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1.0 Introduction

Greg Alderson Associates (GAA) have been engaged by Stone & Wood to undertake a Traffic Management Plan (TMP) and associated Traffic Guidance Scheme (TGS) for a proposed temporary annual one-day events approval for 'Festival of the Stone' (FOTS) and a 'Newly Proposed Festival' at the Stone & Wood Brewery, 96–100 Centennial Circuit, Byron Bay.

The newly proposed festival will operate in the same exact parameters as the 'Festival of the Stone' but will be held on a different date. The 'Newly Proposed Festival' has not yet been named; festival organisers intend to give the festival a name before the end 2022 by which time the exact date for the festival would have been set.

This TMP forms part of an application to Byron Shire Council (BSC) for the use of the Stone & Wood Brewery and Cavanbah Centre carpark at 249 Ewingsdale Road, Byron Bay for the following events:

- FOTS to be held on the June long weekend (currently the Queen's Birthday long weekend) for five consecutive years (2023-2027)
- The 'Newly proposed festival" to be held in a weekend in March for five consecutive years (2023-2027)

1.1 Relevant standards, Specification and Guideline

This TMP has been prepared in accordance with the following standards, specification and guideline:

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

1.2 Site Location

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

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

During the events, patrons will enter the site on foot via a temporary entry (using the concrete driveway) from Centennial Circuit. Emergency access is proposed to be provided at the same location (refer to site plan in Appendix A of this report).

During event times, it is proposed to implement a temporary road closure fronting the site to provide full separation of external vehicle traffic from pedestrian traffic at the site frontage. Centennial Circuit intersecting Bayshore Drive also has a road closure for traffic turning left into Centennial Circuit from Bayshore Drive. The purpose of this temporary road closure is to ensure no queuing occurs along Ewingsdale Road. Traffic entering the festival will be directed by signage to Brigintine Street to enter the festival.

Figure 1 below depicts the location of the site with respect to its locality.



Figure 1 - Site locality (Source: Byron Shire Council Maps)

1.3 Event Description

The events are proposed to operate under the following parameters:

Events dates: March & June 2023

March & June 2024 March & June 2025 March & June 2026 March & June 2027

Operating Times: 3.00pm - 10.00pm (assumed from previous years)

Total attendees for each event: 2,000 patrons and staff

Entertainment: Family activities (face painting etc.), DJs/Bands

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

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

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

In addition, it is recommended that access to off-street parking for businesses within the event area and temporary road closure area is prevented immediately leading up to and during the event.

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

1.4 Existing Traffic Conditions

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

Centennial Circuit is a 1-way street with a sealed width of approximately 10 metres through the site frontage. The street changes to 2-way traffic at its intersection with Brigantine Street to the east and Wollongbar Street to the north-west. Other connecting streets within the industrial estate include Tasman Way, Brigantine Street and Wollongbar Street. These streets have sealed widths of approximately 9 metres. Footpath areas generally consist of a grassed surface.

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

GAA have previously carried out inspections at the site to confirm the trafficable width of roads surrounding the event area with on-street parking in place. The trafficable width along Banksia Drive with vehicles parked along both sides of the street was between 5-6 metres trafficable width. Figure 2 shows an example of the existing parking conditions during the inspection. Event parking on-street around Centennial Circuit has been observed to be similar.



Figure 2 - Banksia Drive trafficable width

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

1.5 Public Transport

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

1.6 Pedestrian Network

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

It was observed in 2022 that the arrival profile of patrons was spread over a number of hours without any external queuing problems. The event catered for families during the afternoon and

for entertainment later in the evening. This event schedule was an effective way to avoid a significant peak flow occurring during the arrival period.

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

Patrons parking at the Cavanbah Centre will walk to the event using the existing off-road pathway along Ewingsdale Road. A temporary path link is proposed for connection to the site from Ewingsdale Road as depicted in Figure 3. The proposed link crosses a lot owned by Byron Shire Council. Owner's consent may be required for this temporary work.

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



Figure 3 - Temporary footpath link from Ewingsdale Road footway

2.0 Proposed Development (Event)

2.1 Description

The proposed development, FOTS and 'Newly Proposed Festival' events, will be held as follows:

- FOTS to be held on the June long weekend (currently the Queen's Birthday long weekend) for five consecutive years (2023-2027)
- The 'Newly proposed festival" to be held in a weekend in March for five consecutive years (2023-2027)

Gates are proposed to open at 3 pm and close at 10 pm.

The total attendees for each event are 2,000 patrons and staff. The events staff on site, including performers and security, is estimated for the purpose of the traffic report at 100.

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

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

2.2 Access

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

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

2.3 External and Internal Circulation at the Site

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

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

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

2.4 Parking

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

In "Festival of Stone, 2022" a total of 1427 patrons and staffs checked in for the event. Traffic observations after 7pm found that approximately 60 cars were parked at the Cavanbah Centre and approximately 35 cars were parked in the industrial area near the event.

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

It is estimated that approximately 20% of ticket holders arrived in vehicles that parked near the event (285 persons in 95 cars based on an assumed 3 persons per vehicle). The remaining ticket holders are expected to arrive by "drop-off", using the shuttle service, by taxi/rideshare and private vehicles. So, it is estimated that approximately 1,097 patrons arrived by "drop-off".

Using the above observations, an event of 2,000 persons would require:

- Up to 150 car spaces
- "Drop-off" of up to 1,300 patrons over the afternoon and evening

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

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

3.0 Impact of the Proposed Development (Event)

3.1 Impact on Traffic and Pedestrian Safety

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

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

3.2 Proposed Mitigation

While having a small impact on the traffic in the local road network surrounding the site, can proceed with the following mitigation works are proposed:

- Provide traffic control measures in accordance with TCPs to this report. Please see Appendix B of this report.
- That businesses in the immediate area are notified of the proposed temporary road closure, event bump-in and patron arrival times as there may be an impact on their property access, local travel times and on-street parking availability during these hours.
- That access to off-street parking is prevented at businesses that will be operating during bump-in and patron arrival times to prevent nuisance event parking.

Works include:

- Temporary road closure at drop-off zone/site frontage, partial road closure of Centennial Circuit between Brigantine Street and Bayshore Drive
- Event car parking to be permissible on-street in the industrial area, and off-street parking be provided at the Cavanbah Centre
- Disabled access be provided by vehicle drop-off at the designated drop-off zone
- Parking at the Cavanbah Centre to be controlled by event parking marshalls
- Shuttle Bus and taxi set down and pick up of patrons is to occur in Centennial Circuit
- Temporary signage to be erected as shown in the Traffic Control Plan to assist traffic flows
- Event traffic marshalls and traffic controllers to be provided to assist in controlling the site drop-off point and queueing of pedestrians
- Provision of temporary traffic barriers in accordance with hostile vehicle mitigation guidelines
- Traffic and parking monitoring be undertaken during the event by a suitably qualified civil engineer to evaluate the traffic performance of the event

4.0 Risk Assessment

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

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

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

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

The classification of risks for the purpose of this risk assessment is depicted in 4 and associated definitions are provided in Table 1.

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

Figure 4 - Risk Classification Matrix

Table 1 - Risk definitions

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

The risk assessment is provided on the following page.

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

5.0 Copies of the Traffic Management Plan & TCPs

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

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

6.0 Audit Checklist

Any traffic controllers with the relevant qualifications shall complete the TCP Audit Checklist as included in this report before the start of the Event and immediately prior to the closure of the Event. The aim of this audit is to ensure that all the requirements of the TCP have been in place for the full duration of the event.

AUDIT CHECKLIST						
Date: Time:			Auditor:			
Office,	Company:		Site Supervisor:			
Locatio	on:					
Nature	of Activity:					
Duratio	on of Activity:					
Road (Configuration:					
			YES	NO	N/A	
1	Provision for Activity					
1.1	Has an approved TGS bee	en provided?				
2	Implementation					
2.1	Are all signs & devices instaccordance with TGS?					
2.2	Are there any contradictor superfluous signs or marking					
2.3	Are signs suitably placed v	vith regard to:				
2.3.1	Sight distance					
2.3.2	Motorists approaching at I	nigh speed				
2.3.3	Queue lengths					
2.3.4	Visibility, shade, light glare					
2.4	Are all signs displayed appointment conditions?					
2.5	Are there any damaged of signs?					
2.6	Have the needs of pedestr considered?					
2.7	Have the needs of cyclists considered?					
2.8	Are safety barriers require	qŝ				
2.9	Are safety barriers installed	d correctly?				
2.10	Has access to the site beer	n provided?				

3	Documentation Sighted		
3.1	TGS, including details & modifications		
3.2	Direction to Restrict (DTR)		
3.3	Traffic controllers' certification		
4	Has the Signage been covered for non- RTA Controllers operation as specified on the TC Plan?		
Comm	ents/Findings:	•	
Recom	mendations/Corrective Action:		
Audito	r (signed):	Site Supervisor:	

7.0 Responsible Organisations Contact Persons and Signatures

Traffic Control Supervisor:

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

Name of responsible person who can be contacted on the following phone numbers:				
Name:	Signature:			
Phone:	Mobile Phone:			
Event Site Manager:				
Name of responsible person who can be contacted o	on the following phone numbers:			
Name:	Signature:			
Phone:	Mobile Phone:			
Event Promoter:				
Name of responsible person who can be contacted o	on the following phone numbers:			
Name:	Signature:			
Phone:	Mobile Phone:			

References

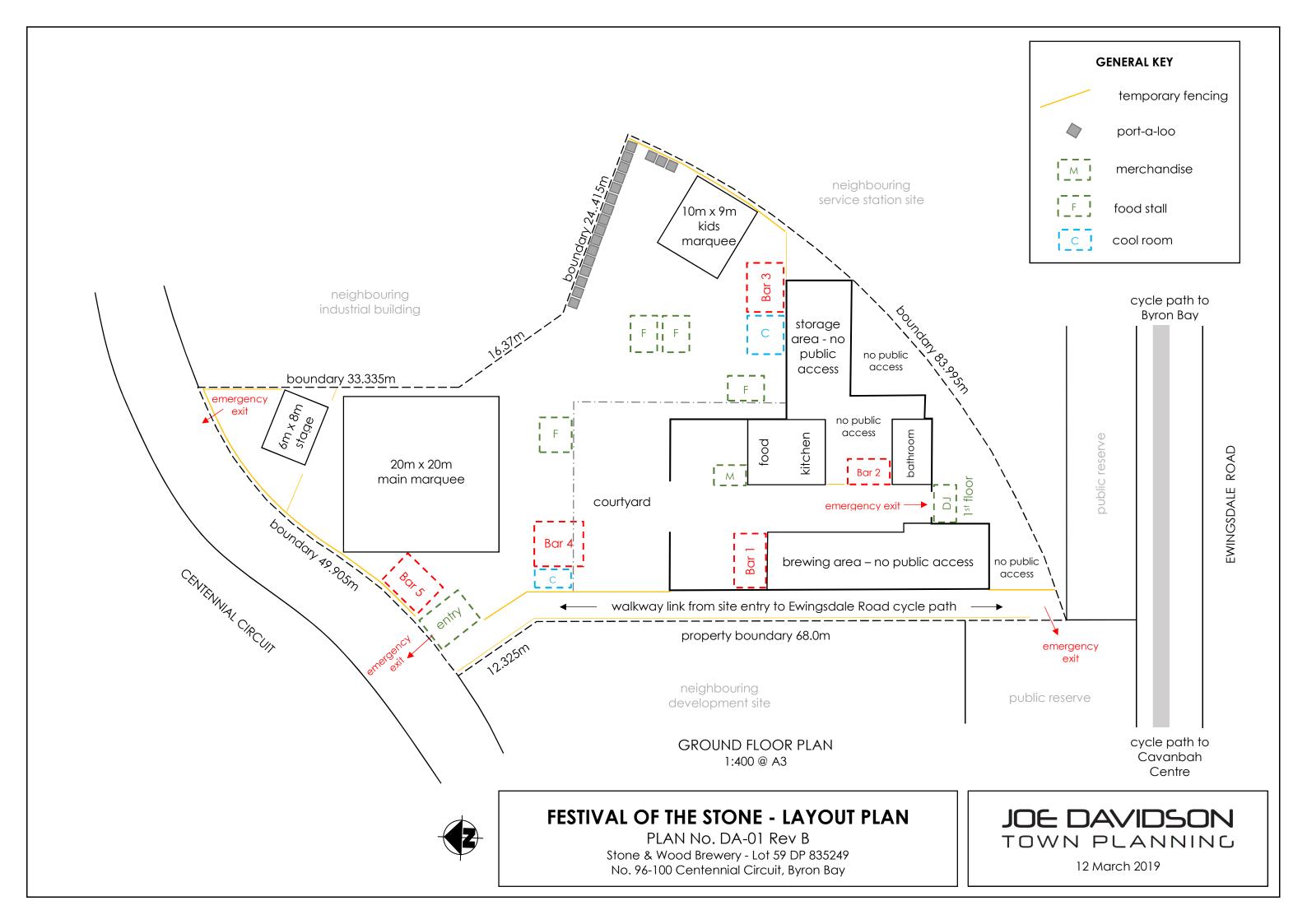
Traffic Control at Worksites, Roads and Traffic Authority NSW, version 5.0, 27 July 2018

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

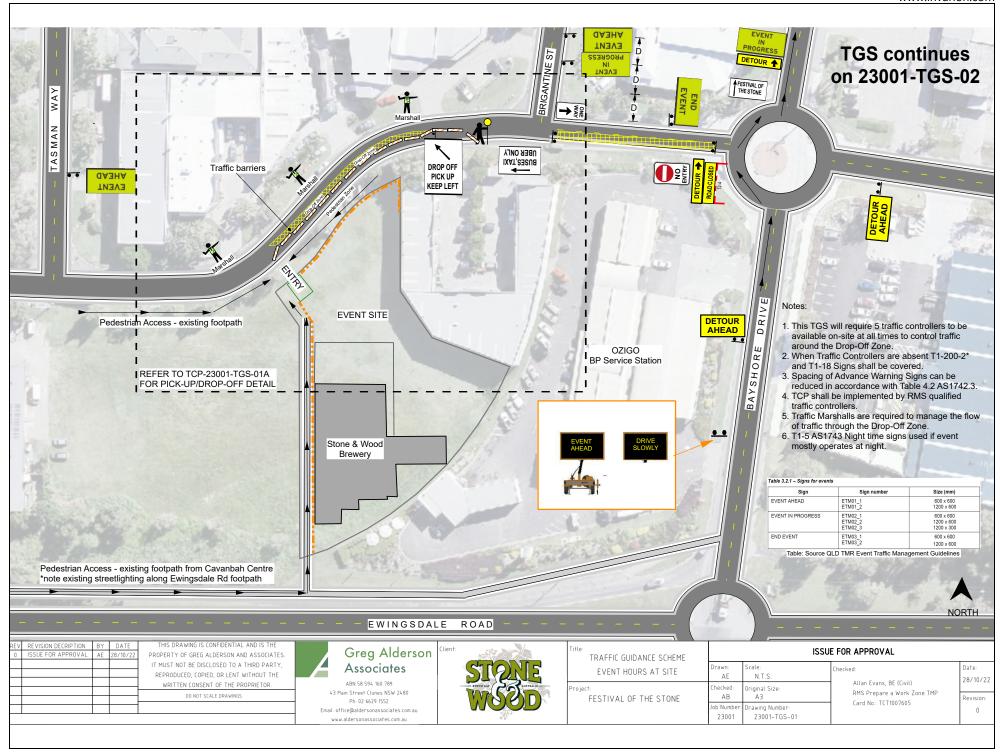
Event Traffic Management Design Guidelines, QLD Department of Transport and Main Roads, July 2018

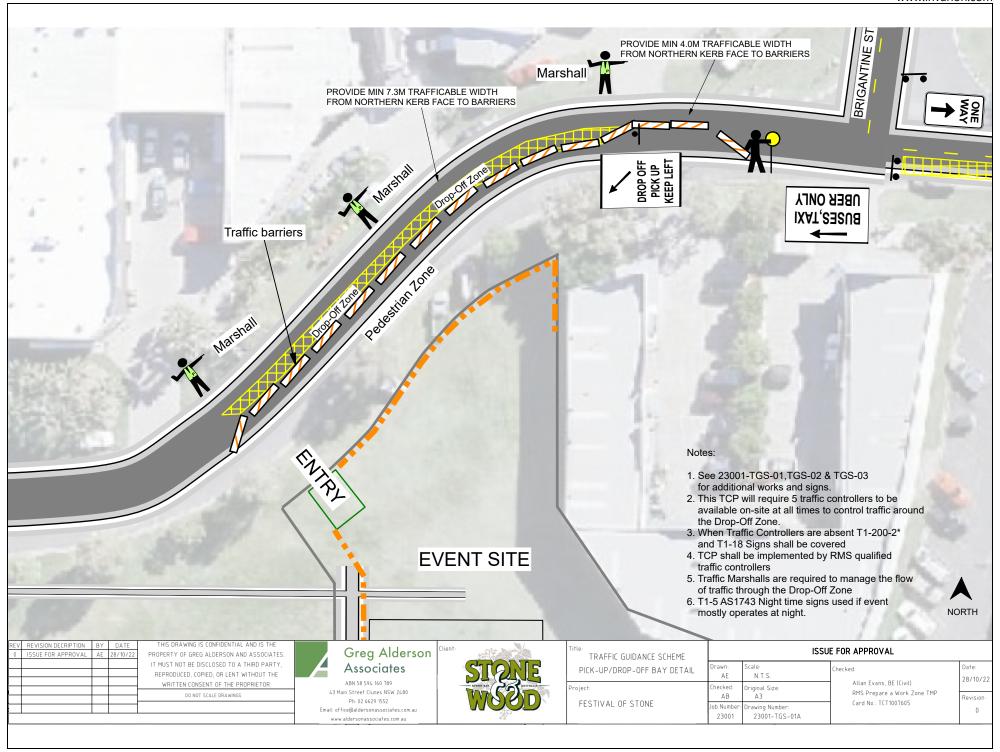
AS1742.3-2009 Manual of Uniform Traffic Control Devices Part 3: Traffic Control for Works on Roads, Standards Australia, January 2009

Appendix A — Event Site Plan

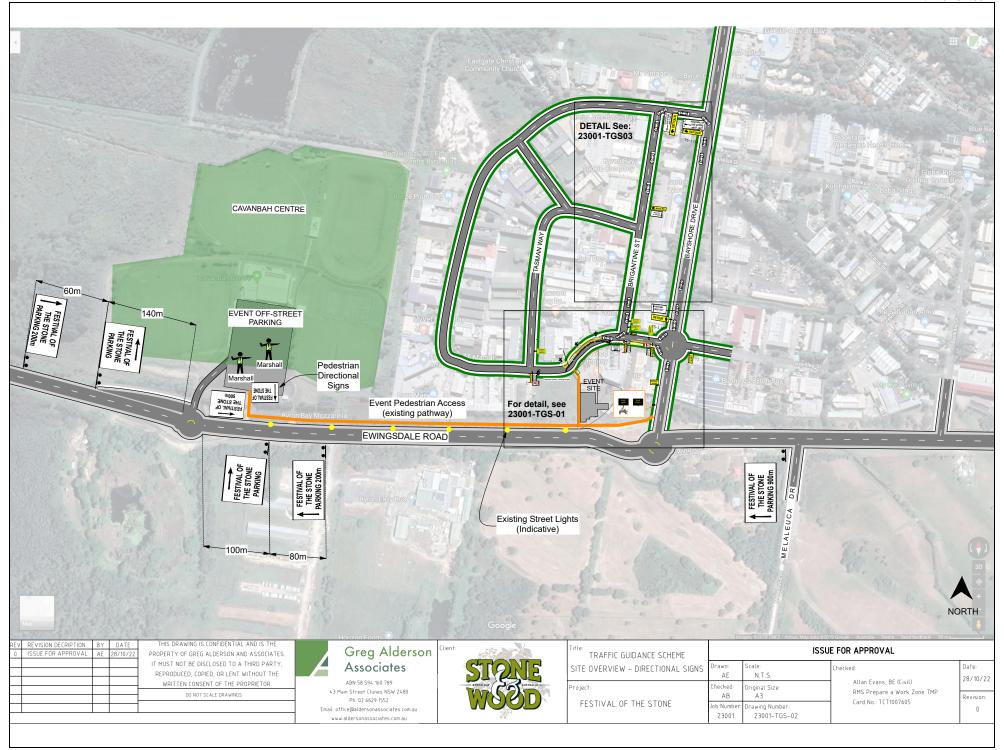


Appendix B — Festival of Stone Traffic Guidance Scheme (TGS)

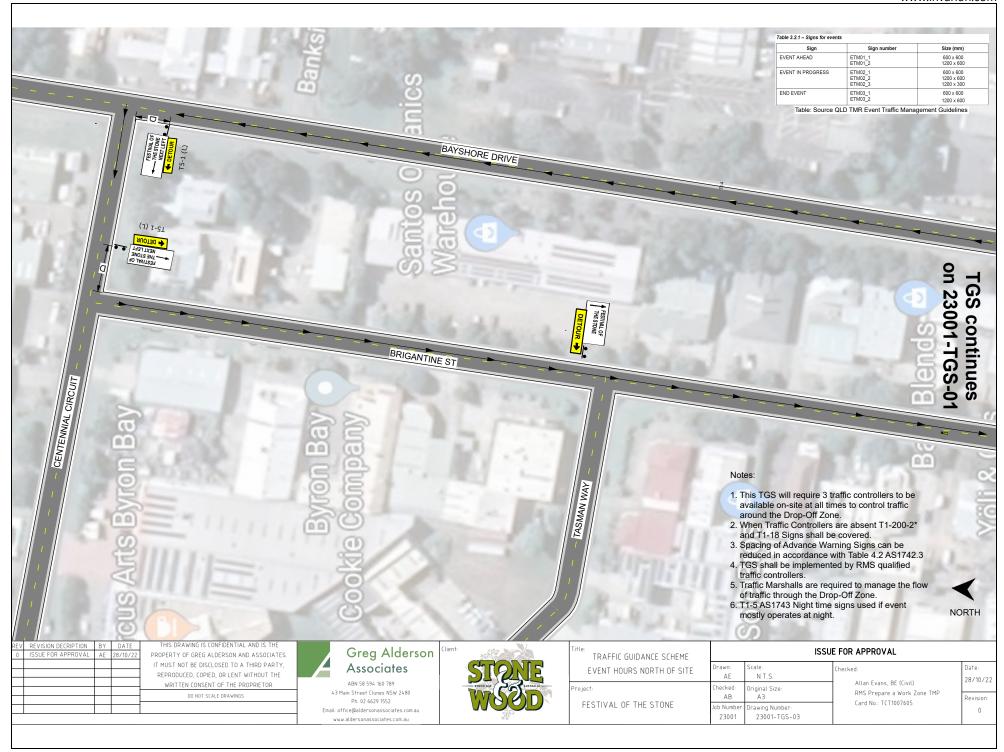




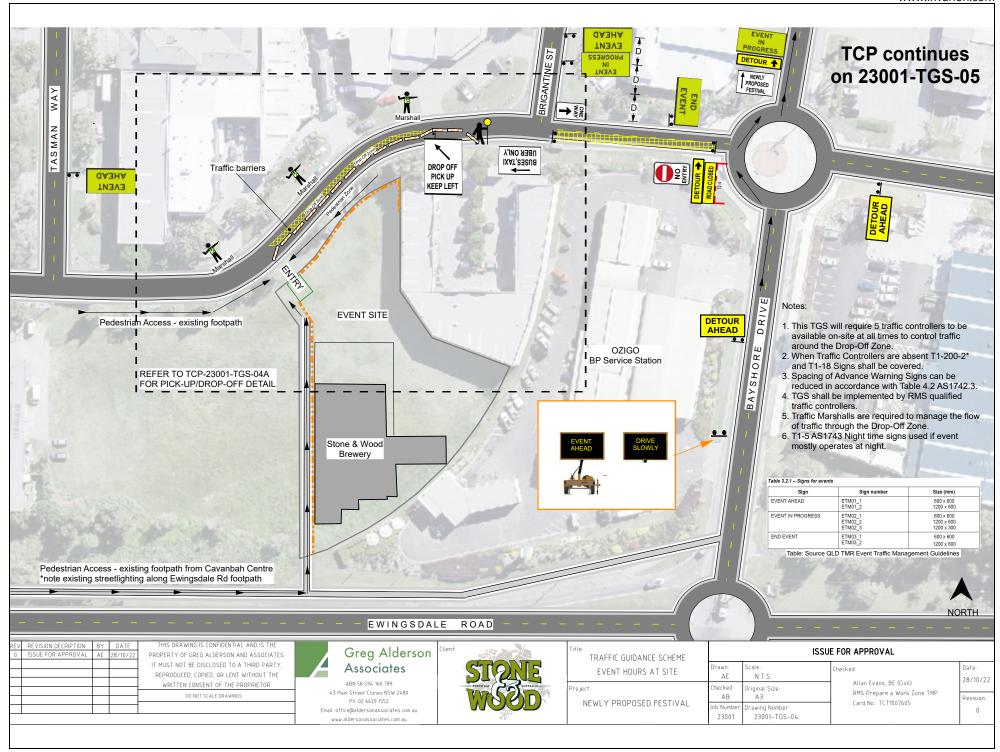
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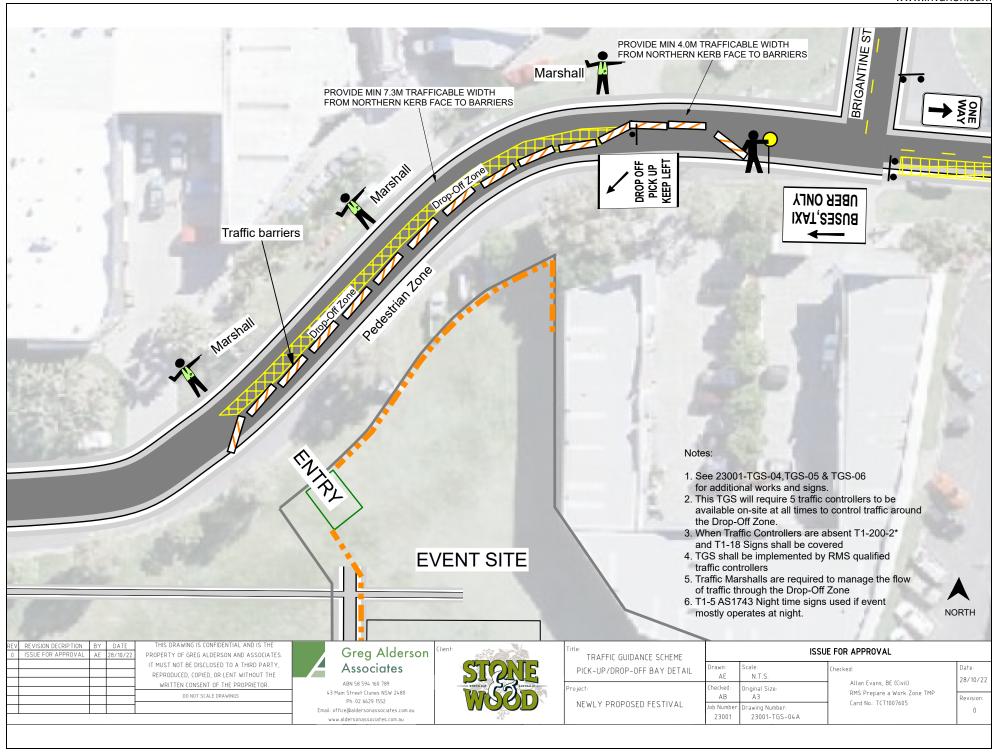


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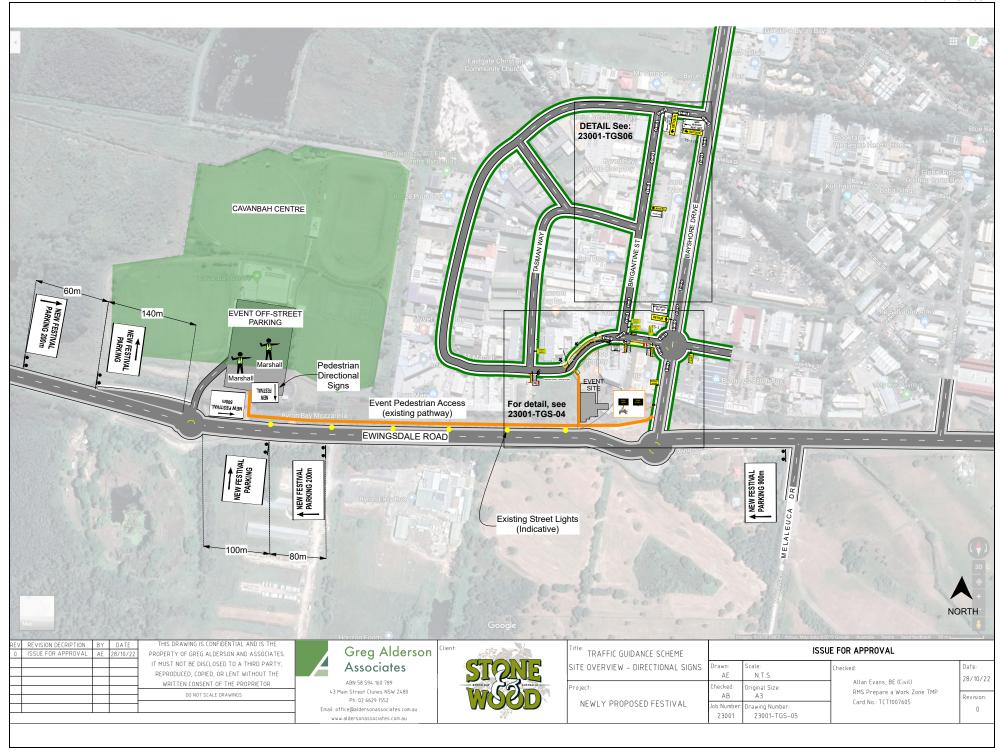


Appendix C — Newly Proposed Festival Traffic Guidance Scheme (TGS)

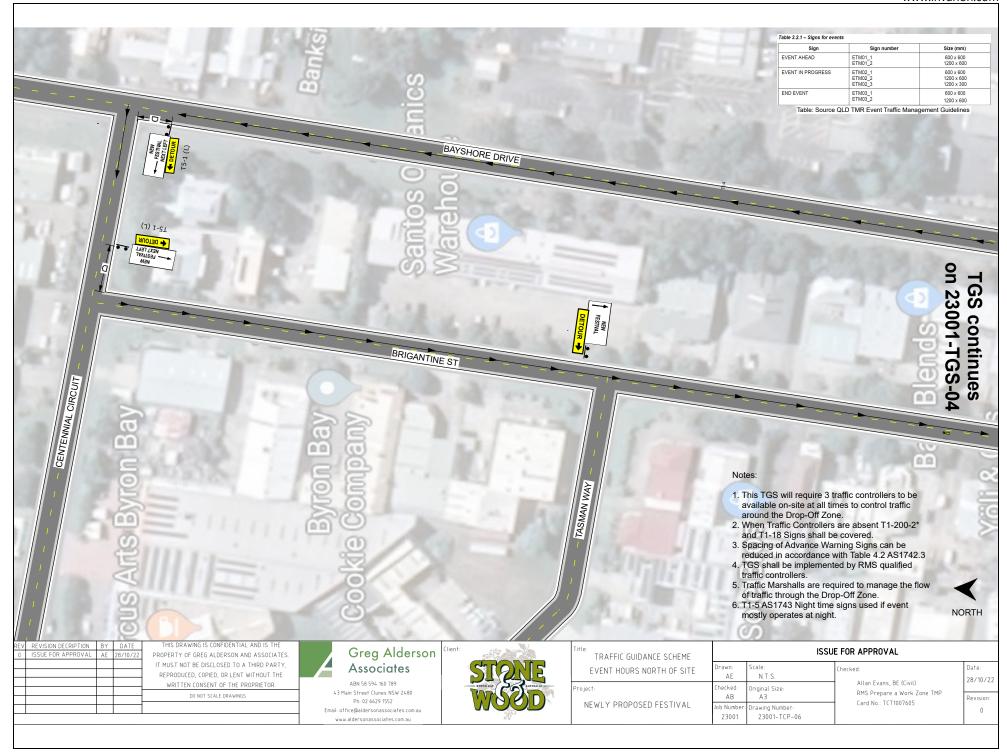




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