

Agenda and Business Paper

Traffic Committee

To be held on Wednesday 7 August 2024 at 8:30 AM





TRAFFIC COMMITTEE AGENDA AND BUSINESS PAPER

WEDNESDAY 7 AUGUST 2024

ORDER OF BUSINESS:

CLAUSE	PRECIS	PAGE
ACKNOV	/LEDGEMENT OF COUNTRY	2
APOLOG	<u>IES</u>	2
CONFIRM	MATION OF MINUTES	
CM-1	CONFIRMATION OF MINUTES - 13 JUNE 2024 - LOCAL TRAFFIC COMMITTEE MEETING	2
DECLAR.	ATIONS OF INTEREST	2
REPORT	<u>s</u>	
RP-1	DA22/0346.01 NEW SERVICE STATION AT 226-236 HAMMOND AVENUE EAST WAGGA WAGGA - NO PARKING AND OTHER PRESCRIBED TRAFFIC CONTROL DEVICES	3
RP-2	MAHOGANY DRIVE AND GREGADOO ROAD INTERSECTION, LAKE ALBERT	6
RP-3	BLAKELYS ROAD AND DUNNS ROAD INTERSECTION – SPRINGVALE	8
RP-4	2024 LAKE RUN & RIDE EVENT - SUNDAY 29 SEPTEMBER 2024	10
RP-5	GEARS & BEERS FESTIVAL 2024 - SUNDAY 6 OCTOBER 2024	40
RP-6	KINCAID STREET - CENTRE OF ROAD PARKING	41
RP-7	ACTIVE TRAVEL PLAN - CENTRAL LINK - BECKWITH STREET	49
QUESTIC	ONS WITH NOTICE	62

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 CONFIRMATION OF MINUTES - 13 JUNE 2024 - LOCAL TRAFFIC COMMITTEE MEETING

Recommendation

That the Minutes of the proceedings of the Local Traffic Committee E-Meeting held on 13 June 2024 be confirmed as a true and accurate record.

Attachments

1<u>J</u>. Minutes of the Traffic Committee held Thursday 13 June 2024 63

DECLARATIONS OF INTEREST

REPORTS

RP-1 DA22/0346.01 NEW SERVICE STATION AT 226-236 HAMMOND

AVENUE EAST WAGGA WAGGA - NO PARKING AND OTHER

PRESCRIBED TRAFFIC CONTROL DEVICES

Author: Warren Faulkner

Officer Recommendation

That the Local Traffic Committee endorse the installation of a length of NO STOPPING and other prescribed traffic control devices on Hammond Avenue as shown on Xeros Piccolo Line and Signage Plan for Project Number 230318, Sheet C8 Revision E dated 08.04.2024 and stamped Accepted for Construction by Transport for NSW on 26 June 2024.

Report

Condition C.17 of the determination for Development Application DA22/0346.01 is:

Prior to the release of the Construction Certificate a plan shall be submitted to and approved by the General Manager or delegate, that identifies a no stopping restriction in Hammond Avenue for the length of the site, as well as any other proposed prescribed traffic control devices.

This plan is required to be referred to and approved by the Local Traffic Committee before it is approved as these works incorporate a prescribed traffic control device.

NOTE 1: A prescribed traffic control device is a sign, signal, marking, structure or other device to direct or warn traffic on a road or road related area.

NOTE2: The Local Traffic Committee only meets two-monthly and only between the months of March and November. Therefore, to avoid delays the timing of meetings should be taken into consideration in preparing your plan for submission.

The attached plan has been Approved for Construction by Transport for NSW as the Roads Authority by way of a Works Authorisation Deed as required by condition C.18 of the determination.

The plan is presented for the consideration of the Committee.

Risk Management Issues for Council

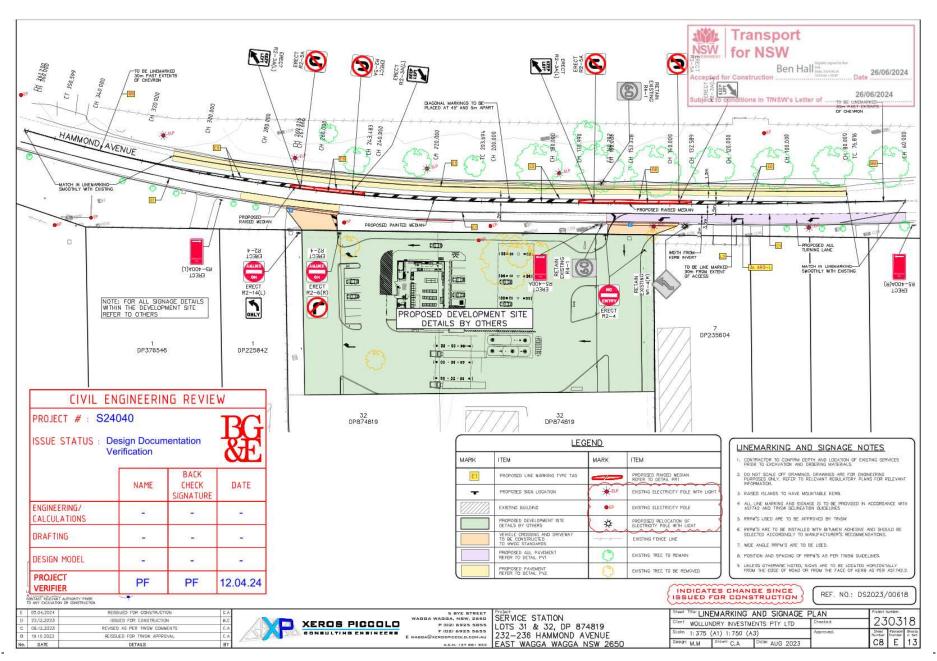
There are no risk management issues for Council. Transport for NSW are the Roads Authority and have issued a Works Authorisation Deed as required by condition C.18 of DA22/0346.01

Internal / External Consultation

Consultation was conducted as part of the Development Application process. Transport for NSW have been consulted as they have issued a Works Authorisation Deed for the works as the Roads Authority.

Attachments

1₫. 232-236 Hammond Avenue East Wagga Wagga - Linemarking and SignagePlan - Issued for Construction



RP-2 MAHOGANY DRIVE AND GREGADOO ROAD INTERSECTION, LAKE ALBERT

Author: Warren Faulkner

Recommendation

That the Local Traffic Committee endorse the installation of a Give Way sign and line marking for a CHR(s) treatment as shown on MJM Sheet Number C5 of Project Number 200102

Report

Development Application DA22/0192 is a 44 Lot residential subdivision that is being completed in 5 stages.

The first stage of the development involves the creation of a new access into the subdivision off Gregadoo Road to create 8 Lots.

Condition C.12 of the consent for the development is:

Prior to the release of the Subdivision Works Certificate for Stage 1 a plan shall be submitted to and approved by the General Manager or delegate, that identifies the intersection design of Road 1 and Gregadoo Road. This plan is required to be referred to, and approved by the Local Traffic Committee before it is approved as these works incorporate a prescribed traffic control device.

NOTE 1: A prescribed traffic control device is a sign, signal, marking, structure or other device to direct or warn traffic on a road or road related area.

NOTE 2: The Local Traffic Committee only meets two-monthly and only between the months of March and November. Therefore to avoid delays the timing of meetings should be taken into consideration in preparing your plan for submission.

The plan for the intersection submitted to Council as part of the Subdivision Works Certificate application (SWC24/0002) is attached for the consideration of the committee.

Risk Management Issues for Council

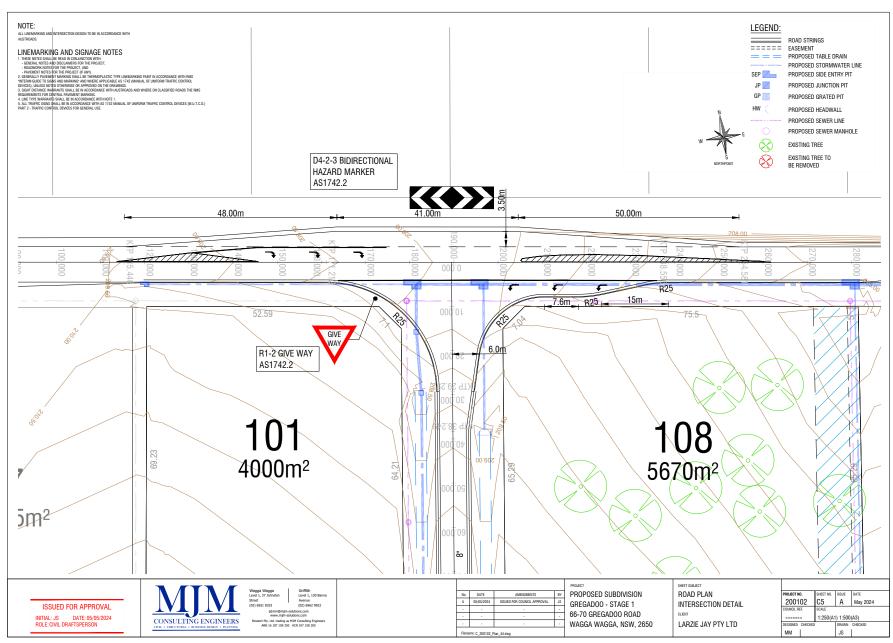
There are no significant risk management issues for Council associated with this report

Internal / External Consultation

Not Applicable

Attachments

1↓. Intersection detail - Stage 1 - Subdivision - 66-70 Gregadoo Road LakeAlbert



RP-3 BLAKELYS ROAD AND DUNNS ROAD INTERSECTION - SPRINGVALE

Author: Warren Faulkner

Recommendation

That the Local Traffic Committee endorse the installation of a Give Way sign and line marking as shown on MJM Sheet Number C6 of Project Number 210613

Report

Development Application DA22/0094.01 is a 16 Lot residential subdivision that is currently under construction.

Condition C.59A of the consent for the development is:

Prior to the release of the Subdivision Certificate a plan shall be submitted to and approved by the General Manager or delegate, that identifies signage and linemarking required for the intersection of Dunns Road and Blakelys Road. This plan is required to be referred to, and approved by the Local Traffic Committee before it is approved as these works incorporate a prescribed traffic control device.

NOTE 1: A prescribed traffic control device is a sign, signal, marking, structure or other device to direct or warn traffic on a road or road related area.

NOTE 2: The Local Traffic Committee only meets two-monthly and only between the months of March and November. Therefore to avoid delays the timing of meetings should be taken into consideration in preparing your plan for submission.

The plan for the intersection submitted to Council as part of the Subdivision Works Certificate application (SWC24/0001) is attached for the consideration of the committee.

Risk Management Issues for Council

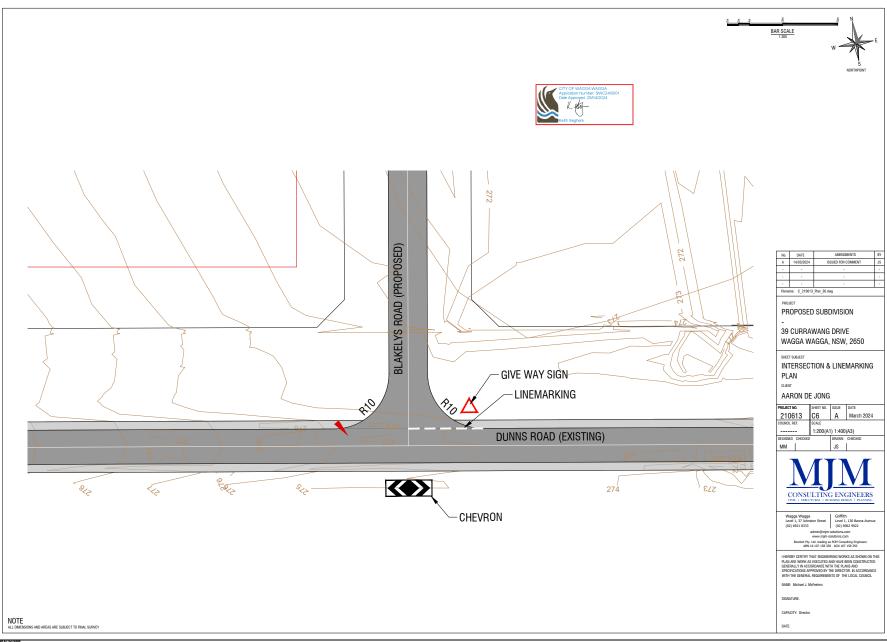
There are no significant risk management issues for Council associated with this report

Internal / External Consultation

Not Applicable

Attachments

1 ↓. Intersection and Linemarking Design - Subdivision - 39 Currawang DriveSpringvale



RP-4 2024 LAKE RUN & RIDE EVENT - SUNDAY 29 SEPTEMBER 2024

Author: Warren Faulkner

Officer Recommendation

That the Local Traffic Committee approve the conduct of the 2024 Lake Run and Ride Event on Sunday 29 September 2024.

Report

The Wagga Lake Run and ride, is a free to enter, community participation event where participants walk, run 5km or run, walk or cycle 10km through the streets of Wagga and around Lake Albert.

The Intersport (formerly Sportsmans Warehouse) Warehouse Wagga Lake Run and Ride has been going since 1972. Formerly known as the Wagga Lake to Lagoon Fun Run and Family Cycle, our event was originally titled the Wagga City to Lake. The event is usually held in September - is FREE and includes the unusual mix of family cyclists, runners and walkers.

For many, the Lake Run and Ride is an iconic regional event not to be missed every year - and as such is part of the fabric of the community.

10km Cycle, Run and Walk: Starts at Eastlake Drive, Lake Albert, continues north along Lake Albert Road. The route turns near the intersection with Lord Baden Powell Drive and participants will reverse direction along Lake Albert Road to a point near the northern end of Lake Albert at Lakeside Drive where the event leaves the road network and continues on the shared path around the western side of Lake Albert.

5km Run and walk: Starts at Eastlake Drive, Lake Albert, also continues north along Lake Albert Road to the northern end of Lake Albert at Lakeside Drive where the event leaves the road network and continues on the shared path around the western side of Lake Albert.

Lake Albert Road will be divided by witches hats and participants will keep to the RIGHT to avoid the necessity of participants crossing paths at the point where the event leaves the road network or participants need access to drinks stations.

Risk Management Issues for Council

The purpose of this report is to adequately manage risks that are associated with an on-street event.

Internal / External Consultation

Consultation was undertaken with the event organiser.

Attachments

1. Lake Run & Ride 2024 - combined papers & approval letter



Civic Centre Cnr Baylis & Morrow Sts PO Box 20 Wagga Wagga NSW 2650 **abn** 56 044 159 537 **p** 1300 292 442 **f** 02 6926 9199 **e** council@wagga.nsw.gov.au **w** www.wagga.nsw.gov.au

9 July 2024

Phillip Roy Wagga Lake Run & Ride Organising Committee 19 Stellway Close Kooringal NSW 2650

Dear Phil,

WAGGA LAKE RUN AND RIDE – APPROVAL TO IMPLEMENT SPECIAL EVENT TRAFFIC MANAGEMENT PLAN ON THE 29 SEPTEMBER 2024

Your application to implement a Special Event Traffic Management Plan on local roads in the Wagga Wagga LGA to facilitate the Lake Run and Ride, is approved under Section 115(f) of the Roads Act 1993, subject to the following conditions:

- A certified Traffic Control Plan for the event to be implemented, by an accredited provider.
- 2. Organisers and event participants will obey all reasonable directions that are given by Police.
- 3. Organisers and event participants will obey all reasonable directions that are given by Wagga Wagga City Council Staff.
- Organisers, marshals, and participants are to minimise the effect of the event on the non-event community as far as possible, throughout the event.
- 5. All participants are to be briefed verbally on the course and emergency arrangements prior to the commencement of the event.
- 6. All participants are to obey any reasonable direction that given by event organisers and event marshals throughout the course of the event.
- All barricades that restrict access to roads are to be monitored by marshals.
- 8. The event organisers should actively discourage participants in the 'Ride' part of the event from racing with others and from riding recklessly or in a manner that causes danger to themselves or to others by briefing the participants before the start of the event and by what other means are appropriate.
- All barricade marshals are to be thoroughly briefed, both verbally and in writing, as to the requirements of their position and the powers that they are permitted to exercise before the commencement of the event.
- Failure to comply with any and all of the above conditions will immediately void this approval.



Wagga Lake Run & Ride 2023 - Conditions for Event Approval

Page 2 of 2

Inquiries in respect of traffic management arrangements can be directed to Council's Traffic Section on 1300 292 442.

Tim Cahill Traffic Officer

Wagga Lake Run & Ride - Conditions for Event Approval

Special Event Traffic Management Plan

Part 1 of this document contains specific information about the event. Part 2 is an outline of all of the issues surrounding this event. A number of suggested headings are included in the document. They may be used or deleted, as necessary. Other appropriate headings may be added where particular specific issues need to be addressed. Parts 3 – 6 includes necessary supporting documentation.

Part 1

Event Name	Wagga Lake R	un and Ride		
Location	Apex Park, Koo	oringal & Lake	Albert	
Day:	Sunday	Date	e: 29 th S	September 2024
Event Start Time:	08:30am	Even	nt Finish Time:	12:30pm
Setup Time	07:00am	Pack	Up Finish Time:	1pm
Event is	f-street 🖂	On-street	moving 🗌 Or	n-street non-moving
□ Не	eld regularly throug	hout the year	(calendar attache	ed)
Event Organiser:	Wagga Lake	Run and Ride	e Committee – Ph	nil Roy (President)
Address:	19 Stellway	Close, Kooring	gal	
Phone: 0419 2	20 001 Fax:	na	Mobile:	0419 220 001
Email: r42phil@	gmail.com			
What is the nature of	this event: Par	ticipation ever	nt - 10km ride, rur and walk	n and walk & 5km run
EVENT CLASS DESCRI	 PTION	e.g	. Parade, Bicycle race,	Triathlon.
Class 1: is an event that imp	acts major traffic & transp			on to the non-event community. e capacity of the main highway
				on to the non-event community. npact a principal transport route
Class 3: is an event with min street neighbourhood Christ		s and negligible im	npact on the non-event o	ommunity. For example: an on-
Class 4: is an event that is of march on a footpath that is of			is not a protest or demo	nstration). For example: a small
Ref: Guide to Traffic & Trans	sport Management for Sp	ecial Events, Sect	1.3.4	
What Class is this event?	1	3	4 (Circle appropriate option)
	(A description of e	ach event class	follows. See below)	
This Traffic Manageme	ent Plan has been pr	epared by: P	hil Roy	
Traffic Management P	lan approved by eve	ent organiser	OR O	
				(signature)
Name:	Philip Ro	у	Date:	18 June 2024

Regulation of tra	ffic authorised by Road Authority Representative	
		(signature)
Name:	D	ate:
On behalf of	The City of Wagga Wagga	
Regulation of tra	ffic authorised by Road Authority Representative	
		(signature)
Name:	D	ate:
On behalf of	Roads and Maritime Services	

.

Part 2

1. Comprehensive Description of Event

The Wagga Lake Run and ride, is a free to enter, community participation event where participants walk, run 5km or run, walk or cycle 10km through the streets of Wagga and around Lake.

The Intersport (formerly Sportsmans Warehouse) Warehouse Wagga Lake Run and Ride has been going since 1972. Formerly known as the Wagga Lake to Lagoon Fun Run and Family Cycle, our event was originally titled the Wagga City to Lake. The event is usually held in September – is FREE and includes the unusual mix of family cyclists, runners and walkers.

For many, the Lake Run and Ride is an iconic regional event not to be missed every year – and as such is part of the fabric of the community.

2. Location/s

10km Cycle, Run and Walk: Starts at Eastlake Drive, Lake Albert, continues north along Lake Albert Rd. The route turns near the intersection with Lord Baden Powell Dr and participants will reverse direction along Lake Albert Rd to a point near the northern end of Lake Albert at Lakeside Dr where the event leaves the road network and continues on the shared path around the western side of Lake Albert.

5km Run and walk: Starts at Eastlake Drive, Lake Albert, also continues north along Lake Albert Rd to the northern end of Lake Albert at Lakeside Dr where the event leaves the road network and continues on the shared path around the western side of Lake Albert.

Lake Albert Rd will be divided by witches hats and participants will keep to the RIGHT to avoid the necessity of participants crossing paths at the point where the event leaves the road network or participants need access to drinks stations.

3. Purpose of this Document

The purpose of this document is to ensure that all care and consideration is given to the management of traffic in the area around the Wagga Lake Run and Ride, Apex Park, Kooringal and Lake Albert. Event organisers are committed to the enjoyment and safety of all people attending this function and to the non-event community that will be affected by changed traffic conditions for the duration of the event.

4. Scope

Of paramount importance to ensuring health, safety and welfare of all people attending the event, is the need to provide high standards of traffic control for the full length of the course, from Apex Park to Kooringal and back to Apex Park.

A high standard of traffic control may only be undertaken through the systematic consideration of conditions that may be encountered along the course of the event and the implementation of specific traffic control and contingency plans.

Managing temporary changes to the road system and minimising the traffic impact on the non-event community, while providing equity for people who are attending the event is an essential element of this plan.

These procedures and plans must be followed to ensure optimal traffic flow conditions in the areas near the event. All traffic control and contingency plans shall be implemented by a site controller, who will be designated by the event organiser/s.

5. Traffic Control Plan Diagrams

The Traffic Control Plan (TCP) diagrams that form a part of this traffic management plan have been prepared with the aim of ensuring a safe environment for Wagga Lake Run and Ride on local roads and minimising the effect of the event on the non-event community. TCPs have been produced by Wagga Lake Run and Ride, and Wagga City Council. All TCPs have been prepared to comply with the provisions of the most recent edition of the Traffic Control at Worksites manual.

6. Advertisement of Traffic Arrangements

(Planned road closures must be advertised in local press before the event proceeds. Council will submit the advertisement into the appropriate section. The cost of the advertisement may be passed on to the event organiser.)

Traffic control arrangements for this event, including road closures, will be advertised in the local press prior to the event. The content of the advertisement is as follows:

NOTICE OF TEMPORARY ROAD CLOSURE

Notice is hereby given under Roads Act 1993 Part 8 Division 4 of the temporary closing of: -

Road Lake St and Eastlake Drive

Duration 8:30am – to 11:30am, Sunday 29th September 2024

Road Lake Albert Road (from Lord Baden Powell Drive to Eastlake Drive)

Duration 9:30am – to 1:00pm, Sunday 29th September 2024

Reason Wagga Lake Run and Ride

Detour As per signs

Date/s to run in Weekend Advertiser:

21 & 28 September 2024

General Traffic Arrangements

Traffic on roads in the vicinity of this event will be controlled using the provisions of the latest version of the *Traffic Control at Worksites* manual. Traffic diversions will be in place to move vehicles away from the event course. The event course will generally remain closed to all vehicles except those that are associated with the event and/or emergency services.

Specific Traffic Control Arrangements – Street by Street

Lake Street and East Lake Drive will be closed from 8:30am, remaining closed until the last event participant has left East Lake Drive onto Lake Albert Road. At that time Lake Street and East Lake Drive can be opened to all traffic. The traffic control barriers at Lake Albert Road will be placed across Lake Albert Road on the northern side of the intersection with East Lake Drive. Traffic travelling north in East Lake Drive will turn right into Lake Albert Road. That traffic will be detoured via Vincent Road to reach the CBD.

Lake Albert Road, from East Lake Drive to Lord Baden Powell Drive, will be closed to traffic with barriers being erected from 9:30am. Road closures of this section will remain in place until about 12:30pm at which time, any participants that remain on this part of the course will be moved onto footpaths. Lake Albert Road will be opened progressively from the Lord Baden Powell Drive intersection, as participants clear the particular sections of the route. That is normally considered to be Fay Avenue, Stanley Street, Plumpton Road and Kooringal Road.

The reopening of roads is managed by a Council Officer, if approved to work, through the duration of the event as it occurs on the road network.

7. Specific Timings for Actions (reopening roads for moving events)

The closure and reopening of roads for this event is managed on the day by a contracted traffic management provider who will be working for this event.

Road Closures commence at 08:30hrs. All roads are expected to be reopened to normal traffic use by 13:00hrs.

8. Parking

There are no special parking arrangements that will be required for this event. There is adequate parking in the area around APEX Park to accommodate participant's vehicles.

9. Impact on Public Transport

The Busabout 960 Lake Albert to Wagga Wagga, Estella and University service operates on Sunday on an hourly basis partly on Lake Albert Road. Event organisers will advise both Busabout and the local taxi service co-operative of the impact of this event.

10. Impacts on Heavy Vehicles / Transport Industry

This event will not impact upon heavy vehicles or the transport industry.

11. Traffic Marshals

Local service clubs provide volunteers to provide additional traffic marshalling. Volunteers are allocated specific intersections and a briefed on the morning of the event by the course director. Marshals wear a supplied high visibility vest. Instructions that will be given to event marshals can be found at Part 7.

12. Detour Routes

Detour routes have been planned and will be sign posted as part of the traffic control plan requirements.

13. Work, Health and Safety Considerations

A risk assessment has been carried out in respect of this event. The completed document is attached – see Part 5.

The event organiser has arranged Public Liability insurance, to the value of \$20 million, to apply to this event. The City of Wagga Wagga, NSW Police Force and Transport for NSW Reads and Maritime Services have been nominated as interested parties on the certificate of currency – copy attached at Part 6.

14. Notification to Emergency Services

Yes/No		Who / How
Υ	NSW Police - 6922 599	Through Traffic Committee Process
N	NSW Fire & Rescue	Not necessary – event doesn't impact NSWF&R
Y	NSW Ambulance Service - 131233	Station Officer Wagga Wagga by phone
N	SES - 0407 481 205	Not necessary – event doesn't impact SES
N	RFS - 6971 4591	Not necessary – event doesn't impact RFS
N	VRA -	Not necessary – event doesn't impact VRA

15. Minimising Impact on the Non-Event Community

Local businesses and residents on impacted roads are advised of road closures via letter drops a week prior to the event. Impacted churches are contacted directly. Detour routes are sign posted.

Two VMS will be located along Lake Road notifying road closures for the week prior to the event from Saturday 21th September.

16. Trusts, Authorities and Government Enterprises

This event does not use a venue that is managed by a Trust, Government Authority or Government enterprise.

Part 3

Attach the certified traffic control plan diagram/s.

Part 4

Attach Schedule 1 form - Not required for Section 115 Events

Part 5

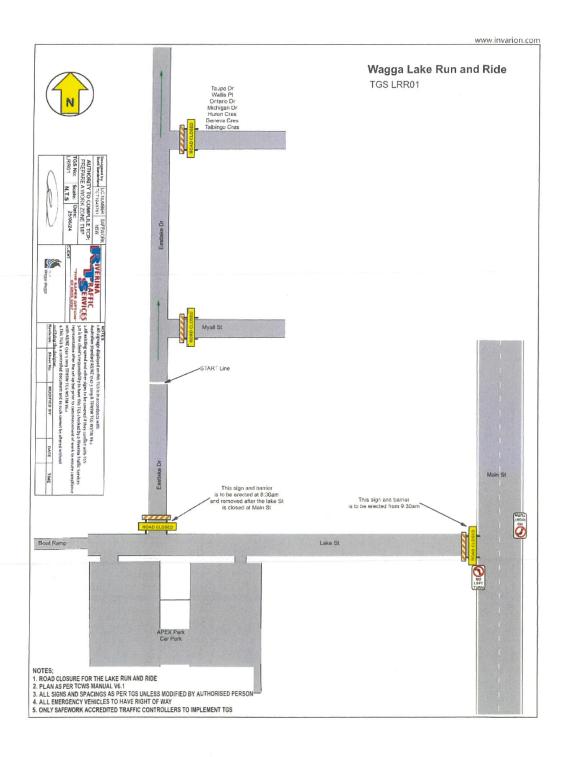
Attach a record of a risk assessment that has been conducted in respect of the proposed event

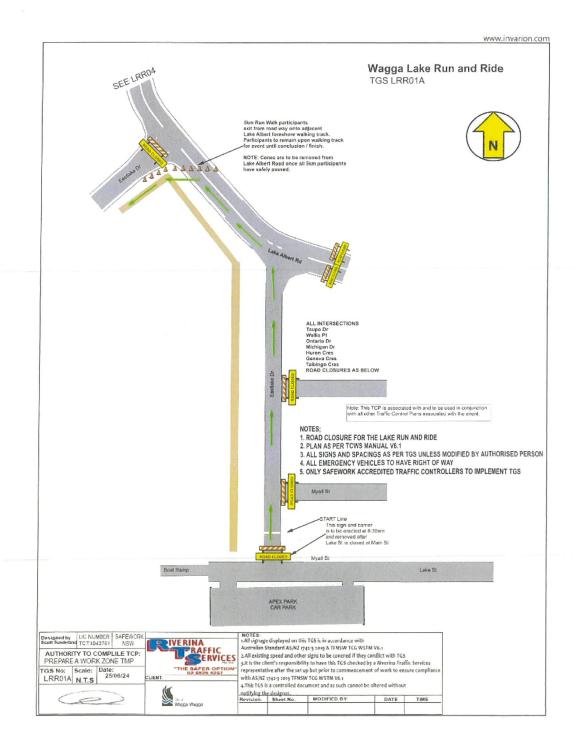
Part 6

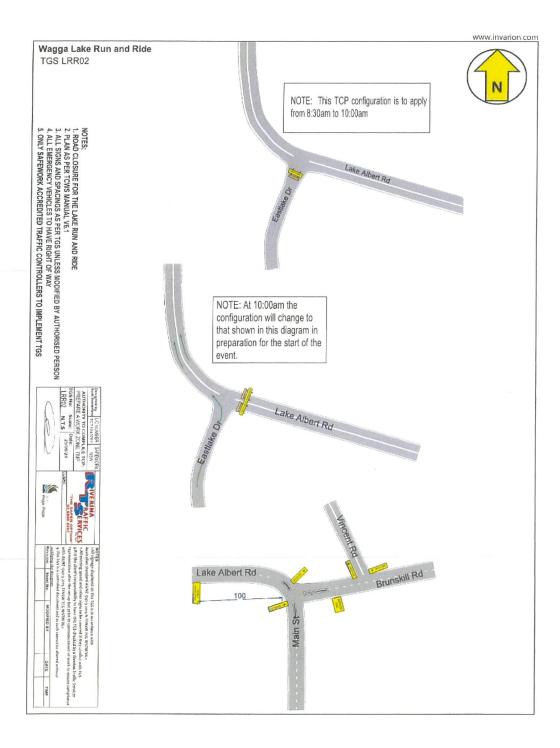
Attach copy of certificate of currency of public liability insurance policy to the value of \$20mil, with the City of Wagga Wagga, NSW Police Force and Transport for NSW noted as interested parties in respect of this event.

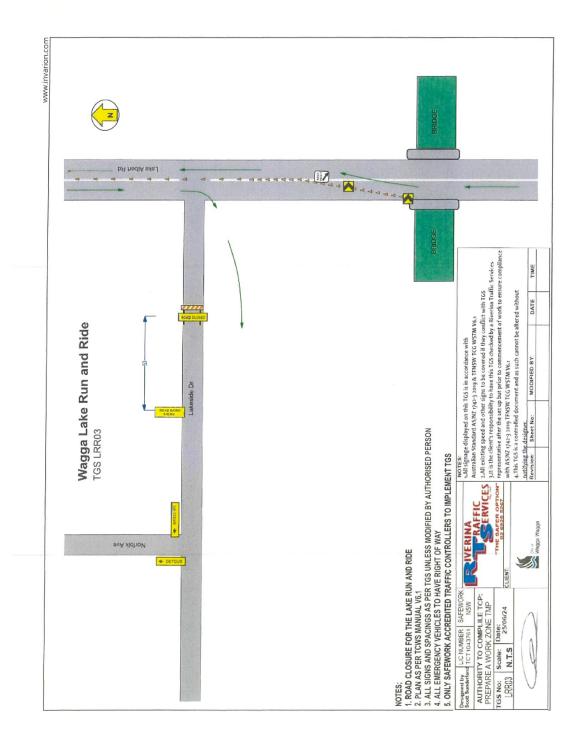
Part 7

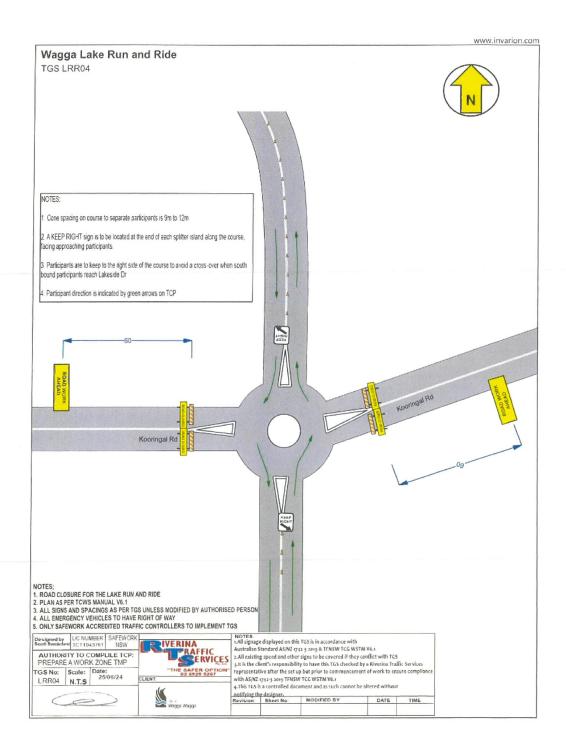
Instructions to event marshals

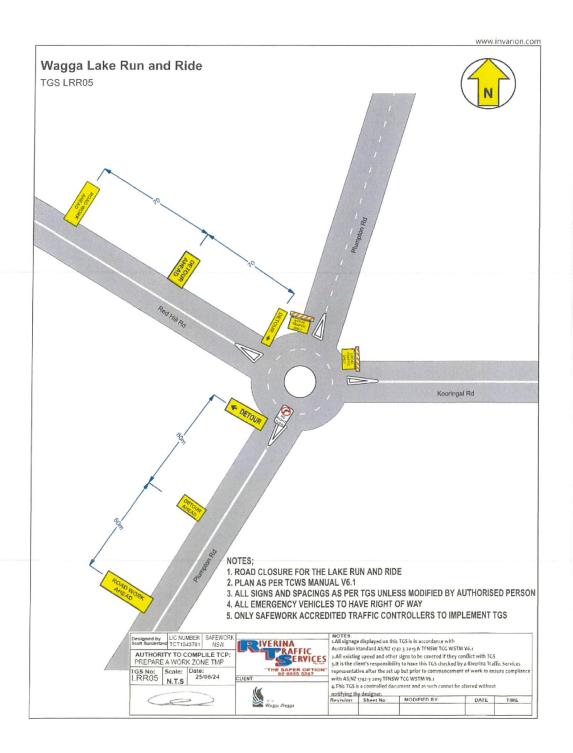


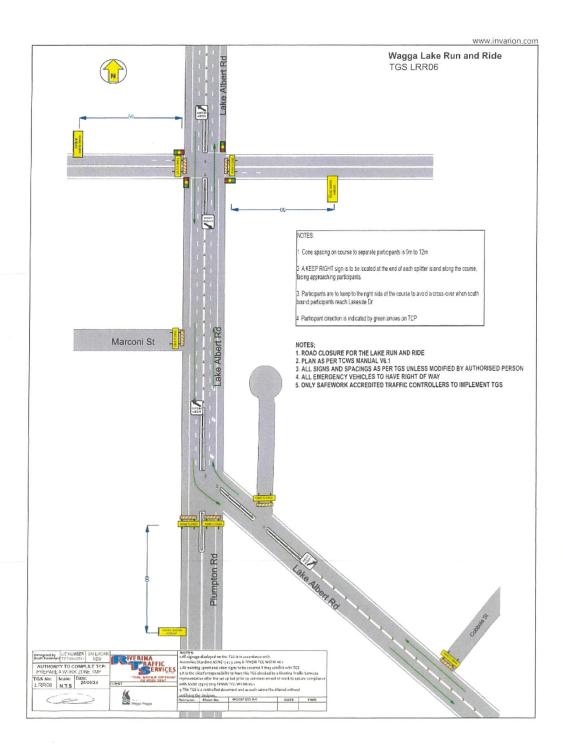


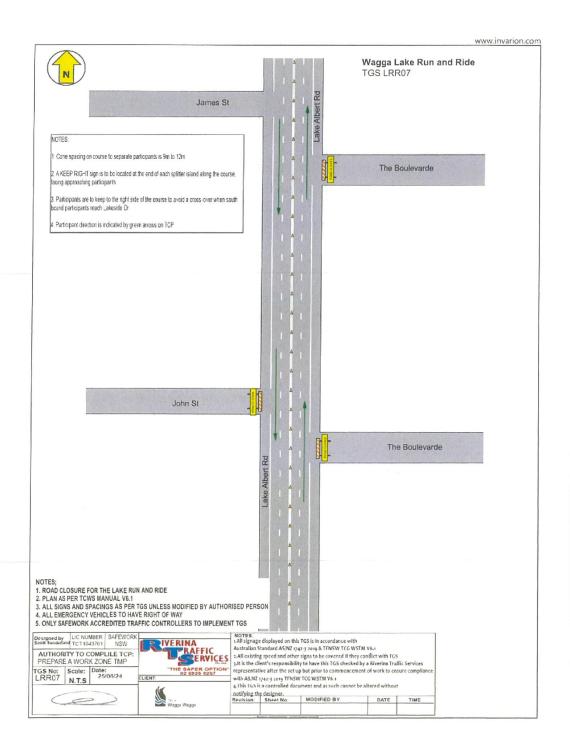


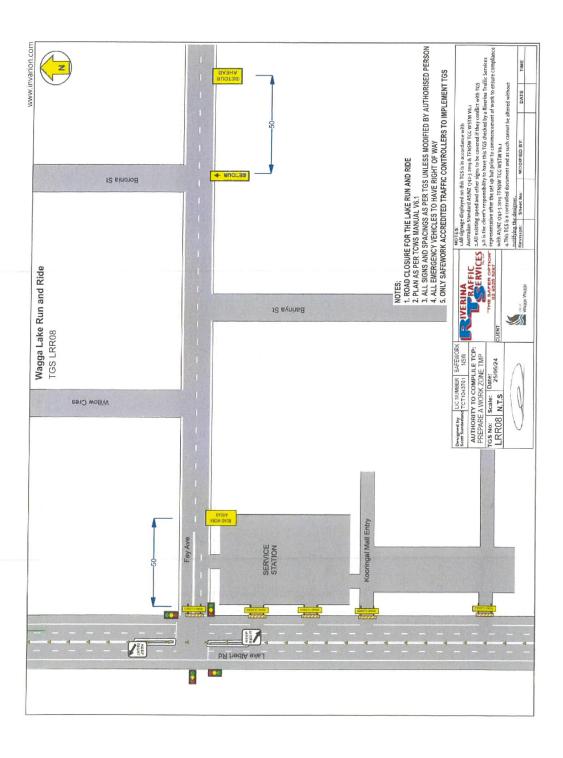


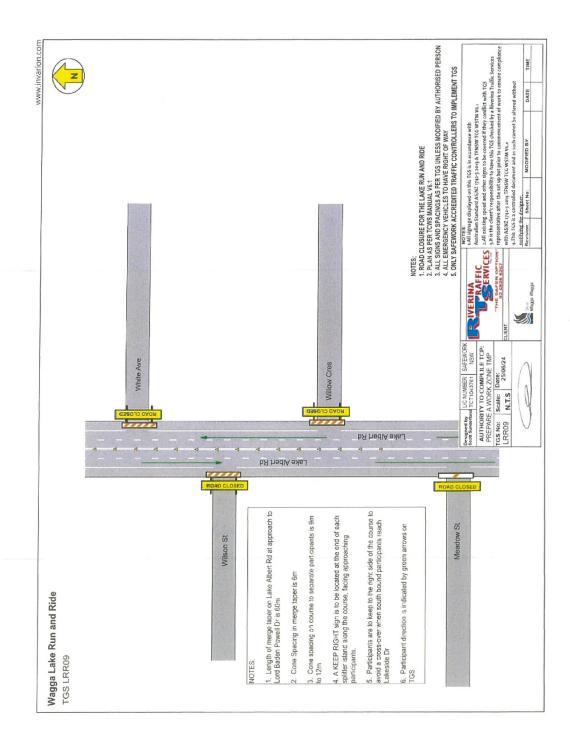


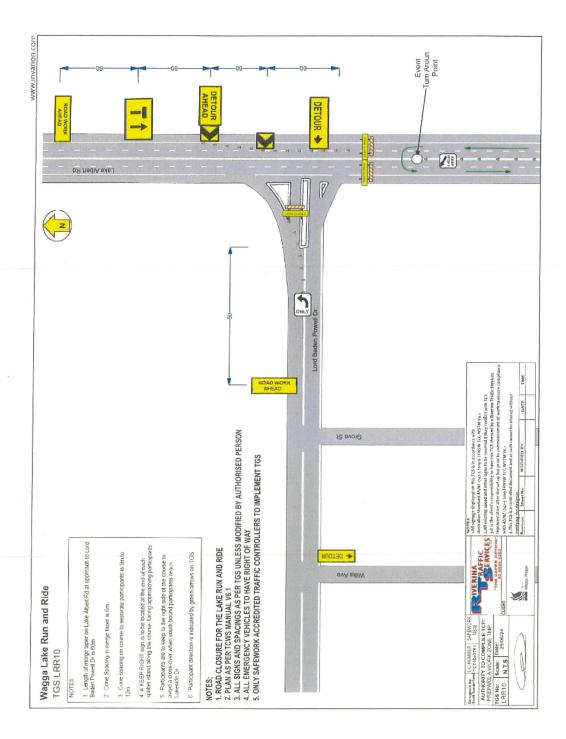


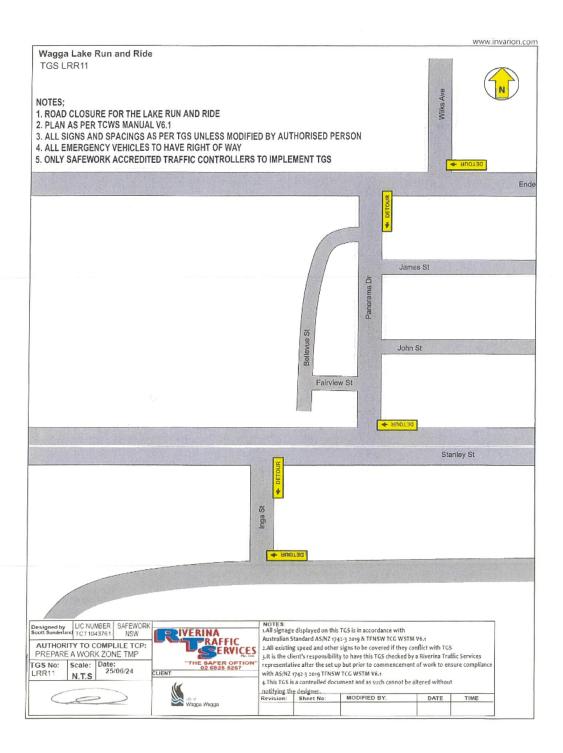














Instructions to Marshals

Wagga Lake Run & Ride – Sunday 29 September 2024

Thankyou for joining us

The Wagga Lake Run & Ride Committee would like to thank your group for organising a team of people to be Marshals.

Briefing

All marshals must attend a briefing at the Apex Park Community Hall (Race Start area) at 9:00am on race day.

Event Starts

- Cycle Event starts at 9:30am
- 10km Run/Walk event starts at 10am
- 5km Run/Walk event starts at 10:30am

Reflective Vests

At the briefing vests will be given to marshals who need them. The vests will be collected by the race scout (Wagga City Council staff) who will come through after the last race participant and reopen roads. Please give your vest to this scout.

The Role

The Marshals job is:

- 1. If there is an emergency dial 000 and then the race director, Phil Roy on mobile phone 0419220001.
- If a motorist disobeys a barricade and moves onto the event closure area, police are to be called
 to deal with the matter on Ph 0269 222 599. You should state that you are a Fun Run barrier
 Marshal, give your location and state what has occurred. If possible, record the vehicle number
 plate
- 3. To ensure barricades are in place at their intersection (Council staff will place them)
- 4. To ensure barricades are not moved by non-authorised persons
- 5. To give information to motorists and members of the public as appropriate
- 6. To assist passing event participants if required
- 7. If emergency vehicle access to or from the closure area is required assist by moving barricades and following instructions of emergency vehicle personnel

A Marshal's job is not - to direct traffic. This can only be done by RMS approved traffic controllers. It is important that marshals do not stand in the path of vehicles or attempt to stop them. This is what the barricades are for.

Placement of barricades

Wagga City Council staff will place barricades at the narrowest point of the side road near the intersection so they are spaced evenly across the road. If barricades are moved they need to go back where they were set up.

Time of road closure

Barricades are put in place by Council staff when the road is due to be closed. This occurs about 15 to 30 minutes prior to the first cyclist coming through.

Road re-opening

Barricades should be removed when instructed by Police or Council staff that the road is clear. Council staff will pick the barricades up later in the day.

Thanks for your help. Please come back next year.



Risk Assessment Form

- Identify the hazard and who/what might be harmed Evaluate the risk/s
- Control the risk/s using the hierarchy of controls Record and implement your control measures
- Review your assessment and the effectiveness of controls implemented

Task/Activity:	Wagga Lake Run and Ride	Location/Work Area:	Apex Park Lake Albert and course roads through Lake	Date of 2/6/2024 Assessment:
Person/s completing/ participating in assessment:	Phil Roy	Position and Contact Number:	President – Lake Run Ride. 0419220001	0000
Person/s completing/ participating in assessment:	Loren Roy, Paul MacDonald, Deb Murray, Carmel Kahlefeldt	Position and Contact Number:	Committee Members – Wagga Lake Run and Ride. Contact President Phil Roy - 0419220001	Run and Ride. Contact Pre
Person/s completing/ participating in assessment:		Position and Contact Number:		

Step 2 - Assess Step 3 - Control the risk
Determine the risk score using the risk matrix
Likelihood: Likely Consequence: Moderate Score = 2
Likelihood: Likely Consequence: Moderate Score = 2

late

Safety@wagga.nsw.gov.au Working with you to make a dist Version 2.0 Page 1 Effective Date: 2 November 2016 Name of Document: Risk Assessment Form Division: People & Culture





Risk Assessment Form

- Identify the hazard and who/what might be harmed
 - Evaluate the risk/s
- Control the risk/s using the hierarchy of controls Record and implement your control measures Review your assessment and the effectiveness of controls implemented

Step 1 - Identify hazards	Step 2 - Assess	Step 3 - Control the risk		Step 4 - Implementation Plan	ntation Plan	
Identify the hazard and describe how it could cause harm	Determine the risk score using the risk matrix	List controls to reduce risk. Use the hierarchy of controls to determine the most effective controls.	Determine residual risk score using the risk matrix	Action By	Due Date	Sign and date when complete
Participants suffering injury due to the physical strain on the body eg heat exhaustion or dehydration	Likelihood: Likely Consequence: Moderate Score = 2	4 drinks stations provided for the 10km course and 2 drink stations for the 5km course; requirement in registration process that applicant declare medical fitness; participants briefed at start regarding running / riding within your ability; NSW Ambulance notified of event; St Johns Ambulance stationed at the finish line	Likelihood: Unlikely Consequence: Low impact Score = 4	Lake Run Ride Committee: organise drink stations, participant briefing and St Johns Ambulance attendance	29/9/2024	
Participants suffering bone / muscle / connective tissue damage due to uneven surfaces	Likelihood: Likely Consequence: Low Impact Score = 3	Traffic control plan implemented. Council staff inspect the route 2 weeks prior to event. Track repairs implemented by Council if required. All of the route is on formed roadway or shared pathway.	Likelihood: Unlikely Consequence: Low impact Score = 4	WWCC officer: inspect route and repair significant degredation	15/9/2024	
Cyclists racing / riding too fast for the track conditions	Likelihood: Very Likely Consequence: Low Impact Score = 2	Race briefing at start; Lead rider escort from local cycling club to ride at the front, no one is to pass them. Cycling component promoted as a family fun ride, not a race. Cycle event is not timed.	Likelihood: Unlikely Consequence: Low impact Score = 4	Lake Run Ride Committee: organise lead rider and race briefing.	29/9/2024	
Participants becoming lost	Likelihood: Likely Consequence: Minimal Impact Score = 4	Map on website; marshals at intersections; Traffic control plan – numerous signs put up.	Likelihood: Unlikely Consequence: Minimimal impact Score = 5	Phil Roy Traffic control plan, map on website, road marshals.	1/9/2024	



Safety@wagga.nsw.gov.au Working with you to make a diff

Version 2.0 Page 2

Effective Date: 2 November 2016

Name of Document: Risk Assessment Form

Division: People & Culture



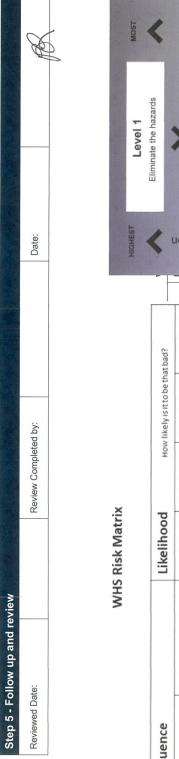


Control the risk/s using the hierarchy of controls Record and implement your control measures Review your assessment and the effectiveness of controls implemented

Identify the hazard and who/what might be harmed Risk Assessment Form

Evaluate the risk/s

Step 1 – Identify hazards	Step 2 - Assess	Step 3 - Control the risk		Step 4 – Implementation Plan	ntation Plan	
Identify the hazard and describe how it could cause harm	Determine the risk score using the risk matrix	List controls to reduce risk. Use the hierarchy of controls to determine the most effective controls.	Determine residual risk score using the risk matrix	Action By	Due Date	Sign and date when complete
Abuse to marshals from the non-event community eg drivers	Likelihood: Likely Consequence: Low Impact Score = 3	Marshal training; brief on race day prior to the event starting; Locals notified by letter drop. Police notified of the event. Police and race directors phone number given to Marshals.	Likelihood: Likely Consequence: Minimimal impact Score = 4	Lake Run Ride Committee: Marshal briefing document and verbal briefing.	1/9/2024	
Undue inconvenience to local residents and businesses due to event road closures	Likelihood: Likely Consequence: Low Impact Score = 3	Traffic Management Plan. Road Closure notices. Letter box drop of affected residences.	Likelihood: Unlikely Consequence: Low impact Score = 4	Phil Roy & WLRR Committee. Traffice Management Plan and Letter box drop.	14/9/2024	





NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY

Summary Offences Act 1988

To the	Cor	nmissioner of Police
1	l,	Philip Roy
	of	19 Stellway Close, Wagga Wagga, NSW Address
		Audiess
	on	behalf of Wagga Lake Run and Ride Inc Organisation
	not	ify the Commissioner of Police that on the 29th (day) Day
	of	September 2024 Month/Year
	it is	intended to hold:
	eitl	ner:
		(a) a public assembly, not being a procession, of approximately
		persons which will assemble
		Number
		at
		Place
		at approximateam/pm
		Time
		and disperse at approximately
		Time
	or	
		(b) a public assembly, being a procession of approximately
		persons which will assemble at Apex Park, Eastlakes Drive, Wagga Wagga Place
		at approximately 9:15am am/pm
		Time
		and at approximately10:30am
		commence and shall proceed with a 10km event proceeding north along Eastlake Drive to Lake Albert n around point near Lord Baden Powell Drive, returning to the Northern end of the Northern street path along the western side of Lake Albert, returning to a finish at Apex Park.
The 5kr	n eve	ent will commence and proceed north along Eastlake Drive to the northern end of Lake Albert, then
followin	g the	shared path along the western side of Lake Albert, returning to a finish at Apex Park.
		Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

Attachment 1: Lake Run & Ride 2024 - combined papers & approval letter

2	tun run	urpose of the proposed assembly is the conduct of a family oriented community and cycle event. Held in Wagga Wagga, consisting of a 5km run/walk and 10km run and non competative cycle, escorted by a leading cyclist. Cycle start 9:30am,
	***************************************	in/walk at 10am, and 5km run/walk at 10:30am. The event has been held since 1972
	State pu	
3	useful	illowing special characteristics associated with the assembly would be for the Commissioner of Police to be aware of in regulating the flow of or in regulating the assembly:
	* (i) There will be0(number) of vehicles and/or* floats involved and their type and dimensions are as follows:
	* (ii) There will be1(number) of bands, musicians, entertainers etc entertaining or addressing the assembly
	* (iii) The following number and type of animals will be involved in the assembly
	ņ	o animals, pets are discouraged from the event.
	 *(i	v) Other special characteristics of the proposed assembly are as follows:
		A truck will be parked across Eastlake Drive before the event to provide a platform
	fo	or a warm up activity. The truck will be removed prior to the start gun.
4	I take resp	consibility for organising and conducting the proposed public assembly.
5	Notices fo me at the	r the purposes of the Summary Offences Act 1988 may be served on following:
	Address:	19 Stellway Close, Wagga Wagga, NSW
		Post Code 2650
	Telephone	s: 0419220001
	Signed:	- (379A)
	Capacity/	_{Fitle} Chairperson, Wagga Lake Run and Ride
	Date	18th June 2024
	* Delete as ap	pplicable



30 May 2024

Certificate of Currency - General Liability

NAMED INSURED:

Wagga Lake Run and Ride Inc

INTERESTED PARTIES:

Wagga Wagga City Council as a property owner of Apex Park; Transport for NSW as a voting member of

the Traffic Committee; NSW Police as a voting member of the Traffic Committee

POLICY NUMBER:

COM011666-19082

PERIOD OF INSURANCE:

From 4:00 pm on 30 May 2024 to 4:00 pm on 30 May 2025

LIMIT OF INDEMNITY:

Public Liability
In respect of any one occurrence during the period of insurance.

\$20,000,000

Products Liability
In respect of all claims during the period of insurance and in the aggregate.

\$20,000,000

SUBLIMITS:

Property in your Physical or Legal Control

\$250,000

In respect of any one occurrence during the period of insurance

Claims Preparation Costs.

\$50,000

GEOGRAPHICAL LIMITS:

Worldwide excluding North America.

ISSUED BY:

Community Underwriting on behalf of Berkley Insurance Company trading as Berkley Insurance Australia

ABN 53 126 559 706

Sarogini Millott Chief Underwriting Officer

Important Notes:

- 1. This certificate is issued as a matter of information only and confers no rights upon the certificate holder.
- 2. This certificate is a summary of cover only, does not form part of an insurance contract and does not amend, extend or alter the coverage afforded by the policy detailed above.
- Community Underwriting Agency does not guarantee that the insurance outlined in this certificate will continue to remain in
 force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time in
 accordance with the terms of the Policy and the Insurance Contracts Act 1984 (Cth).

Community Underwriting Agency Pty Ltd (ABN 60 166 234 715) (AFSL 448274) Unit 24 Waterview Wharf, 37 Nicholson Street, Balmain East NSW 2041

Insurance by the sector for the sector

RP-5 GEARS & BEERS FESTIVAL 2024 - SUNDAY 6 OCTOBER 2024

Author: Warren Faulkner

Recommendation

That the Local Traffic Committee support the conduct of the 2024 Gears and Beers Event on Sunday 6 October 2024.

Report

The Gears and Beers Festival and the Dirty 130, has been held annually in Wagga Wagga since 2013. It is one of the largest and most popular events on the Australian and international gravel cycling calendar.

The 2024 Gears and Beers Festival is to be conducted along Baylis Street, Fitzmaurice Street and Morrow Street in Wagga Wagga on Sunday 6 October 2024. The event will involve five separate escorted bicycle rides over varying lengths from 10 kilometres to 130 kilometres.

On Sunday 6th October, Baylis street will be closed from Morrow Street to Johnson Street between the hours of 5.30am – 4.00pm.

Morrow street will be closed between Peter Street and O'Reilly Street's.

5 Rides will depart the start finish area between the Council chambers and Victory Memorial Gardens. First ride beginning at 7.00am last ride to leave at 10.00am. It is expected all rides will return before 2.30pm.

The event is not a race or a time trial. Participants will be discouraged from undertaking any form of behaviour that could be construed to come within the definition that is contained in *Section 115* of the *Road Transport Act 2013*.

A high standard of traffic control can only be undertaken through the systematic consideration of the conditions that may be encountered during the event and the implementation of specific traffic control and contingency plans.

Risk Management Issues for Council

The purpose of the report is to adequately manage risks that are associated with an on-street event. Officers do not consider there will be any significant risk management issues for the Council with the conduct of the event.

Internal / External Consultation

Consultation is in progress with the event organiser.

RP-6 KINCAID STREET - CENTRE OF ROAD PARKING

Author: Warren Faulkner

Officer Recommendation

That the Local Traffic Committee endorse the installation of regulatory signs for the centre-of-road parking arrangement in Kincaid Street between Fitzmaurice Street and Trail Street as detailed on Council Plan Registration C1970 Sheet Number 004 Issue 1 dated 15 July 2024.

Report

At the 13 June 2024 Local Traffic Committee meeting, the Centre of Road Parking arrangement on Kincaid Street between Fitzmaurice Street and Trail Street was an agenda item.

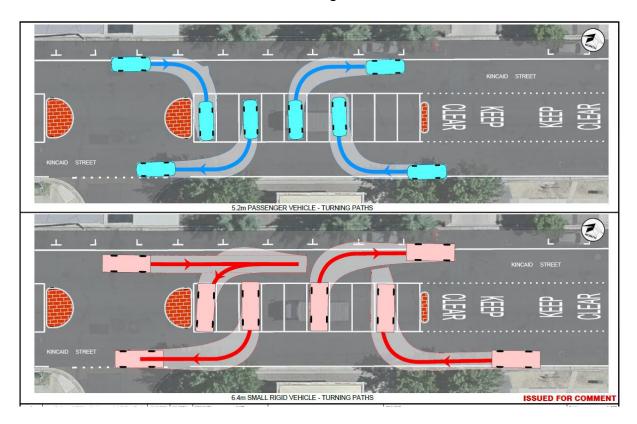
Concerns were raised by the Transport for NSW representative that the length of the centre parking bays were not long enough for the length of some vehicles commonly used today. This was also supported by the Police representative. Typically a lot of larger cars (4WD's/Ford Rangers/Twin cab utes) are around 6m long.

With this in mind, the layout for the centre of road parking has been redesigned to increase the length of the parking bays to 6.4m to give the following proposed allocations for the travel lanes, centre parking and parallel parking to address these concerns as well as make the arrangement compliant with AS 2890.5



Turning paths for 5.2m passenger vehicles (common passenger vehicle) and 6.4m small rigid vehicles (ie. representative of large utilities such as Dodge RAM 1500 or Ford F-150) show that the arrangement is satisfactory to accommodate all movements

in a forward direction for the 5.2m vehicle, however for the 6.4m vehicle, reversing is required to get the vehicle into the centre parking from the east bound (northern) travel lane. These movements are shown following.



It is for this reason that the length of vehicles that can park in the centre parking bays be limited to 6m. It is proposed to install the following parking sign for the centre parking bays.



The Transport for NSW representative requested that Council explore alternate centre of road parking, for example 45 degree parking which would provide an area of safety for users accessing the rear compartment of their vehicles.

Council has investigated 45 degree centre parking, however the departure paths for forward movements cannot be accommodated within the formation width of the road as shown following:



60 degree centre angle parking bays were also considered as shown following with the same outcome being that the departure paths for forward movements cannot be accommodated within the formation width of the road.



Sheet Number 4 of the attached plan set provides the proposed island construction and signage to delineate all the centre-of-road parking bays along Kincaid Street between Fitzmaurice and Trail Streets.

The Local Traffic Committee supported centre of road parking at its meeting on 8 September 2022, but not in its current form. The LTC advice was that an alternate recommendation would be considered after investigation and presentation of an alternative concept that meets the required standard. This report now provides the alternative concept.

Resurfacing of Kincaid Street between Fitzmaurice Street and Trail Street will take place before the longer 6.4m bays will be installed. Construction of the permanent islands and installation of the associated line marking and signage as shown on the attached plans will be undertaken in conjunction with the resurfacing works.

Risk Management Issues for Council

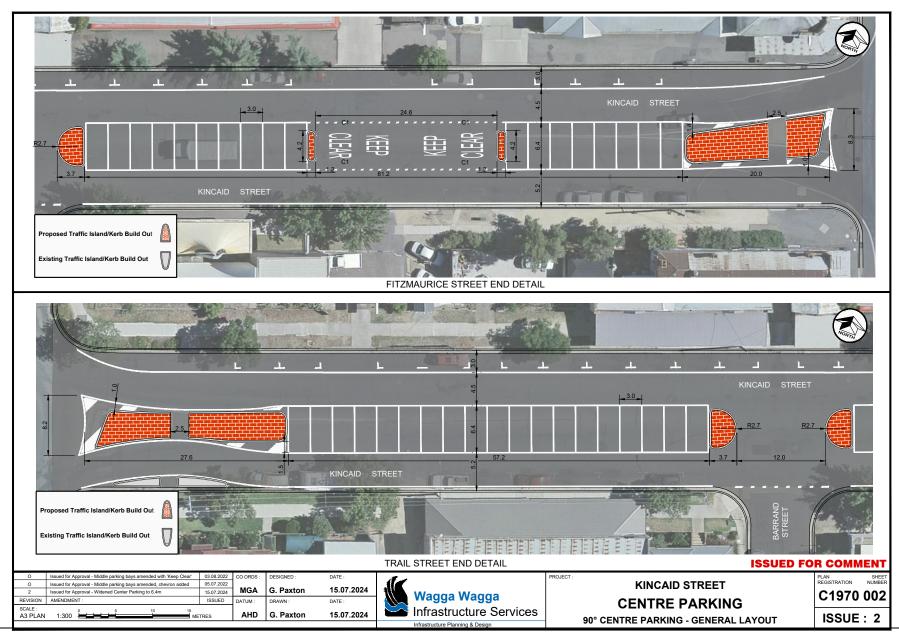
The intended purpose of this report is to safely manage a risk issue that has been identified and that is detailed in previous reports to Traffic Committee and Council.

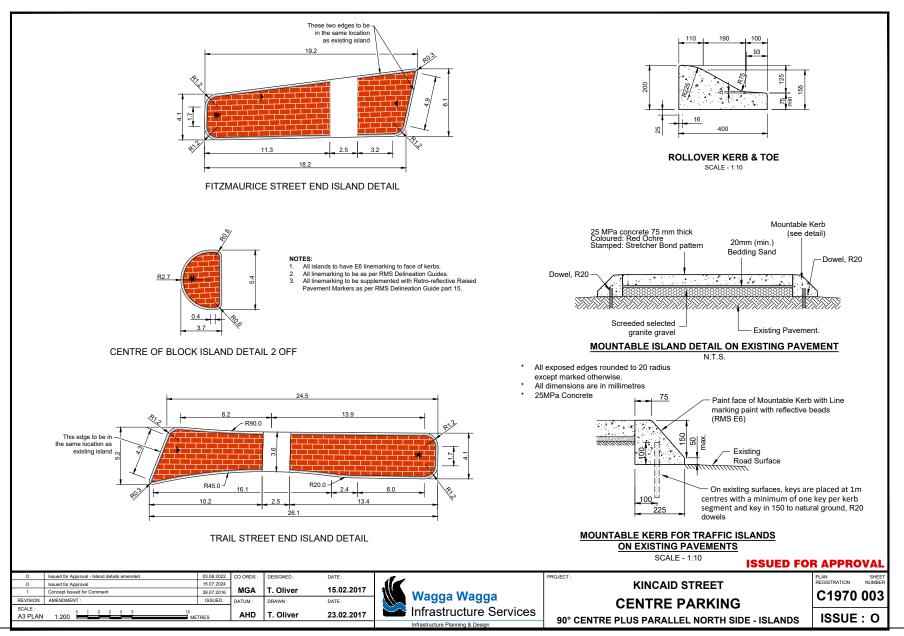
Internal / External Consultation

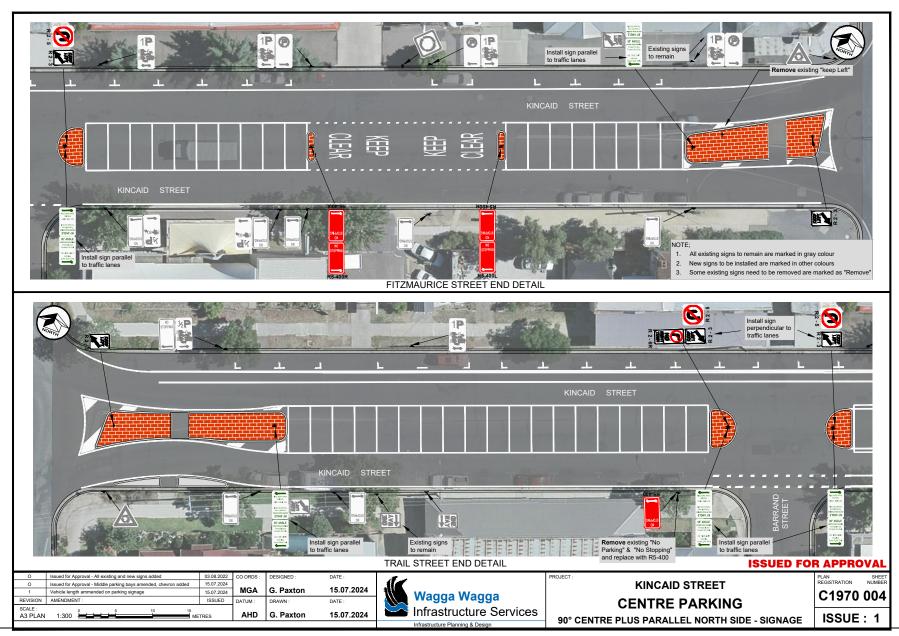
Previous consultation was undertaken with community and business stakeholders via online and face to face surveys and reply paid survey postcards

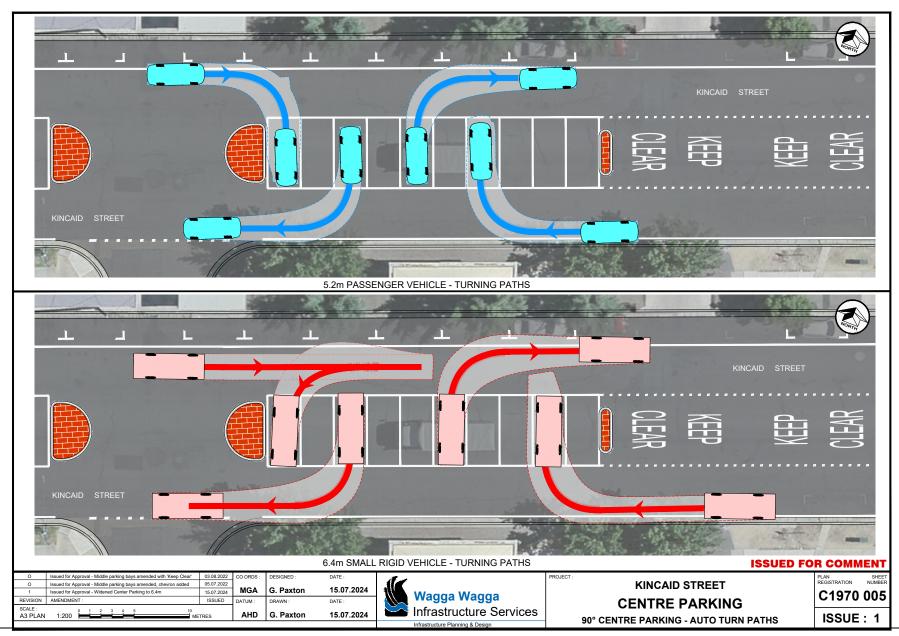
Attachments

1<u>J</u>. Kincaid Street Centre 90 Degree parking between Fitzmaurice and Trail









RP-7 ACTIVE TRAVEL PLAN - CENTRAL LINK - BECKWITH STREET

Author: Warren Faulkner

Officer Recommendation

That Traffic Local Committee approve the installation of traffic control devices relating to the Active Travel Project, as per the attached design plan C2129, issue B, dated 1 August 2024.

Report

At the 13 June 2024 Local Traffic Committee meeting, the active travel plan for the Beckwith Street segment of the Active Travel Project was an agenda item.

The item was for the entire length of Beckwith Street and the plan that was referenced in the recommendation is for the entire length of Beckwith Street.

However, the plan referenced in the recommendation (design plan C2129) was not attached to the report and included in the business paper. Rather, plans for the intersection of Beckwith Street with Gurwood Street (design plan C2254) and Kincaid Street (design plan C2258) only were attached.

This report has design plan C2129 attached for the review of the committee.

The body of the report to the LTC meeting on the 13th June 2024 is reproduced as follows for the convenience of the committee:

The proposed extension of the Active Travel network was originally conceived as a barrier-separated, contraflow cycleway on the western kerbside of Beckwith Street.

After undertaking extensive community consultation, the concept was redesigned to provide dedicated bicycle lanes along Beckwith Street and improve pedestrian facilities at all adjoining intersections.

Features include:

- dedicated one-way pair cycle lanes
- additional kerb blisters
- pedestrian refuge
- centre medians
- all associated line marking and signage

New raised medians are to be constructed at the intersection of Beckwith Street and The Esplanade to slow traffic and provide a left turn slip lane and pedestrian refuge.

Additional kerb blisters will be installed at each adjoining intersection to narrow the roadway and create inset parking bays and left turn slip lanes.

It is proposed that Gurwood Street be narrowed to two lanes from the western approach to reduce the number of lanes being crossed by cyclists and pedestrians and allow for the creation of additional angled parking spaces between Beckwith Street and Simmons Street.

A new centre median and pedestrian refuge will also be installed at the intersection of Beckwith Street and Travers Street, in conjunction with a kerb blister to allow the cycle lane to transition into the existing Travers Street shared path.

Feedback received from the Police and Transport for NSW committee members on the 13th June 2024 report was mainly concerned with the interaction of the path with the alfresco dining area of the Sporties Hotel on the corner of Beckwith and Kincaid Streets. Council will consult with the Sporties Hotel before implementation of the ATP at this location to minimise the interaction.

Risk Management Issues for Council

The design plans enhance road safety at the intersections of Gurwood Street and Kincaid Street with Beckwith Street by reducing the number of traffic lanes to be crossed at Gurwood Street and improving sight distance along Gurwood Street and Kincaid Street for vehicles crossing them on Beckwith Street by bringing the holding lines as far forward as possible. Road safety is also improved for cyclists using the ATP at these intersections as they are separated from motor traffic.

Internal / External Consultation

Extensive consultation undertaken with community and affected residents as indicated in the body of the report.

Attachments

1.

Beckwith Street Active Travel Plan



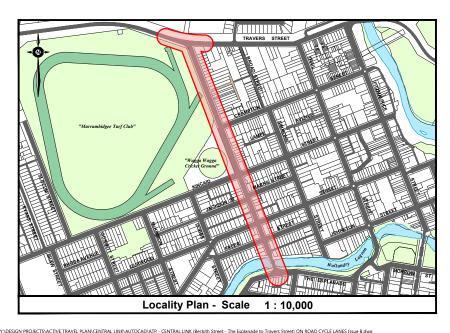
Civic Centre
Cnr. Baylis & Morrow Street
PO Box 20

Fax 02 69269199

ABN 56 044 159 537

Wagga Wagga NSW 2650 Email council@wagga.nsw.gov.au

ACTIVE TRAVEL PLAN Central Wagga Wagga Link Beckwith Street: On Road Cycle Lanes The Esplanade - Travers Street



Plan Registration: : WWCC Job Number:

C.2129

1020035

Prepared by

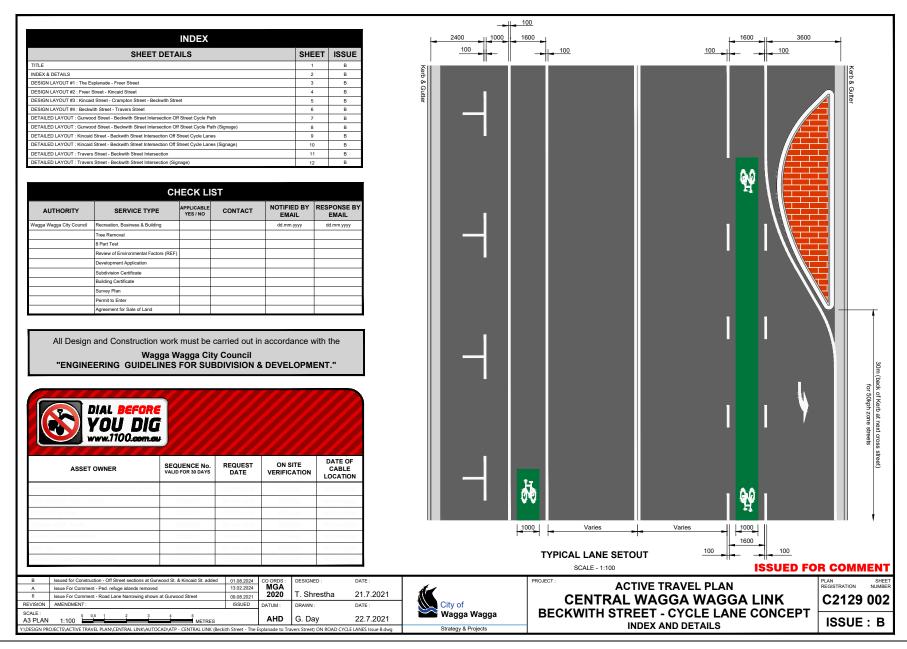
Engineering Design Services Strategy & Projects Wagga Wagga City Council

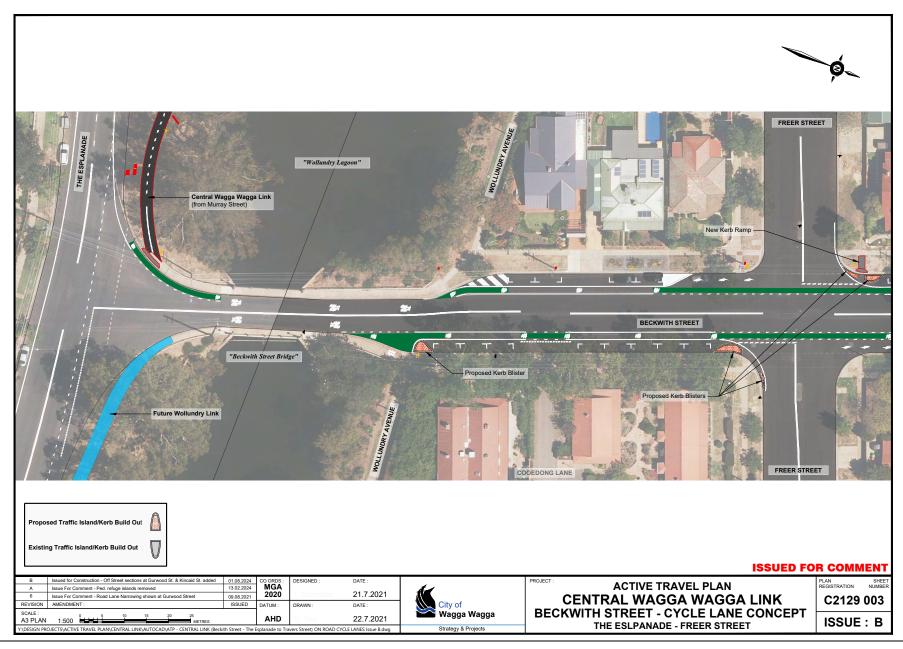
April, 2021

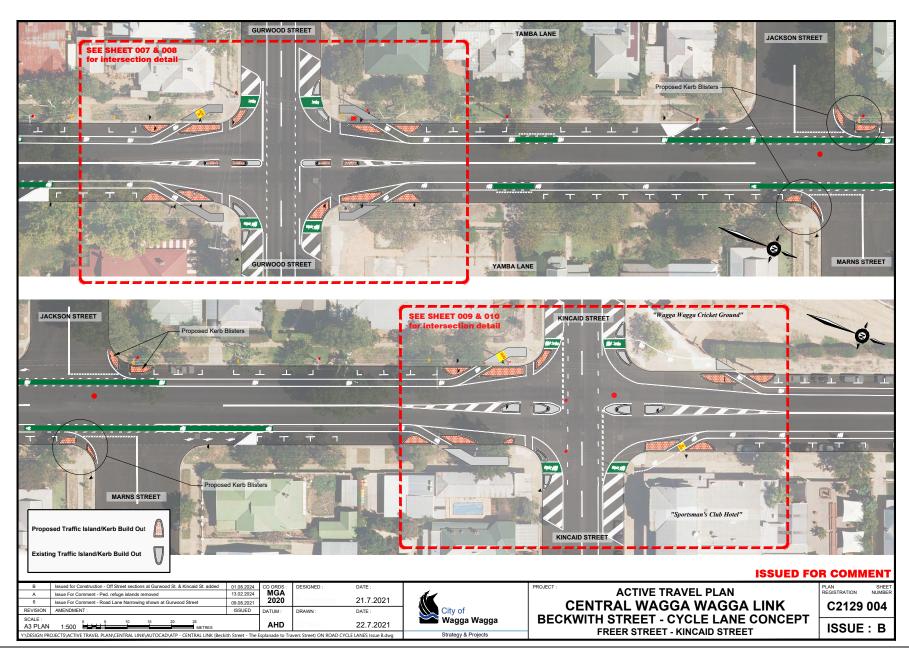
ISSUED FOR CONSTRUCTION

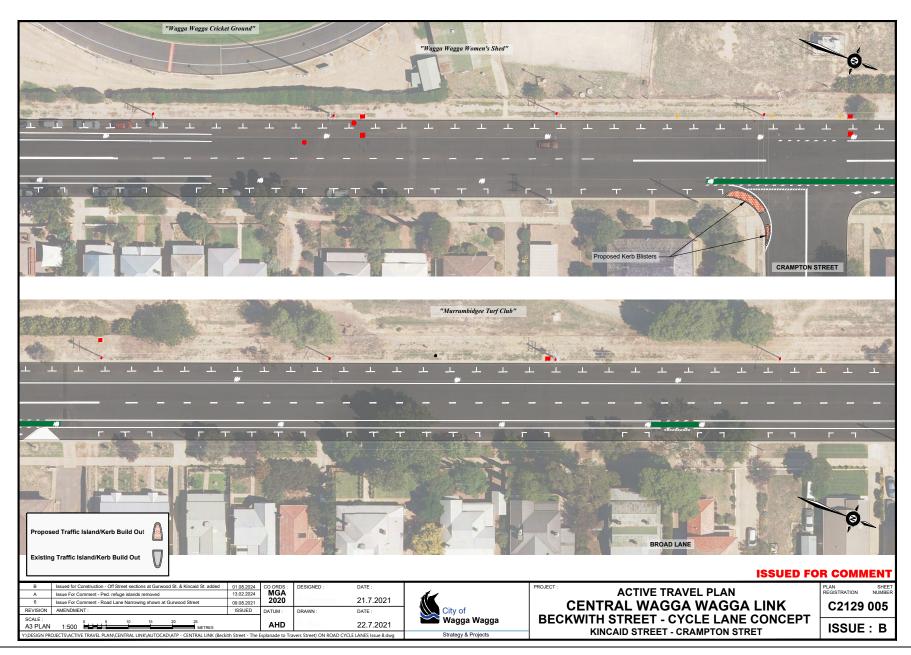
	Please destroy all prevoius verions						01.08.202
В	Issued for Cor	struction - Off Street sections at Gurwood Street and Kincaid Street added			W.F.	01.08.2024	
Α	Issued for Cor	struction - Beckwith Street - Travers Street Intersection only			G.P.	14.06.2024	
Α	Issued for App	oroval - Pedestrian Islands remov	ed in Sheets 003 and 007			L.R.	13.02.2024
6	Issued for Cor	nment - Road Lane Narrowing st	nown at Gurwood Street			T.S.	09.08.2021
5	Issued for Cor	mment - Eastern Crossing of Tra-	vers Street removed			T.S.	05.08.2021
4	Issued for Cor	nment - Revised (Green Lanes n	educed to intersections only). Se	econd Travers Sreeet Crossing i	mplented	T.S.	23.07.2021
3	Issued for Cor	nment - Riley Kerb and Buffer Zo	ne Removed. Standard Cycle L	ane Concept Implemented		T.S.	24.06.2021
2	Issued for Cor	nment - Revised				T.S.	28.04.2021
1	Issued for Comment						23.04.2021
REVISION	AMENDMENT:					REVISION BY	ISSUED
APPR CITY ENGI Business or Dire Dire	INEERING rectorate Name	APPROVED CITY ENGINEERING Engineering & Design Services Manager	APPROVED CITY ENGINEERING Engineering & Design Services Principal Design Engineer	I verify these drawings have been prepared in accordance with the design brief and they have taken to the work site to be verified appropriate for the conditions and constraints	WORKS AS EXECUTED REGIONAL ACTIVATION Regional Assets Project Manager or Supervisor	B	
W Faulkner		G. Paxton	L. Robinson	J. Molntyre	H. Collie	NUMBER OF SHEETS	
APPROVED BY		APPROVED BY DATE	APPROVED BY DATE	DESIGNED BY DATE	APPROVED BY DATE		•

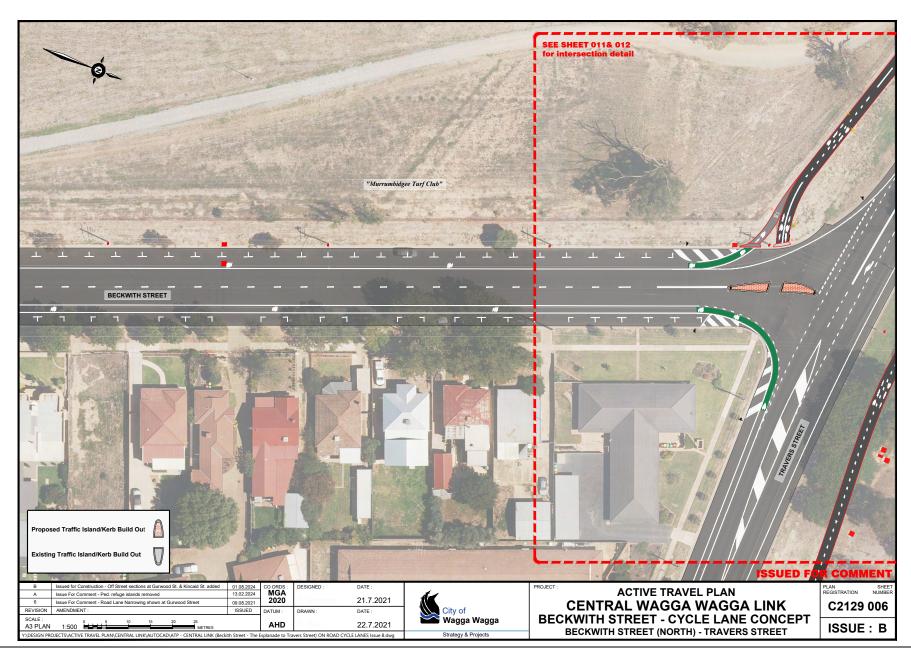
Attachment 1: Beckwith Street Active Travel Plan

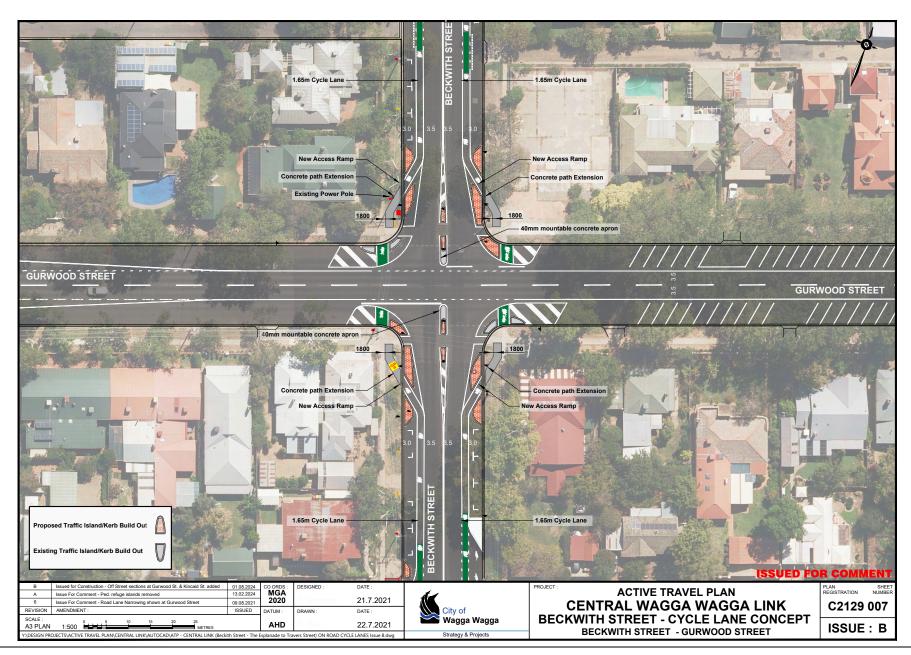


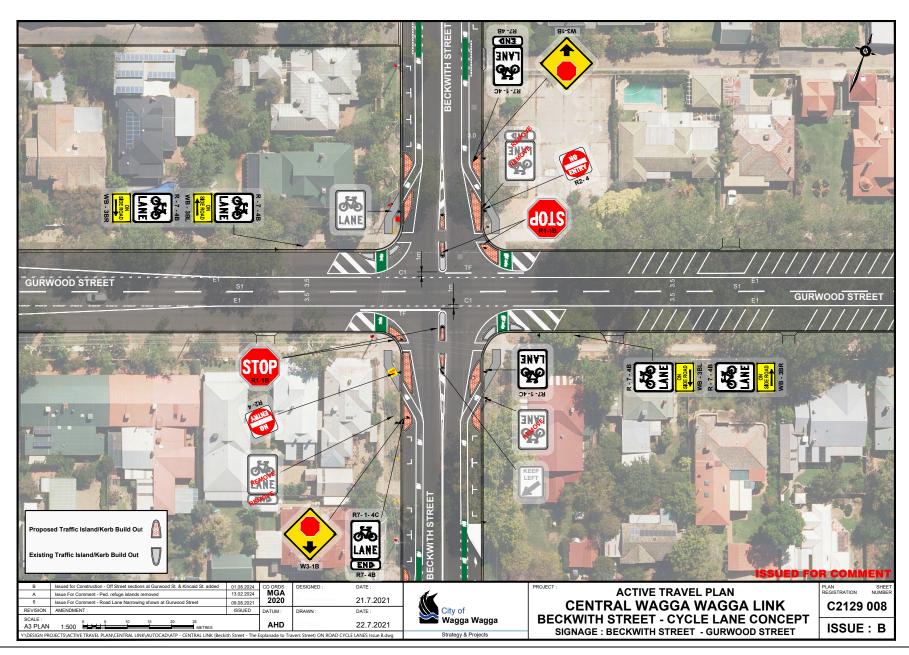


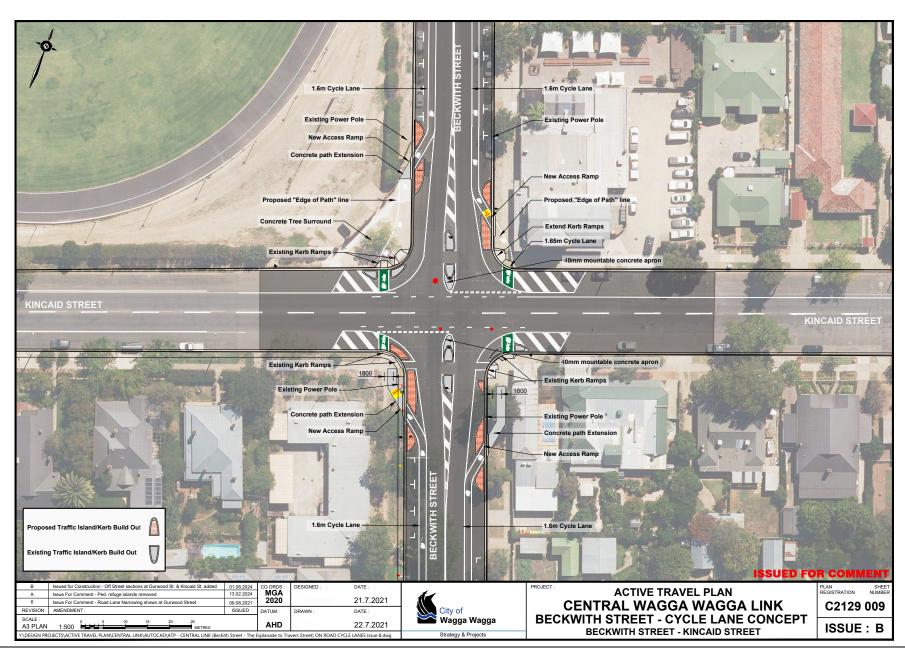


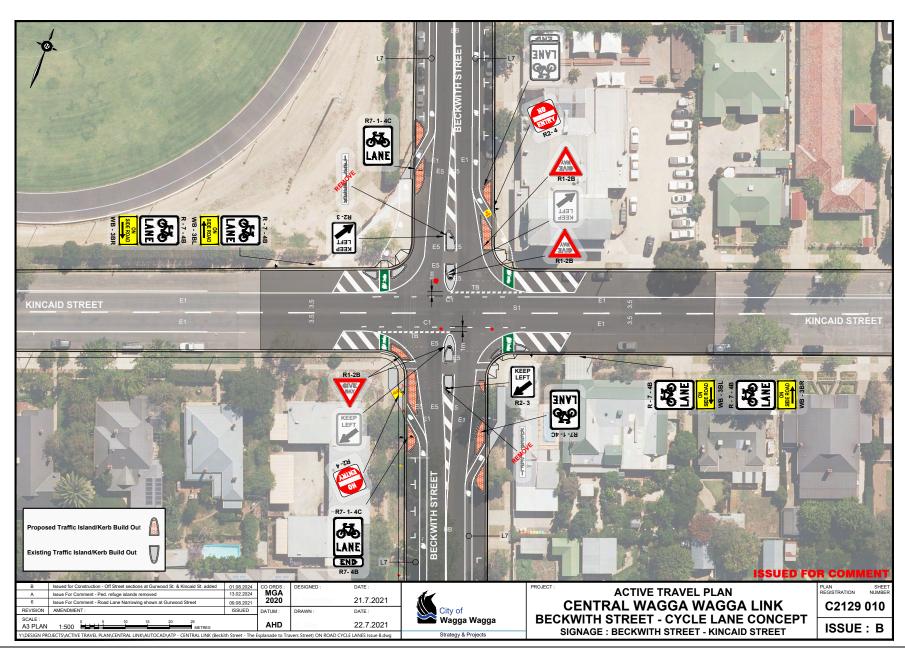


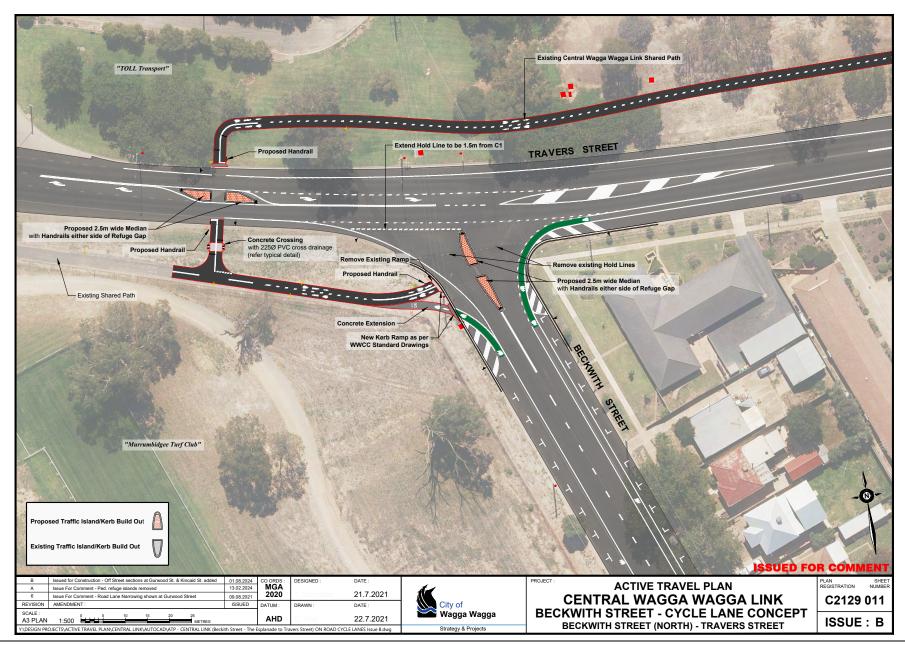












QUESTIONS WITH NOTICE

MINUTES of the TRAFFIC COMMITTEE held on Thursday 13 June 2024.

The meeting of the Traffic Committee was held as an E-Meeting.

The Business Paper was emailed to the Committee on 11 June 2024.

The consensus of the Committee is as follows;

REPORTS

RP-1 ACTIVE TRAVEL PLAN - CENTRAL LINK - BECKWITH STREET

Officer Recommendation

That the Local Traffic Committee approve the installation of traffic control devices relating to the Active Travel Project, as per the attached design plan C2129, issue 6, dated 22 July 2021.

RECORD OF VOTING ON THE MOTION

For the Motion
Greg Minehan - Transport NSW
Peter Braneley - Community
Representative
Gerard Horsley - NSW Police
Clr Richard Foley

Against the Motion

Committee Recommendation

That the Council approve the installation of traffic control devices relating to the Active Travel Project, as per the attached design plan C2129, issue 6, dated 22 July 2021.

RP-2 KINCAID STREET - CENTRE OF ROAD PARKING

Officer Recommendation

That the Local Traffic Committee endorse the installation of regulatory signs for the centre-of-road parking arrangement in Kincaid Street between Fitzmaurice Street and Trail Street as detailed on Council Plan Registration C1970 Sheet Number 004 Issue O dated 3 August 2022.

RECORD OF VOTING ON THE MOTION

For the Motion
Peter Braneley - Community
Against the Motion
Greg Minehan - Transport NSW

Representative

Clr Richard Foley Gerard Horsley - NSW Police

Traffic Committee - 13 June 2024 (Minutes)

MINUTES of the TRAFFIC COMMITTEE held on Thursday 13 June 2024.

There was not a majority consensus on the officers recommendations for this report. This item will be deferred to the next Local Traffic Committee Meeting.

RP-3 BUTCH MENZ MEMORIAL RIDE - 2024

Officer Recommendation

That the Local Traffic Committee or its authorised delegate approve the conduct of the Butch Menz Memorial Road Cycling Race on Lockhart Road (MR59) and Collinguille – The Rock Road (MR543) on 28 July 2024.

RECORD OF VOTING ON THE MOTION

For the Motion
Greg Minehan - Transport NSW
Peter Braneley - Community
Representative
Gerard Horsley - NSW Police
Clr Richard Foley

Against the Motion

Committee Recommendation

That the Council or its authorised delegate approve the conduct of the Butch Menz Memorial Road Cycling Race on Lockhart Road (MR59) and Collingullie – The Rock Road (MR543) on 28 July 2024.