

EXTRACT FROM MINUTES OF ORDINARY MEETING – 24 JUNE 2020 – STAFF REPORTS

MINUTES OF LOCAL TRAFFIC COMMITTEE MEETING HELD JUNE 2020

Report Author **Jacob Harty, Traffic Engineer**
File No. / ECM Index **Traffic Committee Minutes**
Date of Meeting **24 June 2020**
Authorising Director **Robert Scott, Director Infrastructure & Engineering Services**

SUMMARY OF REPORT

This report presents the Minutes of the Local Traffic Committee held on 3 June 2020, for adoption.

SUMMARY OF RECOMMENDATION

It is recommended that the Minutes of the Local Traffic Committee meeting held on 3 June 2020 be noted and that recommendations are adopted.

FINANCIAL/RESOURCE IMPLICATIONS

Items 1-4 will result in costs associated with the installation of signage and pavement marking totalling \$4,600. This work will be funded from the current operational budget.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

A: Minutes of the Local Traffic Committee meeting held 3 June 2020

Attachment A has been circulated to Councillors and Senior Staff, however this Attachment is publicly available on Council's website.

BACKGROUND

The Local Traffic Committee meeting for June 2020 was held electronically due to circumstances resulting from the COVID-19 pandemic. The minutes of the meeting are in Attachment A with the recommendations for each item.

It should be noted that in order for traffic control devices to be approved and installed Council must seek the opinion of members of the Local Traffic Committee. The Committee make a recommendation to install a device and the recommendation must then be accepted or rejected by Council.

By noting the minutes and endorsing the recommendations made at the meeting, Council is accepting the advice and installing traffic control devices.

CONSULTATION

Consultation was undertaken in the development of the recommendations in the minutes with Police, RMS and Council staff.

COMMUNITY IMPACTS

Community impact (negative and positive) is considered by the Local Traffic Committee in its deliberations for each item. A whole of community impact is taken into account when formulating the recommendations within the regulations, standards and guidelines that administer roads, traffic management and road safety.

BUDGET IMPLICATIONS

For Items 1-4, Council will be responsible for the costs associated with the installation of signage and pavement markings as listed in the minutes with their estimate of costs totalling \$2,400. This work will be funded from the current operational budget.

RECOMMENDATION

It is recommended that the Minutes of the Local Traffic Committee meeting held on 3 June 2020 be noted and that Council endorse the recommendations made at the meeting.

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Report Author	Jacob Harty, Traffic Engineer
File No. / ECM Index	Traffic Committee Minutes
Date of Meeting	24 June 2020
Authorising Director	Robert Scott, Director Infrastructure & Engineering Services

RECOMMENDATION

It is recommended that the Minutes of the Local Traffic Committee meeting held on 3 June 2020 be noted and that Council endorse the recommendations made at the meeting.

189/2020 RESOLUTION

(Moved Cr J McWilliams/Seconded Cr D Keegan)

That the above recommendation be adopted.

FOR VOTE - Cr B Christensen, Cr L Roberts, Cr D Keegan, Cr C Pontin, Cr K Bell, Cr J McWilliams, Cr T Fowler, Cr P Epov

AGAINST VOTE - Cr K Smith

ABSENT. DID NOT VOTE - Cr D West, Cr K Hutchinson

INFRASTRUCTURE & ENGINEERING SERVICES

ATTACHMENT A

**MINUTES OF LOCAL TRAFFIC
COMMITTEE MEEETING HELD
JUNE 2020**

ORDINARY MEETING

24 June 2020



Minutes of Local Traffic Committee Meeting

3rd June 2020

Held electronically. The Agenda was emailed to the Committee members for them to respond back on the recommendations.

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**ADRIAN PANUCCIO
GENERAL MANAGER**

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Due to the small number of reports and circumstances resulting from the COVID-19 pandemic the Local Traffic Committee did not meet face-to-face in June but instead conducted the meeting electronically. Formal members were requested to email their vote for each Item and any comments by Friday 12 June 2020.

It should be noted that in order for traffic control devices to be approved and installed, Council must seek the opinion of members of the Local Traffic Committee. The Committee makes a recommendation that a device is installed and Council then must decide to either accept or reject the advice of the committee. By noting minutes and endorsing the recommendations made at the meeting, Council is accepting the advice and installing the traffic control devices.

DECLARATION OF PECUNIARY & NON-PECUNIARY CONFLICTS OF INTEREST

Nil.

CONFIRMATION OF MINUTES

That the Minutes of the Local Traffic Committee meeting for 1 April 2020 be taken as read and confirmed as a true record of proceedings.

MATTERS ARISING FROM PREVIOUS MINUTES

Nil.

CONSIDERATION OF OFFICERS' REPORTS

DIRECTOR ENGINEERING & INFRASTRUCTURE SERVICES

LTC ITEM 1 – STROUD STREET, BULAHDELAH – NO STOPPING ZONE

Report Author Chris Dimarco, Road Safety Officer
File No. / ECM Index Parking Zones-Determination-Stroud Street, Bulahdelah
Date of Meeting 3 June 2020

SUMMARY OF REPORT

Investigations have been undertaken following a request for improvement to vehicle access in the vicinity of Bulahdelah Rural Transaction Centre and the neighbouring property number 65 Stroud Street, Bulahdelah.

SUMMARY OF RECOMMENDATION

It is recommended that a No Stopping Zone be created across the driveways of the Rural Transaction Centre, 63 Stroud Street, Bulahdelah and the neighbouring driveway at 65 Stroud Street.

FINANCIAL/RESOURCE IMPLICATIONS

Council will be responsible for the costs associated with the installation of signage and this work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$400.

LEGAL IMPLICATIONS

Nil

ANNEXURES

- A: Location of proposed No Stopping Zone- 63-65 Stroud Street, Bulahdelah
 - B: Location of proposed No Stopping Zone across the driveways
-

BACKGROUND

Council was advised by business owners and employees who utilise parking upon the properties, Bulahdelah Rural Transaction Centre, located at number 63 (Lot 3) Stroud Street and neighbouring property, number 65 (Lot 4) Stroud Street, that vehicles, including those towing caravans, were regularly parking across the driveway. Drivers are leaving vehicles unattended to visit nearby businesses and ultimately blocking access to the properties.

DISCUSSION

In practice, the Australian Road Rules for NSW, Rule 198 state vehicles are not permitted to stop on or across a driveway or other access for vehicles travelling to or from adjacent land unless the driver is dropping off or picking up passengers, does not leave the vehicle unattended, and leaves the area as soon as possible or within a maximum of 2 minutes after stopping.

Due to a consistent number of drivers leaving their vehicle unattended, the installation of a No Stopping zone will deter illegal parking, and subsequently blocking access to the driveways. The No Stopping zone will be approximately 8.5 metres in length and will span from the adjacent kerb extension in the south to the ¼ P parking zone to the north.

CONSULTATION

Staff from the Rural Transaction Centre, Octec Disability Services and nearby small businesses that utilise the parking upon the two properties, all raised this issue during consultation with the author whilst discussing traffic issues in Stroud Street, Bulahdelah.

RECOMMENDATION

It is recommended that a No Stopping Zone be created across the driveways of the Rural Transaction Centre, 63 Stroud Street, Bulahdelah and the neighbouring driveway at 65 Stroud Street.

DISCUSSION IN BRIEF

Nil.

COMMITTEE RECOMMENDATION

That the Local Traffic Committee recommend that Council adopt the above recommendation.

ANNEXURES



A: Location of proposed No Stopping Zone- 63-65 Stroud Street, Bulahdelah



B: Location of proposed No Stopping Zone across the driveways

LTC ITEM 2 – BRUCE STREET, FORSTER – DISABLED PARKING

Report Author **Jacob Harty, Traffic Engineer**
File No. / ECM Index **Parking Permits-Applications-Special Parking Arrangements**
Date of Meeting **3 June 2020**

SUMMARY OF REPORT

Investigations have been undertaken into a request to install a disabled parking space in front of the Forster Tuncurry Presbyterian Church at 16 Bruce Street, Forster.

SUMMARY OF RECOMMENDATION

It is recommended that one disabled parking space be installed in front of 16 Bruce Street, Forster.

FINANCIAL/RESOURCE IMPLICATIONS

Council will be responsible for the costs associated with the installation of signage, pavement markings and kerb ramp construction. This work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$2400.

LEGAL IMPLICATIONS

Nil.

ANNEXURES

A: Locality of proposed disabled parking space in Bruce Street, Forster

BACKGROUND

Council has received a request from the Forster Tuncurry Presbyterian Church to install a disabled parking space on the southern side of Bruce Street, Forster, adjacent to the church (No. 16). Bruce Street is a primarily residential street, that provides kerbside parallel parking (unmarked) and has no existing disabled parking spaces.

DISCUSSION

The Forster Tuncurry Presbyterian Church received funding from the NSW Government in November 2018 to construct disabled ramps and access decking, which was completed in late 2019. To complement the new access-compliant infrastructure installed by the church they have asked that Council consider the installation of a disabled parking space and kerb ramp at the end of the existing footpath that leads to the church entrance.

The church has a congregation of about 60 people who meet on Sundays, in addition to hosting weddings and funerals as required, and the hall is used for various meetings and social activities throughout the week. It was reported to Council that several church members have mobility issues, including wheelchair use, and generally has an aging congregation that would benefit from accessible parking. There are currently no disabled parking spaces in the area.

CONSULTATION

Council staff have liaised with members of the Forster Tuncurry Presbyterian Church.

RECOMMENDATION

It is recommended that one disabled parking space (with kerb ramp) be installed in front of 16 Bruce Street, Forster.

DISCUSSION IN BRIEF

Nil.

COMMITTEE RECOMMENDATION

That the Local Traffic Committee recommend that Council adopt the above recommendation.

ANNEXURES

A: Locality of proposed disabled parking space in Bruce Street, Forster



LTC ITEM 3 – MEDOWIE ROAD, OLD BAR – GIVE WAY

Report Author **Jacob Harty, Traffic Engineer**

File No. / ECM Index **TRIM 20/13151**

Date of Meeting **3 June 2020**

SUMMARY OF REPORT

Investigations have been undertaken into a request to install Give Way signage and linemarking at the intersection of Medowie Road with Banyula Drive, Old Bar.

SUMMARY OF RECOMMENDATION

It is recommended that a Give Way sign and associated linemarking be installed on Medowie Road at the intersection with Banyula Drive, Old Bar.

FINANCIAL/RESOURCE IMPLICATIONS

Council will be responsible for the costs associated with the installation of signage and linemarking. This work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$1400.

LEGAL IMPLICATIONS

Nil.

ANNEXURES

A: Medowie Street Give Way Layout

BACKGROUND

Council has received requests from residents to install Give Way signage and linemarking at the intersection of Banyula Drive and Medowie Road, Old Bar. The requests claim that driver behaviour at this intersection is particularly poor and motorists heading north along Medowie Road to turn right at Banyula Drive will regularly cut the corner, assuming traffic will not be heading east along Banyula.

DISCUSSION

The primary turn movements at the intersection of Medowie Road and Banyula Drive have been “right-turn into Banyula” / “left-turn into Medowie” due to the low level of development to the west of the intersection. As a result, motorists have developed an expectation that there will not be any traffic approaching from the western side of Banyula and have a tendency to roll through and cut the intersection. As development to the western end of Banyula Drive has increased residents have reported multiple near-misses, although no crash history is recorded.

The installation of linemarking and signage will enhance guidance at the intersection and encourage motorists to navigate the intersection more appropriately.

CONSULTATION

Council staff have liaised with residents that have written to Council about this issue. Proposal is only reinforcing existing road rules and will therefore have minimal impact on the community.

RECOMMENDATION

It is recommended that a Give Way sign and associated linemarking be installed on Medowie Road at the intersection with Banyula Drive, Old Bar.

DISCUSSION IN BRIEF

Nil.

COMMITTEE RECOMMENDATION

That the Local Traffic Committee recommend that Council adopt the above recommendation.

ANNEXURES

A: Medowie Street Give Way Layout



LTC ITEM 4 – BUCKETTS WAY, TINONEE – BUS ZONE

Report Author **Jacob Harty, Traffic Engineer**

File No. / ECM Index **TRIM 20/20926**

Date of Meeting **3 June 2020**

SUMMARY OF REPORT

Investigations have been undertaken into a request to install a Bus Zone on The Bucketts Way, Tinonee.

SUMMARY OF RECOMMENDATION

It is recommended that a Bus Zone be installed on the western side of The Bucketts Way, 300m south of Urray Road, Tinonee, at the southern access point to the Manning Adventist Bush School (MABS). It is proposed that this bus zone apply to school days only, between the hours of 8am to 9:30am and 2:30pm to 4pm, and extend the full length of the widened sealed area (roughly 30m).

FINANCIAL/RESOURCE IMPLICATIONS

Council will be responsible for the costs associated with the installation of signage and this work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$400.

LEGAL IMPLICATIONS

Nil.

ANNEXURES

- A: Proposed bus zone location
 - B: Proposed bus zone location - looking north
 - C: Proposed bus zone location - looking south
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BACKGROUND

Council received a request from the Manning Adventist Bush School (MABS) to install bus zone signage on western side of The Bucketts Way, 300m south of Urray Road, where school busses currently drop off and pick up school children. The employee stated that cars occasionally park in the location, making it difficult for the bus to pull over to a safe position.

DISCUSSION

Busses servicing the Manning Adventist Bush School (MABS) currently use the wide sealed area off the northbound lane of The Bucketts Way, 300m south of Urray Road, to drop-off and pick-up school children in a northbound direction. This area was sealed by Council when upgrade works were carried out on The Bucketts Way to provide a bus pull over area, however signs were not installed at the time.

School staff have reported that cars occasionally park in this location, affecting the ability of the school bus to pull over to safe position. Bus Zone signage will prohibit this from occurring.

As this location is only used for school busses any restriction that is put in place only need apply on school days, between the standard drop-off and pick-up times.

CONSULTATION

Council staff have liaised with the Manning Adventist Bush School (MABS) and Tinonee Bus Company.

RECOMMENDATION

It is recommended that a Bus Zone be installed on the western side of The Bucketts Way, 300m south of Urray Road, Tinonee, at the southern access point to the Manning Adventist Bush School (MABS). It is proposed that this bus zone apply to school days only, between the hours of 8am to 9:30am and 2:30pm to 4pm, and extend the full length of the widened sealed area (roughly 30m).

DISCUSSION IN BRIEF

Nil.

COMMITTEE RECOMMENDATION

That the Local Traffic Committee recommend that Council adopt the above recommendation.

ANNEXURES

A: Proposed bus zone location



B: Proposed bus zone location - looking north



C: Proposed bus zone location - looking south



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**ADRIAN PANUCCIO
GENERAL MANAGER**