

Shoalhaven Traffic Committee

Meeting Date: Tuesday, 08 October, 2024

Location: Manyana Meeting Room, City Administrative Centre, Bridge Road, Nowra

Time: 9.30am

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. Apologies

2. Confirmation of Minutes

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3. Business Arising from Previous Minutes

4. Reports of the Convenor

TC24.21 No Stopping Regulations - Forest Road - Turn Around Area -
Comberton (PN 3815)5

TC24.22 Wandandian - Community Expo & Annual Woodchop Exhibition 2024
- (PN 3819)8

TC24.23 Kangaroo Valley Folk Festival Weekend - (PN 3820).....11

5. General Business

Note: The next meeting will be held on Tuesday 12 November 2024.

Membership

Mr David Pieresko – Convenor

Clr - Vacant

Clr - Vacant

Ms Nicole Brodie - TfNSW

Sgt Kelly Thomas – NSW Police

Sgt Simon Pugh – NSW Police

Ms Liza Butler MP (or representative)

Mr Stuart Coughlan

The Shoalhaven Traffic Committee is a technical review committee, not a committee of Council under the Local Government Act 1993. Transport for NSW (TfNSW) has delegated certain powers to Council under the Transport Administration Act 1988 (Section 50). A condition of this delegation is that Council must take into account the Traffic Committee recommendations.

There are four formal members of the Traffic Committee, *each of whom has a single vote only*. The members are representatives from:

- NSW Police Force
- TfNSW
- Shoalhaven City Council
- Local State Member of Parliament (for the location of the issue to be voted upon)

If TfNSW or NSW Police Force disagrees with any Traffic Committee recommendation, or Council's resolution (on any Traffic Committee recommendation), they may lodge an appeal with the Regional Traffic Committee for determination. The appeal must be lodged in writing within 14 days of the date of notification in writing. Any action relative to any issue under appeal must cease until the matter is determined. The Regional Traffic Committee is chaired by an independent chairperson and submissions and representations are welcomed from all interested parties.

Council cannot amend a Traffic Committee recommendation. The Council can only: adopt the Traffic Committee recommendation; not adopt the Traffic Committee recommendation, or request the Traffic Committee reconsider the issue.

The full guide to the delegation to Council's for the regulation of traffic can be viewed at [TfNSW Website](#)

MINUTES OF THE SHOALHAVEN TRAFFIC COMMITTEE

Meeting Date: Tuesday, 10 September 2024
Location: Manyana Meeting Room, City Administrative Centre, Bridge Road, Nowra
Time: 9.30am

The following members were present:

Convenor David Pieresko - Coordinator Engineering Design
Clr Matthew Norris
Sgt Simon Pugh - NSW Police
Mr Blair Oliver - TfNSW
Ms Simone King – Premier Bus Company (Remotely)

Others present:

Mr Micaiah Tipton – Manager – Design Services

Note: Mr Stuart Coughlan – MP Kiama Representative and Ms Liza Butler – MP South Coast submitted email votes on the agenda items, confirming in favour of the recommendations.

Apologies / Leave of Absence

Mr Stuart Coughlan – MP Kiama Representative.

Confirmation of the Minutes

RESOLVED (By consent)

That the Minutes of the Shoalhaven Traffic Committee held on Tuesday 13 August 2024 be confirmed.

CARRIED

Business Arising from Previous Minutes

Nil

REPORTS OF THE CONVENOR

TC24.17 No Stopping (Authorised Vehicles Excepted) - Hawke Street - Huskisson (PN 3814)

**HPERM Ref:
D24/371756**

Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the "No Stopping" (Authorised Vehicles Excepted) signage along Hawke Street, Huskisson as per Plan No. D24/371785.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

RECOMMENDATION (By consent)

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the "No Stopping" (Authorised Vehicles Excepted) signage along Hawke Street, Huskisson as per Plan No. D24/371785.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

Note: This Recommendation was approved by the Director City Services 12 September 2024.

CARRIED

TC24.18 Edge Linemarking - Yalwal Road - Cabbage Tree Lane - Mundamia (PN 3816)

**HPERM Ref:
D24/373265**

Mr Blair Oliver – TfNSW suggested to enhance the centre line to 150mm if the speed limit is to remain at 100/km.

Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed "Edge Line" (EL1) linemarking along Yalwal Road, from Cabbage Tree Lane to George Evans Road, Mundamia as per Plan No. D24/373273.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

RECOMMENDATION (By consent)

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed "Edge Line" (EL1) linemarking along Yalwal Road, from Cabbage Tree Lane to George Evans Road, Mundamia as per Plan No. D24/373273.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

Note: This Recommendation was approved by the Director City Services 12 September 2024.

CARRIED

TC24.19	Signage, Linemarking & BAR Treatment - Lot 232 - DP1281372 - 78 Isa Road - Worrigee - DA23/1050 (PN 3817)	HPERM Ref: D24/376752
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Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed signage, linemarking and Basic Right-Turn (BAR) treatment associated with the development (DA23/1050) at 78 Isa Road, Worrigee as per Plan No. D24/376790.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

RECOMMENDATION (By consent)

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed signage, linemarking and Basic Right-Turn (BAR) treatment associated with the development (DA23/1050) at 78 Isa Road, Worrigee as per Plan No. D24/376790.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

Note: This Recommendation was approved by the Director City Services 12 September 2024.

CARRIED

TC24.20	Huskisson- Triathlon Huskisson 2024 - (PN 3818)	HPERM Ref: D24/379698
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Mr Oliver advised that the traffic cones on Beach St need to be brought further down at Moona Moona Beach Park to avoid conflict with vehicles.

Mr Oliver advised that a VMS board providing notice of the event should be placed on the Wool Rd, east of Naval College Rd. fNSW will also look at providing a VMS board north of Forest Rd on the Princes Hwy.

Mr Oliver advised that the event organisers will need to liaise with the TfNSW's JB Road Team.

Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed traffic management plan (TMP) and associated traffic guidance schemes (TGS) for the Huskisson Triathlon (2024) as per Plan No. **D24/379705** (TMP), **D24/379713** (TGS-SAT) and **D24/379718** (TGS-SUN), subject to the following
 - a. The TMP/TGS being implemented in accordance with 'TS05492 – Traffic Control at Work Sites 20.346', Clause 4.3.2 for Lane Widths and Clause 4.4.5 for Heavy Vehicles.
 - b. Accurate contact information (update accordingly)
 - c. Signpost the following streets: Bayswater St, Berry St, Montague St and Susan St with "Special Event In Progress" like Church St.

- d. Plan **SZA1 (SUN)** to be updated to retain 50km/h segment of Woollamia Road.
 - e. **Plan 11 (SUN)** include metal crowd barriers on Owen Street, from Currambene Street to Sydney Street.
 - f. Labelled dimensions in accordance with 'TS05492' for lane widths on Plans 4, 5, 12, 13 and 15 (SAT).
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

RECOMMENDATION

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed traffic management plan (TMP) and associated traffic guidance schemes (TGS) for the Huskisson Triathlon (2024) as per Plan No. **D24/379705** (TMP), **D24/379713** (TGS-SAT) and **D24/379718** (TGS-SUN), subject to the following
 - a. The TMP/TGS being implemented in accordance with 'TS05492 – Traffic Control at Work Sites 20.346', Clause 4.3.2 for Lane Widths and Clause 4.4.5 for Heavy Vehicles.
 - b. Accurate contact information (update accordingly)
 - c. Signpost the following streets: Bayswater St, Berry St, Montague St and Susan St with "Special Event In Progress" like Church St.
 - d. Plan **SZA1 (SUN)** to be updated to retain 50km/h segment of Woollamia Road.
 - e. **Plan 11 (SUN)** include metal crowd barriers on Owen Street, from Currambene Street to Sydney Street.
 - f. Labelled dimensions in accordance with 'TS05492' for lane widths on Plans 4, 5, 12, 13 and 15 (SAT).
 - g. The provision of an additional VMS board on the Wool Rd, east of Naval College Rd.
 - h. Liaison with TfNSW's Jervis Bay Road and Princes Highway intersection Upgrade Team prior to the event.
 - i. Traffic cones on Beach St being brought further down at Moona Moona Beach Park to close off area from vehicles.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411.

Note: This Recommendation was approved by the Director City Services 12 September 2024.

CARRIED

There being no further business, the meeting concluded, the time being 10.00am.

Mr David Pieresko
CHAIRPERSON

TC24.21 No Stopping Regulations - Forest Road - Turn Around Area - Comberton (PN 3815)

HPERM Ref: D24/372752

Convenor: Bianca van der Merwe

Attachments: 1. D24/372766 - Signage & Linemarking Plan [↓](#)

Reason for Report:

The purpose of this report is to seek Shoalhaven Traffic Committee approval for the proposed parking restrictions at the turn around area located on Forest Rd adjacent to the intersection with the Princes Highway.

Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed “No Stopping” signage and supplementary yellow “No Stopping” (NS1) linemarking within the Forest Road turn loop, Comberton as per Plan No. D24/372766.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

Background:

A local bus company reported that buses can't turn around properly when cars are parked on the inside of the loop provided as a turnaround area on Forest Rd adjacent to the intersection with the Princes Highway. Bus companies are required to use the loop as part of their school routes. The loop is a popular parking location for commuter travellers that carpool from the villages of Callala Beach, Callala Bay and Currarong.

The original design didn't include parking inside the loop.

Details of Submission:

The proposed solution to further formalise the intent of the original design;

- **No Stopping:** “No Stopping” (R5-400 L+R) signage and supplementary yellow “No Stopping” (NS1) linemarking along the inside edge of bus loop.

This will result in parking continuing to be available on the outside of the loop with parking being prohibited on the inside.

Consultation:

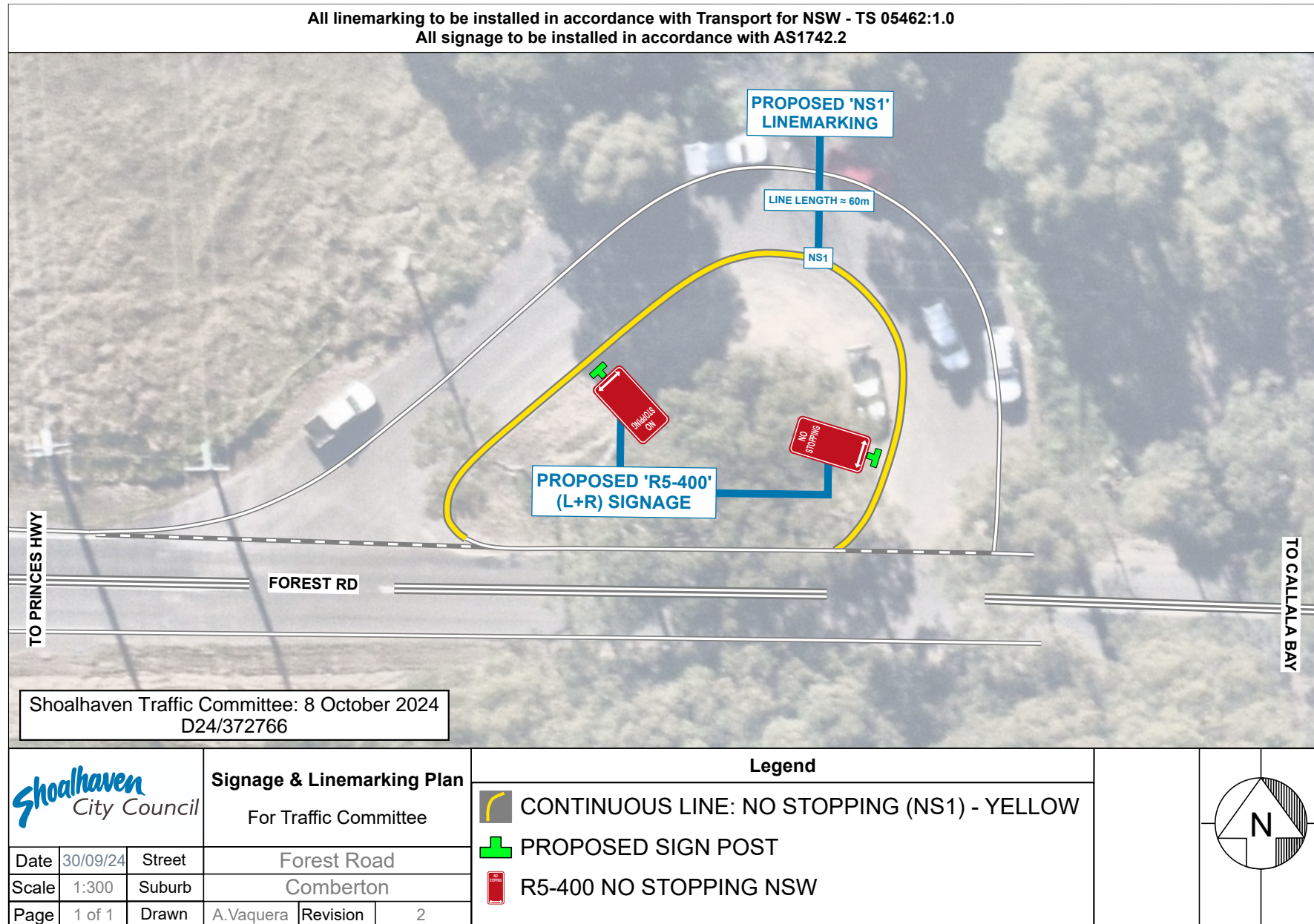
Council requested comment from nearby residents and stakeholders including Callala Bay, Callala Beach & Currarong CCB. No responses were received.

Risk Implications:

By installing the recommended 'No Stopping' signs, Council aims to increase compliance, safety, turning area widths (for large vehicles), and traffic efficiency along Forest Road.

Financial Implications:

The linemarking and signage for this proposal would be funded by Transport for NSW's Block Grant Funding allocated to Council for new signage and linemarking.



TC24.22 Wandandian - Community Expo & Annual Woodchop Exhibition 2024 - (PN 3819)

HPERM Ref: D24/427414

Convenor: Bianca van der Merwe

Attachments: 1. D24/427424 - Traffic Guidance Scheme [↓](#)

Reason for Report:

The reason for this report is to seek Shoalhaven Traffic Committee approval for the Traffic Guidance Scheme proposed for the Community Expo & Annual Woodchop Exhibition at Wandandian.

Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed traffic guidance scheme (TGS) for the Community Expo & Annual Woodchop Exhibition at Wandandian as per Plan No. D24/427424.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411

Background:

The Wandandian Expo 2024 is a vibrant community event filled with activities for all ages, taking place on 20 October 2024. Starting at the Wandandian Progress Hall, the expo features a woodchop competition, a classic car show, community-run stalls, family-friendly activities like face painting, and food and coffee vans. With raffles and free entry for the public, this event celebrates local talent and community spirit.

Details of Submission:

1. Road Closures

No road closures for the event, however part of the Princes Highway and Wandean Road will be slowed to 40 km/h for the duration of the event.

2. Transportation, Awareness of Event and Access

PUBLIC TRANSPORT: The applicant has clarified that there are no public transport services in Wandandian over weekends. As such, the event's use of the bus stop and associated area will not impact any potential bus services and is generally acceptable. Notwithstanding, the applicant has not considered a public transport strategy to provide additional bus pickups / drop offs to the site.

PARKING: There is dedicated parking available for this event at nearby parcels of private land, the applicant has provided owner's consents for all lots to be used for parking. There are five disabled parking spaces available on-site, and they will be clearly signposted at the main entrance area.

ACCESS/AWARENESS: There has not been any signage proposed on the TGS to indicate the locations of parking areas. The applicant has not clarified whether

additional 'event signage' will be deployed within the area or along the Princes Highway to provide further awareness of the event and parking areas to be accessed.

Risk Implications:**1. Parking Limitations and Potential Congestion:**

The event is proposed to take place on 20 October, when there is typically a high volume of day trippers and visitors to the region. With the higher vehicle and pedestrian demand and combination of event patrons, there is the potential for traffic flow issues, parking constraints and delays throughout Wandandian.

2. Local Business and Resident Impact:

Events can impact local businesses and residents negatively. Speed limit reductions and increased traffic may make it challenging for customers to reach businesses, and residents may experience noise disturbances, limited access to their properties, or inconvenience due to traffic restrictions.

3. Pedestrian Safety:

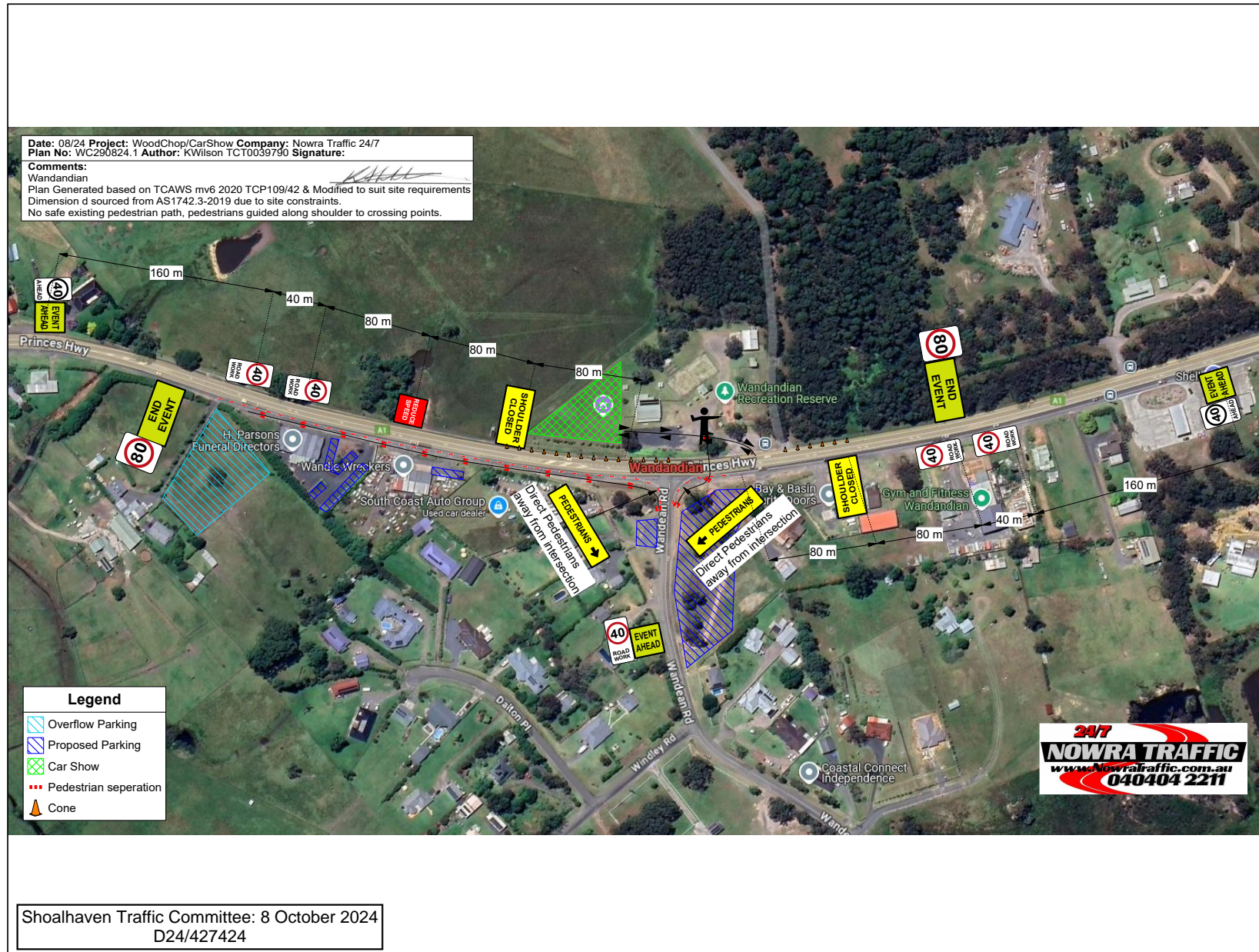
Based on the applicant's TGS, pedestrians will be crossing at the refuge island along Princes Highway to access the event, as well as one crossing of Wandean Road. There is no infrastructure on Wandean Road to assist with the crossing point.

Consultation

The event organiser has commenced consultation closing before the event. Due to the timeframe available between closing of consultation and the event taking place, this report is brought forward for consideration, unaware of the responses.

Financial Implications:

This event is funded by the event organiser (Yila Healing Trail) and there will be no financial implications to Council.



TC24.23 Kangaroo Valley Folk Festival Weekend - (PN 3820)

HPERM Ref: D24/428105

Convenor: Bianca van der Merwe

Attachments: 1. D24/428745 - Traffic & Parking Plan [↓](#)
2. D24/428766 - Traffic Management Plan [↓](#)

Reason for Report:

The reason for this report is to seek Shoalhaven Traffic Committee approval for the proposed Kangaroo Valley Folk Festival Weekend at Kangaroo Valley as per Traffic Management Plan No. D24/428766.

Recommendation

That:

1. The Chief Executive Officer (Director City Services) be advised that the Shoalhaven Traffic Committee has no objection to the proposed Traffic Management Plan (TMP) for the Kangaroo Valley Folk Festival Weekend at Kangaroo Valley as per Plan No. D24/428766.
2. The recommendation be approved by the Director City Services under delegated authority from Shoalhaven City Council - refer MIN21.411.

Background:

The Kangaroo Valley Folk Festival (2024) is proposed to be held between 18 October 2024 to 20 October 2024 at the Kangaroo Valley showground and at various venues throughout the village. The festival will feature over 50 acts and more than 150 performances by international, national and local performers, dancers, poets and street artists. It will attract visitors from near and far including many who have not been to the area before.

There will be six venues of varying sizes with attendance over the three days estimated at 4,500.

Details of Submission:

1. Road Closures

There are no proposed road closures for the event.

Event and truck warning signs are proposed at 50m and 100m at approach to the showground parking access.

2. Event Infrastructure

AMBULANCES: Emergency access lanes have been provided to allow emergency access.

MEDICAL: There are sufficient First Aid people onsite for the duration of the event, at the showground.

PORT-A-LOOS: There will be several port-a-loos and four accessible toilets at the showground.

CLEANING / REMOVAL / DISPOSAL: The Festival and bar area waste is managed by continual transfer of waste from the bins placed in key areas to the pre-arranged waste depot throughout the weekend.

WATER DRINKING STATION: Various places around the showground.

BARRICADES: Entry from Moss Vale Road barricaded to all except disabled drivers at the pedestrian access point.

3. Transport, Awareness of Event and Access

PUBLIC TRANSPORT: Public Transport will not be disrupted.

PARKING: Dedicated on-site parking is available for this event.

ACCESS/AWARENESS: Access to the event is provided through the existing showground access with parking on site. Pedestrian access is separate to vehicle access. "EVENT AHEAD" and Truck signs will be placed along Moss Vale Road at 50m and 100m on approach to the carpark access. Pedestrians directional signage is proposed from the parking area to the pedestrian access / event entry point.

Risk Implications:

1. Parking Limitations and Potential Congestion:

The festival is proposed to be held between 18 October 2024 to 20 October 2024 and estimated attendance of 4,500 over the three days. There is the potential of traffic flow issues, parking constraints and delays throughout Kangaroo Valley and along Moss Vale Road.

2. Local Business and Resident Impact:

Events can impact local businesses and residents negatively. Speed limit reductions and increased traffic may make it challenging for customers to reach businesses, and residents may experience noise disturbances, limited access to their properties, or inconvenience due to traffic restrictions.

As there are no camping on the showground, visitors will be staying at the local holiday park adjacent to the showground and various other locations throughout Kangaroo Valley.

3. Pedestrian Safety:

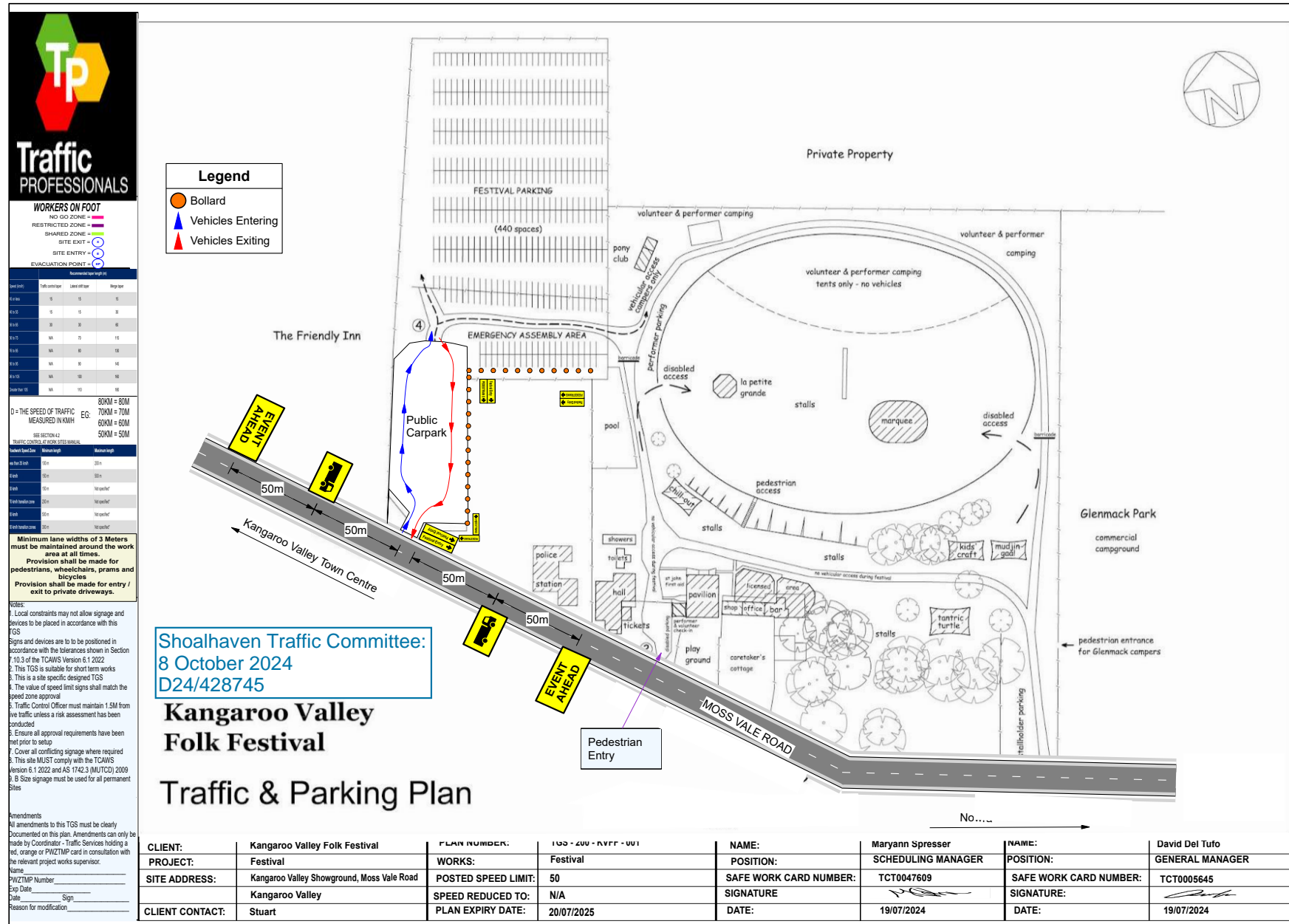
Parking is provided on site, pedestrian guide signage is proposed to direct pedestrians from the parking to Moss Vale Road, to the pedestrian access point. There is no need to cross Moss Vale Road.

Consultation:

No formal consultation is taking place for this event, the event is advertised through the event website and social media by the event organiser.

Financial Implications:

The event is funded through ticket sales by the event organiser (Kangaroo Valley Festival) and there will be no financial implications to Council.



KANGAROO VALLEY FOLK FESTIVAL

18TH TO 20TH OCTOBER 2024

TRAFFIC MANAGEMENT PLAN

TC24.23 - Attachment 2

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PART 1 Event Overview

TMP Event Overview

Event Name:	Kangaroo Valley Folk Festival
Event Date:	Fri 18 th to Sun 20 th October 2024
Time:	1200 Fri to 1800 Sun
Location:	Moss Vale Rd, Kangaroo Valley
Event Organiser:	Shoalhaven Folk Club
TMP Version:	1
Revision Date:	
Document Author:	TMPACS T/A Traffic Professionals A.C.N.: 608 540 754 David Del Tufo Prepare a Work Zone Traffic Management Plan Certificate No: TCT0005645 Expires 21/11/2029

This Traffic Management Plan reviewed by:

Shoalhaven City Council:	/ /	
NSW Police:	/ /	
Roads & Maritime Services (if required – see below):	/ /	

Authority of the TMP

This Traffic Management Plan (TMP) when reviewed by the above relevant authorities becomes the prime document detailing the traffic and transport arrangements under which the Kangaroo Valley Folk Festival will proceed.

Changes to the TMP require the approval of the above relevant authorities. All functional or single agency supporting plans (if any) are to recognise the primacy of this TMP and nothing contained in those plans may contravene any aspect of the TMP.

In the case of emergencies, or for the management of incidents, the NSW Police are not subject to the conditions of the TMP but will make every effort to inform the other stake holders of the nature of the incident and the Police response.

Roads and Maritime Services (RMS) approval is required if the proposed event is to be held on or will impact upon a State Highway or Classified Road (see list below), or is within 100 metres of a Classified Road or any traffic signals. The applicant must also obtain a Road Occupancy Licence (ROL) from Roads & Maritime Services (RMS) and must comply with all conditions of the ROL.

State Highways / Classified Roads

- State Highway No. 1 – Princes Highway – Full Length (State Highway)
- Main Road 261 (MR261) – Nowra / Moss Vale Road – Full Length (Main Road)

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Planning Contacts

Organiser	Shoalhaven Folk Club	Position:	
Phone:		Fax:	Mobile:
Address:	PO Box 778 Nowra NSW 2541		
E-mail:	kvffmail@gmail.com		

Shoalhaven City Council	Greg Winchester	Position:	Event Liaison Officer
Phone:	02 4429 3541	Fax:	Mobile: 0419 472 354
Address:	Bridge Rd (PO Box 42) Nowra NSW 2541		
E-mail:	Greg.Winchester@shoalhaven.nsw.gov.au		

NSW Police		Position:	
Phone:		Fax:	Mobile:
Address:			
E-mail:			

Roads & Maritime Services		Position:	
Phone:		Fax:	Mobile:
Address:			
E-mail:			

Other contacts		Position:	
Phone:		Fax:	Mobile:
Address:			
E-mail:			

Mission

This document – Traffic Management Plan (TMP) aims to provide a plan for vehicular traffic and pedestrian control measures to assist in delivering safe logistical support of Kangaroo Valley Folk Festival event planned to take place Moss Vale Rd Kangaroo Valley on 18th to 20th Oct 2024. The underlining objective is to minimise safety conflicts between vehicles and pedestrians and disruption to normal vehicular and pedestrian traffic on all approaches to Moss Vale Rd Kangaroo Valley.

The objectives of this TMP are:

- To provide a high level description of the various traffic management elements needed to make the event a success
- Ensure effective separation between event patrons and participants from vehicular traffic
- To provide a framework for each agency to use to develop their own lower level plans
- To serve as the key document that is agreed to by all parties and is the final approval to conduct the event.
- Minimise impact on non-event community and emergency services

Situation Analysis

On 18th to 20th Oct 2024, there will be Kangaroo Valley Folk Festival held on Moss Vale Rd Kangaroo Valley that will require altered traffic arrangements.

The Kangaroo Valley Folk Festival is to be held at Kangaroo Valley showground and at various venues throughout the village from 18-20 October 2024. The festival will feature over 50 acts and more than 150 performances by international, national and local performers, dancers, poets and street artists. It will attract visitors from near and far including many who have not been to the area before.

There will be 6 venues of varying sizes with attendance over the 3 days estimated at 4,500.

The Festival is run by a volunteer committee of committed local people. The number of volunteers swells to over 100 during the Festival.

Traffic Control measures included in this document is a result of consultation undertaken by Shoalhaven Folk Club, Shoalhaven City Council, NSW Police & RMS (if required).

TRAFFIC ARRANGEMENTS

Traffic control measures include simple hard and soft road closures, use of traffic control devices (traffic signs) to warn motorists of the changes in traffic conditions. It is noted that per NSW Workplace Health & Safety (WHS) law the Event Organiser – Shoalhaven Folk Club and Land Owners – Shoalhaven City Council, RMS (if required), bear individual and shared risks related to the safety of event patrons and motorists. Shoalhaven Folk Club is identified as being responsible for event related safety risks which are associated with non-transferable WHS statute-posed obligations and Common Law Duty of Care provisions. In this context, Shoalhaven Folk Club should continue to actively consult and take all reasonable measures to practically exercise their duty of care obligations.

Risk Assessment

Part 8 of this document includes the completed risk assessment for the event.

Execution

General Outline

The event requires highly coordinated efforts from a number of agencies:

Shoalhaven Folk Club

- Co-ordinates the logistics for holding the event, Venue Management / Event Production / Stage Management / Marshalling / Programming
- Arranges advertising for road closure locations, times, other traffic disruptions / delays and alternative route information in the Local News paper if required.
- Prepares the Traffic Management Plan
- Provides traffic information signposting as identified in the TMP and associated Traffic Control Plan(s) (TCPs).
- Provides resources and traffic management infrastructure for traffic control and road closures as identified in the TMP
- Monitors traffic on all roads approaching Moss Vale Rd Kangaroo Valley to minimise traffic congestion on the day.

NSW Police

- May provide resources in the case of emergencies, or for the management of incidents.

Physical Survey of Route

Survey of Route

Item	Verified <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Action Taken
All one way streets are as described	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block access to Church on Sunday	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block access to local businesses	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block Ambulance access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block fire station access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block heavy vehicle access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block hospital access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block local resident access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block Police vehicle access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block Public facility (football oval, carpark etc)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Block public transport access	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Can route use alternatives such as bicycle tracks, paths, parks, bush tracks etc?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Construction – existing, proposed that may conflict	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Distance measured is correct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Lane widths	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Local access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Numbers of lanes are as described	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Restricted movements – banned turns, heavy/high vehicles	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Road signage – existing/temporary	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Route impeded by traffic calming devices?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Signalised intersections (flashing yellow? Point duty?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Tidal flows	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Traffic generators – shopping centres, schools, churches, industrial area, hospitals	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Traffic signals are as described	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Turning lanes are as described	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Contingency Plans

This section of the Traffic Management Plan describes the contingency plans for the event. The contingency plan checklist identifies all possible issues/risks that may interfere with the event and the action to be taken to minimise the disturbance of the event.

Contingency Plan checklist

Issues/Risks	Applicable	Action Taken
Heavy Weather	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event Cancelled
Lightening, hail, etc.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event Cancelled
Poor Lighting	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Flood hazard on the route	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event Cancelled
Flood hazard at the parking area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Parking Closed
Parking during Wet weather	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Bush fire hazard	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event Cancelled
Accident on the route	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Breakdown	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Absence of marshals and volunteers	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Absence of traffic signs crew	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block public transport access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Slow participants	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Delayed Event	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Cancellation of Event	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Security of participants	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Security of very important persons (VIP's)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Dual purpose bridge	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

A Risk Management approach shall be an integral part of the planning for Kangaroo Valley Folk Festival. The risk, identification, assessment and control process is a legal obligation (as per the NSW Workplace Health and Safety Act and Regulation) and should be compliant with AS/NZS ISO 31000:2009. The event organiser is responsible for the management of risks arising from Kangaroo Valley Folk Festival.

It shall be noted that Traffic Management Plan (TMP) and particularly Traffic Control Plans (TCP) are seen as risk control measures, but alone they cannot substitute and AS/NZS ISO 31000:2009 – compliant and detailed event Risk Assessment.

Road Closures

There are no Road Closures

Barricade Locations and Road Closure Times

See Separate Traffic Control Plan Document

Special Event Clearways

Part 2 (Traffic Arrangements) of this document details the road closures, the local access only roads and the special event clearways (if required) that will apply during the event.

Media

No Media planned

On-road Event Infrastructure

Ambulances

Emergency access lanes have been provided to allow emergency access to road closures areas Yes.

Medical

There are Sufficient First Aid people onsite for the duration of the event, at Moss Vale Road Showground.

Port-A-Loos

If any port-a-loos are required insert details. There will be several port-a-loos and 4 accessible toilets in Moss Vale Road Showground.

Cleaning/removal/disposal

The Folk Festival and bar area waste is managed by continual transfer of waste from the bins placed in key areas to the pre-arranged waste depot throughout the weekend.

Water drink station

Various places around the Showground

Barricades

Entry from Moss Vale Road barricaded to all except disabled drivers.

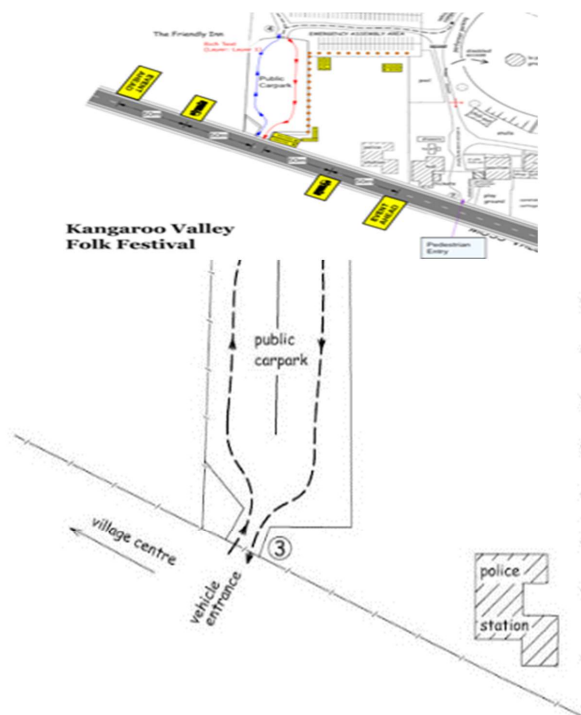
Public Transport Management

Public Transport will not be disrupted.

Volunteers and Event Marshals

Performers, volunteers and stallholders 200

Event Signage



Variable Message Signs

None Required

Access – Local Residents, Business, Emergency vehicles

Local Resident and Business Access

Access unchanged

Emergency Vehicle Access

The road closures allow for emergency vehicle access. NSW Ambulance, Police and Fire Brigade will be informed of changed conditions by Shoalhaven Folk Club.

Parking

Dedicated on-site parking is Available for this event.

Other Considerations

Television

N/A

Major Hotels and Other Businesses

N/A

Attachments

PART 2 Traffic Arrangements

SPECIAL EVENT TRAFFIC ARRANGEMENTS

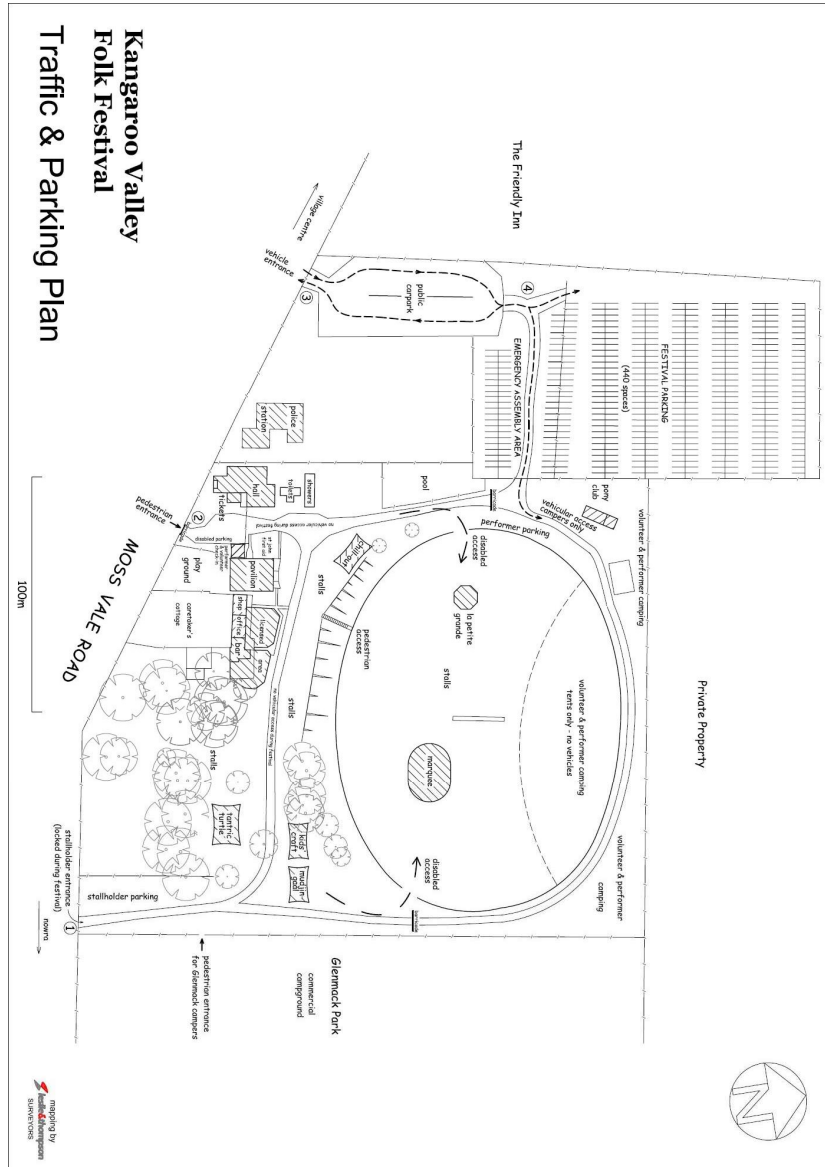
ROAD CLOSURES

No Road Closures

SPECIAL EVENT CLEARWAYS

No Clearways for this Event

PART 3 Maps



PART 4 VMS Strategy

None Provided

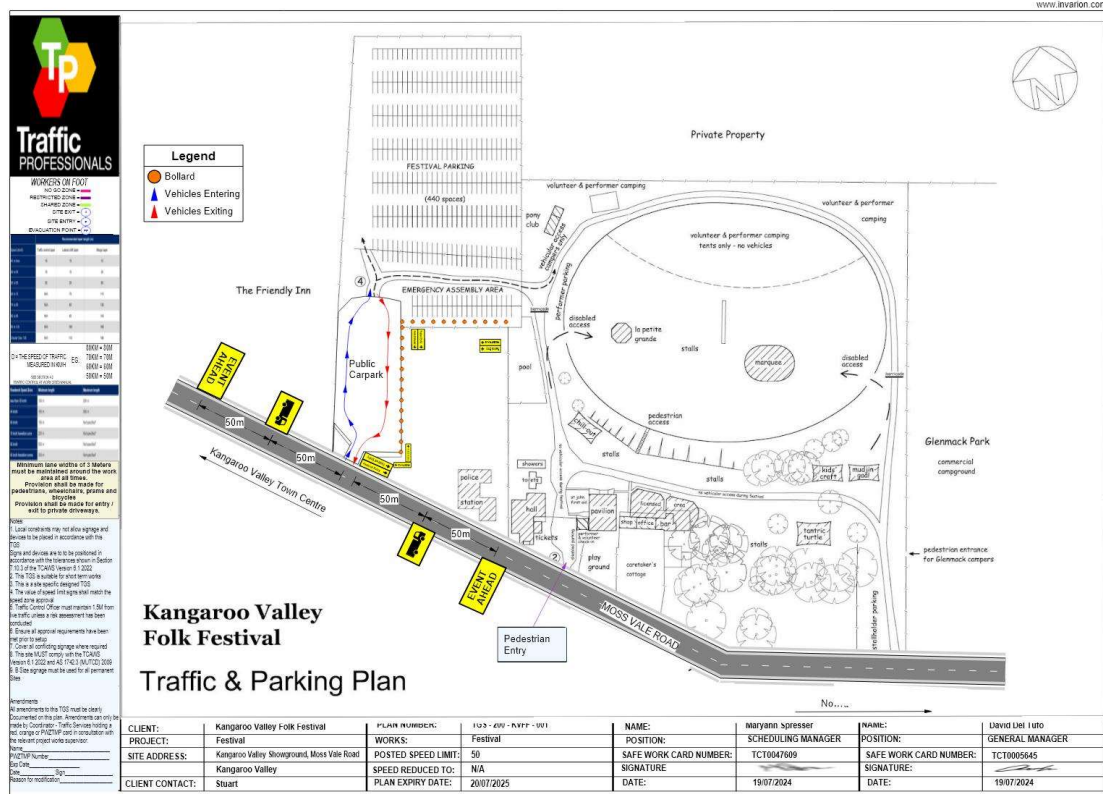
PART 5 Operational Manual

None Provided

PART 6 Contact List

EVENT NAME				
NAME	ACTING FOR	TELEPHONE	MOBILE	EMAIL
Greg Winchester	Event Liaison Officer	02 4429 3541	0419 472 354	Greg.Winchester@shoalhaven.nsw.gov.au
Stuart	Kangaroo Valley Folk Club	Insert Phone Number	Insert Phone Mobile	kvffmail@gmail.com

PART 7 Traffic Control Plans



PART 8 Risk Assessment

Kangaroo Valley Folk Festival 2024 Traffic & Parking Plan

Overview

This includes ticketholders, performers, volunteers and stallholders.

5,000 is considered the maximum number at the current venue. KVFF 2024 has the same number of performers and venues as 2022, so we are not expecting a large increase in numbers. Ticket sales will be monitored and closed off if necessary, though this has not been required in the past.

Impact on Moss Vale Road

There are no events within the road reserve and there are no road closures planned, so the impact on traffic flow along Moss Vale Road will be minimal. Although some patrons will choose to park along Moss Vale Road, they will be encouraged to use the off-street parking provided (see attached plan). There might be some minor congestion on Saturday morning when many people arrive. As shown on the attached plan, 440 off street parking places are provided in the “dog show area” of the showground. Demand for parking on Saturday can be estimated as follows:

Parking

Maximum daily attendees:	2,300
Staying and parking at Glenmack Park (approx. 400 sites and cabins):	-900
Performers, volunteers and stallholders parking within the festival:	-200
Attendees staying at accommodation within walking distance:	-100
Remaining attendees requiring day parking:	1,050

Allowing 2.5 people per car, this equates to 420 parking places. The festival is providing 440 off-street parking places. The parking rows will be clearly marked and volunteers will direct traffic.

Volunteer & Performer Camping

As in previous years, volunteers and performers will be allowed to camp in the showground, though many pay to stay at Glenmack Park adjoining. Shoalhaven Folk Club has recently paid for the installation of two new hot water systems in the showground shower block.

Last year there were approximately 120 campsites in the showground. Most were small tents and there were some caravans and campervans. Camping on the northern part of the oval is for tents only and vehicles are not allowed. It is anticipated that the number of campsites this year will be very similar.

For security reasons, stallholders are allowed to camp in or behind their stalls.

Traffic Movement

The attached plan shows the movement of vehicular and pedestrian traffic. All venues and stalls will be set up by 12 midday on Friday. After this time, the only vehicle entry point will be through the public carpark to the west of the showground, shown as point 3 on the plan. The only exception will be for disabled patrons, who will be allowed to park between the Hall and the Pavilion. A moveable barricade will stop all other vehicles from entering at that point.

Most vehicles will be directed through the public carpark into the off-street parking area. Volunteers and performers who have chosen to camp on site will be directed around the northern side of the oval, as shown on the plan. No vehicles will be allowed access to the oval or the main festival area between 12 midday Friday and 6pm Sunday.

Details of vehicle entry points as shown on the plan:

Entry 1

The gate will be open for stallholders to enter and set up until 12 midday Friday, when it will be locked until 6pm Sunday.

Signage with arrows: "Festival Parking 300m", "Pedestrian Entry 200m"

Entry 2

Entry from Moss Vale Road barricaded to all except disabled drivers. A volunteer will be stationed at the gate to direct traffic on to the parking entrance and to let disabled drivers in.

Signage with arrows: "Pedestrian Entry and Ticket Office", "Festival Parking 100m".

Entry 3

Signage with arrows, facing east and west: "Festival Parking". There will also be signage to the west on Moss Vale Road "Festival Parking 200m"

Entry 4

Manned by volunteers, who will direct traffic into the off- street parking area. Volunteers and performer campers, following production of identification, will be directed to the camping area north of the oval.

Signage with arrows: "Festival Parking", "Performer & Volunteer Camping", "No Camping in Carpark"

Pedestrian Movement

After parking, patrons will make their way on foot back through the public carpark to the pedestrian entry, where they will obtain their wristbands and gain entry to the festival. Once they have their wristbands, they will be allowed direct access to the carpark from the pool area. The road between the pool to Mudjingaal and the area between the Hall and the Pavilion will be open to pedestrian traffic only for the duration of the festival.

The main pedestrian access to the oval is via the steps opposite the Pavilion, but there are also two disabled access points at the western and eastern ends of the oval, as shown on the plan.

Patrons staying at Glenmack Park adjoining will gain pedestrian access via the small gate in the dividing fence, as shown on the map. This entrance will be manned by volunteers.

Kangaroo Valley Folk Festival - Risk Assessment						
Risk Rating Matrix						
Consequences	Certain to Occur	Very Likely	Possible	Unlikely	Rare	
Catastrophic Death or disability	Critical 5	Critical 4	High 3	Moderate 2	Moderate 1	
Major Accident/treatment	Critical 5	High 4	Moderate 3	Moderate 2	Low 1	
Moderate Minor/treatment	High 4	Moderate 3	Moderate 2	Low 1	Very low 0	
Minor First Aid only	Moderate 3	Low 2	Low 1	Very low 0	Very low 0	
Insignificant No treatment	Moderate 3	Low 2	Low 1	Very low 0	Very low 0	

Hierarchy of Controls						
Elimination	Substitution	Engineering Controls	Administrative Controls	PPE		
Physically remove the hazard	Replace the hazard	Isolate people from the hazard	Change the way people work	Protect the worker with Personal Protective Equipment		

Risk	Consequences	Inherent Risk Rating			Treatments/Controls in Place	Person Responsible	Review Date
		Likelihood	Consequence	Risk Rating			
General							
Trip & Falls	Persons injured requiring first aid	Possible	Minor	Low	Conduct check of area prior to event and remove potential hazards. St John First Aid in attendance	Site Manager	28-Sep-22
Marquee taken away	Persons injured requiring first aid. Damage to property.	Unlikely	Moderate	Low	Ensure marquees are appropriately anchored.	Site Manager	28-Sep-22
Collision between vehicles and pedestrians	Injury to persons. Damage to property.	Unlikely	Major	Moderate	No vehicular movement on the site during the festival. Barricades in place. Staff holders to abide by bump in and bump-out times. Traffic in carpark controlled by marshals.	Site Manager	28-Sep-22
Food poisoning from food stalls	Serious illness, hospitalisation	Unlikely	Major	Moderate	Ensure all stallholders have appropriate licences and insurance.	Site Manager	28-Sep-22
Sunburn, heat stroke	Persons injured requiring first aid	Possible	Moderate	Moderate	Provide plenty of water to drink and plenty of shade. Not a big problem in this area.	Site Manager	28-Sep-22
Possible trip hazard from electrical cords.	Injury to body.	Unlikely	Moderate	Low	All cables to be raised or covered.	Site Manager	28-Sep-22
Possible physical damage due to incorrect lifting techniques.	Back injury	Possible	Moderate	Moderate	Volunteers to be briefed on manual handling techniques prior to event. First aid St John Ambulance available on site.	Volunteer Manager	28-Sep-22

Page 1 of 2

Kangaroo Valley Folk Festival - Risk Assessment							
Risk	Consequences	Inherent Risk Rating			Treatments/Controls in Place	Person Responsible	Review Date
		Likelihood	Consequence	Risk Rating			
General (cont)							
Possible slipping hazards from marquee structures.	injury to body	Unlikely	Moderate	Low	Check any obstructions are marked with coloured tape or reflector tape.	Site Manager	28-Sep-22
Possible damage from flying objects in windy conditions.	injury to head or body	Unlikely	Moderate	Low	Ensure banners and signs are secure.	Site Manager	28-Sep-22
Drunken behaviour	injury to patrons	Unlikely	Moderate	Low	Comply with conditions of liquor licence and Alcohol & Security Management Plan.	Bar Manager	28-Sep-22
Stage Entertainment							
Electrocution	Someone may get a shock	Rare	Major	Low	All equipment will be tested and comply with Worksafe regs. St John first Aid in attendance. Engage professional sound and lighting contractor	Production Manager	28-Sep-22
Tripping	A person may trip or fall and sustain an injury	Unlikely	Minor	Low	All care will be taken and assistance offered for stairs and access. First aid / St John on site.	Venue Manager	28-Sep-22
Risk of a performer's equipment harming a spectator	An injury may be caused to a member of the public	Rare	Moderate	Low	Ensuring all performers are insurance compliant. First aid / St John on site.	Production Manager	28-Sep-22
Poor crowd behaviour	Injury to patrons	Possible	Moderate	Moderate	Professional and volunteer security at venues.	Venue Manager	28-Sep-22

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