

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, 11 June 2024
Time	11.30am

Phil Holloway
Director Infrastructure Services

I2024/910
Distributed 04/06/24

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 14 May 2024

4. MATTERS ARISING

5. OUTSTANDING ISSUES/RESOLUTIONS

6. REGULATORY MATTERS

- 6.1 Signage requests from Compliance Team – Linda Vidler Sports Field; Wallum Place Byron Bay; Sommerset Street Byron Bay; Burns Street Byron Bay; Alcorn Street Suffolk Park, William Flick Lane Ewingsdale, Brunswick Terrace Mullumbimby and Station Street Carpark Mullumbimby. 3
- 6.2 29 Shirley Street, Byron Bay - Temporary changes to existing regulatory signage due to major civil works, new regulatory signage with line marking and associated Traffic Guidance Schemes 27
- 6.3 New parking signage for Wordsworth Street and Massinger Street, Byron Bay and Wilfred Street, Billinudgel..... 112
- 6.4 Toni Childs - Filming Road Closure Secondary Proposal 12 or 19 August 2024..... 119

7. FOR INFORMATION ONLY

- 7.1 Proposed Implementation of Regulatory Signage on Cenotaph Lane 138

REGULATORY MATTERS

Report No. 6.1 Signage requests from Compliance Team – Linda Vidler Sports Field; Wallum Place Byron Bay; Somerset Street Byron Bay; Burns Street Byron Bay; Alcorn Street Suffolk Park, William Flick Lane Ewingsdale, Brunswick Terrace Mullumbimby and Station Street Carpark Mullumbimby.

File No: I2024/762

BACKGROUND

Council's Community Enforcement Team have identified traffic and parking issues in eight locations and Manager Public & Environmental Services has provided regulatory signage recommendations for Local Traffic Committee approval, consistent with previous Traffic Engineer recommendations.

1. LINDA VIDLER SPORTS FIELD, BEECH DRIVE

The parking area of Linda Vidler Sports Field, in the vicinity of Beech Drive, Suffolk Park—refer to Figure 1 below.

This area has become an illegal camping hotspot especially during the busy periods with numerous amounts of resident complaints. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 1 for locality view and Figure 2 for street view.

Recommendation: It is recommended installing 2 “No Parking Area 1-6am” signs at the vehicle entrance to Linda Vidler Sports Field on Beech Drive as shown in Figure 3 below and as summarised in the table below. The sign layout shown in Figure 3 is considered to be indicative and dependant on actual site conditions encountered during installation.



Location (see fig.3)	Code	Description
A	R5-81A	No Parking (symbolic) Area 1am-6am
B	R5-81A	No Parking (symbolic) Area 1am-6am

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Financial implication: Funding is available in the Public & Environmental Services budget.

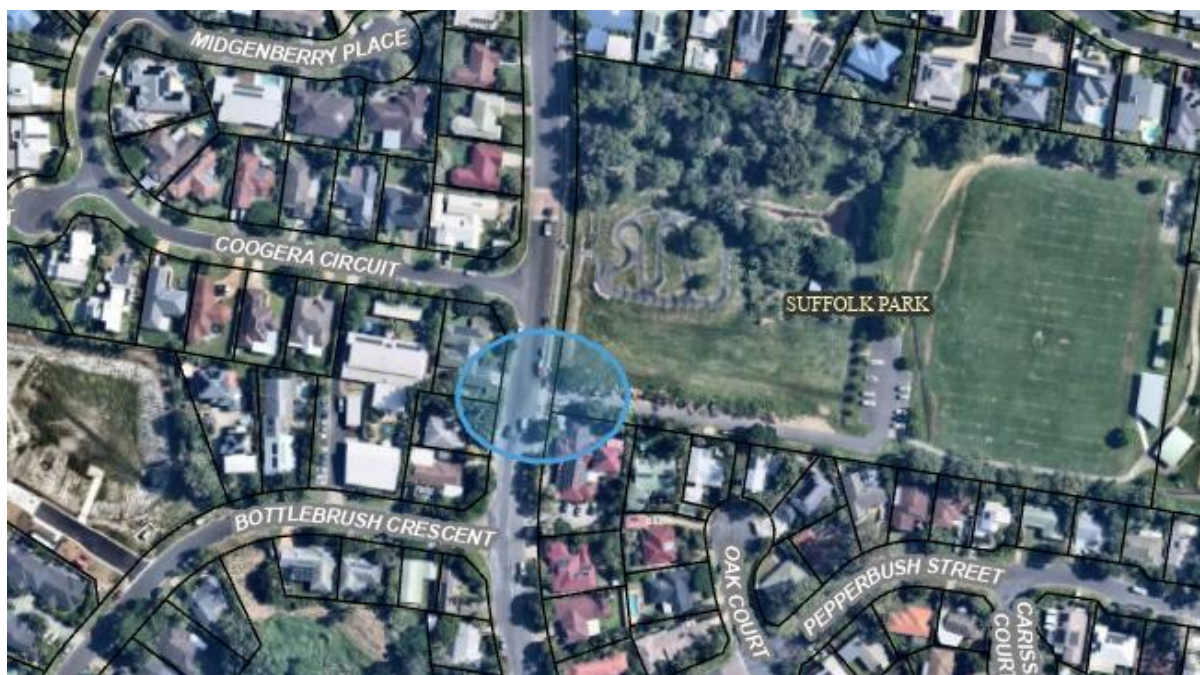


Figure 1. Linda Vidler Sports Field - locality plan



Figure 2. Linda Vidler Sports Field - street view

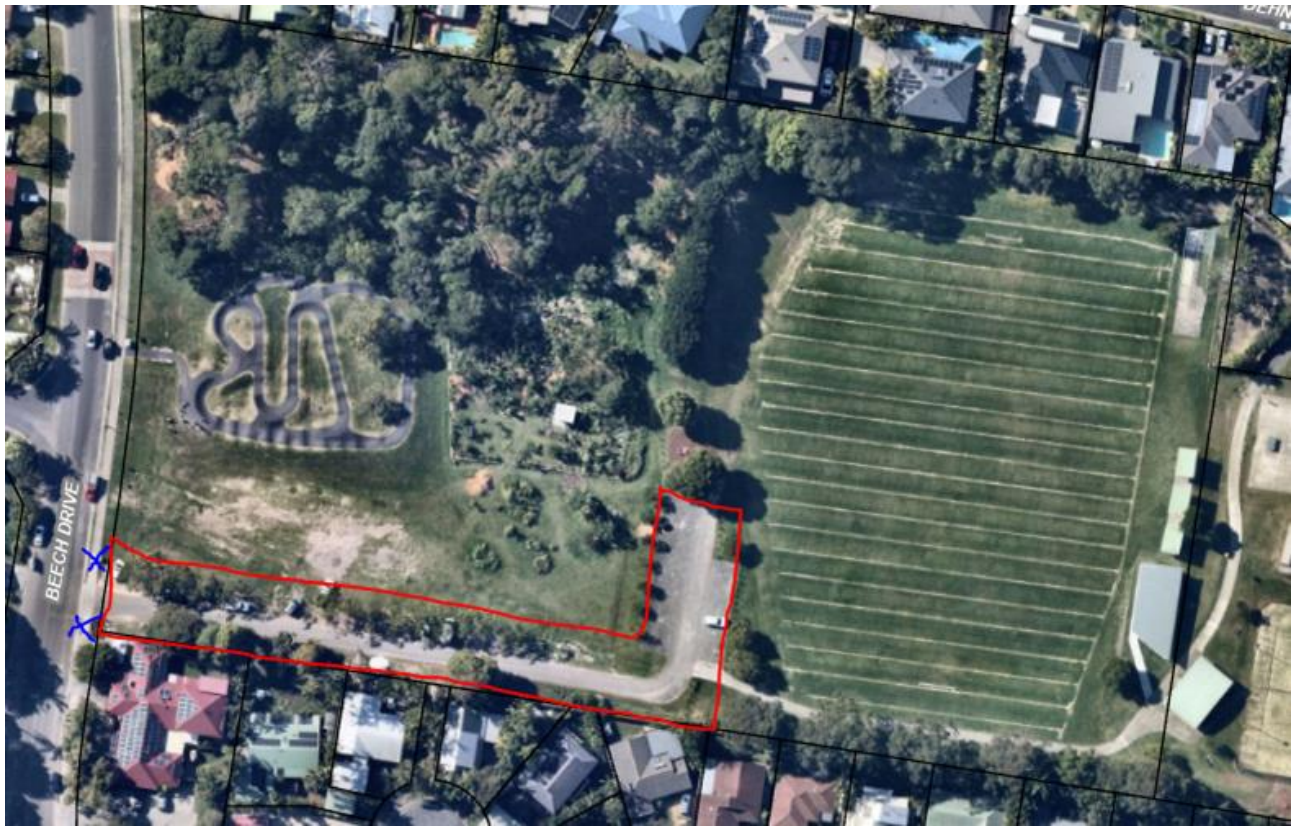


Figure 3. Linda Vidler Sports Field - proposed signage locations

5 2. WALLUM PLACE – BYRON BAY

Wallum Place, Byron Bay – refer to Figure 4. This area has also become an illegal camping hotspot especially during the busy periods with numerous amounts of resident complaints. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 4 for locality view. A street view is not available for this location.

Recommendation: It is recommended installing 2 “No Parking Area 1-6am” signs to the NW of Gallagher Street, as shown in Figure 5 below and as summarised in the table below. The sign layout shown in Figure 5 is considered to be indicative and dependant on actual site conditions encountered during installation.



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Location (see fig.5)	Code	Description
A	R5-81A	No Parking (symbolic) Area 1am-6am
B	R5-81A	No Parking (symbolic) Area 1am-6am

Financial implication: Funding is available in the Public & Environmental Services budget.



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Figure 4. Wallum Place, Byron Bay - locality view



Figure 5. Wallum Place, Byron Bay – proposed signage locations

3. SOUTHERN SIDE OF SOMERSET STREET, BYRON BAY

The Southern side of Somerset Street, Byron Bay – refer to Figure 6. This area has increased complaints from residents weekly due to it being an illegal camping hotspot all year round. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 6 for locality view and Figure 7 for street view.

Recommendation: It is recommended installing 4 “No parking 1-6am” signs (permit holders excepted) with arrows along the Southern (residential) side of Somerset Street as shown in Figure 8 below and as summarised in the table below. The sign layout shown in Figure 8 is considered to be indicative and dependant on actual site conditions encountered during installation.



Location (see fig.8)	Code	Description
A	R5-41R	No Parking (symbolic) 1am-6am (right arrow), permit holders excepted
B	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow), permit holders excepted
C	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow), permit holders excepted
D	R5-41L	No Parking (symbolic) 1am-6am (left arrow), permit holders excepted

Financial implication: Funding is available in the Public & Environmental Services budget.

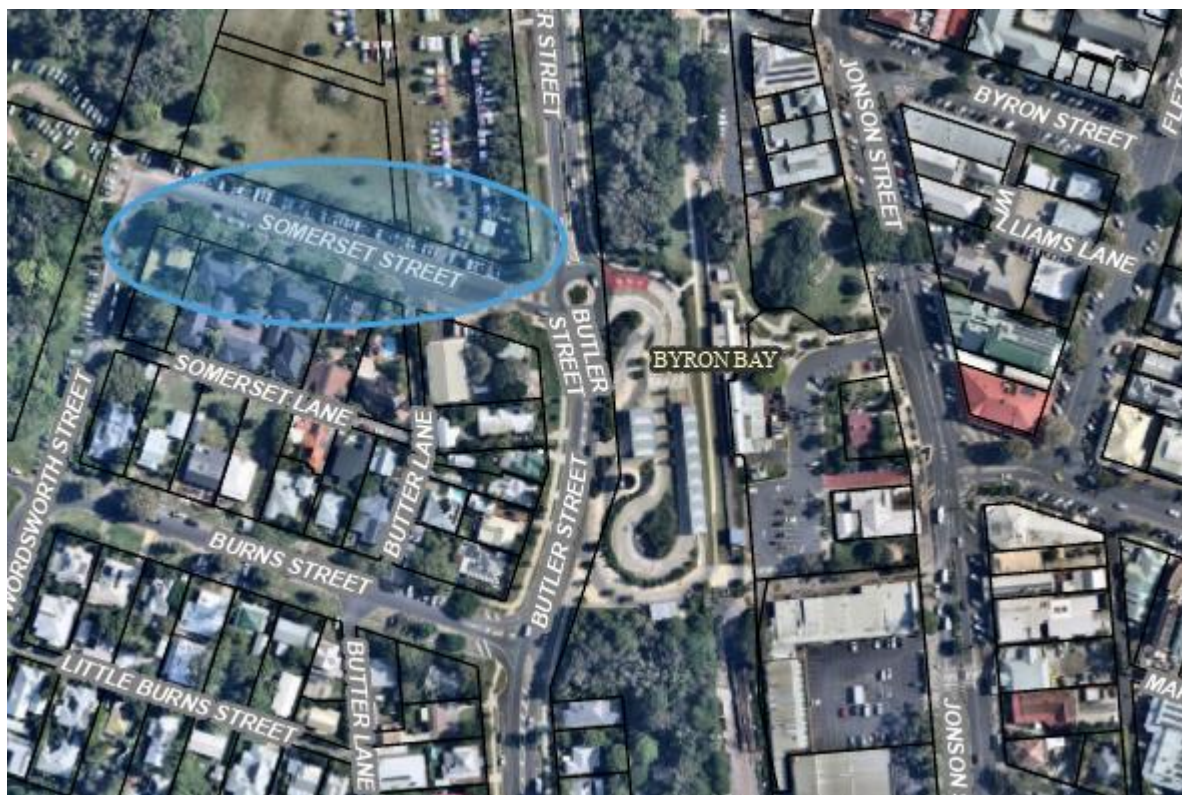


Figure 6. Somerset Street Byron Bay - locality view



5 Figure 7. Somerset Street, Byron Bay - street view



Figure 8. Southern Side of Somerset Street, Byron Bay– proposed signage locations

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4. SOUTHERN SIDE OF BURNS STREET, BYRON BAY

The southern side of Burns Street, Byron Bay – refer to Figure 9. This area has increased complaints from residents weekly due to it being an illegal camping hotspot all year round. Continues to be a problem area and causes great anxiety to elderly residents in this location. Consistent with other signage in this area. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 9 for locality view and Figure 10 for street view.

Recommendation: It is recommended installing 2 “No parking 1-6am signs” (permit holders excepted) with arrows located along the southern side of Burns Street between Butler Street and Butler Lane as shown in Figure 11 below and as summarised in the table below. The sign layout shown in Figure 11 is considered to be indicative and dependant on actual site conditions encountered during installation.



Location (see fig.11)	Code	Description
A	R5-41R	No Parking (symbolic) 1am-6am (right arrow), permit holders excepted
B	R5-41L	No Parking (symbolic) 1am-6am (left arrow), permit holders excepted

Financial implication: Funding is available in the Public & Environmental Services budget.



Figure 9. Burns Street, Byron Bay - locality view



Figure 10. Southern Side of Burns Street, Byron Bay – street view



Figure 11. Southern Side of Burns Street, Byron Bay – proposed signage locations

5. EASTERN SIDE OF ALCORN STREET, SUFFOLK PARK

- 5 The eastern side of Alcorn Street, Suffolk Park – refer to Figure 12. This area has a long history of complaints and dumped vehicles. Bush area between caravan park and Alcorn Street being used as a toilet which is concerning to neighbouring residents. Consistent with other signage in this area. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 12 for locality view and Figure 13 for street view.

Recommendation: It is recommended installing 4 “No parking 1-6am signs” with arrows located along the eastern side of Alcorn Street between MacGregor Street and Clifford Street as shown in Figure 14 below and as summarised in the table below. The sign layout shown in Figure 14 is considered to be indicative and dependant of actual site conditions encountered during installation.



Location (see fig.14)	Code	Description
A	R5-41R	No Parking (symbolic) 1am-6am (right arrow)
B	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow)
C	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow)
D	R5-41L	No Parking (symbolic) 1am-6am (left arrow)

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Financial implication: Funding is available in the Public & Environmental Services budget.



Figure 12. Alcorn Street, Suffolk Park - locality view



Figure 13. Alcorn Street, Suffolk Park - street view

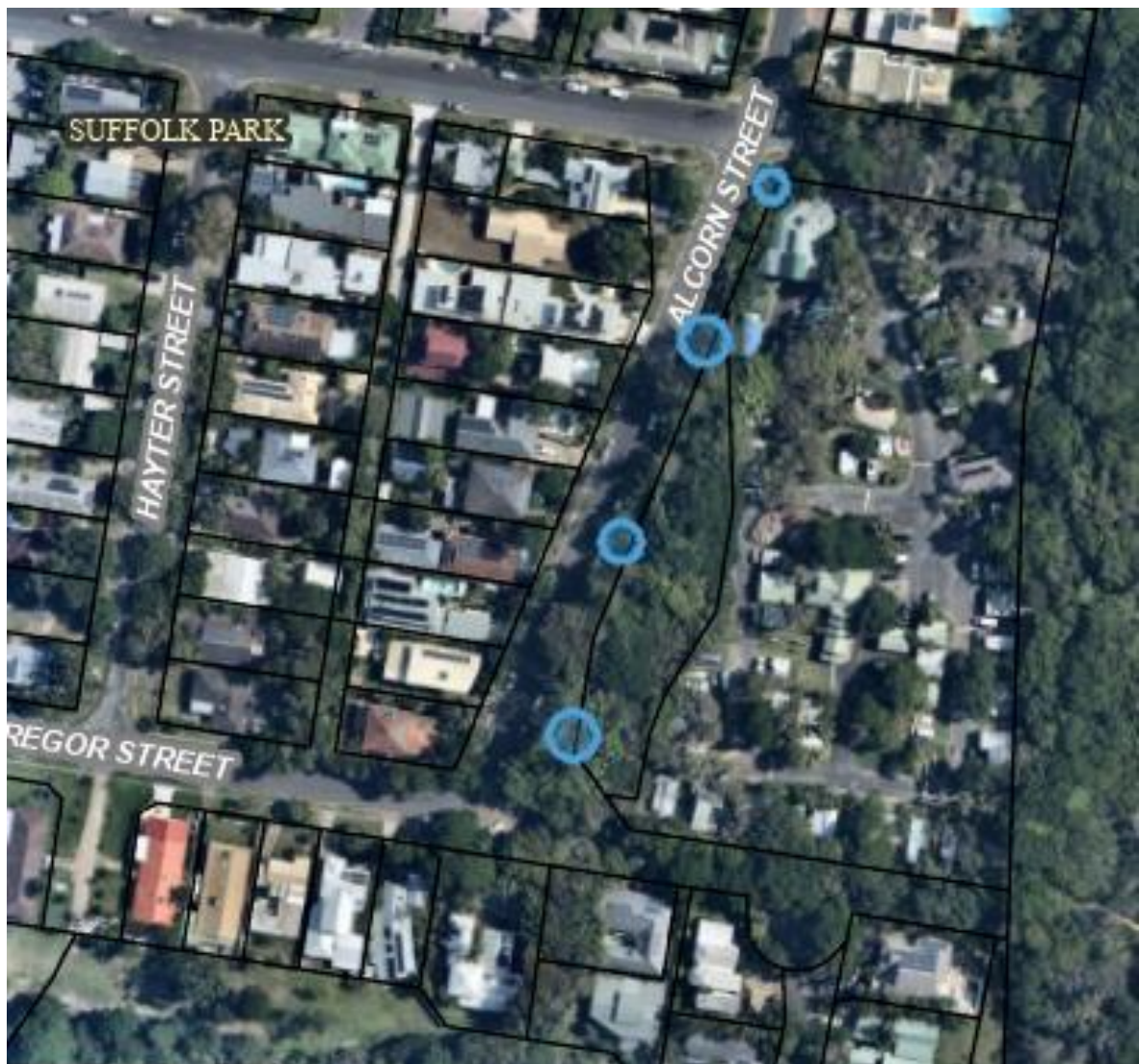


Figure 14. Alcorn Street, Suffolk Park – proposed sign locations

6. WILLIAM FLICK LANE, EWINGSDALE

- 5 William Flick Lane has outdated signage which is currently unenforceable. The eastern side has some faded No Parking 1-6am signage. The western side has a combination of No Parking 1-8am and 1-6am signage (along the area of the blue dotted line in Figure 17). This area has a long history of complaints regarding camping, illegal dumping, drug paraphernalia and dumped vehicles. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 15 for locality view and Figure 16 for street view.

- 15 **Recommendation:** It is recommended installing 2 large “No Parking Area 1-6am signs” at the entrance of William Flick Lane and near the entrance to Cuckoo Dove Place as shown in Figure 17 below and as summarised in the table below. The sign layout shown in Figure 17 is considered to be indicative and dependant on actual site conditions encountered during installation.



Location (see fig.17)	Code	Description
A	R5-81B	No Parking (symbolic) Area 1am-6am LARGE
B	R5-81B	No Parking (symbolic) Area 1am-6am LARGE
C	R5-81B	No Parking (symbolic) Area 1am-6am LARGE
D	R5-81B	No Parking (symbolic) Area 1am-6am LARGE

Financial implication: Funding is available in the Public & Environmental Services budget.



Figure 15. William Flick Lane, Ewingsdale - locality view



Figure 16. William Flick Lane, Ewingsdale - street view



Figure 17. William Flick Lane, Ewingsdale – proposed sign locations

7. BRUNSWICK TERRACE, MULLUMBIMBY

Brunswick Terrace, Mullumbimby receives weekly complaints from multiple residents all year round. Multiple vehicles camp in this location daily. The ability to park in this location overnight also encourages camping in tents along the river, in the park, behind the tennis courts and into the arboretum. Regular complaints from residents about campers playing loud music at night. One resident in this location has been requesting Council install signage for a number of years. Community Enforcement officers are unable to adequately enforce this location due to lack of signage. See Figure 18 for locality view and Figure 19 for street view.

- 10 **Recommendation:** It is recommended installing 6 “No parking 1-6am signs” with arrows along Brunswick Terrace from Murwillumbah Road to Tyagarah Street, as shown in Figure 20 below and as summarised in the table below. The sign layout shown in Figure 20 is considered to be indicative and dependant on actual site conditions encountered during installation.



Location (see fig.20)	Code	Description
A	R5-41R	No Parking (symbolic) 1am-6am (right arrow)
B	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow)
C	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow)
D	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow)
E	R5-41L&R	No Parking (symbolic) 1am-6am (double arrow)
F	R5-41L	No Parking (symbolic) 1am-6am (left arrow)

Financial implication: Funding is available in the Public & Environmental Services budget.



Figure 18. Brunswick Terrace, Mullumbimby - locality view



Figure 19. Brunswick Terrace, Mullumbimby - street view



Figure 20. Brunswick Terrace, Mullumbimby – proposed sign locations

8. STATION STREET CARPARK, MULLUMBIMBY

- 5 The Council car-park area adjacent to Council's operational building and Chambers located at Station Street, Mullumbimby – refer to Figure 21 below.

This area has become an illegal camping hotspot and is receiving complaints from local residents and users of the public car-park. Community Enforcement Officers are unable to adequately enforce this location due to lack of signage. See Figure 21 for locality view and

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Recommendation: It is recommended installing 4 “No Parking Area 1-6am” signs at the two vehicle entrances to the Station Street carpark as shown in Figure 23 below and as

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summarised in the table below. The sign layout shown in Figure 23 is considered to be indicative and dependant on actual site conditions encountered during installation.



Location (see fig.23)	Code	Description
A	R5-81A	No Parking (symbolic) Area 1am-6am
B	R5-81A	No Parking (symbolic) Area 1am-6am
C	R5-81A	No Parking (symbolic) Area 1am-6am
D	R5-81A	No Parking (symbolic) Area 1am-6am

Financial implication: Funding is available in the Public & Environmental Services budget.

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Figure 21. Station Street Carpark, Mullumbimby - locality view



Figure 22. Station Street Carpark, Mullumbimby - street view



Figure 23. Station Street Carpark, Mullumbimby – proposed signage

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RECOMMENDATION:

That Council approve the following:-

1. At Linda Vidler Sports Field, install regulatory “No Parking Area 1am – 6am” signs on the vehicle entrance to the sports field on Beech Drive, Suffolk Park;
- 5 2. At Wallum Place, Byron Bay, install regulatory “No Parking Area 1am – 6am” signs at the North-West of Gallagher Street on Wallum Place;
3. At Somerset Street, Byron Bay, install regulatory “No Parking 1am – 6am” signs along the Southern (residential) side of Somerset Street;
- 10 4. At Burns Street, Byron Bay, install regulatory “No Parking 1am – 6am” signs along the Southern side of Burns Street between Butler Street and Butler Lane;
5. At Alcorn Street, Suffolk Park, install regulatory “No Parking 1am – 6am” signs along the Eastern side of Alcorn Street between MacGregor Street and Clifford Street;
- 15 6. At William Flick Lane, Ewingsdale, install regulatory “No Parking Area 1am – 6am” signs at the entrance of William Flick Lane and past the entrance to Cuckoo Dove Place;
7. At Brunswick Terrace, Mullumbimby, install regulatory “No Parking 1am – 6am” signs along Brunswick Terrace from Murwillumbah Road to Tyagarah Street; and
- 20 8. At Station Street, Mullumbimby install regulatory “No Parking Area 1am – 6am” signs at the two vehicle entrances of the Council carpark on Station Street, Mullumbimby.

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Report No. 6.2 29 Shirley Street, Byron Bay - Temporary changes to existing regulatory signage due to major civil works, new regulatory signage with line marking and associated Traffic Guidance Schemes

File No: I2024/794

The purpose of this report is to gain Council support for proposed temporary regulatory signage changes during construction and new line markings and regulatory signs shown in Attachment 1 (E2024/59382).

Council has received a Roads Act application associated with a development approval to Demolish existing development and clear the site, including existing buildings and trees to facilitate a residential flat building development comprising of 25, three-bedroom dwellings distributed across four separate two and three-storey buildings with basement car parking, associated landscaping and amenities at 29 Shirley Street BYRON BAY

The Roads Act application is for the external works only, which must be completed prior to any works internally starting in accordance with conditions of development consent (Condition 50). The major civil works (new sewer, stormwater and road upgrades) required are to be constructed in 5 stages, having the earlier stage finished before another starts. It is estimated that the works will take approximately 4 months to complete. These works will have major impacts on the surrounding road network.

TGS plans have been provided accordingly – see Attachment 1 (E2024/59382), in the associated stages, to undertake these works, to keep all traffic following as best as possible. Existing regulatory signage is to be covered and Temporary “No Stopping” signs installed to allow these works to be completed safely. Bus stops will also be required to be moved during these works as identified on the submitted TGS plans – Blanch’s Bus Company is to be informed of these temporary changes. VMS signage is proposed to be erected at least 1 week prior any works commencing. The works must be advertised on Councils web page. Letter box drops will also take place.

Temporary road closures to Milton Street will be required to undertake the construction and upgrade of the existing road. After the works are completed, new line markings and regulatory signs will be required as indicated on ADG engineering plans in Attachment 1 (E2024/59382). A Public Safety Management Plan (PSMP) and Traffic Management Plan (TMP) have also been submitted to address the below conditions – refer Attachment 2 (E2024/59383)

Conditions 22, 24 & 25 of development consent 10.2022.371.1 state:

Condition 22. Consent required for Works within Road Reserve

5 *Consent from Council must be obtained for works within the road reserve pursuant to Section 138 of the Roads Act 1993. Three (3) copies of engineering construction plans must accompany the application for consent for works within the road reserve.*

Such plans are to be in accordance with Council's current Design & Construction Manuals and are to provide for the following works:

a) Milton St upgrade (north)

- Carriageway of width 7.0m
- 10 • Upgrade the pedestrian crossing in accordance with Figure 4 of TfNSW Technical Direction no TDT 2011/01a. (See approved annotated ADG drawing D04)

Note: Carriageway widening, road widening, line marking and signage, concrete island, Page 11 of 35 proposed driveway to the basement, kerb & gutter, footpath and other services must be adjusted and proposed on-street parking deleted.

- 15 • The proposed drainage swale running along the side boundary with Lot 10

DP1153734 must be deleted and replace with a new stormwater pit and pipe as shown on the approved annotated ADG drawing D04. Minimum pipe in the road reserve to be 375mm RCP.

b) Milton St upgrade (south of Shirley St)

20 *i. Roadworks*

- Resealing and the provision of concrete edge strips on both sides of the Carriageway
- Carriageway to be 7.5m

ii. Stormwater

The following must be included in the design and construction:

- 25 • Final pipe sizing of the downstream stormwater drainage design to include all contributing catchments
- 100 year HGL of the final pipe design to remain below the surface in accordance with the approved design plans.
- Potholing is required to determine the final alignment of the stormwater drainage extension.
- 30 • Construction of stormwater drainage system line C, D, E & F in ADG drawing D17 Rev A
- Provision of flood control device at the pipe discharge point

c) Driveway upgrades

5 The driveway proposal in ADG drawing DA13 Rev C must be updated in accordance with Council's Northern Rivers Local Government Development Design & Construction Manuals unless details are submitted to demonstrate that the vertical gradients create scraping issues for a B99 vehicle and stormwater calculations demonstrate the capacity of the design is adequate for 1% AEP flows to be maintained in the kerb.

10 The driveway proposal in ADG drawing DA12 Rev C must be updated in accordance with Council's Northern Rivers Local Government Development Design & Construction Manuals and Figure 3.1 of AS2890.2. Minimum driveway width of 6.0m in accordance with AS2890.2. Longitudinal grade of driveway along the road reserve in accordance with Council's standard drawing R06.

Note: Vehicles must enter and leave the driveway without infringing the boundaries of the roadway. Exiting vehicles movement across the centre-line of the roadway is not permitted.

15 **d) Driveway Removal**

The existing driveway must be removed and the kerb and footpath area reinstated to Council's satisfaction

Condition 24. Public Safety Management Plan required

20 Prior to issue of the construction certificate, consent from Council must be obtained for a Public Safety Management Plan for those works within the road reserve pursuant to Section 138 of the Roads Act 1993. This public safety management plan is to include provision for (but not be limited to):

- a) a pedestrian barrier, alternative footpaths and ramps as necessary;
- b) an awning sufficient to prevent any substance from, or in connection with, the work falling into the road reserve;
- c) lighting of the alternative footpath between sunset and sunrise;
- d) the loading and unloading of building materials;
- e) parking space for tradesman's vehicles, where such vehicles must be located near the site due to tools and equipment contain within the vehicle;
- 30 f) Removal of any such hoarding, fence or awning as soon as the particular work has been completed.

35 The temporary use of Council land/road reserve to enable construction work or an event is subject to fees in accordance with Council's adopted fees and charges. The use fee must be paid upfront prior to use and will generally be required to be paid prior to issue of the Council's consent for such use.

Condition 25. Traffic Management Plan (TMP)

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Prior to issue of the construction certificate, consent from Council must be obtained for a Traffic Management Plan (TMP) pursuant to Section 138 of the Roads Act 1993. The plans and specifications are to include the measures to be employed to control traffic (inclusive of construction vehicles) during construction of the development. The TMP is to be designed in accordance with the requirements of the current version of the Transport for NSW Traffic Control at Work Sites Technical Manual.

The report must incorporate measures to ensure that motorists using road adjacent to the development, residents and pedestrians in the vicinity of the development are subjected to minimal time delays due to construction on the site or adjacent to the site.


- 10 The TMP and associated traffic guidance scheme/s must be prepared by a suitably qualified Transport for NSW accredited person

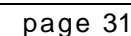
15 **RECOMMENDATION:**

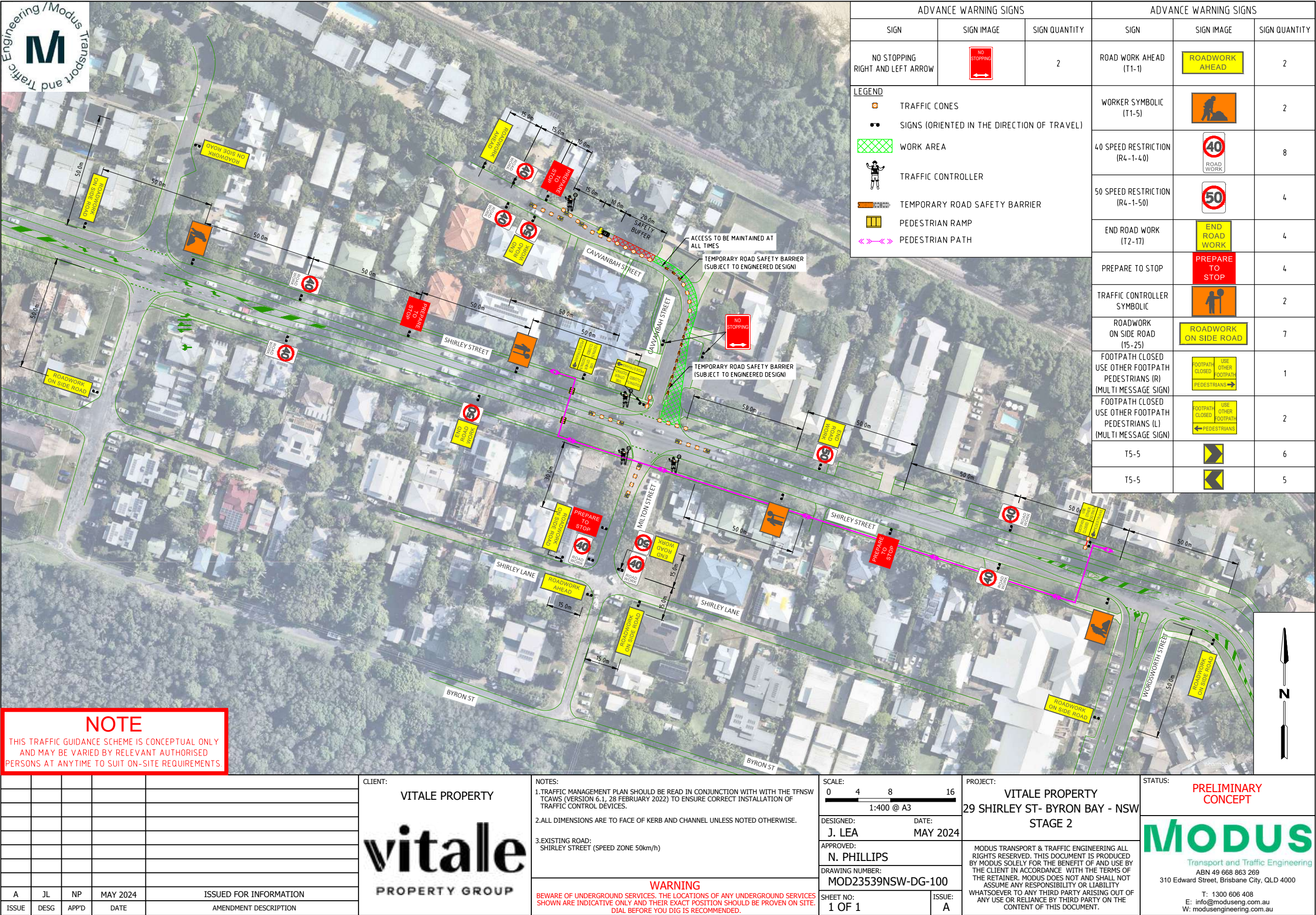
That Council support the temporary and new signage, line markings and traffic control devices associated with the 29 Shirley Street, Byron Bay development as shown in Attachment 1 (E2024/59382)

Attachments:

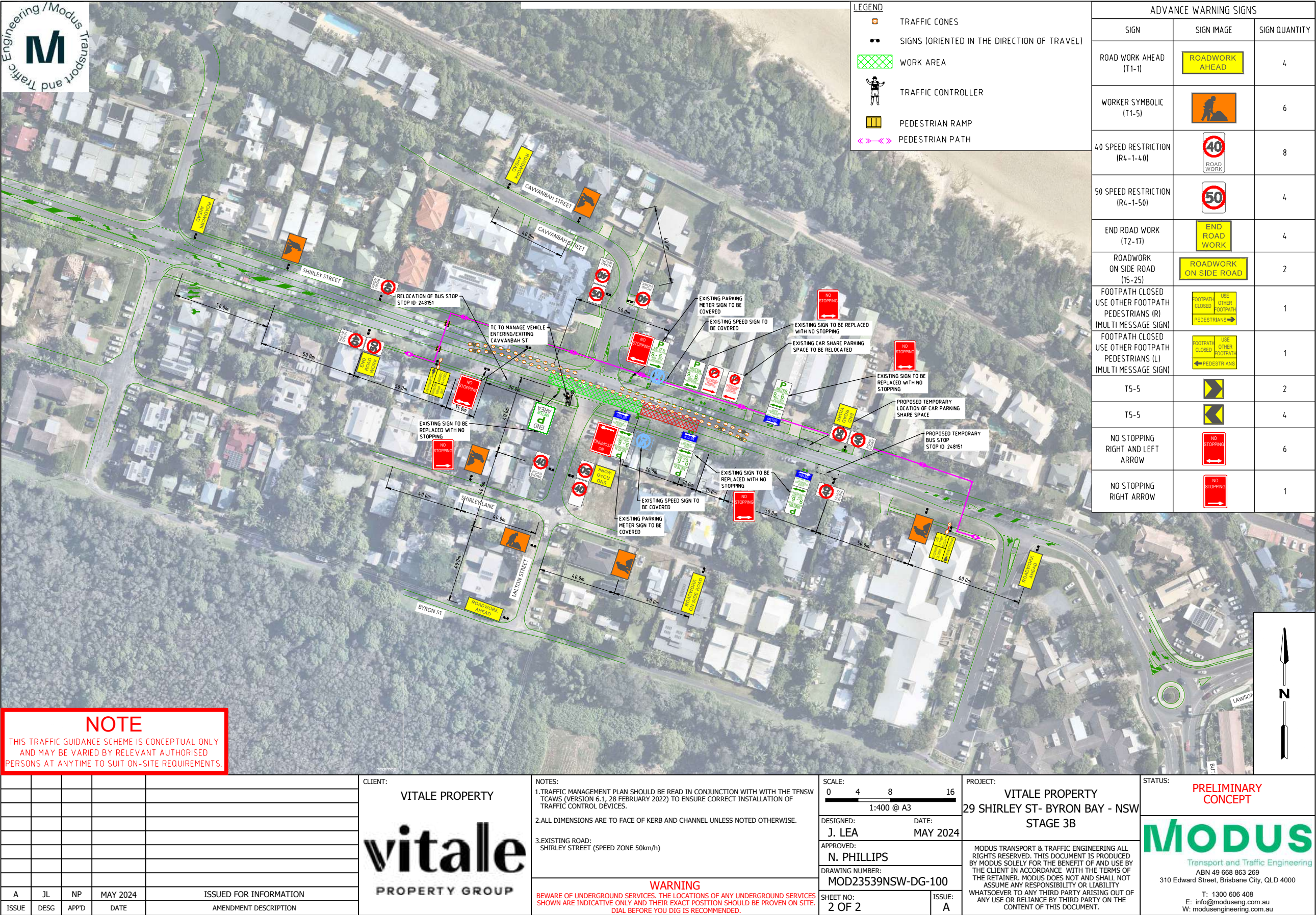
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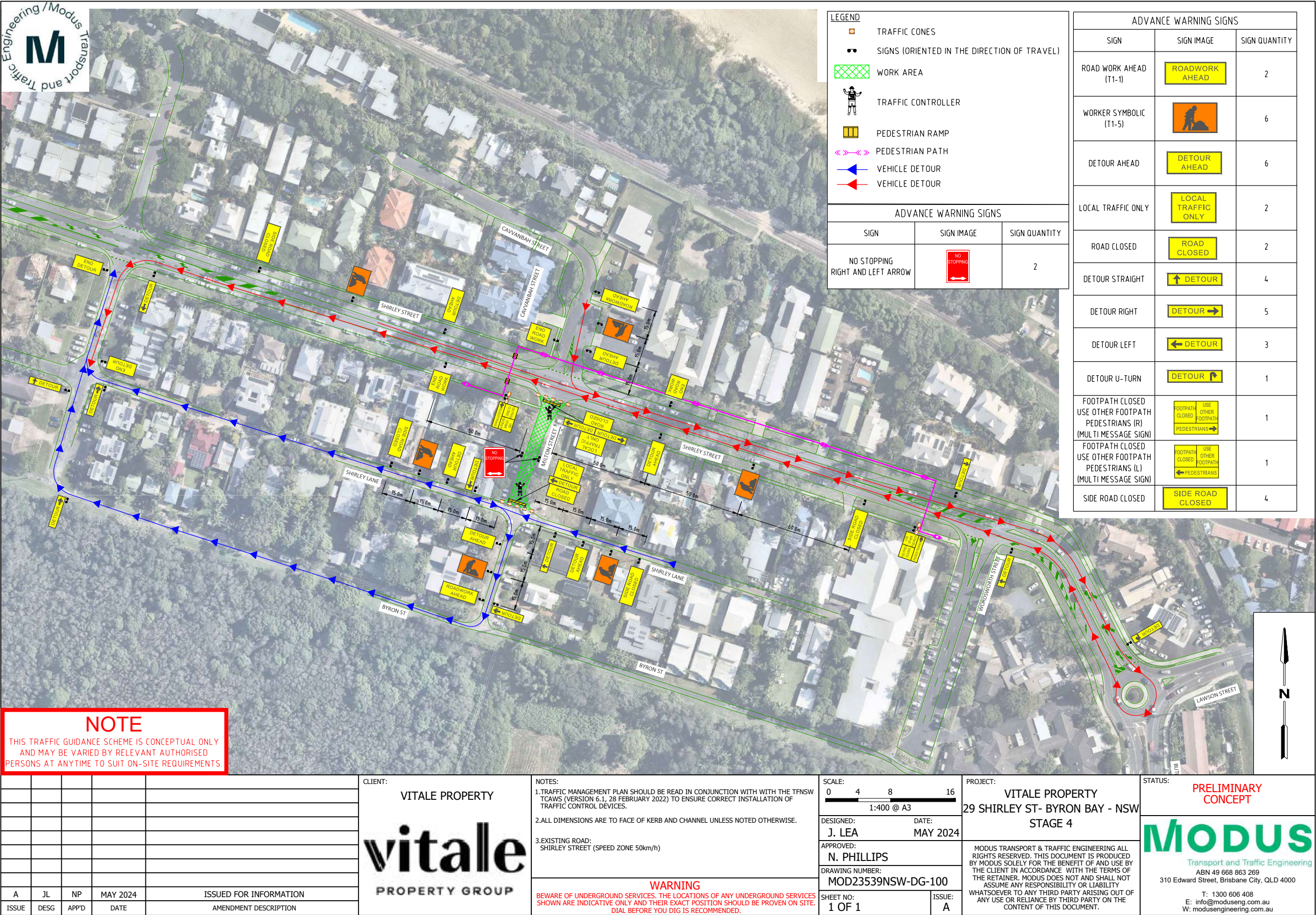
- 1 51.2022.371.1 LTC submission, E2024/59382 , page 31 [!\[\]\(9bfa69b6b0f097b09744337d04f22d78_img.jpg\)](#) 
- 2 51.2022.371.1 - TMP & PSMP, E2024/59383 , page 40 [!\[\]\(40fb90293499d45782783c449b0d92d0_img.jpg\)](#) 

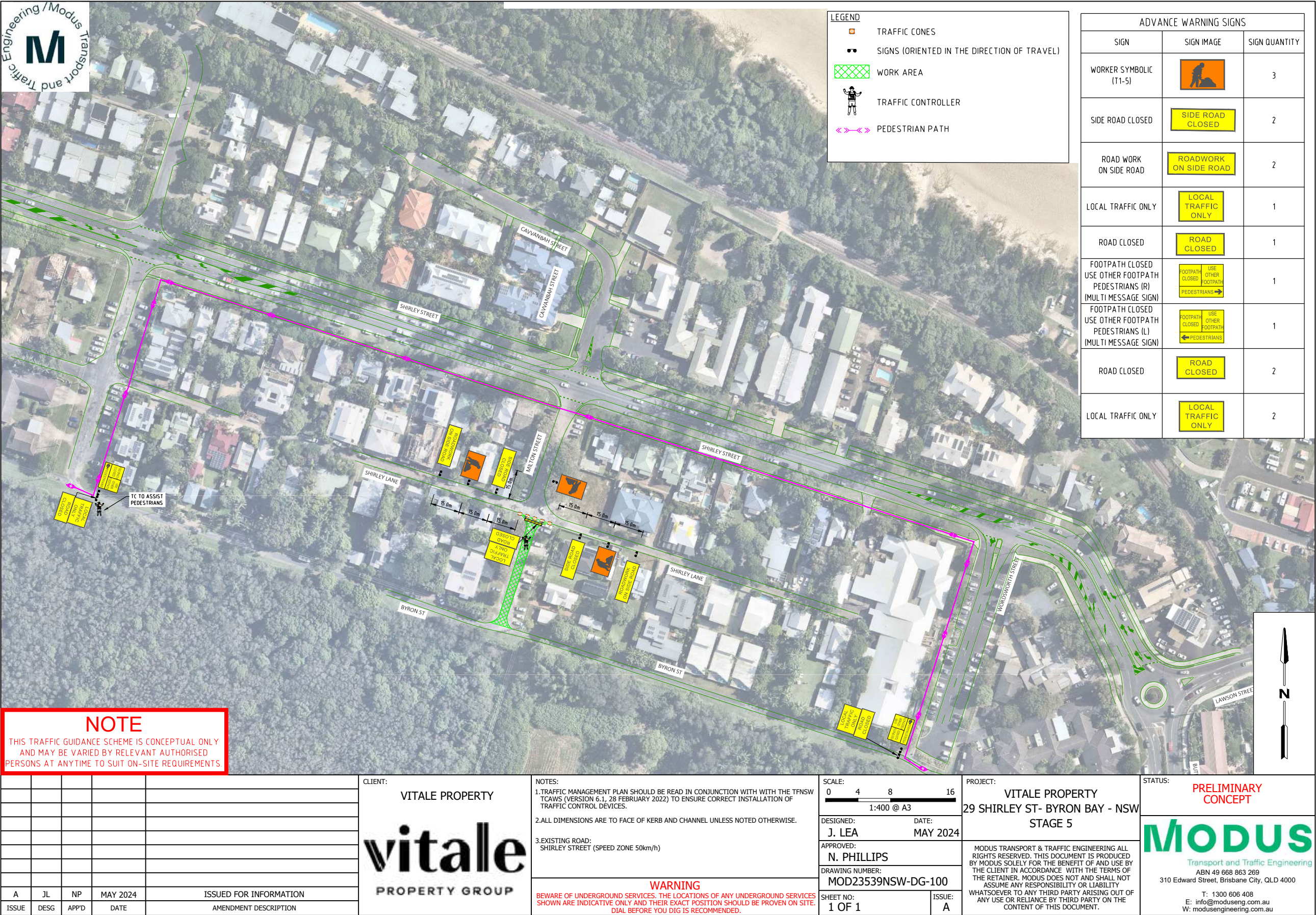


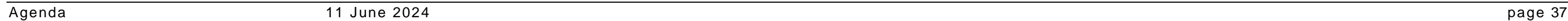




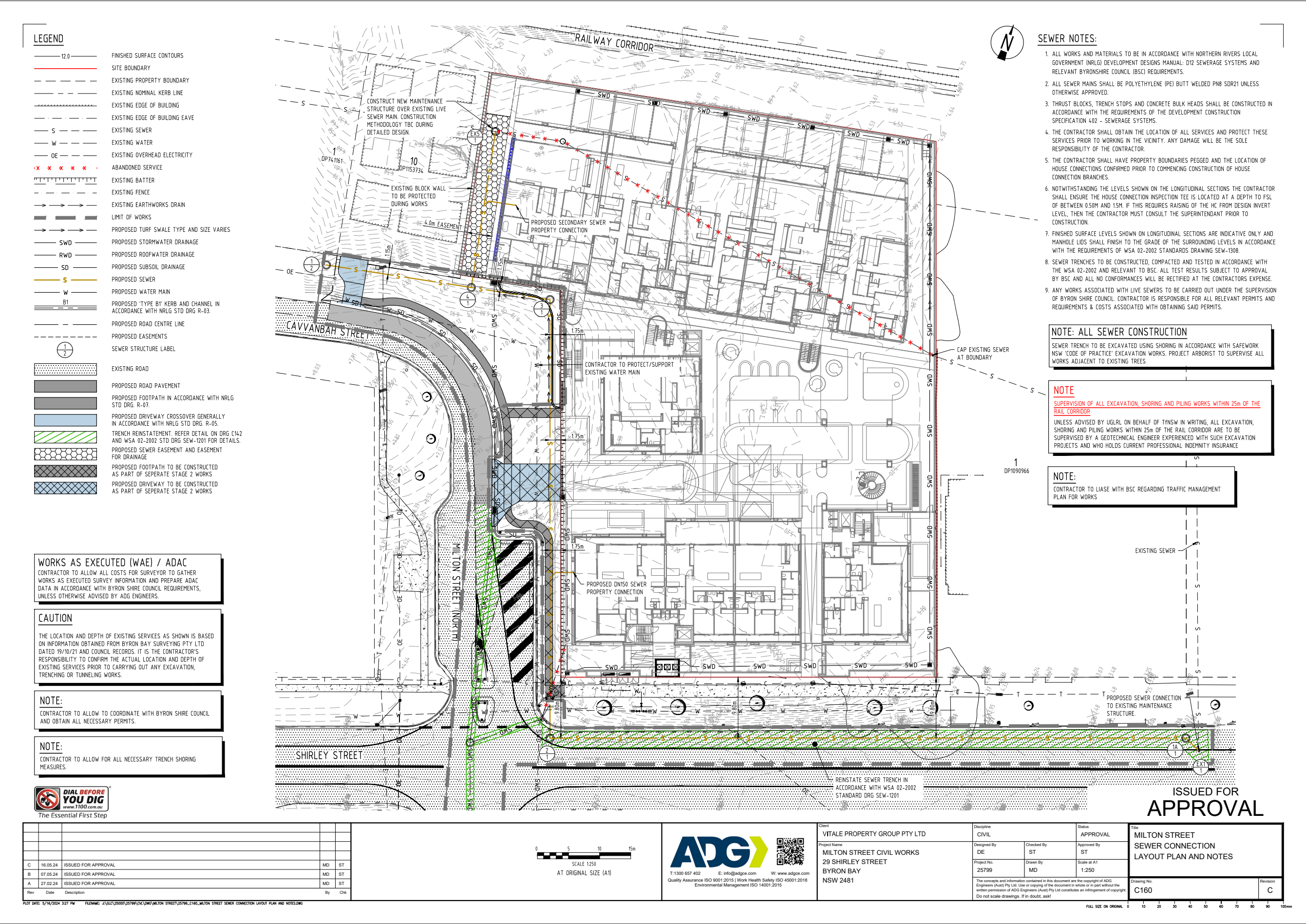














Traffic Management Plan (TMP) & Public Safety Management Plan (PSMP)

PROJECT: Redevelopment Works
SITE: 29 Shirley Road, Byron Bay, NSW





Document Information

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Project: 29 Shirley Street, Byron Bay, NSW	Report Reference: MOD23539NSW-R01-F01-TMP&PSMP

Document Control

Version	Date	Description of Revision	Prepared by	Approved By
1	10/05/2024	Issued for Comment	JL	NP
2	17/05/2024	Issued for Approval	JL	NP

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Traffic Management Plan (TMP)

1 Introduction

1.1 Background

Modus Transport and Traffic Engineering has been engaged by Vitale Property Group to prepare a Traffic Management Plan (TMP) and Public Safety Management Plan (PSMP) for the proposed redevelopment of 29 Shirley Street, Byron Bay, NSW (the subject site).

The development application 10.2022.371.1 has given Vitale Property Group approval to demolish the existing development and clear the site, including existing buildings and trees, to facilitate the construction of a residential flat building development comprising 25 three-bedroom dwellings distributed across four separate two and three-storey buildings with basement car parking, associated landscaping, and amenities on the properties listed below in **Table 1**.

Affected Properties / Lots	
29 Shirley Street, Byron Bay	LOT 12 DP 1138310
2 Milton Street, Byron Bay	LOT 8 SEC 52 DP 758207
4 Milton Street, Byron Bay	LOT 9 SEC 52 DP 758207
1 Cavvanbah Street, Byron Bay	LOT 1 DP 780935
LOT 1 DP 582819	LOT 9 DP 841611
LOT 2 DP 582819	LOT 11 DP 1138310
LOT 8 DP 841611	LOT 7 DP 841611

Table 1: Affected Properties

As part of the development conditions, Vitale Property Group is required to construct a new stormwater network along Milton Street, widen Milton Street, and realign an existing sewer main from within the site boundary along Milton Street and Shirley Road. This TMP will support the road works, stormwater works, and sewer realignment only.

1.2 Purpose of TMP

The purpose of this TMP is to:

- ▶ Provide specific instructions for the scope of work to ensure the works are adequately planned.
- ▶ Describe how Vitale Property Group will implement the work in accordance with the requirements outlined in this TMP and any conditions set by the Byron Shire Council.
- ▶ Ensure the works are carried out and constructed in accordance with the Occupational Health and Safety Act 1985, Road Safety Act 1986, Local Government Act 1989, Road Transport (Safety and Management) Act 1999,





Road Management Act 2004, Road Safety Road Rules 2017, and Road Safety (Traffic Management) Regulations 2019.

It is understood that Vitale Property Group acknowledges the safety of road users, and this TMP seeks to ensure a safe environment for workers and the travelling public while minimising impacts on the road network.

Note: that this report is prepared in accordance with the requirements of the current version of the Transport for NSW Traffic Control at Work Sites (TCAWS) Technical Manual.

1.3 Objective of TMP

The key objectives of this TMP are to ensure:

- ▶ To maximise the safety of all road users, such as residents and pedestrians in the vicinity of the development located at 29 Shirley Street, Byron Bay.
- ▶ To maximise the safety of all road users and ensure that traffic control at the construction work site consistently complies with best practices.
- ▶ All road users are able to safely negotiate around, through, or past traffic controls where applicable, protecting workers and the general public (including pedestrians and cyclists) from traffic hazards that may arise due to the works.
- ▶ The performance of the adjacent road network is not unduly impacted, and any potential disruption and/or inconvenience to other road users, neighbours or the general public is to be minimised for the duration of the works, ensuring network performance is maintained at an acceptable level.

1.4 References and Supporting Documents

The TMP and associated Traffic Guidance Schemes (TGS) have been developed in accordance with the requirements of the following documents listed in **Table 2** below:

References and Supporting Documents
<u>Australian Standards</u>
AS 1742.3:2019 – Manual of Uniform Traffic Control Devices, Part 3: Traffic Control for Works on Roads
<u>Other Guidelines and Standards</u>
Australian Guide to Temporary Traffic Management (AGTTM) – 2021
<u>Acts, Regulations and Legislation</u>
Transport for New South Wales (TfNSW) QA Specification G10 Traffic Management – Revision 5, 2020
Traffic Control at Work Sites (TCAWS) Technical Manual – Version 6.1 2022
Occupational Health and Safety Act 2000
Road Transport (Safety and Traffic Management) Act 1999
Road Rules 2014 – NSW Legislation
Local Government Act 1993

Table 2: References and Supporting Documents



1.5 Limitations of this TMP

This TMP, developed by Modus, considers the physical traffic and transport impact of the works on all road users (including cars, pedestrians, cyclists, and public transport, if any). The TMP is based on the advice/information provided by Vitale Property Group regarding proposed works, construction methods and program. If any part of the construction scope or timing significantly changes, it may be necessary for the TMP and TGSs to be amended.

1.6 Key Personnel and Contact Details

The following in Table 3 are the key TMP personnel with contact details:

Contact Name (role)	Company	Contact Details
Chris Vitale (Project Manager)	Vitale Property Group	0417 726 478 chris@vitaleprojects.com.au
Stuart Theinport (Associate Engineer – Civil)	ADG Engineers (Aust) Pty Ltd	0419 019 015 stheinport@adgce.com
Jarrod Lea (Traffic Engineer)	Modus Traffic Engineering	0466 498 707 jarrod.lea@moduseng.com.au
Neill Phillips (Team Leader – Site Safety Audit)	Modus Traffic Engineering	0457 617 07 neill.phillips@moduseng.com.au
Negin Vaez (CEO)	Modus Traffic Engineering	

Table 3: Key Personnel and Contact Details

1.7 Certification

This TMP has been prepared by a suitable, qualified person with a current SafeWork NSW *Prepare a Work Zone Traffic Management Plan* (PWZ) accreditation.

PWZ: Negin Vaez (CEO) – TCT0054345

Negin Vaez



2 Project Description

2.1 Site Location

The subject site is located at 29 Shirley Street, Byron Bay, NSW, less than 1 km west of the Byron Bay Town Centre, as shown below in **Figure 1**. 29 Shirley Street is within the Byron Shire Council area, Local Government Area (LGA).

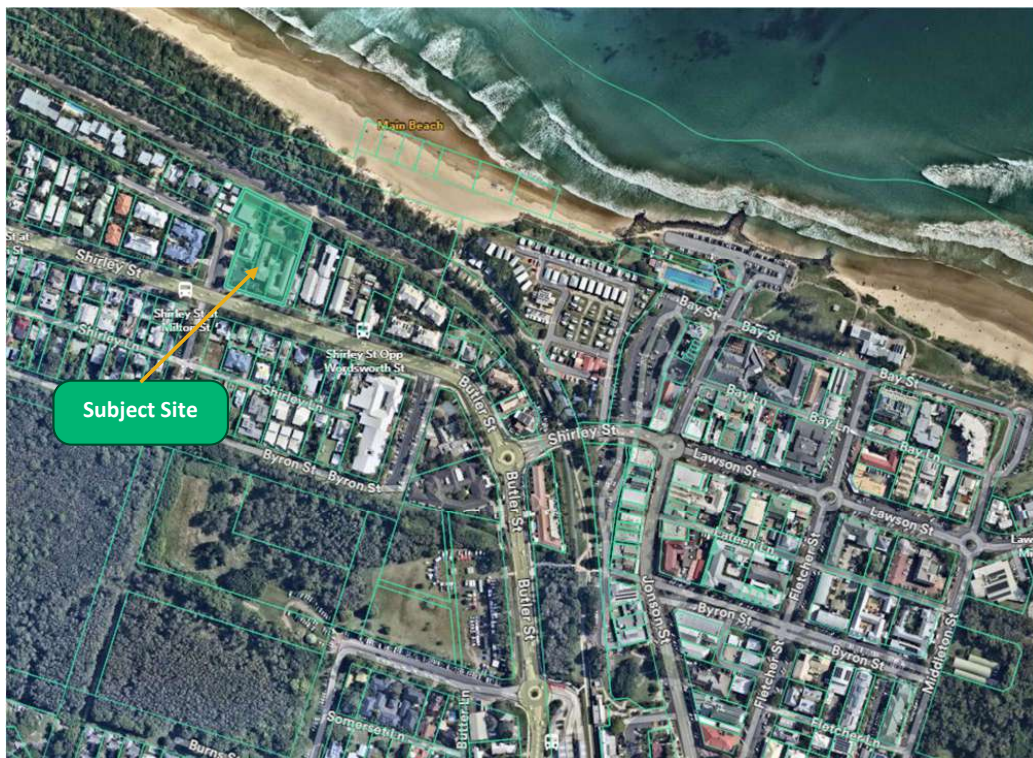


Figure 1: Subject Site Location

2.2 Project Overview

The proposed development comprises of demolishing the existing structures and constructing four separate two (2) to three (3) story luxury apartment buildings, including a basement carpark. In compliance with the Byron Shire Council development, Vitale Property Group are required to construct a new stormwater network from 29 Shirley Street along Milton Street to a new outlet south of Byron Street.

Road widening will also occur along Milton Road in conjunction with these works, as shown below in **Figure 2**.

Additionally, an existing sewer within the property is to be realigned along Milton Road and Shirley Road along the development frontage. This TMP covers the road, stormwater, and sewer works only.

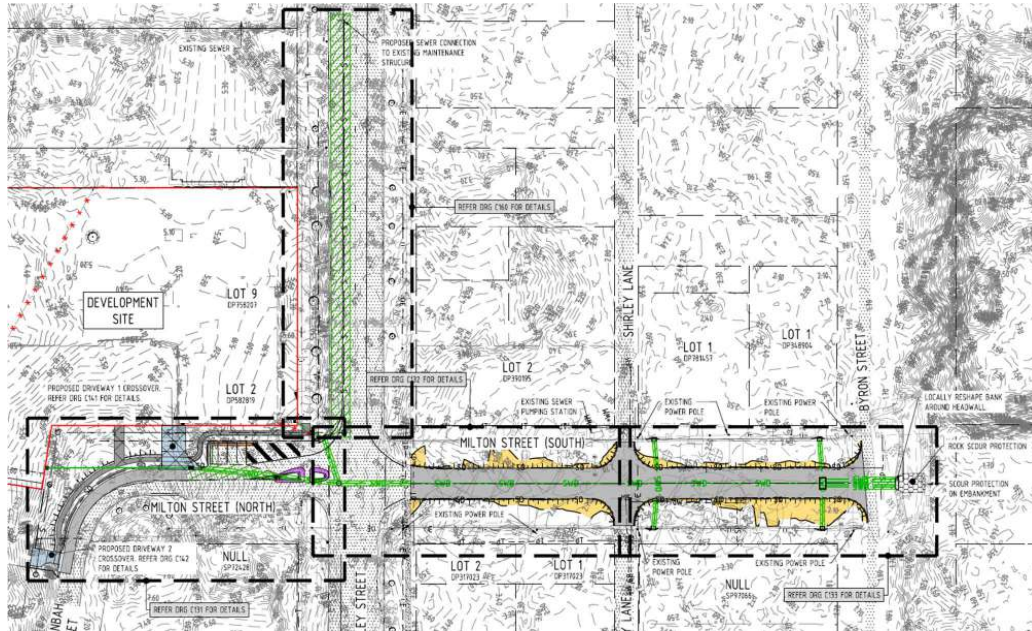


Figure 2: Layout of proposed road works and sewer works along Milton Street and Shirley Street

The construction of the proposed development will be managed under a separate TMP (by others unless Modus is re-engaged for the additional scope of works).

The project will be delivered in stages by Vitale Property Group, which will be managing the construction programme and all appointed contractors providing services. The proposed staging of the project is provided in **Table 4** below.

Stage	Construction Activity	Timeframe
1	Sewer works along Shirley Street, between Milton Road and 19-21 Shirley Street.	Civil Contractor to Confirm
2	Sewer Works, road works and stormwater construction between Cavanbah Road and Shirley Street.	Civil Contractor to Confirm
3	Stormwater construction at the Shirley Street and Milton Road intersection.	Civil Contractor to Confirm
4	Stormwater construction along Milton Road, between Shirley Street and Shirley Lane.	Civil Contractor to Confirm
5	Stormwater construction along Milton Road, between Shirley Lane and Byron Road.	Civil Contractor to Confirm

Table 4: Construction activity staging



2.3 Project Duration and Working Hours

Vitale Property Group will confirm the construction duration. A copy of the construction works program is shown in **Appendix C**.

Permissible working hours throughout construction, demolition and vegetation removal are governed by condition 57 of the Notice of Determination of a Development Application (Application No. 10.2022.371.1) issued by the Byron Shire Council and provided below:

- ▶ Monday to Friday – 7:00am to 6:00pm
- ▶ Saturday – 8:00am to 1:00pm
- ▶ Public Holidays/Sundays – Nil

Working outside of these hours will require a separate application to Byron Shire Council if required. Unless approved within a construction management plan, construction vehicles, machinery, goods, and materials must not be delivered to the site outside of these hours.

2.4 Stakeholder Management

Key stakeholders include, but are not limited to the following:

- ▶ Byron Shire Council
- ▶ Emergency Services
- ▶ Transport NSW
- ▶ Vitale Property Group
- ▶ Modus Transport and Traffic Engineering
- ▶ Local residents, businesses, and the general public

Engagement with the community will be undertaken before the works are to commence by means of a letterbox drop to nearby residents and businesses. Refer to the PSMP for further information.

2.5 Complaints Management

The work site will be appropriately fenced and signed to inform the public of ongoing construction activities. Signage will provide the necessary contact details of the on-site manager. A sign will be erected in a prominent position on the work site and is to be removed when the work has been completed:

- ▶ Stating that unauthorised entry to the work site is prohibited, and
- ▶ Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours

Complaint procedures will be handled as follows:

Complaints directly to the site manager – Vitale Property Group will maintain a complaint register that will record all public complaints made to them directly. The register will record dates, details and actions taken for future reference. The complainant will be notified by phone or email of the outcome.



Complaints made to Council – Any complaints or enquiries received by Byron Shire Council shall be directed to Vitale Property Group accordingly. Authorities will be expected to develop standard communication scripting for such enquiries from the general public.

2.6 Asset Management

Any changes, damage or deterioration of road pavement, kerbs, traffic signs and line markings that have occurred as a result of construction works will be replaced and reinstated accordingly.

Vitale Property Group will ensure that pre-and post-records of the affected area will be recorded for future reference to interested parties, particularly Byron Shire City Council.



3 Impacts to Existing Transport Infrastructure

3.1 The Road Network

The road hierarchy and characteristics of roads in the vicinity of the site are shown below in **Table 5**.

Road	Speed Limit	Carriageway		Classification	Authority
		Width	Lanes		
Shirley Street	50 km/h	13.5 m	Sealed two (2) lane carriageway, one (1) lane in each direction, regulated metered on-street parking 9am – 6pm Monday – Sunday (including public holidays), no dedicated cycle lanes.	Sub-Arterial Road	Byron Shire Council
Milton Street (North)	50 km/h	15.5 m	Sealed two (2) lane carriageway, one (1) lane in each direction, unregulated on-street parking, no dedicated cycle lanes.	Local Road	Byron Shire Council
Milton Street (South)	50 km/h	Varies 3.5 m – 7 m	Sealed (very poor condition) two (2) lane carriageway, one (1) lane in each direction, unregulated verge parking, no dedicated cycle lanes.	Local Road	Byron Shire Council
Cavvanbah Street	50 km/h	Varies 5.5 m – 6.5 m	Sealed two (2) lane carriageway, one (1) lane in each direction, unregulated on-street parking, no dedicated cycle lanes.	Local Road	Byron Shire Council
Shirley Lane	50 km/h	3.5 m	Sealed (very poor condition) one (1) lane carriageway, one (1) lane in each direction, no on-street parking, no dedicated cycle lanes.	Local Road	Byron Shire Council
Byron Street	20 km/h	2.5 m	Shared pathway / limited access road, sealed one (1) lane carriageway, one (1) lane in each direction, no on-street parking.	Limited Access	Byron Shire Council

Table 5: Local Road Hierarchy

3.2 Impacts to Existing Road User Groups

The proposed works will have minor impacts on the following:

- ▶ **Pedestrians** – There will be pedestrian detours in place for the duration of the works. Refer to the TGSs provided in **APPENDIX A** for each stage of the project.
- ▶ **Cyclists** – As there are no existing cycling facilities within the vicinity of the construction works, cyclists are expected to utilise the roadway under standard conditions. However, it is imperative to note that during working hours, their movement will be closely supervised by traffic controllers on-site. This measure is implemented to ensure the safety and coordination of cyclists in conjunction with ongoing activities.
- ▶ **Public Transport Services** – There are three (3) bus services that may be impacted by the construction works. These services include the 637, 640 and 641 bus routes. The only anticipated impact on these services is a minor delay due to shuttle flow TGS arrangements on Shirley Road. However, the appointed Traffic



Management Control company will prioritise all public transport services through the site to minimise delays to the service. There are existing bus stops within 100m of the work area. However, these will remain operational for the duration of the project.

- ▶ **Emergency Services** – Throughout the duration of work activities, the maintenance of emergency access is of paramount importance and will be prioritised at all times. The work area will be delineated and organized with safety as the foremost consideration, ensuring seamless access to emergency services. Under the comprehensive Vitale Property Group's emergency plan, specific measures will be implemented to guarantee continuous and prioritized emergency access. These provisions are designed to swiftly respond to any unforeseen circumstances, ensuring the safety and well-being of all personnel involved in the project and enabling immediate access to emergency services when required.

3.3 Existing Constraints

A desktop assessment has been undertaken of the existing site for the identification of any existing infrastructure that may conflict with the proposed construction activities, in which the following constraints were recorded:

- ▶ The construction area is situated along the primary route into and out of Byron Bay town centre, with no detour routes available around the work areas.
- ▶ The subject site is situated within a residential area, where access to all properties within the proposed working area must be diligently maintained at all times.
- ▶ The construction site will impact the number of metered parking bays available along Shirley Street.
- ▶ The construction site will impact the number of unregulated parking bays available along Milton Street and Cavanbah Street.
- ▶ The allowance of parking on both sides of the road at various locations further complicates matters, making the placement of proposed signage challenging.
- ▶ The narrow nature of the existing local roads will impact how work can be safely delivered.

Despite these constraints, our design approach has been meticulously crafted to address these challenges. The drawings have been developed with a comprehensive understanding of the site's unique conditions, considering the constraints of the primary route into Byron Bay, narrow local roads, residential access requirements, and the complexities associated with parking.

The overarching goal is to create a safe and secure environment in the immediate vicinity of the site, balancing the need for accessibility with stringent safety standards. This commitment underscores our dedication to the well-being of residents and the successful execution of the project within the confines of these constraints. Noting that Vitale Property Group will ensure that the above constraints around access and servicing are not restricted and can continue under current operating conditions without conflict.



3.4 Traffic Guidance Schemes

Vitale Property Group will engage a suitably qualified traffic management contractor to implement approved Traffic Control measures for any works that disrupt free traffic flow and movements in road-related areas such as local roads, driveways, pedestrian access points, etc.

These measures will be included in Traffic Guidance Schemes (TGS) as required and will encompass vehicular movements for construction resources and the public. Any property access affected by the construction activities will also be identified on the TGSs (if any), and access will be provided on-site under TC supervision.

TGSs for any activity associated with the works, including the use of temporary warning signs, will be required to be developed based on the following documents and in the order of hierarchy listed below:

- ▶ TfNSW QA Specification G10 Traffic Management – Revision 5, 2020
- ▶ Traffic Control at Work Sites (TCAWS) Technical Manual Issue 6.1 2022
- ▶ AS 1742.3:2019 – Manual of Uniform Traffic Control Devices, Traffic Control for Works on Roads

Property access, side roads and any special features affecting the position of signs and devices will be shown on TGSs, including all road names and adjoining local road names. TGSs are designed and implemented to allow for and accommodate the passage of buses and emergency service vehicles through all the road occupancies during construction. TGSs will show various full road closures and partial lane closures, including all detour routes.

The preliminary concept of TGSs can be found in **Appendix A** of this report.



4 Traffic Management Strategies

4.1 Public and Worker Safety

The key criteria for the planned works are to maintain a safe work area, safe access to and from the work area for workers, and to ensure the necessary safety measures and notifications are provided for the local community for the duration of work. Other site-specific considerations for public and worker safety include:

- ▶ Having traffic controllers available for construction activities and vehicle ingress/egress manoeuvres during working hours.
- ▶ Providing safe pedestrian detours around the work area for the duration of the works.
- ▶ Clear delineation of all work areas by means of temporary fencing, construction bunting/flagging, temporary road safety barriers (subject to engineered design), etc. Delineation is also to include construction signage.

The Project Manager is to ensure that all site workers are to have the appropriate PPE to ensure they are clearly visible to the public when performing work tasks safely. This may include steel-cap boots, High-visibility vests/jackets, hard hats, and full-length clothing as to AS/NZS 4602.

4.2 Work Areas, Material Storage and Amenities

During designated working hours, the work area is clearly defined as outlined in the Traffic Guidance Scheme (TGS). Outside of working hours, the subject site will be securely enclosed, restricting public access for safety and security measures.

Moreover, both materials storage and amenities will be strategically located within the site to ensure operational efficiency and adherence to safety protocols.

4.3 Construction Vehicles

Throughout the construction phase, various types of commercial vehicles will be required to visit the site. It is important to note that the maximum sized design vehicle for the project is an Articulated Semi-trailer with dimensions not exceeding 19 metres.

To mitigate any potential impact on the current traffic volume along the road, Vitale Property Group is entrusted with the responsibility of managing deliveries and construction vehicle access to the site. This strategic management approach is designed to minimise disruptions to the existing traffic flow and ensure the smooth operation of vehicular movement in the surrounding area.

By coordinating and optimising the scheduling of deliveries and construction-related traffic, Vitale Property Group aims to uphold traffic management best practices, ensuring the least possible impact on the road's current traffic volume. This proactive management strategy aligns with our commitment to responsible construction practices and the overall well-being of the community.

A breakdown of the various construction vehicles and machinery is shown below in **Table 6**.



Stage	Construction Vehicles
Site Establishment	<ul style="list-style-type: none"> • Articulated Semi-trailer (Flat Bed) • Heavy rigid vehicles (HRV) • Medium rigid vehicles (MRV) • Light Vehicles (LV)
Construction	<ul style="list-style-type: none"> • Heavy rigid vehicles (HRV), • Medium rigid vehicles (MRV) • 20T Excavator • Light Vehicles (LV)

Table 6: Construction vehicles

4.4 On-street Parking Management

Upon thorough assessment of Shirley Street in the vicinity of the site, it has been observed that metered parking restrictions are applicable east of the Milton Road intersection. This restriction is in effect from 9:00am to 6:00pm, Monday to Sunday, including public holidays, as shown in **Figure 3** below.

The specific areas affected by these parking restrictions are shown in the TGSs provided in **Appendix A**.

Additionally, there is an existing Car Share space that will be impacted by the road works on Shirley Street.



Figure 3: Parking Restrictions along Shirley Street, east of Milton Street (Left). Existing car sharing space (Right)

In order to facilitate safe access for the general public and to seamlessly integrate the proposed traffic management measures required for the completion of construction activities, there will be changes to parking management measures over the life of the project.

These changes will be implemented in a staged approach as the work progresses. The parking management changes are marked on the TGSs provided in **Appendix A**. By proactively addressing parking restrictions and incorporating these proposed changes, it is aimed to optimise traffic management during construction while prioritising the safety and convenience of the general public. This approach reflects the Vitale Property Group's commitment to responsible construction practices and fostering positive relationships within the community.



4.5 Construction Activities

All construction-related movements, including vehicular activities and operations, will be strictly conducted under the supervision of trained traffic controllers. This supervision will be implemented exclusively during designated working hours. The objective is to ensure the safety of both road users and construction staff through a controlled and coordinated approach.

It is also understood that Vitale Property Group and traffic controllers on site will ensure that safe and unrestricted access to neighbouring properties is maintained at all times, except when construction works that are adjacent to driveway access are in progress. Residents affected by construction works impeding access to their property will be notified as per Section 2.4 of the PSMP.

Loading/Unloading Activities (Construction Zone)

For the duration of the construction work, loading/unloading activities will be undertaken within the established work zones of the TGS for the respective stage of construction. Where there is a risk of loading/unloading of goods and materials impacting the traffic lanes, a short hold will be placed on all traffic by traffic controllers until the operation is complete or is at a stage that does not pose a risk to the road users. Additionally, where vehicle ingress or egress from the site is likely to affect road operations, a short hold will be placed on traffic to allow for these movements.

Any holds to traffic do not exceed 5 minutes in length, and any subsequent holds are to be undertaken only after the queued traffic has cleared. The traffic controllers are to monitor road network conditions at all times to ensure they are not necessarily impacting the network.

Articulated Semi-Trailer Access

A 19m long articulated semi-trailer truck will access the site for the delivery of a 20 Tonne Excavator and other construction plant/equipment during the early stages of the construction. The truck will access the site in a forward direction on Shirley Street (refer to Stage 1 TGS in Appendix A) with the assistance of traffic control and then unload within the work area.

To exit the site, the truck will continue in the forward direction and re-enter the flow of traffic at the end of the work zone taper. A short hold to traffic may be required to be placed by traffic controllers to ensure the safety of all road users as the vehicle re-enters the roadway. Otherwise, the articulated semi-trailer will re-enter traffic in a suitable gap in traffic.

Heavy Rigid Truck Access

12.5m long heavy rigid trucks will access the site in a forward direction or reverse direction, depending on site constraints and conditions (plant positioning, open excavations, material stored within the site, etc). These trucks will predominately be used for the removal of excavated materials from the site and importing of suitable backfill material. All truck movements will be supervised by traffic controllers during ingress and egress.



For spoil removal, trucks will be suitably positioned within the site extent to be loaded by the 20T Excavator. As mentioned above, trucks may enter forward or reverse into the site and will be supervised by traffic control, with holds on traffic where necessary. The trucks will then exit the site via the most suitable route, preferably in the forward direction, and will be supervised by traffic control.

For material delivery, trucks enter the site trucks may enter front-in or reverse into the site and will be supervised by traffic control, with holds on traffic where necessary. The trucks unload and then exit the site via the most suitable route, preferably in the forward direction, and will be supervised by traffic control.

Excavation

During the construction of the new sewer and stormwater networks, there will be open excavations up to 4 metres in depth. Excavation works are to be supervised by traffic control, and suitable controls are to be established to prevent access to the excavated area by the general public/road users.

The most suitable control is establishing exclusion zones for pedestrians and motorists through the means of barriers. For pedestrian exclusion, temporary fencing shall be installed around the site and pedestrian detours established to reduce the risk to pedestrians. For motorists and all other road users, temporary road safety barriers may be required to prevent errant vehicles from entering the excavation. Guidance for Aust Roads AGTTM Part 3 and AGRD Part 6 shall be used to determine the need for temporary road barrier systems. The implementation of any temporary road barrier system is subject to an engineered design, designed by a suitably qualified and experienced engineer.

Outside of working hours, open excavations are to be isolated where practical. Isolation may include temporary backfill, installation of road plates, and additional temporary fencing with warning signage.

4.6 Pedestrian Management

There are currently pedestrian pathways on both sides of Shirley Street and a pathway on the western side of Milton Street (North).

There will be some impacts on the existing pathway network during the stages of construction. In the interest of public safety, pathways will be closed, and pedestrians will be detoured around the work areas where there is a conflict with existing infrastructure.

Pedestrian management plans are incorporated in the TGSs provided in **Appendix A**.

Whilst there will be pedestrian management plans in place during the construction works, stringent safety measures will still be adhered to ensure the safety of the general public. These measures include:

Increased Vigilance:

All construction personnel, including traffic controllers, will maintain heightened vigilance to identify and respond to pedestrians in the area.

**Traffic Controller Assistance:**

Trained traffic controllers will be positioned strategically to assist pedestrians, ensuring their safe passage and providing guidance if needed.

Communication Measures:

Efforts will be made to communicate the construction activities and potential pedestrian routes, if available, through various channels to ensure that pedestrians are well-informed.

Flexible Adjustments:

The construction management team will remain flexible in adapting to the dynamic conditions and will adjust protocols as needed to accommodate pedestrians safely.

Continuous Monitoring:

Continuous monitoring of pedestrian movement will be carried out to identify patterns and make real-time adjustments to enhance safety.



5 Traffic Management Implementation

5.1 Traffic Controller

Vitale Property Group will ensure that during working hours, all persons conducting traffic control are accredited in the following:

- ▶ RIIWHS205E Control traffic with stop-slow bat
- ▶ RIIWHS302E Implement traffic management plans
- ▶ RIIWHS201E Work safely and follow WHS policies and procedures
- ▶ RIICOM201E Communicate in the workplace
- ▶ RIIRIS301E Apply risk management process

The responsibilities of nominated Traffic Control personnel include:

- ▶ Ensure all people undertaking duties as part of a TGS, whether acting as a Traffic Management Company or not, shall have a current TfNSW Traffic Controller Certificate or interstate equivalent qualification to implement TGSs shall set up and take down the signage in accordance with the TGSs.
- ▶ Traffic controllers with approved traffic control devices will be in attendance to control and monitor any vehicular traffic movements, as required.
- ▶ Traffic controllers must always have their traffic control licenses available for inspection whilst performing traffic control duties.
- ▶ Traffic controllers shall wear high-visibility clothing in addition to other protective equipment required (e.g., footwear, eye protection, helmet sun protection, etc.), always whilst on the Work Site as specified in the Traffic Controller Accreditation Scheme Approved Procedure.
- ▶ Traffic controllers must ensure they have a clear escape route to a non-traffic (closed) section of the roadway, e.g., road shoulder, escape door (where possible).
- ▶ Traffic controllers must comply with the requirements of the TGSs and ensure no activity is undertaken that will endanger the safety of other workers or the public.
- ▶ Traffic controllers must enter and leave the Work Site by approved routes and in accordance with safe work practices.

5.2 Traffic Controller Supervisor

The responsibilities of nominated Traffic Controller Supervisor include:

- ▶ Provide all related traffic and pedestrian management to perform the Works, including a Vehicle Management Plan (VMP) inclusive of heavy vehicle/float movement and/or a Traffic Guidance Scheme (TGS) to control the flow of vehicles, plant, resource movements, and pedestrians within the mobilised area and adjoining local arterial roads (where required).
- ▶ Provision of traffic control for mainline lane closures and ramp closures necessary to deliver the scope of works.
- ▶ Coordinating with Principal's Representative on Site prior to commencing work each night and throughout the duration of each shift.



- ▶ Delineate the work zone within the traffic control closure to ensure the safe access and movement of workers and plant within the work zone.
- ▶ Maintain communication with the traffic control contractor whilst onsite to coordinate all vehicle movements in and out of the closure.
- ▶ Engaging its own resources, including spotters/traffic controllers, to implement the Contractor's VMP and ensure safe vehicle movement within the work zone.
- ▶ The Contractor is to put systems in place to ensure that all personnel/sub-contractors who will be bringing vehicles or delivering plant or materials to the site are aware of the VMP, including where they are to stage whilst awaiting access to the site, drop off points on site for floated equipment before they leave their normal place of work.
- ▶ Ensure all people undertaking duties as part of a TGS, whether acting as a Traffic Management Company or not, have a current TfNSW Traffic Controller Certificate or interstate equivalent.
- ▶ The Contractor shall appoint a dedicated 'non-working' Traffic Control Supervisor for each shift to ensure effective communications, coordination, and safe implementation of the TGS throughout the Works program.
- ▶ The Traffic Control Supervisor and Traffic Control crew members must be suitably qualified and experienced in the nominated role in similar motorway environments.

All traffic control signage and devices shall comply with AS 1742.3:2019 and Traffic Control at Work Sites Manual (TCAWS) Issue 6.1 – 2022.

5.3 Monitoring and Inspections

In addition to the inspections conducted by a person who is qualified in the TfNSW "Design and Inspect Traffic Guidance Scheme" or "Prepare a Work Zone Traffic Management Plan" course, a nominated member of the Project Team, holding appropriate Traffic Control tickets, is required to inspect the temporary traffic management controls during construction, focusing on monitoring compliance against the TGS and identifying safety hazards, to enable implementation of corrective solutions.

The Traffic Control Supervisor, Traffic Manager, or delegate will be required to conduct three (3) main types of inspections:

1. Daily pre-start inspections of short-term traffic control
2. Weekly inspections of long-term traffic control
3. Night inspections of long-term traffic control

The appointed traffic management contractor Traffic Control Supervisor, Traffic Manager, or delegate will maintain records of inspections of road conditions and traffic control measures.



5.4 Review and Improvement

Continuous improvement of this plan will be achieved by the regular evaluation of the policies, objectives and targets set out in this plan for the purpose of identifying opportunities for improvement. The continuous improvement process will be designed to:

- ▶ Identify areas of opportunity for improvement of traffic management.
- ▶ Determine the cause or causes of non-conformances and deficiencies.
- ▶ Develop and implement a plan of corrective and preventative action to address any non-conformances and deficiencies.
- ▶ Verify the effectiveness of the corrective and preventative actions.
- ▶ Document any changes in procedures resulting from process improvement.
- ▶ Make comparisons with objectives and targets.

In addition, as part of satisfying its intended purpose, Vitale Property Group and the appointed traffic management contractor will undertake ongoing development, amendment and updating of the TMP throughout the duration of the work to account for:

- ▶ Variations and/or changes in regulation and legislation.
- ▶ Changes in the design and construction process.
- ▶ Prevent the recurrence of any compromise to the safety of road users and the public during construction.
- ▶ Any other event or circumstance impacting the delivery of the works.



6 Risk Assessment

A Risk Assessment is the first step in developing a traffic management plan for a work site and is a requirement of the Traffic Control at Work Sites (TCAWS) Technical Manual Version 6.1 2022. The Risk Assessment aims to identify the risk of events, the probability of the event occurring and the severity of the consequences if the risk was to lead to or contribute to an incident.

Based on those assessments, the Risk Assessment process identifies appropriate design elements and management procedures to eliminate or minimise the risk.

A documented risk assessment shall be undertaken for all types of work to identify and analyse all hazards for work zones or other work near traffic activities to ensure appropriate measures are taken to manage these risks.

As per Traffic Control at Work Sites (TCAWS) Technical Manual Version 6.1 2022, a risk assessment should:

- ▶ Consider how the existing road environment will influence the works
- ▶ Identify foreseeable risks and hazards
- ▶ Seek to eliminate risks to health and safety
- ▶ When elimination of risks to health and safety is not reasonably practicable, document the strategies for minimising risks so far as is reasonably practicable (SFAIRP)
- ▶ Assess the effects

The following steps should be followed when creating a risk assessment:

- ▶ Step 1: Identify and List the Hazards to Health and Safety
- ▶ Step 2: Assess the Risks Arising from The Hazards
- ▶ Step 3: Treat the Risks Using Risk Controls
- ▶ Step 4: Monitor and review

Refer to **Appendix B** for Risk Assessment details for this project.



Public Safety Management Plan

7 Introduction

7.1 Background and Scope

Modus Transport and Traffic Engineering have been engaged by Vitale Property Group to prepare a Public Safety Management Plan (PSMP) for the proposed redevelopment of 29 Shirley Street, Byron Bay, NSW (the subject site), in accordance with condition 24 of DA application approval to manage potential hazards associated with the traffic environment during the project.

It is understood that consent from the Council must be obtained for a Public Safety Management Plan for those works within the road reserve pursuant to Section 138 of the Roads Act 1993.

The development application 10.2022.371.1 has given Vitale Property Group approval to demolish the existing development and clear the site, including existing buildings and trees, to facilitate the construction of a residential flat building development comprising 25 three-bedroom dwellings distributed across four separate two and three-storey buildings with basement car parking, associated landscaping and amenities on the properties in **Table 7** below.

Affected Properties / Lots	
29 Shirley Street, Byron Bay	LOT 12 DP 1138310
2 Milton Street, Byron Bay	LOT 8 SEC 52 DP 758207
4 Milton Street, Byron Bay	LOT 9 SEC 52 DP 758207
1 Cavvanbah Street, Byron Bay	LOT 1 DP 780935
LOT 1 DP 582819	LOT 9 DP 841611
LOT 2 DP 582819	LOT 11 DP 1138310
LOT 8 DP 841611	LOT 7 DP 841611

Table 7: Affected Properties

As part of the development conditions, Vitale Property Group is required to construct a new stormwater network along Milton Street, widen Milton Street, and realign an existing sewer main from within the site boundary along Milton Street and Shirley Road. This PSMP will support the road works, stormwater works, and sewer realignment only.

For the duration of the project there will be work vehicles parked on the road and workers on foot operating within the road reserve, depending on the stage and construction activity being undertaken.



To accommodate the works as per above, a project-specific Traffic Management Plan and accompanying Traffic Guidance Schemes (TGSs) have been developed by Modus Transport and Traffic Engineering to provide suitable traffic management strategies and controls to enable the delivery of the project.

Refer to **Section 1** of this document for further details.

Excavations within the road reserve will be required for the abovementioned works and will be suitably managed through this PSMP.

Excavations will be carried out for the works concerned along Shirley Street and Milton Road, with a minimum clearance between live traffic and excavations of 2.5m, where possible. Where this clearance cannot be maintained, temporary road safety barriers may be required to manage the potential risks.

Refer to the TMP prepared for this work for detailed traffic management.

The scenario mentioned above is to provide a safe work environment for all road users, workers, personnel on site, plant and equipment with the aim to minimise the impact and disruptions on normal traffic.

The Project Manager and Project Contractors are to manage potential hazards associated with the traffic environment during the project.

7.2 Objectives of PSMP

The purpose of this Public Safety Management Plan (PSMP) is to systematically outline and implement measures that ensure the safety of the general public, including pedestrians, motorists, and nearby residents, during construction activities that may pose risks. The key objectives of a Public Safety Management Plan include:

- ▶ The safety of the road workers; and
- ▶ All road users, including vulnerable road users, are safely guided around, through or past the work site.

In an effort to meet these objectives, the PSMP will incorporate the following strategies:

- ▶ Providing a safe and sufficient number of traffic lanes to accommodate vehicle volumes and to ensure delays are minimised.
- ▶ Ensuring all road users are managed safely, including motorists, pedestrians, cyclists, people with disabilities, and people using public transport (if any) in the vicinity of the subject site.
- ▶ Ensuring work activities are carried out sequentially to minimise adverse impacts.
- ▶ Provision will be made for works personnel to enter the work area in a safe manner in accordance with safety procedures; and
- ▶ All entry and exit movements to and from traffic streams shall be in accordance with the requirements of safe working practices.



7.3 Statutory Requirements

This PSMP has been prepared in accordance with the applicable conditions and requirements of the Development Approval, application number 10.2022.371.1 and all relevant legislation and guidelines as set out in the following sections.

A full consideration of the applicable compliance requirements is provided in the following sections of the Plan.

Project Approval

Development Approval Condition 24 requires a Public Safety Management Plan prior to issuing the construction certificate to ensure that activities associated with the proposed construction works do not cause any exceedances of the performance measures as listed in **Table 8** for those works within the road reserve pursuant to **Section 138 of the Roads Act 1993**.

Notes to this condition require Vitale Property Group to define more detailed performance indicators for each of the performance measures.

Traffic Management Impact Performance Measures	
Public safety	No additional risk
All built features	<p>Always safe</p> <p>Serviceability should be maintained wherever practicable.</p> <p>Damage must be fully repairable and must be fully repaired or else replaced or fully compensated.</p>

Table 8: Construction works impact performance measures

Work Health and Safety

This PSMP has been developed to comply with the NSW work health and safety legislation, including the following:

- ▶ Work Health and Safety Act 2011.
- ▶ Work Health and Safety Regulation 2011.
- ▶ Code of Practice Construction Work NSW 2019.

Under the Code of Practice Construction Work, everyone involved in construction work has health and safety duties when carrying out the work. A person conducting a business or undertaking (PCBU – Vitale Property Group in this project) has the primary duty under the WHS Act to ensure, so far as is reasonably practicable, that workers and other persons are not exposed to health and safety risks arising from the business or undertaking.

It is also noted that according to WHS Regulation clause 291 which has set out a list of construction work, the proposed construction work is considered to be high risk and a safe work method statement (SWMS) is required.

**Safe Work Method Statement (SWMS)**

According to Work Health and Safety Regulations 2011, PCBU includes the carrying out of high-risk construction work, must, before high-risk construction work commences, ensure that a safe work method statement for the proposed work:

- ▶ is prepared; or
- ▶ has already been prepared by another person.

A safe work method statement must:

- ▶ Identify the work that is high-risk construction work; and
- ▶ Specify hazards relating to the high-risk construction work and risks to health and safety associated with those hazards; and
- ▶ Describe the measures to be implemented to control the risks; and
- ▶ Describe how the control measures are to be implemented, monitored and reviewed.

It is understood that Vitale Property Group will provide SWMS prior to commencement.



8 Risk Management

According to the regulation, and as a part of this PSMP, PCBU has a duty to manage risks to health and safety and give appropriate consideration to risk assessment.

It is understood that PCBU, in managing risks to health and safety, must identify reasonably foreseeable hazards that could give rise to risks to health and safety and, in managing risks to health and safety, must:

- ▶ Eliminate risks to health and safety so far as is reasonably practicable; and
- ▶ If it is not reasonably practicable to eliminate risks to health and safety — minimise those risks so far as is reasonably practicable.

A risk assessment has been undertaken to identify the risks associated with construction works traffic management on Shirley Street, Milton Road and all intersecting roads. The completed risk assessment has identified a few high-risk items associated with the proposed traffic management; however, it provided appropriate control measures to eliminate or lower the risks, and as a result, risks associated with the work at the subject site have been assessed as low to moderate.

The details of the preliminary assessment of site hazards likely to be encountered, the level of risk associated with each, and the control proposed can be found in **APPENDIX B**.

Note that the risk level is the level of assessed risk without the controls in place. The controls listed have been determined to be appropriate in reducing the risk to an acceptable level.

The hierarchy of control has been utilised to ensure that the highest practicable level of protection and safety is selected:

- ▶ Elimination
- ▶ Substitution
- ▶ Isolation
- ▶ Engineering
- ▶ Administration
- ▶ Personal Protection Equipment

In evaluating the options, a key consideration is whether the option takes traffic around, through or past the work site.



9 Road Users Safety

9.1 Pedestrians

It is noted that in the vicinity of the work site there are some footpaths that will be impacted by the works, as highlighted in the CTMP. Where footpaths are impacted on Shirley Street and Milton Street, suitable pedestrian detours will be put into place, of similar or better quality than the impacted pathway.

9.2 Cyclists

Cyclists are required to follow the above pedestrian traffic management arrangements, except where cyclists are operating with vehicular traffic. In the instance that the cyclist is within the flow of vehicular traffic, they will continue within the flow of traffic following the implemented traffic control devices.

9.3 Public Transport

The location of the works is part of a public transport route. Therefore, notification to NSW Transport is required. The impacts to the network are expected to be minor delays to the bus routes for most stages of the construction. A temporary bus stop relocation for the existing bus stop on Shirley Street, west of Milton Street (South), will be required for some stages.

The temporary relocation of this bus stop is not expected to be more than two (2) weeks. Refer to the TGS provided in **Appendix A** for details of temporary bus stop relocations.

9.4 Heavy and Oversized Vehicles

The location of the works is not part of a pre-approved heavy vehicle route. Therefore, no notification to the National Heavy Vehicle Regulator is required.

If a heavy/ oversized vehicle or load whose speed or size might constitute a safety threat to workers on foot, the traffic controllers shall warn the site supervisor, who will instruct all workers/machinery to move away from the heavy vehicle passage.

Heavy vehicles will be assisted via the worksite if required by Traffic Controllers when safe to do so. If required, delineation will be removed to allow passage, and all works crews will be informed to halt works until large vehicles have bypassed the works. Communication between the works crew and Traffic controllers is to be held consistently for the duration of the works.

9.5 Existing Parking Facilities

A certain number of parking bays need to be removed to facilitate the upcoming works. The proposed parking restrictions are detailed in the drawings provided in the Traffic Management Plan (TMP). Council approval is a prerequisite before commencing the project. Refer to TMP for more details.



9.6 Access to Adjoining Properties/Business

There are properties affected by the works; however, local access will be allowed, where possible, within the work location, with the traffic controller assisting any property owners entering/exiting at all times.

9.7 Emergency Vehicle Access

Emergency services will have continual access to all properties and the worksite; hence no specific facilities are required. A Traffic Controller shall assist emergency vehicles requiring entering and/or travelling through the Worksite.

The key criteria for the planned works are to maintain a safe work area, safe access to and from the work area for workers, and to ensure the necessary safety measures and notifications are provided for the local community for the duration of work. Other site-specific considerations for public and worker safety include:

- ▶ Having traffic controllers available for all construction activities and vehicle ingress/egress manoeuvres during working hours.

The Project Manager is to ensure that all site workers are to have the appropriate PPE to ensure they are clearly visible to the public when performing work tasks safely. This may include steel-cap boots, High-visibility vests/jackets, hard hats, and full-length clothing as to AS/NZS 4602.



10 Consultation and Communication Notification

10.1 Project Commencement Letter

Prior to the commencement of any work, a project notification letter will be sent to all residents and businesses within 200 metres of the work area advising them of the upcoming works. The letter will be sent two (2) weeks prior to the commencement date and will include the following items as a minimum:

- ▶ General Scope of the project.
- ▶ Stages of the project and anticipated dates.
- ▶ Information relating to Stage 1.
- ▶ Impacts to the road network, including a copy of the TGS.
- ▶ Contact details for Vitale Property Group.

10.2 Project Update – Commencement of Next Stage

Towards the completion of a stage of the construction works and prior to the commencement of the next stage of works, a project update letter will be sent to all residents and businesses within 200 metres of the work area advising them of the commencement of the next stage of works. The letter will be sent one (1) week prior to the commencement date of the next stage and will include the following items as a minimum:

- ▶ Progress update of the project.
- ▶ Stages of the project and anticipated dates (revised dates to be used if the construction programme has significantly changed since the previous letter).
- ▶ Information relating to the upcoming stage of construction.
- ▶ Impacts on the road network, including a copy of the TGS.
- ▶ Contact details for Vitale Property Group.

10.3 Project Update – Delays to Construction Progress

Should there be significant delays (greater than two (2) weeks) to construction progress, a project update letter will be sent to all residents and businesses within 200 metres of the work area advising them of the delay to the construction works progress. The letter will be sent within one (1) week of the construction delays being identified and will include the following items as a minimum:

- ▶ Notice of delay, including reason for delay.
- ▶ Revised dates to the construction programme.
- ▶ Contact details for Vitale Property Group.



10.4 Project Notification – Driveway Impacted by Trenching Works

During trenching works for the new sewer alignment and/or the new stormwater network, a notification letter will be sent to the affected resident/s and business/s directly adjoining the work area advising them of the impacts to their driveway access. The letter will be sent within two (2) days of the trenching works commencing at their driveway access and will include the following items as a minimum:

- ▶ Notice of impacts to the resident/s or business/s driveway (Temporary Closure).
- ▶ Anticipated length for closure of the driveway access.
- ▶ Where a driveway is expected to be impacted for more than one (1) day, provide advice on how the civil contractor will manage vehicular access outside of working hours (road plates bridging trench).
- ▶ Contact details for Vitale Property Group.



11 Site Assessment

11.1 Provision to Address Environmental Conditions

Adverse Weather

Weather is not expected to adversely impact the effectiveness of the traffic control detailed on the attached TGSs. Notwithstanding this, should adverse weather conditions be encountered during the works, the following contingency plans should be activated.

Note: any adjustments to the plan shall be risk assessed and approved by someone holding a TMD accreditation. Major changes will require Council approval.

Rain

In the event of rain, an on-site assessment shall be made, and sign spacing and tapers may be extended by 25% to account for increased stopping distances. Slippery (T3-3) signs may be placed as required, and all changes shall be recorded in the daily diary.

If rain occurs, Traffic Management Personnel shall inspect the site, and where signage and/or devices are not clearly visible, signage may need to be adjusted to improve visibility or, if necessary, provide additional signage and delineation. Where stopping distances are adversely affected by wet surfaces, spacing between signs may need to be adjusted to provide increased reaction time for drivers.

In cases where it is determined that the rain is so heavy that the risk is considered unacceptable, all work shall cease until the rain has cleared. All changes shall be noted in the daily diary.

Floods

Should works be affected by flooding to the extent that the worksite becomes impassable or risk is considered unacceptable, all work shall cease immediately, and Traffic Controllers (and other personnel if necessary) shall be deployed immediately to close the site and direct traffic around the flooded area (under the direction of the project manager or traffic manager). Emergency services and the Road Authority shall be notified immediately, and Traffic Controllers shall remain onsite until emergency services and the Road Authority personnel arrive and take control of the site.

Other adverse weather (strong winds, thunderstorms, etc.)

When adverse weather, such as strong winds and/or thunderstorms, is identified as adversely affecting the works and worksite safety, weights on signs and delineations are to be used to contrast strong winds effect; in case of thunderstorms, all powered equipment shall be turned off and shelter to be sought after.

Should works be affected to the extent that the worksite becomes impassable or risk is considered unacceptable, all work shall cease immediately, and Traffic Controllers (and other personnel if necessary) shall be deployed immediately to close the site and remove TM arrangements.



All changes are to be noted in the daily diary.

Sun Glare

Where sun glare is identified as adversely affecting a driver's ability to sight signage and/or traffic control devices, sign locations may need to be adjusted and additional delineation and/or traffic control devices provided to address the risk from glare. Additionally, in the event that traffic control is adversely affected by glare at sunset and sunrise, traffic controllers may need to assist in maintaining low traffic speeds.

All changes are to be noted in the daily diary.

Fog, Dust and Smoke

Where fog, dust or smoke is identified as adversely affecting a driver's ability to sight signage and/or traffic control devices, sign locations may need to be adjusted and additional delineation and/or traffic control devices provided to address the risk. All changes are to be noted in the daily diary.

Should works be affected by fog, dust or smoke to the extent that risk is considered unacceptable, all work shall cease immediately, and Traffic Controllers (and other personnel if necessary) shall be deployed immediately to close the site.

Emergency services and the Road Authority shall be notified immediately, and Traffic Controllers shall remain onsite until emergency services and the Road Authority personnel arrive and take control of the site.

Road Geometry, Terrain, Vegetation and Structures

All existing vegetation surrounding the location of the works shall be maintained. Site assessment is to be conducted prior to signs being erected on site. Should any existing landscape create obstruction and/or decrease the visibility of advanced warning signage prior to the work area, signs are to be moved accordingly. Traffic Controllers shall adjust sign locations and provide additional delineation and traffic control devices necessary to address the risk from existing vegetation. All changes are to be noted in the daily diary.

11.2 Existing Traffic and Advertising Signs

All speed signs located within the vicinity of the works that would conflict with the proposed temporary speed limit shall be covered for the duration of the works.



12 Safety Plan

12.1 Occupational Safety and Health

All persons and organisations undertaking these works or using the roadwork site have a duty of care under statute and common law to themselves, their employees and all site users lawfully using the site to take all reasonable measures to prevent accident or injury.

This report forms part of the overall project Safety Management Plan and provides details on how all road users considered likely to pass through, past, or around the worksite will be safely and efficiently managed for the full duration of the site occupancy and works.

12.2 Roles and Responsibilities

Responsibilities

The Project Manager has the ultimate responsibility to ensure the TMP is implemented for the prevention of injury and property damage to employees, contractors, sub-contractors, road users and all members of the public.

The Project manager will ensure all site personnel are fully aware of their responsibilities, that Traffic Controllers are appropriately trained and accredited and that sufficient controllers are available to ensure appropriate breaks are taken.

All personnel engaged in the field activities will follow the correct work practices as required by the CoP, AGTTM and AS1742.3.

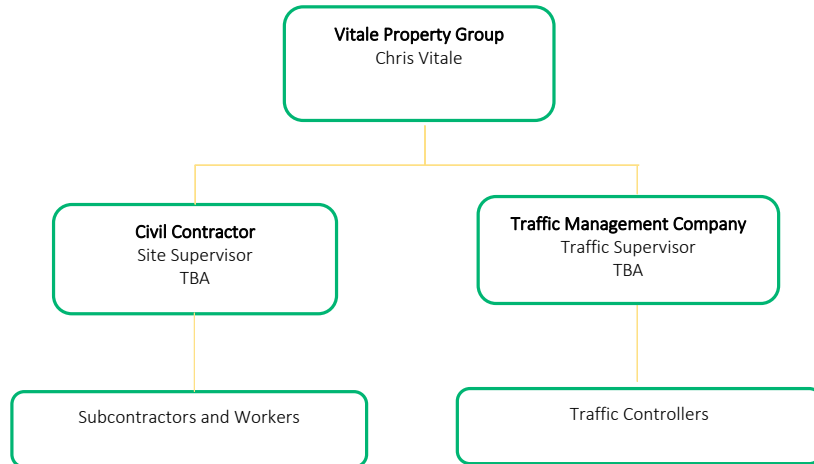
All personnel will not commence or continue work until all signs, devices, and barricades are in place and operational in accordance with the requirements of the TMP.

All personnel responsible for temporary traffic management shall ensure that the number, type and location of signs, devices and barricades are to a standard, CoP, AGTTM and AS1742.3 (except where specifically detailed in the proposed TMP with reasons for the variations). Should a situation arise that is not covered by the TMP, CoP, AGTTM or AS1742.3, the Road Authority Representative shall be notified.



Roles

The following diagram outlines the responsibility hierarchy of this contact.



Project Manager

The project manager shall:

- ▶ Ensure all traffic control measures of the TMP are placed and maintained in accordance with this plan and the relevant Acts, Codes, Standards and Guidelines.
- ▶ Ensure suitable communication and consultation with the affected stakeholders is maintained at all times.
- ▶ Ensure inspections of the temporary traffic management are undertaken in accordance with the TMP, and results recorded. Any variations shall be detailed together with reasons.
- ▶ Review feedback from field inspections, worksite personnel and members of the public, and take action to amend the traffic control measures as appropriate following approval from the Road Authority's Representative.
- ▶ Arrange and/or undertake any necessary audits and incident investigations.

Site Supervisor

The site supervisor is responsible for overseeing the day-to-day activities and is therefore responsible for the practical application of the TMP and shall:

- ▶ Instruct workers on the relevant safety standards, including the correct wearing of high-visibility safety vests.
- ▶ Ensure traffic control measures are implemented and maintained in accordance with the TMP.
- ▶ Undertake and submit the required inspection and evaluation reports to management.
- ▶ Render assistance to road users and stakeholders when incidences arising out of the works affect the network performance or the safety of road users and workers.
- ▶ Take appropriate action to correct unsafe conditions, including any necessary modifications to the TMP.



Traffic Management Personnel

- ▶ At least one person on site shall be accredited in Basic Worksite Traffic Management and shall have the responsibility of ensuring the traffic management devices are set out in accordance with the TMP.
- ▶ At least one person accredited in Advanced Worksite Traffic Management shall be available to attend the site at short notice at all times to manage variations, contingencies and emergencies, and to take overall responsibility for traffic management. Depending on the work type and remoteness of the location TMD (Traffic Management Designer) should be contactable by phone at all times.

Traffic Controllers

Traffic Controllers shall:

- ▶ Control road users to avoid conflict with plant, workers, traffic and pedestrians, and to stop and direct traffic in emergency situations.
- ▶ Operate in accordance with AGTTM Part 7: Traffic Controllers.
- ▶ Be accredited in Basic Worksite Traffic Management.
- ▶ Hold a current Traffic Controller's accreditation.
- ▶ Be relieved from their duty after not more than 2 hours for a period of rest or "other duties" of at least 15 minutes as required by AGTTM and/or OS&H Regulations.
- ▶ Hold appropriate induction cards for the works, if required.

Workers and Subcontractors

Workers and Subcontractors shall

- ▶ Correctly wear high visibility vests, in addition to other protective equipment required (e.g. footwear, eye protection, helmet sun protection etc.), at all times whilst on the worksite
- ▶ Comply with the requirements of the TMP and ensure no activity is undertaken that will endanger the safety of other workers or the general public.
- ▶ Enter and leave the site by approved routes and in accordance with safe work practices.
- ▶ Hold appropriate induction cards for the works, if required.

12.3 PPE

All personnel entering the work site shall correctly wear high-visibility vests according to AS/NZS 4602, in addition to other protective equipment required on a site-by-site basis (e.g., protective footwear, eye protection, helmet, sun protection, respiratory devices, etc.) at all times while on the worksite.

12.4 Plant and Equipment

All plant and equipment at the workplace shall meet statutory requirements and have the required registration, licences or certification where required. All mobile equipment shall be fitted with suitable reversing alarms. All mobile plants and vehicles shall be fitted with a pair of rotating flashing yellow lamps in accordance with AS1742.3 clause 4.14.1. All workers will be made aware of the safe work practice at the time of the site induction.



12.5 Trip Hazards

The worksite and its immediate surroundings shall be suitably protected and free of hazards, which could result in tripping by cyclists or pedestrians. Hazards that cannot be removed shall be suitably protected to prevent injury to road users, including those with sight impairment. Where level differences are significant, suitable barriers that preclude pedestrian access shall be used.

Where works extend beyond daylight hours, and adjacent lighting is insufficient to illuminate hazards to cyclists or pedestrians, appropriate temporary lighting shall be installed.

The worksite shall be kept tidy to reduce the risk to workers.



13 Emergency Arrangements and Contingencies

13.1 Traffic Incident Procedures

In the event of an incident or accident, whether or not involving traffic or road users, all work shall cease, and traffic shall be stopped as necessary to avoid further deterioration of the situation. First Aid shall be administered as necessary, and medical assistance shall be called for if required.

Road plant within the work area that may impact on any services requiring access to a crash site will be cleared from the area as quickly as necessary.

Serious Injury or Fatality

In the case of serious injury or fatality occurring within the traffic management site, all work shall cease immediately, machinery and vehicles turned off and the area cleared of personnel as soon as possible. Traffic Controllers (and other personnel if necessary) shall be deployed immediately to ensure no traffic or other road users approach the area.

Emergency services, including Ambulance and Police, shall be called immediately on telephone number 000, where life-threatening injuries are apparent.

All road workers and traffic management personnel shall preserve the scene leaving everything in situ, until direction is given by the Police or SafeWork NSW.

If possible, a site-specific detour route and/or road closure point will be determined, signed and controlled by traffic management personnel and advised to the Police, who will take charge of the site upon arrival. Detour routes will be determined to cater for all types of vehicles required to use them. An example of how to manage an emergency can be found in **Section 5 of AGTTM Part 10**.

All site personnel shall be briefed on control procedures covering incidents and crashes that result in serious injury or fatalities.

Minor Incident or Vehicle Break Down within Site

Broken-down vehicles and vehicles involved in minor non-injury crashes shall be temporarily moved to the verge as soon as possible after details of the crash locations have been gathered and noted.

Where necessary to maintain traffic flow, vehicles shall be temporarily moved into the closed section of the work area behind the cones, providing there is no risk to vehicles and their occupants or workers. Suitable recovery systems shall be used to facilitate prompt removal of broken down or crashed vehicles at no cost to Vitale Property Group. Assistance shall be rendered to ensure the impact of the incident on the network is minimised.

Any traffic crash resulting in non-life-threatening injury shall be reported to the Byron Bay Police Station on 02 6685 9499. Details of all incidents and accidents shall be reported to the Site Supervisor and Project Manager using the incident report form in Appendix D (or similar).



13.2 Emergency Services

Emergency services shall be notified of the proposed works' nature, location, date and times, as well as contact details for the site supervisor.

On-site traffic controllers will be equipped with mobile communications to advise and/or liaise with emergency services to ensure a prompt response should the need arise.

13.3 Dangerous Goods

Should any incident arise involving vehicles transporting dangerous goods, all work shall cease immediately, machinery and vehicles turned off and the area cleared of personnel as soon as possible. Traffic Controllers (and other personnel if necessary) shall be deployed immediately to ensure no traffic or other road users approach the area.

Emergency services shall be notified via Fire and Rescue NSW of the proposed works' nature, location, date and times, as well as contact details for the site supervisor. All site personnel shall be briefed on evacuation and control procedures.

13.4 Damage to Services

In the event that gas services are damaged, all work shall cease immediately, machinery and vehicles turned off and the area cleared of personnel as soon as possible. Traffic Controllers (and other personnel if necessary) shall be deployed immediately to ensure no traffic or other road users approach the area.

The Police Service and relevant supply authority shall be called immediately.

Damage to any other services shall be treated in a similar manner, except machinery may remain operational, and access may be maintained where it is safe to do so.

All site personnel shall be briefed on evacuation and control procedures.

13.5 Failure of Services

Failure of Street lighting

In the event that street lighting is damaged and fails to operate or operates incorrectly, Traffic Controllers (and other personnel, if necessary, with appropriate temporary lighting) shall be deployed immediately if the lighting failure adversely affects road user safety to control traffic movements as required. The relevant power company shall be notified immediately.

Failure of Power

In the event that power infrastructure is damaged and poses a risk through live current, Traffic Controllers (and other personnel if necessary) shall be deployed immediately to secure the site and prevent entry to the area affected by live power. The relevant power company shall be notified immediately.



13.6 Emergency Contacts

In the event of an emergency, the following relevant authorities in **Table 9** below must be contacted and advised of the nature of works, location, type of emergency and contact details of the site supervisor.

Emergency Services	Phone
Byron Bay Police Station	(02) 6685 94 99
Byron Bay Ambulance Station	TBC
Fire and Rescue NSW Byron Bay Fire Station	(02) 6685 6266
Power – Essential Energy	13 20 80
Project Manager – Chris Vitale	0417 726 478
Site Supervisor – TBA	TBA

Table 9: Emergency contact information



14 Monitoring and Measurements

14.1 Daily Inspections

Prior to works commencing the Site Supervisor shall undertake to communicate the Traffic Management Plan to all key stakeholders and affected parties.

On completion of setting out the traffic control measures the site is to be monitored for a suitable period of time. If traffic speeds on the approaches to the work site are assessed as being above the temporary posted speed zone for the work site, the Site Supervisor is to initiate action to modify the approach signage and tapers in accordance with the requirements of AGTTM. All such actions are to be recorded in the Daily Diary. Should road users be observed to continue to travel in excess of the posted speed limit, the police may be requested to attend the site to enforce the temporary posted speed limit.

The experienced accredited supervisory person at the worksite may conditionally approve changes made to a complex traffic management plan subject to review and endorsement of the change by a TMD as soon as practicably possible. Such changes shall be subject to a risk assessment using the same methodology documented in the TMP.

The risk assessment shall be undertaken by a person holding current TMD accreditation. These changes shall be within the scope and objectives of the TMP, anything outside this will need to be endorsed by the TMD and authorised by the relevant road authority.

The Traffic Management Contractor shall ensure that all temporary signs, devices and controls are maintained at all times. To achieve this, procedures in line with the requirements outlined in AGTTM Part 6 will be instituted. The monitoring program shall incorporate inspections:

- ▶ Before the start of work activities on site,
- ▶ During the hours of work,
- ▶ Closing down at the end of the shift period, and
- ▶ After hours.

A daily record of the inspections shall be kept indicating,

- ▶ When traffic controls were erected,
- ▶ When changes to controls occurred and why the changes were undertaken,
- ▶ Any significant incidents or observations associated with the traffic controls and their impacts on road users or adjacent properties.

The Traffic Management Contractor shall ensure that personnel are assigned to monitor the traffic control scheme. Inspections shall at least satisfy the following requirements.



Before works commence

- ▶ Confirm that TMP and TGS are suitable for the day's activities.
- ▶ Inspect all signs and devices to ensure they are undamaged, clean and comply with the requirements depicted on the TGS.
- ▶ All lamps should be checked and cleaned as necessary; and
- ▶ After any adjustments have been made to the signs and devices, conduct a drive-through inspection to confirm effectiveness.

During work hours

- ▶ Designate and ensure that appropriate work personnel drive through the site periodically to inspect all signs and devices and ensure they are undamaged and comply with the requirements depicted on the Traffic Guidance Schemes.
- ▶ Attend to minor problems as they occur.
- ▶ Conduct on the spot maintenance/repairs as required.
- ▶ When traffic controllers are on the job, ensure they remain in place at all times. Relieve controllers as necessary to ensure attentiveness is retained.
- ▶ During breaks or changes in work activities, remove or cover any signs that do not apply (e.g. PREPARE TO STOP, Workers symbolic); and
- ▶ Re-position signs and devices as required by work processes throughout the day and keep records of any changes.

Closing down each day

- ▶ Conduct a pre-close down inspection, allowing time for any appropriate maintenance works.
- ▶ Remove any unnecessary signage (e.g. Prepare to Stop, Symbolic Workers)/ remove all signage.
- ▶ Drive through the site and confirm all signs and devices have been removed and no hazards are left on site.
- ▶ Record details of inspection and any changes made to the layout.

After hours

Best efforts will be made by the contractor to reinstate footways/roadways to acceptable conditions prior to the end of each shift to alleviate the requirement for aftercare.

14.2 TMP Audits and Inspections

If required, a compliance audit shall be conducted following the setting up of the traffic management and prior to the commencement of the works.

Audit findings, recommendations and actions taken shall be documented and copies forwarded to the Project Manager and the Road Authority's Representative



14.3 Records

A daily diary recording all inspections including variations to the approved TMP shall be kept using the Daily Diary.

The Traffic Supervisor is to record all inspections made on a daily basis and at those times prescribed by the Traffic Management Implementation Standards. Upon completion of each day, the Traffic Supervisor shall provide copies of the daily diary record to the Project Manager.

The Traffic Supervisor is to record all variations made to the approved Traffic Management Plan on a daily basis and clearly indicate the nature of the variations and the reason for the variations. Upon completion of each day, the Traffic Supervisor shall provide copies of the variation record to the Project Manager.

14.4 Public Feedback

All public feedback received is to be recorded and proper action is taken accordingly with the nature of each comment.



15 Management Review and Approvals

15.1 TMP Review and Improvement

The Project Manager will review the efficacy of the proposed TMP and note any improvements to determine whether a review is needed.

15.2 Approvals

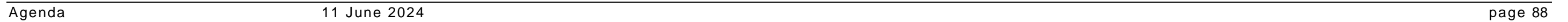
Before work commences, it is necessary to seek approval from the following:

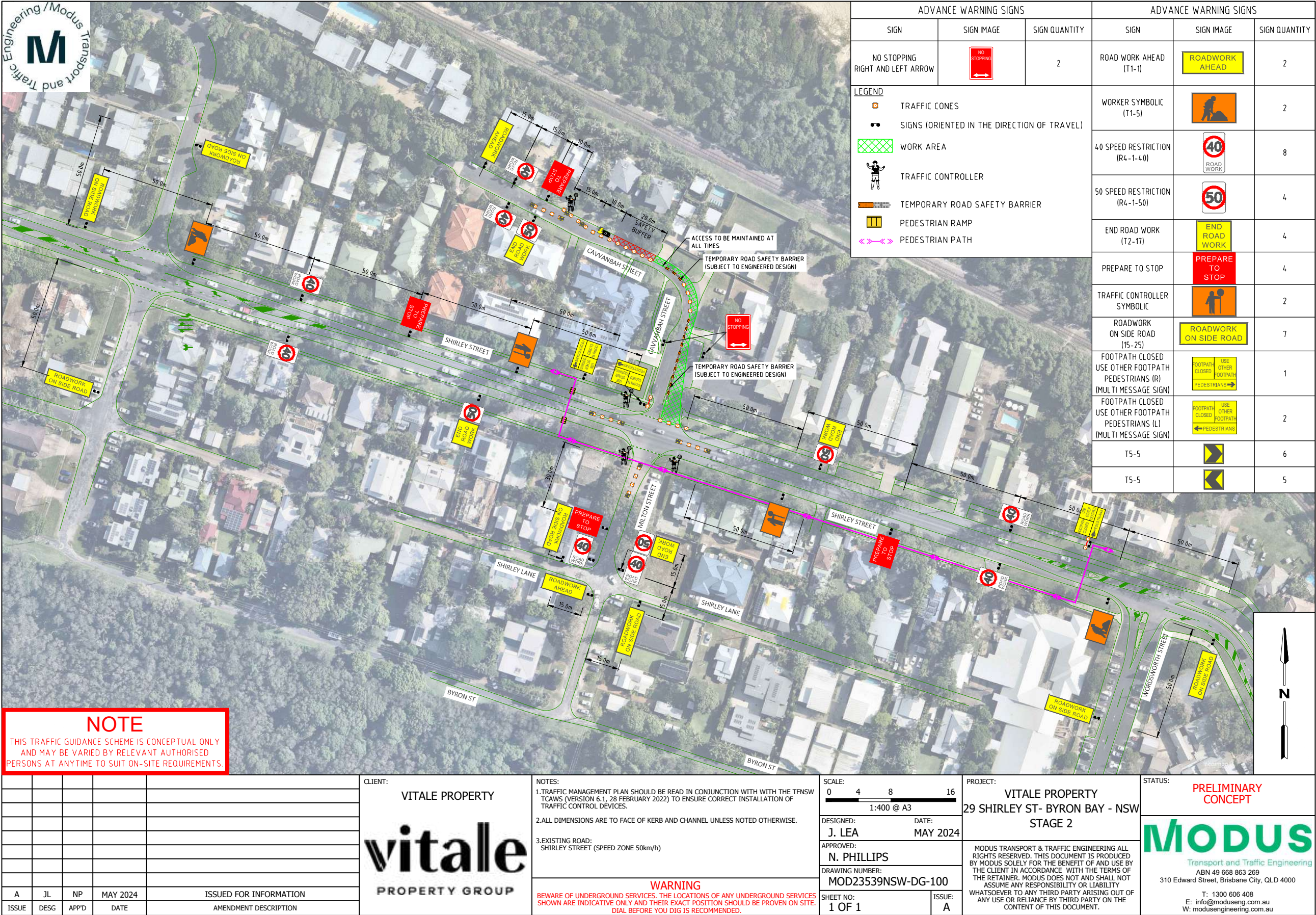
- ▶ Local Government Authority (Byron Shire Council)
- ▶ Transport for New South Wales
- ▶ Utility Service Providers (e.g. Essential Energy, Telstra, NBN, Byron Shire Council etc.)

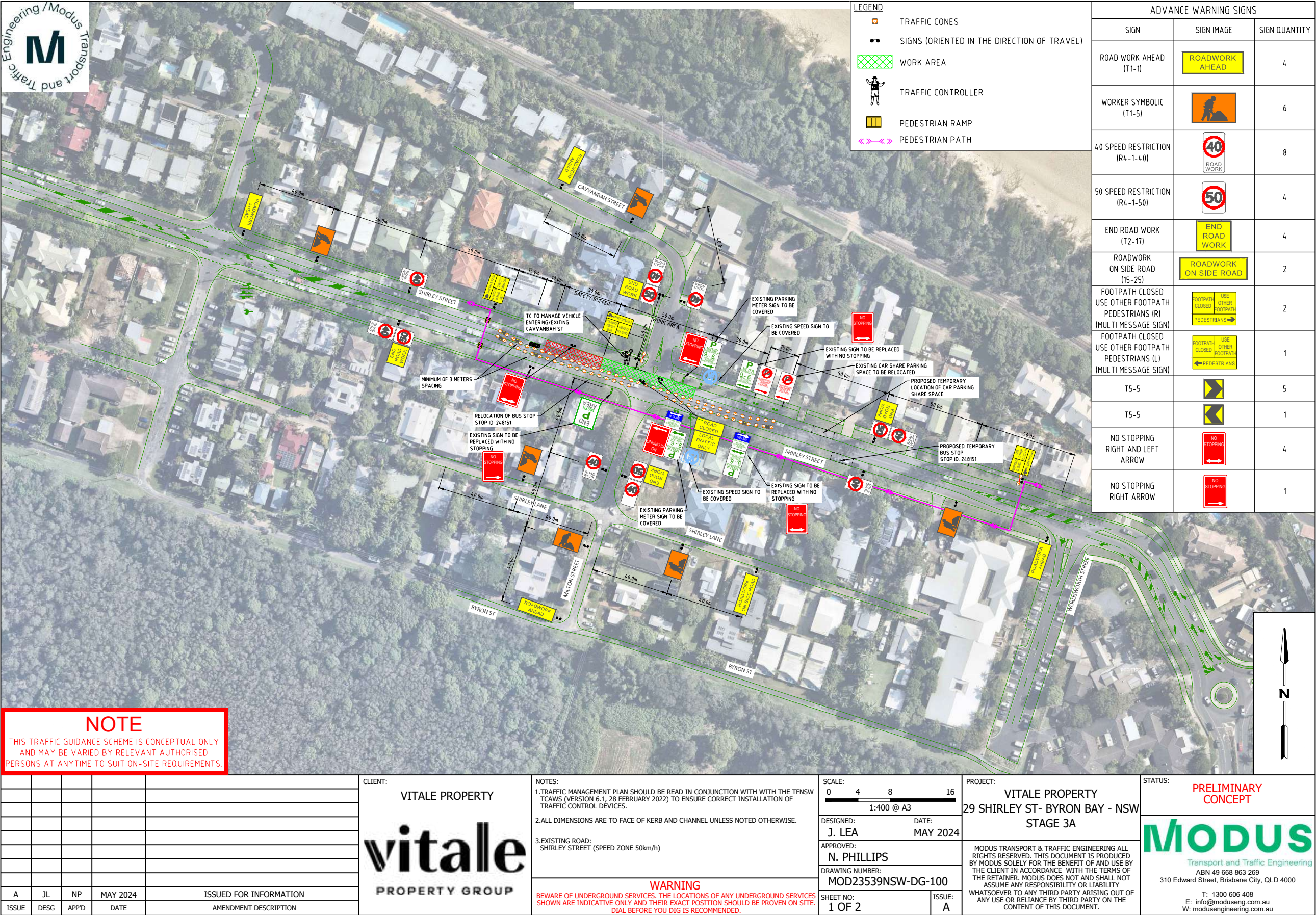


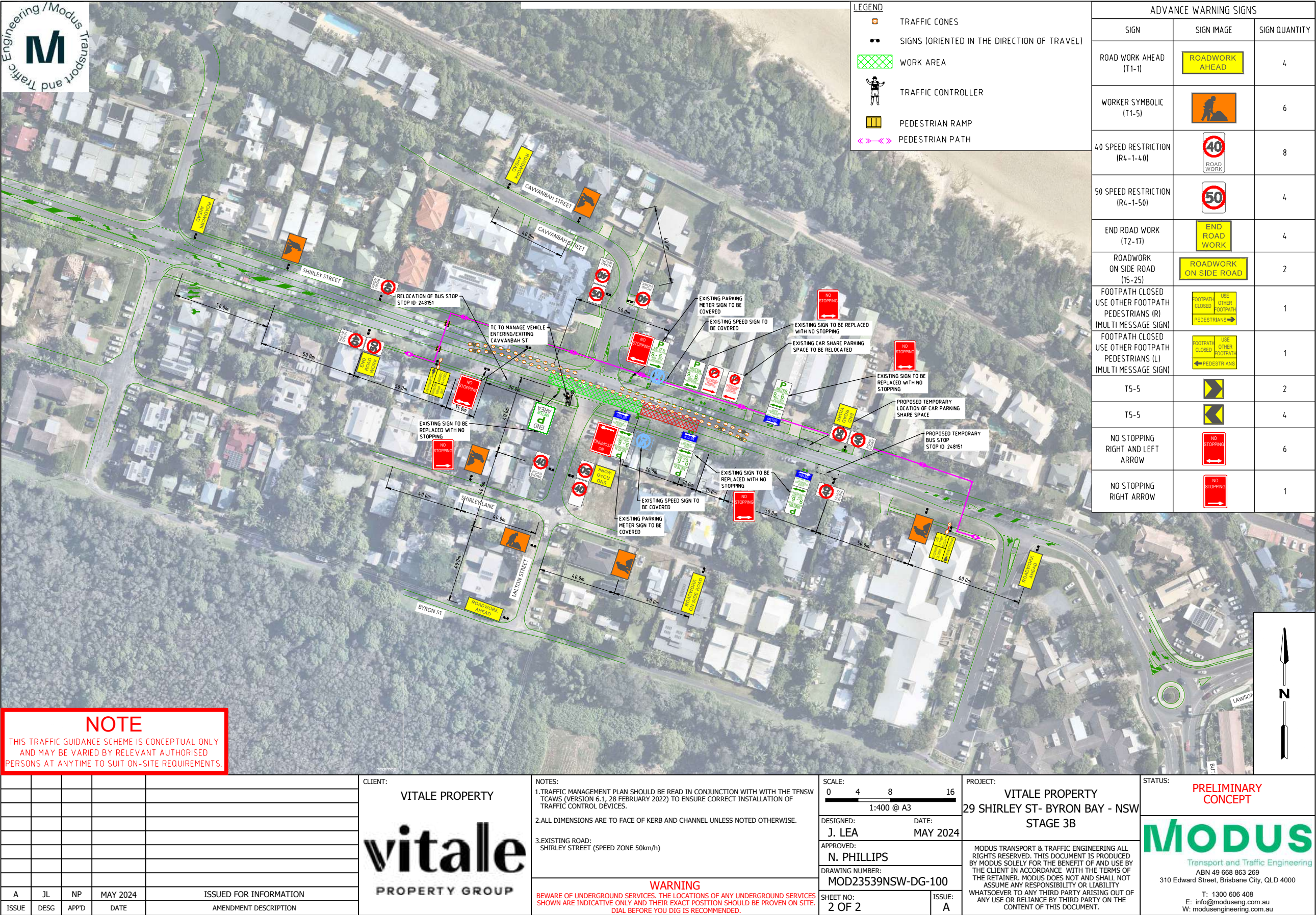
APPENDIX A

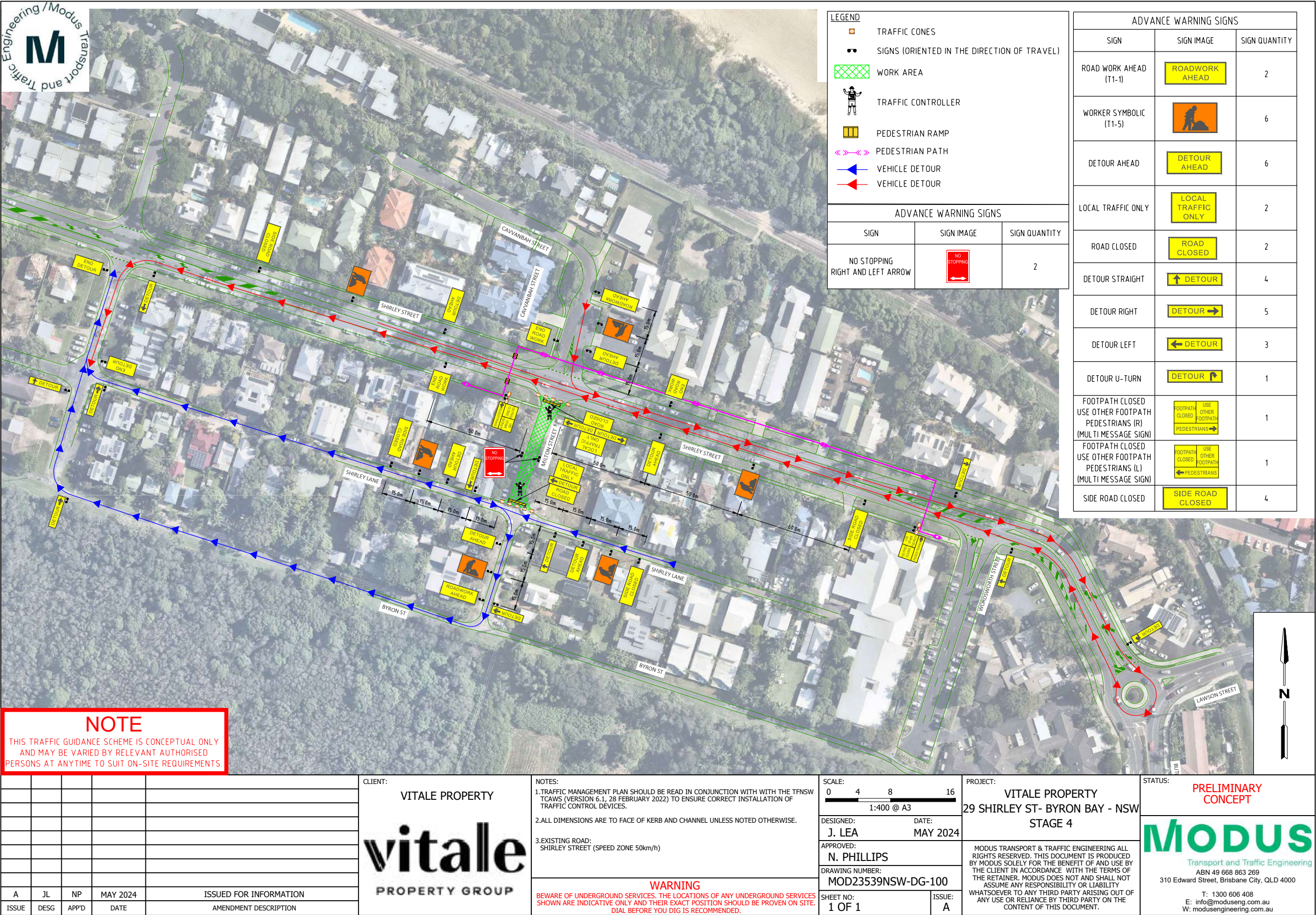
Traffic Guidance Schemes (TGSs)

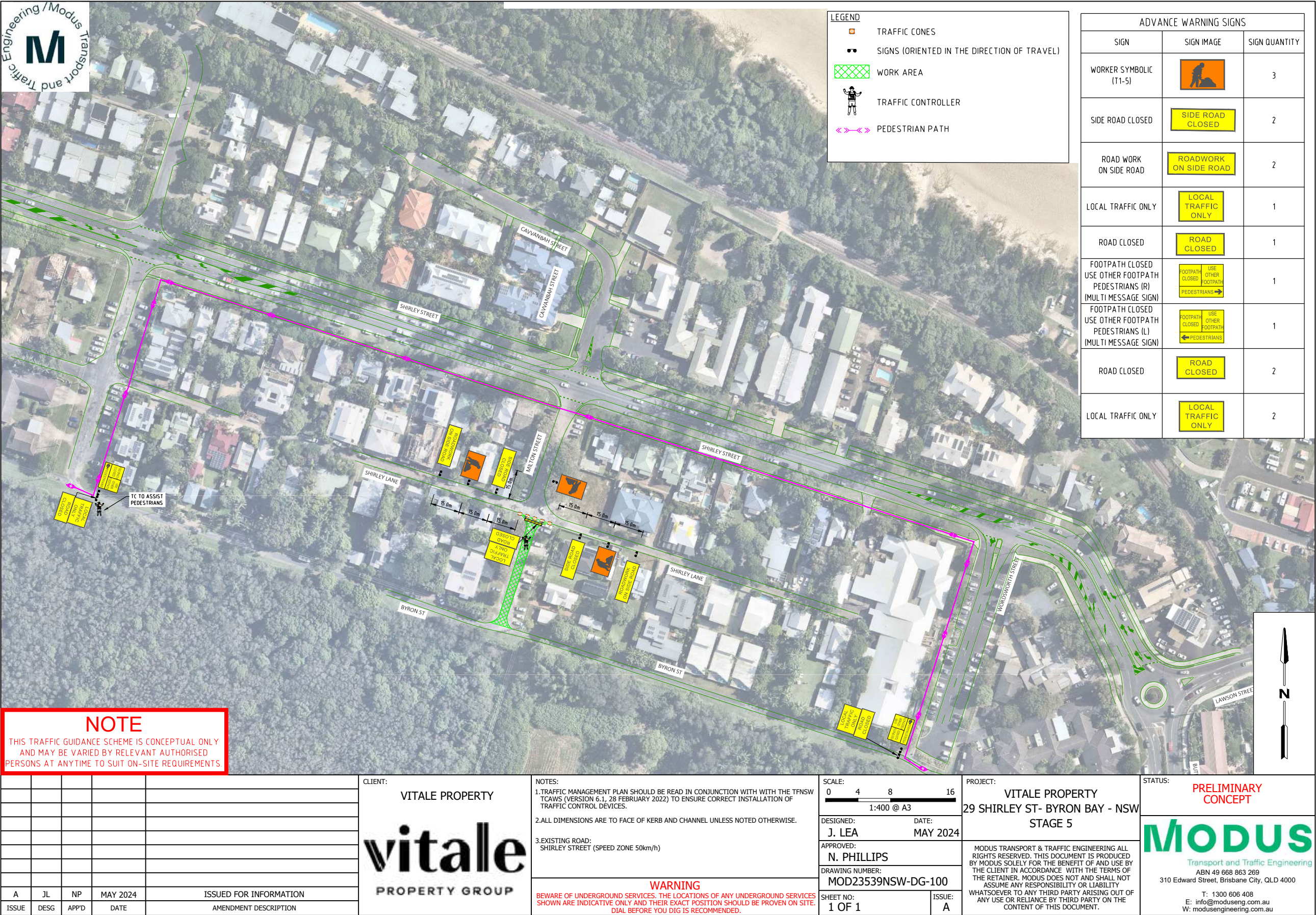














APPENDIX B

Risk Assessment

Risk Classification Tables

Qualitative measures of consequence or impact

Level	Consequences	Description
1	Insignificant	Mid-block hourly traffic flow per lane is equal to or less than the allowable lane capacity detailed in AGTTM. No impact on the performance of the network. The affected intersection leg operates at a Level of Service (LoS) of A or B. No property damages.
2	Minor	Mid-block hourly traffic flow per lane is greater than the allowable road capacity and less than 110% of the allowable road capacity as detailed in AGTTM. Minor impact on the performance of the network. Intersection performance operates at a Level of Service (LoS) of C. Minor property damage.
3	Moderate	Midblock hourly traffic flow per lane is equal to and greater than 110% and less than 135% of allowable road capacity as detailed in AGTTM. Moderate impact on the performance of the network. Intersection performance operates at a Level of Service (LoS) of D. Moderate property damage.
4	Major	Midblock hourly traffic flow per lane is equal to and greater than 135% and less than 170% of allowable road capacity as detailed in AGTTM. Major impact on the performance of the network. Intersection performance operates at a Level of Service (LoS) of E. Major property damage.
5	Catastrophic	Midblock hourly traffic flow per lane is equal to and greater than 170% of allowable road capacity as detailed in AGTTM. Unacceptable impact on the performance of the network. Intersection performance operates at a Level of Service (LoS) of F. Total property damage.

OSH qualitative measures of consequence or impact

Level	Consequences	Description
1	Insignificant	No treatment required
2	Minor	First aid treatment is required.
3	Moderate	Medical treatment required or Lost Time Injury
4	Major	Single fatality or major injuries or severe permanent disablement
5	Catastrophic	Multiple fatalities.

Qualitative measures of likelihood

Level	Likelihood	Description
1	Almost certain	The event or hazard: is expected to occur in most circumstances, and will probably occur with a frequency in excess of 10 times per year.
2	Likely	The event or hazard: Will probably occur in most circumstances, will probably occur with a frequency of between 1 and 10 times per year.
3	Possible	The event or hazard: might occur at some time, will probably occur with a frequency of 0.1 to 1 times per year (i.e. once in 1 to 10 years).
4	Unlikely	The event or hazard: could occur at some time, will probably occur with a frequency of 0.02 to 0.1 times per year (i.e. once in 10 to 50 years).
5	Rare	The event or hazard: may occur only in exceptional circumstances, and will probably occur with a frequency of less than 0.02 times per year (i.e. less than once in 50 years).

IMPORTANT NOTE: The likelihood of an event or hazard occurring shall first be assessed over the duration of the activity (i.e. "period of exposure"). For risk assessment purposes the assessed likelihood shall then be proportioned for a "period of exposure" of one year.

Example: An activity has a duration of 6 weeks (i.e. "period of exposure" = 6 weeks). The event or hazard being considered is assessed as likely to occur once every 20 times the activity occurs (i.e. likelihood or frequency = 1 event/20 times activity occurs = 0.05 times per activity. Assessed annual likelihood or frequency = 0.05 times per activity x 52 weeks/6 weeks = 0.4 times per year. Assessed likelihood = Possible.

Qualitative risk analysis matrix – risk rating

	Consequence				
Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost certain (A)	Low 5	High 10	High 15	Very High 20	Very High 25
Likely (B)	Low 4	Medium 8	High 12	Very High 16	Very High 20
Possible (C)	Low 3	Low 6	Medium 9	High 12	High 15
Unlikely (D)	Low 2	Low 4	Low 6	Medium 8	High 10
Rare (E)	Low 1	Low 2	Low 3	Low 4	Medium 7

Management approach for residual risk rating

Residual Risk Rating	Required Treatment
Very High	Unacceptable risk. HOLD POINT. Work cannot proceed until the risk has been reduced.
High	High priority, OSH MR and Roadworks Traffic Manager (RTM) must review the risk assessment and approve the treatment and endorse the TGS prior to its implementation.
Medium	Medium Risk, standard traffic control and work practices are subjected to review by accredited TMD (Traffic Management Designer) personnel prior to implementation.
Low	Managed in accordance with the approved management procedures and traffic control practices.



Risk Register

Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
1	Vehicles crashing into / through the lane closure / road closure / lateral shift due to drivers' distractions, missing advanced warning signs in regards to the works and/or presence of TC, speeding, confusion or accident.	Causing injury to work personnel and/or TC.	C	3	M9	<ul style="list-style-type: none"> Provide traffic management as per the proposed TMP. Traffic arrangements are to be evaluated for effectiveness following the initial opening to traffic. Speed reduction is to be implemented as proposed. Where workers have their back to traffic, a spotter is to be present to alert workers to approaching vehicles. 	E	3	L3
2	Vehicles crashing into / through the lane closure / road closure / lateral shift due to drivers' distractions, missing advanced warning signs in regard to the works and/or presence of TC, speeding, confusion or accident.	Causing damage to services and properties.	C	3	M9	<ul style="list-style-type: none"> Provide traffic management as per the proposed TMP. Traffic arrangements are to be evaluated for effectiveness following the initial opening to traffic. Speed reduction is to be implemented as proposed. 	E	3	L3
3	Vehicles crashing into open excavation due to drivers' distractions, missing advanced warning signs in regard to the works and/or presence of TC, speeding, confusion or accident.	Causing injury to driver, work personnel and / or TC.	B	4	VH20	<ul style="list-style-type: none"> Provide traffic management as per the proposed TMP. Temporary road safety barrier to be implemented as per the guidance provided in AustRoads AGTTM Part 3 & AGRD Part 6. Temporary road safety barrier to be installed as per engineered design requirements. Traffic arrangements are to be evaluated for effectiveness following the initial opening to traffic. Speed reduction is to be implemented as proposed. 	D	2	L4

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
4	Vehicles parking within the work area / lateral shift lanes due to existing parking management signage.	Network congestion and/or interruption; heavy delay.	A	4	VH20	<ul style="list-style-type: none"> Existing parking management signage to be temporarily covered and replaced with NO STOPPING signage. Work areas to be clearly delineated at all times. Traffic controllers to monitor vehicles parking near / within the site and move vehicle along that may impede traffic flow. Council / NSW Police to enforce temporary parking management signage. 	D	3	L6
5	Work personnel on-site may enter the roadway and be hit due to not cooperating with the Traffic Controllers' advice and not being visible to approaching traffic.	Causing injury to work personnel.	B	3	H12	<ul style="list-style-type: none"> Traffic Controllers to act as a spotter and advise personnel to only enter the roadway where safe. All personnel on site are to wear high-visibility clothing with retro-reflective strips. Radio contact or adequate visual/verbal communications between site workers and traffic controllers to be applied. All workers are to be informed of the procedures of the TC's to gain access to road reserves. All personnel are required to remain within the worksite unless a spotter is provided. Traffic stopped in case of workers requiring access across or onto carriageway, if gaps in traffic are not sufficient. 	D	3	L6

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
6	Restrictions associated with traffic control measures may cause unacceptable delays to emergency services.	Leading to a reduced response time for Police, Fire or Ambulance services, resulting in poor outcomes for affected person/s and/or property.	C	3	M9	<ul style="list-style-type: none"> On-site crews to monitor traffic snarls. Emergency services vehicles shall always be a priority. Traffic Controller to hold all traffic when an emergency vehicle is approaching. All works personnel shall respond to emergency traffic to ensure safe and unhindered passage. Emergency services will be notified prior to work commencing. 	E	3	L3
7	Traffic controllers and/or workers may be hit by vehicles during set up and/or dismantling of traffic management or being unseen on encroach onto the traffic lane.	Causing injury to traffic controllers and/or workers.	C	4	H12	<ul style="list-style-type: none"> Shadow vehicle with flashing lights are used to protect workers. Workers are to wear high-visibility garments in accordance with AGTTM Part 7. The driver of a shadow vehicle to act as a spotter. Spotter to sound the horn to warn worker of approaching stray vehicles and/or inherent risk. Spotter to assist at all times. 	E	4	L4
8	Inclement weather resulting in decreased visibility to traffic control delineation and signage increasing the potential for crashes and impact with the work site.	Resulting in equipment and property damage.	B	2	M8	<ul style="list-style-type: none"> Contractor and/or traffic controllers on site to undertake regular audits of the traffic control measures implemented and make necessary adjustments to guarantee sufficient visibility to maintain a safe work environment. Where visibility isn't acceptable, works shall be ceased and signage and equipment to be removed from the roadway until such a time that it is safe to continue. Repeater signs may be used if required. All signs are to be Class 1 retro-reflective. Any changes are to be recorded in the Daily Diary. 	C	2	L6

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
9	Inclement weather resulting in decreased visibility to traffic control delineation, signage, traffic controllers and workers presence on-site increasing the potential for crashes and impact with work personnel and traffic controllers.	Resulting in injury to work personnel and/or traffic controllers.	B	3	H12	<ul style="list-style-type: none"> Contractor and/or traffic controllers on site to undertake regular audits of the traffic control measures implemented and make necessary adjustments to guarantee sufficient visibility to maintain a safe work environment. Where visibility isn't acceptable, works shall be ceased and signage and equipment to be removed from the roadway until such a time that it is safe to continue. Repeater signs may be used if required. All signs are to be Class 1 retro-reflective. Any changes are to be recorded in the Daily Diary. 	C	3	M9
10	Plant access/egress to/from the work area may conflict with traffic and impact with it.	Resulting in an accident leading to injury to workers and/or road users.	C	3	M9	<ul style="list-style-type: none"> Construction vehicles fitted with warning devices. Operators instructed on safe procedures. "Spotters" will assist work vehicles and/or workers in entering or leaving the worksite. Plant exit may be done within gaps of traffic. If required traffic is to be briefly stopped to allow plant and vehicles to safely enter and/or leave the work area. 	E	3	L3
11	Plant access/egress to/from the work area may conflict with traffic and impact with it.	Resulting in an accident leading to delays and/or property/equipment damages.	C	2	L6	<ul style="list-style-type: none"> Construction vehicles fitted with warning devices. Operators instructed on safe procedures. "Spotters" will assist work vehicles and/or workers in entering or leaving the worksite. Plant exit may be done within gaps of traffic. If required traffic is to be briefly stopped to allow plant and vehicles to safely enter and/or leave the work area. 	E	2	L2

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
12	Pedestrians / Cyclists travelling too close to the worksite or disobeying to signage may interfere with works and be hit by mobile plants.	Resulting in injury to pedestrians and/or cyclists.	C	4	H12	<ul style="list-style-type: none"> Pedestrian detours are to be established around the site. Cyclists are to use the road and follow the proposed traffic management device. If needed, an additional traffic controller to be used to provide pedestrians and/or cyclists assistance around the site. 	E	4	L8
13	Vehicles becoming confused or disorientated entering the works area.	Resulting in an accident leading to delays and/or damages.	A	3	H15	<ul style="list-style-type: none"> Traffic cones to delineate all work areas. Temporary Hazard Markers are to be used to delineate traffic from lane closures. Drive through of the site by supervisor following set up to ensure travel paths are clear and do not conflict. 	D	3	L6
14	Lifting operations may increase the risk of impact between the object lifted and road users if accidentally it starts to swing during the operation.	Resulting in injury to pedestrians, road users and/or work personnel.	C	4	H12	<ul style="list-style-type: none"> Exclusion zone is to be delineated and to be kept delineated to avoid any unwary road user/pedestrian to pass through it. Traffic controllers to maintain a good visual of all work site and continue communication. If an exclusion zone is not possible to provide, live traffic and pedestrians to be stopped until the lifting operation is completed and safe or adequately guided around the work area. Hard hats shall be worn by all personnel at all times. 	E	4	L4

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
15	Lifting operations may increase the risk of impact between the object lifted and road users if accidentally it starts to swing during the operation.	Resulting in equipment and/or property damage.	C	3	M9	<ul style="list-style-type: none"> Exclusion zone to be delineated and to be kept delineated to avoid any unwary road user to pass through it. Traffic controllers to maintain a good visual of all work site and continue communication. If an exclusion zone is not possible to provide, live traffic and pedestrians to be stopped until the lifting operation is completed and safe or adequately guided around the work area. Hard hats shall be worn by all personnel at all times. 	E	3	L3
16	Incorrectly designed and or installed traffic management may result in inadequate protection of the worksite with a subsequent increased potential for crashes and injury.	Resulting in injury to road workers and traffic control personnel.	C	4	H12	<ul style="list-style-type: none"> Qualified and experienced personnel have been employed in the preparation of the CTMP and appropriately qualified and experienced personnel will implement and maintain the traffic control onsite. 	E	4	L4
17	Vehicle breakdown or collision may block the through carriageway causing congestion and leading to unacceptable network delays and congestion.	Leading to a reduced response time for Police, Fire or Ambulance services, resulting in poor outcomes for affected person/s and/or property.	D	4	M8	<ul style="list-style-type: none"> The Traffic Management Plan outlines how the impact of vehicular breakdowns or crashes will be managed. 	E	4	L4



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
18	Work vehicles entering/exiting the site may result in an impact between themselves if access gates are not properly managed.	Injury to drivers.	B	4	VH16	<ul style="list-style-type: none"> One gate supervisor to attend each gate and manage movements through them. Two-way radio communication is to be undertaken at all times and all drivers are to follow instructions received. All personnel are to be previously trained on safety procedures. Entering vehicles to be prioritised with respect the exiting one, which will be held until safe entry manoeuvre is completed. 	E	4	L4
19	Work vehicles entering/exiting the site may result in impact between themselves if access gates are not properly managed.	Property/equipment damage.	B	3	H12	<ul style="list-style-type: none"> One gate supervisor to attend each gate and manage movements through them. Two-way radio communication to be undertaken at all times and all drivers to follow instruction received. All personnel to be previously trained on safety procedures. Entering vehicles to be prioritised respect the exiting one, which will be held until safe entry manoeuvre is completed. 	E	3	L3
20	Work vehicles exiting the gate and approaching to merge along with live traffic may result in crashes due to work vehicles slow acceleration reaction.	Injury to drivers/road users.	B	4	VH16	<ul style="list-style-type: none"> Work vehicles to merge along live traffic between traffic gaps. During high volumes of traffic, traffic control to stop traffic to allow vehicle to enter traffic. 	D	4	M8

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
21	Work vehicles exiting the gate and approaching to merge along with live traffic may result in crashes due to work vehicles slow acceleration reaction.	Property/equipment damage.	B	3	H12	<ul style="list-style-type: none"> Work vehicles to merge along live traffic between traffic gaps. During high volumes of traffic, traffic control to stop traffic to allow vehicle to enter traffic. 	D	3	L6
22	Unauthorised vehicles enter the construction zone by following work vehicles.	Injury to drivers and on-site personnel.	C	4	H12	<ul style="list-style-type: none"> Gate supervisor to monitor and allow access to site only to authorised vehicles. 	D	3	L6
23	Heavy vehicles up to 19m long using the road and queuing due to the scenario implemented may cause delays.	Network congestion and/or interruption.	B	2	M8	<ul style="list-style-type: none"> Traffic controllers to allow heavy vehicles passage ASAP. Communication between TC and heavy vehicle drivers are to be maintained at all times via two-way radio on dedicated UHF channel. Staging area for trucks to be determined. Trucks to wait at the staging area until cleared to enter site by TC. 	D	2	L4
24	Wide load approaching the work area may be not able to bypass the setup.	Network congestion and/or interruption; heavy delay.	B	2	M8	<ul style="list-style-type: none"> Traffic controllers to allow oversize vehicle passage ASAP. Communication between TC and heavy vehicle drivers to be maintained at all times via two-way radio on channel 40. TC to act as a spotter for workers close to the traffic lane to stand down till the vehicle has passed and to move any signs or delineation to allow the oversized vehicle to pass safely. A minimum of 3.5m lane width is to be maintained at all times. If required all traffic has to be stopped until this operation is completed. 	D	2	L4

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



Item	Risk Register	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			Likelihood	Consequence	Residual Risk Rating		Likelihood	Consequence	Residual Risk Rating
25	Line of sight being affected for traffic on approach to works.	Resulting in an accident leading to injury, delays and/or damages	B	3	H12	<ul style="list-style-type: none"> Lane closure area to be extended to ensure vehicles adjust position before line of site is an issue. Signage is to be positioned at a further expansion / Repeated to accommodate for a longer worksite. Traffic controllers are to assess each location before implementation. No works are to proceed if too dangerous due to the geometry of the road. 	C	3	M9
26	Strong winds in the region resulting in traffic control signage/equipment on site potentially being blown over	Resulting in damage to property and/or worksite having insufficient warning signs visible	C	3	M9	<ul style="list-style-type: none"> Contractor and/or traffic controllers on site to undertake regular audits of the traffic control measures implemented. Where conditions aren't acceptable, works shall be ceased and signage and equipment to be removed from the roadway until such a time that it is safe to continue. Weights installed on the legs of signs and cones to be double stacked if necessary. 	E	3	L3
27	Incorrect PPE being worn by personnel on site.	Causing workers to become insufficiently visible and /or protected within working conditions leading to serious injury.	B	3	H12	<ul style="list-style-type: none"> All work personnel to wear appropriate PPE prior to work commencing. Crew leader to ensure traffic controllers are wearing PPE. Prestart is to be conducted with a checklist to ensure PPE is suitable and appropriate as defined by Australian Standards and AGTMM. 	E	3	L3

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment

**Additional risks identified on site**

To be completed by traffic management accredited personnel on site/site supervisor

Item	Risk Event	Consequence	Pre – treatment Risk			Treatment	Residual Risk		
			L	C	RR		L	C	RR
1.									
2.									
3.									
4.									
5.									

- ▶ Identify foreseeable risks and hazards
- ▶ Seek to eliminate risk to health and safety
- ▶ When elimination of risks to health and safety is not reasonably practicable, document the strategies for minimising risks so far as is reasonably practicable (SFAIRP)
- ▶ Assess the effects

29 Shirley Street Byron Bay – TMP & PSMP Risk Assessment



APPENDIX C

Copy of Construction Program

(To be provided by Civil Contractor)



APPENDIX D

Records Forms





Location: _____		Client: _____		Date: _____						
TMP No: _____	TGS No: _____	Weather Conditions: _____		Diary Sheet: _____	of _____					
Start Time at Depot: _____	Time Arrive Onsite: _____	Commencement of Site Setup: _____		Site Setup and Operational: _____						
Site Pulled Down at: _____	Time Aftercare signs setup: _____	TGS No: _____	Time left site: _____	Finish time at Depot: _____						
<input type="checkbox"/> Day Works	<input type="checkbox"/> Night Works	<input type="checkbox"/> Emergency Response	Site Setup as per TGS <input type="checkbox"/> Yes <input type="checkbox"/> No (if not comment on next page)							
<input type="checkbox"/> Attendance at Pre-Start Meeting		Did an incident occur (if yes complete the incident report form) <input type="checkbox"/> Yes <input type="checkbox"/> No								
I confirm that the above times of 'setup' and 'pulldown' of traffic management signs and devices are a true and correct record										
Name (Site Supervisor): _____		Signed: _____								
Drive Through Checks (Checks must be conducted at least every 2 hours)										
Time of check entered. Rule off and leave blank if the check does not apply to the site. Make a note of any issues on the next page.										
Traffic Management Site Checks	1	2	3	4	5	6	7	8	9	10
Time										
Are signs upright, clean, visible, level & stable										
Are taper lengths correct										
Are speed limit signs correct and doubled up										
Are sign spacings correct										
Are cone/bollard alignments straight & spaced correctly										
Are devices operating correctly										
Are pedestrians, cyclists and other vulnerable road users catered for										
Are lane widths adequate										
Are vehicle queue lengths acceptable										
Is road surface condition adequate										



Is the work area clearly defined?										
Are the travel paths for both directions of traffic clearly defined? Is the work area appropriately separated from passing traffic? Check the transition at the interface of the modified alignment.										
Are centre lines/lane lines/edge lines clear and unambiguous?										
Are sight and stopping distances adequate at works, at intersections and driveways?										
Are traffic lanes clearly delineated?										
Are lighting for night-time controls operating correctly?										
Have other risks associated with traffic management at night been catered for, e.g. placement of lighting towers										

Report No. 6.3 New parking signage for Wordsworth Street and Massinger Street, Byron Bay and Wilfred Street, Billinudgel

File No: I2024/804

5

Council has received feedback from residents and businesses in relation to illegal camping activities occurring on the northern end of Massinger Street and in the bushland area behind Wordsworth Street (see location maps below). The campers are engaging in anti-social behaviour and leaving human waste and rubbish.

- 10 Council's enforcement team are unable to infringe any of the vehicles that regularly park overnight in these areas. Council staff propose installation of the following signage at each location to allow enforcement to occur.

Massinger Street

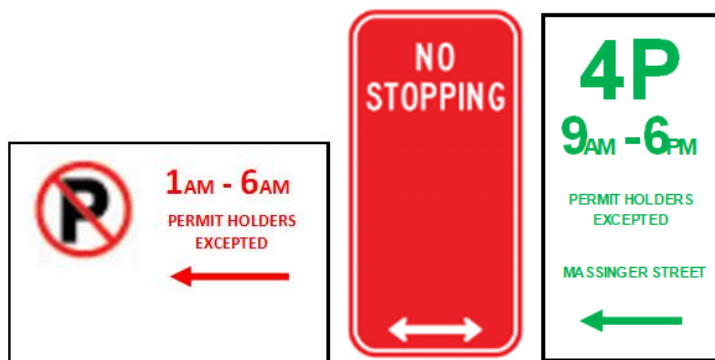
- 15 This street is located within the free 4hr Tennyson/Massinger St parking precinct, however residents can apply for Council's Traffic Area Permit to park for extended periods without infringement.

- 20 While the illegal camping issue is currently focussed on the northern end of Massinger Street it is recommended that the new signage is installed along the entire length to prevent campers migrating south. There are also indications of camping activity on the southern end of Massinger Street (e.g. home-made No Camping signs in front of resident's properties). There are also some No Stopping and 4hr parking signs that are missing and will be reinstated as part of this work.

- 25 Council conducted a letterbox drop on Massinger Street requesting feedback from residents on the planned parking changes during April. The letter requested feedback if residents were opposed to the new signage and provided a full month for receipt of feedback. No feedback was received, which indicates support of the new signage.

Signage:

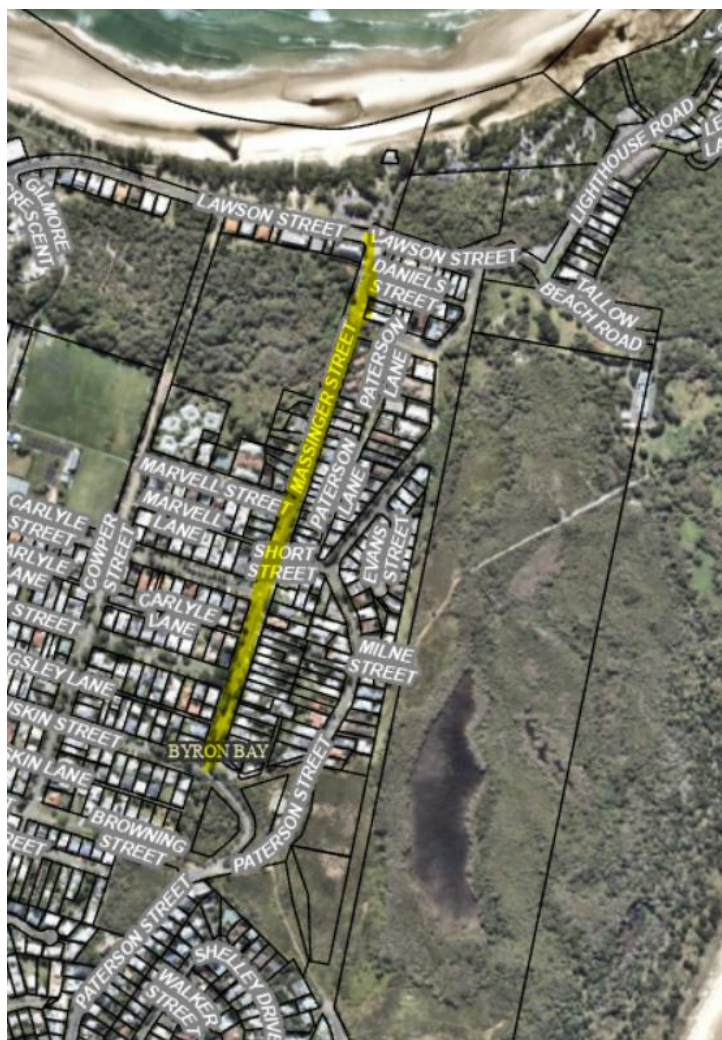
- No Parking 1am-6am (permit holders excepted)
- No Stopping
- 30 • 4 hr parking (permit holders excepted)



Location:

Multiple locations along the entire length of the street (see Attachment 1).

Figure 1: Massinger Street



5

Bushland behind Wordsworth Street

Wordsworth Street is within the free 2hr Butler Street parking precinct, however residents can apply for Council's Traffic Area Permit to park for extended periods without infringement.

Signage:

- 5
- No Parking Area 1am-6am (permit holders excepted)



Location:

On existing street sign post beside children's playground. See location below.

Figure 2: Sign location on Wordsworth St



Figure 3: Bushland area behind Wordsworth Street used for illegal camping



Wilfred Street, Billinudgel

5 The Billinudgel Post Office has requested a 15 minute time limit on the three parking bays located in front of their premises and the General Store located at 2 Wilfred Street, Billinudgel. This is because delivery trucks are often unable to load/unload here due to cars parking for long periods.





Letters were hand delivered to businesses on Wilfred Street on 22 May 2024, requesting feedback on this parking change by the end of May. Subject to the outcome of this consultation, Council staff recommend installation of 2 x 15 minute parking signs, 1 at each end of the three bays, similar to the sign shown below.



R5-12

RECOMMENDATION:


- 10 That the Local Traffic Committee support:
 1. Installation of 'No Parking' signage on Massinger Street, Byron Bay, as detailed in the report.
 - 15 2. Installation of 'No Parking Area' signage on the corner of Wordsworth and Gordon Streets, Byron Bay, as detailed in the report.
 3. Installation of 15 minute parking signage to cover 3 parking spaces outside 2 Wilfred Street, Billinudgel.

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

6.3

Attachments:

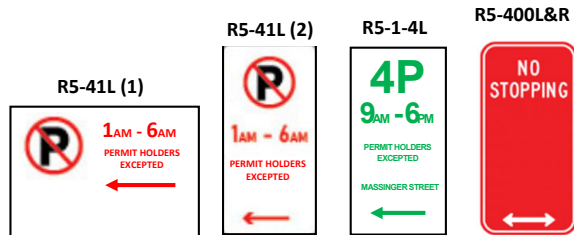
- 1 Massinger Street Byron Bay Illegal Camping Parking Signage May 2024, E2024/61498 ,
page 118 [!\[\]\(f15d3c54be60b4fd0ce1da9fb3f67256_img.jpg\)](#) 

5

Massinger Street, Byron Bay Illegal Camping Signage

17 May 2024 - E2024/29975 (page 1 of #)

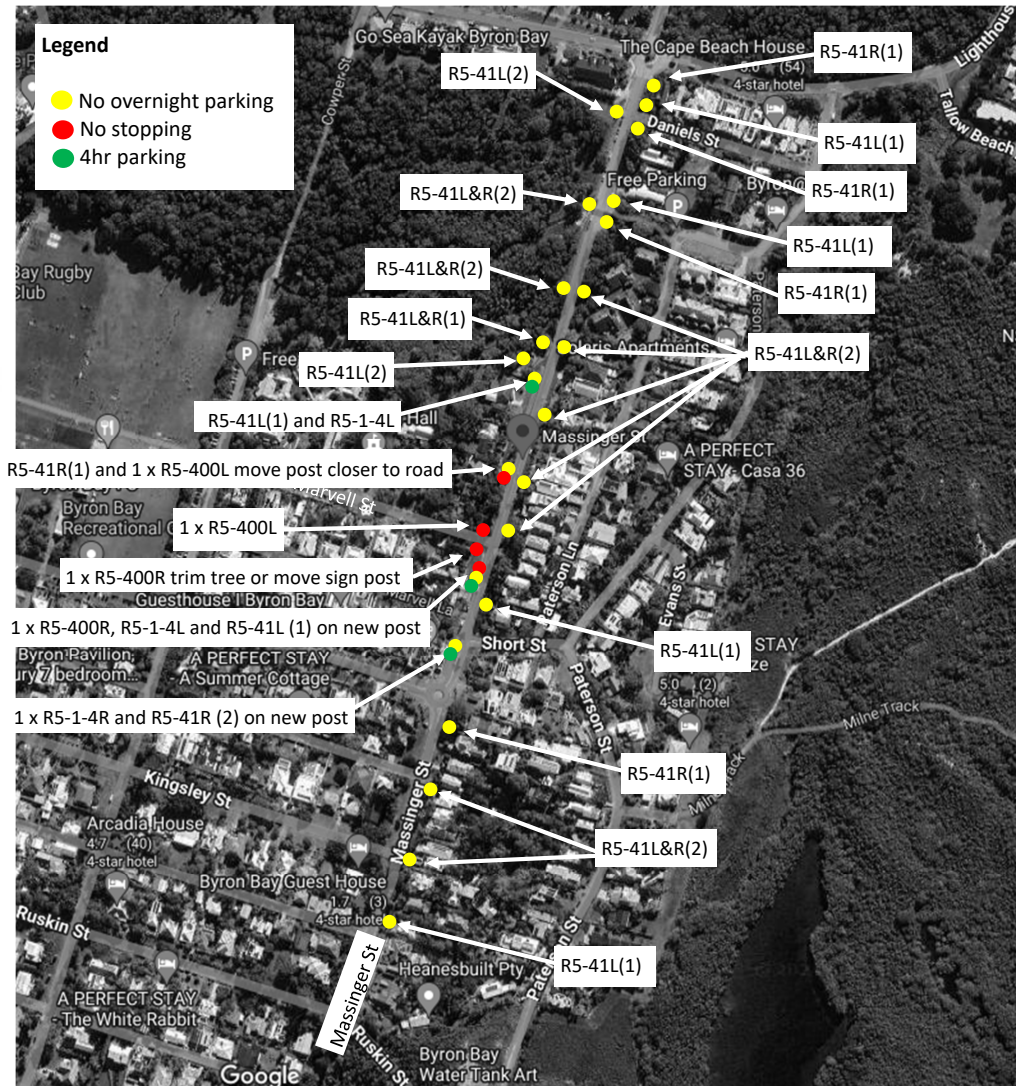
Install new signs on existing sign posts (unless noted otherwise) to the locations shown on map.



Example of R5-41(1) sign on existing posts



Example of R5-41(2) sign on existing posts



**Report No. 6.4 Toni Childs - Filming Road Closure
Secondary Proposal 12 or 19 August 2024**

File No: I2024/861

- 5 Council has received an application for the Toni Childs Music Video Shoot to be held in August 2024. With the intention to close off part of Jonson Street, Byron Bay – the section between Lawson Street and Byron Street – between 3:30am and 11:30am (8 hours).

10 This was previously approved by Resolution 23-342 however, did not occur as planned and a new date, 12th August, 2024 plus alternate 'weather hold date' 19th August 2024 has been proposed. The proposal is planned as per previous application.

Confirmation via email from Toni Childs confirms they will not be prohibiting businesses from accessing their businesses in anyway and pedestrians are not prohibited from walking on the sidewalks or entering shops. This is to be amended in the TMP, but the amendment has not been yet received at the time of writing.

- 15 Approval for each business being affected is being sought and being signed off. This is also to be sent to Council.

20 **RECOMMENDATION:**

1. That the Local Traffic Committee (LTC) support the Toni Childs Music Video Production to be held in August 2024. 12th August and Weather Hold date of 19th August.
2. That LTC support in Part 1 is subject to:
 - 25 a) the event organiser providing council with an updated Traffic Management Plan and Traffic Guidance Scheme/s for the film shoot;
 - b) development and implementation of a Traffic Management Plan and Traffic Guidance Scheme/s by those with appropriate TfNSW accreditation and the holding of current and appropriate levels of insurance and liability cover;
 - 30 c) the impact of the film shoot be advertised, and charged at cost to the organisers, via a notice in the local weekly paper and Variable Message Signage near the site, a minimum of one week prior to the operational impacts taking effect, noting it must include the film shoot name, specifics of any traffic impacts or road closures and times, alternative route arrangements,
 - 35 Production Team, a personal contact name and a telephone number for all event related enquiries or complaints;

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

6.4





- d) the film shoot be notified on Council's web page with the event organiser supplying Council with the relevant information.

3. The Production Team to:

- 5 a) inform the community and businesses that are directly impacted (e.g. 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;
- b) arranging for private property access and egress affected by the film shoot;
- 10 c) liaising with bus, taxi and waste operators and ensuring arrangements are made for provision of services during conduct of the film shoot;
- d) consulting with emergency services and any identified issues be addressed;
- e) holding \$20m public liability insurance cover which is valid for the film shoot;
- f) paying Council's Road Event Application Fee prior to the film shoot;
- 15 g) not place any signage on the road related area of the Pacific Highway.
- h) apply/receive consent by the relevant road authority under section 138 of the NSW road act (1993) and pay any associated fees and charges within this process.
- i) not prohibit pedestrians from walking on the sidewalks or entering shops.

20

Attachments:

- 1 TMP - Toni Chils Music Video - Byron 2023 - R4, E2023/72088 , page 121  
- 2 Toni Childs Music Video - Byron 2023 TGS, E2023/14200 , page 136  

25



**Toni Childs – Music Video
Production
Jonson St, Byron Bay
Aug 2023**



Approval

	Prepared by	Approved by	Approved by
Name	Simone Hampton	Lisa Golding	
Role	Senior Planning Coordinator	Operations Manager	
Organisation	Workforce Road Services	Workforce Road Services	
PWZTMP No.	TCT0068675	0033239265	
Signature			
Date	17.01.2023	17.01.2023	

Revision History

Issue	Date	Prepared by	Approved by	Revision Description
1	03/02/23	S. Hampton	L. Golding	Revision 1
2	14/02/23	S. Hampton	L. Golding	Revision 2
3	03/04/23	S. Hampton	J. Parry	Revision 3
4	11/07/2023	S. Hampton	J. Parry	Revision 4



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1 Introduction

1.1 Purpose

The purpose of this traffic management plan (TMP) is to:

- ⑩ Describe the activities being proposed.
- ⑩ Provide the Project team with the guidelines to perform their work activities in accordance with the requirements of all applicable legislation, regulations, codes and standards, Transport for NSW Traffic Control at Work Sites (TCAWS) Manual, and the Transport for NSW G10 Traffic Management (G10) Specification.
- ⑩ Identify, assess and mitigate foreseeable risks to all road users arising from the proposed works.
- ⑩ Capture all the information that was considered, and decisions made when developing the traffic staging plans (TSP), traffic guidance schemes (TGS), vehicle movement plans (VMP), pedestrian movement plans (PMP) and other associated plans.
- ⑩ Incorporate the TSP, TGS, VMP, PMP and other associated plans.

1.2 Objectives

The key objectives to be adopted by the project team in accordance with the TMP are:

- ⑩ Address the travel needs of the public.
- ⑩ Integrate the works with the local environment.
- ⑩ Provide protection to workers and the general public from traffic hazards that may arise as a result of the construction activity.
- ⑩ Manage potential adverse impacts on traffic flows to ensure network performance is maintained at an acceptable level.
- ⑩ Minimise adverse impacts on users of the road reserve and adjacent properties and facilities.

1.3 Induction

All of the relevant site personnel including subcontractors will be made aware of the requirements of this TMP and its attachments, and their respective responsibilities at their site induction.

Frequently changing and key information such as TGS, VMP and PMP will be presented to site personnel at daily toolbox meetings and made available on information boards.

1.4 Document Management

1.4.1 TMP Review

TMP review should be conducted when changes are made to the management of traffic or site conditions change. TMP should be review by a Safework NSW PWZTMP card holder.



1.5 Specifications and Guidelines

This TMP is prepared in accordance with Transport for NSW TCAWS Manual and the Transport for NSW G10 Specification.

1.6 Contacts

The key traffic management contacts for this project are listed below.

Role	Organisation	Name	Phone
Project Manager	Big Mother Touring Company	Annette Band	0468 424 199
Traffic Manager	WRS	Katharine Patterson	0405 207 501
TGS Designer	Workforce Road Services	Simone Hampton	0448 785 041
Traffic Control Team Leader	WRS	Katharine Patterson	0405 207 501
Traffic Control Supervisor	WRS	Katharine Patterson	0405 207 501

1.7 Traffic Manager

The full time site management team member nominated to be the Traffic Manager is specified below.

The Traffic Manager holds a current “Prepare Work Zone Traffic Management Plan” qualification and has a minimum of 5 years of recent experience in traffic management on road construction sites of equivalent complexity to this project.

	Details
Name	Katharine Patterson
Role	Traffic Control Team Leader
Organisation	Workforce Road Services
PWZTMP No.	TCT0039307
Years Relevant Exp.	7yrs

The roles and responsibilities of the Traffic Manager include:

- ensuring that the approved traffic management measures are implemented and maintained in accordance with the approved plans.



- ⓧ carrying out regular inspections of the traffic control measures to ensure that they are effective.
- ⓧ amending and updating the plans, as required, to ensure that they remain current as the work progresses.
- ⓧ identifying situations where traffic congestion, or unsafe conditions for vehicles, cyclists, pedestrians and workers, are occurring and providing recommendations for improvement.
- ⓧ maintaining current copies of the Traffic Management Plan and its various component plans, lane occupancy licences and speed zone authorisations, and their controlled distribution.
- ⓧ keeping records of the Traffic Controllers' qualifications and ensuring that they have either been trained or carried out that work within the previous two years.
- ⓧ liaising and facilitating regular meetings with the principal, other authorities and relevant parties on traffic management matters for the site, maintaining records of these meetings and making them available to the relevant persons.
- ⓧ in conjunction with your Community Relations Manager, undertaking consultations with local businesses and residents.
- ⓧ providing induction on traffic management measures to site personnel.
- ⓧ recording, investigating and reporting on all traffic incidents.
- ⓧ preparing monthly reports on traffic management matters.

1.8 Stakeholder Interface

Consultation with the following stakeholders will be undertaken when preparing the TMP and throughout the proposed works:

- ⓧ Transport for NSW
- ⓧ Traffic Management Centre
- ⓧ Local Council
- ⓧ Police and Emergencies Services
- ⓧ Local Bus Companies
- ⓧ Cyclist Groups
- ⓧ Residents

The interface with the stakeholders will be engaged through a schedule of regular coordination meetings and information sharing throughout the project as necessary.



2 Project Information

2.1 Project Details

The key project details are listed in the table below.

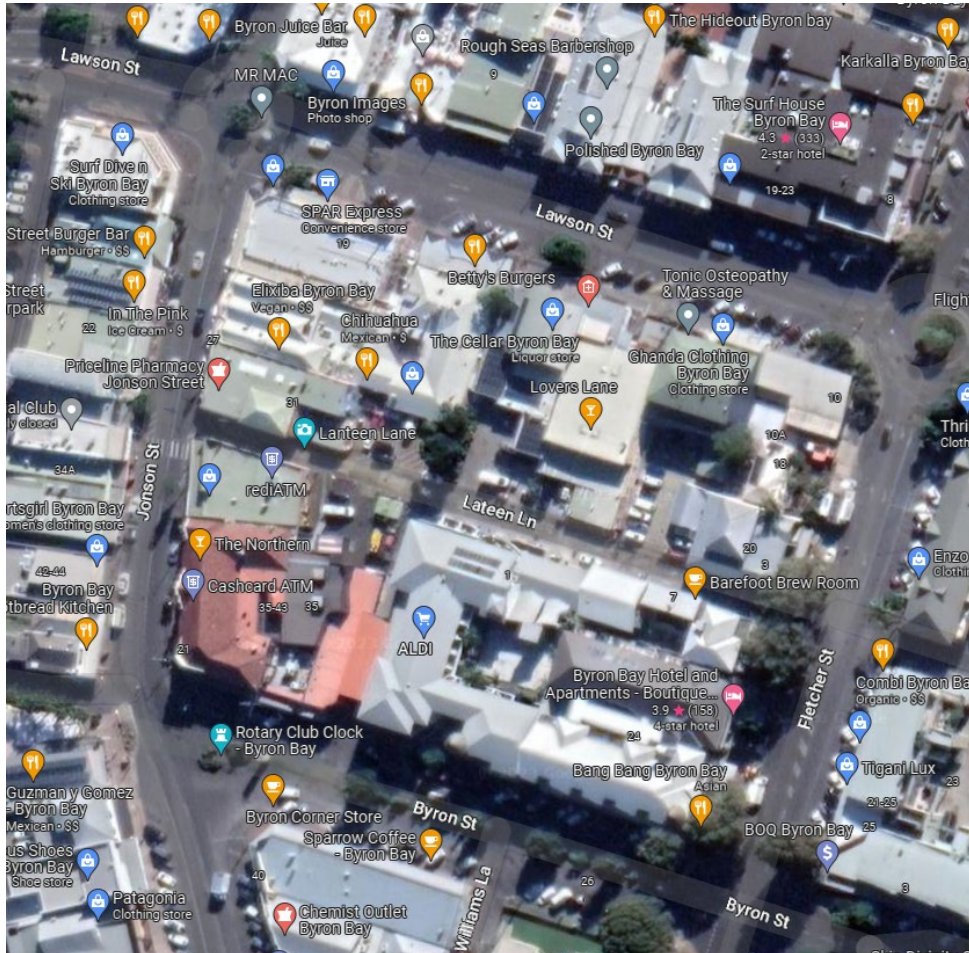
Project Information	Details
Project Title	Music Video Production – Toni Childs
Project Number	N/A
Road Number and Name	Jonson St
Suburb	Byron Bay
Local Government Area	Byron Bay
Region	Northern Rivers
Road Classification	Local
Project Dates	August 7 th 2023
Duration of Work	8 Hours
Day/Night Work	Day
Hours and Days of Work	03.30am – 11.30am
Nearby Concurrent Works	N/A



2.2 Location

Jonson St, Byron Bay – Between Lawson St & Byron St

Location Map





2.3 Project Background

Music Video Production

-  Shooting a new music video for Toni Childs in Byron Bay

2.4 Scope of Works

Short Term Road Closure, to film a music video

-  Road Closure
-  Detour of traffic

2.5 Existing Site Data

2.5.1 Topography

The site was inspected as part of preparing the TMP and the following information was obtained as shown in the table below.

Project Information	Details
Road Cross Section (i.e. 2 lane/2 way)	2 lane/2 way
Sign Posted Speed Limit	50km/h
Pavement Type and Condition	Asphalt/Good
Horizontal Alignment (straights/curves)	Straight
Vertical Alignment (sags/crests)	N/A
Bicycle Facilities	No
Pedestrian Facilities	Yes
Bus Facilities	No
Traffic Signs	Yes
Intersections	Yes
Traffic Signals	No
Accesses	Residential/business
Significant Traffic Generators	Local shops
Other	



3 Traffic Management Strategy

3.1 Temporary Traffic Management Method

The temporary traffic management option recommended by the Transport Client was around. The temporary traffic management option recommended by the Transport Client has been adopted for the TMP. Justification for this decision is provided below.

All lanes both directions - Around – Road closure with Detour, pedestrians occupying the roadway for the duration of the production of the music video.



4 Risk Management

4.1 Procedures

A number of procedures have been followed to contribute towards the management of risks to road users and road workers during the development of this project as identified below.

4.2 Protection of Workers

Road Closure to prevent traffic & pedestrian contact.

4.3 Private and Commercial Accesses

Private & commercial vehicle access will be closed for the duration of the production.

As per the stake holder communications prior to the event.

4.4 Parking

On site parking will be monitored by traffic control to prevent incidents.

When implementing the TGS traffic control to ensure the signs are not obstructed by parked vehicles.

4.5 Traffic Control Devices

4.5.1 Traffic Control

Traffic is not directly being controlled with a traffic control device as the road closure will be implemented to prevent traffic through the area.

4.5.2 Signage

All signage to be implemented as per attached TGS & in accordance with TCAWS Manual v6.1 2022

Barrier Boards to be implemented 1.5m behind the Delineation (Cones) preventing access to the road closure.

4.5.3 Delineation

Delineation of traffic cones & Barrier Boards to be used. Hard cover (Vehicle) to be parked behind road closure points to prevent wayward vehicles from entering road closure unexpectedly.





4.6 Emergency Vehicle Access

Emergency vehicles – if the emergency vehicle does not take the detour route, they are to be given unimpeded access under lights & sirens. Traffic Control to ensure the production workers are aware of the emergency vehicle entry & have sufficient time to move clear of travel path, in case of emergency.

4.7 Traffic Incident Management

In case of emergency dial '000'




-  Report all traffic incidents to Workforce Office 0249 607 555
-  Report all incidents to site contact – Annette Band – 0468 424 199

4.8 Communication and Consultation

Communication between Big Mother Touring Company & all relevant stakeholders to be undertaken at regular intervals to ensure complete disclosure of required information to the stakeholders & provide the option for stakeholders to raise concerns, if any.

4.9 Site Inspections

Site inspections should be carried out,

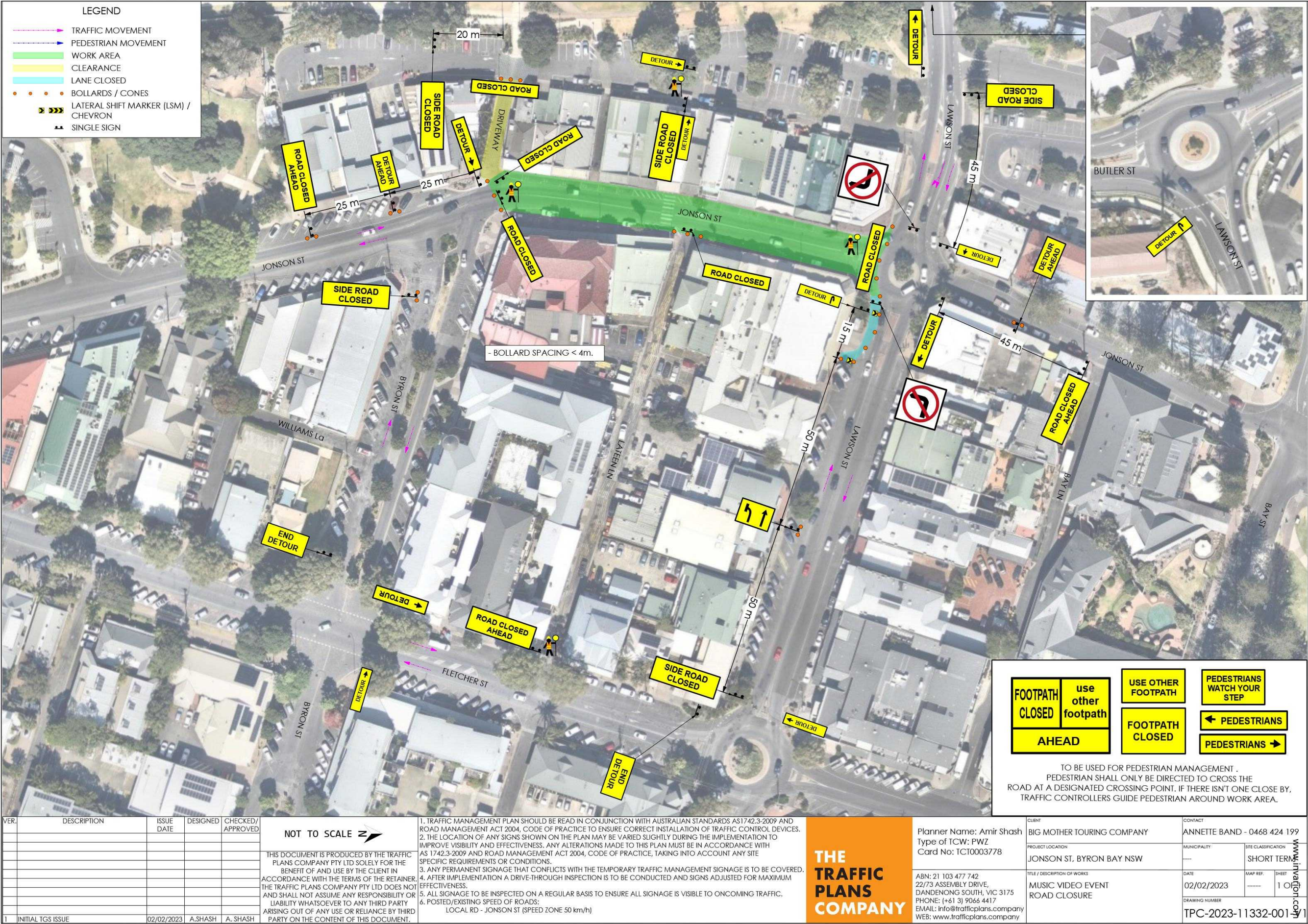
-  prior to & after TGS installation
-  at regular intervals throughout the course of the shift (every 2hrs Min)
-  after site has been dismantled before leaving to ensure all signage & equipment has been collected, leaving the roadway the way it was prior to the works.



5 Traffic Guidance Scheme & Risk assessment



WORKSITE HAZARD ASSESSMENT CHECKLIST		
Work Location:	Jonson St, Byron Bay NSW	
Client:	Big Mother Touring Company	
Type of work activity:	Music Video Event	
Road Type: (color as shown in Melways)	1. Brown - Local Road - Council Road	
Step 1- Worksite Hazard Rating		
Traffic Volume:	LOW <10,000	Traffic speed (posted): 50kph
Clearance between workers & traffic:	0 - 1.2 METRES	Worksite Hazard Rating: Low
Step 2- Required Level of Planning		
Plans Required:	Site Specific	
Step 3- Hazards at the Worksite		Step 4- Hazard Control Measures
Safety Hazard/Risk Factors	Present at worksite	Hazard Control Measure(s)
Clearance to traffic	Yes	Advance warning signage displayed and a road closure applied to facilitate access to the event area.
High speed traffic through worksite	No	
Poor driver compliance to speed signage.	No	
Poor advance sight distance	Yes	Advance warning signage to be displayed on side road with no obstructions.
Poor observance of directions/instructions to motorists	Possible	Ensure signs are clearly visible to oncoming traffic with no obstructions.
Narrow pavement with no escape path (<2.9 m width)	No	
Presence of workers at worksite	No	
Excavations adjacent to worksite	No	
Presence of unprotected hazards within the clear zone.	No	
Rough or unsealed road surface	No	
High traffic volume through worksite (>10,000 vpd)	LOW <10,000	
High volume of heavy vehicles	No	
Works vehicles entering or leaving worksite	No	
Cyclists / pedestrians through worksite	Yes	Pedestrian access maintained with advance warning signage displayed.
Other	No	
Step 5 – Hazard Control Measures to be Used (include details of the assessment in accordance with the Hierarchy of Safety Controls indicating why higher levels were considered not to be reasonably practicable)		
Advance warning signage displayed to inform motorists of changed road conditions ahead. Further safety measures applied is a road closure. Event area shall be isolated via bollards and pedestrian tape or similar.		
Step 6- Traffic management plan prepared:	TPC-2023-11332-001-V1	
Step 7- Implemented plan reviewed by:		



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Other	No	
Step 5 – Hazard Control Measures to be Used (include details of the assessment in accordance with the Hierarchy of Safety Controls indicating why higher levels were considered not to be reasonably practicable)		
Advance warning signage displayed to inform motorists of changed road conditions ahead. Further safety measures applied is a road closure. Event area shall be isolated via bollards and pedestrian tape or similar.		
Step 6- Traffic management plan prepared:	TPC-2023-11332-001-V1	
Step 7- Implemented plan reviewed by:		



FOR INFORMATION ONLY

Report No. 7.1 Proposed Implementation of Regulatory Signage on Cenotaph Lane

5 **Directorate:** Infrastructure Services

Report Author: Ben Taylor, Traffic and Transport Engineer

File No: I2024/705

Purpose:

10 This report is to advise the Local Traffic Committee on proposed signage to be installed on Cenotaph Lane, Mullumbimby to prevent unlawful camping and ensure through laneway traffic flow in the existing direction. The proposed changes should improve safety of residents, business owners and staff, emergency services, Council Staff and any others impacted.

15 **Information/Background:**

Council has received requests from Fire and Rescue NSW Mullumbimby Fire Station for additional signage to be installed surrounding Cenotaph Lane, to provide authorised vehicles expected signage adjacent to Civil Memorial Hall service entrance, and to reinstate the chain gateway access to Cenotaph Memorial Park.

20 It is noted that the existing parking arrangements located on the Northern side of the laneway are to remain. It has been reported that some vehicles have double parked within the through lane overnight, causing impacts to emergency service vehicles property accesses located on the laneway. Refer to Figure 1 – mark up plan below with proposed signage locations.

25 **Communicate to:** Traffic and Transport Engineer, IS Works Team

30

Figure 1 – Cenotaph Lane - Mark up plan



5 RECOMMENDATION:

That Council support the installation of new signage and traffic control devices associated with Cenotaph Laneway as shown in Figure 1 within the report.