

## **EXTRACT FROM MINUTES OF ORDINARY MEETING – 13 OCTOBER 2021 – STAFF REPORTS**

### **MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD 8 SEPTEMBER 2021**

**Report Author**                **Jacob Harty, Traffic Engineer**  
**File No. / ECM Index**      **6387232**  
**Date of Meeting**            **15 October 2021**  
**Authorising Director**      **Robert Scott, Director Infrastructure & Engineering Services**

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#### **SUMMARY OF REPORT**

This report presents the Minutes of the Local Traffic Committee held on 8 September 2021, for adoption.

#### **SUMMARY OF RECOMMENDATION**

It is recommended that the Minutes of the Local Traffic Committee meeting held on 8 September 2021 be noted and that the recommendations are adopted.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

Items 5-7 will result in costs associated with the installation of signage and pavement marking totalling \$2800. This work will be funded from the current operational budget.

#### **LEGAL IMPLICATIONS**

Nil.

#### **ATTACHMENTS**

A: Minutes of the Local Traffic Committee meeting held 8 September 2021

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

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#### **BACKGROUND**

The Local Traffic Committee meeting was held electronically. The Agenda was emailed to the Committee members for them to respond back on the recommendations. The minutes of the meeting are attached 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**

Attendees at the Local Traffic Committee meeting are listed in the minutes. 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 the roads, traffic management and road safety.

## **BUDGET IMPLICATIONS**

Items 5-7 will result in costs associated with the installation of signage and pavement marking totalling \$2800. 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 8 September 2021 be noted and that the recommendations are adopted.

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## **6 MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD 8 SEPTEMBER 2021**

<b>Report Author</b>	<b>Jacob Harty, Traffic Engineer</b>
<b>File No. / ECM Index</b>	<b>6387232</b>
<b>Date of Meeting</b>	<b>15 October 2021</b>
<b>Authorising Director</b>	<b>Robert Scott, Director Infrastructure &amp; Engineering Services</b>

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## **RECOMMENDATION**

It is recommended that the Minutes of the Local Traffic Committee meeting held on 8 September 2021 be noted and that the recommendations are adopted.

### **314/2021 RESOLUTION**

(Moved Cr L Roberts/Seconded Cr K Hutchinson)

That the above recommendation be adopted.

FOR VOTE - Cr D West, Cr K Smith, Cr K Bell, Cr K Hutchinson, Cr T Fowler, Cr C Pontin, Cr L Roberts

AGAINST VOTE - Nil

ABSENT. DID NOT VOTE - Cr P Epov

**INFRASTRUCTURE & ENGINEERING SERVICES**

**ATTACHMENT A**

**MINUTES OF THE LOCAL TRAFFIC  
COMMITTEE MEETING HELD  
8 SEPTEMBER 2021**

**ORDINARY MEETING**

**13 October 2021**



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

**Wednesday 8 September 2021**

**Held electronically. 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: [https://www.rms.nsw.gov.au/business-industry/partners-suppliers/documents/technical-manuals/ltcguidev13\\_i.pdf](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.

## **2021 MEETINGS**

<b>February 3<sup>rd</sup></b>	Yalawanyi Ganya - Manning Room	10:00 AM
<b>April 7<sup>th</sup></b>	Yalawanyi Ganya - Manning Room	10:00 AM
<b>September 8<sup>th</sup></b>	Via email	-



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## **ITEM 1 – ACKNOWLEDGEMENT OF COUNTRY**

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*“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.”*

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## **ITEM 2 – ATTENDANCE**

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N/A

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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

## **ITEM 5 – HUME STREET, GLOUCESTER – DISABLED PARKING**

**Report Author**                      **Jacob Harty, Traffic Engineer**

**Date of Meeting**                    **8 September 2021**

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### **SUMMARY OF REPORT**

Investigations have been undertaken into a request for disabled parking in front of the Gloucester Senior Citizens Centre.

### **SUMMARY OF RECOMMENDATION**

It is recommended that a Disabled parking zone be installed on Hume Street, Gloucester, in front of the Senior Citizens Centre.

### **FINANCIAL/RESOURCE IMPLICATIONS**

Council will be responsible for the costs associated with the installation of signage and pavement markings. This work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$1200.

### **LEGAL IMPLICATIONS**

Nil.

### **ANNEXURES**

A: Location of proposed disabled parking space

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### **BACKGROUND**

Council has received a request from the Senior Citizens Centre to install disabled parking on Hume Street, adjacent to the centre (No. 30). Hume Street is primarily residential, but does include a church, pre and primary schools, and a park. The Senior Citizens Centre has no disabled parking and there are currently no disabled parking spaces in the proximity of the Centre.

### **DISCUSSION**

The Senior Citizens Centre in Gloucester has an off-street carpark at the back of the Centre, however there are no designated disabled parking spaces. Access to the Centre from the carpark is via stairs, therefore creating disabled parking spaces within the carpark becomes counterproductive. The Centre's front access already includes a concrete footpath to the kerb and a kerb ramp that is currently used for disabled access.

### **CONSULTATION**

Council's Traffic Engineer liaised with Council Property staff and Senior Citizen Centre members.

### **COMMUNITY IMPACTS**

This will have minimal community impacts.

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## DISCUSSION IN BRIEF

The Committee members agreed with the Officer's recommendation.

## COMMITTEE RECOMMENDATION

It is recommended that a Disabled parking zone be installed on Hume Street, Gloucester, in front of the Senior Citizens Centre.

For motion: Unanimous

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## ANNEXURES

A: Location of proposed disabled parking space



## **ITEM 6 – HIGH STREET, TAREE – TAXI ZONE & BUS ZONE**

**Report Author**                      **Jacob Harty, Traffic Engineer**

**Date of Meeting**                    **8 September 2021**

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### **SUMMARY OF REPORT**

Investigations have been undertaken into a request from Eggins Comfort Coaches to provide a bus stop on High Street, Taree, adjacent to the Aldi supermarket.

### **SUMMARY OF RECOMMENDATION**

It is recommended that the existing No Parking zone on High Street, Taree, in front of the Aldi supermarket be changed to a Bus Zone and Taxi Zone.

### **FINANCIAL/RESOURCE IMPLICATIONS**

Council will be responsible for the costs associated with the installation of signage and pavement markings. This work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$800.

### **LEGAL IMPLICATIONS**

Nil.

### **ANNEXURES**

A: Location of proposed Bus and Taxi Zones

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### **BACKGROUND**

Eggins Comfort Coaches have made a proposal to change their existing bus route that travelled along York Street to High Street. The proposed bus stop location for the new route that was identified is the existing No Parking zone outside of the Aldi supermarket.

### **DISCUSSION**

The existing No Parking zone is currently used by the public and Taxis for pick-up and-drop off passengers. Due to current detours in place for roadwork at York and Pulteney Streets the site is currently being used as a temporary bus stop with no issue.

The existing zone is 32m in length, excluding the runout area towards the roundabout, which will accommodate one car space for the taxi zone and enough room for a bus to turn in and park.

### **CONSULTATION**

Council's Traffic Engineer liaised with Eggins Comfort Coaches, Manning Valley Taxis, and Aldi management.

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## COMMUNITY IMPACTS

This will have minimal community impacts.

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## DISCUSSION IN BRIEF

The Committee members agreed with the Officer's recommendation.

## COMMITTEE RECOMMENDATION

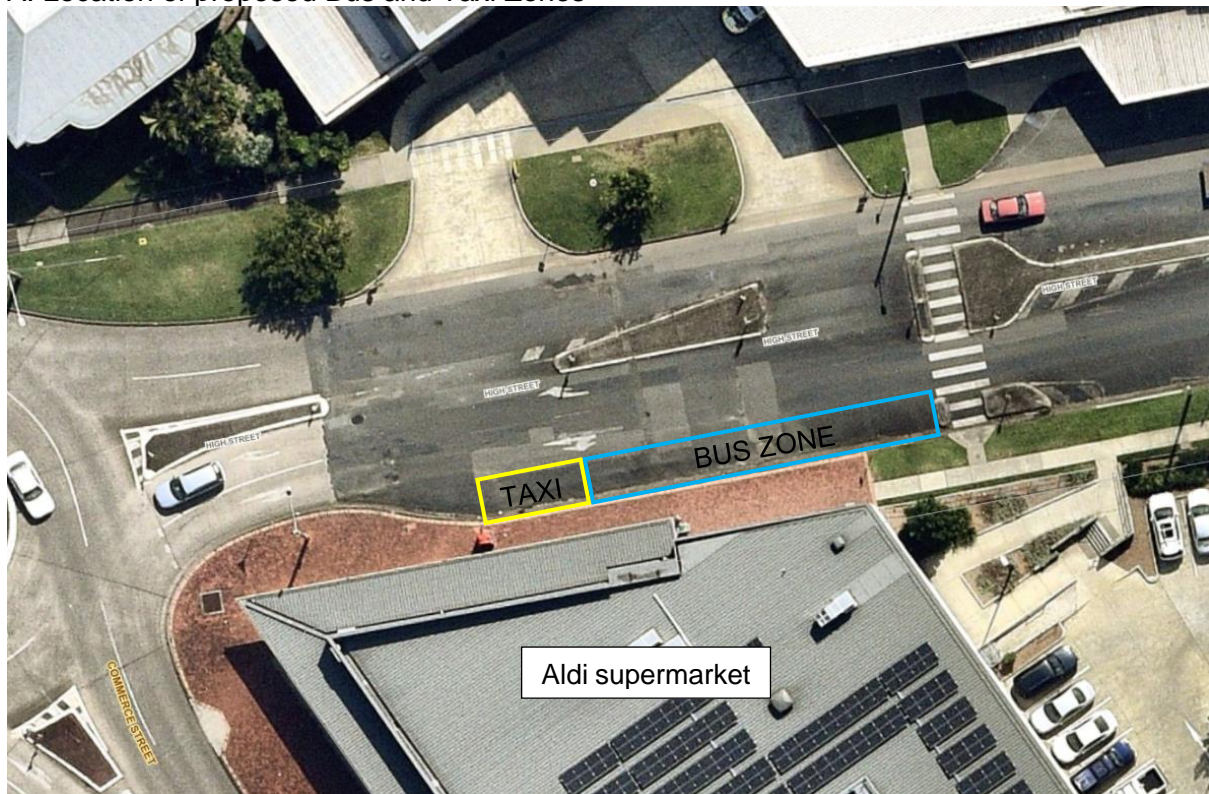
It is recommended that the existing No Parking zone on High Street, Taree, in front of the Aldi supermarket be changed to a Bus Zone and Taxi Zone.

For motion: Unanimous

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## ANNEXURES

A: Location of proposed Bus and Taxi Zones



## **ITEM 7 – STROUD STREET, ALLWORTH – NO PARKING ZONE**

**Report Author**                      **Jacob Harty, Traffic Engineer**

**Date of Meeting**                    **8 September 2021**

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### **SUMMARY OF REPORT**

Investigations have been undertaken into a request from a resident to install a No Parking zone at the boat ramp on Stroud Street, Allworth.

### **SUMMARY OF RECOMMENDATION**

It is recommended that a No Parking zone be installed on Stroud Street, Allworth, adjacent to the boat ramp and picnic area/playground.

### **FINANCIAL/RESOURCE IMPLICATIONS**

Council will be responsible for the costs associated with the installation of signage and pavement markings. This work will be funded from the cost centres of Traffic Committee Items. The work has an estimated cost of \$800.

### **LEGAL IMPLICATIONS**

Nil.

### **ANNEXURES**

A: Location of proposed No Parking zone (1)

B: Location of proposed No Parking zone (2)

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### **BACKGROUND**

Council received a request from residents of Allworth to install a No Parking zone at the boat ramp at the end of Stroud Street, to keep the area in front of the boat ramp free of parked cars to facilitate vessel launching and retrieval.

### **DISCUSSION**

The Stroud Street boat ramp is next to a picnic area and playground. When people park alongside the picnic area it can restrict access to the ramp.

### **CONSULTATION**

Council's Traffic Engineer has liaised with Allworth residents and MidCoast Council Community Spaces staff

### **COMMUNITY IMPACTS**

This will have minimal community impacts.

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## DISCUSSION IN BRIEF

The Committee members agreed with the Officer's recommendation.

## COMMITTEE RECOMMENDATION

It is recommended that a No Parking zone be installed on Stroud Street, Allworth, adjacent to the boat ramp and picnic area/playground.

For motion: Unanimous

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## ANNEXURES

A: Location of proposed No Parking zone (1)



B: Location of proposed No Parking zone (2)



## ITEM 8 (INFORMAL) – WINGHAM CBD UPGRADE

Report Author                Jacob Harty, Traffic Engineer

Date of Meeting             8 September 2021

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### REPORT

At the Ordinary Council meeting held on July 28 it was resolved that the Wingham CBD Streetscape Plan would proceed with an offset T intersection at the intersection of Bent and Farquhar Streets, as opposed to a roundabout configuration.

Council's Team Leader Project Development has invited comment from the Local Traffic Committee leading into the detailed design phase on methodology that may be used to ensure appropriate vehicle speeds and traffic flow through the intersection and reduce any potential safety issues.

### RECOMMENDATION

That members of the LTC provide comment on the concept design of the intersection of Bent and Farquhar Streets from the Wingham CBD Streetscape Plan adopted by Council.

### ANNEXURES

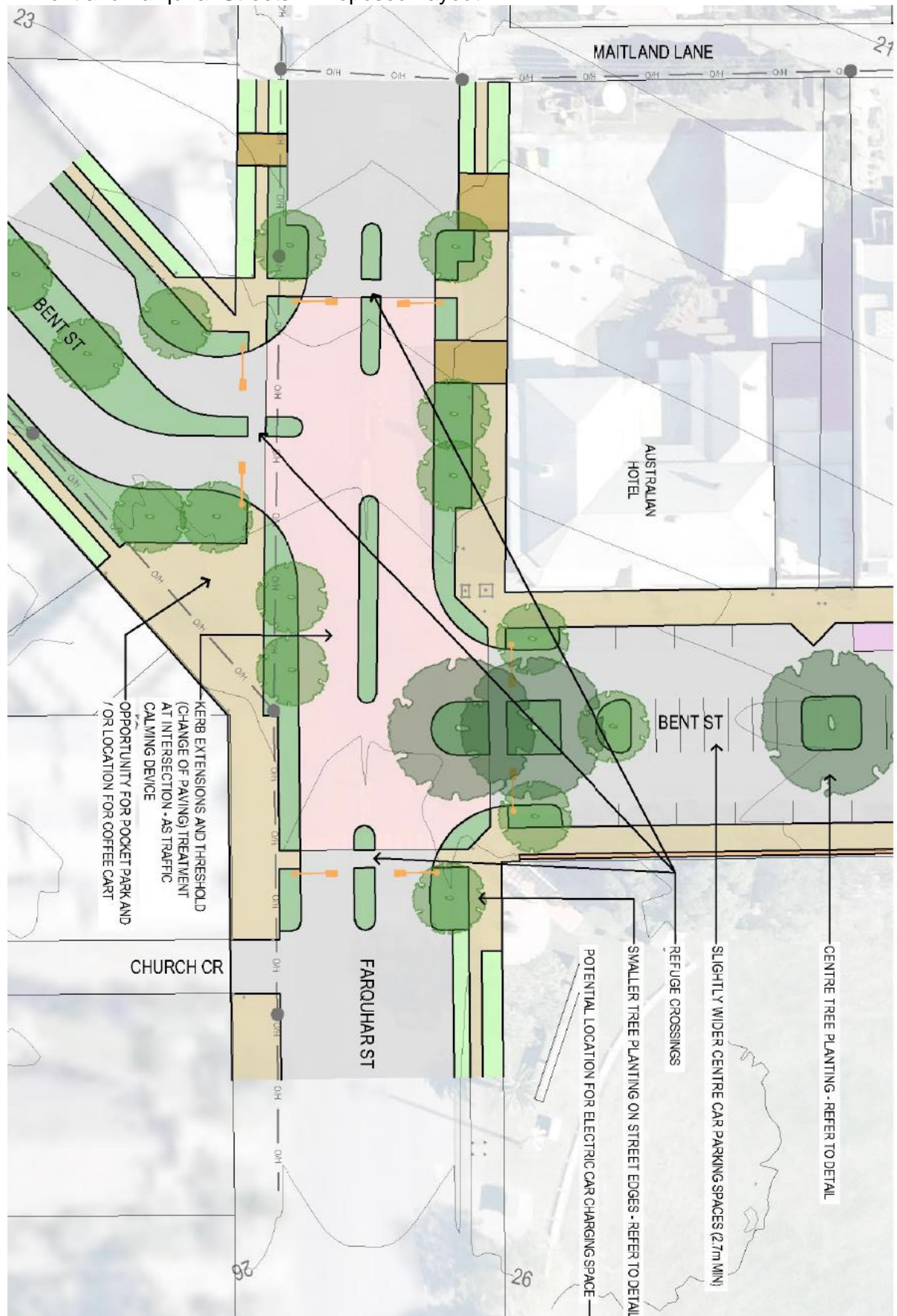
- A: Bent and Farquhar Streets – Existing Layout
  - B: Bent and Farquhar Streets – Proposed Layout
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### ANNEXURES

- A: Bent and Farquhar Streets – Existing Layout



B: Bent and Farquhar Streets – Proposed Layout



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**DISCUSSION IN BRIEF**

No comments were received on this item.

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**ITEM 9 – GENERAL BUSINESS**

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No general business.