

NOTICE OF MEETING



LOCAL TRAFFIC COMMITTEE MEETING

A Local Traffic Committee Meeting of Byron Shire Council will be held as follows:

Venue	Conference Room, Station Street, Mullumbimby
Date	Tuesday, 28 January 2020
Time	10.30am
Committee Members	Ian Shanahan – Roads and Maritime Services Snr Constable Chris Davis – Police Cr Basil Cameron Tamara Smith MP

BYRON SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE MEETING

BUSINESS OF MEETING

1. APOLOGIES

2. DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

- 3.1 Local Traffic Committee Meeting held on 19 November 2019
- 3.2 Extraordinary Local Traffic Committee Meeting held on 6 December 2019

4. MATTERS ARISING

5. OUTSTANDING ISSUES/RESOLUTIONS

6. REGULATORY MATTERS

- 6.1 Give Way Sign and Linemarking - McGettigans Lane and Ewingsdale Rd, BYRON BAY.....3
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REGULATORY MATTERS

Report No. 6.1 Give Way Sign and Linemarking - McGettigans Lane and Ewingsdale Rd, BYRON BAY

File No: I2019/2057

Summary

Council recently resealed the full length of McGettigans Lane, Ewingsdale and installed associated line marking, except at the intersection of McGettigans Lane / Ewingsdale Road. Refer to figure 1 below for the location of McGettigans Lane.

It is now proposed to also install a new give way sign and associated line marking at the intersection of McGettigans Lane / Ewingsdale Road. Currently there is no approved signage at this intersection.

This report seeks to obtain LTC support for the installation of a new give way sign and line markings.

Background

The figures below are provided to show the existing and proposed site conditions.

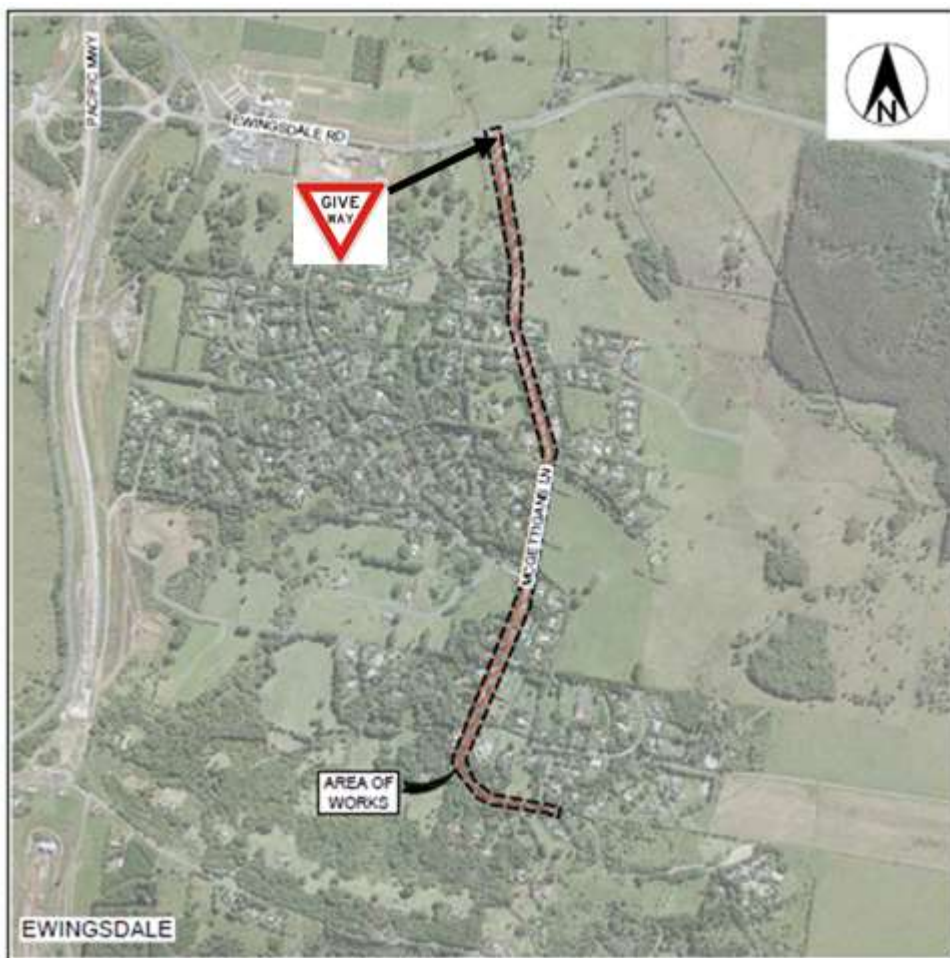
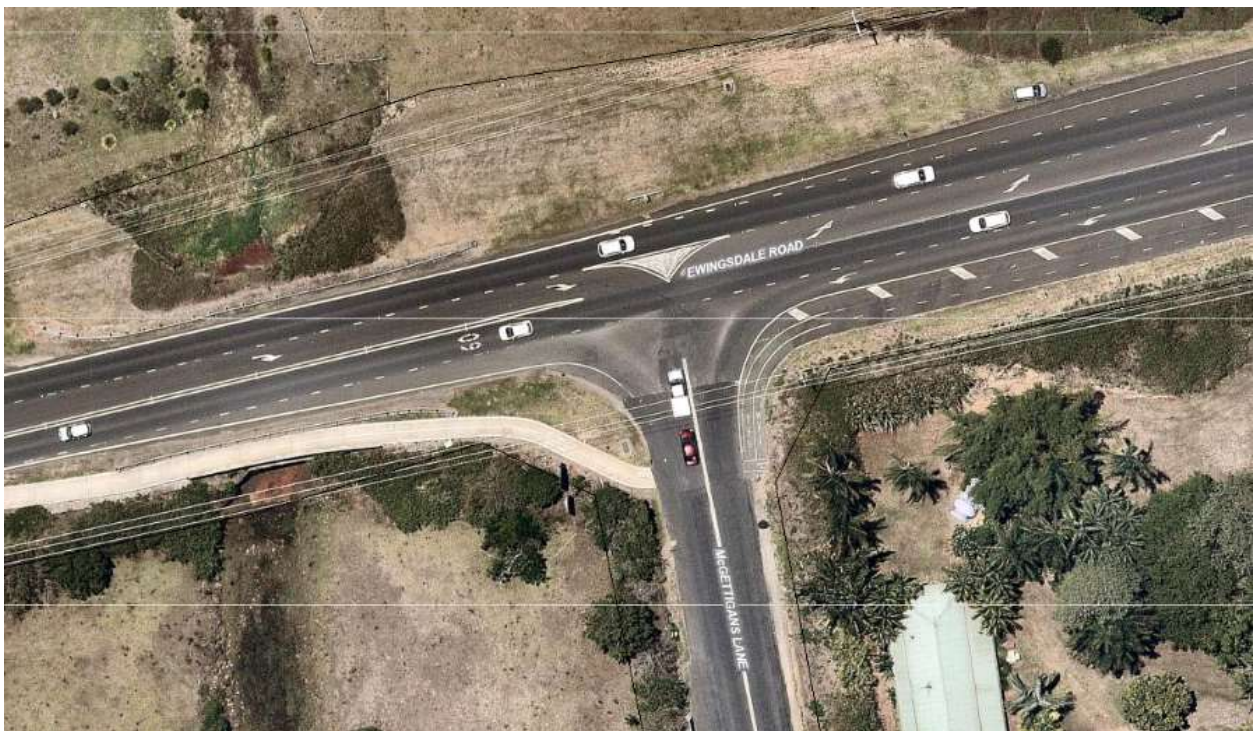


Figure 1 – McGettigans Lane locality plan.



Figure 2 – McGettigans Lane / Ewingsdale Rd intersection, Google Street View 2018.



5 Figure 3 – McGettigans Lane / Ewingsdale Rd intersection showing the existing Seagull type intersection.

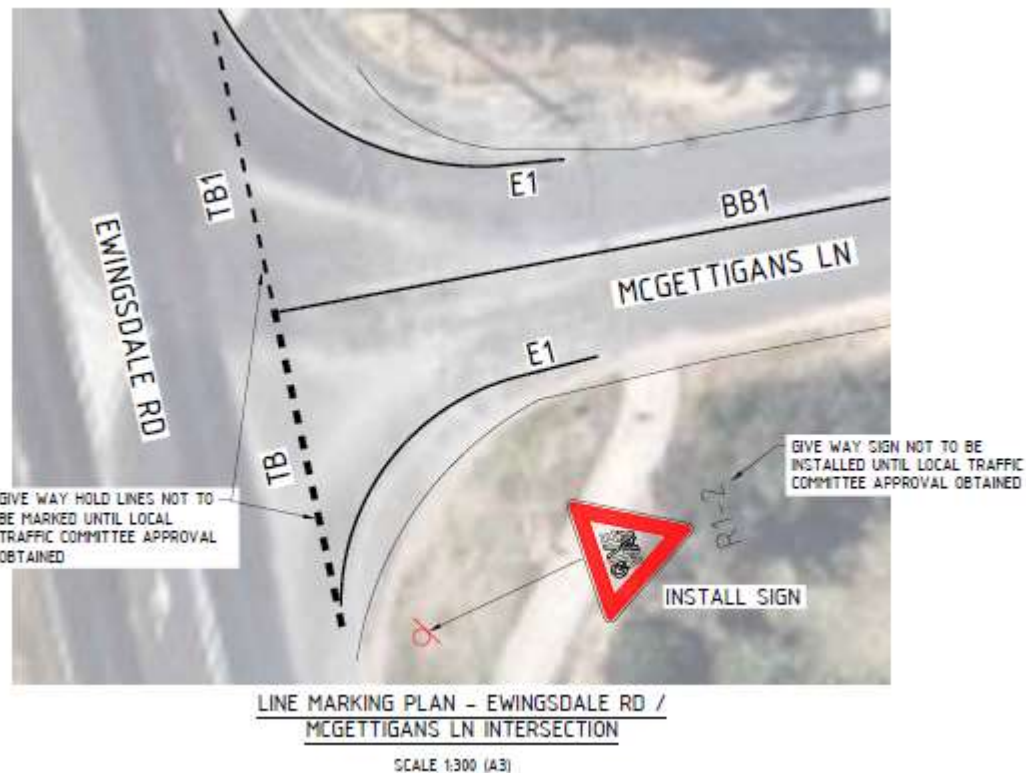


Figure 4 - McGettigans Lane / Ewingsdale Rd intersection showing proposed Give Way signs / lines.

DISCUSSION

The installation and design of a Give Way sign and line marking will be in accordance with Austroads Guide to Traffic Management Part 10 and Australian Standards 1742.2 (2009) Section 2.5.1 (c).

An extract from AS1742.2 is shown below. The section circled in blue indicates the justification adopted a give way intersection.

2.5 CONTROL BY GIVE WAY AND STOP SIGNS

2.5.1 General

GIVE WAY signs and STOP signs are used to control traffic at intersections other than those controlled by means of roundabouts or traffic signals, by allocating priority to traffic on one of the intersecting roads.

These signs are provided as follows:

- (a) GIVE WAY signs shall be provided at all intersections with four or more legs.
- (b) GIVE WAY signs shall be provided at any three-way intersection where the layout is such that it is not clear how or whether the T-intersection rule would operate, for example, at a Y-intersection.
- (c) GIVE WAY signs should be used for road safety reasons at unsignalized T-intersections where the continuing road (i.e. the bar of the T) is an arterial or sub-arterial road, urban or rural.
- (d) STOP signs shall be provided instead of GIVE WAY signs on any controlled approach where intersection sight distance is substandard as determined in accordance with Clause 2.5.4. STOP signs shall not be used where intersection sight distance is adequate for GIVE WAY signs.

RECOMMENDATION:

That Council support the installation of a Give Way sign and line marking at the intersection of McGettigans Lane and Ewingsdale Road subject to the signage and linemarking being designed and installed in accordance with AS1742.2 and Austroads Guide to Traffic Management Part 10 requirements.

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

6.2

Report No. 6.2
File No:

Events - Byron Bay Triathlon 2020 - Traffic Management
I2019/2149

Summary

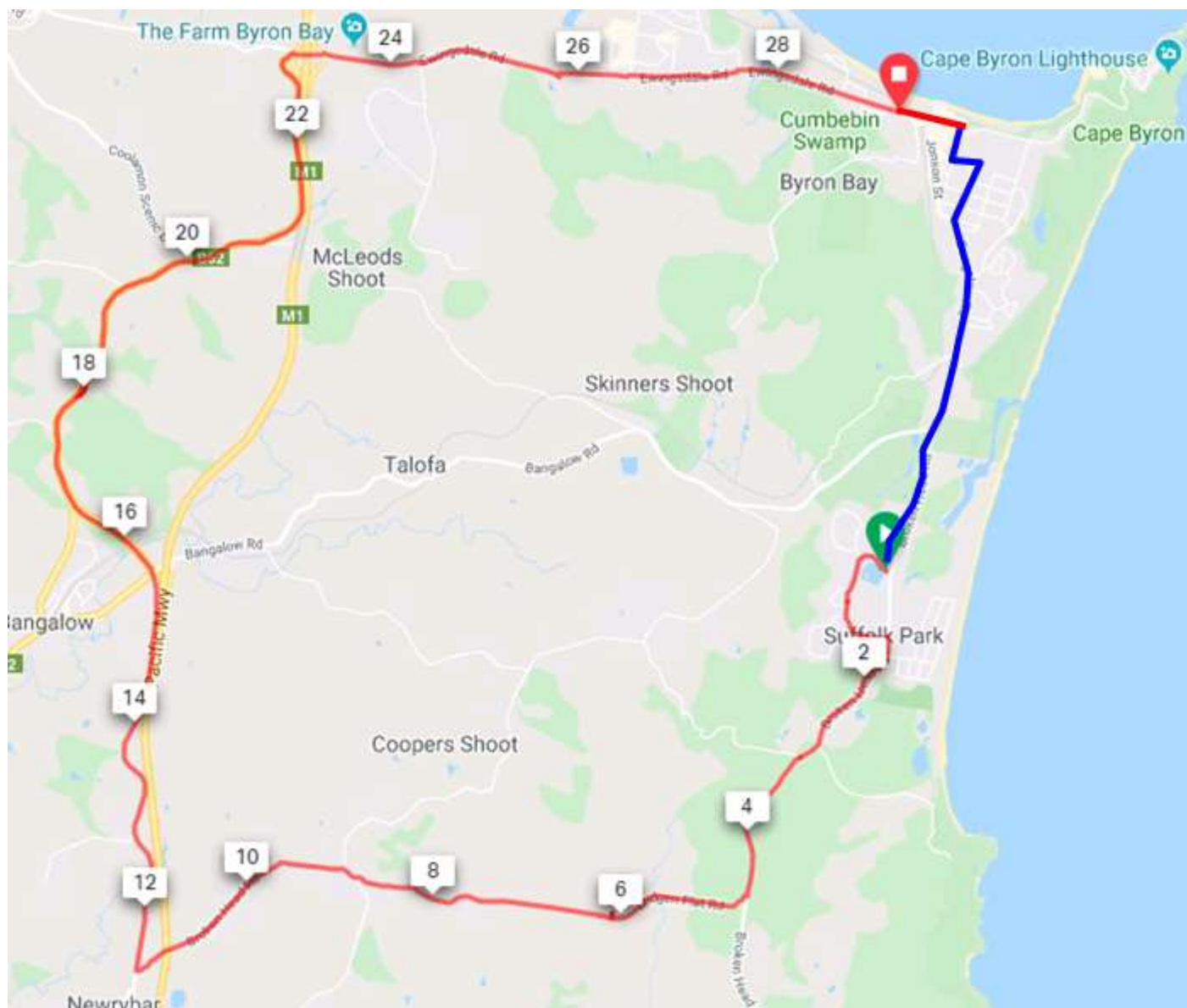
- 5 Council has received an event application for the 2020 Byron Bay Triathlon to be held on Saturday 9th May 2020. The event organisers are seeking support for the proposed road closures.

Background

- 10 This event has been running for a number of years and the 2020 event proposes the same courses for running and cycling that have been adopted for the 2018 and 2019 events.

The map below shows the proposed “Olympic” route for the cycle leg, shown by the blue and red lines. The shorter kids and sprint events cycle only along the blue line, from the beach to Suffolk Park and back.

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The map below shows the proposed running route for 2020 which is the same as 2019 and 2018.



The table below presents the timing of the event.

Event	Start	Finish	Distance (Swim: Ride: Run)	Estimated # Participants	Details
Saturday 11 May 2019					
Briefings	10.00am			N/A	Traffic Control, Volunteers, Crew, Athletes
Registration & Bike Racking	8.00am	11.00am			
Kids Triathlon	11.15am	11.45am	250m Swim - 1km Ride - 1km Run	100	
Tempta Triathlon	12.00pm	4.30pm	300m Swim - 10km Ride - 2.5km Run	600	
Sprint Triathlon			750m Swim - 20km Ride - 5km Run	200	
Olympic Triathlon			1.5km Swim - 40km Ride - 10km Run	100	
Presentations			Progressive	N/A	Kids 11.45am Tempta 12.30am Sprint and Olympic 4.30pm
Bump Out	12.00pm	4.30pm		N/A	A progressive bump out will occur as each stage of the triathlon is completed

5

Based on the above routes and event time table the following road closures are proposed. It is noted these times are slightly different to the 2019 event in they propose to start ½ hour earlier than the 2019 event.

10

SATURDAY ROAD CLOSURES		
Bay Street (from Surf Club Fletcher St south)	North & southbound	5.00am to 5.00pm
Middleton Street (from Bay St to Marvel St)	North & southbound	5.00am to 3.00pm
Lawson Street (from Fletcher St to Massinger St)	North & southbound	5.00am to 5.00pm
Marvell Street (from Middleton St to Tennyson St)	North & southbound	10.30am to 3.00pm
Tennyson Street (Marvel St to Browning St)	North & southbound	10.30am to 3.00pm
Bangalow Road (from Browning St to Old Bangalow Rd)	North & southbound	11.30am to 3.00pm
Broken Head Road (from Old Bangalow Rd to BP Fuel Station Beech Dr)	North & southbound to Suffolk BP	11.30pm to 3.00pm

The above road closures are illustrated in the map below.



5

COUNCIL IMPLICATIONS

- **Budget/Financial**

10 The event organisers are to be invoiced for the relevant Approval of Road Events pursuant to s144 of the Roads Act fee as per the Fees & Charges 2019/20.

- **Asset Management**
N/A

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- **Policy or Regulation**

Regulatory traffic signage associated with the TCP as delegated to council for authorisation in conjunction with NSW Road Rules.

▪ **Consultation**

5 After the 2019 event the applicant undertook a post event review with key stakeholders. The 2020 event has been adopted taking into account feedback from these stakeholders.

▪ **Legal and Risk Management**

10 A risk assessment is to be undertaken as part of the Community & Transit Management Plan.

RECOMMENDATION:

1. That council endorse the Byron Bay Triathlon to be held on Saturday 9th May 2020, which includes the temporary road closures below:

**Bay Street (from Fletcher St to Middleton St) 5am to 5pm
 Middleton St (from Bay St to Marvel St) 5am to 3pm
 Lawson St (from Fletcher St to Massinger St) 5am to 5pm
 Marvell St (from Middleton St to Tennyson St) 10:30am to 3pm
 Tennyson St (Marvel St to Browning St) 10:30am to 3pm
 Bangalow Rd (from Browning St to Old Bangalow Rd) 11:30am to 3pm
 Broken Head Rd (Old Bangalow Rd to Beech Dr) 11:30am to 3pm**

2. That the approval provided in Part 1 is subject to:-

- a) Separate approvals by NSW Police and RMS being obtained, as required;**
- b) The development of a Traffic Management Plan and Traffic Control Plans for the 2020 event by those with relevant and current RMS accreditation;**
- c) The Traffic Control Plan being implemented by those with relevant and current RMS accreditation;**
- d) The impact of the event be advertised, and charged at cost to the organisers, via a notice in the local weekly paper a minimum of one week prior to the operational impacts taking effect, noting it must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints;**
- e) the event be notified on Council's web page;**
- f) The event organiser:**
 - i) informing community and businesses that are directly impacted (eg within road closure zones) via written information which is delivered to the property in a timely manner so as to document, consider and respond to any concerns raised;**
 - ii) arranging for private property access and egress affected by the event;**

- iii) liaising with bus, taxi and waste operators and ensuring arrangements are made for provision of services during conduct of the event;
- iv) consulting with emergency services and any identified issues be addressed;
- v) holding \$20m public liability insurance cover which is valid for the event;
- vi) paying of Council's Road Event Application Fee prior to the event.

Attachments:

- 5 1 Byron Bay Triathlon Letter to Local Traffic Committee LTC re event 9 May 2020, E2019/93451 , page 12 [↓](#)

LOCAL TRAFFIC COMMITTEE

Byron Bay Triathlon


Saturday 9 May 2020



Confidentiality: The document user may only be those who have been approved by the Event Manager.

This is a live document. All content is linked directly from the NXsys database; refreshing your browser will update the document with latest information from the database.

Document Summary

The Event:	Byron Bay Triathlon
Event Manager and Document Owner:	NX Sports Community Foundation Limited ABN: 99 145 432 006 Race Director: Michael Crawley, 0402 226 333, mike@nxsports.org Event Manager: Kevin Pready, 0411 757 577, growth@nxsports.org
Document User:	Strategic Advisory Group, Sub-Committees and other approved Key Stakeholders.
Authority:	This authority of this document is in accordance with the Quality System under which all planning for the event is to proceed. Changes and deviations to this plan require the consent of the Event Manager.
Confidentiality:	<p>Only for the permitted purpose of assisting the Event Manager to deliver the Event can an approved Document User continue to read this document, and any unapproved Document User should return the document to growth@nxsports.org. The Document User may only be those who have been approved by the Event Manager.</p> <p>The obligations to protect the confidentiality of the intellectual property, now and into the future, are imposed on the document user to preserve the rights of the Event Manager and not cause direct or indirect detrimental harm to the Event Manager. The intellectual property includes data, information, designs contained in this document and will remain the exclusive property of the Event Manager and will only be used for the permitted purpose.</p> <p>Copyright ©NXSports Community Foundation Limited.</p> <p>Except as permitted by the copyright law applicable to you, you may not reproduce or communicate any of the content on this document, without the permission of the copyright owner. All rights reserved.</p>
Quality System:	 <p>Using our intellectual property and methodology we produce management plans which are part of the internal quality system, and include documents for Strategy, Sales and Marketing, Community and Transit, Operations, and Post Event Research.</p> <p>The <u>Strategy Map</u> draws together high-level strategy such as Purpose, Vision, Mission, and Values and outlines the key performance indicators for the event.</p> <p>The <u>Community & Transit Management Plan</u> outlines community and transit impacts for the event and includes all applications, permits, and infrastructure detail.</p> <p>The <u>Sales & Marketing Management Plan</u> provides detail on key communications milestones, content planning and campaigns, and the brand guideline.</p> <p>The <u>Operations Management Plan</u> functions as a time driven run sheet that facilitates all aspects of event delivery.</p> <p>The <u>Post Event Research</u> provides an executive summary of event delivery and includes a statistical overview.</p>

Executive Summary

Dear members,

NXsports Community Foundation is pleased to make application to the Local Traffic Committee for approval to conduct the 24th Byron Bay Triathlon on Saturday the 9th of May 2020. The event continues the fine tradition of being one of the most highly sought-after sports tourism destination triathlons in the nation.

Consultation with the community and local businesses is essential in the planning of the Byron Bay Triathlon; together we will work to deliver a valuable economic and socially responsible project with perennial returns for stakeholders and our charitable partners.

We have formalised a Stakeholder Design 5-stage process into the NXsports Quality System that incorporates the pre-event engagement phase and the post-event feedback phase in order to better capture the impact on individual residents and businesses in community. The Stakeholder Design will incorporate the feedback from the community into the early stages of planning in order to mitigate problems on the day.

The triathlon includes stakeholders such as the Byron Bay Surf Life Saving Club, Brunswick Valley Rescue, Byron Bay Scouts, Byron Running Club, Byron Cycling Club, Lennox Head Cricket Club, and the Byron Youth Activity Centre, who will each contribute expertise, labour and will raise funds as a result of their contributions to the event.

The Saturday Triathlon is expected to attract approximately 1,300 competitors, plus an estimated 1,500 supporters. Most competitors come from Queensland, the Tweed, Byron, Sydney, and regional areas. The Byron Bay Triathlon brings day visitors and week visitors to the area, with the average length of stay being 2.37 nights. Each athlete brings an average of 2.99 visitors, and almost 79% surveyed said they would return to Byron Bay in the next 18 months (based off 2019 data). NXsports Community Foundation looks forward to continuing the journey with the Byron Bay community and the Byron region.

Thank you.

Yours sincerely,



Mike Crawley

Road Closure Detail

Road	Specification	Time of Road Impact
VENUE		
Denning Park	Transition	Set up of bike transition from 8am Friday 8 May.
Denning Park	Outside surf club	Delivery of crowd control fences Friday 8 May and set up of event site from 8am.
SATURDAY ROAD CLOSURES		
Bay Street (from Surf Club Fletcher St south)	North & southbound	5.00am to 5.00pm
Middleton Street (from Bay St to Marvel St)	North & southbound	5.00am to 3.00pm
Lawson Street (from Fletcher St to Massinger St)	North & southbound	5.00am to 5.00pm
Marvell Street (from Middleton St to Tennyson St)	North & southbound	10.30am to 3.00pm
Tennyson Street (Marvel St to Browning St)	North & southbound	10.30am to 3.00pm
Bangalow Road (from Browning St to Old Bangalow Rd)	North & southbound	11.30am to 3.00pm
Broken Head Road (from Old Bangalow Rd to BP Fuel Station Beech Dr)	North & southbound to Suffolk BP	11.30pm to 3.00pm

Diversion Planning

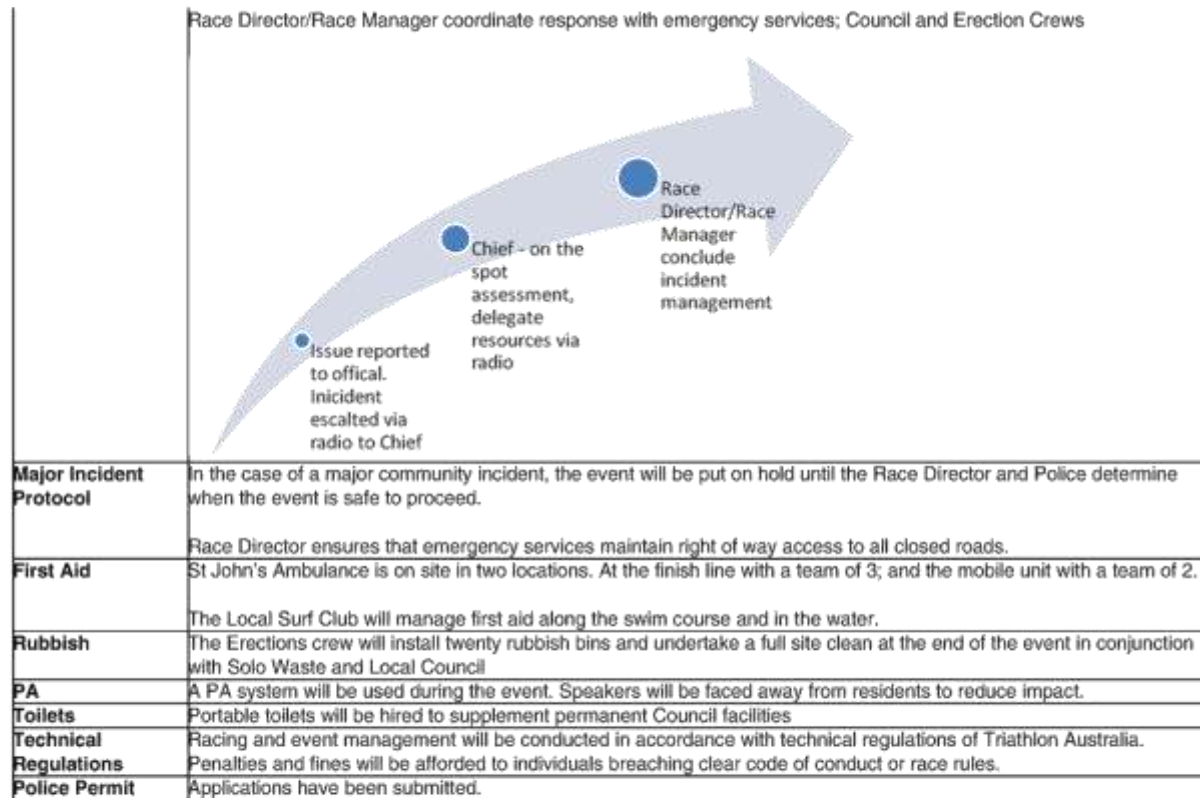
Location	Approaching	Diversion
Ross Lane - advisement	Lennox Heads	Ross Lane to Pacific Hwy
Midgen Flat Rd – advisement	Midgen Flat Rd & from Lennox	Midgen Flat Rd to Pacific Hwy
Old Bangalow Rd, Bangalow Rd	From Bangalow or Coopers Shoot	Bangalow Rd to Pacific Hwy
Browning St (near Mitre 10)	Jonson St	Back via Jonson St to Ewingsdale Rd
Ewingsdale Rd	From Pacific Hwy	Return to Pacific Hwy

Road Closure Detail

<https://www.google.com/maps/d/viewer?mid=1rd14glxgDXUIP8pBzyrSYqJThzPk3Kzy&ll=-28.646712597716032%2C153.61863269560536&z=16>

Community & Transit Plan In Brief

Sanctions	Events and Races sanctioned through Triathlon New South Wales & Triathlon Australia
Permits	Permits and approvals required from: <ul style="list-style-type: none"> • New South Wales Police • Local Council • Local Traffic Committee • New South Wales RMS • Surf Life Saving Australia
Special Event Signage	Special Event signage will be installed in affected suburbs two weeks in advance of the event. VMS electronic boards will be deployed 4 days in advance. Signage on streets closed for the race installed 10 days prior.
Residents Notification	NXsports to provide: <ul style="list-style-type: none"> • Regular news releases to local papers starting 3 months out • Special Event Notices go into the Local Newspaper 1- 2 weeks from the event • Doorknock to all affected businesses 3 weeks prior to the event • Letterbox drop to residents and businesses affected two weeks prior to event. • Residents will have access to the motorbike escort service for urgent entry/exit on routes. • All resident notification includes event contact mobile number.
Business Consultation	<ul style="list-style-type: none"> • Consultation will be made with shop owners and accommodation houses in the precinct. • NXsports will ask for design input from community and businesses through the local newspapers advertisements and a personalised email 3 months prior to the event. • NXsports will complete three waves of communications with shops/businesses via email. • NXsports will engage the Chamber of Commerce. • A door to door personalised approach will be made to businesses on affected roads before the event. • Local fishermen and fishing clubs will be notified of the event in writing and followed up.
Road Signage	<ul style="list-style-type: none"> • Road detour signage and appropriate traffic signage will be used in advance of key changed road conditions & activity areas as per Traffic Control Plan. • A major effort will be undertaken to improve detour signage for persons arriving to the area during road closures • An extensive campaign to participants will be undertaken to communicate detours, access roads before the weekend to minimise confusion • Special Event Signage will be placed on all connected roads into the event.
Bus Access	The buses normally accessing the course will need to be diverted as per NSW Police recommendations; and a communication to residents affected needs to be jointly undertaken with Bus Company/Council/NXsports.
Taxis	Taxi companies will be contacted and regularly followed up.
Fencing & Delineators	Crowd control fences will be used to keep people off roads or away from high risk areas. Plastic delineators maybe used to deflect cyclists in high speed zones namely: <ul style="list-style-type: none"> ▣ Street crossings ▣ Street corners on cycle course.
Road Marshalls & Officials	There will be volunteers assisting along all course positions within the town. All volunteers will be in the NXsports hi-vis vest where necessary. Triathlon New South Wales will provide 4-8 qualified Officials subject to entry numbers.
Traffic Control	Located as per the Traffic Control Plan
Escort	Three race experienced motorbike escorts with radio and high visibility vest will provide immediate interaction/control during races at the discretion of the Chief Official.
Police	There will be police officers on site to manage traffic flows and local movement. Police will be on the repeater-based radio network to link all aspects of the events operations which will be installed by John Nolan.
Risk Escalation	During racing, all matters of safety, risk management are controlled by the Race Director, who with the Event Manager will take appropriate action. Officials & Traffic Controllers – report injuries; resident issues; behaviour incidents immediately to race radio Chief Official – assess risks and delegate to officials; first aider; Race Director



Traffic Control Roster

ROLE	SITE	NAME	EQUIP	DETAIL	INSTR.	TASK
Traffic Control 1 6:00am to 4:30pm	Lawson St & Fletcher St		(1) 'road closed ahead' sign		Stop traffic turning from roundabout up Fletcher St towards surf club, sign placed on Lawson St	Duty
Traffic Control 2 8:00am to 4:30pm	Lawson St & Fletcher St		(2) water barriers		Close roundabout access	Duty
Traffic Control 3 10:15am to 3:15pm	Marvel St & Middleton St		(5) water barriers		Close access into Middleton St and all side lanes.	Duty
Traffic Control 4 10:15am to 3:15pm	Tennyson St & Kingsley St				Swing gates at 10:30am	Duty
Traffic Control 5 10:15am to 3:15pm	Tennyson St & Kingsley St				Swing gates at 10:30am	Duty
Traffic Control 6 10:15am to 3:15pm	Tennyson St & Ruskin St				Swing gates at 10:30am	Duty
Traffic Control 7 10:15am to 3:15pm	Tennyson St & Ruskin St				Swing gates at 10:30am	Duty
Traffic Control 8 10:15am to 3:15pm	Tennyson St & Browning St				Swing gates at 10:30am	Duty
Traffic Control 9 11:30am to 3:15pm	Broken Head Rd & Old Bangalow Rd				Swing gates at 11:45am	Duty
Traffic Control 10 11:30am to 3:15pm	Broken Head Rd & Old Byron Rd				Swing gates at 11:45am	Duty
Traffic Control 11 11:30am to	Bangalow Rd & Coopers Shoot Rd				Swing gates at 11:45am	Duty

BYRON SHIRE COUNCIL

REGULATORY MATTERS

6.2 - ATTACHMENT 1

3:15pm						
Traffic Control 12 11:30am to 3:15pm	Broken Head Rd & Clifford St				Swing gates at 11:45am	Duty
Police 1 10:15am to 3:15pm	Jonson St & Kingsley St				Stop tourists accessing Ruskin St and Kingsley St	Duty
Police 2 10:15am to 3:15pm	Jonson St & Ruskin St				Stop tourists accessing Ruskin St and Kingsley St	Duty
Police 3 10:15am to 3:15pm	Jonson St & Browning St				Stop tourists accessing Ruskin St and Kingsley St	Duty
Police 4 11:30am to 3:15pm	Broken Head Rd & Beach Drive (BP Suffolk)				assist traffic to do a u-turn and return south, no access Baywood Chase unless local resident	Duty
Police 5 11:30am to 3:15pm	Broken Head Rd & Midgen Flat Rd				Police to park in middle of road and stop vehicles heading north to prevent bottleneck at Suffolk Park, and allow access for local residents only.	Duty
Police Moto 1 10:15am to 3:15pm	On course				Brief at finish line at 10:15am	Duty
Police Moto 2 10:15am to 3:15pm	On course				Brief at finish line at 10:15am	Duty

NXsports Quality System

Shown below are the relevant business processes used to manage activities associated with the planning and implementation of this event. The intent is to conduct these processes in a consistent manner across all events and maintain our five-stage methodology:

1. Consult
2. Strategy
3. People
4. Process
5. Result

The driving force of the Quality System is a corporate culture centered on obtaining and implementing feedback, and an environment of constant improvement and innovation. All management plans are designed as works in progress in order to reflect the nature of ongoing consultation, analysis, and performance review.

Methodology

Consult:	<ul style="list-style-type: none"> Identify key stakeholders and appoint the Strategic Advisory Group Review and agree the outcomes and critical impact factors for the event Perform the event SWOT
Strategy:	<ul style="list-style-type: none"> Create the event budget and set targets Create the specific management plans, beginning with the Strategy Map Set the overarching scorecards Ensure the resources and structure required to deliver the event are clearly in place Review the consultation progress to ensure the management plans are current
People:	<ul style="list-style-type: none"> Recruit the best people for the job and appoint the Local Management Committee Empower the team and give ownership of tasks, responsibilities, and projects Review the team and structure to ensure there is capacity to grow, change, and quickly adapt
Process:	<ul style="list-style-type: none"> Implement the processes set out in the requisite management plans Perform ongoing feedback loops and integrate results into the management plans Evaluate the ROI of marketing, consultation and operations tactics and adjust as required
Result:	<ul style="list-style-type: none"> Seek post-event feedback from customers, stakeholders, and Strategic Advisory Group Review and judge scorecard results for each management plan Evaluate the ROI of marketing and delivery tactics Review overall event results with the Strategic Advisory Group and set the '4x4' improvement targets

Quality Planning


Using our intellectual property and methodology, three consistent management plans are structured for each event based on the direction provided by the Strategy Map. Each management plan is reviewed based on a scorecard method, and updated consistently in concert with regular feedback loops. Following the event, an executive summary of the scorecards, statistics and feedback is presented as the Post Event Research.

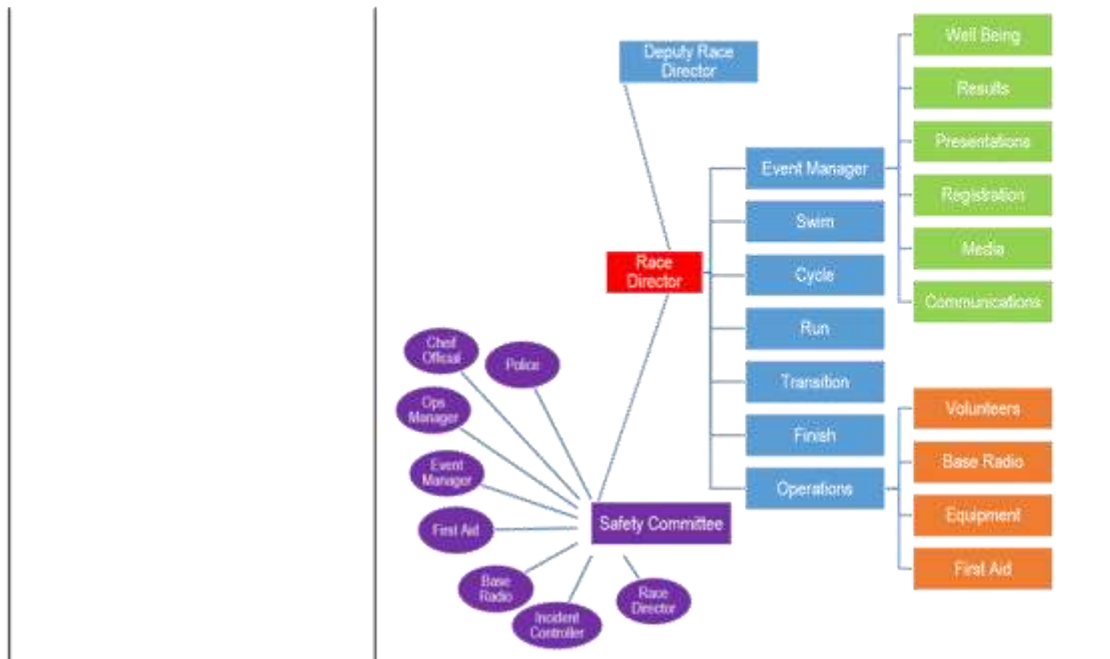
Management Plans

Strategy Map:	<p>The Strategy Map draws together high-level strategy such as Purpose, Vision, Mission, and Values; the document details:</p> <ul style="list-style-type: none"> 12-month objectives 3-year goals Strategic Advisory Group Local management committee
Community & Transit:	<p>The Community & Transit Management Plan is used to manage impacted stakeholders; the document details:</p> <ul style="list-style-type: none"> Key stakeholders Risk classification and risk management Contingency planning Permits and approvals

	<ul style="list-style-type: none"> • Community engagement • Site overview • Transit services • Police and emergency services • State roads and maritime authority • Traffic management • Special event signage • Infrastructure and supplies
Sales & Marketing:	<p>The Sales & Marketing Management Plan is used to set clear communications and campaigns; the document details:</p> <ul style="list-style-type: none"> • Sales objectives • Visitation objectives • Product, price, and positioning • Branding and visual standards • Sponsorship • Communications milestones • Content plan • Paid campaigns and ROI
Operations:	<p>The Operations Management Plan is used to specify event day activities and logistics; the document details:</p> <ul style="list-style-type: none"> • Race day chain of command • Safety committee • Briefings • Evacuation and emergency access • Site maps and measurements • Site build implementation plans • Pack lists and resources required • Site risk assessments • Roster
Post Event:	<p>The Post Event Research provides an executive summary of event delivery; the document details:</p> <ul style="list-style-type: none"> • Summary of key research data • Summary of community, stakeholder, and customer feedback • 4x4 • Future recommendations

Chain of Command

Strategic Advisory Group:	 <pre> graph TD SAG[Strategic Advisory Group] --- Ngarroona[Ngarroona] SAG --- Council[Council] SAG --- DestinationTourist[Destination Tourist] SAG --- StateRoads[State Roads] SAG --- PeakSportingBody[Peak Sporting Body] SAG --- ChamberOfCommerce[Chamber of Commerce] SAG --- Police[Police] SAG --- ResidentsAssociation[Residents Association] </pre>
Local Management Committee:	
Event Delivery:	



Report No. 6.3
File No:

Events - Mullum2Bruns Paddle 2020
I2020/43

SUMMARY

- 5 Council has received an application, Traffic Management Plan (TMP) and Traffic Control Plan (TCP) from the Mullum2Bruns Paddle Committee for the Mullum2Bruns Paddle 2020 to be held Sunday 24 May 2020.

BACKGROUND

- 10 As in past years the Paddle Committee is requesting permission for temporary one-way traffic of Brunswick Terrace, between Tincogan Street and Tyagarah Street, Mullumbimby, between 6:30am and 10:00am.

- 15 This will allow for the registrations and start of the 2020 Mullum2Bruns Paddle to be held on Sunday 24 May 2020.

Brunswick Terrace is to be one-way in the vicinity adjacent to the launch and registration area. The direction of traffic flow is shown below with blue lines.



- 20 The turn from Tincogan Street into Brunswick Terrace will have a “no right turn” sign also a “no left turn” into Brunswick Terrace when coming off the Federation Bridge into Brunswick Terrace.

- 25 Traffic control with relevant detour signs will be installed at the approaches to the impacted area. Plus no parking signs along the one way part of Brunswick Terrace is proposed to control traffic.

- 30 Uniformed Marine Rescue personnel will be patrolling the homes opposite the registration area to ensure that participants are not parking in front of or across driveways, thereby minimising inconvenience to the residents.

Participants will be diverted along the southern part of Brunswick Terrace to the intersection of Brunswick Terrace & Tincogan Street to enable them to cross to the starting area. The traffic

controllers will hold traffic crossing to the registration zone until there are spaces for them to unload their craft.

- 5 A letter-box drop would be done 2 weeks prior to the event, informing residents in the surrounding streets of the temporary one-way traffic closures.

COUNCIL IMPLICATIONS

- 10 ▪ **Budget/Financial**
The event organisers to be invoiced for the relevant Approval of Road Events pursuant to s144 of the Roads Act fee as per the Fees & Charges 2019/20.
- 15 ▪ **Asset Management**
N/A
- 20 ▪ **Policy or Regulation**
Regulatory traffic signage as delegated to council for authorisation in conjunction with NSW Road Rules.
- 25 ▪ **Consultation**
A condition of the endorsement of this event is that appropriate consultation is undertaken, which may include:
 - Advertising the impact of the event in the local newspaper and on the Council website.
 - Informing community and business that are directly impacted.
 - Liaising with bus and taxi operators.
 - Consulting with emergency services.
- 30 ▪ **Legal and Risk Management**
Event organiser is required to hold \$20m public liability insurance cover which is valid for the event.

RECOMMENDATION:

1. That Council endorse the Mullum2Bruns Paddle 2020 to be held Sunday 24 May 2020, that includes the temporary road closure below:

Brunswick Terrace, Mullumbimby, between Tincogan Street and Tyagarah Street (to become one-way traffic), between 06:30am and 10:00am on Sunday 24 May 2020.

2. That the approval provided in Part 1 is subject to:

- a) the development of a Traffic Management Plan and Traffic Control Plan(s) for the 2020 event by those with relevant and current RMS accreditation;**
- b) the Traffic Control Plan being implemented by those with relevant and current RMS accreditation;**
- c) that the impact of the event be advertised via a notice in the local weekly paper a minimum of one week prior to the operational impacts taking effect, noting it must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a**

telephone number for all event related enquiries or complaints;

d) the event be notified on Council's webpage;

e) the event organiser:

i) undertake consultation with community and affected businesses including adequate response/action to any raised concerns;

ii) undertake consultation with emergency services and any identified issues addressed;

iii) holding \$20m public liability insurance cover which is valid for the event;

iv) paying Council's Road Event Application Fee prior to the event.

v) Undertake a debrief within two weeks of the event involving event staff, Police (if they had incidents) and traffic controllers. A debrief report is to be submitted to Council with any future event application.

Attachments:

- | | | | |
|---|--|---|-------------------|
| 1 | Event info - Mullum2Bruns Paddle - 24 May 2020 - traffic control plans, E2020/2760 , page 26 | ↓ | |
| 5 | 2 | Event info - Mullum2Bruns Paddle - 24 May 2020 - Request Permission Road Closures, E2020/2768 , page 31 | ↓ |

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 <small>1300 800 301</small>	Date: 5/12/2016 Author: Scott Pieniacki Project: Mullum to Brunswick Heads Paddle
	Comments: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="flex-grow: 1;"> Designed & Inspected By Scott Pieniacki RMS Design & Inspect Traffic Control Plans </div> <div style="text-align: right;"> #7333016695 </div> </div>

www.invarion.com

 1300 800 301	Date: 5/12/2016 Author: Scott Pieniacki Project: Mullum to Brunswick Heads Paddle Comments: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="font-size: small;"> Designed & Inspected By Scott Pieniacki RMS Design & Inspect Traffic Control Plans </div> <div style="text-align: center;"> #7333016695 </div> </div>
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 <small>1300 800 301</small>	Date: 5/12/2016 Author: Scott Pieniacki Project: Mullum to Brunswick Heads Paddle
	Comments: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="flex-grow: 1;"> Designed & Inspected By Scott Pieniacki RMS Design & Inspect Traffic Control Plans </div> <div style="text-align: center; flex-grow: 1;"> #7333016695 </div> </div>

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	Comments: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="font-size: small;"> Designed & Inspected By Scott Pieniacki RMS Design & Inspect Traffic Control Plans </div> <div style="text-align: center;"> <small>#7333016695</small> </div> </div>

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Schedule of signs	
	X 3
	X 1
	X 2
	X 1
	X 2
	X 1
	X 4
	X 2
	(R) X 1 (L) X 1 (R & L) X 2
5	



Beneficiaries



5 Byron Shire Council
Local Traffic Committee
MULLUMBIMBY NSW 2484

20 December 2019

cc: events@byron.nsw.gov.au

Re: Mullum2Bruns Paddle to be held Sunday 24 May 2020

As in past years the paddle committee is requesting permission for temporary one-way traffic in the northern part of Brunswick Terrace between Tincogan & Tyagarah Streets, Mullumbimby between the hours 6:30am – 10am to allow for the registrations and start of the 2020 Mullum2Bruns Paddle to be held on Sunday 24 May 2020.

The turn from Tincogan Street into Brunswick Terrace will have a “no right turn” sign also a “no left turn” into Brunswick Terrace when coming off the Federation Bridge into Brunswick Terrace.

We intend on employing Spinifex traffic controllers to do our traffic control. Uniformed Marine Rescue personnel will be patrolling the homes opposite the registration area to ensure that participants are not parking in front of or across driveways, thereby minimising inconvenience to the residents.

Participants will be diverted along the southern part of Brunswick Terrace to the intersection of Brunswick Terrace & Tincogan Street to enable them to cross to the starting area. The traffic controllers will hold traffic crossing to the registration zone until there are spaces for them to unload their craft.

A letter box drop will be done 2 weeks prior to the event informing residents in the surrounding streets of the temporary one way traffic closures.

We are applying for this permission early so it goes to the earliest Local Traffic Committee meeting as we need written permission from Byron Shire Council early to enable us to include same in application for Insurance, Marine Parks, RMS etc.

Please do not hesitate to contact me if you require any further information.

Yours sincerely
Jackie Irwin
Mullum2Bruns Paddle Coordinator 2019
For The Mullum2Bruns Paddle Committee
jackie.irwin83@gmail.com
0413 024 984

Report No. 6.4
File No:

Events - Byron Coast Charity Walk 30 May 2020
I2020/45

The 2020 Byron Coast Charity Walk will be held on Saturday 30 May 2020 from 6.00am – 6.00pm and is the 9th consecutive year for the Charity Walk. Organisers anticipate 1,600 to 1,800 participants (capped at 2,000 attendees).

For 2020 the event organisers are not closing roads, they will remain open with participants directed by Traffic Controllers and Traffic Control Plans.

The event was previously called the Ballina to Byron Bay Coastal Charity Walk, and is still in aid of the Westpac Rescue Helicopter. This year the walking route has been reversed: starting in Denning Park, Byron and following the coastline south to Ballina SLSC, a total distance of 36km.

The specific route within Byron can be summarised as:

- Start at Denning Park, Byron and head along Main Beach and Clarkes Beach to The Pass;
- Along the Cape Byron Walking Track (NPWS) to Marine Parade at Wategos;
- Along Cape Byron Walking Track (NPWS) around the Lighthouse and Tallow Ridge Track to Lee Lane.
- Along trail behind residential buildings to Tallow Beach Road;
- Traffic controllers with signage are proposed at the location where walkers enter Tallow Beach Road – refer to Figure 1 below;
- Along Tallow Beach Road to Tallows Beach (via carpark access);
- Along Tallows Beach and Suffolk Park Beach to Broken Head;
- Depart beach via carpark access and follow Broken Head Reserve Road to the intersection of Seven Mile Beach Road;
- Traffic Controllers are proposed at this intersection with signage – see figure 2 below;
- Along Seven Mile Beach Road then onto Seven Mile Beach, heading south along the beach into Ballina Shire.



Figure 1 –Traffic control proposed to manage pedestrians crossing Tallow Beach Road.



Figure 2 – proposed TCP for the Seven Mile Beach Rd / Beach Rd intersection

5

10

RECOMMENDATION:

1. That Council support the Westpac Life Saver Rescue Helicopter fundraiser, Byron Coast Charity Walk, to be held Saturday 30 May 2020.
2. That Council support in Part 1 is subject to:
 - a. The development of a Traffic Management Plan and Traffic Control Plan(s) for the 2020 event by those with relevant and current RMS accreditation. The Traffic Control Plan(s) and Traffic Management Plan is to include, but is not limited to, the following:
 - b. signage, which specifies the date, hours and nature of the event, be positioned at the entrance and exit of Seven Mile Beach Road one week prior to

the event;

c. on the day of the event, at 500m intervals, and facing both directions of travel, signs advising of “ Special Event – Charity Walk Ahead” (or similar) are installed prior, and removed after, the event occurs; and

d. a safety induction for participants advising of hazards be provided.

e. Implementation of the Traffic Management Plan and Traffic Control Plans as designed by those with appropriate accreditation and implemented by people with appropriate accreditation, including traffic controllers.

f. That the impact of the event be advertised via a notice in the local weekly paper a minimum of one week prior to the operational impacts taking effect, noting it must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints.

g. The event is notified on Council’s webpage.

h. The event organiser:

i) Undertake consultation with affected community and businesses including adequate response/action to any raised concerns.

ii) Undertake consultation with emergency services and any identified issues addressed.

iii) Holding \$20m public liability insurance cover which is valid for the event.

iv) Paying Council’s Road Event Application Fee prior to the event.

Attachments:

- | | | | |
|---|---|--|--------------------------|
| 1 | Event application - Byron Coast Coastal Charity Walk 2020 - combined TCPs, E2020/2984 , page 35 | <u>↓</u> | |
| 5 | 2 | 42.2019.49.1 Event application - Byron Coast Charity Walk 2020 - route map, E2020/3037 , page 41 | <u>↓</u> |

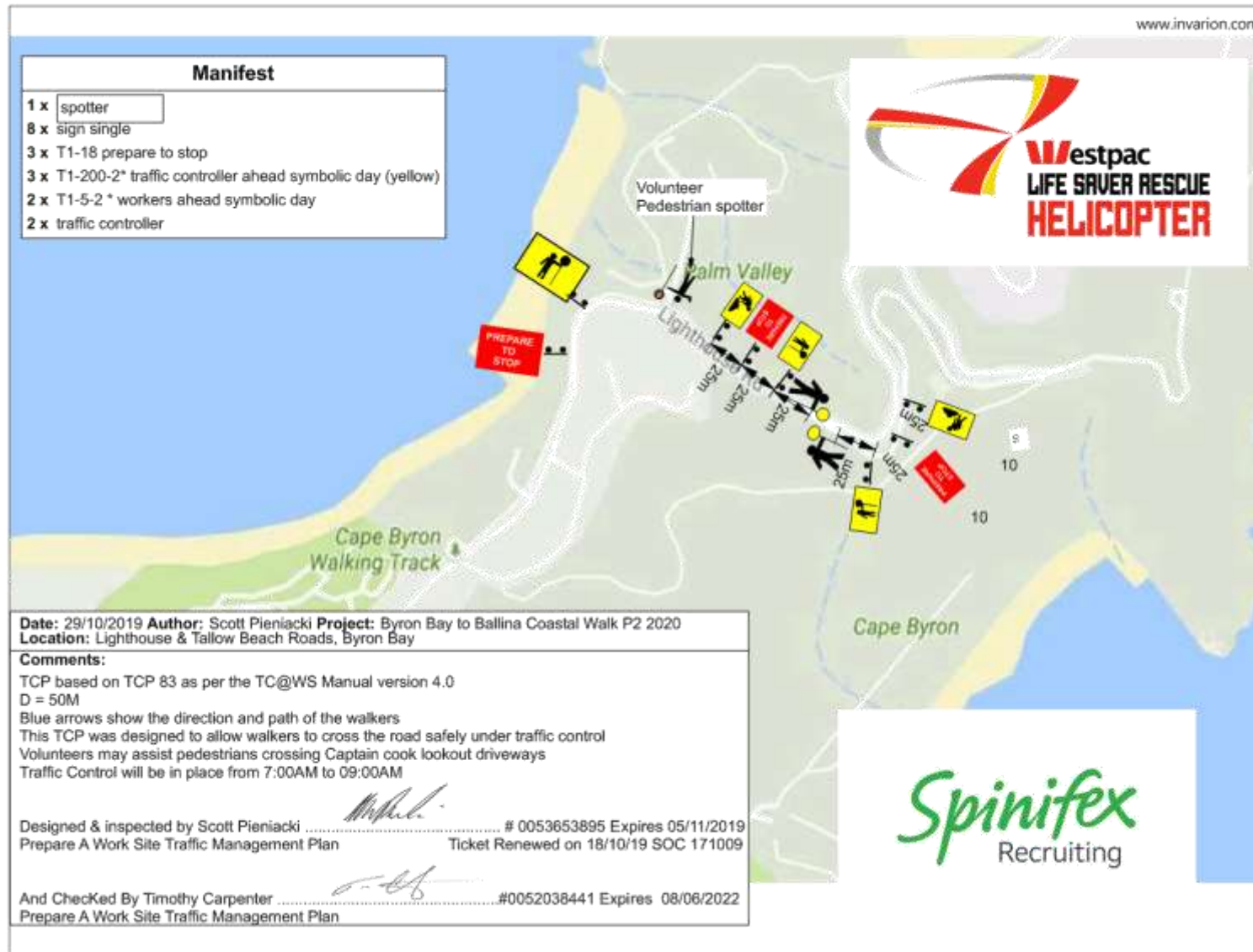







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L007 7914

Date: 29/10/2020 Author: Scott Pieniacki Project: Ballina to Byron Bay Coastal Charity Walk Location: Broken Head Reserve Rd/Seven Mile Beach Rd, Broken Head	
Comments: EVENT DATE: 30/05/2020 TCP based on TCP 83 as per the TC@WS Manual version 5.0. D = 50M This TCP was designed to allow walkers to cross Broken Head Reserve Road under Traffic Control Arrows show direction of competitors Traffic Control will be in place from 07:30 till 12:30	
Designed & Inspected by Scott Pieniacki RMS Prepare A Work Zone Traffic Management Plan	 #0035653895 Exp 5/11/19
And Checked By Timothy Carpenter RMS Prepare A Work Site Traffic Management Plan	 #0052038441 Exp 08/06/22





Date: 29/10/2019 **Author:** Scott Pieniacki **Project:** Byron Bay to Ballina Coastal Walk 2020
Location: Lighthouse & Tallow Beach Roads, Byron Bay

Comments:
 TCP based on TCP 83 as per the TC@WS Manual version 4.0
 D = 50M
 Blue arrows show the direction and path of the walkers
 This TCP was designed to allow walkers to cross the road safely under traffic control
 Volunteers may assist pedestrians crossing Captain Cook lookout driveways
 Traffic Control will be in place from 7:00AM to 09:00AM

Designed & inspected by Scott Pieniacki # 0053653895 Expires 05/11/2019
 Prepare A Work Site Traffic Management Plan Ticket Renewed on 18/10/19 SOC 171009

And Checkd By Timothy Carpenter #0052038441 Expires 08/06/2022
 Prepare A Work Site Traffic Management Plan

Spinifex
 Recruiting

Westpac
 LIFE SAVER RESCUE
 HELICOPTER

www.invarion.com

Saturday 30 May 2020

Start Line - Denning Park, Byron Bay

7am Start - 36km Walkers

7.15am Start - All Other Distances






30 May
SA
0154 1.64
0844 0.53
1451 1.24
2017 0.68






7am—8.30am
 VOLUNTEER on the
 Beach to direct
 walkers up the stairs
 (not boat ramp exit)





7am—8.30am

VOLUNTEER near pedestrian crossing to direct walkers to then cross at Pedestrian Crossing and follow the Cape Byron Walking Track

No water station in 2020

Public Toilets on site






7am—8.30am VOLUNTEERS at Wategos to direct walkers to path & then up the stairs

Follow Cape Byron Walking Track





 **7am—9am** VOLUNTEERS at Little Wategos track intersection to direct walkers to lighthouse (first aid check)

Follow Cape Byron Walking Track



BYRON SHIRE COUNCIL

REGULATORY MATTERS

6.4 - ATTACHMENT 2

Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Cape Byron Lighthouse	6.30am-9am	4km	6.30am	7.20am – 8.20am	7.45am - 8.00am	9am



CAR PARK AT LIGHTHOUSE

ST JOHN AMBULANCE VEHICLE: 7AM - 9AM

Public Toilets available



Most Easterly Point

SAFETY COORDINATOR—6.30AM—9AM

7am - 9am: Water Station (no marquee) - 2 Volunteers

TT + 2 ch + 2 x Water Tubs + 8 x Water

(All items to be carried in & out)- Water Bottles Strapped to Trolley



Walkers exit TO Tallows Ridge Track





7am—9am: Roaming Safety Coordinator 1

Cnr Tallow Ridge Track & Lee Lane to direct down trail behind residential buildings






TRAFFIC CONTROL IN PLACE—SPINIFEX—7AM-9.30AM

From top of road & back trail

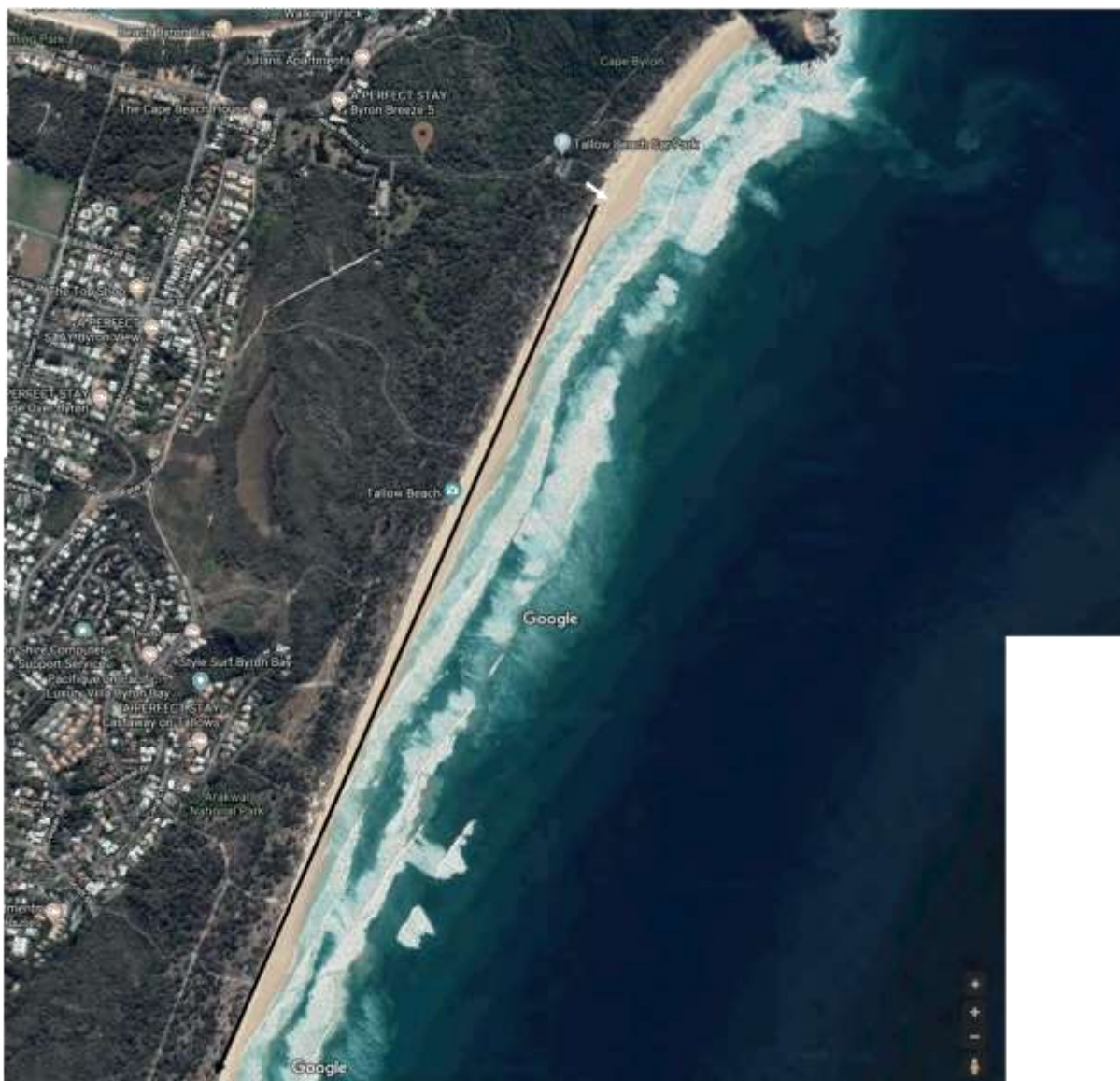


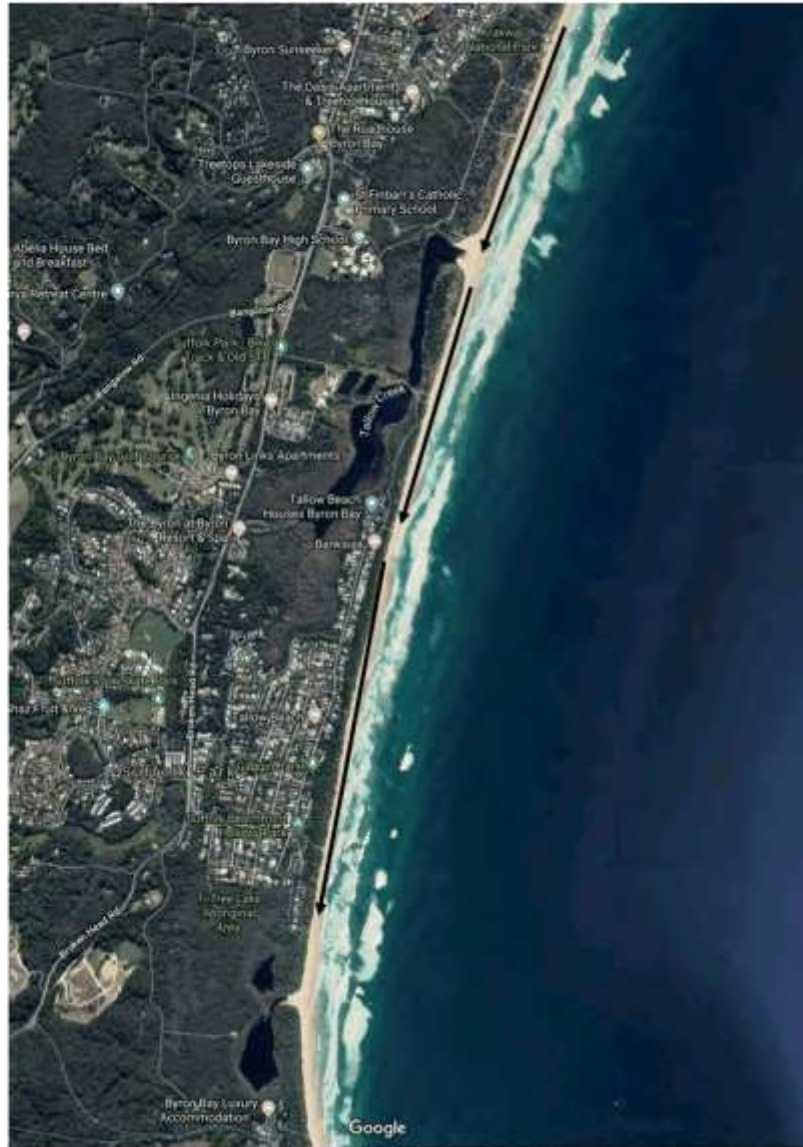


 Tallows Beach Access Water Station & on Beach - 7am - 9.30am

Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Tallows Beach Reserve	7.00am-9.30am	6km	7.00am	7.30am – 9.00am	8.00am – 8.30am	9.30am







ON BEACH

4WD First Aid Support – Safety Officer 1
7am - 11am



BYRON SHIRE COUNCIL

REGULATORY MATTERS

6.4 - ATTACHMENT 2

Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Broken Head Reserve	7.30am-1pm	12km	7.30am	8.00am – 11.00am	9.00am – 10.00am	Midday



Traffic Control Point

7.30am - 1.30pm

12km Finish Area

7.30am - 1pm

Water Station - ONGOING

7.30am - 1pm



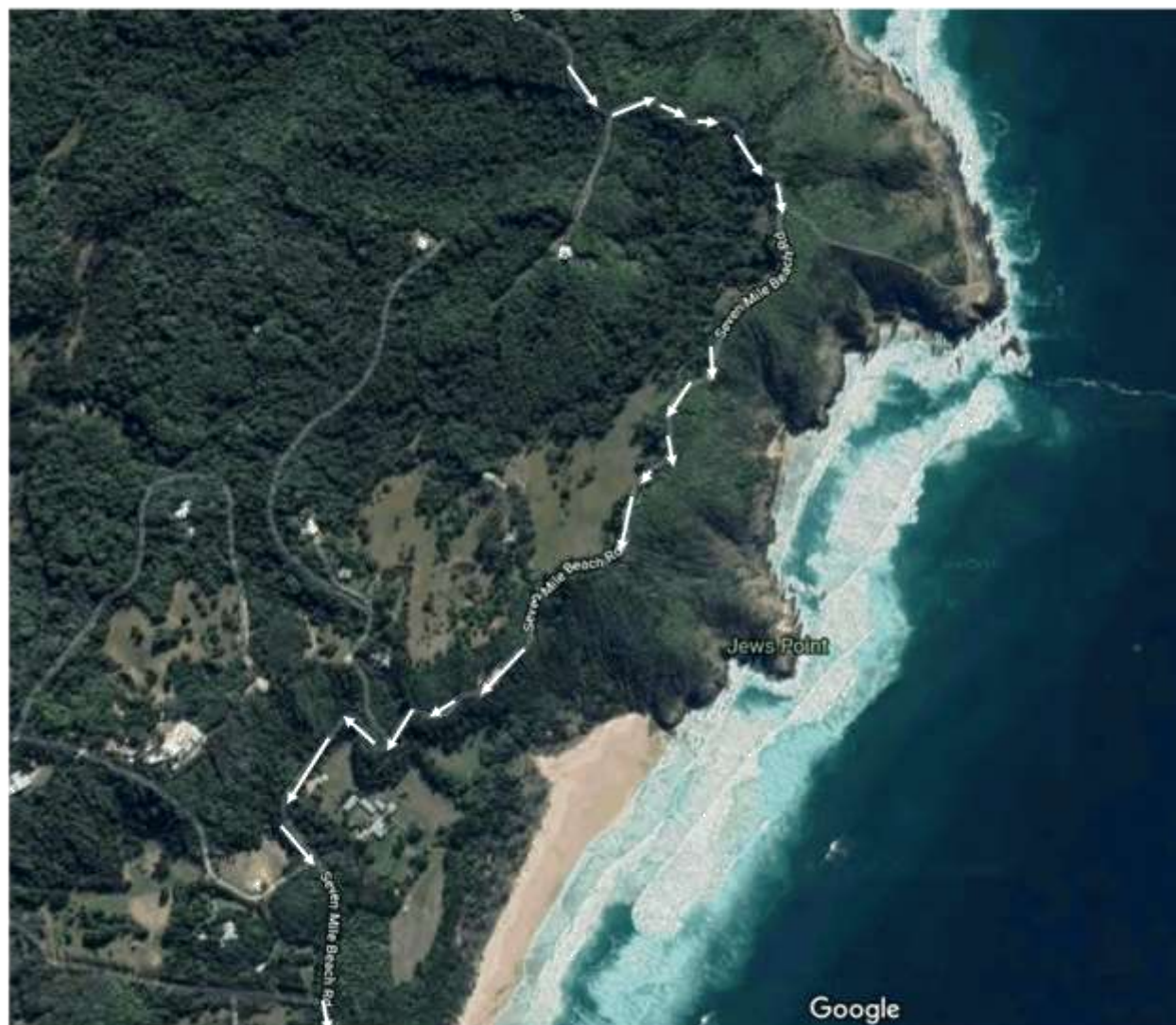


Roaming Safety Coordinator

7.30am - 12.30pm

Safety Support Officer

9.30am - MIDDAY



Roaming Safety Coordinator

7.30am - 12.30pm

Safety Support Officer

9.30am - Midday



Roaming Safety Coordinator

7.30am - 12.30pm

Safety Support Officer

9.30am - Midday





ON BEACH

4WD First Aid Support – Safety Officer 2
Seven Mile Beach North
8am - 2pm

Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Lennox SLSC	8.30am-3.30pm	24km	8.30am	9.00am – 3.00pm	11.00am – 1.00pm	3.30pm
Cut Off Point	Walkers after 2pm cannot continue					



9am - 3pm

ALL PARTICIPANTS MUST EXIT

Volunteer to marshal participants off & back on the beach in high.

Umbrella and Chair x 2



LOW TIDE OPTON - Before 11.30am



HIGH TIDE OPTON - After 11.30am



11.30am - 2.30pm

Volunteer to marshal participants off the beach in high tide.



Umbrella and Chair

TRAFFIC CONTROL IN PLACE

11.30AM-2.30PM

Rayner Lane to Rutherford Street



-  Low Tide Route
-  High Tide Route





Boulder Beach

Roaming Safety Coordinator 1

9.30am – 1.00pm

Roaming Safety Coordinator 2

1.00pm – 4.00pm

See access below (requires key)



BYRON SHIRE COUNCIL

REGULATORY MATTERS

6.4 - ATTACHMENT 2

Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Boulders	9.15am-4.00pm	32km	9.15am	9.45am	12.20pm – 3.00pm	4.00pm



Water Station
9.15am - 4pm





Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Sharpes	9.00am-3.30pm	30km	9.00am	9.30am	Midday – 2.30pm	3.30pm

- Beach Option
- Path Option

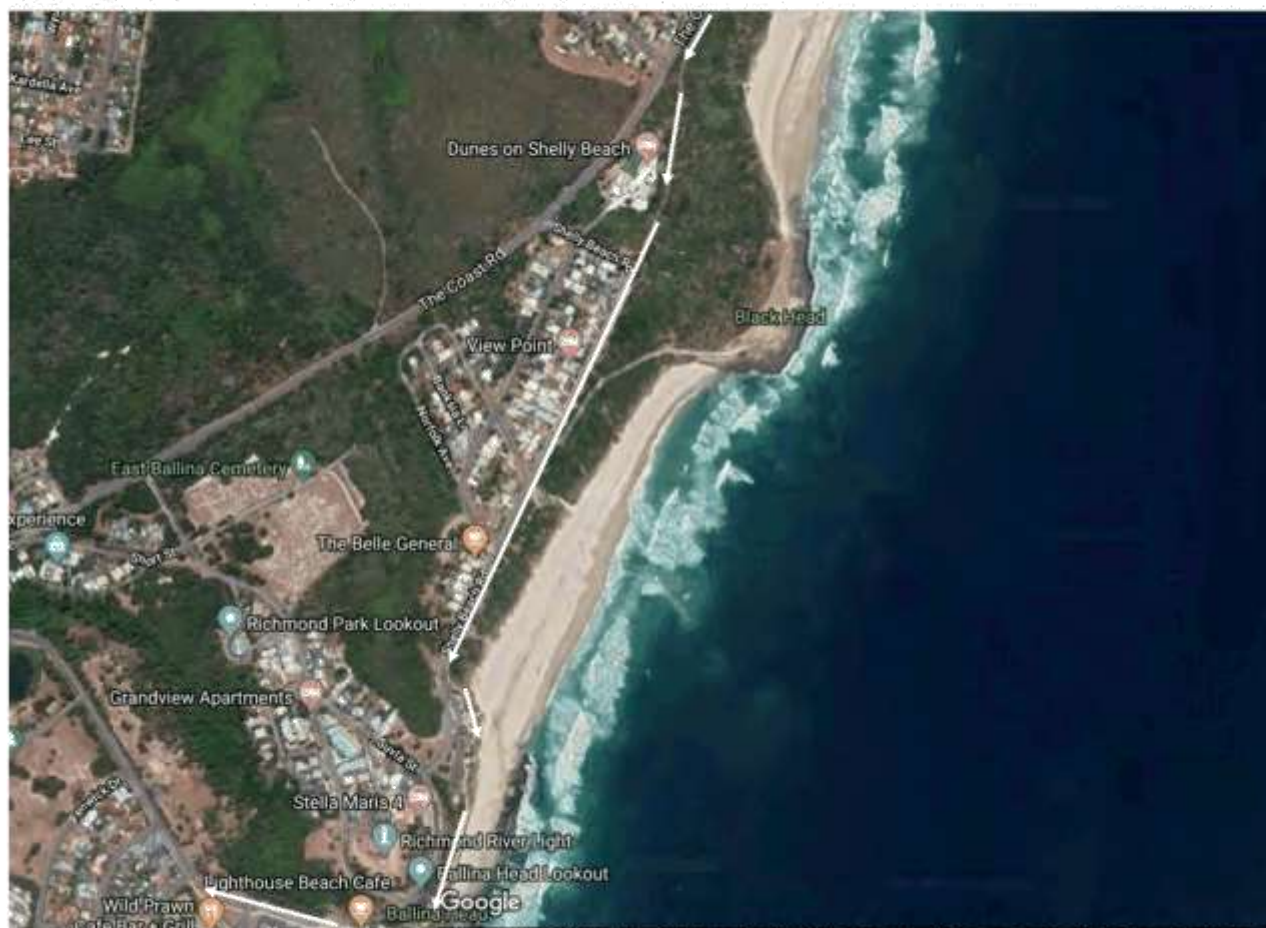


→ Beach Option

→ Path Option

4WD First Aid Support – Roaming Safety Officer 1
 Noon – 4.00pm: Flat Rock
 (Access—tbc)





BYRON SHIRE COUNCIL

REGULATORY MATTERS

6.4 - ATTACHMENT 2



Checkpoint	Timing On Site	Distance	Set Up	Participant Timing (7am start) Fastest vs Slowest 12km/hr – 3km/hr	Participant Timing (7am start) 70% of Walkers 6-4km/hr	Pack Down
Ballina SLSC	9.30am-5.00pm	36km	9.30am	10.00am	1.00pm – 4.00pm	5.00pm



DEVELOPMENT APPLICATIONS

Report No. 7.1

Festival of the Stone 2020-2022

Assessment Officer Ben Grant/ Renan Solatan

5 File No: I2020/2

SUMMARY

10 Development application (DA) 10.2019.154.1 seeks approval to hold a one-day festival over three consecutive years from 2020 to 2022 at the new Stone and Wood micro-brewery site in the Byron Arts and Industrial Estate.

15 Up to 2,000 persons are expected to attend each event inclusive of patrons and staff. Food and entertainment will be provided along with alcoholic beverages in accordance with liquor licencing requirements. The development application proposes temporary closure of Centennial Avenue under traffic control as well as temporary signage in the public road reserve along Centennial Avenue and Ewingsdale Road.

20 The DA and associated traffic management plan (TMP) was previously considered at the meeting of the Local Traffic Committee (LTC) on 30 July 2019. The committee was not supportive of the proposal during this meeting and made a number of comments in relation to pedestrian safety, hostile vehicle mitigation, and access and drop off points. LTC recommended that an amended TMP be prepared to suitably address the committee's comments.

25 The applicant has revised the TMP in accordance with the committee's recommendations and resubmitted to Council for consideration. Please refer to Attachments 1 and 2.

OFFICER RECOMMENDATION

30 That Council endorse Festival of the Stone to be held on Saturday 6 June 2020, Saturday 12 June 2021 and Saturday 11 June 2022 in accordance with the Local Traffic Committee recommendations.

BACKGROUND

Previous consideration by Local Traffic Committee

35 At the 30 July 2019 LTC meeting the committee was not supportive of the proposal and made the following comments:

Police:

- Concerns about pedestrian safety as they leave the event. Event organisers should consider a shuttle bus.
- 40 • The amount of people assembled without a barrier to the road will require hostile vehicle mitigation strategies.

RMS:

- 45 • Concerns about queuing on Bayshore Drive and in turn Ewingsdale Road. Concerns about the footpath shown on the plan linking Ewingsdale Road directly to the site is not an actual footpath, crosses a drain, and may be on private property.
- RMS suggests the drop off/pick up within the private property of Stone & Wood. RMS would prefer a one year approval.
- Consider measures to create good visual separation between pedestrians and traffic on Ewingsdale Road, for example flagging/bunting.
- 50 • Option to consider on-road drop-off in Centennial Circuit during one-way trial, provided an area is delineated and there is no on-street parking.
- Consider closing Centennial Circuit between Brigantine and Tasman Way with traffic control to accommodate shuttle bus drop-off and businesses, perhaps allowing taxis and Uber access.
- 55

The applicant has prepared an amended traffic impact assessment and traffic management plan to address the issues raised by NSW Police and RMS. Please refer to attachments 1 and 2.

5 Referral to RMS

The amended development application was referred to RMS in accordance with Clause 101 of *State Environmental Planning Policy (Infrastructure) 2007 – traffic generating development*.

RMS advises:

1. *The Consent Authority should be satisfied that buses will be able to manoeuvre safely in the heavily pedestrianised areas.*
2. *It is requested that consideration be given to controlling any stopping and parking on Ewingsdale Road during the Events.*
3. *The Event organiser must make contact with Roads and Maritime Regional Operations Section (on 1300 762 376) in the event that delays on Ewingsdale Rd have the possibility of impacting on the Pacific Motorway, including immediate notification of all incidents.*
4. *The Event organiser is to provide appropriate resources to manage 'end of queue management', including on the Pacific Motorway if required.*
5. *Any regulatory signs and devices associated with the event, proposed for placement on Ewingsdale Road will require the endorsement of the Local Traffic Committee prior to Council approval. Please refer to A Guide to the Delegation to Councils for the Regulation of Traffic.*

PROPOSAL

Proposed development

The applicant proposes the following details. DA 10.2019.154.1 seeks approval to hold a one day festival over three consecutive years from 2020 to 2022 at the new Stone and Wood micro-brewery site in the Byron Arts and Industrial Estate.

Each event will attract up to 2000 persons inclusive of patrons, volunteers, staff, performers and associated personnel. Alcoholic beverages from the brewery will be available for purchase during the event in accordance with liquor licencing requirements. Temporary bars and food and drink stalls will be operating throughout the event.

A Traffic Impact Assessment and Traffic Control plan has been submitted but will need to be amended in accordance with Council comments under the heading below Key Issues.

Key details

Key elements and details of the events are as follows:

Event Dates:	Saturday 8 th June 2020 Saturday 6 th June 2021 Saturday 12 th June 2022
Operating times:	3.00pm – 10.00pm
Total Attendees:	2,000 patrons and staff
Entertainment:	Food and Drinks, Family activities (face painting etc.), D.J.'s/Bands

Parking and traffic arrangements

Parking for the event is to be provided at the Cavanbah Centre (326 spaces) and in the surrounding road network (200 spaces). Patrons can access the site from the Cavanbah Centre on foot via a pedestrian walkway connecting to Ewingsdale Road.

Patrons parking at the Cavanbah Centre will walk to the event using the existing off-road pathway along Ewingsdale Road. A temporary path link is proposed for connection to the site from Ewingsdale Road as depicted in Figure 5 (p. 12) of the attached traffic impact assessment report. The proposed link crosses a lot owned by Byron Shire Council. Owners Consent may be required for this temporary work.

Public Transport

Shuttle bus service is being arranged with local bus operators to provide transport for patrons from Byron Bay Township to the site and return.

Road Closure

The TMP proposes temporary closure of Centennial Circuit between Brigantine Street and Tasman Way during the event. Access to the road closure is intended to be provided to shuttle buses and taxis under traffic control. Event marshals will be provided to assist with managing pedestrians and vehicle drop-offs at the site frontage.

Please refer to the Traffic Impact Assessment, Traffic Management Plan and Traffic Control Plan in Attachments 1 and 2.

KEY ISSUES

In response to the above, council's Development Engineer expressed concern over the possibility of vehicles queueing on Ewingsdale Road and the first section of Bayshore Drive. Therefore, a condition of consent is recommended that requires all parking and event drop-off (including shuttle bus) to occur at the Cavanbah Centre, with the exception of disabled and elderly drop offs which are to occur at the site frontage.

The following condition of consent is recommended:

Parking, Drop-off & Pick-up

- All parking and vehicular drop-off including shuttle bus, taxi, Uber & other mode of transportation to for the event shall utilise Cavanbah Centre. The car parking area in Cavanbah Centre must be maintained during the event and returned to pre-festival conditions. Any damage to the car parking area shall be repaired immediately and all cost shall be borne by the consent holder;
- Drop-off & Pick-up of elderly and people with disability shall be undertaken at the existing northern access of the site and assisted with event personnel; and
- No drop-off & pick-up permitted along Centennial Circuit other than elderly and people with disability

In addition, an amended TCP is to be prepared for the endorsed routes and submitted to an approved Roads & Maritime Services accredited person in accordance with the following condition of consent:

Traffic Control Plan

A traffic control plan for the endorsed routes shall be prepared by a Roads & Maritime Services accredited person for the temporary traffic signage layout and vehicle movements to be used during the erection and removal of signs & barrier within the road reserve. The traffic control plan shall be submitted to and approved by Roads & Maritime Services accredited person 24 hours prior to the event. The consent holder shall forward the approved and Certified Traffic Control Plan to Council.

The TCP shall be prepared in accordance with the following:

- All Traffic Control devices are to conform to AS 1442.2 and 1742.3

- All persons placing and removing Traffic Control devices are to have current accreditation from the RMS.
- All roads are to be barriers and signs removed immediately following the event.
- The event organisers must provide a Risk Assessment of the event and an emergency contingency plan. These plans must be inclusive of all traffic flows.

The following routes are endorsed:-

- Entry into the event – Ewingsdale Road, Bayshore Drive/Centennial Circuit (north intersection)
- Exit from the event site – via Bayshore Drive/Centennial Circuit (north intersection)
- Entry/Exist via Cavanbah Centre

Council's Development Engineers consider the proposal to be acceptable from an engineering perspective subject to the above conditions of consent.

The above recommendation to endorse entry and via the Northern Bayshore Drive / Centennial Circuit intersection is designed to prevent traffic backing up along Centennial Circuit onto Bayshore Drive.

One-Way Trial, Centennial Circuit

It is noted that Council plans to undertake a one-way trial for Centennial Circuit. The trial proposes to make traffic one way from the southern end of Brigantine St, along Centennial Circuit to Wollongbar St.

This trial will commence within the next six months. The duration off the trial has not yet been confirmed but will last for at least 6 months and may result in a permanent change to Centennial Circuit.

The one way trial is not expected to conflict with the proposed road closures and traffic management for this event.

The map below shows the proposed one way trial direction (in blue) and the direction of shuttle bus movement (in yellow) do not conflict.



COUNCIL IMPLICATIONS

5 Budget/Financial

The event organisers will be invoiced the following fees as appropriate:

- Approval of Road Events pursuant to s144 of the Roads Act (Advertising of event and staff time to process), and
- 10 - Development Certification fees – section 138 with fees being the fee applicable as at the date of payment.

Asset Management

Not applicable.

15

Policy or Regulation

Delegated to council for authorisation in conjunction with:

- Actions required to control traffic- Part 8 (Sections 114 to 124) Roads Act, 1993.
- 20 - Prescribed traffic control devices - division 1 of Part 4 (Sections 50 to 55) Road Transport (Safety and Traffic Management) Act, 1999.
- R5-1-3 Parking (Disable) – NSW Road Rules 203, \$541 fine
- R5-400 No Stopping - NSW Road Rules 167, \$253 fine
- R5-41 No Parking (specified times) - NSW Road Rules 168, \$108 fine.

25

Consultation

A condition of the endorsement of this event is that appropriate consultation is undertaken, including:

- 30 1. Advertising the impact of the event in the local newspaper and on the Council website.
- 2. Notifying businesses that are directly impacted by the temporary road closure.
- 3. Liaising with bus and taxi operators.
- 4. Consulting with emergency services.

35 Legal and Risk Management

If vehicles cause congestion in Centennial Circuit and Bayshore Drive then this could directly impact in MR545 - Classified Road – Ewingsdale Road. Appropriate approvals and insurances should be required as a condition of the endorsement for this event.

5

RECOMMENDATION:

1. That Council endorse the Festival of the Stone to be held on Saturday 6 June 2020, Saturday 12 June 2021 and Saturday 11 June 2022 in accordance with the Local Traffic Committee recommendations.

2. That the endorsement provided in Part 1 is subject to:-

- a. Separate approvals by NSW Police and RMS being obtained, as required;**
- b. The development of a Traffic Management Plan and Traffic Control Plan(s) for all three of the events by those with relevant and current RMS accreditation;**
- c. The Traffic Control Plan, if required, being implemented by those with relevant and current RMS accreditation;**
- d. The Traffic Management Plan and Traffic Control Plans are to include the following amendments:**
 - i. All parking and vehicular drop-off including shuttle bus, taxi, Uber & other mode of transportation for the event shall utilise the Cavanbah Centre. The car parking area in Cavanbah Centre must be maintained during the event and returned to pre-festival conditions. Any damage to the car parking area shall be repaired immediately and all cost shall be borne by the consent holder;**
 - ii. Drop-off & Pick-up of elderly and people with disability shall be undertaken at the existing northern access of the site and assisted with event personnel; and**
 - iii. No drop-off & pick-up permitted along Centennial Circuit other than elderly and people with disability**
 - iv. Entry into the event is to be via Ewingsdale Road and Bayshore Drive/Centennial Circuit (north intersection)**
 - v. Exit from the event site is to be via Bayshore Drive/Centennial Circuit (north intersection)**
 - vi. Entry/Exit via Cavanbah Centre**
- e. The event is notified on Council's webpage.**
- f. The event organiser:**
 - i. Holding \$20m public liability insurance cover which is valid for the event.**
 - ii. Undertaking consultation with emergency services and any identified issues addressed.**

iii. Undertaking consultation with community and affected businesses including adequate response/action to any raised concerns.

iv. Paying Council's Road Event Application Fee prior to each event.

Attachments:

- | | | | |
|---|---|---|-------------------|
| 1 | 10.2019.154.1 - FOtS - TIA & TMP (Rev C), E2020/898 , page 80 | ↓ | |
| 5 | 2 | 10.2019.154.1 - FOtS - Traffic Control Plan (Rev C), E2020/899 , page 112 | ↓ |



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Traffic Impact Assessment
Traffic Management Plan
"Festival of the Stone"
Stone & Wood Brewery, Centennial Circuit,
Byron Bay 2020 - 2022

Author: Hayden Kress
Date: 01/11/2019
Revision: Rev_C

Greg Alderson & Associates

Chartered Professional Engineers and Scientists

Contact Information

43 Main Street
Clunes NSW 2480

Telephone: 02 6629 1552

office@aldersonassociates.com.au
www.aldersonassociates.com.au

Document Information

Document title	Traffic Impact Assessment for Festival of the Stone 2020-2022 at Stone & Wood Brewery, Byron Bay NSW
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Reference Job number	19337 TIA FOTS 2020 RevC 19337
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Revision summary	A – Issued for information B – Issued for approval C – Comprehensive Revision after RFI Issued
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Personnel

Hayden Kress, BE Hons (Civil)
RMS Prepare a Work Zone Traffic Management Plan
Card No.: 0041737523
Expiry: 30/05/2020

19337 TIA FOTS 2020 RevC

2

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1.0 Introduction

Greg Alderson Associates have been engaged by Stone & Wood to undertake a Traffic Impact Assessment (TIA) and associated Traffic Control Plan (TCP) for a proposed annual one-day event - 'Festival of the Stone', at the Stone & Wood Brewery, 96-100 Centennial Circuit, Byron Bay.

This traffic impact assessment forms part of an application to Byron Shire Council for the use of the brewery and Cavanbah Centre carpark at 249 Ewingsdale Road, Byron Bay for the event to be held over three consecutive years (2020-2022) on the June long weekend (Queens Birthday long weekend).

In 2018 the event was held on the Saturday of the long weekend at the Stone & Wood brewery at Boronia Place, Byron Bay. GAA provided the TIA and TCP for the event. We did not carry out traffic and parking monitoring during the event.

The scope of this TIA includes the traffic impacts that will be generated during the event day, by event patrons and staff entering and exiting the site. The TIA does not include assessment of the minor traffic impacts associated with setting up/ packing up the event (bump in and bump out) on non-event days and implementing any traffic control measures.

1.1 Relevant standards, specifications and guidelines

This TIA will be prepared generally in accordance with the following standards, specifications and guidelines:

- NSW Government Guide to Traffic and Transport Management for Special Events Version 3.5
- QLD TMR Event Traffic Management Design Guidelines July 2018
- RMS Traffic Control at Worksites manual Version 5.0
- Australian Standards (in particular AS1742.3-2009 Traffic Control for Works on Roads)
- Quality Assurance specifications
- Austroads Guide to Traffic Management

Definitions

AADT	Average Annual Daily Traffic; average traffic volume per day after application of correction factors
ADT	Average Daily Traffic; average traffic volume per day, based on a limited survey period, typically 1 week.
Peak Flow Rate	Hourly volume of vehicles during busiest part of assessment period
Background Traffic	Traffic composition as would typically exist without superposition of event traffic

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1.2 Site location

The event site is located in Centennial Circuit, in the Byron Bay Industrial Estate, approximately 3 kilometres west of Byron Bay town centre.

Land use in the immediate vicinity is the Byron Bay Industrial Estate, with Ewingsdale Road immediately south of the property and the Cavanbah Centre carpark 500 metres to the west (600m walk).

The vehicular entrance/s to the event site are via the existing brewery driveways at 96-100 Centennial Circuit. It is proposed that service vehicles, artist and stall holders would use these existing entrances during bump-in and bump out.

During the event, patrons will enter the site on foot via a temporary entry (using the concrete driveway) from Centennial Circuit. Emergency access is proposed to be provided at the same location (Refer site plan Appendix B).

During event times it is proposed to implement a temporary road closure fronting the site to provide full separation of external vehicle traffic from pedestrian traffic at the site frontage.

Error! Reference source not found. below depicts the location of the site with respect to its locality.



Figure 1 - Site locality, Source of map: Six Maps 2017

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Figure 2 - Site location, Source of map: SIXMaps 2019

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1.3 Event description

The event is proposed to operate under the following parameters:

Event dates:	Saturday 6 th June 2020 Saturday 12 th June 2021 Saturday 11 th June 2022
Operating Times:	3.00pm – 10.00pm
Total attendees:	2,000 patrons and staff
Entertainment:	Family activities (face painting etc) D.J.'s / Bands

Set up of the internal event site (bump in) will mostly be carried out during the morning of the event (Saturday) with some low impact activities/ deliveries during the week leading up to the event. Generally entry to and from the site during this time would be by normal turning movements into and out of the existing driveways on Centennial Circuit. **No Vehicle Movement Plan is required for bump-in and bump-out at this low speed location.**

Saturday is not a working/trading day for all businesses in the area, hence the traffic impact of the bump in is considered minor and site movements would be managed by the events staff or contractors as required. Bump out will commence after the event on the night (subject to noise recommendations), and be completed on Sunday. Sunday would not be a normal working/trading day for most businesses in the area.

It is recommended that businesses in the immediate area are notified of the proposed temporary road closure, event bump-in and patron arrival times as there may be an impact on their access, local travel times and on-street parking availability during these hours.

In addition it is recommended that access to off-street parking by event traffic is prevented to business premises that will be operating during these times.

Events staff would manage workplace safety and vehicle movements during bump-in and bump-out to reduce the risk of pedestrian and vehicle conflict. All deliveries and loading/ unloading activities should be undertaken on site where feasible at this location. The bump-in and bump-out vehicle movements are not included in this traffic impact assessment and the traffic management plan. The traffic impact of bump-in and bump-out at this location is expected to be minimal, subject to undertaking notifications as indicated above.

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2.1 Existing Traffic Conditions

The event site is accessed from Centennial Circuit which is the main circulation road within the Byron Bay Industrial Estate for the west side of Bayshore Drive. Centennial Circuit is a local road under the control of Byron Shire Council.

Centennial Circuit is a 2 way street with a sealed width of approximately 9 metres. Other connecting streets within the industrial estate, including Tasman Way, Brigantine Street and Wollongbar Street also have sealed widths of approximately 9 metres. Footpath areas are generally grass surface.

Byron Shire Council have recently considered implementing a one-way trial for Centennial Circuit. This trial may be in place during one or more of the proposed events, so the Traffic Control Plan for each event will depend on whether Centennial Circuit is one-way or two-way at the time. We understand that the likely option is for Centennial Circuit to be one-way from Brigantine Street to Wollongbar Street in a clockwise direction (Figure 3).



Figure 3 – Likely option for one-way trial along Centennial Circuit

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Parallel parking is generally permissible in the streets of the industrial estate on both sides. There are some areas however that have No Stopping zones and some time limited parking on Bayshore Drive.

We have previously carried out a site inspection at 8:30am on Thursday April 20th 2017. Along Banksia Drive where vehicles were parked along both sides at the time of inspection, there was between 5m to 6m trafficable width between parked vehicles. This width allows for slow speed passing of vehicles, with some drivers electing to give way to oncoming vehicles over short segments. Figure 4 shows an example of the existing parking conditions during the inspection. Event parking on-street around Centennial Circuit has been observed to be similar.



Figure 4 - Banksia Drive Parallel Parking

The speed limit in the industrial area is 50km/h. When vehicles are parked on both sides of Centennial Circuit vehicle operating speed is estimated at less than 40 km/h.

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2.2 Parking Supply

Parking for event patrons and staff will be available in the industrial estate both on-street and (some) off-street, and at the Cavanbah Centre.

We carried out parking observations around Centennial Circuit and its connecting streets (Bayshore Dr, Brigantine St, Wollongbar St and Tasman Way) on Saturday 9th March 2019, from 3:45pm to 4:30pm. The on-street parking demand observed included:

- Bayshore Drive	0 vehicles using on-street parking
- Centennial Circuit	22 cars and 2 heavy vehicles using on-street parking
- Tasman Way	15 cars and 2 heavy vehicles using on-street parking
- Brigantine Street	6 cars using on-street parking
- Wollongbar Street	14 cars using on-street parking
- Total observed	57 cars and 4 heavy vehicles

Based on the above observations there would be sufficient capacity of on-street parking in the industrial area to the west of Bayshore Drive for approximately 200 spaces for event patrons. Any patrons and staff that use available off-street parking would reduce the impact to the on-street parking in the industrial area.

It is proposed to provide off-street parking for the event at the Cavanbah Centre (hire to be secured by the event manager and DA consent). Provision of the overflow parking area and formalised carpark at the Cavanbah would provide:

- Overflow parking area: 150 spaces (will require temporary works to convert bus parking to car parking)
- Carpark Area: 176 spaces (assuming 8 rows secured)

No parking fees should be collected from vehicles at the off-street parking area to minimise risk of queuing onto Ewingsdale Road.

Total available event parking supply would be more than 500 spaces. This event has an estimated (assumed based on experience with similar events) vehicle occupancy of 3 patrons per vehicle, so parking would have capacity for approximately 1500 patrons.

2.3 Public Transport

A shuttle system is being arranged with local bus operators to provide transport for patrons from Byron Bay township to the site and return. Patrons from other areas including Suffolk Park to the south will need to arrange transport by other means either to Byron Bay for shuttle or to the event.

The shuttle buses will set-down and pick-up in a temporary drop-off zone created using the temporary traffic control plan.

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2.4 Pedestrian Network

The main pedestrian flow in the vicinity of the subject site will be in Centennial Circuit itself where patrons will congregate at the event entry. It will be critical that the proposed road closure is implemented and event staff process the entry of patrons efficiently in order to manage the external queue length in the closed road area. Event security may be required to control and manage the queuing if necessary.

It was observed in 2019 that the arrival profile of patrons was spread over a number of hours without any external queuing problems. The event catered for families during the afternoon, and to adult entertainment later in the evening. This event schedule was a good way to avoid a significant peak flow occurring during the arrival period.

At closing time, however there was a significant crowd of patrons waiting for transport to leave the event. This issue can be mitigated for future events by:

- Providing additional shuttle services to reduce patron waiting times;
- Implementing the proposed road closure to fully separate pedestrian traffic from vehicle traffic at the site frontage;
- Consider event scheduling options that may spread the departure period over a few hours.

Patrons parking on-street and then arriving by foot would use the existing unsealed footpath areas as do workers and customers during normal work days in the area. Due to the low speed environment of the streets, during the event no formal temporary pedestrian facilities or traffic controllers are proposed specifically for pedestrian management.

Patrons parking at the Cavanbah Centre will walk to the event using the existing off-road pathway along Ewingsdale Road. A temporary path link is proposed for connection to the site from Ewingsdale Road as depicted in Figure 5. The proposed link crosses a lot owned by Byron Shire Council. Owners Consent may be required for this temporary work.

The temporary pathway can be created using suitable rubber matting or similar.

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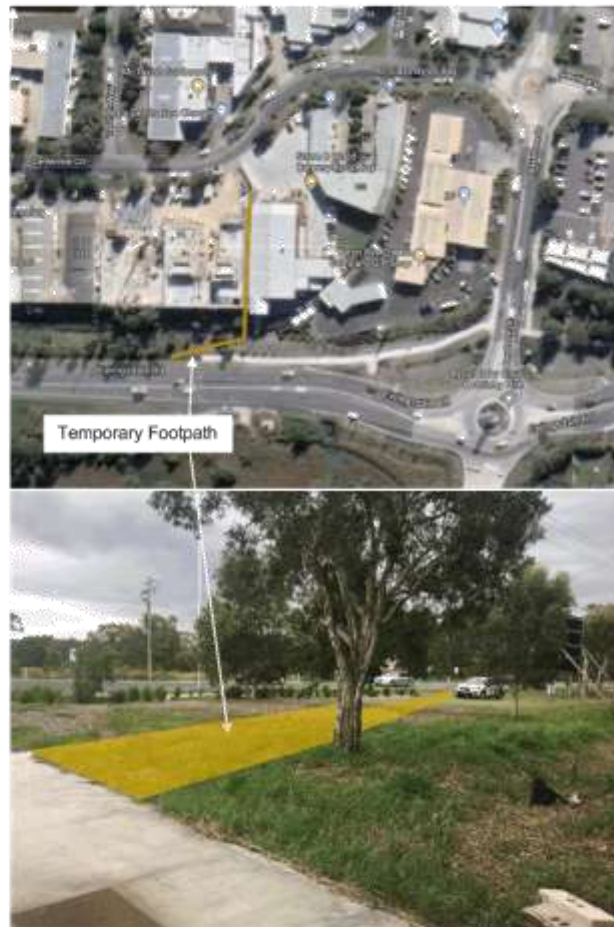


Figure 5 – Temporary footpath link from Ewingsdale Road footway

It was observed in 2019 that the number of cars parked in the Cavanbah Centre and around the industrial area was significantly less than expected and the impact was minor. It was observed that a majority of patrons were arriving by being "dropped off" at the event, and leaving by arranging a "pick-up" or using the shuttle bus service.

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3. PROPOSED DEVELOPMENT**3.1 Description**

The proposed development, 'Festival of the Stone' events, will be held on Saturday of the June long weekend from 2020 to 2022. Gates are proposed to open at 3 pm and close at 10 pm.

The total attendees is 2000 patrons and staff. The event staff on site, including performers and security, is estimated for the purpose of the traffic report at 100.

Event patron vehicle access to/ and from the off-street parking site at the Cavanbah Centre, will be under the management of the traffic control plan (event directional signage) and parking marshalls.

A temporary road closure will be implemented under an approved traffic control plan at the site frontage on Centennial Circuit during the event times to separate pedestrians from external vehicle traffic.

3.2 Access

Vehicle access to the event shuttle bus and taxi drop off zone at the site will be within the proposed temporary road closure on Centennial Circuit fronting the site. Event marshalls will be provided to assist with managing pedestrians and vehicle drop-offs at the site frontage.

There is a need for service vehicles, performer's vehicles, food stall operators, and officials to enter and exit the site. These movements are planned to be undertaken before and after gates are open/shut for the event and all patrons have left the site. Emergency vehicles will be able to access the site at the entry location. Opening of these gates would be under the control of event staff.

3.3 External and Internal Circulation at the Site

No vehicles (other than in an emergency) will be permitted to enter the site during the event. Refer to the Emergency Response and Evacuation Procedure for further details.

Unlike other larger events that are generally adjacent to arterial roads, it is not proposed to implement 'no stopping' areas along roadsides to prevent drop-off and pick-up of patrons on roadsides. Due to the smaller scale of the proposed event, its timing and the type of roads surrounding the site, it is considered that patrons can be dropped off safely in the area and make their way by foot to the gate. If this becomes an issue at the first event the TCP would be revised for future events.

The largest vehicles, which will access the site, are small/ medium trucks and towed food vans, which will be used to transport equipment for the bands performing at the Event, deliver site toilets and set up food vendors. Equipment and food vans will be set up prior to the Event and removed after the conclusion of the Event.

3.4 Parking

The event is proposed to include up to 1900 patrons and approximately 100 staff and others. There is sufficient parking for the event with provision of off-street parking at the Cavanbah Centre and on-street parking spaces in the industrial estate west of Bayshore Drive. The arrival of patrons by shuttle bus, taxi and other drop-off will reduce the impact of on-street parking.

In 2019, a total of 1020 tickets were sold/issued for the event for patrons and staff.

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We carried out some brief traffic observations after 7pm and found that approximately 20 cars were parked at the Cavanbah Centre and approximately 50 cars were parked in the industrial area near the event.

We were advised by other event staff that most patrons were being dropped off at the site, and that the arrivals were spread over a number of hours throughout the afternoon and evening. There was no obvious peak in the arrivals profile based on these observations.

It is estimated that approximately 20% of ticket holders arrived in vehicles that parked near the event (210 persons in 70 cars based on an assumed 3 persons per vehicle). The remaining ticket holders are expected to arrive by "drop-off", using the shuttle service, by taxi/uber and private vehicles.

Actual attendance at the event based on event-brite check-ins was 853 persons. So it is estimated that approximately 643 patrons arrived by "drop-off".

Using the above observations, an event of 2000 persons would require:

- Up to 150 car spaces;
- "drop-off" of up to 1300 patrons over the afternoon and evening.

Parking spaces available for patrons include approximately 200 spaces on-street parking in the industrial area west of Bayshore Drive, and at least 300 spaces at the Cavanbah Centre parking area. Additional on-street overflow parking is available to the east of Bayshore Drive. Supply of parking spaces is not an issue with the proposed event.

Disabled access is proposed to be provided at the shuttle bus/ taxi drop-off area. Disabled patrons would be set-down on Centennial Circuit in front of the event entry.

4. Impact of proposed development

4.1 Traffic Generation of Proposed Development

Arrival Traffic

The estimated number of trips for arrivals to the event includes:

- 150 cars arriving and parking for the duration of the event;
- 433 vehicles performing "drop-off" of 1300 patrons in Centennial Circuit.
- These trip numbers have excluded the number of patrons using the shuttle service, so the trip generation is conservative for the purpose of the analysis.

Based on previous event experience we have estimated that drop-off vehicles have an average occupation of 3 persons per vehicle. Hence there is an estimated 433 arrival trips.

The greatest potential impact on traffic will be if the event arrivals peak flow coincides with the afternoon background peak flow of traffic (peak flow occurring after 3pm).

We have completed a SIDRA Network analysis to estimate the potential traffic impacts from the event. We have assumed that all traffic arrives during 1 hour for the analysis. We know from previous experience that arrivals will occur over an extended period of time of 2-3 hours or more.

Departure Traffic

Patron peak exit flows after the event would be after 9:30pm on the Saturday Night. The traffic generated by the patrons leaving the event would not coincide with any significant background traffic hence the impact on traffic queuing and Level of Service will be minimal.

The most important issue during departures is to manage patron/ pedestrian safety as they leave the event site. This scenario has not been analysed in SIDRA. Management measures proposed include:

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- Implementation of the temporary road closure;
- Provision of shuttle bus services;
- Temporary pedestrian walkway suitable for night-time access to Cavanbah Centre.

SIDRA Network Model

The SIDRA Network Layout created for this analysis is shown in Figure 5. Centennial Circuit is modelled as one-way from Brigantine Street, which both represents the proposed one-way trial and also represents the proposed road closure which would accommodate shuttle bus and taxi/ uber traffic only.

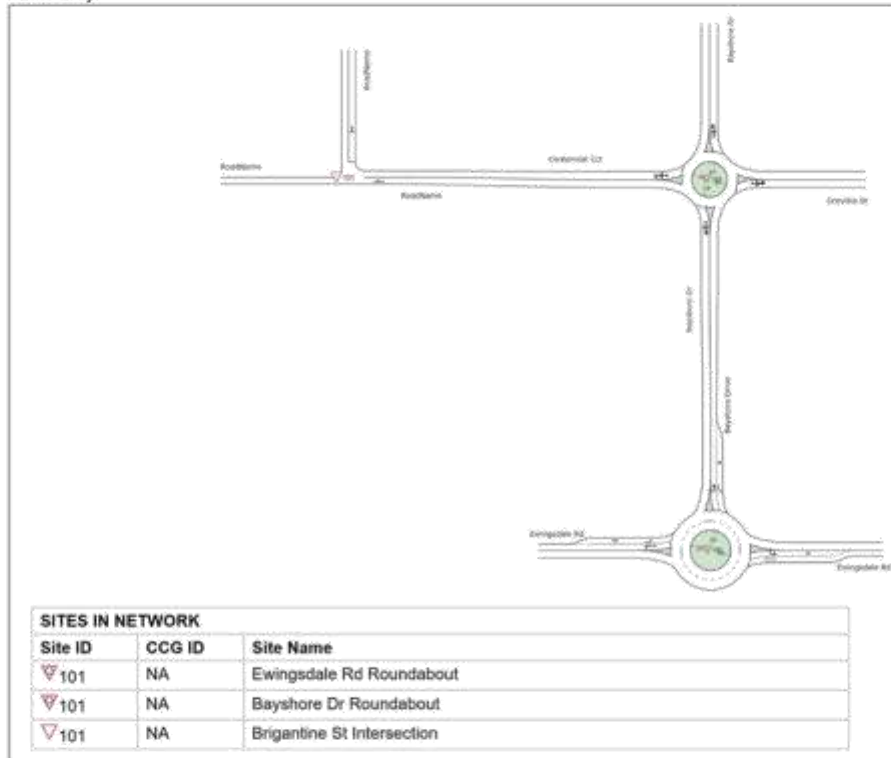


Figure 6 – SIDRA Network Layout - Festival of The Stone

Background Traffic – Pre-Event Afternoon Peak after 3pm

We have utilised traffic count data from Byron Shire Council undertaken on Ewingsdale Road prior to the construction of the Ewingsdale Road/ Bayshore Drive Roundabout, and from a counter installed separately on Bayshore Drive. The reports included:

- SP0591 Bayshore Dr 15m north Roundabout September 2019
- SP0516 Ewingsdale Rd WB only at Bayshore Dr January 2016
- SP0515 Ewingsdale Rd Left Turn Slip Lane January 2016
- SP0514 Ewingsdale Rd EB only at Bayshore Dr January 2016

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The input volumes are shown in the following Figures 5-7. Input volumes to minor approaches were assumed.

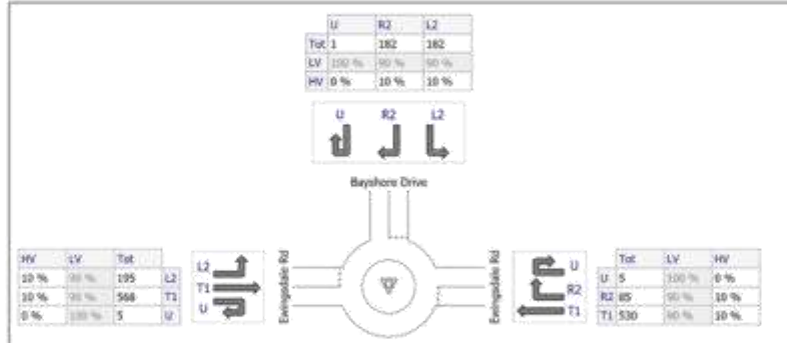


Figure 7 – SIDRA Input Volumes – Background Traffic Peak Flow after 3pm

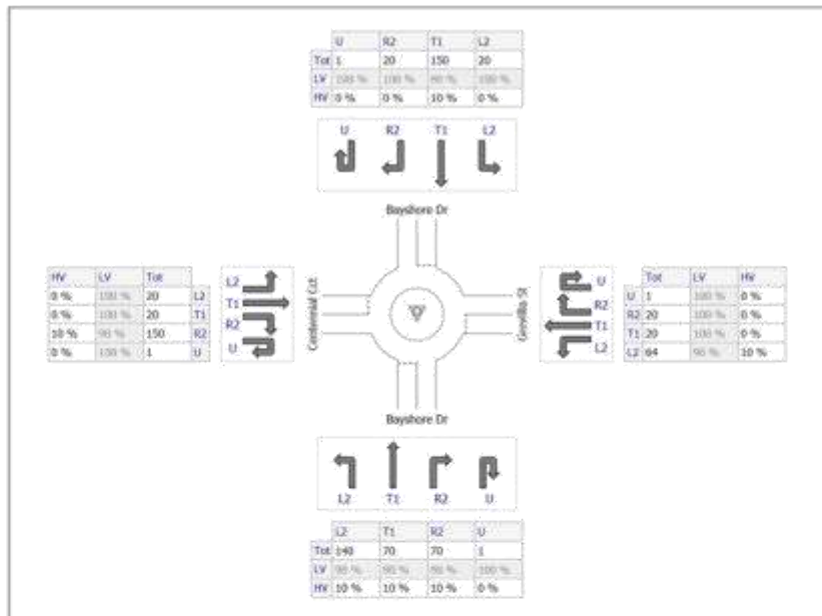


Figure 8 – SIDRA Input Volumes – Background Traffic Peak Flow after 3pm

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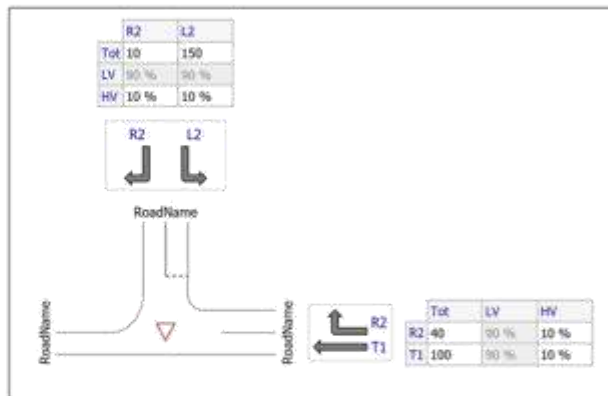


Figure 9- SIDRA Input Volumes – Background Traffic Peak Flow after 3pm

Event Traffic – Afternoon Arrivals Scenario

As discussed above, the greatest potential impact on traffic will be if the event arrivals peak flow coincides with the afternoon peak flow of traffic (peak flow occurring after 3pm).

We have assumed conservatively that all arrivals traffic occurs in a 1 hour period of time. The input volumes are shown in the following Figures 8-10, and the volumes are based on:

- 430 vehicles performing "drop-off" near the event site;
- 100 vehicles parking in the streets of the Industrial Estate near the event site;
- All vehicles arriving via Ewingsdale Road and Centennial Circuit.

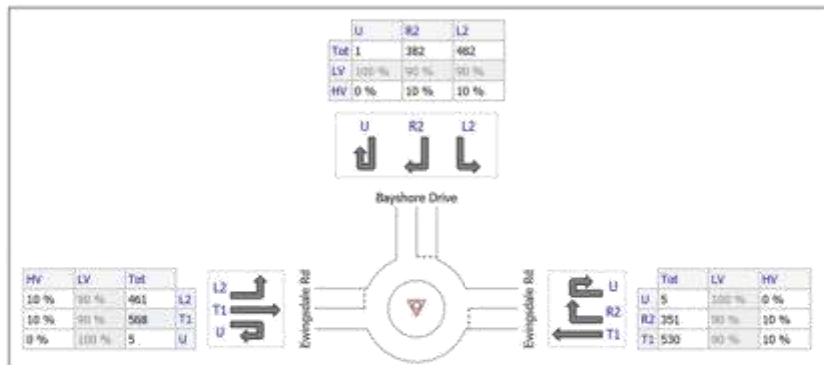


Figure 10 - SIDRA Input Volumes – Event Arrivals Traffic Peak Flow after 3pm

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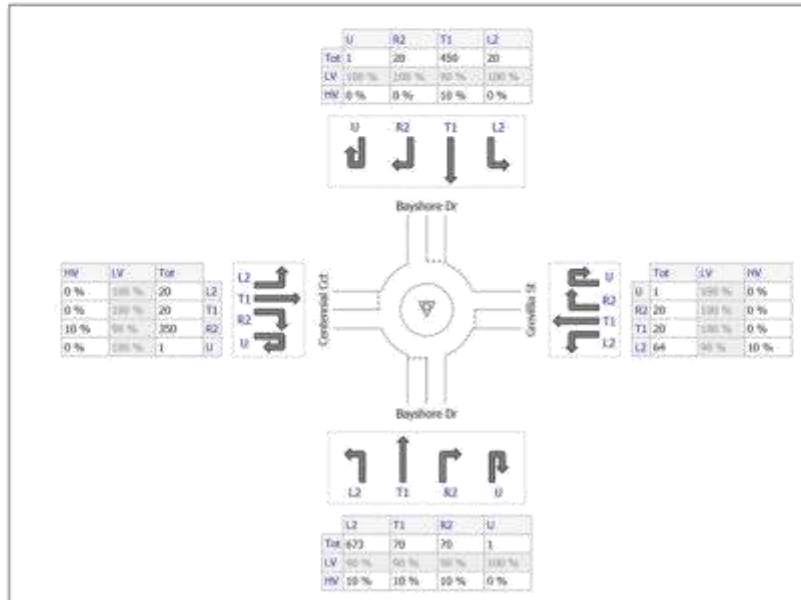


Figure 11 - SIDRA Input Volumes - Event Arrivals Traffic Peak Flow after 3pm

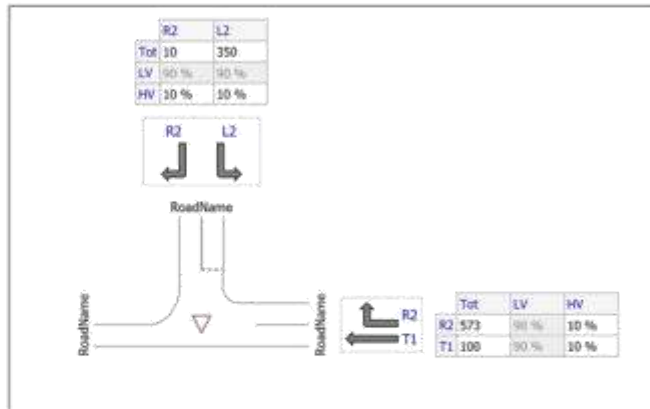


Figure 12- SIDRA Input Volumes - Event Arrivals Traffic Peak Flow after 3pm

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SIDRA Outputs – Queuing Distance

The estimated queue distance (95 %ile) is shown for pre-event and during event in Figures 12-14. Level of Service, LOS A is predicted for both scenarios at all intersections in the network.

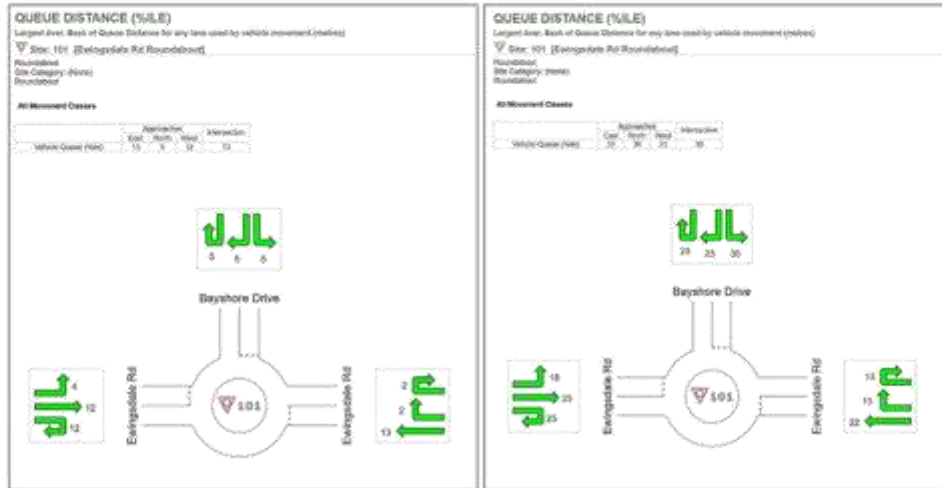


Figure 13 – Queue Distance – Background Traffic (Left) and Event Arrivals (Right)

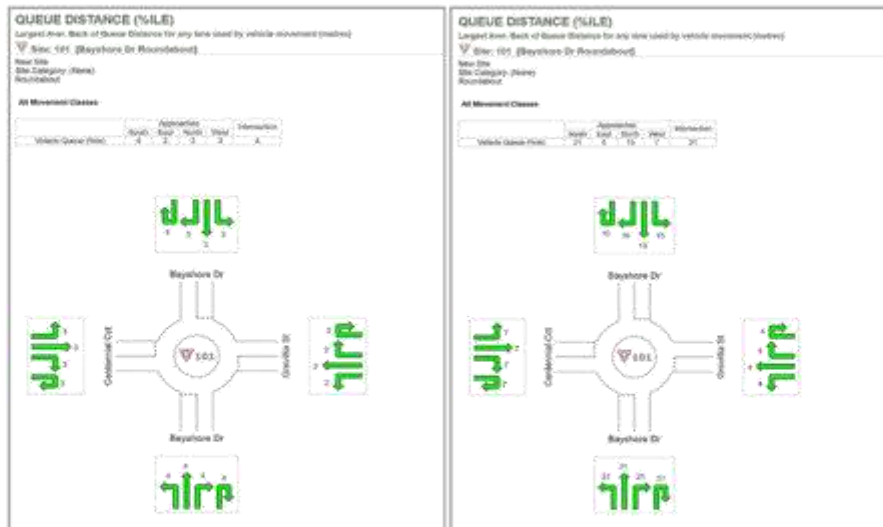


Figure 14 - Queue Distance – Background Traffic (Left) and Event Arrivals (Right)

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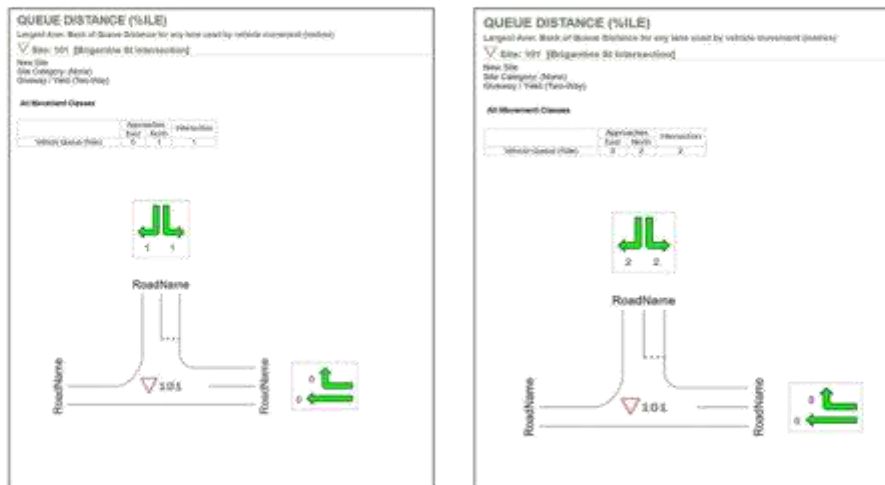


Figure 15 - Queue Distance – Background Traffic (Left) and Event Arrivals (Right)

SIDRA Outputs – Level of Service

The estimated delay level of service is shown for pre-event and during event in Figures 16-18. Level of Service varies for turn movements from A to C. The LOS criteria are shown in Figure 15.

LOS C is shown for right turn from Brigantine Street. This turn movement will be managed or prohibited with implementation of the proposed Traffic Control Plan.

Level of Service (LOS B) is acceptable during the peak flow period. Normal weekday traffic exhibits similar queuing and delay at these intersections as predicted during the event.

Table 3.3: LOS criteria for roundabouts

LOS	Average control delay d (s/veh)
A	$d \leq 10$
B	$10 < d \leq 20$
C	$20 < d \leq 35$
D	$35 < d \leq 50$
E	$50 < d \leq 70$
F	$70 < d$

Source: SIDRA Intersection User Guide (Akcelik & Associates 2011).

Figure 16 - LOS Criteria for roundabouts, Source: Austroads Guide to Traffic management Part 3, Table 3.1

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Note: Control delay includes delay associated with vehicles slowing in advance of an intersection, the time spent stopped on an intersection approach, the time spent as vehicles move up in the queue, and the time needed for vehicles to accelerate to their desired speed.

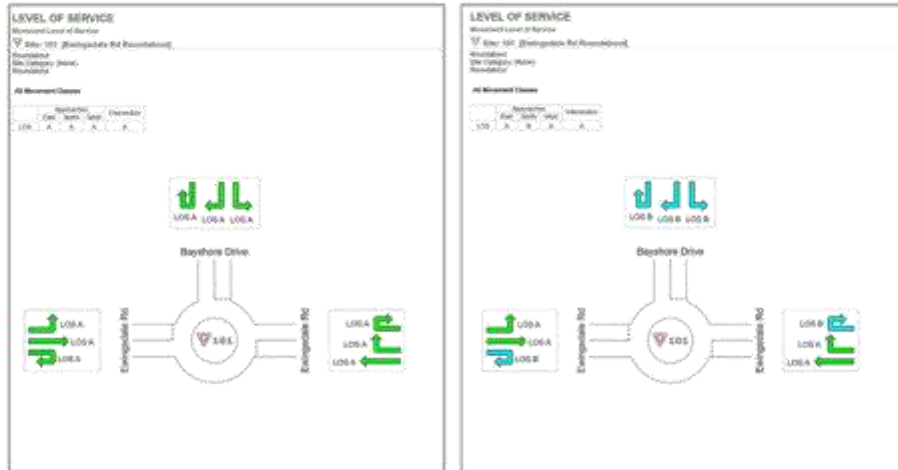


Figure 17- LOS – Background Traffic (Left) and Event Arrivals (Right)

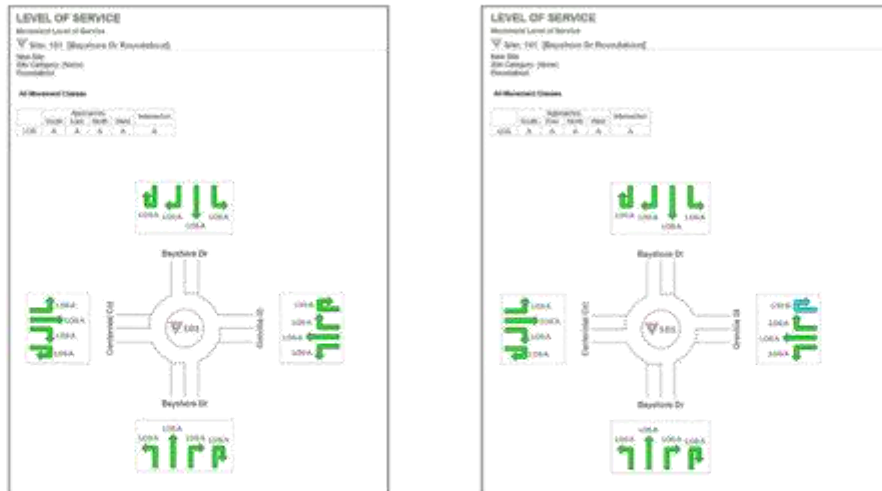


Figure 18 - LOS – Background Traffic (Left) and Event Arrivals (Right)

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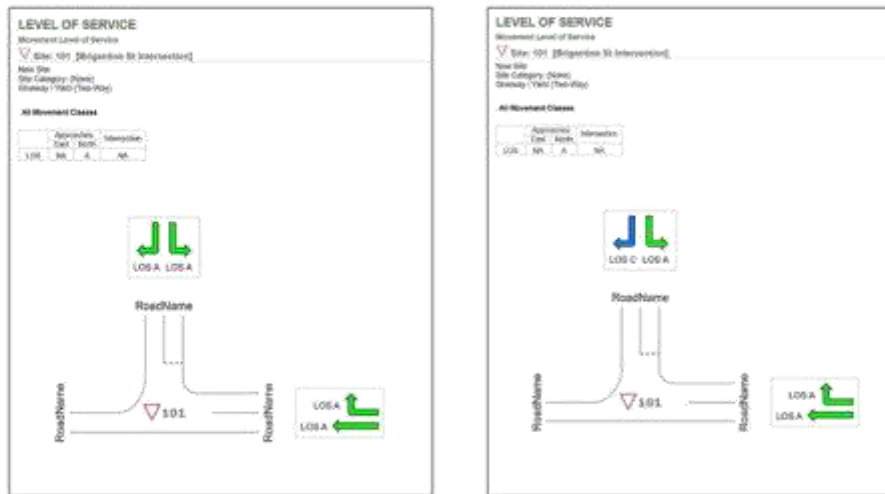


Figure 19- LOS – Background Traffic (Left) and Event Arrivals (Right)

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4.2 Impact on Traffic and Pedestrian Safety

The main potential safety issues (and movement conflicts) are:

- Queueing of drop-off vehicles in Centennial Circuit and Brigantine Street;
- Vehicles turning into the Industrial area from Ewingsdale Road;
- Vehicles from the event car parking areas, set-down and pick-up areas leaving the event;
- Pedestrians crossing roads in the industrial area and queueing at the entry on arrival;
- Patrons leaving the event site and seeking transport;
- Service and emergency vehicles entering and leaving the event site;
- Hostile Vehicle Mitigation.

These are proposed to be addressed with the following mitigation measures:

- **Event traffic marshalls and traffic controllers** controlling entry to the site drop-off zone and pedestrian queueing in Centennial Circuit for the duration of the event;
- **Traffic controllers** managing road closures for the duration of the event;
- **Directional signage** be provided on Ewingsdale Road to assist vehicles finding the event parking area at the Cavanbah Centre;
- Minor queueing and delays can be expected for non-event traffic;
- **Event parking marshalls** managing the parking of vehicles at the off-street parking site;
- **Contingency TCP including traffic controllers** be available to be implemented as required.
- **Implement temporary road closure on Centennial Circuit between Brigantine Street to Tasman Way** to provide safe pedestrian access and queueing areas at the event entry
- It is anticipated that the speed environment of the streets in the industrial area during the event would reduce the general speed of vehicles allowing pedestrians to manage crossing of roads and footpaths safely without provision of formal temporary crossing facilities;
- **Traffic Barriers** for temporary hostile vehicle mitigation to provide physical barrier to areas where patrons will gather;
- **Shuttle Bus Service** to and from the event. Shuttle service efficiency will be increased at departure times to reduce the risk of patrons leaving the event site on foot and reduce crowding at the end of the night.

4.3 Impact of Generated Traffic

This proposed *'Festival of the Stone'* event is of a relatively small scale, and is unlikely to cause any significant traffic delays.

Implementation of safety mitigation measures indicated in Section 4.2 would also assist in minimising traffic delays.

SIDRA analysis of event arrivals shows no prediction of significant queueing or delays.

While departures from the event will not have a significant impact on background traffic, managing patron/ pedestrian safety will be a priority.

4.4 Recommended Works

It is recommended that the Event, while having a small impact on the traffic in the local road network surrounding the site, can proceed with the following mitigation works:

- A formal Traffic Control Plan (TCP) be prepared for the temporary traffic works in accordance with the works described in this report. The Traffic Control Plan is to be complied with at all times as nominated in the plan.

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- That businesses in the immediate area are notified of the proposed temporary road closure, event bump-in and patron arrival times as there may be an impact on their property access, local travel times and on-street parking availability during these hours.
- That access to off-street parking is prevented at businesses that will be operating during bump-in and patron arrival times to prevent nuisance event parking.

Recommended works include:

- Temporary road closure at drop-off zone/ site frontage;
- Event car parking to be permissible on-street in the industrial area, and off-street parking be provided at the Cavanbah Centre;
- Disabled access be provided by vehicle drop-off at the designated drop-off zone;
- Parking at the Cavanbah Centre to be controlled by event parking marshalls;
- Shuttle Bus and taxi set down and pick up of patrons is to occur in Centennial Circuit;
- Temporary signage to be erected as shown in the Traffic Control Plan to assist traffic flows.
- Event traffic marshalls and traffic controllers to be provided to assist in controlling the site drop-off point and queueing of pedestrians;
- A contingency Traffic Control Plan is to be developed with traffic controllers (and implemented if required) for managing excessive queueing and/or poor traffic flow at Centennial Circuit if the situation arises;
- Provision of temporary traffic barriers in accordance with hostile vehicle mitigation guidelines;
- Traffic and parking monitoring be undertaken during the event by a suitably qualified civil engineer to evaluate the traffic performance of the event.

5.0 Risk assessment

An example risk assessment for the traffic operation of this event is described in this chapter. The risk assessment is set up such to identify potential risks to public health as a result of the event traffic operations.

It is noted that it is the combined responsibility of event management and government authorities to ensure that there is sufficient funding available and personnel in place for adequate implementation of the traffic control plans, infrastructure and risk mitigation measures.

The example risk assessment proposed in this report is provided as a guide.

We recommend that after all relevant staff, consultants and contractors have been engaged by the Event Manager, that a risk management meeting is held prior to the event. During this risk management meeting a final risk assessment shall be established which would be included in the event management manual.

The classification of risks for the purpose of this risk assessment is depicted in Figure 9 and associated definitions are provided in Table 1.

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Figure 9 - Risk classification matrix

		LIKELIHOOD OF OCCURANCE			
		1. Very likely (could happen anytime)	2. Likely (could happen sometime)	3. Unlikely (could happen, but only rarely)	4. Very Unlikely (could happen but probably never will)
CONSEQUENCE	A. Death or permanent disability	1	1	2	3
	B. Long term illness or serious injury	1	2	3	4
	C. Medical attention or several days off work	2	3	4	5
	D. First aid needed	3	4	5	6

Table 1 - Risk definitions

Risk Class	Time Frame for Corrective Action	Role/Responsibility
Class 1 – Extreme risk	Immediate action required	Senior management – Executive
Class 2 – Very high risk	Immediate action required	Senior management
Class 3 – High risk	Immediate action required	Senior management
Class 4 – Medium risk	Close-of-business of current day	Management responsibility must be specified
Class 5 – Low risk	Within 24 hours	Manage by routine procedures
Class 6 – Very low risk	Within 48 hours	Manage by routine procedures

The risk assessment is provided below.



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RISK ASSESSMENT												
Activity	Hazard description	Direct consequence	Potential indirect consequence	Initial Risk Rating			Method for risk mitigation	Responsible person for mitigation implementation	Person responsible for ensuring sufficient funding to enact mitigation	Residual Risk Rating		
				L	C	Risk Class				L	C	Risk Class
Traffic control on public road	Traffic controller hit by car	Injury or death	Traffic congestion and queue growth	3	A	2	Ensure proper implementation of traffic control plan Ensure TC staff compliance with WHS regulations and other relevant legislation	Traffic control manager Supervisors and overseers	Festival General Manager Festival General Manager	4	A	3
On-site vehicle processing	Insufficient rate at which vehicles are processed	Traffic congestion and queue growth	Collision on public road	2	A	1	Ensure sufficient staff for vehicle processing Ensure adequate equipment to enable staff to process vehicles safely and efficiently Enactment of snake in southern car park to create additional vehicle storage Traffic controllers on public road to control back of queue	Parking manager Parking manager Event traffic manager Traffic control manager	Festival General Manager Festival General Manager Festival General Manager Festival General Manager	4	A	3
Patron arrival, departure and additional festival traffic generation throughout event	Higher patron arrival flow than anticipated	Traffic congestion	Collision on public road	2	A	1	Traffic management plan to allow for sufficient contingency Contingency plans available for enactment if needed Queue warning vehicle implementation	Traffic Engineer Traffic Engineer and traffic control manager Traffic control manager	Festival General Manager Festival General Manager Festival General Manager	4	A	3
	More concentrated arrival peak than anticipated	Traffic congestion	Collision on public road	2	A	1	Traffic management plan to allow for sufficient contingency Contingency plans available for enactment if needed Queue warning vehicle implementation	Traffic Engineer Traffic Engineer and traffic control manager Traffic control manager	Festival General Manager Festival General Manager Festival General Manager	4	A	3
	Crash on critical intersection or traffic lane	Injury or death	Traffic congestion and queue growth	3	A	2	Secure crash site Provide required aid to persons involved Manage traffic at crash site Manage back of queue	Police Emergency services Police Traffic control manager	NSW Police Force NSW Ambulance Service NSW Police Force Festival General Manager	4	A	3
	On-site crash	Injury or death	Traffic congestion and queue growth	2	A	1	Ensure adequate on-site road network Ensure sufficient visibility through corners Ensure low speed environment Prevent occurrence of sudden stopping Secure crash site Provide required aid to persons involved Manage traffic at crash site Manage back of queue	NBP General Manager NBP General Manager and Event Traffic Manager Event traffic manager Event traffic manager Police Emergency services Police Traffic control manager	NBP shareholders NBP shareholders and Festival General Manager Festival General Manager Festival General Manager NSW Police Force NSW Ambulance Service NSW Police Force Festival General Manager	3	C	4
	On-site vehicle break down	Traffic congestion and queue growth	Collision on public road	2	A	1	Remove vehicle from traffic lane Enactment of snake in southern car park to create additional vehicle storage Traffic Management Plan to include low speed zones in high risk areas Traffic controllers on public road to control back of queue	Event traffic manager Event traffic manager Traffic Engineer Traffic control manager	Festival General Manager Festival General Manager Festival General Manager Festival General Manager	4	B	4
	Queue on motorway, motorway off ramp or arterial road	Traffic congestion and queue growth	Potential back of queue crash	3	A	2	Contingency plans available for enactment if needed Queue warning vehicle implementation	Traffic Engineer and traffic control manager Traffic control manager	Festival General Manager Festival General Manager	4	A	3
	On-site fire or bush fire	Panic by drivers	Potential collisions on site and public road	2	A	1	Fire prevention by site planning, vegetation maintenance and crowd control Fire identification and fighting Monitor weather and issue severe weather warnings to staff, contractors and patrons	NBP General Manager and Event Manager RFS and Event manager Event manager	NBP shareholders and Festival General Manager RFS and Festival General Manager Festival General Manager	2	D	4
	Severe wind, rain and/or hail	Sudden stop of traffic flow and uncontrolled placing of vehicles on traffic lane and road shoulder	Collision	2	A	1	Queue warning vehicle implementation VMS text to be changed to warn drivers of severe weather and traffic congestion	Traffic control manager Traffic control manager	Festival General Manager Festival General Manager	3	B	3



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6.0 Copies of the traffic management plan

Copies of the Traffic Management Plan, after signature by the relevant persons nominated in the plan, shall be forwarded to the following authorities as a reference should there be any need for contact, such as in the case of an emergency.

- Byron Bay Police Force,
- The Byron Bay Ambulance Service,
- The Rural Fire Service & Fire and Rescue NSW, and
- Byron Shire Council.

7.0 Audit checklist

Any Traffic Controllers shall complete the TCP Audit Check list as included in this report, before the start of the Event and immediately prior to the closure of the Event. The aim of this audit is to ensure that all the requirements of the TCP have been in place for the full duration of the event.

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AUDIT CHECKLIST				
Date:		Time:		Auditor:
Office/Company:			Site Supervisor:	
Location:				
Nature of Activity:				
Duration of Activity:				
Road Configuration:				
1	Provision for Activity	YES	NO	N/A
1.1	Has an approved TCP been provided			
2	Implementation			
2.1	Are all signs & devices installed in accordance with TCP?			
2.2	Are there any contradictory, distracting or superfluous signs or markings?			
2.3	Are signs suitably placed with regard to:			
2.3.1	Sight distance			
2.3.2	Motorists approaching at high speed			
2.3.3	Queue lengths			
2.3.4	Visibility, shade, light glare?			
2.4	Are all signs displayed appropriate for the current conditions?			
2.5	Are there any damaged or defective signs?			
2.6	Have the needs of pedestrians been considered?			
2.7	Have the needs of cyclists been considered?			
2.8	Are safety barriers required?			
2.9	Are safety barriers installed correctly?			
2.10	Has access to the site been provided?			
3	Documentation Sighted			
3.1	TCP, including details & modifications			
3.2	Direction to Restrict (DTR)			
3.3	Traffic controllers certification			
4	Has the Signage been covered for non RTA Controllers operation as specified on the TC Plan			
Comments/Findings				
Recommendations/Corrective Action				
Auditor (signed)		Site Supervisor:		

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8.0 Responsible organisations contact persons and signatures

The following persons have read and understand this Traffic Management Plan prepared for 'Festival of the Stone' event, to be conducted at Stone and Wood Brewery, Centennial Circuit, Byron Bay, and will implement this plan.

Traffic Control Supervisor:

Name of responsible person who can be contacted on the following phone numbers:

Name: Signature:

Phone: Mobile Phone:

Event Site Manager:

Name of responsible person who can be contacted on the following phone numbers:

Name: Signature:

Phone: Mobile Phone:

Event Promoter:

Name of responsible person who can be contacted on the following phone numbers:

Name: Signature:

Phone: Mobile Phone:

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REFERENCES

Traffic Control at Worksites, Roads and Traffic Authority NSW, version 5.0, 27 July 2018

Guide to Traffic and Transport Management for Special Events, NSW Government, version 3.5 July 2018

Event Traffic Management Design Guidelines, QLD Department of Transport and Main Roads, July 2018

AS1742.3-2009 Manual of Uniform Traffic Control Devices Part 3: Traffic Control for Works on Roads, Standards Australia, January 2009

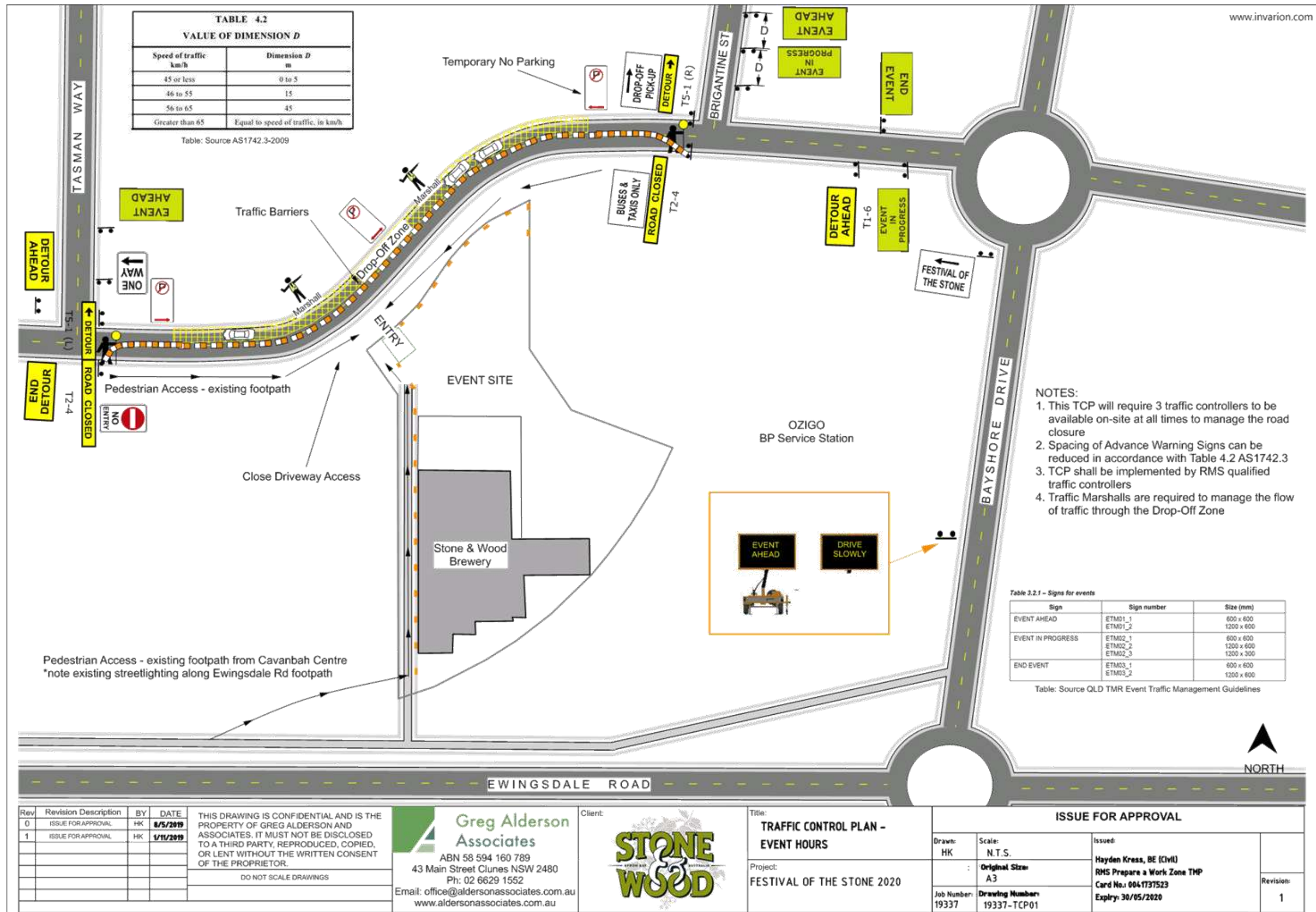
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APPENDIX A – Traffic Control Plans

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ISSUE FOR APPROVAL			
Drawn: HK	Scale: N.T.S.	Issued:	Revision: 1
:	Original Size: A3	Hayden Kress, BE (Civil) RMS Prepare a Work Zone TMP Card No. 0041737523	
Job Number: 19337	Drawing Number: 19337-TCP03	Expiry: 30/05/2020	