

## EXTRACT OF MINUTES OF ORDINARY MEETING – 5 FEBRUARY 2025 – STAFF REPORTS

### 17.3. Minutes of the Local Traffic Committee Held 12 December 2024

#### REPORT INFORMATION

Report Author	Richard Wheatley, Team Leader Transport
Date of Meeting	5 February 2025
Authorising Director	Robert Scott, Director Infrastructure & Engineering Services

#### SUMMARY OF REPORT

This report presents the Minutes of the Local Traffic Committee held on 12 December 2024, for adoption.

#### RECOMMENDATION

That the Minutes of the Local Traffic Committee meeting held on 12 December 2024 be noted and that the recommendations are adopted.

#### FINANCIAL / RESOURCE IMPLICATIONS

The costs associated with the installation of signage and line marking will be funded from the current operational budget. The individual costs are:

- Item 5 - \$4,000.00
- Item 6 - \$2,400.00
- Item 7 - \$1,200.00

#### LEGAL IMPLICATIONS

Nil.

#### RISK IMPLICATIONS

Nil.

#### DISCUSSION

The Local Traffic Committee meeting was held electronically (via email) due to small number of items on Thursday 12 December 2024. The minutes of the meeting are included in Attachment 1 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 can 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**

Attendees of the Local Traffic Committee are listed in the minutes. Consultation was undertaken in the development of the recommendations in the minutes with Police, TfNSW 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 considered when formulating the recommendations within the regulations, standards and guidelines that administer the roads, traffic management and road safety.

## **LIST OF ATTACHMENTS**

The following attachment is available on the meeting page of Council's website under the 'Attachments to Agenda' heading:

Attachment 1 - Minutes of the Local Traffic Committee meeting held 12 December 2024

## **17.3. Minutes of the Local Traffic Committee Held 12 December 2024**

### **REPORT INFORMATION**

<b>Report Author</b>	<b>Richard Wheatley, Team Leader Transport</b>
<b>Date of Meeting</b>	<b>5 February 2025</b>
<b>Authorising Director</b>	<b>Robert Scott, Director Infrastructure &amp; Engineering Services</b>

### **RECOMMENDATION**

That the Minutes of the Local Traffic Committee meeting held on 12 December 2024 be noted and that the recommendations are adopted.

### **19/2025 RESOLUTION**

(Moved Cr J Miller/Seconded Cr N Turnbull)

That the Minutes of the Local Traffic Committee meeting held on 12 December 2024 be noted and that the recommendations are adopted.

FOR VOTE – Cr P Beazley, Cr M Graham, Cr P Howard, Cr M McKenzie, Cr J Miller, Cr T O’Keefe, Cr C Pontin, Cr D Smith, Cr A Tickle, Cr N Turnbull, Cr D Wilson.  
AGAINST VOTE – Nil  
ABSENT, DID NOT VOTE – Nil

**17.3. Minutes of the Local Traffic Committee held 12 December 2024**

**Attachment 1 - Minutes of the Local Traffic Committee meeting held 12 December 2024**



## **Local Traffic Committee Meeting – Minutes**

**12 December 2024 - Held via emails.**

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



## **INTRODUCTION TO LOCAL TRAFFIC COMMITTEE**

The Local Traffic Committee is primarily a technical review committee that is required as a function of the delegation of authority to Council from Transport for NSW (TfNSW). TfNSW is the legislated organisation responsible for the control of traffic on all roads in New South Wales. The delegation of functions under the Roads Act 1993 allows Council to manage traffic on Regional and Local Roads, through the use of prescribed traffic control devices, once the advice of NSW Police and TfNSW has been obtained.

The Local Traffic Committee (LTC) is not a committee within the meaning of the Local Government Act, 1993. The operating arrangements for the LTC are contained in "A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic Committees) – Version 1.3 - 2009", found at the following TfNSW web page: [Delegations and traffic committees | Transport for NSW](#).

## **FORMAL (VOTING) MEMBERS**

Representative of **MidCoast Council**  
Representative of **Transport for NSW (TfNSW)**  
Representative of **NSW Police**  
**Member for Myall Lakes** or their nominee  
**Member for Upper Hunter** or their nominee  
**Member for Port Stephens** or their nominee  
**Member for Port Macquarie** or their nominee

## **QUORUM**

While there is no need for a specific quorum to allow an LTC meeting to proceed, any advice can only be returned to the elected Council by the LTC if the views of TfNSW and the NSW Police have been obtained.



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## ITEM 1 – ACKNOWLEDGEMENT OF COUNTRY

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*“We acknowledge the traditional custodians of the land on which we work and live, the Gathang-speaking people and pay my respects to all Aboriginal and Torres Strait Islander people who now reside in the MidCoast Council area. We extend our respect to elders past and present, and to all future cultural-knowledge holders.”*

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## ITEM 2 – RESPONSES

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### MP Electorate and Police Office for Each Item and Response Mode of Members

Item	MP Electorate		Police Office		TfNSW
	Area	Response	Area	Response	Response
5	Upper Hunter	Email	Taree	Email	Email
6	Myall Lakes	Email	Forster	Email	Email
7	Myall Lakes	Email	Forster	Email	Email

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## ITEM 3 – BUSINESS ARISING FROM PREVIOUS MINUTES

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Nil

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## ITEM 4 – DISCLOSURES OF INTEREST

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Nil

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## **ITEM 5 – LTC – BOUNDARY STREET, GLOUCESTER – EV PARKING**

<b>Report Author</b>	<b>Lahiru Abhayarathne, Traffic Engineer</b>
<b>Date of Meeting</b>	<b>12 December 2024</b>
<b>Authorising Director</b>	<b>Robert Scott Director Infrastructure and Engineering Services</b>
<b>Electorate</b>	<b>Upper Hunter</b>
<b>Police Office</b>	<b>Taree</b>

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### **SUMMARY OF REPORT**

Under the Essential Energy's Asset Based Charging Accelerator Trial a pole mounted charging station is proposed in Boundary Street, just opposite the Gloucester Tennis Courts to be funded through the trial. To provide this facility, it is proposed to dedicate one on-street parking space in Boundary Street, just opposite the Gloucester Tennis Courts as two-hour parking for Electric Vehicles only, from 9:00 am to 6:00 pm, Monday to Friday.

### **RECOMMENDATION**

It is recommended to:

- 1) Provide a single parking space, designated as two-hour parking for Electric Vehicles only, from 9:00 am to 6:00 pm, Monday to Friday in Boundary Street, just opposite the Gloucester Tennis Courts as per attached plan.

### **FINANCIAL/RESOURCE IMPLICATIONS**

Council will be responsible for the costs associated with the installation of signage and line marking for the parking space and this work will be funded from the cost centre for Traffic Committee Items. This work has an estimated cost of \$4,000.

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

A: Proposed EV Parking at Boundary Street, Gloucester.

### **BACKGROUND**

The Asset Based Charging Accelerator Trial, conducted by Essential Energy explored the integration of electric vehicle (EV) chargers into existing streetlight infrastructure. This initiative aimed to provide accessible public EV charging solutions by repurposing streetlight poles, thereby reducing the need for additional street furniture and leveraging underutilized assets.

Out of large number of applications received through different Councils, Essential Energy has selected the location suggested by MidCoast Council's Sustainability and Climate Change Team at Boundary Street Gloucester just opposite the Gloucester Tennis Courts to install a Level 2 destination charger to the existing light pole on the eastern side of the street.



## **DISCUSSION**

In front of the selected electricity pole at Boundary Street, there is an unmarked unrestricted on-street 90-degree parking facility available which allows at least 30 vehicles to park with ease. This parking addresses the parking requirement for recreational facilities such as Billabong Park and Billabong Playground.

To provide this pole-mounted charging facility, it is proposed to dedicate one on-street parking space in the above-described parking facility in Boundary Street, just opposite the Gloucester Tennis Courts. The changes will apply to a single parking space, designated as two-hour parking for Electric Vehicles only, from 9:00 am to 6:00 pm, Monday to Friday. This will enable tourists who visit Gloucester in EV's to top up their vehicle charge while promoting sustainable means of transportation.

## **CONSULTATION**

The Gloucester Chamber of Commerce was consulted on the parking proposal, and they did not agree with the proposed location. However, we are unable to change the location since the main aim of the funding program is to convert selected street infrastructure (electricity poles) to EV charging stations at the lowest cost. Under these conditions, the proposal was selected due to the availability of existing infrastructure and on-street parking.

## **COMMUNITY IMPACTS**

By dedicating a single parking space for EV vehicles will remove 1 on-street parking space from 30 available on-street parking spaces. However, this will not negatively impact local businesses or the community living nearby. It is expected to positively impact the community by promoting sustainable transportation options.

It should be noted that electric vehicle uptake in NSW has increased exponentially in recent years. This type of electric vehicle charging infrastructure provides an opportunity to attract new visitors to the region and encourage them to spend time in local shops, cafes, and restaurants while their car recharges. This charger will offer a publicly available charging location close to the Gloucester CBD and should be at the lower end of the cost spectrum for users due to low infrastructure and capital costs.

## **RECOMMENDATION**

It is recommended to:

- 1) Provide a single parking space, designated as two-hour parking for Electric Vehicles only, from 9:00 am to 6:00 pm, Monday to Friday in Boundary Street, just opposite the Gloucester Tennis Courts as per attached plan.

## **DISCUSSION IN BRIEF**

Nil. All voting members emailed their support of the recommendations.

## **COMMITTEE RECOMMENDATION**

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

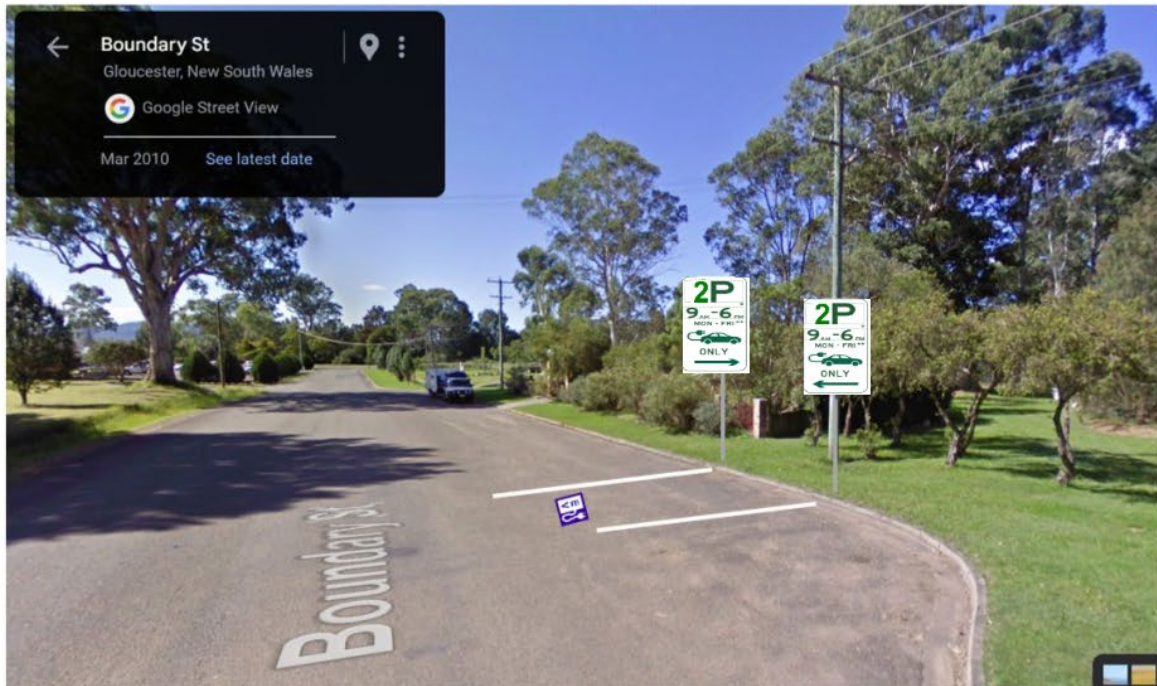
**For motion: Unanimous**

**ATTACHMENT: A**

Proposed EV Parking at Boundary Street, Gloucester.



After Installation



## **ITEM 6 – LTC - LAKESIDE CRESCENT, ELIZABETH BEACH – NO STOPPING ZONE**

<b>Report Author</b>	<b>Lahiru Abhayarathne, Traffic Engineer</b>
<b>Date of Meeting</b>	<b>12 December 2024</b>
<b>Authorising Director</b>	<b>Robert Scott Director Infrastructure and Engineering Services</b>
<b>Electorate</b>	<b>Myall Lakes</b>
<b>Police Office</b>	<b>Forster</b>

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### **SUMMARY OF REPORT**

Investigations have been undertaken following a request from Pacific Palms Surf Lifesaving Club to establish a No Stopping Zones adjacent to their driveways.

### **RECOMMENDATION**

It is recommended to:

- 1) Install No Stopping Zones adjacent to the two driveways of Pacific Palm Surf Lifesaving Club as per attached plan.

### **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. This work has an estimated cost of \$2,400.

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

A: Proposed No Stopping Zone for Pacific Palm Surf Lifesaving Club

### **BACKGROUND**

Elizabeth Beach is a popular tourist destination in MidCoast, especially during summertime. During the school holidays, many locals and tourists park along the streetscape to access Elizabeth Beach, particularly near the Pacific Palms Surf Lifesaving Club, which provides beach patrols to ensure safety.

The Club recently upgraded their two driveway accesses to allow members and volunteers to park and drop off passengers and gear easily. However, the Club is concerned that during peak season, the large number of visitors to Elizabeth Beach will result in vehicles parking too close to these driveways. This could make it difficult to get a good sight distance when exiting, especially since Lakeside Crescent near the club is a 60 km/h zone.

## **DISCUSSION**

To maintain the required sight distance, it is proposed to establish two No Stopping Zones adjacent to each driveway of Pacific Palm Surf Lifesaving Club.

A No Stopping Zone of 17m towards west is proposed to the driveway on western side and a No Stopping Zone of 12m towards east is proposed to the driveway on the eastern side as per attached plans.

These No Stopping Zones will prevent locals and tourists from parking close to driveway and they will help the visitors of Pacific Palm Surf Lifesaving Club to enter and exit the driveway safely with adequate sight distance.

## **CONSULTATION**

Since there are no other properties nearby no further consultation was carried out. However, several locals noted down in previous engagements that due to parked vehicles it is difficult to get a good sight distance to cross the street.

## **COMMUNITY IMPACTS**

The proposed No Stopping Zones will remove approximately 3 on street parking spaces since it partly covers the driveway accesses to the Club. But plenty of parking is available along the streetscape and in the Elizabeth Beach picnic area. Therefore, impact to the community will be minimal.

## **RECOMMENDATION**

It is recommended to:

- 1) Install No Stopping Zones adjacent to the two driveways of Pacific Palm Surf Lifesaving Club as per attached plan.

## **DISCUSSION IN BRIEF**

Nil. All voting members emailed their support of the recommendations.

## **COMMITTEE RECOMMENDATION**

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

**For motion: Unanimous**



**ATTACHMENT:**

**Proposed No Stopping Zone for Pacific Palm Surf Lifesaving Club**



**After Installation**



Near eastern driveway



Near western driveway

## **ITEM 7 – LTC – KULAROO DRIVE, FORSTER – NO STOPPING ZONE**

<b>Report Author</b>	<b>Lahiru Abhayarathne, Traffic Engineer</b>
<b>Date of Meeting</b>	<b>12 December 2024</b>
<b>Authorising Director</b>	<b>Robert Scott Director Infrastructure and Engineering Services</b>
<b>Electorate</b>	<b>Myall Lakes</b>
<b>Police Office</b>	<b>Forster</b>

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### **SUMMARY OF REPORT**

Investigations were undertaken following a request from a local resident who had a near-miss incident with a vehicle that pulled out from a driveway just east of the intersection of Likely Street and Kularoo Drive while traveling eastbound on Kularoo Drive. It was concluded that parked vehicles on the north side of Kularoo Drive, towards the east side of the intersection, limit the sight distance for both vehicles exiting the driveway and those traveling eastbound along Kularoo Drive. Therefore, it is proposed to establish a 30-meter No Stopping Zone at this intersection as per attached plans.

### **RECOMMENDATION**

It is recommended to:

- 1) Install a No Stopping Zone on the north side of Kularoo Drive towards east of the intersection with Likely Street and continue it along the Likely Street up to a total distance of 30m as per attached plan.

### **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. This work has an estimated cost of \$1,200.

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

A: Proposed No Stopping Zone at Kularoo Drive and Likely Street.

### **BACKGROUND**

In 2023, Likely Street underwent rehabilitation, including kerb and gutter improvements and line marking. During this work, the intersection of Likely Street and Kularoo Drive was widened. Although the line marking on Likely Street was completed with give way and centre lines, the edge/parking line on Kularoo Drive partially overlapped the intersection, allowing vehicles to park too close to the intersection. The premises at 1 Tradies Crescent, Forster, house several businesses with a high turnover of vehicles, including a café, wellness centre, and a Pilates class. Despite the presence of large trees on the road reserve, there is a reasonable gap between the trees and a parked vehicle, providing good sight distance for

vehicles exiting the driveway. However, if vehicles are parked along this entire section up to the intersection with Likely Street, the safe sight distance is drastically reduced. Additionally, this location had accident with vehicle exiting the driveway in 2019.

## **DISCUSSION**

To enhance safety at this location, it is essential to improve the sight distance for vehicles exiting the driveway at 1 Tradies Crescent, Forster, onto Kularoo Drive. We have several options to achieve this:

- 1) Remove 5-6 well-grown trees on the road reserve to improve sight distance.
- 2) Amend the edge/parking line on Kularoo Drive at the intersection with Likely Street to prevent vehicles from parking too close to the intersection. This would eliminate up to two parking spaces near the intersection while trimming the number of parked vehicles up to the driveway.
- 3) Install a No Stopping Zone to cover the above requirement in item 2, preventing vehicles from parking close to the intersection.

Options 1 and 2 involve significant cost with removal of trees, line marking and traffic control work. Option 3 is the most cost-effective, requiring only the installation of signage. Therefore, Option 3 was selected to improve sight distance at this location.

## **CONSULTATION**

Parking at the location has got extended due to the unchanged line marking at the intersection of Kularoo Drive and Likely Street, which does not match the widening of the intersection. The proposed No Stopping Zone will enforce the correct parking arrangement at the intersection, reducing the possibility of collisions with parked vehicles overlapping the intersection and the trafficable lane. Therefore, no consultation is required for the work.

## **COMMUNITY IMPACTS**

The proposed No Stopping Zones will not remove any legal parking. Therefore, it will not negatively impact the community.

## **RECOMMENDATION**

It is recommended to:

- 1) Install a No Stopping Zone on the north side of Kularoo Drive towards east of the intersection with Likely Street and continue it along the Likely Street up to a total distance of 30m as per attached plan.

## **DISCUSSION IN BRIEF**

Nil. All voting members emailed their support of the recommendations.

## **COMMITTEE RECOMMENDATION**

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

**For motion: Unanimous**



## ATTACHMENTS

Proposed No Stopping Zone at Kularoo Drive and Likely Street.





## ITEM 8 – LTC MEETING SCHEDULE FOR 2025

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All LTC Meetings will be held on a Thursday at 1.00pm at Council's Administration Office.  
(Taree South)

<b>Month</b>	<b>Date</b>	<b>Meeting Room</b>
February	Thursday 6 <sup>th</sup> February 2025	Manning Room
April	Thursday 10 <sup>th</sup> April 2025	Manning Room
June	Thursday 12 <sup>th</sup> June 2025	Manning Room
August	Thursday 14 <sup>th</sup> August 2025	Manning Room
October	Thursday 16 <sup>th</sup> October 2025	Spotted Gum Room
December	Thursday 4 <sup>th</sup> December 2025	Manning Room