zone in Kemp Street to a 60kmh speed zone.

Voting Record:

<table>
<thead>
<tr>
<th>Council</th>
<th>RMS</th>
<th>Police</th>
<th>Member for Oxley</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>F</td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

4.2 TRAFFIC MANAGEMENT – STURT STREET SOUTH WEST ROCKS
FILE: F19/1849

Resident concerns in relation to the issue of fines for parking on footway areas in Sturt Street was reported to the Committee 5 March 2019. Council endorsed the following Committee advice:

*Parking problems within Sturt Street, South West Rocks, and more generally within the LGA be brought to the attention of NSW Police.*

Council has followed up with NSW Police and communicated with residents the outcomes of discussions with NSW Police. Residents have been advised Council has no control over the issue of road rule related fines by NSW Police.

As a result of the ongoing communications, Council staff have agreed to investigate interim measures to improve traffic conditions in Sturt Street. A draft report has been prepared which identifies for further consideration and comment the following options:

- Do nothing
- On street parking controls
- Parking bays
- One-way north traffic flow
- One-way south traffic flow
- Closure of Sturt Street south of Seaview Street.

A copy of the draft report was provided as Attachment 4.2.1 to the Agenda.

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

The Committee support in principal for further community and key stakeholder consultations, the traffic management options listed in the attached draft Sturt Street South West Rocks – Traffic Management Options Report.
4.3 SPEED ZONE REVIEW – POINT PLOMER ROAD CRESCENT HEAD

FILE: F19/1782

Council is committed to upgrading Point Plomer Road from a gravelled road to a sealed road during 2019/20 and 2020/21. The upgrades are proposed to commence from the end of the existing seal (2.82km south of Pacific Street) to Big Hill Floodgate. Preparation of construction designs have been outsourced and it is proposed for inclusion in the design details of traffic signs, including speed limits.

An audit of existing traffic signs has been undertaken, a copy of which was attachment 4.3.1 to the Agenda. The audit recommends changes to existing signs including a review of existing speed zones by Transport NSW (RMS). The existing speed zones are summarised as follows:

- 0.00km Pacific Street Intersection: 50kmh default zone
- 0.07km: 40kmh school zone
- 0.2km: End school zone commence 50kmh zone
- 0.6km: End 50kmh start 60kmh zone
- 2.82km end of seal: End 60kmh “reduce speed to conditions”
- 3.0km: “generally unsuitable for speeds > 60kmh”
- 6.9km start of seal: 60kmh zone
- 9.3km end of seal: “Reduce speed to conditions”
- 11.4km Big Hill Floodgate: 20kmh zone

The upgrade of Point Plomer Road is proposed to be designed for an 80kmh speed environment to avoid realignment of the existing pavement and property encroachments. Suitable curve ahead speed advisory signs will be identified in the designs for curves unsuitable for an 80kmh speed environment. Some sections of Point Plomer Road are formed with long straights which may warrant a higher speed zone, than the curved sections of the road.

Traffic counts have been undertaken at various locations on Point Plomer Road, however these counts are out-dated and further counts are proposed to assist the design and proposed speed zone review. Available counts indicate daily traffic volumes in the range of 250 to 600 vehicles per day out of holiday season and in excess of 1000 vehicles per day during holiday seasons. The counts also indicate the 85th percentile speed to be above the existing sign posted speed limits.

It now proposed to consult with Transport NSW (RMS) with the view of undertaking a speed zone review of Point Plomer Road from Pacific Street to the Big Hill Floodgates. It is also proposed the sign posting details required as a result of the speed zone review be included in the designs for the Point Plomer Road upgrades.
It is a unanimous vote that the Committee support and recommends as follows:

Council commence consultations with Transport NSW (RMS) for the undertaking of a review of existing speed zones within Point Plomer Road and the review include consideration of Council’s planned upgrades of the road.

Voting Record:

<table>
<thead>
<tr>
<th></th>
<th>F</th>
<th>RMS</th>
<th>F</th>
<th>Police</th>
<th>F</th>
<th>Member for Oxley</th>
<th>F</th>
</tr>
</thead>
</table>

4.4 FATAL ACCIDENT
FILE: F19/1903; F18/1903

Fatal accident reports are provided to Council by Transport NSW as “sensitive” information and are not to be communicated to external stakeholders and the community. Detailed information for each accident can be provided verbally at this meeting. Council as a Road Authority has responsibility to examine the reports and undertake site investigations for identification of any related road safety improvements, to be recommended for implementation.

The following fatal accident has been recorded within the Kempsey LGA since last reported to the Committee at its September 2019 meeting:

- Gowings Hill Road 30m west of Dondingalong Road

The site has been inspected and the following has been documented on Council files:

......the accident report states the motorcyclist lost control in loose gravel whilst negotiating the intersection (heading west in Gowings Hill Road). The photographs will show minor loose gravel in the Gowings Hill Road west bound lane at the intersection; in my opinion typical of what occurs at most rural sealed road intersections between maintenance programs and extended dry periods. 65kmh curve speed advanced warning signs are also in place as shown in the photographs. I note the accident report estimated the vehicle speed to be 80kmh.

Whilst the report cites loose gravel as a “hazardous feature” I am of the opinion that the loose gravel build-up could not be attributed to any maintenance neglect on Council’s part. I also consider the intersection is suitably sign posted to warn motorists of the conditions ahead and further action with respect to suitable warning signs is not recommended. Fresh centreline markings are recommended when next undertaking line marking in Gowings Hill Road.

COMMITTEE RECOMMENDATION:

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

The information provided in this report in relation to the fatal accident be noted and Council consult with Transport NSW on available grant funding for road safety improvement works at the intersection.

Voting Record:

|       | F   | RMS | F   | Police | F   | Member for Oxley | F   |
The Macleay Valley Business Chamber requested on 9 January 2019 that Council review the existing road signs directing traffic to the West Kempsey town centre. The Chamber in their submission to Council commented as follows:

*Signage was a key concern from a high percentage of businesses. Many business owners explained that visitors unfamiliar with the area are often unsure of how to get to West Kempsey as the existing signage is inadequate. This matter has been a long-standing concern with much correspondence and conversation occurring over the past few years between Council, with no resolution. The general consensus for a solution is to have directional signage erected at the northern end of traffic bridge and a welcome sign at the roundabout near the railway line.*

A review of the signs has been undertaken and a draft report recommending sign replacements and upgrades was provided to the Chamber and Council’s Economic & Tourism Co-ordinator for comment. The matter of a “welcome sign” is being separately investigated by Council staff. A copy of the draft report was provided in the Agenda.

The Chamber support the recommended sign replacements and upgrades subject to the following inclusions:

- Sign 3 – include a shopping icon
- Sign 5 – include shopping icon and other services
- Sign 6 – add blue wording “TOWN CENTRE” beneath West Kempsey

The advice of the Committee is now sought on the proposed sign replacements and upgrades recommended in Section 4.0 of the report. A copy of the draft report was provided in Attachment 4.5.1 to the Agenda.

It is to be noted implementation of the sign replacements is subject to available funding and other traffic sign priorities to be funded from Council’s 2019/20 Infrastructure Operational maintenance budgets.

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

1. The Committee support in principle the proposed directional sign upgrades.
2. The Riverside Park signs be placed as separate signs to the white on green West Kempsey directional signs.
3. Distance to West Kempsey be placed on the advance directional signs.
4. The wording “Town Centre” be added to sign 6.
5. Further review of the signs be undertaken in consultation with Transport NSW to ensure compliance with Australian Standards sign specifications.
Voting Record:

<table>
<thead>
<tr>
<th>Council</th>
<th>RMS</th>
<th>Police</th>
<th>Member for Oxley</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>F</td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

4.6 TIME LIMITED PARKING ZONE EXTENSION – NICHOLSON STREET SOUTH KEMPSEY
FILE: F19/1764

Melville High School requested on 30 October 2019 Council’s consideration of extending the existing time limited parking in the Nicholson Street frontage to the school.

The proposal is to extend the existing five (5) minute limit zone (8.30am to 9.30am and 3.15pm to 4.15pm) 60m west of the existing school main entry. The school have advised the existing five (5) minute zone is well used by parents dropping off and picking up students and the extension of this zone is required to allow parents to pick up from the “support unit” as the current internal arrangements do not meet Work Health & Safety requirements.

The site has been inspected with the school principal and it was observed the site of the proposed extension has no time limits and was used for staff parking. Nicholson Street has capacity for unrestricted staff parking further east on the southern side of the street.

A plan showing the proposed extension of the existing time limited parking was provided in Attachment 4.6.1 to the Agenda.

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

1. Extension of the existing five (5) minute limited parking zone in Nicholson Street, South Kempsey, as detailed in the plan attached to this report.

2. Further consultation be undertaken with Melville High School and local bus companies with the view of better utilising the existing school bus zone in Nicholson Street.

Voting Record:

<table>
<thead>
<tr>
<th>Council</th>
<th>RMS</th>
<th>Police</th>
<th>Member for Oxley</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>F</td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

5. CONSIDERATION OF INFORMAL ITEMS

5.1 SPECIAL EVENT – RIVERSIDE MARKETS
FILE: F19/1638

The Traffic Management Plan (TMP) for this event proposed to be held on Saturday 7 December 2019 was circulated to Committee members for advice 13 November 2019. This event is held annually. The Committee endorsed the 2018 event TMP subject to the following conditions:

1. The proposed road closures be managed by qualified traffic controllers in accordance with the Traffic Management Plan (TMP) prepared by Men at Work 22nd October 2018;
2. Submission of an application to NSW Police to conduct a public assembly and the necessary approvals obtained prior to the commencement of the event;
3. Notification of the proposed event to Ambulance, Fire Brigade and Local Bus Services prior to the commencement of the event;
4. Submission to Council prior to the commencement of the event evidence of Public Liability insurance cover specifically indemnifying Council against any liability for any damages or injuries sustained as a result of the event activities;
5. Compliance with the special conditions as issued in the approval letter from NSW Police dated 13th November 2018;
6. Council reserves the right to cease the event if the applicant fails to comply with the event approval conditions.

At the time of preparing this report not all advices from Committee members had been received. Transport NSW provided advice 14 November 2019 as follows:

I have reviewed the TCP and provide the following comment.
• The heavy vehicle detour on Belgrave St, River St is not a gazetted B-Double route.
• Detour signage via Stuart St does not have repeater detour signs to guide drivers along the route.
• Red and blue arrows I assume identify the direction of show cars?

I understand that this event was approved last year but not sure if the B-Double route was part of the TCP.

A further update on advices received will be provided at this meeting.

A copy of the TMP proposed for the 2019 event was provided in Attachment 5.1.1 to the Agenda.

COMMITTEE RECOMMENDATION:

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

The previous advices of the Committee be noted and the Traffic Control Plan be amended to include an additional detour sign at the intersection of Stuart and Belgrave Streets, directing light vehicles to the Stuart Street town centre bypass.

Voting Record:

<table>
<thead>
<tr>
<th>Council</th>
<th>RMS</th>
<th>Police</th>
<th>Member for Oxley</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>F</td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

5.2 TIME LIMITED PARKING TRIAL – MARSH STREET WEST KEMPSEY
FILE: F19/1849

Council sought the advice of the Committee on 29 September 2019 in relation to a proposed trial of a time limited parking zone fronting the West Kempsey Primary School in Marsh Street, West Kempsey.

The Committee were advised that the purpose of the time limited parking is to ensure appropriate turnover of parking for parents dropping off and picking up school children. It is also proposed to remove all day parking in this location. The all-day parking (mostly by school staff) has been identified in part as a cause for illegal parking in Marsh Street. It is to be noted that outside the sign posted time limits unrestricted parking will be available.
within the zone. The school has agreed to monitor the interim trial in consultation with Council and if successful will be taken forward into the overall improvement plan.

Committee members have advised by email support for the trial. A copy of the time limited zone proposed to be trialled was provided in Attachment 5.2.1 to the Agenda.

**COMMITTEE RECOMMENDATION:**

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

The report be noted for information.

**Voting Record:**

<table>
<thead>
<tr>
<th>Council</th>
<th>RMS</th>
<th>Police</th>
<th>Member for Oxley</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td></td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

6. **GENERAL BUSINESS**

6.1 **PEDESTRAIN SAFETY RAILING – KEMPSEY TRAFFIC BRIDGE**

FILE F19/1867

Local Member representative raised a concern to the condition of the pedestrian safety railing on the northern approach (northside) of the Kempsey traffic bridge. Council officer Cliff Toms advised the matter was currently being investigated by infrastructure operations and will request the Local Member representative be updated on progress of investigations.

**COMMITTEE RECOMMENDATION:**

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

The advice provided be noted and the Local Member representative be updated on progress of Council investigations into this matter.

6.2 **BUSHFIRE TREE REMOVAL FROM ROAD RESERVES**

FILE F19/1688

Local Member representative raised a road safety concern to burnt trees within road reserves as a result of recent bushfires. Council officer Cliff Toms advised a program of felling and removal of dangerous trees from road reserves is currently in hand by infrastructure operations staff in consultation with Rural Fire Services.

**COMMITTEE RECOMMENDATION:**

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

The advice provided be noted.
6.3  BUSHFIRE DAMAGED TRAFFIC SIGNS AND LINEMARKINGS
FILE F19/1932

Transport NSW representative advised traffic signs, roadside barriers and line markings damaged by recent bushfires are eligible for replacement funding through Transport NSW.

COMMITTEE RECOMMENDATION:

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

The advice provided be followed up with Transport NSW in conjunction with any other applications for funding of replacement of transport infrastructure damaged by bushfires.

The information was noted by the Committee.

7.  NEXT MEETING

The next meeting is to be held on 3 March 2020 at 2pm.

8.  CONCLUSION

There being no further business, the meeting concluded at 4.05pm

I hereby certify that this is a true and correct record of the minutes of the Local Traffic Committee meeting held 3 December 2019 and submitted to the ordinary meeting of Kempsey Shire Council held Tuesday 17 December 2019.

.................................................................
COUNCILLOR A WILLIAMS