

EXTRACT FROM MINUTES OF ORDINARY MEETING – 22 MAY 2024 – STAFF REPORTS

17.6. MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD 18 APRIL 2024

REPORT INFORMATION

Report Author	Richard Wheatley, Team Leader Transport
Date of Meeting	22 May 2024
Authorising Director	Robert Scott, Director Infrastructure & Engineering Services

SUMMARY OF REPORT

This report presents the Minutes of the Local Traffic Committee held on 18 April 2024, for adoption.

RECOMMENDATION

That the Minutes of the Local Traffic Committee meeting held on 18 April 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 6 - \$800.00
- Item 7 - \$600.00
- Item 8 - \$600.00
- Item 9 - \$1200.00
- Item 10 - \$800.00

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

Nil.

DISCUSSION

The Local Traffic Committee meeting was held via emails due to small number of items on Thursday 18 April 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 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

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 attachments are 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 18 April 2024

17.6. MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD 18 APRIL 2024

REPORT INFORMATION

Report Author	Richard Wheatley, Team Leader Transport
Date of Meeting	22 May 2024
Authorising Director	Robert Scott, Director Infrastructure & Engineering Services

RECOMMENDATION

That the Minutes of the Local Traffic Committee meeting held on 18 April 2024 be noted and that the recommendations are adopted.

187/2024 RESOLUTION

(Moved Cr C Pontin/Seconded Cr D West)

That the Minutes of the Local Traffic Committee meeting held on 18 April 2024 be noted and that the recommendations are adopted.

FOR VOTE - Cr J Miller, Cr C Pontin, Cr D West, Cr A Tickle, Cr K Stinson, Cr K Bell, Cr P Howard, Cr D Smith, Cr P Sandilands.

AGAINST VOTE – Nil

ABSENT, DID NOT VOTE – Cr T Fowler, Cr P Epov.

17.6. MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD 18 APRIL 2024

ATTACHMENT 1 - MINUTES OF LOCAL TRAFFIC COMMITTEE MEETING 18 APRIL 2024



Minutes of Local Traffic Committee Meeting

18th April 2024 at 1.00pm

**Held at Yalawanyi Ganya
Council Administration Building
2 Biripi Way, Taree**



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: https://www.rms.nsw.gov.au/business-industry/partners-suppliers/documents/technical-manuals/ltcguidev13_i.pdf

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.



TABLE OF CONTENTS

ITEM 1 – ACKNOWLEDGEMENT OF COUNTRY 1

ITEM 2 – ATTENDANCE..... 1

ITEM 3 – BUSINESS ARISING FROM PREVIOUS MINUTES..... 1

ITEM 4 – DISCLOSURES OF INTEREST 1

ITEM 5 – MP ELECTORATE AND POLICE OFFICE FOR EACH ITEM..... 1

ITEM 6 – LTC - CLARKSON STREET, NABIAC. NO STOPPING..... 2

ITEM 7 – LTC - LANE AT REAR OF 26 DIAMOND BEACH ROAD, DIAMOND BEACH- LOADING ZONE 5

ITEM 8 – LTC - WHARF STREET, TUNCURRY- NO U TURN 8

*ITEM 9 – LTC - LAKE STREET, FORSTER- DISABLED PARKING AND RELOCATION OF 1 HOUR CARS WITH CARAVAN
PARKING..... 11*

ITEM 10 – LTC - BRUCE STREET, FORSTER- NO PARKING-AMBULANCE EXCEPTED 14

ITEM 11 – GENERAL BUSINESS 17

MEETING CLOSURE..... 17



ITEM 1 – ACKNOWLEDGEMENT OF COUNTRY

"I acknowledge the traditional custodians of the land on which we meet today, the Gathang-speaking people and pay my respects to all Aboriginal and Torres Strait Islander people who now reside in the MidCoast Council area. I extend my respect to elders past and present, and to all future cultural-knowledge holders."

ITEM 2 – ATTENDANCE

Attending

Chief Inspector Tim Bayly – Police (via MS Teams)

Inspector Matthew Hinton – Police

Sergeant Eric Barlin – Police

Jamie Smoother – TfNSW

Richard Wheatley – MCC

Chris Dimarco – MCC

Lahiru Abhayarathne – MCC

Paras Shah - MCC

Apologies

Cr Troy Fowler – emailed no objections to agenda's recommendations.

Tanya Thompson MP - emailed no objections to agenda's recommendations.

ITEM 3 – BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

ITEM 4 – DISCLOSURES OF INTEREST

Nil

ITEM 5 – MP ELECTORATE AND POLICE OFFICE FOR EACH ITEM

Item	MP Electorate	Police Office
6	Myall Lakes	Forster
7	Myall Lakes	Forster
8	Myall Lakes	Forster
9	Myall Lakes	Forster
10	Myall Lakes	Forster

ITEM 6 – LTC - CLARKSON STREET, NABIAC. NO STOPPING

Report Author Chris Dimarco, Road Safety Officer
Date of Meeting 18 April 2024.
Authorising Director Robet Scott Director Infrastructure and Engineering Services

SUMMARY OF REPORT

Investigations have been undertaken to install a No Stopping Zone across the driveway and street boundary of a business located on the corner of Clarkson Street and NABIAC Street, NABIAC. The business is trading as Farm and Home, located at 12 NABIAC Street, NABIAC.

RECOMMENDATION

It is recommended to:

- 1) Install a No Stopping Zone upon Clarkson Street from the intersection of NABIAC Street north to the current 1/4P parking zone located outside the bakery and butcher.

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 \$800.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

A: Proposed No Stopping Zone, Clarkson Street NABIAC.

BACKGROUND

MidCoast Council received a request from the owner of business, Farm and Home, located on the corner of NABIAC Street, and Clarkson Street NABIAC. The business receives deliveries by large trucks and has a customer parking area at the rear. Entry to these areas is via a driveway located upon Clarkson Street. The neighbouring businesses are a bakery and butchers. A 1/4P zone is located outside these businesses upon Clarkson Street.

DISCUSSION

The business owner states that vehicles are stopping across his business driveway and queuing behind parked vehicles waiting to move into the 1/4P zone. Others are parking across the driveway to the Farm and Home affecting access to the customer carpark and access for deliveries. The queuing vehicles are blocking traffic movement of vehicles

travelling north on Clarkson Street. Other vehicles are forced to travel on the incorrect side of the road to pass queuing vehicles.

Both deliveries and customers are regularly blocked access to the driveway as vehicles are parked and unattended blocking the driveway.

Recently an ambulance was called to respond to a medical incident. Due to vehicles parking and unattended across the driveway the Ambulance had difficulty gaining access to treat the elderly patient.

CONSULTATION

Councils Road Safety Officer met with the business owner onsite. Observations of the location confirmed vehicles illegally parking across the business driveway and others queued waiting to move forward.

The No Stopping Zone would reinforce the clearway from the intersection north and across the driveway.

COMMUNITY IMPACTS

The proposed No Stopping Zone will reinforce the parking rules and deter driveway to illegally park.

RECOMMENDATION

It is recommended to:

- 1) Install a No Stopping Zone upon Clarkson Street from the intersection of Nabiac Street north to the current 1/4P parking zone located outside the bakery and butcher.

DISCUSSION IN BRIEF

Nil

COMMITTEE RECOMMENDATION

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

For motion: Unanimous

ATTACHMENT:

Proposed No Stopping Zone-Clarkson Street, Nabiac.



ITEM 7 – LTC - LANE AT REAR OF 26 DIAMOND BEACH ROAD, DIAMOND BEACH-LOADING ZONE

Report Author Chris Dimarco, Road Safety Officer
Date of Meeting 18 April 2024.
Authorising Director Services Robet Scott Director Infrastructure and Engineering

SUMMARY OF REPORT

Investigations have been undertaken to install a Loading Zone across the rear boundary of business trading as Cellarbrations, 26 Diamond Beach Road, Diamond Beach.

RECOMMENDATION

It is recommended to:

- 1) Install a Loading Zone- Wednesday and Fridays between 8am & 2pm, across the rear property boundary of Cellarbrations 26 Diamond Drive, approximately 12 metres in length.

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 \$600.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

A: Proposed Loading Zone-rear of 26 Diamond Beach Road, Diamond Beach.

BACKGROUND

MidCoast Council received a request for a loading zone to be installed at the rear of Cellarbrations, 26 Diamond Beach Road, Diamond Beach. The business receives pallets of stock delivered by large trucks. Vehicles are parking across the rear of the property and blocking access for delivery vehicles.

DISCUSSION

The business owner states that vehicles are parking at the rear of their business and attending retails stores in the shopping complex. Large trucks arrive to unload pallets of stock and are unable to unload safely. The pallets are unloaded by forklift and vehicles are blocking access into their property to store the pallets of stock.

CONSULTATION

Councils Road Safety Officer met the business manager onsite and discussed the issues. The installation of the loading zone will have minimal effect on customers. Deliveries are received weekly on Wednesday and Fridays between 8am & 2pm.

COMMUNITY IMPACTS

The proposed Loading Zone will only affect minimal drivers who choose to park across the rear work area of this business. Ample parking is provided at the front of the shopping complex and on street.

RECOMMENDATION

It is recommended to:

- 1) Install a Loading Zone- Wednesday and Fridays between 8am & 2pm, across the rear property boundary of Cellarbrations 26 Diamond Drive, approximately 12 metres in length.

DISCUSSION IN BRIEF

Nil

COMMITTEE RECOMMENDATION

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

For motion: Unanimous

ATTACHMENT:

Proposed Loading Zone-rear of 26 Diamond Beach Road, Diamond Beach.



ITEM 8 – LTC - WHARF STREET, TUNCURRY- NO U TURN

Report Author Chris Dimarco, Road Safety Officer
Date of Meeting 18 April 2024.
Authorising Director Robet Scott Director Infrastructure and Engineering Services

SUMMARY OF REPORT

Investigations have been undertaken to install a NO U TURN sign to replace the current KEEP LEFT sign on the northern end of the concrete medium upon Wharf Street, Tuncurry near the intersection of Ray Street.

RECOMMENDATION

It is recommended to:

- 1) Install a NO U-TURN sign on the northern end of the concrete medium upon Wharf Street near the intersection of Ray 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 \$600.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

A: Proposed location of NO U TURN sign. Wharf Street Tuncurry.

BACKGROUND

MidCoast Council received a request to investigate the installation of a NO U TURN sign to replace the current Keep Left sign as drivers are making U turns at the location, resulting in near misses and traffic congestion as vehicles make a three-point turn attempting a U Turn. No crashes have been recorded at the location in the last 5-year period of crash data.

DISCUSSION

Drivers appear to be making the U turns on Wharf Street to access Ray Street to gain access to the fish Co-op and café located on Leo Amato Close. Drivers should be continuing the short distance to Palman Street that allows entry into Leo Amato Close. Other drivers are completing U Turns to re-enter Manning Street. Drivers can re-enter Manning Street via Kent Street.

CONSULTATION

Consultation is not required as this is a on road issue that will have no effect on nearby residents or businesses.

COMMUNITY IMPACTS

The proposed NO U TURN sign should improve safety and traffic movements at the location as the new sign will discourage drivers committing an offence disobeying the regulatory sign.

RECOMMENDATION

It is recommended to:

- 1) Install a NO U-TURN sign on the northern end of the concrete medium upon Wharf Street near the intersection of Ray Street.

DISCUSSION IN BRIEF

Nil

COMMITTEE RECOMMENDATION

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

For motion: Unanimous

ATTACHMENT:

Proposed location of NO U TURN sign. Wharf Street Tuncurry.



ITEM 9 – LTC - LAKE STREET, FORSTER- DISABLED PARKING AND RELOCATION OF 1 HOUR CARS WITH CARAVAN PARKING

Report Author Chris Dimarco, Road Safety Officer
Date of Meeting 18 April 2024.
Authorising Director Robet Scott Director Infrastructure and Engineering Services

SUMMARY OF REPORT

Investigations have been undertaken to install a Disabled Parking Zone and review the cars with caravan parking upon Lake Street, adjacent to the Forster Civic Centre.

RECOMMENDATION

It is recommended to:

- 1) Install a 20 metre Disabled Parking Zone upon the southern side of Lake Street, west of the Civic Centre Round a bout.
- 2) Relocate the 15 metre 1P CARS WITH CARAVAN ONLY upon the southern side of Lake Street to the western end of Lake Street adjacent to the Civic Centre precinct, at the intersection of West Street.

FINANCIAL/RESOURCE IMPLICATIONS

Council will be responsible for the costs associated with the installation and relocation of signage and this work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$1200.00.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

A: Proposed Disabled Parking Zone and relocation of 1P CARS WITH CARAVAN ONLY parking zone upon Lake Street adjacent to the Civic Centre.

BACKGROUND

MidCoast Council received requests from Customer Service, Library Staff, and MidCoast Assist Officers following complaints by community users of the council facilities. Customers were complaining that no disabled parking spaces were available on Lake Street outside the Civic Centre.

Elderly drivers were refusing to use the underground carpark that contains disabled parking spaces due to the steep driveways to access the carpark.

Other service providers who transport persons requiring wheelchair access vehicles are unable to enter the underground carpark due to the maximum height limit of the carpark lower than the height of the wheelchair access vehicles.

DISCUSSION

Customers continue to complain about the lack of on-street disabled parking available. On the northern side of Lake Street, a 45-degree rear to kerb designated Disabled Parking Bay with layback had been previously installed. Unfortunately, no island refuge was installed on Lake Street. No layback was installed on the southern side of Lake Street to assist persons with a disability trying to facilitate access into the Civic Centre. The driveway of the civic centre is being used as a wheelchair ramp.

CONSULTATION

Councils Road Safety Officer met with Council staff and volunteers working at the Customer Service Centre, MidCoast Assist, Library, and Visitor Information Centre. All staff spoken to confirmed they have received complaints from customers regarding the lack of on street disabled parking. The manager of the Major Development Assessment stated that a layback is planned to be installed by the developer during the next stage of construction. However, no time frame is available.

COMMUNITY IMPACTS

The proposed changes to the parking zones will improve safety and convenience of road users. The changes will formalise the parking. No parking spaces will be removed, however 3 parking spaces will be designated for Disabled Parking Only. The 1 hour cars with caravan only parking will be more suitable positioned at the end of a parking zone for access to the facilities of Forster CBD.

RECOMMENDATION

It is recommended to:

- 1) Install a 20 metre Disabled Parking Zone upon the southern side of Lake Street, west of the Civic Centre Round a bout.
- 2) Relocate the 15 metre 1P CARS WITH CARAVAN ONLY upon the southern side of Lake Street to the western end of Lake Street adjacent to the Civic Centre precinct, at the intersection of West Street.

DISCUSSION IN BRIEF

Nil

COMMITTEE RECOMMENDATION

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

For motion: Unanimous

ATTACHMENT:

Plan of proposed parking restrictions in Lake Street, Forster. No current satellite imaging available.



15 metre 1P Cars with Caravan Only 40 metre unrestricted 20 metre Disabled parking

ITEM 10 – LTC - BRUCE STREET, FORSTER- NO PARKING-AMBULANCE EXCEPTED

Report Author Chris Dimarco, Road Safety Officer
Date of Meeting 18 April 2024.
Authorising Director Robert Scott Director Infrastructure and Engineering Services

SUMMARY OF REPORT

Investigations have been undertaken to install a No Parking-Ambulance Excepted parking zone at the front of the Evermore Retirement Living complex to assist the Ambulances that attend the location.

RECOMMENDATION

It is recommended to:

- 1) Install a 12 metre No Parking-Ambulance Excepted zone for 12 metres upon Bruce Street, across the current layback adjacent to the front entry doors of Evermore Living.

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 \$800.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

A: Proposed 12 metre No Parking Ambulance Excepted Zone, Bruce Street, Forster.

BACKGROUND

Council received a request from management of the Evermore Retirement Living to formalise the No Parking area outside the main entrance doors to the facility to assist Ambulances that attend the location. The current concrete layback has the words painted, No Parking, and is not regulatory signage. However, the number of vehicles parking long term at the location is causing issues for other drivers attempting to drop off or pick up passengers.

DISCUSSION

Bruce Street is a residential street, with residential housing on the northern side and at this location, the Evermore Retirement living has approximately an 85-metre street frontage onto Bruce Street. Residents, visitors, and Evermore staff all compete for parking at this location in Bruce Street. Evermore residents can have underground and off-street parking allocated when they purchase their residence.

Observations of the location confirmed that many residents are picked up or dropped off at the front entrance doors across the layback. On occasions drivers were seen to park and leave their vehicles.

CONSULTATION

Evermore Living stated that Ambulances are required to attend to medical emergencies at the complex regularly given the demographic of the residents.

Buslines were contacted and an onsite inspection was completed with the Operations Manager. Buslines agreed to decrease the adjoining bus zone by 6 metres to allow a 12 metre No Parking- Ambulance Excepted zone.

The Manning Duty Operations Manager, NSW Ambulance, supported the proposed changes.

COMMUNITY IMPACTS

The proposed No Parking zone will assist drivers who are picking up or dropping off passengers at the Evermore complex. The No Parking rule allows a driver to park for 2 minutes, however the driver must stay within three metres of the vehicle.

Ambulances that attend medical emergencies at the complex are exempt from the rule. The increase in the proposed zone will increase the likelihood of parking for Ambulances and other drivers.

The No Parking zone will provide a safer drop off/pick up zone for residents and visitors.

RECOMMENDATION

It is recommended to:

- 1) Install a 12 metre No Parking-Ambulance Excepted zone for 12 metres upon Bruce Street, across the current layback adjacent to the front entry doors of Evermore Living.

DISCUSSION IN BRIEF

Nil

COMMITTEE RECOMMENDATION

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

For motion: Unanimous

ATTACHMENT:

Proposed 12 metre No Parking Ambulance Excepted Zone, Bruce Street, Forster.



ITEM 11 – GENERAL BUSINESS

No general business.

MEETING CLOSURE

The meeting closed at 1.40pm.

CHAIRPERSON

Richard Wheatley
Team Leader Transport
Mid Coast Council