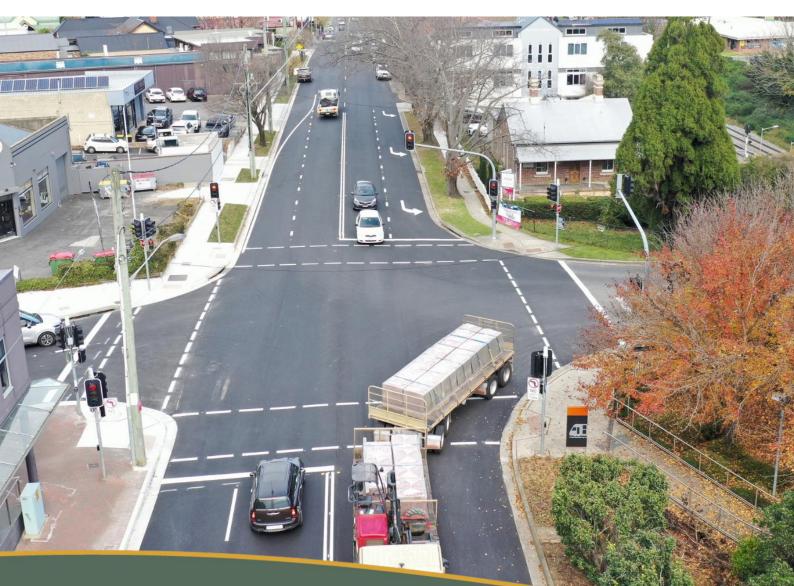


# AGENDA – out of session Local Traffic Committee

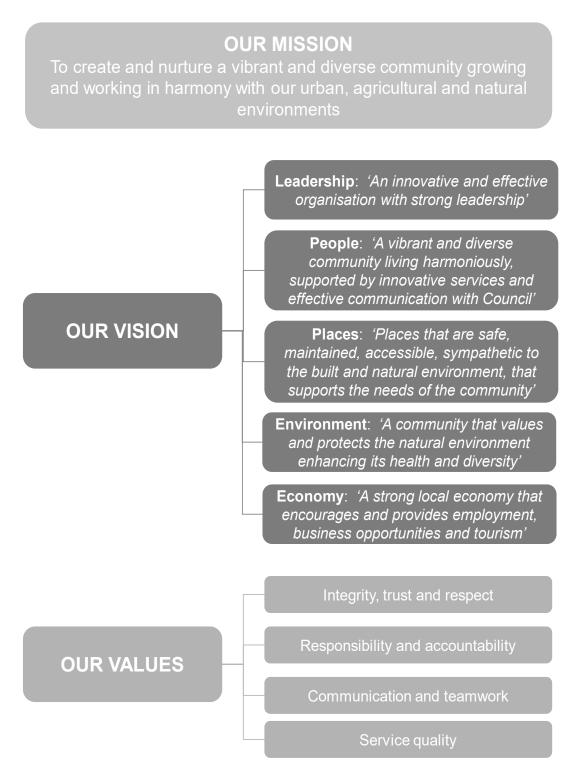


We're with you

Tuesday 4 June 2024

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	1.1 Traffic Management For Bundanoon Winterfest 2024	4

### Our Mission, Our Vision, Our Values



### 1 AGENDA REPORTS

### 1.1 Traffic Management for Bundanoon Winterfest 2024

<b>Report Author:</b>	Traffic Engineer
Authoriser:	Karin Targa

#### PURPOSE

To review the Traffic Management Plan for Bundanoon Winterfest 2024, which is to be held on Railway Avenue, Bundanoon on Saturday 6 July 2024. The event is expected to have an attendance of up to 1500 people.

#### RECOMMENDATION

<u>THAT</u> the traffic arrangements proposed by All Area Traffic Services for Bundanoon Winterfest 2024 to be held on Railway Avenue, Bundanoon, on Saturday 6 July 2024 be approved subject to the implementation of the approved Traffic Management Plan and approval from NSW Police Service in accordance with the Guide to Traffic and Transport Management for Special Events for a Class 2 event

### REPORT

### REPORT

Bundanoon Winterfest is an annual event which has been running for over 12 years and is organised by the Bundanoon Community Association.

The event includes a street party with live music, food and drink stalls, children's concert, dinner dance, rides and other entertainment. Winterfest provides an opportunity for local businesses to raise their profile within the local community. Over 50 small businesses and community groups will be hosting and running events.

The 2024 Winterfest will be held between 5:00pm and 9:00pm on Saturday 6 July.

Traffic management will be in place from 12:00pm to 12:00am

The event is expected to have an attendance of up to 1500 people.

Railway Avenue will be closed between Osborne Avenue and Osborn Street during the event.

Attached is the Traffic Management Plan and Traffic Guidance Scheme for the event schedule and traffic management details.

#### CONCLUSION

Bundanoon Winterfest is annual event that has been held successfully in previous years. The traffic management plan has been developed by All Area Traffic Services who has provided the traffic management for previous Winterfests.

Bundanoon Winterfest is a popular attraction for people in the local area which brings the local community together and raises the profile of local businesses.

It is recommended that the traffic management plan be approved for implementation on 6 July 2024.

#### ATTACHMENTS

- 1. 2024 Winterfest Traffic Management Plan v 2 [1.1.1 27 pages]
- 2. 2024 Winterfest 3 x Traffic Guidance Schemes [1.1.2 3 pages]





### Saturday 06th July, 2024

Event from 5.00 p.m. to 9.00 p.m. Traffic management from 12.00 p.m. to 12.00 a.m.

**Traffic Management Plan** 



Traffic Management Plan. Version 2. Plan date. 22-05-24 Prepared by Craig Eeles. 'Prepare A Work Zone Traffic Management Plan' cert. no. TCT0015737

Traffic	noon Winterfest. Railway Avenue, Bundano Management Plan.		Saturday 06 <sup>th</sup> July, 2024.
	Index o	f Contents	
	Section 1. INTRODUCTION		Section 7. TERRORISM
1.1 1.2	Introduction References	7.1 7.2	Suspect activity Vehicle Incursion
	Section 2. EVENT DETAILS		Section 8. POLICE APPROVAL
2.1 2.2	Event General Description Running Schedule	8.1 8.2	Police contacts Summary Offences Act form
	Section 3. PUBLIC LIABILITY INSURANCE		Section 9. SHIRE APPROVAL
3.1	Certificate of Currency	9.1	Shire Permit
	Section 4. LOCATION RISK ASSESSMENT		Section 10. TRANSPORT NSW APPROVAL
4.1	Location Risk Assessment	10.1 10.2	TfNSW TMP Template TfNSW Road Occupancy Licence
8.1	Section 5. ROAD CLOSURES & DETOURS Road Closures and Detours		Section 11. TRAFFIC GUIDANCE SCHEMES
8.2 8.3	Road Closures and Defours Traffic Controllers Advance Warning Signs Advertising	TGS 01	Lane Closure with shuttle flow.
8.3 8.4		TGS 02	Road Closure and Detour signs.
	Section 6. PUBLIC CONSIDERATIONS	TGS 03	Anti-Incursion devices at road closure points
5.1	Emergency Vehicles		

- 5.2 Pedestrians
- 5.3 Public Transport
- 5.4 Roadside Parking in Railway Avenue
- 5.5 Disabled Parking

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

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Section 1. INTRODUCTION

This Traffic Management Plan (TMP)

- is based on the successful method of traffic management developed by All Area Traffic Services, Bundanoon committee members and event organisers at previous events held at Bundanoon over the last nineteen years.
- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff regarding any traffic management at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 2019, and the TfNSW Manual Traffic Control At Work Sites 2020 (version 6).
- has been developed by a traffic management planner with qualifications to Prepare A Work Zone Traffic Management Plan.

Craig Eeles. Certificate No. TCT0015737.



Signature:

Cheles

#### 1.2 References

The following documents and / or manuals have been used as references in developing this TMP :-

- OHS Act 2004
- NSW WH&S Act 2012
- Road Transport Act 2013
- Australian Government Guide to Terrorism in Crowded Places 2017
- RMS "Guide to Transport Management at Special Events" 2018
- Transport NSW "Traffic Control At Worksites" 2020 (version 6)
- AS 1742.3 2019

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

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#### Section 2. EVENT DETAILS

#### 2.1 Event Description.

The proposed 'Bundanoon Winterfest Opening Night' event is being organised and managed by the Bundanoon Community Association.

The event organiser contact is Jonathan Melrose-Rae. Mobile. 0447 847 886. Email. winterfest@bca.asn.au

The event will be held from 5.00 p.m. to 9.00 p.m. on Saturday 06th July, 2024.

The event will be located on Railway Avenue at Bundanoon, between Osborne Avenue at the northern end of the event area, and Osborne Street at the southern end of the event area.

It is expected to have a total of 1,000 – 1,500 people attend the event at different times over the evening.

The event shall occupy this section of Railway Avenue through the Bundanoon shopping precinct.



Traffic Controllers will operate a shuttle flow (closing 1 lane) along Railway Avenue from 12.00 p.m. to 3.00 p.m. and then again from 9.00 p.m. to 10.30 p.m.

This section of Railway Avenue will be closed to traffic from 3.00 p.m. to 9.00 p.m. on Saturday 06<sup>th</sup> July, 2024 while the event is in progress.

Vehicle detours will be in place via Osborne Avenue and Osborne Street during the period of road closure.

The footpaths beside the event area shall remain open for the duration of the event.

The event area shall occupy Wingecarribee Shire property.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

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#### Section 2. EVENT DETAILS

#### 2.2 Running Schedule. Saturday 06-07-24

#### 11.00 a.m.

Traffic Controllers shall install Advance Warning signs and advisory signs as per TGS 01.

#### 11.30 p.m.

Traffic Controllers place traffic cones along the kerb beside the roadside parking spaces on Railway Avenue between Osborne Avenue and Osborne Street to prepare for delineation of the parking spaces as they become vacant.

#### 12.00 p.m.

North bound lane closure. Traffic Controllers start shuttle flow traffic control through the event area.

As vehicles exit the roadside parking spaces, Traffic Controllers will place traffic cones at the vacant roadside parking space to prevent further roadside parking on Railway Avenue between Osborne Avenue and Osborne Street.

Event organisers begin construction of the vendor stalls, marquees, etc. on the northern side only of Railway Avenue as per TGS 01.

#### 1.30 p.m.

Traffic Controllers shall install Advance Warning signs and detour directional signs as per TGS 02.

#### 2.00 p.m.

Railway Avenue shopping precinct closed to all non-event vehicles.

Traffic Controllers shall install Bollards and Barrier Boards with 'Road Closed' signs attached at the road closure points on Railway Avenue as per TGS 02.

Detours are put in place with traffic controllers at the road closure points.

Remaining event stalls, marquees, etc. are installed on the closed section of Railway Avenue.

Water filled barriers and anti-incursion vehicles blocking both lanes to be installed by 4.30 p.m. as per TGS 03.

#### 5.00 p.m. - Event Start

Traffic Controllers shall assist and direct traffic flow at the road closure points and be ready to create an emergency entry / exit point at each road closure to allow remaining parked vehicles to exit the closed off area and emergency vehicles to enter the event area if required.

#### 9.00 p.m. - Event Finish

Railway Avenue remains closed while pedestrian activity remains on the road.

Event structures blocking both lanes to be dismantled and moved to the closed lane only by 10.00 p.m.

#### 10.00 p.m.

Traffic Controllers shall remove Road closure signs and anti-incursion devices placed across Railway Avenue. Traffic Controllers start shuttle flow traffic control through the event area as per TGS 01.

Event organisers allow event vehicles onto the closed lane through the event area to begin removal of the stalls, etc.

#### 12.00 a.m.

Both lanes of Railway Avenue clear of event structures and event vehicles. Railway Avenue re-opened to all vehicles. Traffic Controllers remove remaining Advance Warning signs and detour signs, traffic cones, etc.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

Section 3. Public Liability Insurance

Bundanoon Community Association
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	arold Street, North Parramatta N.S.W. 2151 lephone: 9630 8788 Facsimile: 9630 0648 8.N. 32 003 068 540	PO Box 2243, North Parramatta N.S.W.) Pty. I PO Box 2243, North Parramatta N.S.W. 21 Email: advice@professionalinsurance.com www.professionalinsurance.com.au
Schedule of Cover		Our Reference: 06020083
COMBINED LIABILITY PO	LICY	2. 2
INSURER	: Certain Underwriters at Lloyd's	5
INSURED	BUNDANOON COMMUNITY ASSOCIATION all staff, members of management all volunteers associated with organisation; and all others incorporated du insurance, and from time to ti unincorporated bodies, the tru insured's superannuation and si and welfare and community orga lessors, joint ventures or oth legal responsibility to mainta for their respective interests liabilities and to the extent more specifically insured.	N INC (BCA INC.) nt committees and the insured ring the period of me of stees of the
THE BUSINESS	more specifically insured. Principally Monthly meetings, concerts, old movies, annual g general gardening activities, Stalls, annual market stalls, magazine etc, activities incid	musical recitals, arden ramble, Arts & Crafts quarterly ental thereto
INTERESTED PARTIES	: Wingecarribee Shire Council The ATRC Australian Trans Rail Company	
COVERING	: The Insured's legal liability for losses occurring during th insurance.	to the public e period of
PUBLIC/PRODUCTS LIMIT OF INDEMMITY	: \$20,000,000 Any one Occurence : \$ 100,000 Property in your control	e/Aggregate physical or legal
EXCESS	: \$ 500 each & every cla	im
Personal Injury to C	ontracted Employees or Workers Exc \$25,000 each & every claim in	ess: clusive of costs
EXCLUSIONS	: Molestation/Sexual Abuse/Prof Directors & Officers	
GEOGRAPHICAL LIMITS	: Anywhere in Australia	
CLAIMS FOR PERSONAL	INJURY TO LABOUR HIRE AND/OR SUBCO and declared that any claims for p e personnel, subcontractors or con services on behalf of the Insured in excess of \$5,000 each and every	
	INJURY TO VOLUNTEERS EXCESS ENDORS and declared that any claims for p will be subject to an excess of ry claim unless the Insured has an ersonal Accident Policy with Answar	FMENT
4	Member of the National Insurance Brokers Ass MEMBERS OF STEADFAST INSURANCE BROKE	sociation of Australia RS MANAGEMENT GROUP LTD

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Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

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Section 3. Public Liability Insurance

Tanyelle Pty. Ltd. T/A All Area Traffic Services

### *<u>B</u>PRORISK*

#### **Public & Products Liability**

Certificate of Currency

Item 1	Policy Number	PPL-001883-2024		
Item 2	Policyholder	Tanyelle Pty Ltd 22 Venus Street, INVERLOCH VIC 3996 Australia		
Item 3	Insurance Period	4.00pm on 09/01/2024 to 4.00pm on 09/01/2025 at the address stated at I	tem 2 above	
Item 4	Policy Wording	ProRisk Public & Products Liability Insurance Policy v07.21 ProRisk Genera	I Terms & Conditions v04.22	
Item 5	Underwriters	Professional Risk Underwriting Pty Limited trading as ProRisk Level 2, 115 Bridge Road, VIC 3121.		
		For and on behalf of Swiss Re International SE Australia Branch (ABN 38 1	38 873 211)	
Item 6	Limit of Liability	\$20,000,000.00 Any one <b>occurrence</b> . The total aggregate <b>limit of liability</b> in respect of Insuring Clause		
		1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one insurance	period.	
Item 7	Territorial Limits	Worldwide (Excluding USA and Canada)		
Item 8	Other Insurance	Not Applicable		
Item 9	Interested Party	Comment	Date	
		Festival of Lights Ltd is noted as interested party F.T.R.R.& I.	03/11/2023	
		Southern Highlands Chamber of Commerce and Industry Ltd is noted as interested party F.T.R.R & I.	03/11/2023	
		Wingecarribee Shire Council is noted as interested party F.T.R.R.& I.	03/11/2023	
		Roundhouse Entertainment is noted as interested party F.T.R.R.& I.	03/11/2023	
		Mushroom Group is noted as interested party F.T.R.R & I	03/11/2023	
Item 10	<b>Business Activities</b>	Traffic Engineering Consulting Service / Traffic Surveys, Management and Engineering	100%	

Item 11 Business Description Traffic Management

THIS IS TO CERTIFY that in accordance with the authorisation granted to ProRisk by the **underwriters** and in consideration of the **premium**, the **underwriters** agree to insure the stated **policyholder** in accordance with the terms and conditions of the **policy**.

In accepting this insurance, the **underwriters** have relied on the information and statements that have been provided in the **proposal**. This is an important document and should be kept it in a safe place with all other papers relating to this **policy**.

Authorised by

Khur.

Hamish McDonald Nye Executive Director Professional Risk Underwriting Pty Ltd 10/01/2024

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Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 4. LOCATION RISK ASSESSMENT

4.1 Location Risk Assessment

A Site inspection has been undertaken and a Location Risk Assessment produced.

The LRA records the hazards and risks associated with the event site, the level of the hazard or risk, the control methods that shall be employed to minimize or eliminate the risk or hazard, and who will be responsible for carrying out the control measures and making sure they are effective.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 4. LOCATION RISK ASSESSMENT

LOCATION RISK ASSESSMENT

(Page 1 of 4)

Traffic Management at the 2024 Bundanoon Winterfest opening night.

Assessment Date : 05-05-24

Steles

Signature :

#### EVENT DETAILS

Event Name :	Bundanoon Winterfest		
Event Location :	Railway Avenue , Bundanoon		
Date of Event :	Saturday 06 <sup>th</sup> July, 2024	Times : from 5.00 p.m. to 9.00 p.m.	
Expected attenda	Expected attendance: 1,000 – 1,500		
Other Details :	Begin to delineate car park spaces at 12.00 p.m.		

#### CONTACTS

Event Organiser : Bundanoon Community Association	Contact : Jonathan Melrose-Rae	Ph. 0447 847 886
Municipality : Wingecarribee Shire Council	Contact : Michael Rayner	Ph. 02 48680818
TFNSW Office : TfNSW Wollongong	Contact :	Ph.
Local Police : Bundanoon Police Station	Contact :	Ph. 02 48629299
Highway Patrol : Mittagong Highway Patrol	Contact :	Ph. 02 48711222
Local Area Command: Goulburn Police Station	Contact : Haley Upton	Ph.

#### ROAD CONDITIONS

Road Surface :	Bitumen	Road Configuration :	2 lane / 2 way	A.A.D.T. < 3000
Shoulder Surface :	Bitumen	Shoulder Width :	2 – 3 metres	Shoulder Parking? Yes
Foot Path Surface :	Concrete	Foot Path Width :	2-4 metres	
Sign Posted Speed I	Limit : 50 kph	Vehicle Approach Spe	ed : < 50 kph	
Other road and traffi	c notes :			

#### PARKING

Shoulder Parking : Signposted	
Car park surfaces : Bitumen	

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 4. LOCATION RISK ASSESSMENT

#### LOCATION RISK ASSESSMENT

( Page 2 of 4 )

#### Traffic Management at the 2024 Bundanoon Winterfest opening night.

No.	Risk Assessment	Yes / No	Risk Level	Page 2 Ref .
	LOCATION			
1.	Are there Intersections on approaches to the special event site ?	Yes	High	1. a
2.	Are Intersections within the special event site ?	Yes	High	2. b
3.	Are Driveways within the special event site ?	Yes	High	3. c
4.	Are Pedestrian Crossings within the special event site ?	No		
5.	Are Traffic Lights within the special event site ?	No		
6.	Will Parking Areas be affected on approaches to the special event site ?	No		
7.	Will Parking Areas be affected within the special event site ?	Yes	Med	7. d
8.	Will Footpaths / Pedestrians be affected within the special event site ?	No		
9.	Will Cyclists be affected ?	Yes	Med	9. e
10.	Will Heavy Vehicles be affected ?	No		
11.	Will Public Transport be affected ?	Yes	Low	11. f
12.	Will Temporary Lighting need to be located at any entry / exit points ?	No		
	TRAFFIC MANAGEMENT			
13.	Will Traffic Flow on Approaches to special event site be affected ?	Yes	High	13. g
14.	Will Traffic Flow Within the special event site be affected ?	Yes	High	14. h
15.	Will Emergency Vehicles Access be affected ?	Yes	High	15. i
16.	Will Wet Weather affect the safety of the road surface ?	No		
17.	Will Wet Weather affect the surfaces of Parking Areas ?	No		
18.	Will Low Sun affect driver vision ?	No		
19.	Will Peak Hour traffic have to be considered ?	No		
20.	Will Sight Distance be a problem / hazard for approaching traffic ?	No		
21.	Will Stopping Distance be a problem / hazard for approaching traffic ?	No		
	TRAFFIC CONTROL			
22.	Will Traffic Control Signs and Devices be required ?	Yes	High	22. j
23.	Will Speed Limits need to be reduced ?	No		
24.	Will Traffic Controllers be required ?	Yes	High	24. k
25.	Will Night Conditions have to be considered ?	No	-	
	PERMITS			
26.	Will a Shire Permit to use a road reserve need to be obtained ?	Yes	Low	26. I
27.	Will a TfNSW Road Occupancy Licence need to be obtained ?	No		
28.	Will a DTR Permit to reduce the speed limit need to be obtained ?	No		

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 4. LOCATION RISK ASSESSMENT

#### LOCATION RISK ASSESSMENT

( Page 3 of 4 )

Traffic management at the 2024 Bundanoon Winterfest opening night.

Page 1 Ref .	Risk Level	Control Measures	New risk level	Person Responsible
1. a	High	Advance Warning Signs to be installed on Railway Avenue on both approaches to the shopping precinct.		T.C. Supervisor
2. b	High	Water Filled Barriers and anti-incursion vehicle/s to be installed across the road at each end of the event area in Railway Avenue to prevent vehicles entering the event area.		T.C. Supervisor
3. c	High	Consent given by occupiers to restrict access to driveways inside the event area during the event.		T.C. Supervisor
7. d	Med	Car park spaces in Railway Avenue will be delineated off as they become vacant. 3 x disabled car parks to be installed on the outside of the northern end of the event area in Railway Avenue near the Osborne Street intersection.		T.C. Supervisor
9.e	High	Cyclists will be able to walk through the event area or use the detour.		T.C. Supervisor
11, f	Low	One Berrima Bus service will be affected and one State Rail Bus will be affected . Both of these bus services have been contacted and it has been organized that drop off and pick up area for buses ( temporary bus zone ) will be located behind the Memorial Hall Signs will be placed at the normal bus stop advising patrons of the location change. No stopping signs will be placed at the intersections on the detour route to allow for safe passage of buses using the detour route.		T.C. Supervisor
13 .g	High	Traffic flow at the approaches to the event area in Railway Avenue shall be affected in the following ways: - shuttle flow. 12.00 pm – 3.00 pm & 9.00 pm – 10.30 pm. - Road closed. 3.00 pm – 9.00 pm. Detour in place between Osborne Avenue and Osborne Street.		T.C. Supervisor

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 4. LOCATION RISK ASSESSMENT

#### LOCATION RISK ASSESSMENT

( Page 4 of 4 )

Traffic management at the 2024 Bundanoon Winterfest opening night.

Page 1 Ref .	Risk Level	Control Measures	Person Responsible
14. h	High	<u>12.00 pm.</u> shuttle flow past the event area while structures are being erected. <u>2.00 pm.</u> Road closure. Detour in place.	T.C. Supervisor Traffic Controller
15 .i	High	A 3 - 4 metre wide access path shall be maintained to through the event area for emergency vehicles .	T.C. Supervisor
22. j	High	Advance Warning Signs to be installed on Railway Avenue on both approaches to the shopping precinct. Road Closed signs to be installed across the road at each end of the event area in Railway Avenue. Water Filled Barriers and anti-incursion vehicle/s to be installed across the road at each end of the event area in Railway Avenue to prevent vehicles entering the event area. Detour directional signs to be placed at all intersections on the detour route. No stopping signs will be placed at the intersections and along the detour route to allow for safe passage of cars and buses using the detour route.	T.C. Supervisor
24. k	High	<ul> <li>Traffic Controllers shall :-</li> <li>install and dismantle all Advance Warning signs.</li> <li>install and dismantle all bollards and Barrier Boards.</li> <li>contra flow traffic on Railway Avenue when required.</li> <li>monitor traffic flow after road closure &amp; detour installation to ensure safe passage for passing vehicles and pedestrians.</li> </ul>	Traffic Controllers
26 .I	Low	A "Permit To Use A Road Reserve" or equivalent must be obtained from Wingecarribee Shire Council, prior to the installation of any traffic control signs and devices on any shire roads or road reserves.	T.C. Supervisor

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

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#### Section 5. ROAD CLOSURES & DETOURS

#### 5.1 Road Closures and Detours

The Bundanoon Winterfest will be located on Railway Avenue at Bundanoon, between Osborne Avenue at the northern end of the event area, and Osborne Street at the southern end of the event area.

Railway Avenue will be closed at these points from 2.00 p.m. to 10.00 p.m. on Saturday 06<sup>th</sup> July, 2024. Detours will be in place via Osborne Avenue and Osborne Street while the road closure is in place.

#### 5.2 Traffic Controllers

Traffic Controllers will operate a shuttle flow (closing 1 lane) along Railway Avenue from 12.00 p.m. to 2.00 p.m. and then again from 10.00 p.m. to 12.00 a.m.

This section of Railway Avenue will be closed to traffic from 2.00 p.m. to 10.00 p.m. on Saturday 06<sup>th</sup> July, 2024 while the event is in progress.

Vehicle detours will be in place via Osborne Avenue and Osborne Street during the period of road closure.

The footpaths beside the event area shall remain open for the duration of the event.

2 x Traffic Controllers will be required to set up and dismantle the work site.

4 x Traffic Controllers will be required on site from 11.00 a.m. to 12.30 a.m. on the day of the event.

Before and after the event Traffic Controllers duties shall include :-

- install and dismantle all Advance Warning signs
- install and dismantle all bollards and Barrier Boards
- operate shuttle flow traffic control through the event area while event structures are being erected and dismantled.

During the event Traffic Controllers duties shall include :-

- maintain all Advance Warning signs
- maintain all bollards and Barrier Boards
- monitor traffic flow after road closure and detour installation to ensure safe passage for passing vehicles and pedestrians
- monitor disabled parking
- monitor No Roadside Parking areas
- monitor road closure points
- direct drivers at the detours

#### 5.3 Advance Warning Signs

Advance Warning Signs to be installed on Railway Avenue, Anzac Parade and Church Street on all approaches to the Bundanoon shopping precinct.

#### 5.4 Advertising

Notice of the event and associated road closures and detours will be advertised in the local newspapers for one week prior to the event taking place.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.		
Traffic Management Plan.				

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#### Section 6. PUBLIC CONSIDERATIONS

#### 6.1 Emergency Vehicles

Traffic controllers will maintain a three metre wide access path for emergency vehicles through and around the event area.

#### 6.2 Pedestrians

The footpaths on each side of the event area will remain open throughout the event. Pedestrians will not be affected.

#### 6.3 Public Transport

Buses will not be affected.

#### 6.4 Roadside Parking in Railway Avenue

From 11.00 a.m. on Saturday 06<sup>th</sup> July, 2024 Traffic Controllers shall start to place traffic cones at vacant roadside parking spaces on Railway Avenue, between Osborne Avenue and Osborne Street.

From 12.00 p.m. as vehicles exit the affected parking spaces, this space shall be cordoned off with traffic cones.

#### 6.5 Disabled Parking

6 x Disabled Parking spaces will be created inside the road closure at Osborne Street, and on the southern side of Railway Avenue, at the 3 most western parking spaces prior to the Osborne Street intersection.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 7. TERRORISM

Event management will refer to the Australian Government 'Guide to Terrorism in Crowded Places' 2017 to determine the level of risk of terrorism for this event, before deciding what measures and / or control methods will be deemed sufficient for this event.

#### 7.1 Suspect activity

Traffic Controllers will be given an event pre-start induction, including what to do if suspicious activity is observed. This page of the TMP will be used as part of the induction documentation.

Suspicious activity includes a person or persons :-

- observing and / or taking notes of the procedures used by event staff.
- observing and / or taking notes of patron movements.
- taking photos from a car or a distance.
- becoming concerned or trying to conceal themselves if they notice they are being observed by any staff.

#### The traffic controller or parking marshal must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers or parking marshals and security staff as soon as possible of your concerns of suspicious activity.
- Notify the traffic manager as soon as possible of your concerns of suspicious activity.
- Take note of suspicious vehicle description including registration plate details if possible.
- Take notes of suspicious persons description including height, build, clothing, appearance, etc.

The traffic manager must :-

- Notify the security manager and site manger as soon as possible of the traffic controllers or parking marshals concerns and the location of the traffic controller or parking marshal.
- Follow the instructions given by either police, the security manager or the event manager.

#### 7.2 Vehicle incursion

Vehicle incursion into areas where large numbers of people are congregated is now being used as a method of terrorist activity resulting in serious injury and death to pedestrians.

An outdoor event poses many risks for vehicle incursion due to the general open ground layout including :-

- Vehicle access from public roads around and into the event area.
- Vehicle access within the event site.
- Vehicular movements beside pedestrian walkways and footpaths.

Measures taken to minimize the risk of this occurring at the event site may include :-

- Minimise or eliminate the vehicle access points to the event area. This could include restricted access points, detours and public road closures.
- Minimise or eliminate the vehicle access points inside the event site. This could include internal road closures and restricted access points.
- Install vehicular anti incursion barriers at external road closure points.
- Install vehicular anti incursion barriers at internal incursion points.
- Install vehicular anti incursion barriers beside pedestrian walkways and footpaths.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.		
Traffic Management Plan.				

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#### Section 8. POLICE APPROVAL

#### 8.1 Police / LAC approval

This Traffic Management Plan will be sent to the local police officer in charge of local public events and the Local Area Commander.

Police approval from the Local Area Command (LAC) at Goulburn will be obtained as part of the traffic management application process.

The Schedule 1 Form - Notice of Intention to Hold a Public Assembly (see section 8.2) is one of the documents that will be referred to as part of the police giving approval for the proposed traffic management at the event.

The police approval may give instruction to have certain additional requirements and / or conditions planned for and applied to the traffic management process on the day of the event.

Traffic Controllers may also be given and will comply with instructions on the day of the event from any member of the NSW police force on duty.

Local police. Moss Vale Police station. Contact. Brendon Bernie. Ph. 02 48 680222. Email. Local Area Command. Goulburn Police station. Contact. Hayley Upton. Ph. 02 48 680222. Email.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
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#### Section 8. POLICE APPROVAL

#### 8.2 Summary Offences Act form

Schedule 1 Form - Notice of Intention to Hold a Public Assembly

#### SUMMARY OFFENCES ACT 1988 - Sec 23

To the Commissioner of Police

1	I Jonathan Melrose-Rae	( name )
	of Bundanoon	(address )
	on behalf of the Bundanoon Community Association	(organisation)
	Notify the Commissioner of Police that	
	on the $06^{th}$ ( day ) of the $07^{th}$ ( month ), 2024 ( year ), it is intended	d to hold
	a public assembly, not being a procession, of approximately	
	1,500 (number) persons, which will assemble at Railway Avenue,	Bundanoon (place)
	at approximately 5.00 pm	
	and shall disperse at approximately 9.00 pm	

1 The purpose of the proposed assembly is to attend the opening night of the 2024 Bundanoon Winterfest event.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 8. POLICE APPROVAL

#### 4.4 Summary Offences Act form (continued)

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>strike out whichever is not applicable</i> )		
	<ul> <li>(i) There will be nil (number) vehicles and / or nil (number) of floats involved.</li> <li>The type and dimensions are as follows;</li> </ul>		
	(ii) There will be two <i>(number)</i> of bands , musicians , entertainers , etc. which will entertain or address the assembly .		
	(iii) The following number and type of animals will be involved in the assembly; nil		
	<ul> <li>(iv) other special characteristics of the proposed assembly are as follows ;</li> <li>A section of Railway Avenue will be closed to traffic with detours in place from 3.00 pm to</li> <li>9.00 pm on Saturday 06<sup>th</sup> July, 2024.</li> </ul>		
4	I take responsibility for organising and conducting the proposed assembly.		
5	Notices for the purposes of the <i>Summary Offences Act 1988</i> may be served upon me at the following address : Jonathan Melrose-Rae c/o Bundanoon Community Association Telephone No. 0447 847 886		
6	Signed		

Capacity / Title : Event Convenor Date 09-05-24

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 9. SHIRE APPROVAL

#### 9.1 Shire Approval

This Traffic Management Plan will be sent to the Traffic Engineer at Wingecarribee Shire Council who is the shire representative on the Local Traffic Committee (LTC).

Shire contact. Michael Rayner. Ph. 02 48 680888. Email. michael.rayner@wsc.nsw.gov.au

This Traffic Management Plan is the document to be assessed by the Local Traffic Safety Committee as part of the application process for Shire approval to use a road reserve.

The final approval will be given by Council taking into account the LTC's recommendations.

A "Letter of Approval" or similar must be obtained from Wingecarribee Shire Council, prior to traffic controllers installing signs and devices and controlling traffic on any shire property on Saturday 01<sup>st</sup> July, 2023.

The application will include LRA's, all TGS', and the following forms

- TfNSW TMP Template
- Summary Offences Act form

Samples of the TfNSW TMP Template are on the following pages. (section 10.1)

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

Section 10. TfNSW APPROVAL

#### 10.1 TfNSW Approval

This Traffic Management Plan is the document to be assessed by the Local Traffic Safety Committee as part of the application process for Police, Shire and TfNSW approval to implement traffic management as proposed at the event.

One of the LTC members is a TfNSW representative and will give his recommendations on behalf of the TfNSW to the committee.

No TfNSW property will be used or affected.

#### 10.2 TfNSW Road Occupancy Licence

No TfNSW property shall be used or affected, therefore a "Road Occupancy Licence" will not need to be obtained from TfNSW at Wollongong.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

Section 10. TfNSW APPROVAL

#### 10.3 TfNSW TMP Template

Special Event Resources

#### Special Event Transport Management Plan Template

Refer to chapter 7 of the Guide for a complete description of the transport management Plan

#### 1 EVENT DETAILS

#### 1.1 Event Summary

Event Name :	Bundanoon Winterfest Opening Night		
Event Location :	Railway Avenue , Bundanoon		
Event Date :	Saturday 06-07-24		
Event Start Time : 5.00 p.m. Event Finish Time : 9.00 p.m.			
Event Set up Start Time: 12.00 p.m.			
Event Pack down Finish Time: 12.00 a.m.			
Event is "on-street non-moving"			

#### 1.2 Contact names

Event organiser * Bur	idanoon Comm	unity Association	- Jonat	than Melrose-Rae
Phone	Mobile 0	447 847 886	E-mail:	winterfest@bca.asn.au
Event Management Cor	mpany (if app	licable )		
Phone	Mobile		E-mail	
Police Bundanoon Pol	ice Station			
Phone	Mobile		E-mail	
Council Wingecarribee	e Shire Council	- Michael Ray	ner	
Phone 48680888	Mobile		E-mail	michael.rayner@wsc.nsw.gov.au
Roads & Traffic Authori	ty (if Class 1	) Wollongong	RMS	
Phone 42212556	Mobile		E-mail	

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)

Street Festival in Railway Avenue, Bundanoon, from 5.00 p.m. to 9.00 p.m. on Saturday 06<sup>th</sup> July, 2024.

The section of Railway Avenue at the shopping precinct in Bundanoon shall be closed to traffic for the duration of the event.

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Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

Section 10. TfNSW APPROVAL

#### 10.3 TfNSW TMP Template

#### 2 RISK MANAGEMENT - TRAFFIC

- 2.1 Occupational Health & Safety Traffic Control Risk assessment plan (or plans) attached.
- 2.2 Public Liability Insurance
  Public liability insurance arranged. Certification of Currency attached.
  2.3 Police
- Police written approval obtained.
- 2.4 Fire Brigades and Ambulance Fire Brigades notified. Ambulance notified.

#### 3 TRAFFIC AND TRANSPORT MANAGEMENT

- 3.1 The route or location Map attached.
  3.2 Parking Parking organised - details attached.
- Construction, traffic calming and traffic generating developments.
   Plans to minimise impact of construction activities, traffic calming devices or traffic generating developments attached
- 3.4 Trusts, authorities or Government enterprises
   This event uses facility managed by a trust, authority or enterprise, written approval attached.
- 3.5 Impact on / of Public transport Public transport not impacted or will not impact event. .
  3.6 Reopening roads after moving events.
- This is a non moving event.
- 3.7 Traffic Management requirements unique to this event Description of unique traffic management requirements attached.
- 3.8 Contingency plans Contingency plans attached.
- 3.9 Heavy vehicle impacts Does not impact heavy vehicles.
- 3.10 Special event clearways Special event clearways not required.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

Section 10. TfNSW APPROVAL

10.3 TfNSW TMP Template

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

4.1	Access for local residents, businesses, hospitals and emergency vehicles
	Plans to minimise impact on the non-event community attached.
4.2	Advertise traffic management arrangements.
	Road closures or restrictions - 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
4.4	Permanent Variable Message Signs
	This event does not use permanent Variable Message Signs
4.5	Portable Variable Message Signs
	The event does not use portable VMS.

#### 5 PRIVACY NOTICE

The "Personal information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the Transport for NSW (TfNSW), 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 *Road 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, TfNSW 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.

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

Section 10. TfNSW APPROVAL

- 10.3 TfNSW TMP Template
- 6 <u>APPROVAL</u>

TMP Approved by :

Event Organiser 09-05-24 Date

#### 7 AUTHORISATION TO \*REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by : .....Date

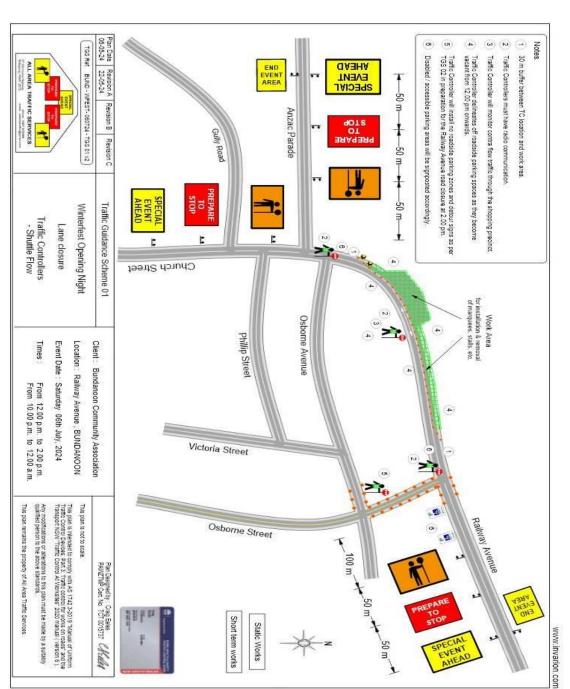
The TfNSW traffic management requirements have been met. Regulation of traffic is therefore Authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by : .....Date

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

Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 11. TRAFFIC GUIDANCE SCHEMES



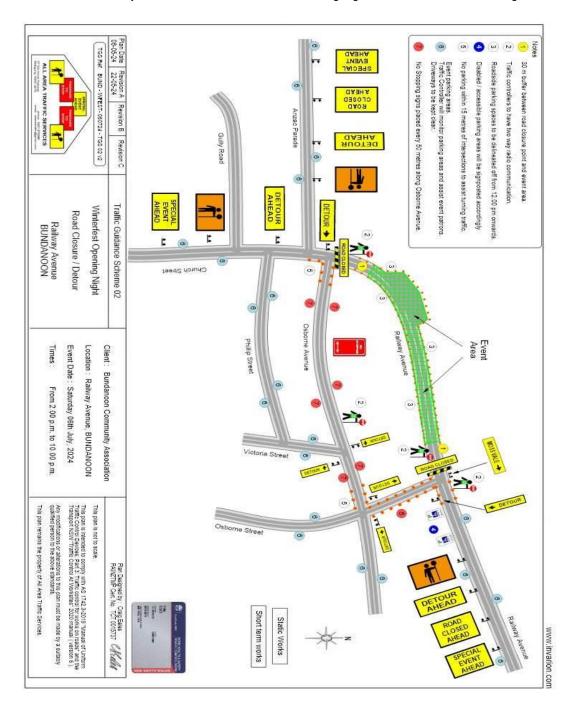
#### TGS 01. - Advance Warning Signs, Shuttle flow along Railway Avenue.

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Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

#### Section 11. TRAFFIC GUIDANCE SCHEMES

TGS 02. - Railway Avenue road closure. Advance Warning Signs, Road Closed and detour signs.

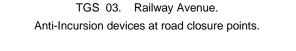


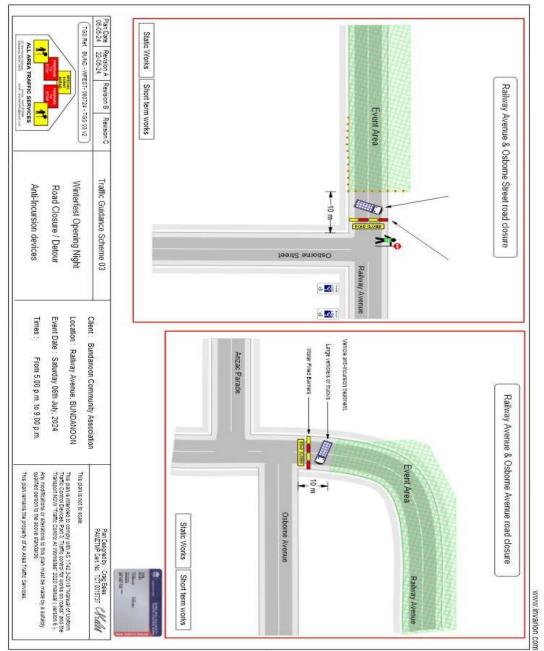


Bundanoon Winterfest.	Railway Avenue, Bundanoon.	Saturday 06 <sup>th</sup> July, 2024.
Traffic Management Plan.		

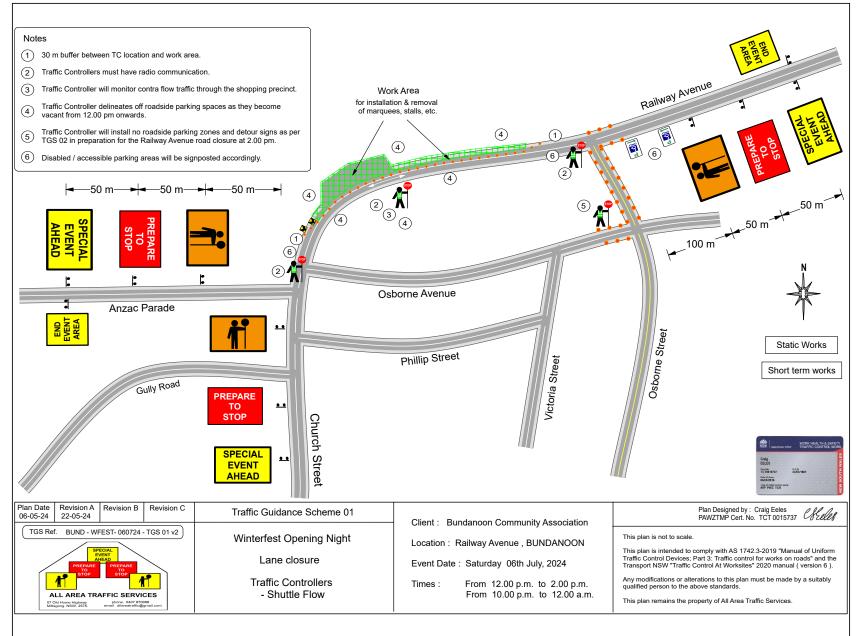
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#### Section 11. TRAFFIC GUIDANCE SCHEMES





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Notes Railway Avenue (1) 30 m buffer between road closure point and event area. 2 Traffic controllers to have two way radio communication. (3) Roadside parking spaces to be delineated off from 12.00 pm onwards. Event 4 Disabled / accessible parking areas will be signposted accordingly. Area 6 (5) No parking within 15 metres of intersections to assist turning traffic. Event parking areas. (6) Traffic Controller will monitor parking areas and assist event patrons. Driveways to be kept clear. (3) No Stopping signs placed every 50 metres along Osborne Avenue. 糽 (3) Railway Avenue 2 (5) DETOUR + 6 (6)(6 (5) Osborne Avenue 6 6 (6) Anzac Parade 6 Street Static Works DETOUR (6)... 6 AHEAD Victoria ( Street Short term works 6 Phillip Street Osborne Gully Road 6 Church 6 1 Street WORK HEALTH & SAFE SPECIAL EVENT •• AHEAD Card No: 0.0.B Date of Issael Type of traffic control w IMP\_PW7\_TCR Plan Date Revision A Revision C Revision B Plan Designed by : Craig Eeles Traffic Guidance Scheme 02 Plan Designed by : Craig Eeles PAWZTMP Cert. No. TCT 0015737 06-05-24 22-05-24 Client : Bundanoon Community Association TGS Ref. BUND - WFEST- 060724 - TGS 02 v2 Winterfest Opening Night This plan is not to scale Location : Railway Avenue, BUNDANOON This plan is intended to comply with AS 1742.3-2019 "Manual of Uniform Traffic Control Devices; Part 3: Traffic control for works on roads" and the Road Closure / Detour Event Date : Saturday 06th July, 2024 Transport NSW "Traffic Control At Worksites" 2020 manual (version 6). Any modifications or alterations to this plan must be made by a suitably 徝 Railway Avenue From 2.00 p.m. to 10.00 p.m. Times : qualified person to the above standards. BUNDANOON ALL AREA TRAFFIC SERVICES This plan remains the property of All Area Traffic Services. phone. 0407 870088 email allareatraffic@gmail 07 Old Hume Highway Mittagong, NSW, 2575.

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