



# Hawkesbury City Council

## ordinary meeting business paper

date of meeting: 31 March 2009

location: council chambers

time: 5:00 p.m.



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**ORDINARY MEETING****Meeting Date:** 31 March 2009**SECTION 4 - Reports for Determination****CITY PLANNING****Item:57 CP - Community Sponsorship Program - (2008/2009 - Round 3) - (95498)**

**Previous Item:** 150, Ordinary (29 July 2008)  
232, Ordinary (11 November 2008)

**REPORT:**

This report has been prepared to advise Council of applications for financial assistance received to be determined under Round 3 of the Community Sponsorship Program for 2008/2009.

**Background**

On 13 March 2007 Council resolved to adopt a Sponsorship Policy, prepared in accordance with the guidelines issued by the Independent Commission Against Corruption. Implementation of criteria and administrative arrangements for a Community Sponsorship Program (based on the adopted Policy) commenced in 2007/2008.

The financial estimates for 2008/2009 included an allocation of \$59,000 for the Community Sponsorship Program (CSP). Round 1 of the CSP was determined by Council on 29 July 2008 with expenditure of \$37,389 approved for distribution (including \$18,000 set aside as a contribution to the staging of the Hawkesbury City Eisteddfod). Round 2 of the CSP was determined by Council on 11 November 2008 with expenditure of \$12,226 approved.

The balance of funds remaining in the CSP for 2008/2009 is \$9,385.

**Community Sponsorship Program (2008/2009) – Round 3**

In accordance with Council's Community Sponsorship Policy, applications for community sponsorship under Round 3 of the Community Sponsorship Program 2008/2009 were called in late January 2009 and closed on 6 March 2009. 13 applications were received. Table 1 summarises the applications received, the proposed level of financial assistance and whether a special condition is proposed to be attached to the provision of funding.

	<b>Applicant</b>	<b>Type<sup>1</sup></b>	<b>Proposal</b>	<b>Recommend Amount</b>	<b>Special Condition</b>
1	Rachelle Griffin	MA	Representative Indoor Netball	100	Nil
2	Kaitlyn Griffin	MA	Representative Indoor Netball	100	Nil
3	Kinship at Christmas	MA	Purchase of banner	413	Nil
4	Vanessa O'Donnell	MA	Representative equestrian	100	Nil
5	Sydney Baseball Lions Club	MA	"Children's Day Out" for children with special needs.	Nil	Nil
6	Koori Kids	MA	Printing of flyer for NAIDOC Week School Initiatives	Nil	Nil
7	Riding for the Disabled	SG	Purchase of a horse float	Nil	Nil
8	Hawkesbury Community Hub	ES	Community Bush Dance	2,000	Nil
9	Hawkesbury District Concert Band	SG	Hire of bus to transport band on ANZAC Day	750	Nil
10	Kurrajong Community Forum Inc	SG	Removal of Cocos palms	1,200	Nil
11	Richmond Community Services Inc	MA	"Timeout for Mums" Group	340	Nil
12	Hawkesbury Action & Resource Consortium	MA	Contribution to costs to facilitate meetings of group	80	Nil
13	Workers in Neighbourhood Centres, Hawkesbury	MA	Contribution to costs to facilitate meetings of group.	180	Nil

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TOTAL

5,263

(1) MA = Minor Assistance. ES = 3 Year Event Sponsorship . SG = Seeding Grant . CF = Access to Community Facilities.  
ICF=Improvement to Council Facility

Table 1 - Requests for financial assistance Round 3 of 2008/2009 Community Sponsorship Program

The applications received were assessed against the applicable criteria outlined in Council's Community Sponsorship program. This criteria reflects the provisions of Council's adopted Sponsorship Policy and the amounts recommended for approval are consistent with the policy. A more complete summary of the assessment of applications against the Community Sponsorship Program is appended to this report - including the details of special conditions to be applied to the recommended financial assistance (Attachment 1).

Should Council approve the provision of the proposed financial assistance, Council's standard Sponsorship Agreement will need to be executed for Applications 8 (Hawkesbury Community Hub), 9 (Hawkesbury District Concert Band) and 10 (Kurrajong Community Forum Inc.). Sponsorship Agreements are not required for the other recommended applicants.

There are sufficient funds to cover the total recommended amount of \$5263.00.

### Conformance to Strategic Plan

The proposal is deemed to conform with the objectives set out in Council's Strategic Plan i.e:

*"Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future."*

### Funding

Funding allocations recommended in this report are available within current budget provisions.

### RECOMMENDATION:

That Council:

1. Approve payments of Section 356 Financial Assistance to the organisations or individuals listed, and at the level recommended in Table 1 of this report.
2. Approve the execution of Council's standard Sponsorship Agreement for applications 8, 9 and 10 as identified in Table 1 of this report.

### ATTACHMENTS:

**AT - 1** Assessment of Applications under Round 3 Community Sponsorship Program 2008/2009.



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## AT - 1 Assessment of Applications under Round 3 Community Sponsorship Program 2008/2009

Applicant	Sponsorship Type (1)	Description	Assessment Criteria								Amount requested (or previously approved for ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by state/fed agency	Co-contribution provided	Identified community priority	Meets sponsorship criteria	Financially sustainable	Documentation provided			
1 Rachele Griffin	MA	Representative indoor netball	✓	✓	✓	✓	✓	✓	n/a	✓	not specified	100	Fulfils criteria for Minor Assistance allocation
2 Kaitlyn Griffin	MA	Representative indoor netball	✓	✓	✓	✓	✓	✓	n/a	✓	not specified	100	Fulfils criteria for Minor Assistance allocation
3 Kinship at Christmas	MA	Purchase of banner	✓	✓	✓	✓	✓	✓	n/a	✓	413	413	Fulfils criteria for Minor Assistance allocation
4 Vanessa O'Donnell	MA	Representative equestrian event	✓	✓	✓	✓	✓	✓	n/a	✓	not specified	100	Fulfils criteria for Minor Assistance allocation
5 Sydney Baseball Lions Club	MA	Children's Day Out at the Cinema	✓	✓	✓	✓	✓	✓	n/a	✓	not specified	Nil	Insufficient information – consultation with local Lions club indicates no regional support.
6 Koori Kids	SG	NAIDOC Week school initiatives	✓	✓	✓	✓	✓	✓	?	✓	450	Nil	Council contributes \$3500 for NAIDOC Week through Merana Aboriginal Association.
7 Riding for the Disabled	SG	Purchase of a horse float	✓	✓	✓	✓	✓	✓	?	✓	5,000	Nil	Not based in Hawkesbury. Applicant encouraged to apply to B'ham Hills + Blacktown
8 Hawkesbury Community Hub	3Y	Community Bush Dance	✓	✓	✓	✓	✓	✓	✓	✓	2,000	2,000	Annual event at South Windsor Public School
9 Hawkesbury District Concert Band	SG	Bus transport band to Sydney for ANZAC Day march	✓	✓	✓	✓	✓	✓	✓	✓	750	750	Fulfils all criteria for an Activity Grant
10 Kurrajong Community Forum Inc	SG	Removal of 5 Cocos palms in Kurrajong carpark	✓	✓	✓	✓	✓	✓	✓	✓	1,200	1,200	Applicant has liaised with Manager, Parks & Recreation. Notification has been posted..
11 Richmond Community Services Inc	MA	Hall hire costs for "Timeout for Mums" as part of a family support program	✓	✓	✓	✓	✓	✓	n/a	✓	340	340	Fulfils criteria for Minor Assistance allocation. Service does not charge participants
12 Hawkesbury Action & Resource Consortium	MA	Hall hire for quarterly meeting	✓	✓	✓	✓	✓	✓	n/a	✓	80	80	Not-for-profit Hawkesbury inter-agency organisation.
13 Workers in Neighbourhood Centres, Hawkesbury	MA	Hall hire for monthly meeting	✓	✓	✓	✓	✓	✓	n/a	✓	180	180	Not-for-profit Hawkesbury inter-agency organisation.
(1)	MA = Minor Assistance	Total									5,263		ICF=Improvement to Council Facility
		ES = 3 Year Event Sponsorship											CF = Access to Community Facilities
		SG = Seeding Grant											

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**Item:58**                      **CP - Request Under Section 82A Review of Determination Removal of One (1) Tree - 537 Grose Vale Road, Grose Vale - (95498, 98874, DA0851/08)**

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### Development Information

**Applicant:**                      Mr George Thomson  
**Owner:**                         Mr George Thomson  
**Stat. Provisions:**              Hawkesbury Local Environmental Plan 1989  
   Hawkesbury Development Control Plan 2002  
**Area:**                             4046m<sup>2</sup>  
**Zone:**                             Hawkesbury Local Environmental Plan 1989  
**Date Received:**                9 January 2009  
  
**Key Issues:**                    ♦ Justification for Tree Removal  
  
**Recommendation:**          Refusal

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### REPORT:

The application seeks a review of determination of the DA0851/08 seeking to remove one (1) Cabbage Gum tree (known as tree 20) on the above property.

The application was refused under delegated authority on the 6 January 2009. The request was supported by a number of email submissions from the applicant.

The matter is being reported to Council in accordance with the provisions of Section 82A of the Environmental Planning and Assessment Act as the review must be determined by the next level of delegation which in this case is the Council.

Colour photos of the tree and an aerial photo of the subject site are available in the Council Chambers.

### Details of the Application

The additional submission to support the request has provided the following comments:

- The danger the tree causes to children, adults and the public due to its position and health (previous report provided).
- Damage the tree will cause if branches fall on the assets of the property such as pool, pool fencing and boundary fencing.
- Forced to remove the water from the pool due to the dangers.
- Applicant feels he has been discriminated by Council and its officers.

### Background

DA0008/08 sought approval for the removal of 27 trees which included the subject tree 20. An independent arborist (arranged by Council) inspected the trees with Council officers and their comments were considered in determining which trees should be removed.

Approval was granted, under delegated authority, for the removal of 11 trees and the pruning of dead branches and those within two metres of the power lines for trees 1, 20.

The applicant then submitted an application for a review of determination under Section 82A and this was accompanied by a report prepared by an arborist on behalf of the applicant. This report was considered by

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Council's arborist and approval was granted for the removal of an additional three trees and the pruning of one tree (No.11).

In respect to tree 20 the applicant claimed that the bulges in the tree showed that the trees health was compromised and that the tree was dangerous. Council's arborist did not agree and the applicant was advised that further investigations (Picus Sonic Tomograph) should be carried out on the bulges in the lower trunk to identify if the tree is compromised structurally internally. If this further investigation revealed that the tree is structurally compromised its removal would be supported. The applicant did not pursue this investigation.

Subsequently, DA0851/08 sought the approval to remove tree 20 and no further reports were provided with the application. The application was assessed by another Council officer with arborist qualifications and the previous arborist report from the applicant was made available. The tree was inspected visually from the ground.

The application was refused for the following reasons:

1. *The tree is in good health and condition and no justification exists for its removal.*
2. *Removal of the tree is not in the public interest.*

### Review of Additional Information

The applicant's arborist report submitted with the previous application stated in their conclusion in respect to tree 20:

*"Tree No.20 is in advanced decline and should be removed. Treatment and /or tree surgery techniques are unlikely to increase its safe life expectancy"*

In their further comments they have indicated:

*"The requirement of further investigations with a Picus test on tree 20 to confirm if the lower trunk has been structurally compromised appears to be unjustified.*

*The upper canopy of the western side of the tree is very sparsely foliated, containing numerous dead branches and is comprised mainly of epicormic growth.*

*The upper canopy on the eastern side is in much the same condition, but has significantly discoloured foliage which appears to be dead.*

*These symptoms are consistent with root decaying pathogen, not just a stem decaying pathogen.*

*As these pathogens are mostly confined to the root system, it is very unlikely that they would be detected in a Picus test.*

*Tree 20 has symptoms associated with root decay and is in advanced stages of decline. Due to its height and location, it has a high potential to cause injury to persons and damage to property. It has no realistic, safe life expectancy and its consent for removal should be given.*

Several branches of the tree have been recently pruned with Council consent.

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Council's arborist has reviewed the applicants reports and has provided the following assessment on tree 20

<b>Tree Characteristics</b>		
	Species	<i>Eucalyptus amplifolia</i>
	Size	20+m
	Age Class	Semi-mature
	Form	Minor asymmetry
<b>Tree Condition</b>		
	Foliage	Normal to sparse density, some dieback within the canopy, and epicormic growth in one lower branch
	Growth Obstructions	No growth obstruction, no surrounding trees or buildings
	Vigour Class	Average
	Major Pests/Disease	Nil sited
<b>Site Condition</b>		
	Site Character	Tree is located at the rear of the property on the lower part of the slope with no significant obstruction. An access road is adjacent the tree but has not affected the growth of the tree
	Landscape	Rural property with lower vegetation clearance having occurred recently.
	Obstructions	No significant obstruction to tree. Service lines to neighbouring property occur on the opposite side of access road with pruning undertaken to reduce obstruction
	Prevailing Winds	Prevailing winds would occur from the South East.
<b>Target</b>		
	Type	No significant targets are around the tree within the potential fall zone.
<b>Overall Conditions</b>	<p>The tree is suffering from minor dieback of the branches; there is a small pocket of epicormic growth.</p> <p>The trunks of the tree show no signs of fractures, no evidence of decay or activity relating to decay</p> <p>No bleeding or sap flow except for recent pruning activity. The Recent pruning activity has lifted the crown and removed a number of significant branches.</p> <p>These removals have provided evidence that the branch wood towards the base of the tree is in sound condition</p>	
<b>Recommendation</b>	<p>Following the assessment of the tree removal of the tree is not warranted. Recommend that the tree be further assessed in 12 months if significant decline in canopy health occurs.</p>	

The tree is located in the south eastern corner of the property and is approximately 25m from the edge of the pool and 35m from the dwelling house. The land where the tree is located slopes away from the pool and dwelling and if the tree was to fall it would more likely fall away from the pool and towards the south. Adjoining the southern boundary is the access driveway to the adjoining property and property fences. The nearest dwelling on an allotment to the south is approximately 25m from tree 20.

The visual inspections, by officers with arborist qualifications, of tree 20 from the ground have both found that the tree is suffering from some minor dieback of the branches and small pockets of epicormic growth. Recent pruning activity has lifted the crown and removed a number of significant branches. These removals have provided evidence that the branch wood towards the base of the tree is in sound condition. There is no justification to warrant the removal of the tree.

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Based on the advice from both of Council's tree officers, the location of the pool and dwelling and the slope of the land there is likely to be a low potential for the tree, in its current health, to fail and damage the main assets (pool, dwellings and sheds/garages) of the property or adjoining properties.

### **Planning Decision**

As this matter is covered by the definition of a "planning decision" under Section 375A of the Local Government Act 1993, details of those Councillors supporting or opposing a decision on the matter must be recorded in a register. For this purpose a division must be called when a motion in relation to the matter is put to the meeting. This will enable the names of those Councillors voting for or against the motion to be recorded in the minutes of the meeting and subsequently included in the required register.

### **RECOMMENDATION:**

That the Section 82A review of DA0851/08 by Council confirm the refusal to remove tree 20.

### **ATTACHMENTS:**

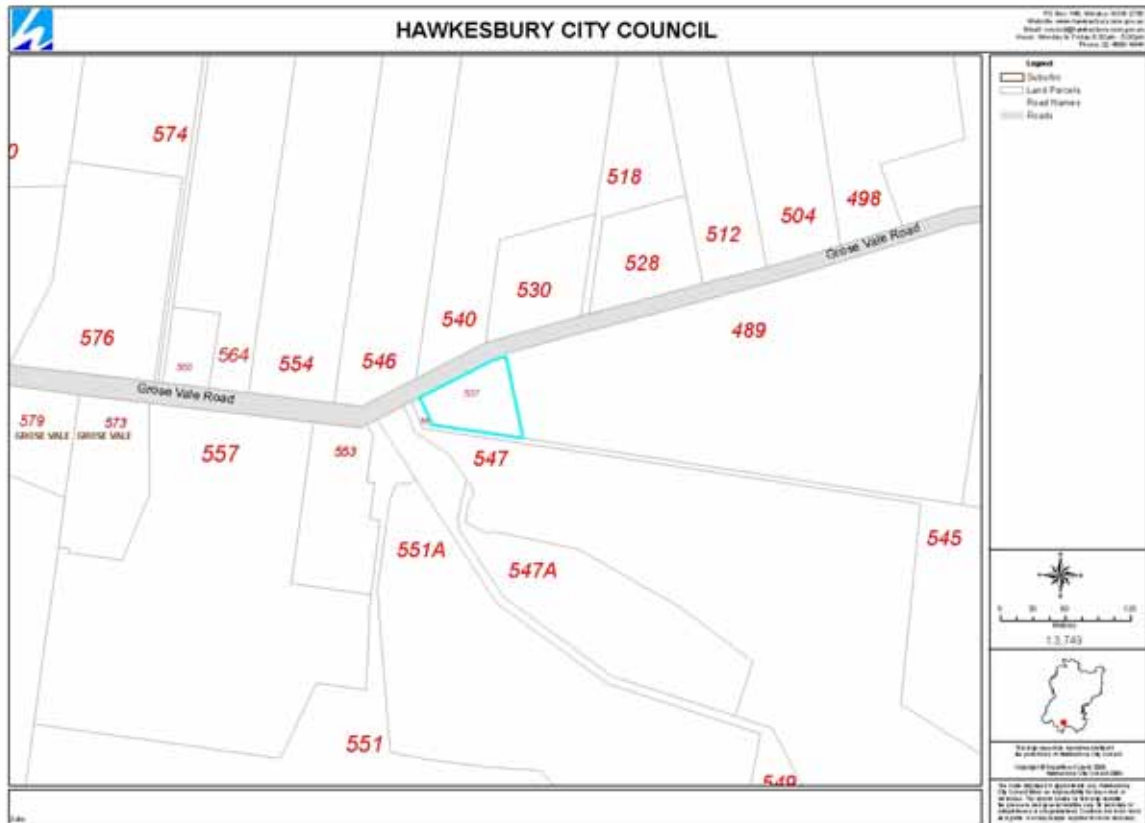
**AT - 1** Locality Plan

**AT - 2** Site Plan

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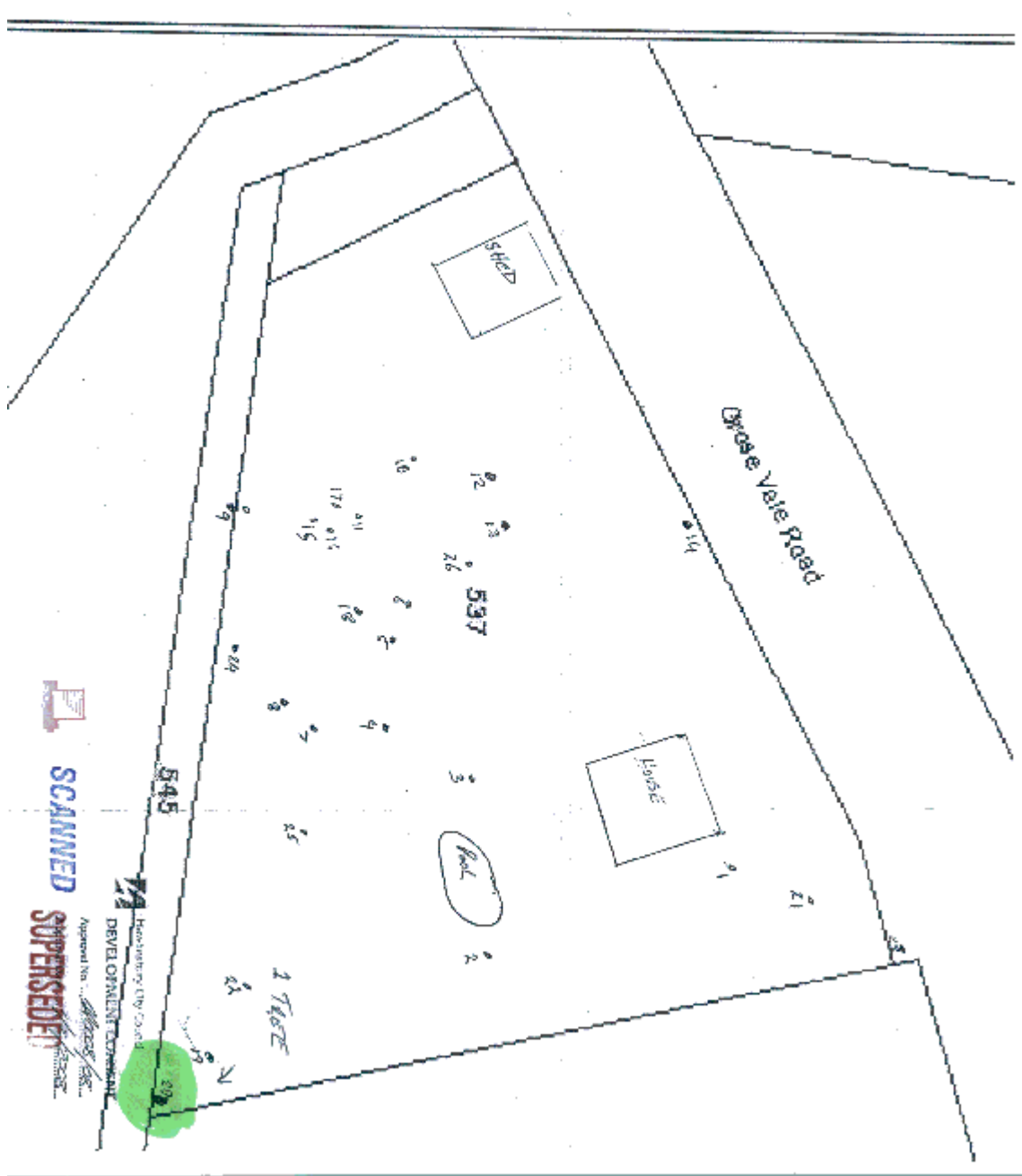
### AT - 1 Locality Plan



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AT - 2 Site Plan



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**SECTION 5 - Reports of Committees**

**ROC - Local Traffic Committee - 18 March 2009 - (80245)**

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Wednesday, 18 March 2009, commencing at 3:00pm.

**ATTENDANCE**

<b>Present:</b>	Councillor B Bassett (Chairman) Mr R Williams, MP (Hawkesbury)
<b>Apologies:</b>	Mr R Elson, Department of Transport Mr J Suprain, Roads and Traffic Authority Snr Constable M Simmons, NSW Police Service Mr J Christie, Officer of Messrs A Shearan, MP and J Aquilina, MP
<b>In Attendance:</b>	Mr C Amit, Manager, Design & Mapping Services Ms B James, Administrative Officer, Infrastructure Services

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The Chairman tendered an apology on behalf of Mr J Christie & Mr J Suprain, advising that they concurred with the recommendations as contained in the formal agenda and had granted proxy to himself to cast vote(s) on their behalf.

**SECTION 1 - Minutes**

**Item 1.1       Minutes of Previous Meeting**

Refer to end of Business Paper.

**Item 1.2       Business Arising**

**Item 1.2.1     LTC - 18 March 2009 - Item 1.2.1 - Intersection of George Street and Hawkesbury Valley Way, Windsor – Traffic Conflict (80245)**

**Previous Item:**       Item 4.6, Local Traffic Committee (18 February 2009)

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**REPORT:**

Clr Bassett advised that a site visit was undertaken at this intersection following the Local Traffic Committee meeting on 18 February 2009 with Mr Williams, Mr Christie and Mr Suprain. It was noted that there was a significant traffic build up at the intersection where vehicles wishing to turn right from George Street into Hawkesbury Valley Way heading to Richmond.

Mr J. Suprain advised that he would request the RTA to expedite the approval of the right turn arrow.

**RECOMMENDATION:**

That the information be received

**APPENDICES:**

There are no supporting documents for this report.

**SECTION 2 - Reports for Determination**

**Item 2.1      LTC - 18 March 2009 - Item 2.1 - Bridge to Bridge Power Boat Race Brooklyn to Windsor (Hawkesbury, Londonderry & Riverstone) - (80245, 73829)**

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**REPORT:**

**Introduction**

An application has been received from the Upper Hawkesbury Power Boat Club, seeking approval to conduct the Bridge to Bridge Power Boat Race from Brooklyn to Windsor on 3 May 2009 between the hours of 8.00am and 5.00pm. This event is an annual boat racing event along the Hawkesbury River between Brooklyn Bridge and Windsor Bridge.

The Upper Hawkesbury Power Boat Club has informed the following in respect of this event:

- i) This boat race is from Brooklyn to Windsor via the Hawkesbury River.
- ii) There is a Test and Tune day on 2 May 2009 - Dry Boat Inspections.
- iii) The Club is expecting approximately 120 participants/boats to compete in the event.
- iv) There will be 20 groups consisting of 6 participants/boats each.
- v) This annual event has been held for over seventy years and the club is expecting approximately 2500 spectators (1000 vehicles) on the day of the event, at Governor Phillip Reserve.
- vi) The vehicles of the spectators have not disrupted the traffic movements on the surrounding road network in the past and the same is expected this year
- vii) The vehicles of the spectators will be parked in the car park next to Governor Phillip Reserve. There are more than adequate parking spaces available for off-street parking.

The event organiser has submitted the following items in relation to this event: Appendix 1 (Document Nos. 3004456):

- i) Details of the Special Event - Traffic template;
- ii) RTA - Special Event Transport Management Plan Template;
- iii) Copy of the submission to the NSW Police Service;
- iv) Copies of correspondence forwarded to the NSW Police Service, NSW Ambulance Service, Windsor & Richmond Fire Brigade and SES.

## Discussion

Even though this event will be held along the Hawkesbury River and within the Governor Phillip Reserve, this event and the spectators travelling to the event may impact heavily on the state road network on Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street and in particular the local roads such as George Street and Court Street as well as the Ferry services. It would be appropriate to classify this event as a **"Class 1"** special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads & Traffic Authority given that perceived impact.

The event organiser has advised that this event will have minimal impact on the operations of the Ferry services. There will be a Course boat on the approach to each ferry crossing point, which will be communicating via radio with a marshal on the ferry. While a ferry is in motion, all boats will be prohibited from crossing this point until such time as the ferry is at the river bank. While the ferry is at the river bank unloading and loading vehicles, the boats will be allowed to pass.

Lower Portland Ferry Service is under the care and control of Hawkesbury City Council. Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry Services is the under the care and control of the RTA and hence, the RTA approval be sought directly by the event organiser for any alterations to the operation of ferry services maintained by them.

It is noted that the event organiser has lodged an application seeking approval to conduct the event with the NSW Police Service. A Transport Management Plan (TMP) and an associated Traffic Control Plan (TCP) should be submitted to Council and the RTA for acknowledgement as this is a **Class 1** event.

The Upper Hawkesbury Power Boat Club has made application under separate cover to Councils' Parks and Recreation section for exclusive use of Governor Philip Reserve.

The event organiser will be required to liaise with the event organiser of the Dirt Works 100 Kilometre Classic 2009 - St Albans event which is being held on 3 May 2009, within the St Albans area, as well as the event organiser for the Hawkesbury Show event being held on 1,2 & 3 May 2009 within the Clarendon area.

## RECOMMENDATION:

That:

1. The Bridge to Bridge Power Boat Race from Brooklyn to Windsor event planned for 3 May 2009 be classified as a **"Class 1"** special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package which explains the responsibilities of the event organiser in detail.
4. No objection be held to this event subject to compliance with the following conditions:

### Prior to the event:

- 4a. the event organiser is to obtain approval to conduct this event, from the NSW Police Service;  
**a copy of the Police Service approval to be submitted to Council;**
- 4b. the event organiser is to obtain approval from the RTA as this is a **"Class 1" event; a copy of**

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#### **the RTA approval to be submitted to Council;**

- 4c. the event organiser **is to submit a Transport Management Plan (TMP) for the entire route incorporating a Traffic Control Plan (TCP) to Council and the RTA** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
- 4d. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$20,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities**;
- 4e. the event organiser is to obtain the relevant approval to conduct this event from NSW Maritime; **A copy of this approval to be submitted to Council;**
- 4f. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4g. the event organiser is to notify the details of the event to the Rural Fire Service at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4h. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4i. the event organiser is to liaise with the event organiser of the Dirt Works 100 Kilometre Classic 2009 - St Albans, event which is being on 3 May 2009, within the St Albans area as well as the event organiser for the Hawkesbury Show event being held on 1,2 & 3 May 2009, within the Clarendon area;
- 4j. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of this event and in particular the reduced crossing/operation of the ferries, and obtaining any necessary approvals from these Councils;
- 4k. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to preparing the TMP and prior to the event;
- 4l. the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>);
- 4m. the event organiser is to submit the completed "Special Event - Traffic Final Approval" form to Council;

#### **During the event:**

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;

- 4p. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed along the route, during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- 4r. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4s. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity;

**Ferry Services**

- 5. The applicant is to seek RTA approval for the reduced crossing/operation of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry Services. There is no objection to the reduced crossing/operation of the Lower Portland Ferry Service. Reduced crossing/operation of the ferry services is subject to the applicant complying with the following conditions, as well as any conditions imposed by the RTA:
  - 5a) the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the changes in operation of the Lower Portland Ferry service maintained by Hawkesbury City Council
  - 5b) Advertising of the proposed event is to be undertaken at the expense of The event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to :
    - traffic impact and delays,
    - exclusive use of Governor Phillip Reserve,
    - timings of reduced crossing/operation of ferry services,such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;
  - 5c) signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
  - 5d) safety precautions are to be outlined in the TMP and are to be placed at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of the NSW Maritime, RTA and Hawkesbury City Council; and,
  - 5e) the Transport Management Centre, Roads & Traffic Authority and Council be authorised to alter ferry reduced crossing/operation times if necessary

**APPENDICES:**

- AT - 1** Special Event Application - Bridge to Bridge Power Boat Race Brooklyn to Windsor - (Dataworks Document Nos. 3004456) - *see attached*.

**Item 2.2      LTC - 18 March 2009 - Item 2.2 - Application for Final Approval: Collectors' Plant Fair at Bilpin - 2009 (Hawkesbury) - (80245, 74282, 74000, 95450)**

**Previous Item:**      Item 2.2, Local Traffic Committee (16 July 2008)

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**REPORT:**

**Introduction**

An application to undertake the Collectors' Plant Fair within the grounds of 27 Powells Road, Bilpin on 18 and 19 April 2009 between the hours of 8.00am and 4.00pm, was reported to the Local Traffic Committee on 16 July 2008. The recommendation of the Local Traffic Committee as part of the Initial Approval, was adopted by Council on 29 July 2008 as follows:

*"That:*

1. *The event "Collectors' Plant Fair at Bilpin - 2009", planned for 18 and 19 April 2009, be classified as a "Class 2" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.*
2. *The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.*
3. *It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package which explains the responsibilities of the event organiser in detail.*
4. *No objection be held to this event subject to compliance with the following conditions:*

**Prior to the event:**

- 4a. *the event organiser is to obtain approval to conduct this event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;***
- 4b. *the application including the **TMP and the associated TCP is to be submitted to the RTA** for authorisation due to the traffic impact on Bells Line of Road and due to the proposed temporary speed restriction signs to lower the speed limit from 100 kph to 80 kph on this section of Bells Line of Road during the event;*
- 4c. *the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy to cover **both on-road and off-road activities;***
- 4d. *the event organiser is to advertise the event in the local press stating the entire extent of the event and the traffic impact / delays expected due to the event two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);*
- 4e. *the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses affected by the event at least two weeks prior to the event; The applicant is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;***

- 4f. *the event organiser is to submit the completed "Special Event - Traffic Final Approval" form to Council;*

**During the event:**

- 4g. *maintaining the event access, only via the existing driveway on Powells Road;*
- 4h. *access is to be maintained for businesses, residents and their visitors;*
- 4i. *a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;*
- 4j. *all traffic controllers / marshals operating within the public road network are to hold appropriate certification required by the RTA;*
- 4k. *in accordance with the submitted TMP and associated TCP, appropriate advisory signs, including temporary speed restriction signs, shall be placed at the event organiser's expense after all the required approvals are obtained from the relevant authorities, and traffic control devices are to be placed during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA;*
- 4l. *the participants are to be advised of the traffic controls arrangements in place, prior to the commencement of the event; and,*
- 4m. *all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately on completion of the activity."*

**Discussion**

The event organiser has submitted information in order to obtain **Final Approval** for the event. *Refer to Appendix 1.*

- Condition 4 (a): Compliant.  
Condition 4 (b): Compliant – speed limit is 80kph.  
Condition 4 (c): Compliant.  
Condition 4 (d): Compliant – copy of advertisement provided.  
Condition 4 (e): Not yet Compliant  
Condition 4 (f): Compliant.

**RECOMMENDATION:**

That no objection be held to the Collectors' Plant Fair at Bilpin - 2009", planned for 18 and 19 April 2009, classified as a "**Class 2**" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.

Final Approval be granted subject to compliance with the following conditions:

**Prior to the event:**

- a) *the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses affected by the event at least two weeks prior to the event; The applicant is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event;*



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**During the event:**

- b) maintaining the event access, only via the existing driveway on Powells Road;
- c) access is to be maintained for businesses, residents and their visitors;
- d) a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- e) all traffic controllers / marshals operating within the public road network are to hold appropriate certification required by the RTA;
- f) in accordance with the submitted TMP and associated TCP, appropriate advisory signs, including temporary speed restriction signs, shall be placed at the event organiser's expense after all the required approvals are obtained from the relevant authorities, and traffic control devices are to be placed during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA;
- g) the participants are to be advised of the traffic controls arrangements in place, prior to the commencement of the event; and;
- h) all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately on completion of the activity.

**APPENDICES:**

**AT - 1** Special Event Application for Final Approval- (Dataworks Document Nos. 2996837 and 2996841)  
- *see attached*

**Item 2.3**      **LTC - 18 March 2009 - Item 2.3 - Mt Wilson to Bilpin Bush Run 2009 - Mt Irvine Rd & Bells Line of Rd, Bilpin (Hawkesbury) - (80245, 73582, 74282)**

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**REPORT:**

**Introduction**

An application has been received from Bilpin Rural Fire Brigade seeking approval to conduct the Mt Wilson to Bilpin Bush Run on Saturday, 22 August 2009. The route of the Bush Run involves roads in the Blue Mountains and Hawkesbury Local Government areas. The event is an annual 37 kilometre Bush Run which starts in Mt Wilson (Blue Mountains Council) and proceeds mainly via fire trails and private property to a 1.0 kilometre long section of Mt Irvine Road, 2.0 kilometre long section of Bells Line of Road and terminates at Bilpin Community Hall. Mt Irvine Road is a very low traffic (ADT < 100) gravel road.

Refer to the attached Plan No: TR002/09 - Appendix 1.

The event organiser has advised the following:

- a) The last section of the run is along the northern verge of Bells Line of Road, which is a State Road. Vehicular traffic and participants are separated by a verge of approximately 10 metres wide along this section of Bells Line of Road at all points,

**ORDINARY MEETING**  
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- b) The shoulder of Bells Line of Road (on the section between Mt Irvine Road and Bilpin Community Hall) will not be used at all and any runners found running on the shoulder of Bells Line of Road or outside the designated course will be disqualified,
- c) There will be approximately 250 runners participating in the run, which will be held between 7.00am and 3.00pm,
- d) Off street parking will be provided at Bilpin community Hall for approximately 500 cars.

**Discussion**

It would be appropriate to classify this event as a "Class 2" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads & Traffic Authority (RTA) as this event may impact on minor traffic and transport systems and there may be low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to this event: Appendix 2 (Dataworks Document Nos: 2984819 & 3023574):

- i) Details of Special Event – Traffic Template
- ii) Details of the Special Event Transport Management Plan Template - RTA,
- iii) Transport Management Plan (TMP) without the associated TCP, and
- iii) Copy of the Application to the NSW Police Service

**RECOMMENDATION:**

That:

- 1. The Mt Wilson to Bilpin Bush Run event planned for 22 August 2009 be classified as a "Class 2" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.
- 2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
- 3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package which explains the responsibilities of the event organiser in detail.
- 4. No objection be held to this event subject to compliance with the following conditions:

**Prior to the event:**

- 4a. the event organiser is to obtain approval to conduct this event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;**
- 4b. the event organiser **is to submit a Traffic Control Plan (TCP) to Council and the RTA** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
- 4c. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council and the Roads and Traffic Authority as**

**interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**

- 4d. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact / delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4e. the event organiser is to notify the details of the event to the NSW Ambulance Service, NSW Fire Brigade / Rural Fire Service and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4f. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4g. the event organiser is to obtain approval from the National Parks and Wildlife Service (Department of Environment and Conservation) for the use of Wollemi National Park and The Blue Mountains National Park;
- 4h. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event;
- 4i. the event organiser is to obtain approval from Blue Mountains Council for the use of their roads;
- 4j. the event organiser is to submit the completed "Special Event - Traffic Final Approval" form to Council;

**During the event:**

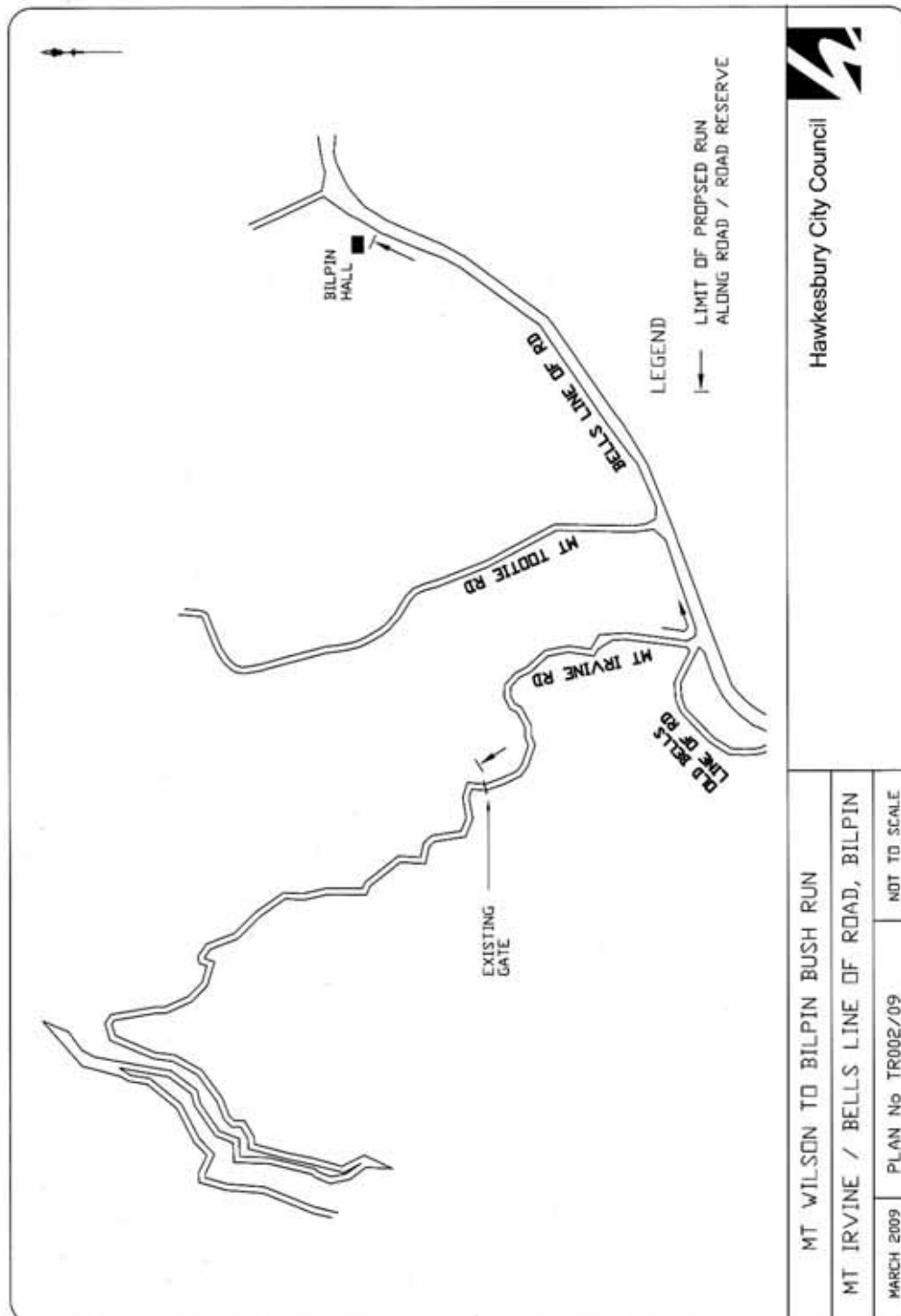
- 4k. access is to be maintained for businesses, residents and their visitors;
- 4l. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4m. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4n. the runners are to be made aware of and are to follow all the general road user rules whilst running on public roads;
- 4o. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed along the route, during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- 4p. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4q. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity.

**APPENDICES:**

**AT - 1** Mt Wilson to Bilpin Bush Run: Plan No. TR002/09

**AT - 2** Special Event Application - Mt Wilson to Bilpin Bush Run (Dataworks Document Nos. 2984819 & 3023574) - *see attached*

**AT - 1** Mt Wilson to Bilpin Bush Run - Plan No. TR002/09



## ORDINARY MEETING

### Reports of Committees

#### Item 2.4 LTC - 18 March 2009 - Item 2.4 - Zone One Q60 Endurance Horse Ride - May 2009 - Upper Colo Reserve (Hawkesbury)- (80245, 85005)

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#### REPORT:

##### Introduction

An application has been received from Zone One Of The NSW Endurance Riders' Associations seeking approval to conduct the Zone One Q60 Endurance Horse Ride on 24 May 2009, utilising Upper Colo Reserve as a base area. The event organiser has advised the following:

Event Schedule: (Zone One Q60 Endurance Horse Ride on 24 May 2009): The riders will be undertaking either a single Leg or a combination of the Legs 1, 2 and 3.

- Leg 1 = 45 Kilometres
- Leg 2 = 35 Kilometres
- Leg 3 = 20 Kilometres
- Duration: between 4.00am and 4.00pm.
- 80 Riders and 20 Helpers.
- Riders travel as Single or small groups of 2 and 3.

##### Route for the Rides:

##### Leg 1 - 45 Kilometres

- Start Upper Colo Reserve (Ride Base) turn right out of the Reserve into Hulbert Road,
- Travel along Hulbert Road and turn right into Colo Heights Road,
- Travel along Colo Heights Road, crossing the timber bridge over the Colo River, and turn right into Upper Colo Road,
- Travel along Upper Colo Road, and turn left into Comleroy Road,
- Travel along Comleroy Road, and turn left into the Wollemi National Park (Gees Arm South Trail),
- Travel along Gees Arm South Trail and through private property,
- Travel onto Upper Colo Road and along Upper Colo Road, crossing Wheeny Creek Bridge to Eternity Trail,
- Travel along Eternity Trail – Males Trail, through private property to Greenswamp,
- Travel along Greenswamp to Gees Arm South Trail,
- Travel back along Gees Arm Trail, Comleroy Road, Upper Colo Road, Colo Heights Road and Hulbert Road into the Upper Colo Reserve (Ride Base).

##### Legs 2 - 35 Kilometres

- Start Upper Colo Reserve (Ride Base) turn right out of the Reserve into Hulbert Road,
- Travel along Hulbert Road and turn right into Colo Heights Road,
- Travel along Colo Heights Road, crossing the timber bridge over the Colo River, and turn right into Upper Colo Road,
- Travel along Upper Colo Road, and turn left into Comleroy Road,
- Travel along Comleroy Road and turn right into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road, and turn right into Sams Way,
- Travel along Sams Way to Gosper Ridge Trail and through the Wollemi National Park,
- Travel back along the Wollemi National Park down to Upper Colo Road and turn right into Upper Colo Road,
- Travel back along Upper Colo Road, Colo Heights Road and Hulbert Road into the Upper Colo Reserve (Ride Base).

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**Leg 3 - 20 Kilometres**

- Start Upper Colo Reserve (Ride Base) turn right out of the Reserve into Hulbert Road,
- Travel along Hulbert Road and turn right into Colo Heights Road,
- Travel along Colo Heights Road, crossing the timber bridge over the Colo River, and turn right into Upper Colo Road,
- Travel along Upper Colo Road to the end of Upper Colo Road and turn around at the public gate,
- Travel back along Upper Colo Road, Colo Heights Road and Hulbert Road into the Upper Colo Reserve (Ride Base).

Refer to attached drawing "Event Route Plan - Zone One Q60 Endurance Horse Ride – May 2009": Appendix 1.

Where the course covers trafficable roads, the following will be in place:

- A Marshall is to be in place to stop horses crossing whilst vehicles pass,
- At any junction where horses cross or access roads that are main access gates, the Marshall is to notify Traffic of the conditions ahead,
- Signage shall be in place stating the following: Horses on Road, Horses crossing. In areas where the road narrows or is windy; Drive Slowly Horses on Road is to be provided.

**Road Inventory**

Hulbert Road – Unsealed  
Colo Heights Road - Unsealed  
Upper Colo Road - Unsealed  
Comleroy Road - Unsealed  
Mountain Lagoon Road - Unsealed  
Sams Way - Unsealed  
Roads on private property and within the National Park

The event organiser advises that the Colo River will not be crossed as part of the route and instead, riders will use the Timber Bridge along Colo Heights Road to cross the Colo River.

**Discussion**

It would be appropriate to classify this event as "Class 2" special events under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads & Traffic Authority as this event may impact minor traffic and transport systems and there is a low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to this event: Appendix 2 (Dataworks Document Nos. 2998073 & 3026635)

1. Details of the Special Event - Traffic, Template;
2. Transport Management Plan (TMP) - Referred to in the application as Traffic Management Plan Risk Assessment -, and associated TCP;
3. The Public Liability Insurance to the value of \$20,000,000.
4. Copy of correspondence forwarded to the NSW Ambulance Service, Hawkesbury Rural Fire District and the National Parks and Wildlife Service;
5. Copy of the Resident letter, which does not include the full details of the routes taken.
6. Event Route Plan.

**Reserve Matters:**

The event organiser has made application with Councils Parks and Recreation Section to utilise Upper Colo Reserve as the Base Area as well as for Camping purposes.

**RECOMMENDATION:**

That:

1. The Zone One Q60 Endurance Horse Ride event based at Upper Colo Reserve, planned for 24 May 2009 be classified as a "Class 2" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. No objection be held to this event subject to compliance with the following conditions:

**Prior to the event:**

- 4a. the event organiser is to obtain approval to conduct this event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;**
- 4b. the Event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in writing and added to the TMP;
- 4c. should the Colo River be utilised as the crossing point instead of the Timber Bridge along Colo Heights Road, the event organiser is to obtain the relevant approval to conduct this event from NSW Maritime; **A copy of this approval to be submitted to Council;**
- 4d. should the Colo River be utilised as the crossing point instead of the Timber Bridge along Colo Heights Road, the event organiser is to obtain the relevant approval from the Department of Natural Resources to cross the Colo River; **A copy of this approval to be submitted to Council;**
- 4e. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact / delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4f. the event organiser is to notify the details of the event to the NSW Fire Brigade and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4g. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4h. the event organiser is to obtain approval from the National Parks and Wildlife Service (Department of Environment and Conservation) for the use of Wollemi National Park;
- 4i. the event organiser is to obtain approval from the NSW Department of Lands for the use of any Crown road or Crown Land;

- 4j. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event;
- 4k. the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>);
- 4l. the event organiser is to submit the completed "Special Event - Traffic Final Approval" form to Council;

**During the event:**

- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4p. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed along the route, during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- 4r. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4s. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity; and,
- 4t. the Event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

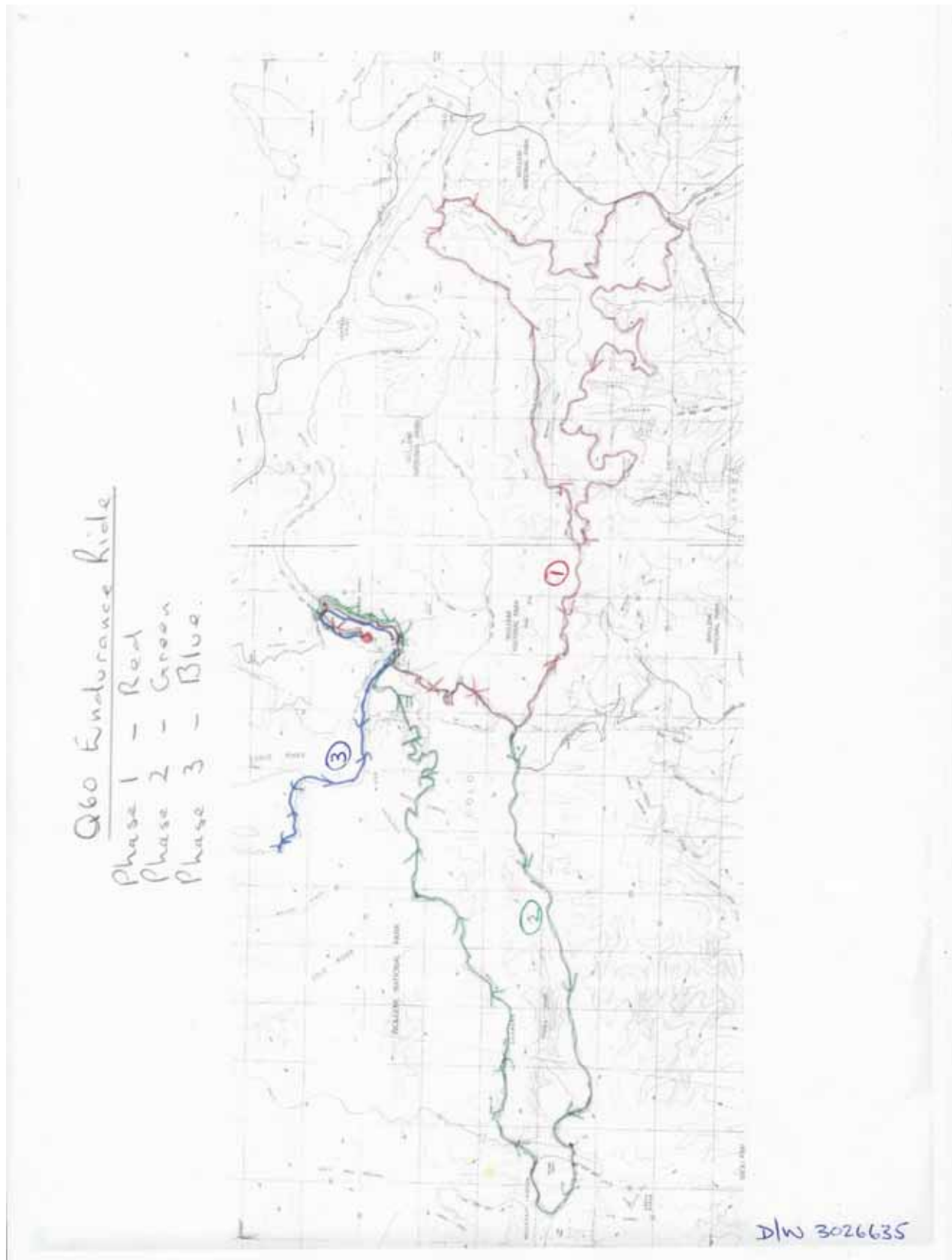
**APPENDICES:**

**AT - 1** Event Route Plan - Zone One Q60 Endurance Horse Ride – May 2009\_.

**AT - 2** Special Event Application - (Dataworks Document Nos.2998073 & 3026635) - *see attached.*



AT - 1 Event Route Plan - Zone One Q60 Endurance Horse Ride – May 2009



**Item 2.5      LTC - 18 March 2009 - Item 2.5 - Hawkesbury Show 2009- Hawkesbury Showground, Clarendon - (Londonderry) - (80245, 74207, 80761, 74282)**

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**REPORT:**

**Introduction**

An application has been received from the Hawkesbury District Agricultural Association seeking approval to conduct the Hawkesbury Show on 1, 2, and 3 May 2009 within the Hawkesbury Showground, Clarendon. The times for operation are proposed from 9.00am to 11.30pm for both 1 and 2 May, and 9.00am to 5.00pm for 3 May 2009. The showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.

The event organiser has informed the following:

1. The event is expected to attract approximately 50,000 visitors over the three days it will operate.
2. It is anticipated that most visitors (an estimated 85%) will travel by car. They will park within the Hawkesbury Showground car parking area, the adjacent Hawkesbury Racecourse car parking area, or in the road reserve areas of Hawkesbury Valley Way (formerly Richmond Road) and Racecourse Road and walk to one of the pedestrian entry gates.
3. It is expected that approximately 17,000 vehicles will travel to this area during the three days of the show.

**Discussion**

Racecourse Road intersects with Hawkesbury Valley Way near the northern boundary of the showground site, and intersects with Blacktown Road approximately 3.5 kilometres to the south. Racecourse Road is a minor rural road of approximately 3.5 kilometres in length with the full length being sealed. In the past, the majority of vehicular traffic would enter and leave Racecourse Road from the intersection with Hawkesbury Valley Way due to the southern section (1.5 kilometres) of Racecourse Road being unsealed. The event organiser has indicated that a high proportion of traffic is still expected from the Hawkesbury Valley Way intersection. Both Hawkesbury Valley Way and Blacktown Road are main arterial roads.

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter parking areas. Delays are likely to occur when vehicles are leaving the site during peak times, as vehicles queue to enter Hawkesbury Valley Way from Racecourse Road. It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the intersection of Blacktown Road. Considerable pedestrian movements are expected along Racecourse Road. It is likely that visitors to the show may park in the road reserve areas of Racecourse Road and Hawkesbury Valley Way as well as the parking areas within the Showground, Clarendon Paddocks and the Racecourse.

It would be appropriate to classify this event as a "Class 1" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads & Traffic Authority (RTA) as it may impact on major traffic and transport systems and there may be significant disruption to the non-event community.

The event organiser has submitted the following items in relation to this event: Appendix 1 (Dataworks Document No. 3018496 & 3017226)

1. Details of the Special Event - Traffic, Template;
2. RTA - Special Event Transport Management Plan Template;
3. Transport Management Plan (TMP) and Traffic Control Plan (TCP);
4. The approval provided by the NSW Police Service dated 14 September 2007;

5. Public Liability Insurance to the value of \$20,000,000.

The TMP and the associated TCP should be submitted to the RTA for authorisation as this event may impact traffic on Hawkesbury Valley Way and Blacktown Road.

The event organiser will be required to liaise with the event organiser of the Bridge to Bridge Power Boat Race (Brooklyn to Windsor) event, which is being held on 3 May 2009, and based at Governor Phillip Reserve, Windsor.

**RECOMMENDATION:**

That:

1. The Hawkesbury Show 2009 planned for 1,2 & 3 May 2009, within the Hawkesbury Showground, Clarendon, be classified as a "Class 1" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. No objection be held to this event subject to compliance with the following conditions:

**Prior to the event:**

- 4a. the event organiser is to obtain approval from the RTA as this is a **"Class 1" event; a copy of the RTA approval to be submitted to Council;**
- 4b. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact / delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4c. the event organiser is to notify the details of the event to the NSW Ambulance Service, NSW Fire Brigade / Rural Fire Service and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4d. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4e. the event organiser is to liaise with the event organiser of the Bridge to Bridge Power Boat Race (Brooklyn to Windsor) event, which is being held on 3 May 2009 and based at Governor Phillip Reserve, Windsor;
- 4f. the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (information for event organisers about managing risk is available

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on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>);

- 4g. the event organiser is to submit the completed "Special Event - Traffic Final Approval" form to Council;

**During the event:**

- 4h. access is to be maintained for businesses, residents and their visitors;
- 4i. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4j. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4k. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed along the route, during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA; and,
- 4l. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity.

**APPENDICES:**

**AT - 1** Special Event Application - (Dataworks Document Nos. 3018496 & 3017226) - *see attached*.

**SECTION 3 - Reports for Information**

Nil Reports for Information

**SECTION 4 - General Business**

**Item 4.1**      **LTC - 18 March 2009 - QWN 4.1 - Speed Review - West Portland Road, Sackville - (80245)**

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Councillor B Bassett

**REPORT:**

Advised that the residents of West Portland Road were enquiring as to when the RTA would make a determination on the changes to the speed limits to West Portland Road, Sackville, and whether the RTA would meet with residents.

Mr C. Amit advised that he has been in contact with the RTA in relation to this matter. The RTA has advised that the speed review has been undertaken and the results are expected to be available by the end of March, with final determination and approval to follow. The RTA have indicated that Council will be advised of the initial results as soon as they are available, and subsequent determination and approval. The RTA were also requested to meet with residents if the speed limit was to remain unchanged.

**RECOMMENDATION:**

That the information be received.

**APPENDICES:**

There are no supporting documents for this report.

**Item 4.2      LTC - 18 March 2009 - QWN 4.2 - Traffic Safety - Intersection of Duke and Macquarie Roads, Wilberforce - (80245)**

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Councillor B Bassett

**REPORT:**

Advised that a resident has requested traffic safety improvements at the intersection of Duke and Macquarie Roads, Wilberforce. It was noted that vehicles ignore the existing Give Way signs and that site distance could be an issue.

**RECOMMENDATION:**

That the intersection of Duke and Macquarie Roads, Wilberforce be investigated in respect to the traffic safety improvements.

**APPENDICES:**

There are no supporting documents for this report.

**Item 4.3      LTC - 18 March 2009 - QWN 4.3 - Request for Safety Barrier on West Portland Road - (80245)**

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Councillor B Bassett

**REPORT:**

Advised that Councillor Williams indicated there had been an accident on West Portland Road and enquired if a safety barrier could be provided at that location.

Councillor Bassett advised that he would follow up the exact location with Councillor Williams.

**RECOMMENDATION:**

That the need for a safety barrier along West Portland Road be investigated, once the location of the accident has been provided by Councillor Williams.

**APPENDICES:**

There are no supporting documents for this report.

**Item 4.4      LTC - 18 March 2009 - QWN 4.4 - Traffic Safety - Intersection of Old Pitt Town and Schofield Road Pitt Town - (80245)**

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Mr R Williams, MP

**REPORT:**

Mr Williams tabled correspondence (Dataworks Doc. No.3036820) relating to the intersection of Old Pitt Town Road and Schofields Road, Pitt Town and requested that the matters relating to site distance and traffic safety be investigated.

**RECOMMENDATION:**

That the intersection of Old Pitt Town Road and Schofields Road, Pitt Town be investigated in respect to traffic safety improvements.

**APPENDICES:**

There are no supporting documents for this report.

**SECTION 5 - Next Meeting**

The next Local Traffic Committee meeting will be held on Wednesday, 15 April 2009 at 3.00pm in the Large Committee Room.

The meeting terminated at 3.45pm.

**oooO END OF REPORT Oooo**



ordinary  
meeting

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