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**TRAFFIC COMMITTEE  
TO BE HELD IN MURRAY ROOM, GRIFFITH ON  
TUESDAY, 10 DECEMBER 2024 AT 10:30 AM**

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- 1 Apologies
- 2 Confirmation of Minutes
- 3 Business Arising
- 4 Declarations of Interest
- 5 Items of Business
  - CL01 p5 Meeting Dates for 2025
  - CL02 p6 Traffic Control - 'Lighting up the Lane' Event - Banna Lane
  - CL03 p29 Roundabout Design - Boonah Street & Noorilla Street
- 6 p31 Outstanding Action Report
- 7 General Business
- 8 Next Meeting

**DISTRIBUTION LIST**

Councillor Anne Napoli (Chair), Tony O'Grady (Councillor - Alternate), Jason Hinson (Police Representative), Greg Minehan (Transport for NSW Representative), Michael Rowley (Member for Murray Representative)

Engineering Design & Approvals Manager, Jason Carrozza, Development & Traffic Coordinator, Greg Balind; Development and Traffic Engineer, Ronelle Green and Minute Secretary, Melanie Hebrok

If you are unable to attend this meeting please notify the Minute Secretary prior to commencement of the meeting by email or by telephoning Council on 1300 176 077.

This Committee meeting may be attended remotely and recorded by audio or audio-visual means for administrative purposes. No other recording is permitted.

**Acknowledgement of Country**

Griffith City Council acknowledges the Wiradjuri people as the traditional owners and custodians of the land and waters, and their deep knowledge embedded within the Aboriginal community.

Council further pays respect to the local Wiradjuri Elders, past, present and those emerging, for whom we acknowledge have responsibilities for the continuation of cultural, spiritual and educational practices of the local Wiradjuri people.

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**TRAFFIC COMMITTEE  
HELD IN MURRAY ROOM, GRIFFITH ON  
TUESDAY, 12 NOVEMBER 2024 COMMENCING AT 10:32 AM**

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**PRESENT**

Councillor Doug Curran (Chair), Tony Leadbitter (Police Representative), Greg Minehan (Transport for NSW Representative, via Zoom), Michael Rowley (Member for Murray Representative)

Councillors Anne Napoli and Tony O'Grady were also in attendance

**STAFF**

Development & Traffic Coordinator, Greg Balind, Engineering Design & Approvals Manager, Jason Carrozza and Minute Secretary, Melanie Hebrok

**1 APOLOGIES**

**RECOMMENDED** on the motion of Michael Rowley and Greg Minehan that an apology be received from Development & Traffic Engineer, Ronelle Green.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Michael Rowley and Greg Minehan that the minutes of the previous meeting held on 10 September 2024, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

**3.1 General Business – Twigg Road Railway Crossing Fatality**

Councillor Napoli enquired about the status of the investigations, with Mr Minehan advising a meeting will be held with the Minister for Transport this afternoon and he may be able to provide an update following that meeting which will be shared with Committee members.

Mr Balind advised that no additional information has been provided to Council by Police or ONRSR (Office of the National Rail Safety Regulator) since the days following the crash. He also informed the Committee that traffic classifiers had previously been operating at the site but were damaged by a vehicle. The classifiers showed movement of 1,600 to 1,700 vehicles per day at the crossing.

Cr Curran commented on the significantly poor condition of Twigg Road between the railway line and Burley Griffin Way. Mr Balind responded by advising the Committee that he had submitted a request to have maintenance undertaken at that site in June 2024. Cr Curran asked for that matter to progress.

#### **4 DECLARATIONS OF INTEREST**

##### **Pecuniary Interests**

There were no pecuniary interests declared.

##### **Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

##### **Less Than Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

#### **5 ITEMS OF BUSINESS**

##### **CL01 TRAFFIC MANAGEMENT - 2025 CITY TO LAKE FUN RUN EVENT**

A valid Certificate of Currency is to be provided by the event organiser.

**RECOMMENDED** on the motion of Greg Minehan and Tony Leadbitter that the Traffic Committee:

- (a) Support the implementation of the Traffic Control Plan relevant to the 2025 'City to Lake' fun run event.
- (b) Note the Traffic Management Plan associated with 'City to Lake' as submitted.

##### **CL02 TRAFFIC MANAGEMENT - 2025 ANZAC DAY MARCH**

**RECOMMENDED** on the motion of Greg Minehan and Michael Rowley that the Traffic Committee approve the implementation of the attached Traffic Control Plan associated with the closure of Banna Avenue for the purpose of the 2025 ANZAC Day March and Memorial Service.

#### **6 OUTSTANDING ACTION REPORT**

##### **6.1 Speed Zone Reviews**

Mr Minehan provided the following updates:

- Barracks Road – installed & authorised
- Murrumbidgee Avenue – first part done and authorised on Speedlink
- Murrumbidgee Avenue/Beaumont Road – at recommendation stage to reduce the length of Murrumbidgee Avenue on both sides of Beaumont Road back to 80 km/h

##### **6.2 Intersection Beaumont Road / Murrumbidgee Avenue**

Mr Balind advised he was unsure of the current status for rumble strips installation. To be followed up with Director of Infrastructure & Operations.

##### **6.3 Intersection Treatment – Noorilla Street and Boonah Street**

Mr Balind stated there was a recommendation made during the December 2023 that priority be given to the sourcing of funding for the upgrade of the subject intersection. He advised the Committee that although there has been two suitable funding streams available in May

2024 and September 2024, applications as per the priority status recommendation of the Traffic Committee were not submitted. He added that since the last Committee meeting, another cross intersection 2 vehicle crash with injuries occurred at the intersection on 27 October. In the past 5 years there have been 12 crashes at that intersection including 7 in the last 2 years alone.

Mr Carrozza said a small roundabout design has been developed for the site. Councillor Curran asked that the detailed design be included in a future Traffic Committee report for endorsement.

**RECOMMENDED** on the motion of Greg Minehan and Tony Leadbitter that the report be noted.

## **7 GENERAL BUSINESS**

### **7.1 Yenda Producers 100 Year Anniversary Function**

Mr Balind advised he has spoken to a representative of Yenda Prods who are proposing to hold a 100 Year Anniversary function in March 2025, which involves the closure of Yenda Place for the duration of the event. A report endorsing the Traffic Control and Traffic Management Plans will be brought to the Committee shortly, possibly electronically to meet deadlines.

### **7.2 Removal of Bus Zone on Speirs Street**

Mr Balind advised that following consultation with Griffith Buslines, it has been proposed to remove the new bus zone on Speirs Street, pending final approval from TfNSW. A report will be brought back to the Committee about new / old signage following the removal.

## **8 NEXT MEETING**

The next meeting of the Traffic Committee is to be held on Tuesday, 10 December 2024 at 10:30 AM.

There being no further business the meeting terminated at 10:48 am.

**CLAUSE**     **CL01**

**TITLE**       **Meeting Dates for 2025**

**FROM**       **Melanie Hebrok, Senior Governance Officer**

**TRIM REF**   **24/144407**

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### **SUMMARY**

The Traffic Committee will be meeting on the second Tuesday of each month at 10:30 am in the Murray Room (unless otherwise advised). The proposed dates for 2025 are:

11 February  
11 March  
8 April  
13 May  
10 June  
8 July  
12 August  
9 September  
14 October  
11 November  
9 December

### **RECOMMENDATION**

The proposed dates for 2025 be noted.

### **ATTACHMENTS**

Nil

<b>CLAUSE</b>	<b>CL02</b>
<b>TITLE</b>	<b>Traffic Control - 'Lighting up the Lane' Event - Banna Lane</b>
<b>FROM</b>	<b>Ronelle Green, Development and Traffic Engineer</b>
<b>TRIM REF</b>	<b>24/145654</b>

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### **SUMMARY**

The 2025 Banna Lane Art Festival event is proposed to be held on Saturday, 3 May 2025 along Banna Lane and within the Kooyoo Street Mall. Traffic control closing parts of Banna Lane, Ulong Street and Kooyoo Street has been proposed to facilitate safer pedestrian access for the event.

### **RECOMMENDATION**

The Traffic Committee:

- (a) Support the implementation of the Traffic Guidance Scheme relevant to the Banna Lane Art Festival as submitted.**
- (b) Condition the support as per 'a' above on the production to the Traffic Committee of a valid Certificate of Currency at least 1 month prior to the event.**

### **REPORT**

The Banna Lane Art Festival is a community arts event that highlights the art works painted on a number of buildings upon Banna Lane since 2019. The event invites the community to walk along Banna Lane during the evening to view the 'lit up' existing and in progress murals. A family friendly function will also be held in the Kooyoo Mall space where entertainment/live music, food etc will be available.

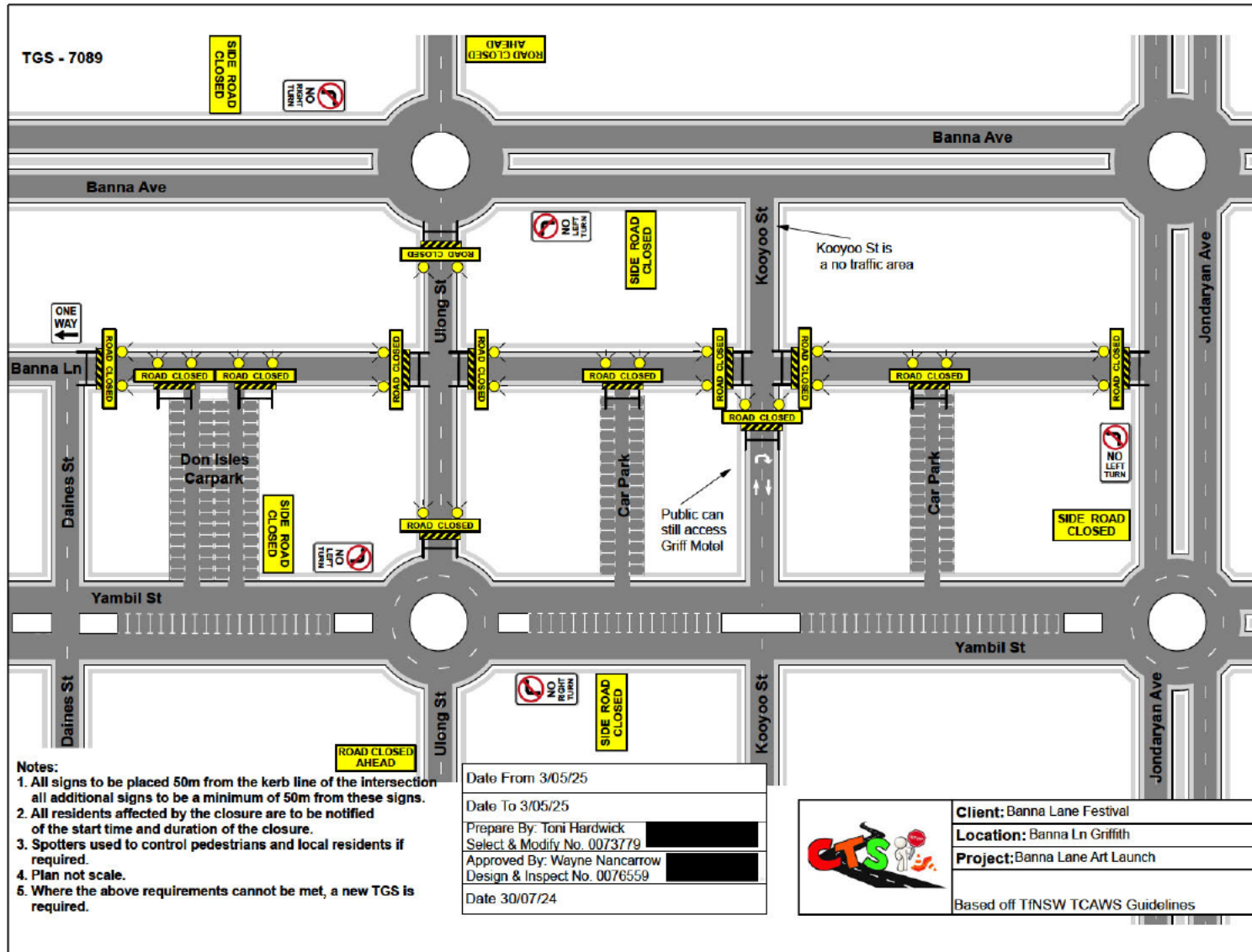
To allow for vehicle/pedestrian separation, traffic control is required to be implemented in stages on Banna Lane, Kooyoo Street and Ulong Street on 3 May 2025 which includes:

- Closing Banna Lane between Jondaryan Avenue and Daines Street including access to the lane from public carparks from 4:00pm – 10:30pm.
- Closing Ulong Street between Banna Avenue and Yambil Street from 4:30pm – 9:00pm.
- Closing access from Kooyoo Street into Banna Lane (access to the Griffith Motel will be maintained) 4:00pm – 10:30pm for the purpose of the launch event in the Kooyoo Mall.

The attached Traffic Guidance Scheme prepared by a suitably qualified person details the proposed traffic control relevant to the event. The plan conforms to the requirements of AS 1742.3 and the Transport NSW Guide to Traffic Control at Worksites. Traffic control will be implemented by suitably qualified contractors and monitored for compliance with the approved traffic control plan throughout the evening. Ulong Street will reopen from 9:00pm with all other traffic control being removed at the conclusion of the viewing phase prior to 10:30pm.

## **ATTACHMENTS**

(a)	Traffic Guidance Scheme - Banna Lane Art 2025 <a href="#">↓</a>	8
(b)	Event Organiser Traffic Management Notes (as submitted) <a href="#">↓</a>	9
(c)	Special Event Traffic Management Plan (as submitted) <a href="#">↓</a>	12
(d)	Schedule 1 Notification <a href="#">↓</a>	16
(e)	Risk Assessment <a href="#">↓</a>	18





# BANNA LANE Festival

## TRAFFIC MANAGEMENT NOTES LIGHT UP THE LANE 2025

The closure of the laneway during the Lighting Up the Lane event is a key component of the Banna Lane Festival. It allows visitors to meander between the mural sites safely. We appeal to young families with art activations and performers targeted at pre-school to primary school-aged children, so we wish to ensure a safe environment for them to enjoy the night. The murals will be lit up at night; with local entertainment/live music, and food and beverage to enjoy in the main event section off the laneway. Security will be stationed at each point.

The Lighting up The Lane event will be held on Saturday 3rd May 2025. We understand the impact the closure of Banna Lane has on local businesses so will follow the below schedule for implementing traffic control measures.

### Saturday 3rd May 2025

- 9am - equipment & signage dropped to its area ready to be moved into position - if required
- 3pm - Closures begin to be implemented to allow for set up of the event space and minimise traffic in laneway
- 4pm - Full lane closures in place for duration of event
- 4.30pm - Ulong Street closure implemented
- From 9pm - traffic controls are lifted to allow vehicle access as per normal once security & event organisers deem safe to open

### Pedestrians

We anticipate most patrons to come from Banna Avenue and Yambil Street, via Kooyoo Street, as most parking will be located here. It is also expected that the car parks along Banna Lane will be utilised and therefore some patrons may access the laneway through these areas. Due to this, we have closed the entire laneway to cater for increased pedestrians and also Ulong Street.

Ulong Street has been a high risk area in previous years and to mitigate this risk to pedestrians, we will be closing this street entirely from vehicles as we did in 2024.

# BANNA LANE Festival

## TRAFFIC MANAGEMENT NOTES LIGHT UP THE LANE 2025

### Event Sites

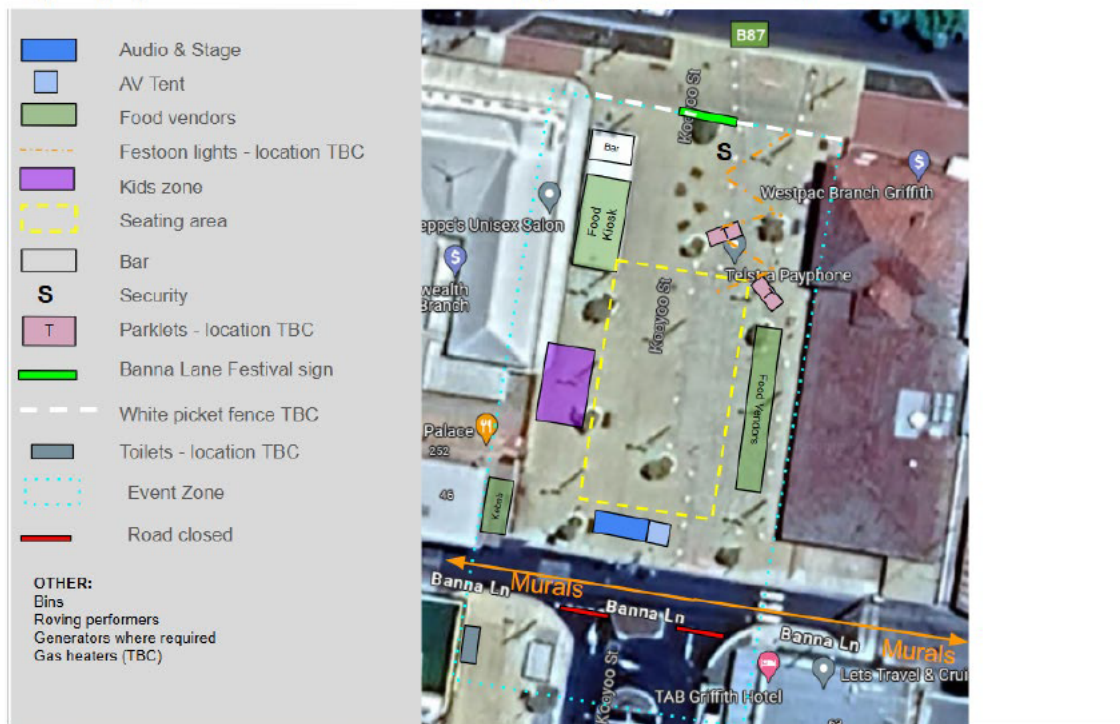
#### Main Event Site: Kooyoo Street Plaza

Live & Local Music Stage, unWINEd Riverina bar; Food tents/trucks will all be in this central point. Tables and chairs will be scattered throughout the space creating a clear point for where people will congregate once they have visited the mural sites.

#### Event Mud Map - Proposed layout.

- Subject to minor adjustments
- DA being completed
- Festival Manager to consult with business owners and do a letter drop to surrounding residences

Lighting Up the Lane 2025 - Event Site Map (Draft as at 29/7/2024)

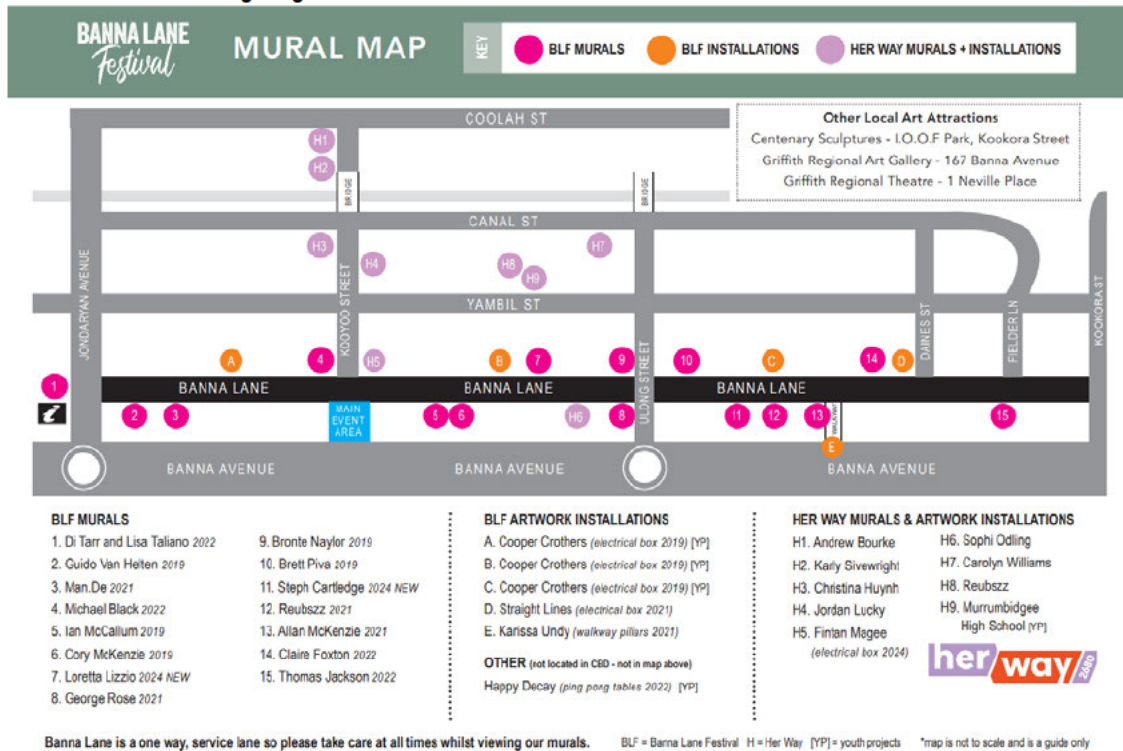


# BANNA LANE Festival

## TRAFFIC MANAGEMENT NOTES LIGHT UP THE LANE 2025

### Laneway Mural Sites: Banna Lane

Most murals along Banna Lane will have light projected onto them to allow patrons to view the murals at night. All of these sites will be positioned within the road closure area and will be implemented and monitored by trained lighting technicians. *Please note, murals not located in Banna Lane will not be included in the event lighting.*



### Business and Residential Notification Mail Drop

We will once again coordinate a mail drop to all the business houses and residences within the vicinity of the Banna Lane Festival; as well as work with our media partners (radio; newspaper) to post public notices across our social channels

### Public Transport

Closer to the event date, event organisers will notify public transport providers, as well as delivery drivers who utilise the closed off area, of the details around the traffic conditions. Nearby businesses will also be notified through the mail drop.

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## Special Event Transport Management Plan

Refer to [Chapter 7](#) of the TRAFFIC AND TRANSPORT MANAGEMENT FOR SPECIAL EVENTS

### 1. EVENT DETAIL

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#### 1.1. Event Summary

Event Name: Lighting Up The Lane 2025

Event Location: Kooyoo Street & Banna Lane

Event Date: 3 May 2025 Event Start Time: 5.00pm Event Finish Time: 9.00pm

Event Setup Time: 9:00am Event Pack down Finish Time: 10.30pm

Event is  off-street  on-street moving  on-street non-moving

Event is  held regularly throughout the year (calendar attached )

#### 1.2. Event Summary

Event Organiser\*: Banna Lane Festival Committee - Carrah Lymer (President)

Phone: NA Mobile: 0427 660 151 Email: info@bannalanefestival.com

Event Management Company (if applicable): N/A

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Police: Sergeant Jason Hinson - Griffith Local Area Command

Phone: 69694299

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Griffith City Council (Road Authority)

**Greg Balind – Development and Traffic Coordinator**

Phone: 69628100 Mobile: 0429604429

Email: greg.balind@griffith.nsw.gov.au

*\*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

**1.3. Brief description of the event (one paragraph)**

Banna Lane Festival, Lighting up the Lane, is a free community event. Visitors to the arts festival can explore the murals lit up at night along Banna Lane. There will be a variety of street performers, musicians, and activities for attendees to enjoy throughout the night.

**2. RISK MANAGEMENT TRAFFIC**

Class	Class	Class	<b>2.1. Occupational Health &amp; Safety – Traffic Control</b>
			✓ Risk assessment plan (or plans) attached
			<b>2.2. Public Liability Insurance</b>
			✓ Public liability insurance arranged. Certificate of currency attached.
			<b>2.3. Police</b>
		<input type="checkbox"/> Police written approval obtained	
		<b>2.4. Fire Brigades and Ambulance</b>	
		✓ Fire brigades notified - to occur closer to event	
		✓ Ambulance notified - to occur closer to event	

**3. TRAFFIC & TRANSPORT MANAGEMENT**

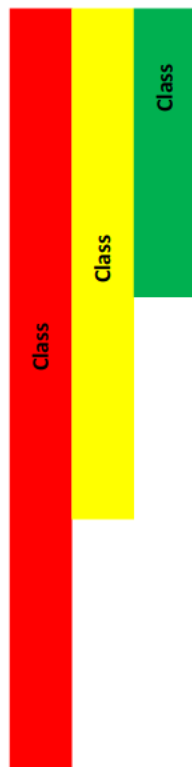
Class	Class	Class	<b>The route or location</b>	
			✓ Map attached	
				<b>3.1. Parking</b>
				✓ Parking organised
				<input type="checkbox"/> Parking not required
				<b>3.2. Construction, traffic calming and traffic generating developments</b>
				<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
				✓ There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
				<b>3.3. Trusts, authorities or Government enterprises</b>
				<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
				✓ This event does not use a facility managed by a trust, authority or enterprise
				<b>3.4. Impact on/or Public Transport</b>
				✓ Public transport plans created - details attached
				<input type="checkbox"/> Public transport not impacted or will not impact event
				<b>3.5. Reopening roads after moving events</b>



- This is a moving event - details attached.
- ✓ This is a non-moving event.
- 3.6. Traffic management requirements unique to this event**
- ✓ Description of unique traffic management requirements attached
- There are no unique traffic requirements for this event
- 3.7. Contingency plans**
- ✓ Contingency plans attached
- 3.8. Heavy vehicle impacts**
- Impacts heavy vehicles – RMS/Council to manage
- ✓ Does not impact heavy vehicles
- 3.9. Special event clearways**
- Special event clearways required - RMSTMC to arrange
- Special event clearways not required

#### 4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

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- 4.1. Access for local residents, businesses, hospitals and emergency vehicles**
- ✓ Plans to minimise impact on non-event community attached
- This event does not impact the non-event community either on the main route (or location) or detour routes
- 4.2. Advertise traffic management arrangement**
- ✓ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached.
- 4.3. Special event warning signs**
- ✓ Special event information signs are described in the Traffic Control Plan/s
- This event does not require special event warning signs
- 4.4. Permanent Variable Message Signs**
- Messages, locations and times attached
- ✓ This event does not use permanent Variable Message Signs
- 4.5. Portable Variable Message Signs**
- The proposed messages and locations for portable VMS are attached
- ✓ This event does not use portable VMS

## 5. PRIVACY NOTICE

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The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

## 6. APPROVAL

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Implementation of TMP Approved by: Griffith City Council Traffic Committee. Date:

## 7. AUTHORISATION TO \*REGULATE TRAFFIC (Office use only)

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Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described.

Regulation of traffic authorised by: **Griffith City Council**. Date:

*\* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.*

**Schedule 1 Form – Notice of Intention to Hold a Public Assembly**  
**Summary Offences Act 1988**

*To the Commissioner of Police*

1 I, Georgina Horton

of [REDACTED]

on behalf of Banna Lane Festival

notify the Commissioner of Police that on the Saturday the 3rd of May 2025  
it is intended to hold:

(a) a public assembly, not being a procession, of approximately 1000 persons which will assemble  
in Banna Lane & Kooyoo Street, Griffith at approximately 5.00pm and disperse at  
approximately 9.00pm

2 The purpose of the proposed assembly is a free community arts event with  
murals lit up, street performers, and live music

State purpose

3 The following special characteristics associated with the assembly would be  
useful for the Commissioner of Police to be aware of in regulating the flow  
of traffic or in regulating the assembly:

\* (i) There will be no vehicles and/or\* floats involved.

\* (ii) There will be a selection of bands, musicians, entertainers  
etc entertaining or addressing the assembly. There will be one main  
stage for the bands. There will be locations for musicians such as  
buskers or duos, and 5 - 10 entertainers doing pop up performances  
throughout the evening.

\* (iii) There will be no animals involved in the assembly

\* (iv) Other special characteristics of the proposed assembly  
are as follows:

There will be a main event area based in the Kooyoo Street Plaza.  
In this area there will be;

- food and drink vendors
- light projections onto the wall in the main event area
- interactive kids activities

The murals in Banna Lane will be lit up at night to encourage people to explore the laneway.



- 4 I take responsibility for organising and conducting the proposed public assembly.
- 5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: [REDACTED]

[REDACTED]  
[REDACTED] .....

Capacity/Title Banna Lane Festival Vice President

Date 11 November 2024

Delete as applicable

# BANNA LANE Festival

## EVENT RISK ASSESSMENT FOR 2025

Event/Activity: Banna Lane Festival

Date of Risk Assessment: 11/11/2024

Date of Event: 03/05/2025

Prepared by: Georgina Horton

Description of immediate environment (e.g. bushland setting): Laneway; street art festival

### Generic Risks and Associated Controls

The following table is a list of "suggested" and "possible" risks and controls that may be associated with a particular activity.

	Area of Risk (Activity)	Identified Risks (What Can Happen)	Controls	Risk Score with control	Person responsible	How will it be monitored
1	Animals/Bikes/Skaters/etc.	a) Dogs b) Scooters/skateboards/bikes/rollerblades/etc.	1a) Not advertised as an animal friendly event.  1a +b) Security staff at main entry point	Insignificant	Event Organiser	Security staff will be located at main entry point and manage as well as staff/volunteers around the area
2	Children	a) Lost b) Injury from vehicle	2a) Lost person procedure – is to take	Low	Event Organiser	All event staff will be briefed on how to manage any

		<p>c) Supervision (lack of)</p> <p>d) Inappropriate behaviour</p> <p>e) Clumsiness</p>	<p>them to a staffed area and communicate to parents over the PA system. Info &amp; First Aid point will act as main area or nearest point as applicable to the situation</p> <p>On-site communication between security and organiser</p> <p>2b) No stallholder vehicles allowed to move on site once event starts plus no parking at site</p> <p>2c) Monitoring of all patrons will be undertaken by event organiser, any concerns will be raised directly to adults.</p> <p>2d) Any concerns over inappropriate behaviour will be raised immediately with security and elevated to police</p> <p>2e) First aid kit on site</p>			<p>concerns with Children in attendance. We will have a central point at Kooyoo Street where the main activities are taking place for any lost children.</p>
3	<b>Crowd</b>	a) Excessive crowd	Private security at	Low	Event Organiser	Security to monitor capacity

		b) lost children/mentally infirm	<p>event to help monitor crowd numbers</p> <p>Police, Fire and Ambulance services will be briefed</p> <p>First aider on site</p> <p>3b) will follow procedure as set out in 2a</p>			<p>within main event space. Main entry to event space can be closed and controlled if required. Space in laneway to view murals is substantial</p>
4	<b>Fire/Medical/Police</b>	<p>a) notifications of event</p> <p>b) on site support</p> <p>c) access to site</p>	<p>4a) Fire, Ambulance and Police will all be given notification and relevant paperwork outlining details of the event</p> <p>4b) First aid staff on site</p> <p>4c) Emergency services have been allocated a specific access to site if needed. This will be marked up in the event map and supplied to them</p>	Low	Event Organiser and Security Team	Event Organiser and Security will have a plan of action if emergency services are required at site
5	<b>Infrastructure-Shared Risks</b>	<p>a) Non-delivery of specified items at specified times</p> <p>b) Defective equipment</p>	5a) all stallholders will have a small bump in window	Low	Event Organiser	Delivery of items is taking place within a set bump in time when traffic in and around site is quiet.

	<p>supplied to event</p> <p>5c) Insufficient equipment ordered</p> <p>5d) Theft of supplied equipment</p> <p>5e) Incorrect/unsafe operation of supplied equipment</p> <p>5f) Insufficient redundancy rates of staff/volunteers with equipment use knowledge</p> <p>5g) Breakage of or damage to supplied equipment</p>	<p>5b) All equipment to be checked on delivery</p> <p>5c) if insufficient items are ordered there should be adequate time post set up to get further items within time frame</p> <p>5d) All major items are large (food vans, stage) and would be very hard to remove from the site without anyone seeing.</p> <p>5e) Stallholders are required to operate all equipment in a safe manner.</p> <p>5f) staff/volunteers don't need to operate equipment on the day. Stallholders or contractors are the only ones who may operate external equipment</p> <p>5g) In the unlikely event equipment is damaged, the event organiser will manage through with the company who supplied it</p>			
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6	<b>Event Support Staff</b>	<ul style="list-style-type: none"> <li>a) Support Staff not showing up at event</li> <li>b) Support Staff not aware of event content and procedure</li> <li>c) Support Staff not clearly visible to event participants</li> <li>d) Support Staff unable to communicate with event organisers</li> <li>e) Support Staff potentially conflict with participants and spectators</li> <li>f) Support Staff physical risks</li> </ul>	<ul style="list-style-type: none"> <li>6a) Event support staff briefed by Event Manager prior to event</li> <li>6b) Current insurances known by organisers</li> <li>6c) Key support staff given separate communication channel that can be used to talk together or with organisers</li> <li>6d) Support staff asked to wear high vis vests</li> <li>6e) Register of support staff including personal details and a roll to mark off on the day</li> </ul>	Low	Event Organiser	Minimal support staff required. Event organiser to ensure suitable, reliable people are committing to support and not risk using unreliable people where possible
7	<b>Other</b>	a) Evacuation	7a) Evacuation points mapped out and exit plan briefed to security and event staff	Low	Event Organiser	Evacuation points on event map and shared with relevant parties. will have on site briefing with security team
8	<b>Paid Musicians Audio staff</b>	<ul style="list-style-type: none"> <li>a) Entertainers not showing up at event</li> <li>b) Entertainers making</li> </ul>	8a) All paid entertainers will be reconfirmed prior to the	Low	Event Organiser	Working with reputable businesses/musicians that I've had prior work with.

		<p>political, religious or non-family orientated statements</p> <p>c) Entertainers injure themselves/event participants</p>	<p>day</p> <p>8b) All entertainers and have been chosen on the basis they have worked with organiser before and display professional behaviour at all times</p> <p>8c) Highly unlikely any injury will become them or from them given the set up of the stage and use of professional audio teams managing electrical items</p>			
9	<b>Power</b>	<p>a) Electrical failure</p> <p>b) Electrocution</p> <p>c) Trip hazard</p>	<p>9a) using generators</p> <p>9b) All leads tagged and weatherproofed</p> <p>9c) All leads away from event participants areas or securely taped down</p>	Low	Event Organiser / Hire Businesses / Audio Business	Ensure all checks are done and tested once brought onto site. Follow safety guidelines as instructed
10	<b>Stage</b>	<p>a) height</p> <p>b) Electrical</p> <p>c) Noise</p> <p>d) conditions Uneven/slippery stage surface</p> <p>e) severe weather</p> <p>f) Public access</p>	<p>10a) stage is compliant with council requirements</p> <p>10b) electrician approved set up on stage and professional audio team overseeing</p>	Low	Event Organiser / Audio Business	Ensure stage is properly set up and safety guidelines are followed

		g) Crowd at stage	<p>10c) Noise will be monitored by the audio specialists and noise restrictions compliant with council</p> <p>10d) stage is built with space for coverage and low risk of getting wet and becoming slippery</p> <p>10e) the stage is quite small and very sturdy and is compliant to suit any strong wind conditions</p> <p>10f) the stage access will be monitored by the musicians and audio staff, if anyone becomes hard to control security staff will be on hand to assist</p> <p>10g) Crowd at stage will be minimal with the focus on the style of music to be quite relaxed with acoustic sets and contemporary/popular music</p>			
1	Traffic	a) Parking	11a) Patrons will be	Low -	Event Organiser	Will ensure notifications and



1		<ul style="list-style-type: none"> <li>b) Pedestrian/cars</li> <li>c) Public transport</li> <li>d) Services access</li> </ul>	<p>directed to park in nearby car parks within the CBD</p> <p>11b) pedestrians/cars are being directed to follow the signage in and around the site</p> <p>11c) taxi service is within short walking distance of site</p> <p>11d) Main roads around the event sites (Yambil Street and Banna Avenue) remain open for emergency vehicles</p>	moderate		<p>parking announcements are in place to minimise traffic around the site</p> <p>Traffic Management and Control Plan facilitated by the Complete Traffic Solutions</p>
1 2	<b>Waste/Toilets</b>	<ul style="list-style-type: none"> <li>a) Bins</li> <li>b) Toilets</li> </ul>	<p>12a) Large waste bins from event site will be utilised</p> <p>Stallholders are to maintain the waste in their area</p> <p>12b) portaloos will be on site as well as access to existing toilets nearby (some 18+ only)</p>	Low	Event Organiser	Toilets will be allocated especially for families with young children. Existing facilities will also be utilised.
1 3	<b>Weather</b>	<ul style="list-style-type: none"> <li>a) Rain</li> <li>b) Storm</li> <li>c) Hot/Cold weather</li> </ul>	<p>13a) If any rain (light or heavy) we will cancel the event as it may pose a risk to the</p>	Low- Moderate	Event Organiser / Staff / Security	Ensure all staff are notified on weather plans prior to arriving and the give another briefing on site in

			<p>musicians as well as interfere with the lights on the mural sites. Notifications will be made on event facebook page and local radio station</p> <p>13b) no umbrellas being used at event. Event can proceed if wind is mild and no wet weather</p> <p>13c) late afternoon/evening event during Winter may be a colder night and key messaging will advise patrons to dress appropriately.</p> <p>First aider on site</p>			action plan for severe weather conditions
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**Risk is measured in terms of consequence and likelihood**

Severity	Description
Catastrophic	<ul style="list-style-type: none"> <li>● Death or permanent disability / illness</li> <li>● \$1 million to &gt; \$10 million</li> <li>● Severe property and business loss e.g. explosion</li> <li>● Severe environmental damage</li> <li>● Serious public or media outcry (International coverage)</li> <li>● Major breach of regulation, Major litigation and/or potential culpability/ manslaughter implications</li> </ul>
Major	<ul style="list-style-type: none"> <li>● Long term illness or serious injury</li> <li>● \$100,000 to \$1 million</li> </ul>

	<ul style="list-style-type: none"> <li>● Major loss of business capability for several days</li> <li>● Major property or environmental damage (contaminated release with no detrimental effects)</li> <li>● Significant adverse national/media/public attention</li> <li>● Serious breach of regulation with investigation or report to authority with prosecution and/or moderate fine possible</li> </ul>
Moderate	<ul style="list-style-type: none"> <li>● Medical treatment or several days off work</li> <li>● \$12,000 to \$100,000</li> <li>● Loss of business capability for one day</li> <li>● Property damage</li> <li>● Onsite contaminant release contained with outside assistance</li> <li>● Attention from media and heightened concern by local community</li> <li>● Minor legal issues, non compliance and breaches or regulation</li> </ul>
Minor	<ul style="list-style-type: none"> <li>● First aid treatment</li> <li>● Up to \$12,000</li> <li>● Negligible loss to business capability</li> <li>● Minor property damage</li> <li>● On-site contamination release immediately contained</li> <li>● Minor adverse local public or media attention or complaints</li> <li>● Minor legal issues, non compliance and breaches or regulation</li> </ul>
Insignificant	<ul style="list-style-type: none"> <li>● No injuries</li> <li>● Low financial loss &gt;\$2,000</li> <li>● Negligible loss of business capability</li> </ul>

**Level of possibility that organisers could be exposed to risk – The Likelihood**

Probability	Description
Almost Certain	Expected to occur in most circumstances. 95-100% of instances where risk is present OR significant past history, and considered most likely in these circumstances
Likely	Probable. Likely to occur in most circumstances. 75-95% of instances where risk is present OR some past history, and considered quite likely in these circumstances
Possible	Possible. About 50% chance that the risk will eventuate OR some past history, and considered possible in these circumstances
Unlikely	Not likely to eventuate. About 5-25% chance that the event will occur in situations where risk is present OR limited past history, but possible in some circumstances or occasionally
Rare	May occur only in exceptional circumstances less than 5% of instances where risk is present OR No past history, and considered unlikely to occur it ever

**Risk Assessment Grid**

Consequences (How bad?)	Likelihood (How often?)					Risk Score	Description
	Almost Certain	Likely	Possible	Unlikely	Rare		
Catastrophic	Extreme	Extreme	Extreme	High	High	Extreme	Immediate Action Required
Major	High	High	High	High	Moderate	High	Action Required within 2 Weeks
Moderate	High	Moderate	Moderate	Low	Low	Moderate	Action is required within 1 month
Minor	Moderate	Moderate	Low	Low	Low	Low	If action is required, it must be taken within 6 months. If no action is required, monitor the hazard
Risk Insignificant	Moderate	Low	Low	Low	Low		

**CLAUSE**      **CL03**

**TITLE**        **Roundabout Design - Boonah Street & Noorilla Street**

**FROM**        **Melanie Hebrok, Senior Governance Officer**

**TRIM REF**    **24/146938**

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### **SUMMARY**

At the Traffic Committee Meeting held 12 November 2024, Councillor Curran asked that the detailed design be included in a future Traffic Committee report for endorsement.

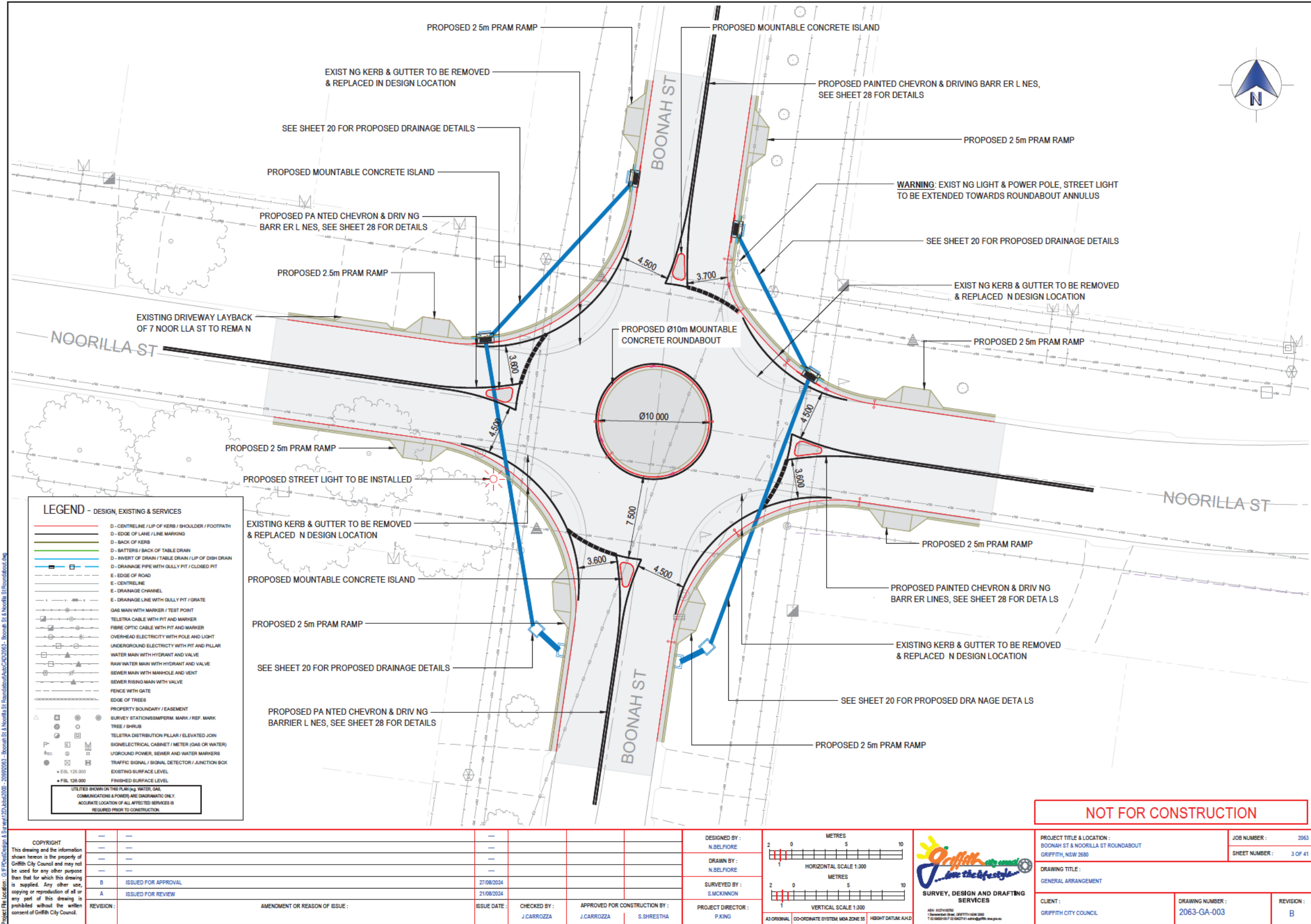
The General Arrangement design can be viewed in Attachment (a). The remaining full design will be reviewed electronically at the meeting if requested.

### **RECOMMENDATION**

**For the information of the Committee.**

### **ATTACHMENTS**

(a) Roundabout Design - Boonah Street / Noorilla Street [↓](#) 30



**TITLE** Outstanding Action Report

**TRIM REF** 24/146884

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**RECOMMENDATION**

The report be noted.

**ATTACHMENTS**

(a) Action Report [↓](#)

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<b>Traffic Committee Outstanding Action Report</b>				
<b>10 December 2024</b>				
<b>Date of Meeting</b>	<b>Item</b>	<b>Action/Recommendation</b>	<b>Officer</b>	<b>Comment</b>
13 August 2024	<b>Intersection Beaumont Road / Murrumbidgee Avenue</b>	<p>Mr Balind tabled a draft design for installation of rumble strips for Beaumont Road / Murrumbidgee Avenue. Council's Works department have approved the installation to be done under existing funding.</p> <p>Mr Minehan asked that the final design be provided electronically to the Committee for endorsement.</p> <p>There is sensitive receiver within 250 metres of the rumble strips and a concession must be sought from the resident prior to approval. Mr Balind to contact resident and provide information to the Committee electronically.</p>	<b>Greg Balind/ Phil King</b>	<p><b>27/08/2024:</b> Onsite inspection conducted. Additional Stop signs implemented 19/08/2024 to create a 'gateway treatment.'</p> <p><b>10/09/2024:</b> Mr King advised that the work order for installation of non-continuous rumble strips has been raised last week.</p> <p><b>12/11/2024:</b> To be followed up with Mr King.</p>
09 July 2024	<b>Bus Zone on Wyangan Avenue / Messner Street</b>	Mr Rowley noted that he has received another report of a near miss at the new Wyangan Avenue bus zone, with reports people are crossing Wyangan Avenue to access the bus stop on the other side and not seeing cars coming out of Messner Street behind them. He is working with residents to put a request in writing for further action.	<b>Michael Rowley</b>	<b>20/07/2024:</b> Outstanding.
09 July 2024	<b>Sidlow Road / Stafford Road Intersection</b>	Mr Balind has forwarded a request to the Works department for installation of bigger 'Stop' signs (Size B) on both sides of Stafford Road approaching Sidlow Road as well as a request for roadside vegetation slashing which should improve sight distance and advanced warning for the intersection. Mr Rizzo asked that line marking be refreshed as well. Mr Balind to add to the request.	<b>Greg Balind</b>	<p><b>07/08/2024:</b> Outstanding.</p> <p><b>13/08/2024:</b> Mr Balind to check signage and line marking.</p>



<p>12 December 2023</p>	<p><b>Intersection Treatment – Noorilla Street and Boonah Street</b></p>	<p>Mr Balind stated that crash records for the intersection Noorilla Street and Boonah Street have shown significant data in recent years, with three major crashes recorded this year alone. He suggested that the intersection be upgraded as a matter of urgency.</p> <p><b>RECOMMENDED</b> on the motion of Jason Hinson and Michael Rowley that Council seek priority for sourcing funding to upgrade the intersection of Noorilla Street and Boonah Street.</p>	<p><b>Phil King</b></p>	<p><b>13/02/2024:</b> Proposed design presented, with some drainage issues to be addressed. A detailed design will be brought to the Committee for information. Funding stream sourcing with Director - Infrastructure.</p> <p><b>14/05/2024:</b> Director of Infrastructure and Operations advised funding via NSW Government Safer Roads Program relating to safety improvements which closed on 10 May 2024 was not sought.</p> <p><b>09/07/2024:</b> Mr Balind to provide information in a report to Council so the resolution from the December 2023 Committee meeting can be progressed as a matter of urgency.</p> <p><b>07/08/2024:</b> Committee to be updated following the receipt of additional information from Director of Infrastructure.</p> <p><b>13/08/2024:</b> Roundabout designs are nearing completion and awaiting advice regarding costing and constructability from the Works department. Funding via the Safer Local Roads and Infrastructure Program is proposed to be sought. Further information will be presented to the next Traffic Committee meeting.</p> <p><b>27/08/2024:</b> Traffic data for intersection provided to Infrastructure &amp; Operations section 22/08/2024. Application for funding in progress via Safer Roads Portal. Applications for Tranche 1 via the Safer Local Roads Infrastructure Program close on 30 September 2024.</p>
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				<p><b>12/11/2024:</b> Mr Balind said since the last Committee meeting, another cross intersection 2 vehicle crash with injuries occurred at the intersection.</p> <p>Councillor Curran asked that the detailed design be included in a future Traffic Committee report for endorsement.</p>
4 April 2023	<b>General Business – Mackay Avenue / Macedone Road Intersection</b>	Councillor Napoli noted there have been concerns in the community about the safety of the intersection, with Mr Balind stating that the combination of the channel, railway corridor and state road was making a solution difficult to design. The Committee agreed to revisit the draft realignment design from several years ago and bring back for comment.	<b>Greg Balind</b>	<p><b>15/05/2023:</b> Concepts have been referred to Council's Design Team taking into account feedback from TfNSW.</p> <p><b>15/08/2023:</b> Ongoing.</p> <p><b>09/07/2024:</b> Mr Rizzo noted that as a result of the Mackay Avenue footpath construction, vegetation cleanup in the area has significantly improved sight distance from Macedone Road to Mackay Avenue.</p> <p><b>27/08/2024:</b> This will be an ongoing item for the Action Report.</p> <p><b>10/09/2024:</b> Mr King noted the intersection looked tidier after the Yoogali pathway upgrade.</p>
13 December 2022	<b>Speed Zone Reviews</b>	<b>Speed Zone Reviews outstanding for the following roads/streets:</b> Murrumbidgee/Beaumont (Priority) Murrumbidgee/Sidlow (August 2024) Abattoir Road (May 2024)	<b>Transport NSW</b>	<p><b>28/11/2023:</b> Barracks Road school zone to be reduced to 50 metres in length.</p> <p><b>13/02/2024:</b> RRR still awaiting installation, media will need to be re-released. Slopes Rd to be reported to next meeting. Nelson Drive to be inspected.</p> <p><b>12/03/2024:</b> Slopes Road sealed section to drop to 80km/h. RRR still non-compliant with inconsistent signage. Mr Balind to refer to Phil King for action. Murrumbidgee</p>

			<p>Avenue and Barracks Road next on the list.</p> <p><b>16/04/2024:</b> Mr Minehan advised he will inspect Rifle Range Road speed zones during the week commencing 22 April. He needs to confirm zoning relating to the intersection of Citrus Road.</p> <p><b>11/06/2024:</b> RRR completed. Barracks Rd &amp; Murrumbidgee Ave works to be scheduled. Slopes Road next on the list. Scenic Drive to remain at 80km.h.</p> <p><b>09/07/2024:</b> Todd Road – confirmed 50 km/h. Slopes Road – inspected and will be next. Mr Balind to liaise with TfNSW regarding prioritising Rifle Range Road.</p> <p><b>13/08/2024:</b> Barracks Road &amp; Murrumbidgee Avenue – approved, waiting for quotes for installations. Thorne / Bromley Road – signs already there for 80km/h, can be done through data maintenance. Slopes Road &amp; Abattoir Road – next, unless Council wants Rifle Range Road done first. Mr Balind asked that RRR be prioritised.</p> <p><b>10/09/2024:</b> Murrumbidgee Avenue and Barracks Road speed zone reductions were scheduled to be installed last month but had to be postponed due to orders from the Minister’s office - back on track now with a new installation date to be advised by Council’s Works Manager. Rifle Range Road to be installed as a priority as per the Committee’s request before proceeding with the outstanding</p>
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				<p>reviews.</p> <p><b>12/11/2024:</b> Barracks Road – installed &amp; authorised; Murrumbidgee Avenue – first part done and authorised on Speedlink; Murrumbidgee Avenue/Beaumont Road – at recommendation stage to reduce the length of Murrumbidgee Avenue on both sides of Beaumont Road back to 80 km/h.</p>
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