



KIAMA LOCAL TRAFFIC COMMITTEE MEETING

To be held at 9.00am on

Tuesday 1 August 2023

Council Chambers

11 Manning Street, KIAMA NSW 2533

Order of Business

- 1 Apologies
- 2 Acknowledgement of Traditional owners
- 3 Confirmation of Minutes of Previous Meeting
- 4 Business Arising From The Minutes
- 5 Report of RMS delegated formal items
- 4 general business
- 5 Closure

Members

Cr Stuart Larkins
Mr Andy Gaudiosi
Senior Constable Craig Gray
Mr Darrell Clingan

27 July 2023

To the Chairman, Councillors and Committee Members:

NOTICE OF KIAMA LOCAL TRAFFIC COMMITTEE MEETING

You are respectfully requested to attend an **Kiama Local Traffic Committee Meeting** of the Council of Kiama, to be held in the **Council Chambers**

11 Manning Street, KIAMA NSW 2533 on **Tuesday 1 August 2023** commencing at **9.00am** for the consideration of the undermentioned business.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	APOLOGIES	4
2	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	4
3	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	5
3.1	Kiama Local Traffic Committee Meeting on 4 July 2023	5
4	BUSINESS ARISING FROM THE MINUTES.....	8
5	REPORT OF RMS DELEGATED FORMAL ITEMS	9
5.1	Proposed Road Closure - Kiama Triathlon - Minnamurra	9
5.2	Provision of timed 'No Parking' zone - Michael Crescent, Kiama Downs.....	69
5.3	Provision of timed 'No Parking' Zone - Burra Street, Gerringong	72
5.4	Road Closure for Jamberoo Street Festival	75
5.5	Provision of timed 'No Parking' Zone - Meares Place, Kiama	81
5.6	Provision of timed 'No Parking' Zone - Sommerville Close, Kiama.....	84
4	GENERAL BUSINESS.....	87
5	CLOSURE	87

**AGENDA FOR THE
KIAMA LOCAL TRAFFIC COMMITTEE MEETING OF KIAMA
MUNICIPAL COUNCIL
TUESDAY 1 AUGUST 2023**

1 APOLOGIES

2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

"I would like to acknowledge the traditional owners of the land on which we meet, the Wadi Wadi people of the Dharawal nation, and pay my respect to Elders past and present."

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Kiama Local Traffic Committee Meeting on 4 July 2023

Attachments

- 1 Minutes - Kiama Local Traffic Committee - 04/07/23 - PDF

Enclosures

Nil

RECOMMENDED

That the Minutes of the Kiama Local Traffic Committee meeting held on 4 July 2023 be received and accepted.

29 June 2023

To the Chairman, Councillors and Committee Members:

NOTICE OF KIAMA LOCAL TRAFFIC COMMITTEE MEETING

You are respectfully requested to attend an **Kiama Local Traffic Committee Meeting** of the Council of Kiama, to be held in the **Council Chambers**

11 Manning Street, KIAMA NSW 2533 on **Tuesday 4 July 2023** commencing at **9.00am** for the consideration of the undermentioned business.

KIAMA LOCAL TRAFFIC COMMITTEE MEETING

4 JULY 2023

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	APOLOGIES	4
2	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	4
3	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	5
3.1	Kiama Local Traffic Committee Meeting on 2 May 2023	5
4	BUSINESS ARISING FROM THE MINUTES	10
5	REPORT OF RMS DELEGATED FORMAL ITEMS	11
5.1	Provision of a 'No Stopping' zone - Crooked River Road, Gerroa.....	11
5.2	Provision of timed 'No Parking' zone - Michael Crescent, Kiama Downs	16
5.3	Provision of timed 'No Parking' Zone - Burra Street, Gerringong	19
5.4	Provision of timed 'No Parking' Zone - Meares Place, Kiama	22
5.5	Traffic management plan for Clearly Music Festival D.A 10.2023.53.1	25
5.6	Provision of timed 'No Parking' Zone - Sommerville Close, Kiama.....	56
6	REPORTS FOR INFORMATION	59
6.1	Meeting Notes - In place of Minutes - Kiama Local Traffic Committee Meeting - 6 June 2023	59
4	GENERAL BUSINESS	64
5	CLOSURE	64

Item 3.1

Attachment 1

4 BUSINESS ARISING FROM THE MINUTES

5 REPORT OF RMS DELEGATED FORMAL ITEMS

5.1 Proposed Road Closure - Kiama Triathlon - Minnamurra

CSP Objective: Outcome 11: We are well connected within our local community, and to our region

CSP Strategy: 11.1 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport

Delivery Program: 11.1.3 Implement the requirements of the Roads Transport Act, Impounding Act, Crown Lands Act and Road Rules

Item 5.1

Summary

The event organiser of the Kiama Triathlon is proposing to temporarily close a number of roads in Minnamurra and Jamberoo to enable the triathlon to occur. The event organiser is planning on closing roads from 8.00 a.m. to 11:30 a.m. on Saturday 14 October 2023. The following roads will be temporarily closed:

- Federal Street – from Charles Avenue to Riverside Drive
- Riverside Drive – from Swamp Road/M1 off Ramp to Oxley Avenue
- Swamp Road – from M1 off Ramp to Jamberoo Road

A detour via the Quarryman Road/M1 interchange will be provided. Access to residential properties on Charles Avenue (north of Federal Street), Federal Street, Austin Avenue, Rangoon Road, Railway Avenue, North Street, Links Street, Beach Street, Boyd Street, Swamp Road and The Village will have limited access outside of the triathlon course.

Financial implication

Nil

Risk implication

Traffic/parking congestion, pedestrian safety and access to properties inside and along the triathlon course. A Traffic Management Plan has been prepared for the event to address both vehicular and pedestrian access and safety.

Policy

Section 138 Road Occupancy under the Roads Act.

Consultation (internal)

Consultation with Manager Engineering & Technical Services and Manager Tourism & Events

Communication/Community engagement

Kiama Local Traffic Committee

Shellharbour City Council

Attachments

Report of RMS delegated formal items

5.1 Proposed Road Closure - Kiama Triathlon - Minnamurra (cont)

- 1 Kiama Triathlon Traffic Management Plan
- 2 Kiama Triathlon Event Management Plan
- 3 PART 7 Traffic Guidance Scheme
- 4 PART 8 Risk Assessment

Enclosures

Nil

RECOMMENDATION

That the Committee supports that the traffic changes and road closures of the following roads:

- Federal Street – from Charles Avenue to Riverside Drive
- Riverside Drive – from Swamp Road/M1 off Ramp to Oxley Avenue
- Swamp Road – from M1 off Ramp to Jamberoo Road

The traffic changes and road closures with the event on 14 October 2023 from 8.00 a.m. to 11.30 a.m. be approved subject to organisers complying with the following conditions:

1. The event organiser complies with the Traffic Management Plans shown in Attachments.
2. The organisers shall be responsible for the supply, erection and removal of all traffic control devices, equipment and personnel associated with the implementation of the approved Traffic Management Plan.
3. Lodgment with Council of an application for a Section 138 Roads Act permit and payment of associated fee.
4. Notification of proposed traffic changes be given to police, local emergency services, businesses and residents effected by the closure.
5. An advertisement be placed in the local media advising of the closure and traffic changes.
6. Local residents and businesses located within the area of the road closure be notified of the proposed event 4 and 2 weeks prior to the event with a letter box drop.
7. Access through the road closures for emergency services be available at all times.
8. The applicant obtain approval from Shellharbour City Council for the road closures within the Shellharbour LGA.
9. Proof of public liability insurance complying with the Australian Prudential Regulatory Authority (APRA) being provided to Council prior to the event.

Report of RMS delegated formal items

5.1 Proposed Road Closure - Kiama Triathlon - Minnamurra (cont)

Background

The Kiama Triathlon is proposed to be held on Saturday 14 October 2023, the event is to be based at James Oates Reserve, Minnamurra. The event is proposing on closing a number of roads in Minnamurra, Dunmore and Jamberoo. The event organiser is proposing on closing the following roads between 8.00 a.m. and 11.30 a.m.:

- Federal Street – from Charles Avenue to Riverside Drive
- Riverside Drive – from Swamp Rd/M1 off Ramp to Oxley Avenue
- Swamp Road – from M1 off Ramp to Jamberoo Road

Access to approximately 200 properties will be severely restricted during this period. Properties located north of Federal Street, including Charles Avenue (north of Federal Street), Federal Street, Austin Avenue, Rangoon Road, Railway Avenue, North Street, Links Street, Beach Street, Boyd Street and The Village. Access along Swamp Road will also be restricted.

The on-road route of the proposed Triathlon is shown below:



Concerns have been raised regarding the access for emergency services to the properties affected by the road closure. The applicant was requested to liaise with the emergency services about the event and a response was received from NSW Ambulance. The applicant has assured Council that access for emergency services will be always available.

Report of RMS delegated formal items

5.1 Proposed Road Closure - Kiama Triathlon - Minnamurra (cont)

The proposed route will be using sections of Riverside Drive and Swamp Road within the Shellharbour LGA. Shellharbour City Council has indicated they will be approving for the event to close the road within their LGA.

To ensure that local residents have ample opportunity to plan around the event it will be requested that local residents and business be notified by a letterbox drop 4 and 2 weeks prior to the event. It is also required that an advertisement be placed in a local newspaper notifying residents of the closure.

Item 5.1

KIAMA TRIATHLON

2023

SATURDAY 14TH OCTOBER 2023

TRAFFIC MANAGEMENT PLAN

Item 5.1

Attachment 1

TABLE OF CONTENTS

PART 1 Event Overview

PART 2 Traffic Arrangements

PART 3 Maps

PART 4 VMS Strategy

PART 5 Operational Manual

PART 6 Contact List

PART 7 Traffic Guidance Scheme

PART 8 Risk Assessment

Item 5.1

Attachment 1

PART 1 Event Overview

TMP Event Overview

Event Name:	Kiama Triathlon
Event Date:	14th October 2023
Time:	8:00am to 4:00pm
Location:	James Oates Reserve, Minnamurra
Event Organiser:	Elite Energy
TMP Version:	Version 3
Revision Date:	31/05/2023
Document Author:	Zeah McMillan

This Traffic Management Plan reviewed by:

Kiama Municipal Council:	/ /	
Shellharbour City Council:	/ /	
NSW Police:	/ /	
Transport for NSW (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 Kiama Triathlon 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.

Transport for NSW (TfNSW) 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 Transport for NSW (TfNSW) and must comply with all conditions of the ROL.

Contents	
TMP Event Overview	3
Contents	4
Planning Contacts	5
Mission	6
Situation Analysis	6
Risk Assessment	7
Execution	7
General Outline	7
Physical Survey of Route	9
Survey of Route	9
Road Closures	10
Contingency Plans	10
Barricade Locations and Road Closure Times	12
Media	12
On-road Event Infrastructure	13
Ambulances	13
Medical	13
Port-A-Loos	13
Cleaning/removal/disposal	13
Public Transport Management	13
Volunteers and Event Marshals	13
Event Signage	13
Variable Message Signs	13
Access – Local Residents, Business, Emergency vehicles	13
Parking	14
Other Considerations	14
Attachments	14

Planning Contacts

Organiser	Sarah Hallam	Position:	Operations Manager	
Phone:	02 4423 7775	Fax:		Mobile: 0475 008 153
Address:	15 Haigh Ave Nowra NSW 2541			
E-mail:	sarah@eliteenergy.com.au			

Kiama Municipal Council	Nathan Zaremski	Position:	Civil Engineer	
Phone:	02 4232 0474	Fax:		Mobile:
Address:	11 Manning St Kiama NSW 2533			
E-mail:	nathan.zaremski@kiama.nsw.gov.au			

Kiama Municipal Council	Cheyne Dick-Lenehan	Position:	Local Traffic Committee	
Phone:	02 4232 0444	Fax:		Mobile:
Address:	11 Manning St Kiama NSW 2533			
E-mail:	cheyne.dick-lenehan@kiama.nsw.gov.au			

Shellharbour City Council	Wayne Wilson	Position:	Senior Transport Engineer	
Phone:	02 4221 6111	Fax:		Mobile: 0448 243 858
Address:	76 Cygnet Avenue Shellharbour City Centre NSW			
E-mail:	Wayne.wilson@shellharbour.nsw.gov.au			

NSW Police	Lake Illawarra Police	Position:		
Phone:	02 4232 5331	Fax:		Mobile:
Address:	6 Pioneer Drive Oak Flats NSW 2529			
E-mail:	gray1cra@police.nsw.gov.au			

Transport for NSW	Raymond Sawyer	Position:	Special Events Coordinator	
Phone:	02 4221 2467	Fax:		Mobile: 0447 210 083
Address:	2 Locomotive Street, Eveleigh NSW 2015			
E-mail:	Raymond.Sawyer@rms.nsw.gov.au			

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 Kiama Triathlon event planned to take place at James Oates Reserve, Minnamurra on Saturday 14th October 2023. The underlining objective is to minimise safety conflicts between vehicles and pedestrians and disruption to normal vehicular and pedestrian traffic on all approaches to James Oates Reserve.

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 Saturday 14th October 2023, we are holding the Kiama Triathlon event held at James Oates Reserve, Minnamurra, that will require altered traffic arrangements.

The Kiama Triathlon, to be held on Saturday 14th October 2023, will include a Standard Triathlon, Aquabike, and Sprint Triathlon. We are expecting 400 athletes to attend and approximately 100 spectators to the event.

The event will be conducted by Elite Energy Pty Ltd and approved, sanctioned & insured by the national governing body, Triathlon Australia. All athletes MUST abide by the current rules & regulations of Triathlon Australia endorsed by the International Triathlon Union (ITU).

Traffic Control measures included in this document are a result of consultation undertaken by Elite Energy, Kiama Municipal Council, Shellharbour City Council, NSW Police & TfNSW (if required).

EVENT and COURSE DESCRIPTIONS

Transition Area, Finish Chute, and Finish Line

The events will start on the beach on the Minnamurra River, next to James Oates Reserve off Charles Avenue, with the transition area for the events set up in the reserve. The finish chute and finish arch for the events will also be located within the reserve.

Saturday 14th October 2023

Standard Triathlon & Aquabike - 8:00am – 12:00pm

The Olympic Distance Triathlon will consist of a 1.5km swim, 40km bike leg which will head out along Federal Street, turning south along Riverside Drive, before heading north on the same road and west to Swamp Rd, with the turn located near the Jamberoo Road intersection. The Standard riders will then return to Riverside Drive to start their second lap, following the same course, before heading back to the event site via Federal Street. This is followed by a 10km run leg on the footpath south towards the turn located near Cathedral Rocks. Standard consists of two laps of the run course with runners returning to finish at the event site at James Oates Reserve. (See course map for details).

The Aquabike will consist of a 1.5km swim, 40km bike leg which sees riders complete the above course.

Sprint Triathlon - 09:15am – 11.30am

The Sprint Triathlon event will consist of a 750m swim, 20km bike leg which follows the same course as the Standard, with 1 lap only. Sprint is finished with a 5km run leg, completing one lap of the Standard run course, as above. (See course map for details).

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 – Elite Energy, bear individual and shared risks related to the safety of event patrons and motorists. Elite Energy 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, Elite Energy 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:

Elite Energy

- 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
- Prepares the Traffic Management Plan
- Provides traffic information signposting as identified in the TMP and associated Traffic Guidance Scheme (TGS).
- Provides resources and traffic management infrastructure for traffic control and road closures as identified in the TMP.
- Monitors traffic on all roads approaching James Oates Reserve 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	N/A
Block access to Church on Sunday	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block access to local businesses	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block Ambulance access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block fire station access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block heavy vehicle access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block hospital access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block local resident access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block Police vehicle access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Block Public facility (football oval, carpark etc)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event site/transition
Block public transport access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Can route use alternatives such as bicycle tracks, paths, parks, bush tracks etc?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Construction – existing, proposed that may conflict	<input type="checkbox"/> Yes <input checked="" 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 checked="" 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 checked="" type="checkbox"/> No	
Signalised intersections (flashing yellow? Point duty?)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Tidal flows	<input type="checkbox"/> Yes <input type="checkbox"/> No	Not Applicable to traffic
Traffic generators – shopping centres, schools, churches, industrial area, hospitals	<input type="checkbox"/> Yes <input checked="" 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	

Road Closures

Part 2 (Traffic Arrangements) of this document provides details of proposed road closures during the event.

Maps showing road closures are in Part 3 (Maps) of this document.

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	See attached Contingency Plan
Lightening, hail, etc.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Poor Lighting	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Flood hazard on the route	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Flood hazard at the parking area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Parking during Wet weather	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Bush fire hazard	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Accident on the route	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Breakdown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Absence of marshals and volunteers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Absence of traffic signs crew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Block public transport access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Slow participants	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Delayed Event	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Cancellation of Event	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Security of participants	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Security of very important persons (VIP's)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
Dual purpose bridge	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan
COVID-19	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See attached Contingency Plan

A Risk Management approach shall be an integral part of the planning for Kiama Triathlon. 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 31000:2018. The event organiser is responsible for the management of risks arising from Kiama Triathlon.

It shall be noted that Traffic Management Plan (TMP) and particularly Traffic Guidance Scheme (TGS) are seen as risk control measures, but alone they cannot substitute and AS/NZS ISO 31000:2018 – compliant and detailed event Risk Assessment.

Barricade Locations and Road Closure Times

See Separate Traffic Guidance Scheme and Special Event Traffic Arrangements in Part 2 Traffic Arrangements

Traffic Control

- All traffic control including the placement and removal of barricades and/or regulation of traffic is to be carried out in accordance with the requirements of the approved Traffic Guidance Scheme and is to be undertaken by either Police or Traffic Controllers appropriately trained in accordance with the requirements of AS1742.3 and giving consideration to the TfNSW's Traffic Control at Worksites Manual.
- Consistent with the requirements of the WH&S regulations; in determining the appropriate resourcing for the event including placement of traffic controllers in accordance with the approved Traffic Guidance Scheme, the event controller (or traffic control supervisor) must consider a traffic controllers age, experience and level of competence to complete any tasks assigned as well as ensure the extent of information, instruction and training provided to all traffic control resources is appropriate to complete their tasks safely.

Media

There will be publicity about the event with our associated supporters and partners.

On-road Event Infrastructure

Ambulances

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

Medical

There are medical personnel onsite and mobile for the duration of the event.

Port-A-Loos

There will be port-a-loos located at the event site.

Cleaning/removal/disposal

There will be wheelie bins and skips positioned at various locations at Guidance Scheme. During the event there will be staff servicing the area.

Barricades

Road closure barriers will be installed by Accredited Traffic Controllers.

Public Transport Management

Competitors and spectators are being encouraged to utilise public transport, given the close proximity of Minnamurra Station and catch the train to reduce the number of vehicles requiring parking. Competitors will be offered 'EE dollars', to be used towards future events, when they provide us with a copy of their train ticket to and from the event.

Volunteers and Event Marshals

Volunteers and event marshals are given verbal induction on arrival, provided with Hi-Vis vests and contacts of event and medical staff. Volunteers and event marshals are placed on the course by the staff member in charge with specific instructions on what their role involves in their position. Communications between volunteers and staff will be done throughout the day via mobile phone for breaks and any other issues.

Event Signage

Advanced notification and event signage per legislative requirements will be placed at key entry points to the affected area. A letterbox notification to all affected residents and businesses will be carried out.

Variable Message Signs

Part 4 of this document details the VMS Strategy that will be deployed to inform motorists of changed traffic conditions.

Access – Local Residents, Businesses, Emergency vehicles

Local Resident and Business Access

Residents and businesses in and around Minnamurra, Dunmore and Kiama Downs will receive a letterbox drop notice with a minimum 21 days' notice, with road closures and alternate routes outlined. All access for residents will be maintained throughout the day when it is safe to do so. The notice will also advise residents of the alternate parking locations for eventgoers and note that they are discouraged from parking on residential streets and a request will be made to the council regarding extra rangers to attend the area throughout the day.

Access to Kiama Golf Club, Minnamurra Café and the tennis courts located on James Oates Reserve will still be easily accessed by resident throughout the day.

A dedicated 'deadzone' will be located on Federal St and Charles Ave – see Part 2 – Traffic Arrangements for further details.

Emergency Vehicle Access

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

Boat Ramp Access

There will be unrestricted access to Trevethan Reserve Boat ramp and James Oates Reserve boat ramp until the road closures are in place at 8:00am and again after the roads are re-opened at 11:30am.

Access to both boat ramp's during the road closure times will be under the direction of traffic control.

Notifications will be placed at each location 14 days prior to the event, in accordance with the event aquatic licence conditions.

Parking

All athletes will be directed to park at the following locations:

- Minnamurra Whale Watching Platform carpark off Eureka Ave, with a parking marshall managing this area throughout the day
- Jones Beach carpark located on North Kiama Drive, which holds approximately 90 parking spots
- Kiama Golf Club overflow parking (to be confirmed closer to the event date)

Other Considerations

Television

Television crew may be present on the day but will have zero impacts on roads as they will be located at the event site. Further information will be provided in the event that a television crew attends the event.

Major Hotels and Other Businesses

All hotels, businesses and caravan parks will be informed of our event with no impact on these.

Attachments

- COC
- TGS
- SWMS
- CONTINGENCY PLAN
- APPLICATION FOR ROAD & FOOTPATH OCCUPATION PERMIT
- POLICE NOTICE
- LETTER TO THE COMMISSIONER
- ROL

PART 2 Traffic Arrangements

SPECIAL EVENT TRAFFIC ARRANGEMENTS

Road Closures

The following road closures (emergency & official vehicles exempt and limited local resident access only) are requested for Saturday 14th October 2023 for the safety of competitors and the general public during the running of the triathlon events:

1. **Federal St - from Charles Ave to Riverside Dve** - 8:00am – 11:30am
2. **Riverside Dve - from Swamp Rd/M1 Princes Hwy to Oxley Ave** (inc Riverside Drive exit ramp from M1 Princes Hwy) - 8:00am – 11:30am
3. **Swamp Rd - from Riverside Dve to Jamberoo Rd** - 8:00am – 11:30am

Detours on the following roads will be in place from 8am (as per TGS-KT-2023) for access to Minnamurra/Kiama Downs:

- Rangoon Rd, between Charles Ave and Austin Ave
- Austin Ave, between Rangoon Rd and Federal St
- Federal St, between Charles Ave and Austin Ave
- Charles Ave, between Federal St and Eureka Ave
- Eureka Ave/Oxley Ave, between Charles Ave and Riverside Drive
- Riverside Drive, between Oxley Ave and Quarryman Rd/M1 Princes Hwy
- M1 Princes Hwy (southbound) only, between Riverside Drive exit ramp (North) and Riverside Drive exit ramp (South)/Quarryman Rd

Bike Deadzone

There will be a bike 'deadzone' located on Federal St and Charles Ave, measuring at approximately 1800m². The deadzone will be marked by timing mats and signage.

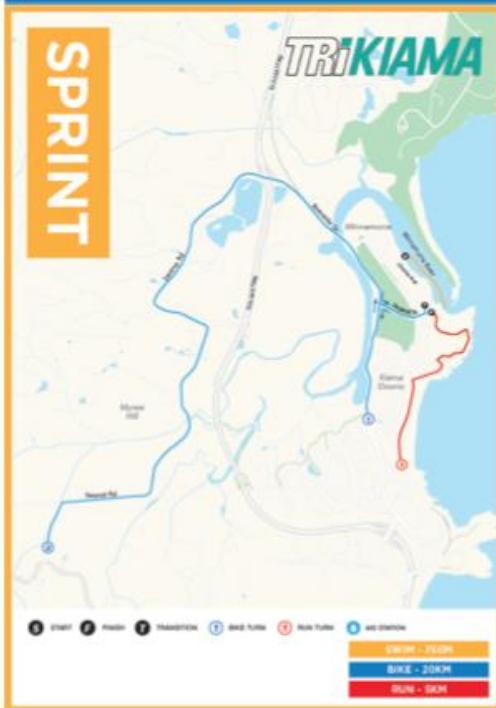
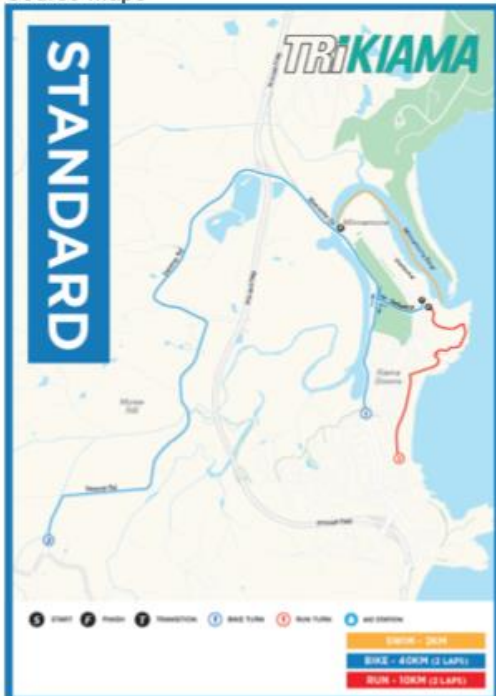
Competitors will be directed to give way to any vehicles within this area.

Federal Street will be closed to vehicles from Riverside Drive through to Charles Avenue.

The deadzone area is marked in the TGS – TGS-KT-2023 Plan 2.

PART 3 Maps

Course Maps



PART 4 VMS Strategy




Static Sign Placement



PART 5 Operational Manual

Event Schedule



Start	Friday 13th OCTOBER 2023	Location
4:00pm	Registration Opens all Events	Kiama Golf Club
6:00pm	Registration Closes all Events	Kiama Golf Club
Start	Saturday 14th OCTOBER 2023	Location
6:00am	Health and Lifestyles Expo	James Oates Reserve
6:00am	Registration / Transition Opens - Standard & Aquathon Triathlon	James Oates Reserve
7:00am	Registration / Transition Opens - Sprint Distance Triathlon	James Oates Reserve
7:30am	Registration / Transition Closes - Standard & Aquathon Triathlon	James Oates Reserve
7:45am	Race Briefing - Standard & Aquathon Triathlon	Transition Area, James Oates Reserve
8:00am	RACE START, STANDARD & AQUATHON TRIATHLON	Race Start, Boat Ramp
8:45am	Registration / Transition Closes - Sprint Distance Triathlon	James Oates Reserve
9:00am	Race Briefing, Sprint Distance Triathlon	Transition Area, James Oates Reserve
9:15am	RACE START, SPRINT DISTANCE TRIATHLON	Race Start, Boat Ramp
5:00pm	PRESENTATION - ALL EVENTS	Kiama Golf Club

PART 6 Contact List

KIAMA TRIATHLON				
NAME	ACTING FOR	TELEPHONE	MOBILE	EMAIL
Sarah Hallam	Operations Manager, Elite Energy	02 4423 7775	0475 008 153	sarah@eliteenergy.com.au
Zeah McMillan	Traffic Manager, Elite Energy	02 4423 7775	0412 722 209	zeah@eliteenergy.com.au
Irene O'Brien	Volunteer Manager Elite Energy	02 4423 7775	0407 221 510	volunteer@eliteenergy.com.au
Christie McIlvride	Media Liaison	02 4423 7775	0425 242 405	christie@eliteenergy.com.au

PART 7 Traffic Guidance Scheme

See attached TGS-KT-2023

Item 5.1

Attachment 1

PART 8 Risk Assessment

See attached SWMS

Item 5.1

Attachment 1

EVENT MANAGEMENT PLAN



Item 5.1

Attachment 2

KIAMA TRIATHLON FESTIVAL 2023

PRODUCED BY



Elite Energy Pty Ltd 15 Haigh Ave Nowra NSW 2541 ph: 4423 7775

ORGANISER INFORMATION:

Contact person: Sarah Hallam - Operations – Elite Energy Pty Ltd, on behalf of:

Mark Emerton, CEO Elite Energy.
15 Haigh Ave
Nowra NSW 2541

Ph: 4423 7775
Fax: 4422 9000
Mobile: 0475 008 153
Email: sarah@eliteenergy.com.au

Elite Energy is a commercial, incorporated and for-profit organisation.
Elite Energy is responsible for the total management and conduct of the event.

Elite Energy's CEO, Mark Emerton, has had experience in the following:
Sydney 2000 Olympic Games Logistics Manager
Triathlon
Marathon
Race Walks
Road Cycling
Australian & Oceania Long Course Triathlon Championships 2006 to 2010
Logistics Manager Energy Australia World Cup Triathlon 2000
Re-birth of Forster Triathlon & Multi-Sport Festival 2009
Weetbix Kids TRYathlon 2008 - The largest kid's participation event (of any sport) in the Southern Hemisphere
IRONMAN Australia Triathlon – Logistics Manager 2002/03
Produced over 17 Australian Triathlon Championships
Produced over 22 State Triathlon Championships
Produced the 1st Defence Force Triathlon Championships 1996
Husky Long Course Triathlon Festival from 2006- present
Producing at least 6 sporting events in the Shoalhaven city council region in 2013-14 season

EVENT DETAILS:

Name of Event: Kiama Triathlon Festival 2023

Date of Event: 14th October

Set up and pack up dates: Friday 13th October 2023

Pack down dates: 14th / 16th October 2023

Races:

Standard – swim 2km / bike 40km / run 10km – 200 Competitors

Sprint – swim 750m / bike 20km / run 5km – 200 Competitors

The event is capped at 400 competitors and is expected to attract approximately 100 spectators throughout the event

LOCATIONS

The swim course is located at Minnamurra River. The transition area is located in James Oates Reserve.

The cycle leg for the Standard, Sprint and takes athletes out on Federal St and out to Riverside Dr to a turnaround point and up to Swamp Rd to a turnaround point.

The run course takes in a combination of trails and footpaths heading out towards Kiama Downs and back.

The finish line is located at James Oates Reserve.

This is not a charity event, however there is fundraising for local sporting and community groups through volunteering at our event.

The event is capped at 400 competitors and is expected to attract approximately 100 spectators throughout the event

PROPOSED VENUE LOCATIONS OF EVENT AND TIMES FACILITIES REQUIRED

PARK: James Oates Reserve.

Hours of Operation:

- Friday 13th October 2023: 8:00am – 6:00pm (set up)
- Saturday 14th October 2023: 5:30am – 5:30pm (running of the event and pack down)
- Monday 16th October 2023: 8:00am-5:00pm (equipment hire collection by contractors)

Calendar of Events:

We would like our event placed on the Council's Calendar of events located on the council website. Please contact Christie McIlvride on (02) 4423 7775.

Event insurance Information:

Event insurance will be provided by Triathlon Australia, more details and a copy of the Certificate of Currency will be sent when received.

Risk Assessment:

Please see attached risk assessment.

Site Map:

Please see attached site map.

PUBLIC SAFETY INFORMATION:

Police – have been informed, and the police approval will be forwarded to the council as soon as it is received.

Security – There will be overnight security provided, and security during the day will be provided by Elite Energy Staff.

Medical – Get First Aid will be the medical providers for the event

Emergency Access – Emergency Access is available via Quay Street Callala Beach.

There will be no fireworks, Amusement Rides, Animals or Loud Noises at the event.

MERCHANDISING, FOOD AND BEVERAGE INFORMATION:

Stall Holders:

Minnamurra Womens Auxillary

No alcohol will be sold or consumed at this event.

OPERATIONS INFORMATION:

Traffic – Our event will be on a public road and will be outlined in the Traffic Management Plan and Traffic Guidance Scheme. Competitors and spectators are being encouraged to utilise public transport, given the close proximity of Minnamurra Station and catch the train to reduce the number of vehicles requiring parking. Competitors will be offered ‘EE dollars’, to be used towards future events, when they provide us with a copy of their train ticket to and from the event. Elite Energy will provide barricades and traffic control services.

Access for residences and businesses contained within the affected area - Residents and businesses in and around Minnamurra, Dunmore and Kiama Downs will receive a letterbox drop notice with a minimum 21 days’ notice, with road closures and alternate routes outlined. All access for residents will be maintained throughout the day when it is safe to do so. The notice will also advise residents of the alternate parking locations for event-goers, and note that they are discouraged from parking on residential streets and a request will be made to the council regarding extra rangers to attend the area throughout the day.

Waste - We will provide extra garbage bins/recycling bins, as well as skip bins, numbers to be confirmed closer to the event. We will endeavour to leave the park in the same condition as we found it.

Waste management will be provided by Elite Energy Staff, and additional bins will be provided by Cleanaway.

We will provide at least 1 x 4.5m skip bin, plus at least 6 x 240l rubbish and 6 x 240l recycling bins. We have an “environmental director” who is responsible for emptying the 240l bins into the skip bin/s during the event, and after the event, EE staff will scour the entire park for rubbish and remove it.

Toilets – Port-a-loos will be hired for the Kiama Triathlon Festival event. 4 x Port-a-loos will be placed near the existing toilet block.

Final numbers will be decided closer to the event when we have a better idea of competitor numbers.

Noise/Amplified Music/Use of Music:

We are having music onsite, as well as a public address system for commentating and competitor information.

Power/Lighting:

We will be using power for our timing system and sound system requirements, as well as to be able to run a light in the registration tent for registration. Power will be accessed from a local resident, with prior approval.

Sustainability:

One of the major sustainability measures that we are implementing is that of using paper cups instead of plastic cups. Cups are our main waste that occurs at our event. We are using recycle bins to recycle these paper cups, as well as to recycle cardboard boxes which are another contributor to the waste generated by the event.


On course, we are encouraging the athletes to drop any gel or bar wrappers at the aid stations positioned throughout the event. Penalties are applied to athletes who are seen littering during the event.

Economic Impact:

With the anticipated numbers of competitors coming from out of area (approx. 300 of the capped 400 competitors) each will stay an estimated 2.5 nights. They will also be shopping locally and visiting local cafes and restaurants as well as other tourist hot spots that Kiama, Minnamurra and Gerringong have to offer.

Elite Energy are holding Friday night's event registration and Saturday night's event presentation at the Kiama Golf Club encouraging participants to stay for a meal with family.

Event Schedule:

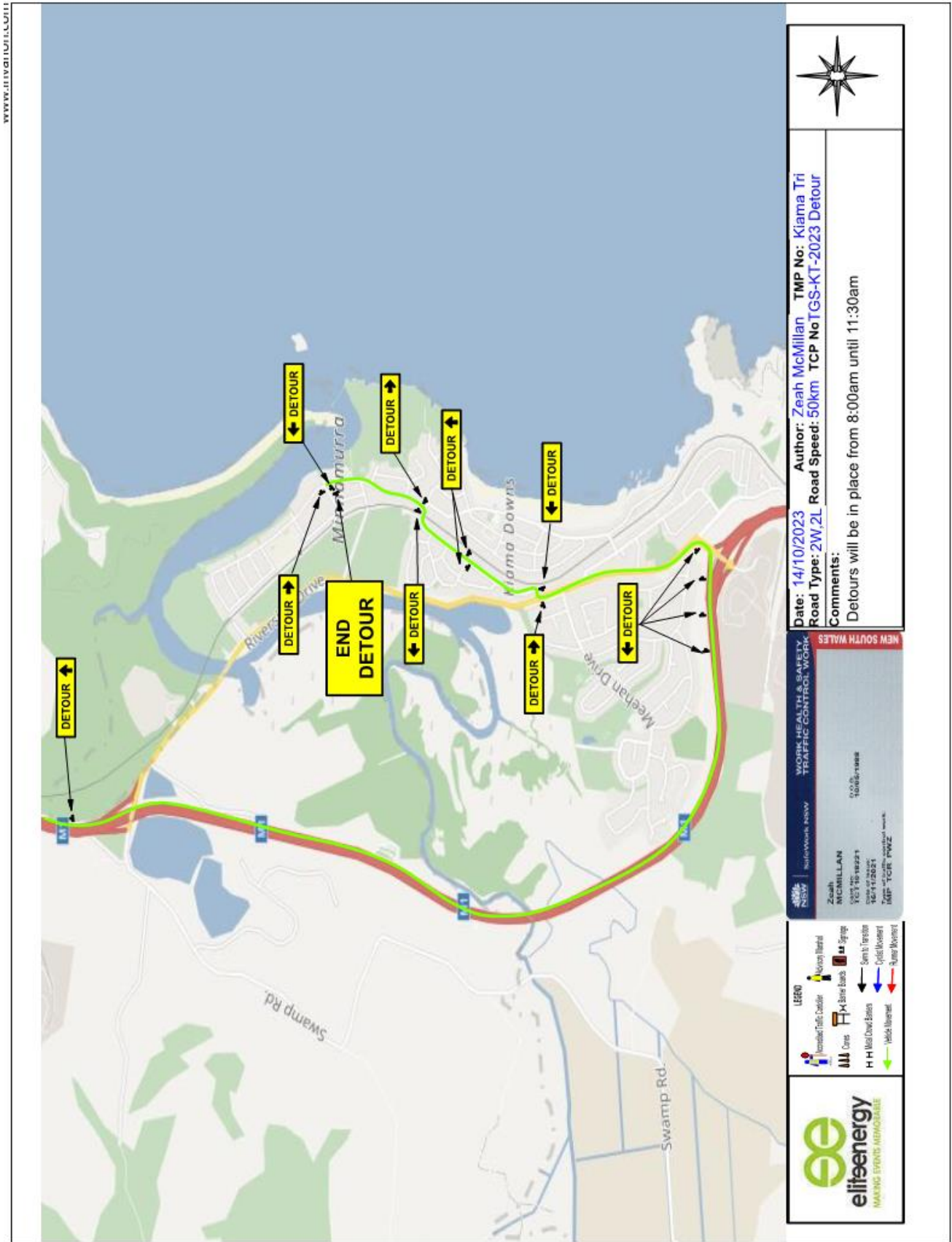
		
Start	Friday 13th OCTOBER 2023	Location
4:00pm	Registration Opens all Events	Kiama Golf Club
6:00pm	Registration Closes all Events	Kiama Golf Club
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6.00am	Health and Lifestyles Expo	James Oates Reserve
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7:30am	Registration / Transition Closes - Standard & Aquathon Triathlon	James Oates Reserve
7.45am	Race Briefing - Standard & Aquathon Triathlon	Transition Area, James Oates Reserve
8.00am	RACE START, STANDARD & AQUATHON TRIATHLON	Race Start, Boat Ramp
8:45am	Registration / Transition Closes - Sprint Distance Triathlon	James Oates Reserve
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5.00pm	PRESENTATION - ALL EVENTS	Kiama Golf Club

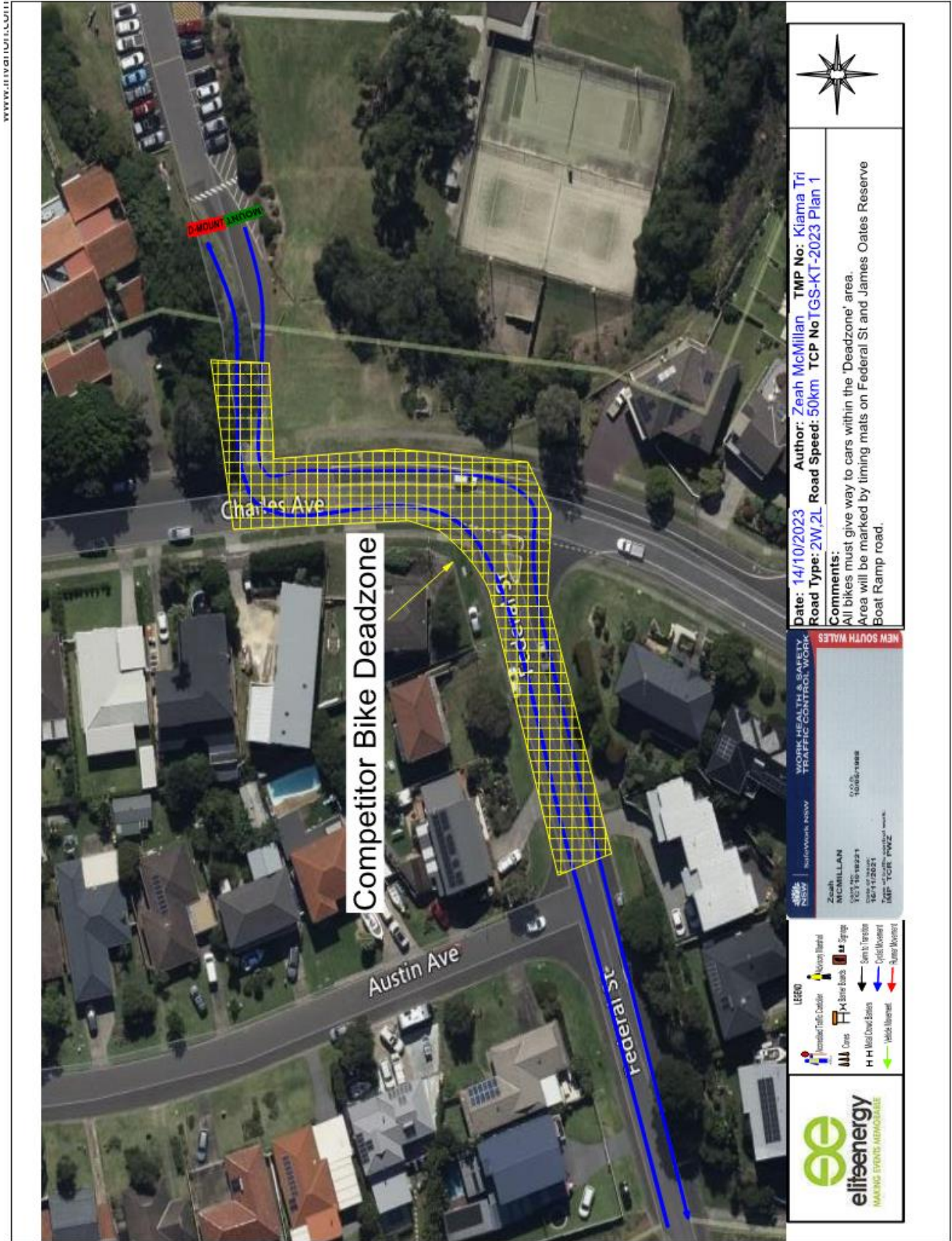
WWW.IIIVGIIUFLUUI

KIAMA TRIATHLON
14th October 2023

TGS-KT-2023 (PLANS 1 - 21)

TRAFFIC GUIDANCE SCHEME





WWW.IIFIVEENERGY.COM



elifeenergy
MAKING EVENTS AIRBORNE

LEGEND

- Narrow Road
- Temporary Traffic Controller
- Work Zone
- Signs
- Barriers
- Cones
- Flare
- Sign to Direction
- Sign to Location
- Sign to Closure
- Sign to Diversion
- Sign to Stop
- Sign to Start
- Sign to End
- Sign to Proceed
- Sign to Exit
- Sign to Enter
- Sign to Yield
- Sign to Priority

Zeah McMillan
SYDNEY 2144
VICI 10 1300 720 720
VICI 10 1300 720 720
VICI 10 1300 720 720

**WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK**

NEW SOUTH WALES

Date: 14/10/2023 **Author:** Zeah McMillan **TMP No:** Kiama Tri
Road Type: 2W.2L **Road Speed:** 50km **TCP No:** TGS-KT-2023 Plan 2

Comments:
Detours will be in place from 8:00am until 11:30am.
All bikers must give way to cars within the 'Deadzone' area.
Area will be marked by timing mats on Federal St and James Oates Reserve Boat Ramp road.

North Arrow

Date: 14/10/2023 **Author:** Zeah McMillan **TMP No:** Kiama Tri
Road Type: 2W.2L **Road Speed:** 50km **TCP No:** TGS-KT-2023 Plan 3

Comments:
 Detours will be in place from 8:00am until 11:30am

WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK

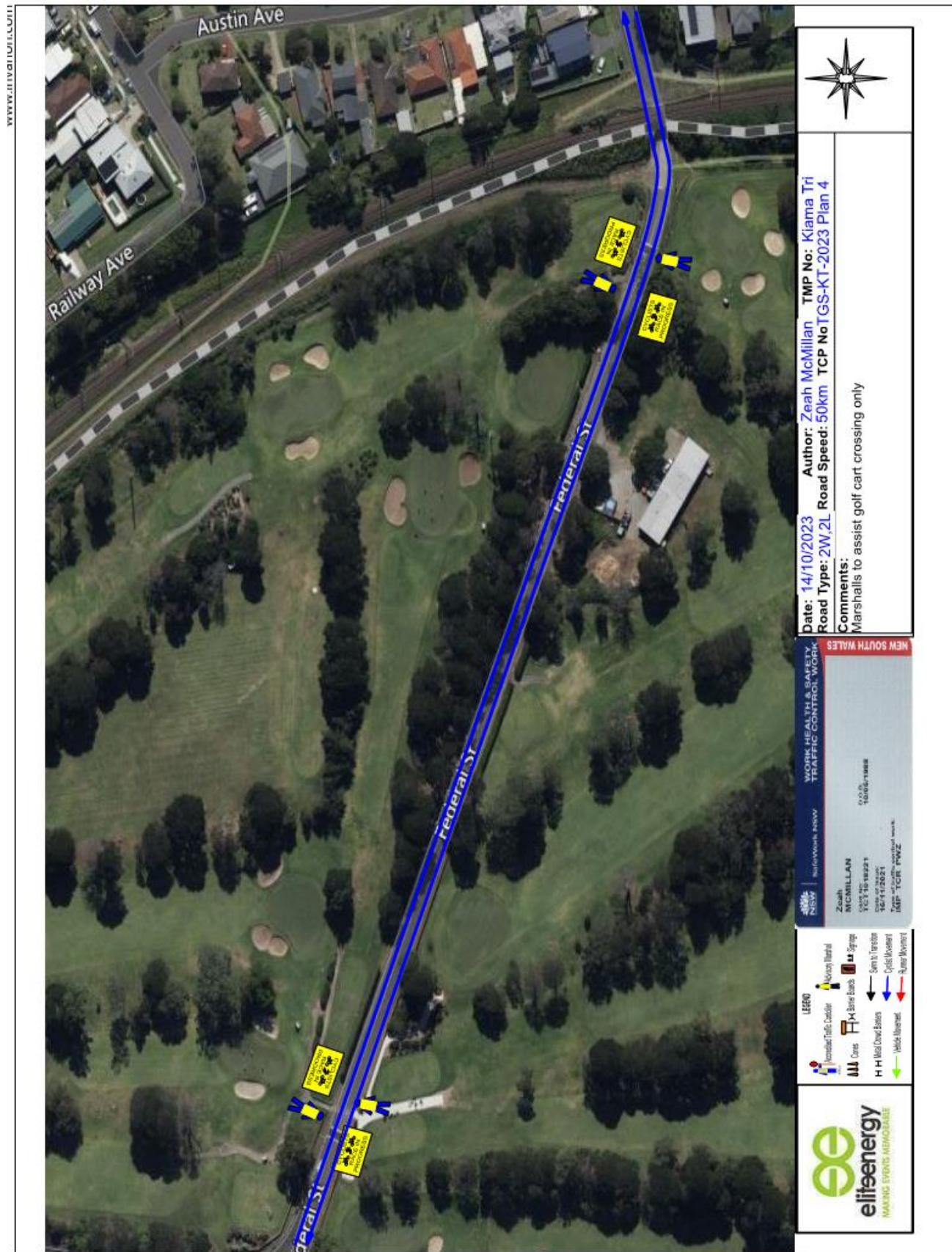
Zeah McMILLAN
 YC17 19 18221
 0418 424 202
 TMS - TCR - PWZ

info@worksafe.nsw.gov.au
 1300 779 779

NEW SOUTH WALES
 10/10/2023

LEGEND
 - Kerbside Traffic Control - Safety Barricade - Sign to 'revertion'
 - Cones - H H Mark Channel Basins - Cycle Movement - Bus Movement
 - Hand Barricade - Hand Barricade - Bus Movement

eenergy
 MAKING EVENTS SUSTAINABLE



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Legend

- Vertical Traffic Controller
- Vertical Barrier
- Horizontal Traffic Controller
- Sign Base
- Cone
- Water
- Sign to Direction
- Hand Placement
- Sign to Location
- Cycle Movement
- Sign Movement
- Hand Placement
- Sign Movement

elifeenergy
MAKING EVENTS SUSTAINABLE


**WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK**

Zeah McMillan
SYDNEY 2021
2022
2023
2024
2025
2026
2027
2028
2029
2030
2031
2032
2033
2034
2035
2036
2037
2038
2039
2040

NEW SOUTH WALES

Date: 14/10/2023 **Author:** Zeah McMillan **TMP No:** Kiama Tri
Road Type: 2W.2L **Road Speed:** 40km **TCP No:** TGS-KT-2023 Plan 5

Comments:
All races turn left onto Riverside Drive.
Super Sprint and Sprint turn left onto Federal St on return.
Standard to continue straight along Riverside Dr for second lap turn.



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LEGEND

- Normal Traffic Control
- Heavy Barrier
- Cone
- Safety Barrier
- Signage
- Semi-Traffication
- Cycle Movement
- Bus Movement
- Heavy Barrier
- Road Closure

Zoeah McMILLAN
 TCE 118 222 71
 Date: 14/10/2023
 TMP: TCR, PWZ

**WORK HEALTH & SAFETY
 TRAFFIC CONTROL WORK**

NEW SOUTH WALES

TOWNSHIP

Date: 14/10/2023 **Author:** Zoeah McMILLAN **TMP No:** Kiama Tri
Road Type: 2W,2L **Road Speed:** 80km **TCP No:** TGS-KT-2023 Plan 6

Comments:

WWW.ITVGBUILD.COM

Date: 14/10/2023 **Author:** Zeah McMillan **TMP No:** Kiama Tri
Road Type: 2W.2L **Road Speed:** 50km **TCP No:** TGS-KT-2023 Plan 8

Comments:
 Detours will be in place from 8:00am until 11:30am

WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK

NEW SOUTH WALES

Zeah McMILLAN
 YES TO SAFETY
 ROAD CLOSURE
 TGS-KT-2023
 TMP - TGS-KT-2023

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 MAKING EVENTS SUSTAINABLE

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WORK HEALTH & SAFETY TRAFFIC CONTROL WORK

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MAKING EVENTS SUSTAINABLE

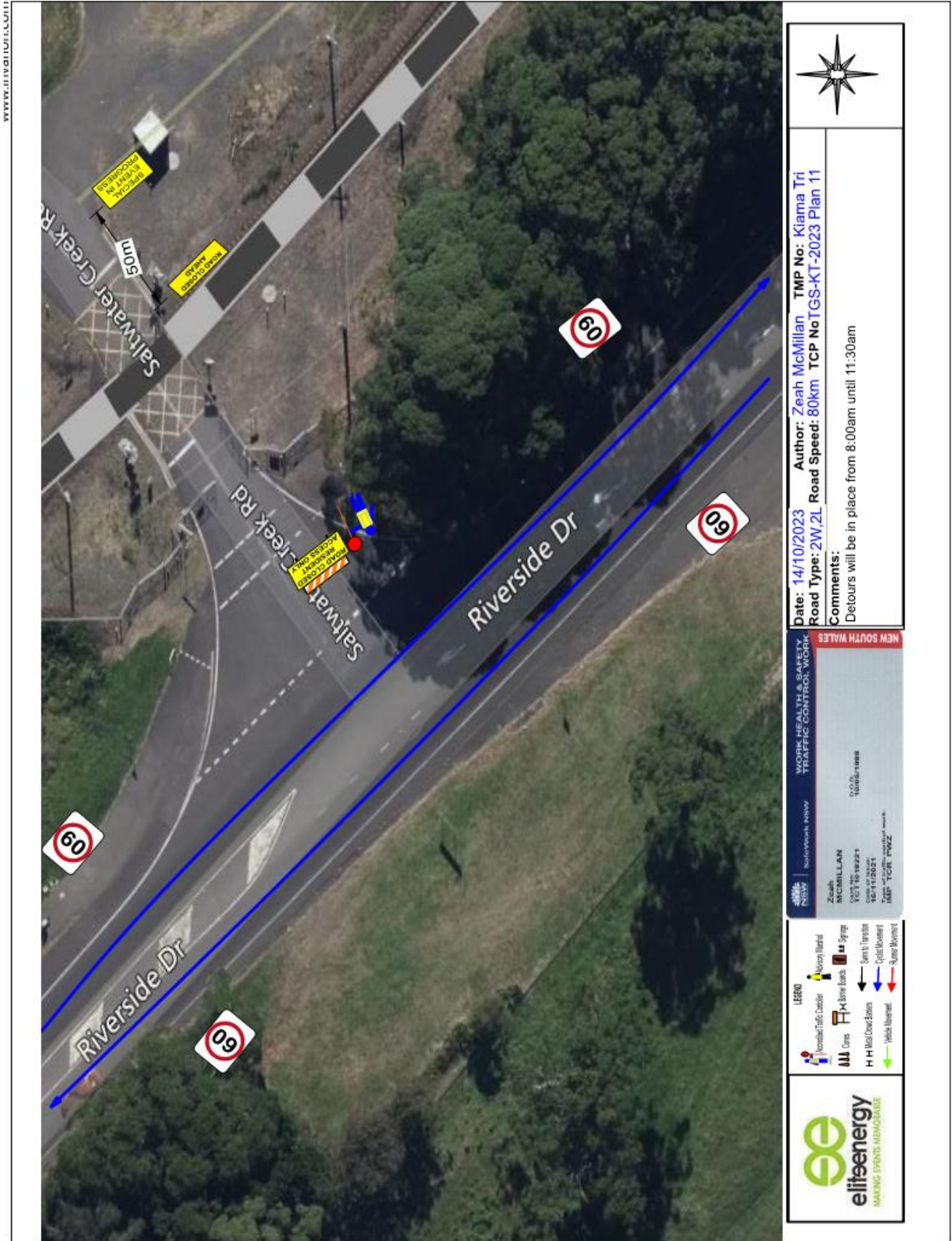
LEGEND

- Vertical Traffic Control
- Cones
- Water Barriers
- Signs
- Signs to be removed
- Signs to be installed
- Signs to be removed
- Signs to be installed
- Signs to be removed
- Signs to be installed

Project Information:
 Date: 14/10/2023
 Author: Zerah McMillan
 TMP No: Kiama Tri
 Road Type: 2W, 2L
 Road Speed: 50km
 TCP No: TGS-KT-2023 Plan 9

Comments:
 Detours will be in place from 8:00am until 11:30am

Contact:
 Zerah McMillan
 YET 18 1822 1
 0438 812 823
 zerah@lifeenergy.com.au
 TMP - TCR - PWZ



RIVERSIDE DVE CLOSED SAT 14 OCT 8AM - 11:30AM DETOUR VIA BOMBO EXIT

Princes Hwy

100m

100m

100m

VMS

SIDE ROAD CLOSED

100m

100m

WORK HEALTH & SAFETY TRAFFIC CONTROL WORK

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MAKING EVENTS RESPONSIBLE

LEGEND

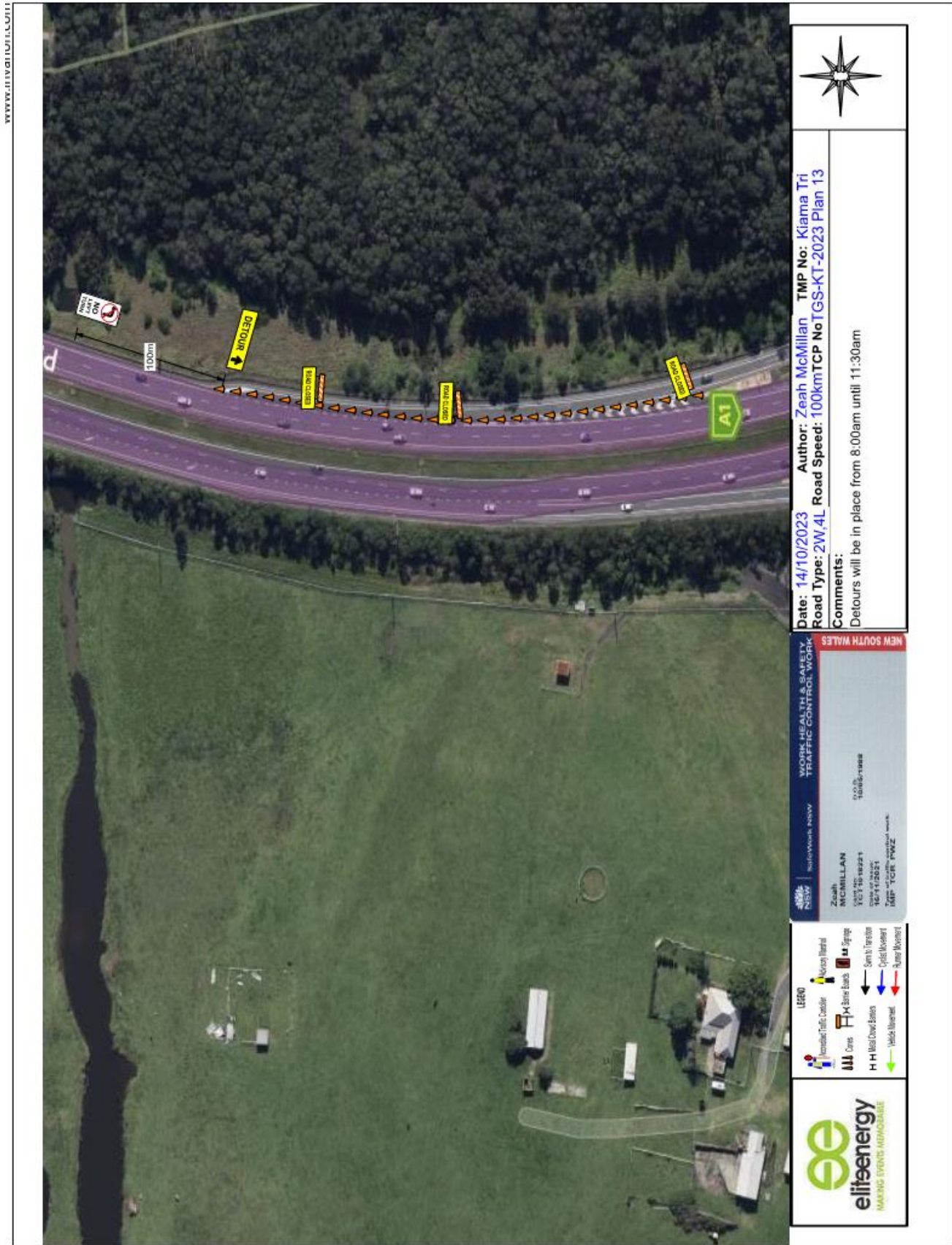
- Vertical Traffic Control
- Horizontal Traffic Control
- Cones
- Hi-Mast Closed Barriers
- Water Barriers
- Vehicle Barriers
- Barrel Arrays
- Signs to Transition
- Cyclic Movement
- Queue Movement

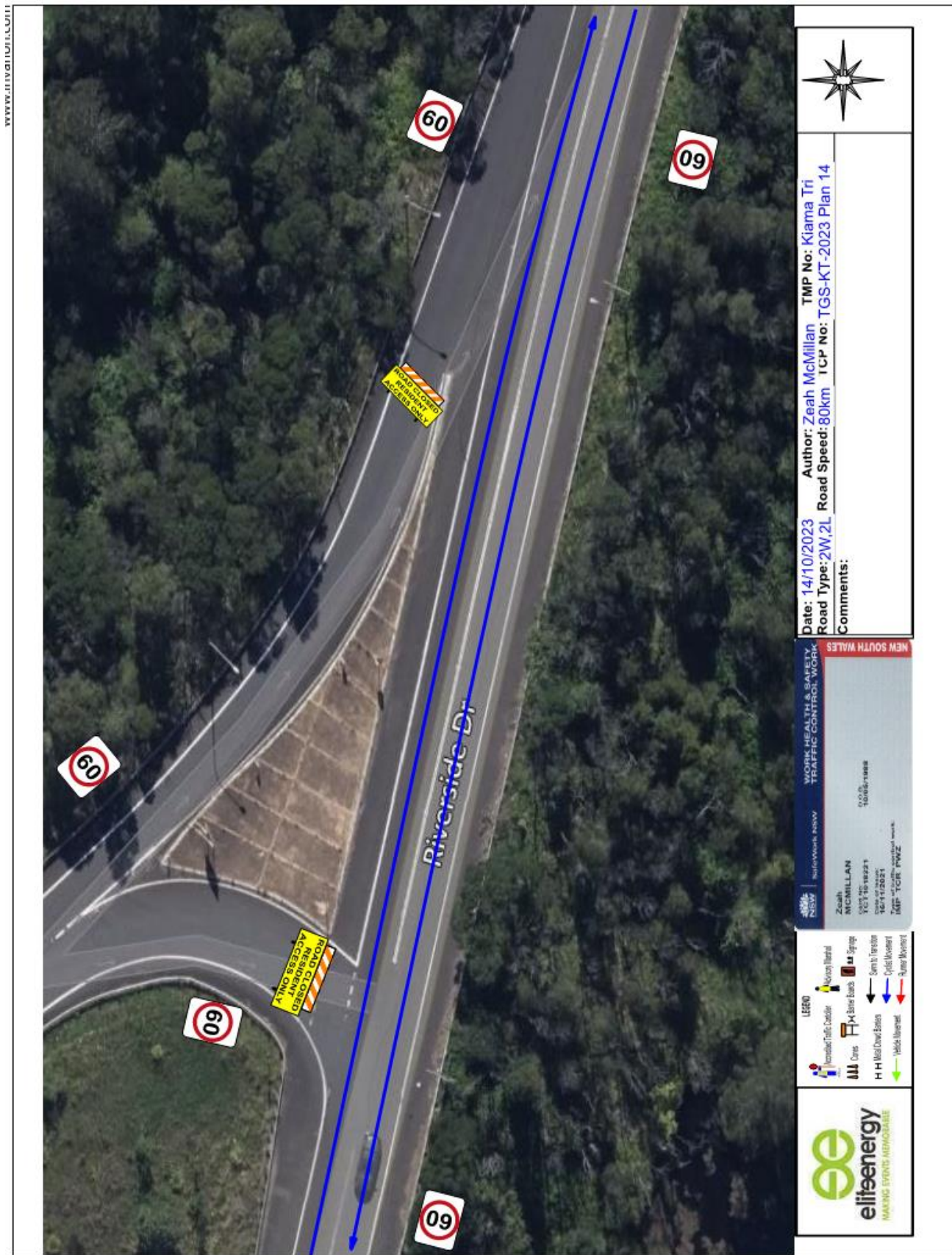
Zeah McMILLAN
YES TO TRAFFIC CONTROL
WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK
MPP - TCIR - PWZ

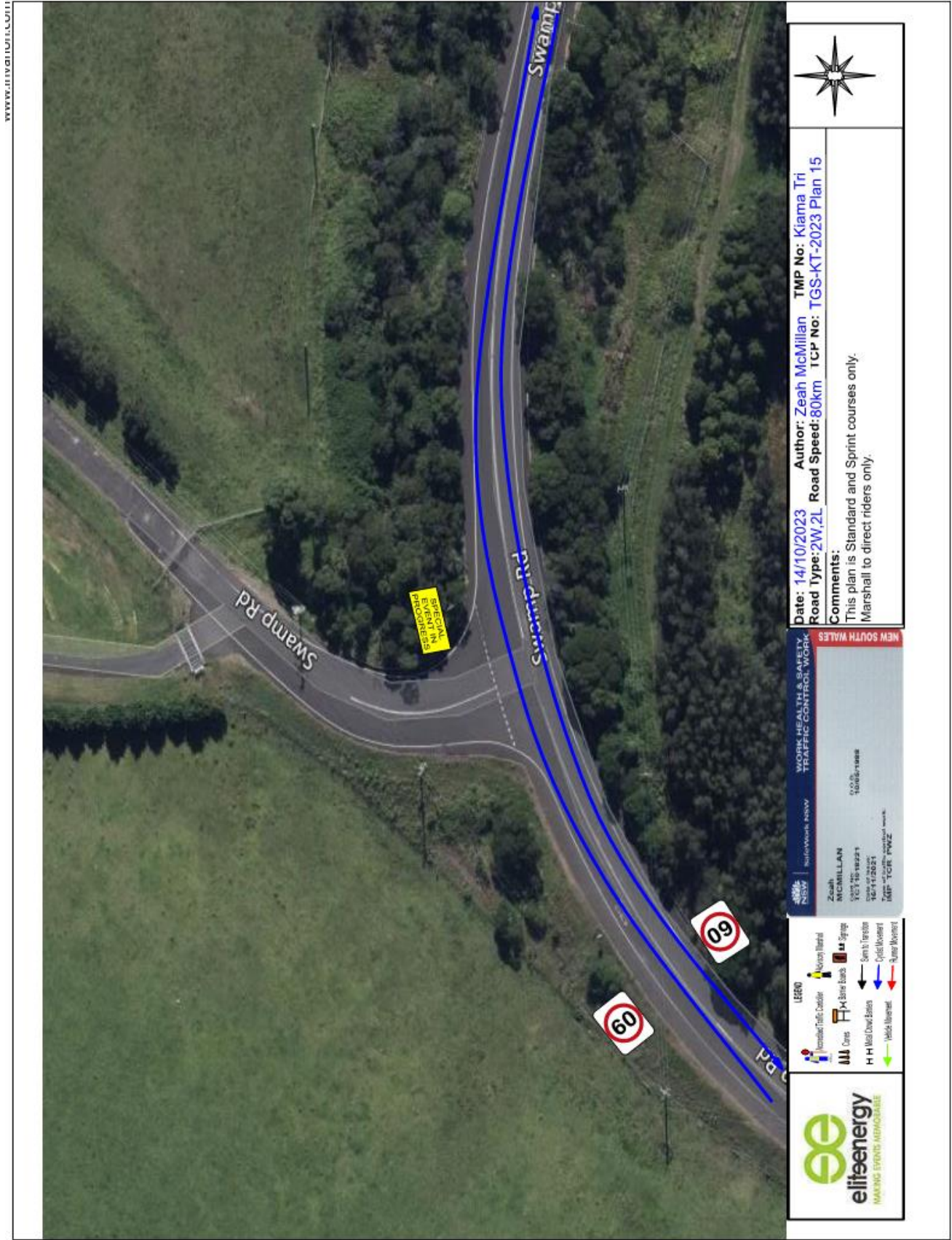
Date: 14/10/2023 **Author:** Zeah McMillan **TMP No:** Kiama Tri
Road Type: 2W.4L **Road Speed:** 100km/h **TCP No:** TGS-KT-2023 Plan 12

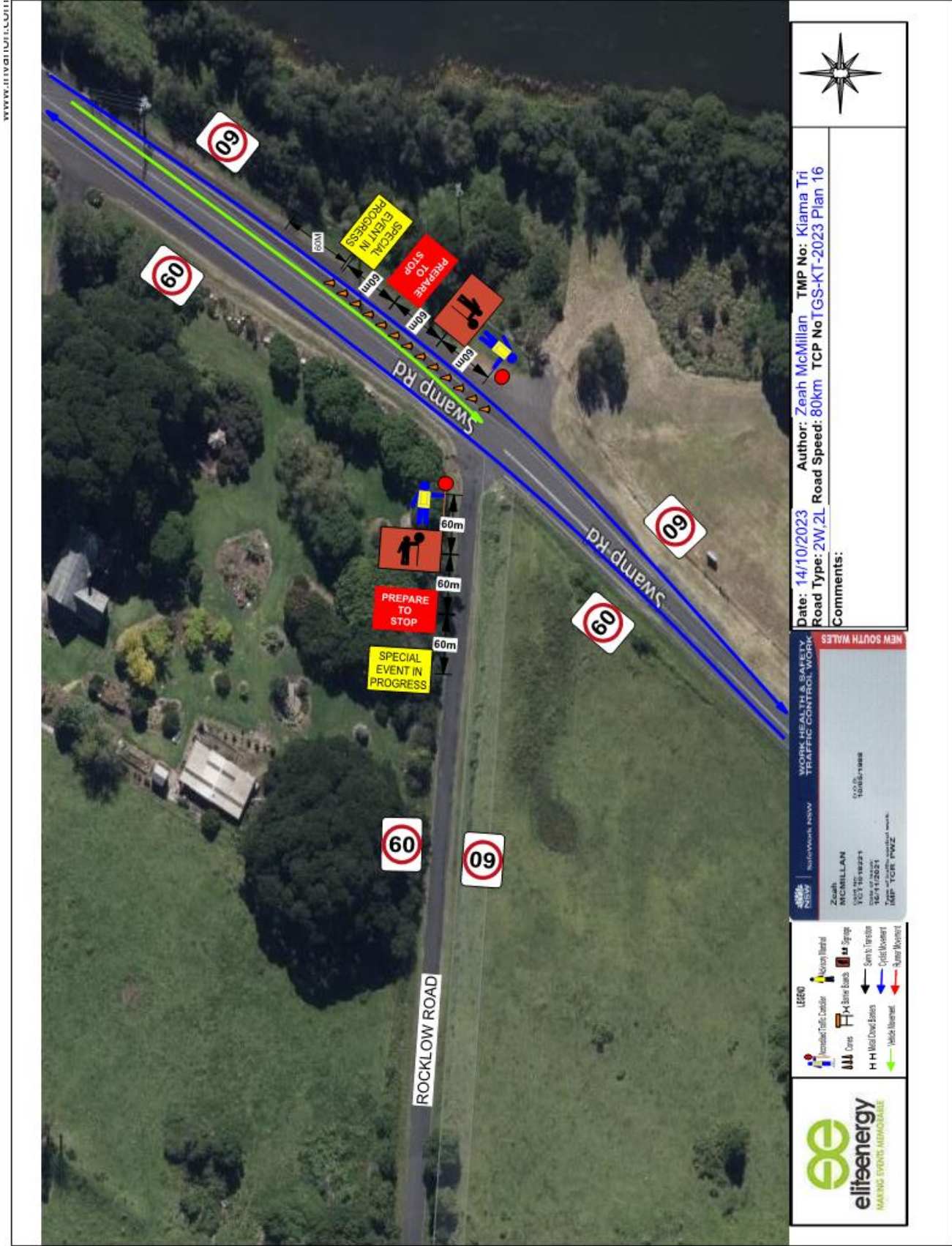
Comments:
VMS to be in place from Friday 13th October until Monday 16th October 2023

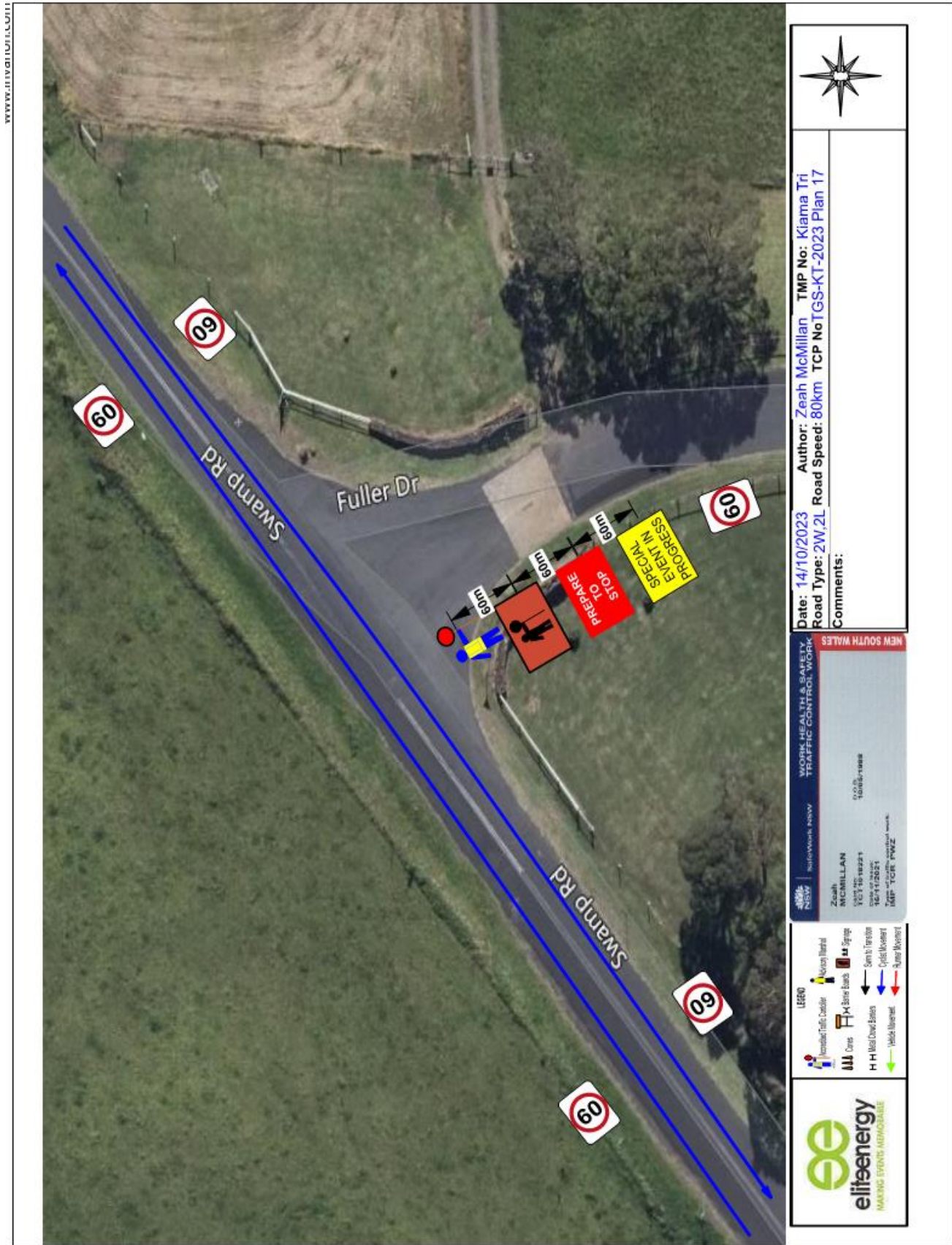
NEW SOUTH WALES



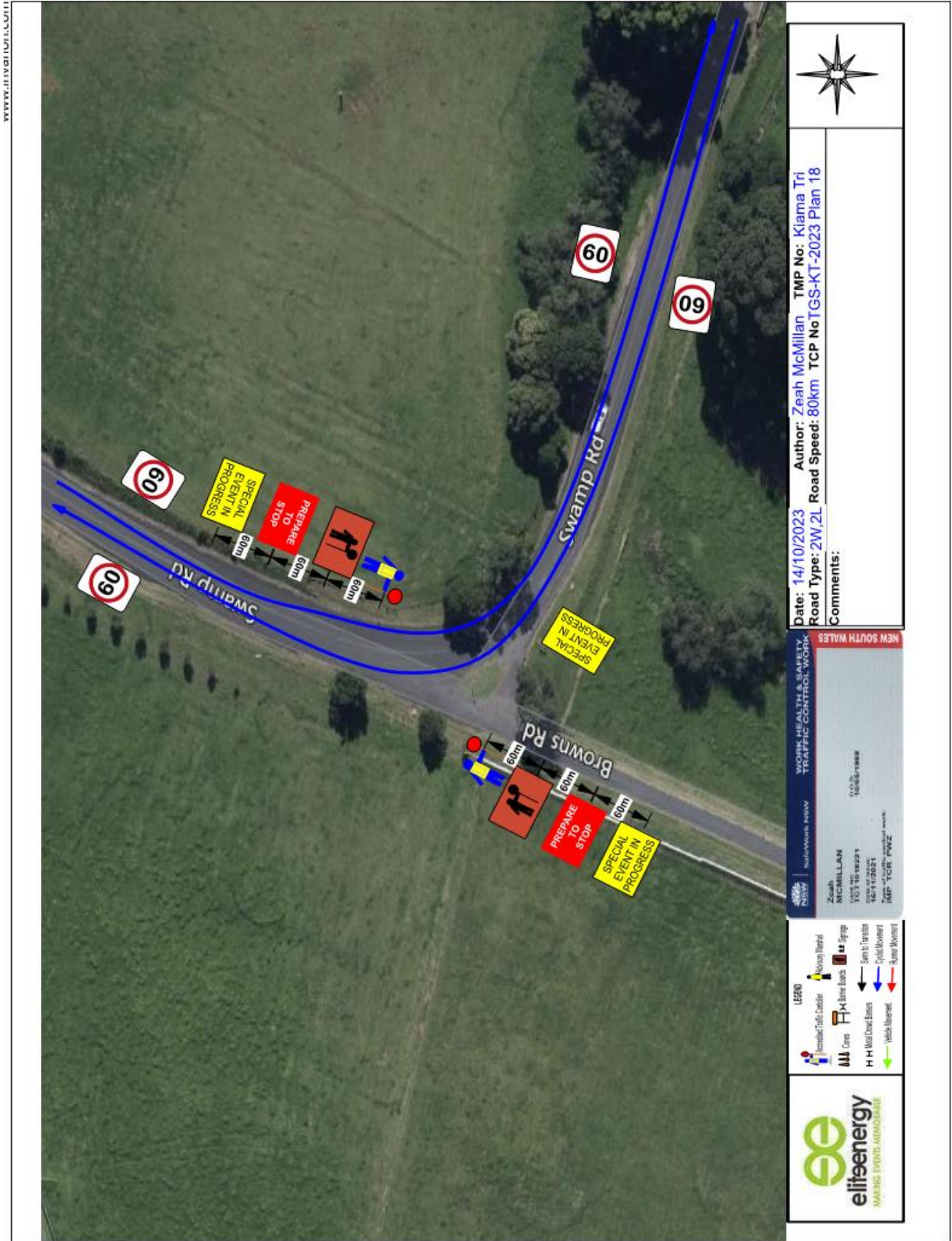








Attachment 3 Item 5.1



Legend

- Novelty Barrier
- Variable Traffic Controller
- Sign
- Sign Base
- Signage
- Cone
- Barrel
- Sign to Traction
- H H Metal Crowd Barriers
- Water Barrier
- Wheel Stopper
- Wheel Stopper

elifeenergy
MAKING EVENTS SUSTAINABLE

WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK

Zeah McMillan
SYDNEY 2022
DATE OF ISSUE: 14/10/2023
TMP: TGS-KT-2023 Plan 19

Author: Zeah McMillan **TMP No: Kiama Tri**
Road Type: 2W.2L **Road Speed: 80km** **TCP No TGS-KT-2023 Plan 19**

Date: 14/10/2023

Comments:
In place from 8am.

elifeenergy
MAKING EVENTS SUSTAINABLE

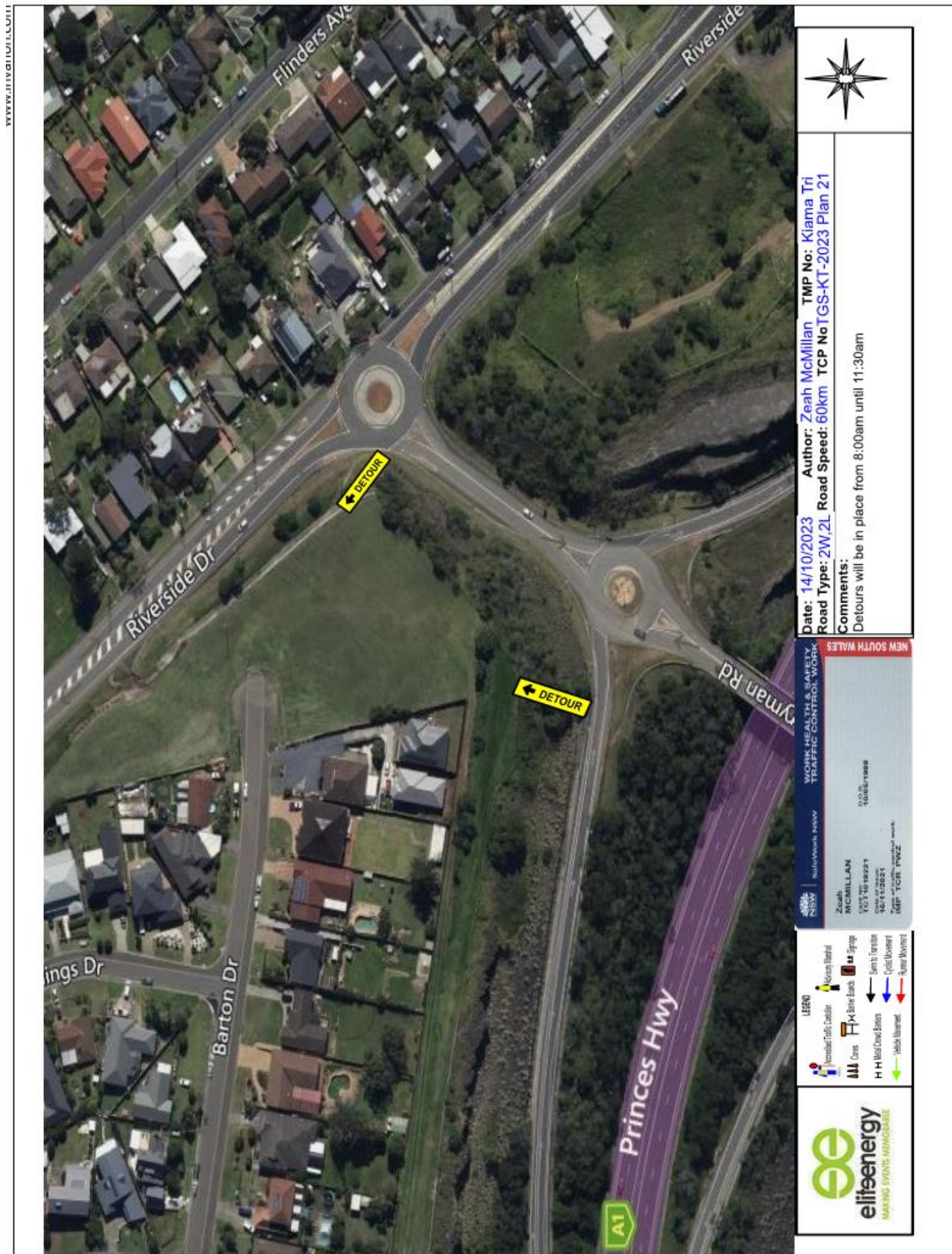
NSW SOUTH WALES
WORK HEALTH & SAFETY
TRAFFIC CONTROL WORK

Legend:
 - Temporary Traffic Controller
 - Traffic Cones
 - Barricade
 - Safety Signage
 - Lane Closure
 - Lane Reversion
 - Lane Change
 - Lane Merge

Project Details:
 Date: 14/10/2023
 Author: Zeah McMillan
 TMP No: Kiama Tri
 Road Type: 2W, 4L
 Road Speed: 100km/h
 TCS No: TGS-KT-2023 Plan 20

Comments:
 Detours will be in place from 8:00am until 11:30am

elifeenergy
NSW SOUTH WALES
Zeah McMillan
Traffic Control Specialist
Mobile: 0431 182221
Email: zeah@elifeenergy.com.au
Licence: TCS No. TGS-KT-2023 Plan 20



SAFE WORK METHOD STATEMENT

SWMS / Assessment no. **KT2023**



Elite Energy Pty Ltd Operations
 15 Haigh Ave
 Nowra NSW 2541
 Tel: 02 4423 7775
 Email: sarah@eliteenergy.com.au

Job Task: Erection and Removal of Traffic and Event Signage	Branch - Events
	Unit - Traffic Operations
	Location - Minnamurra

RISK IDENTIFICATION AND CONTROLS

Please include all discrete steps involved in the performance of the task

NOTE: The PPE required must be listed and the minimum PPE for each chemical must be listed as per the relevant MSDS.

Procedural step(s)	Possible hazard(s)	R1 Risk without controls		R2 Risk with controls	
		R1	Safety control(s)	R2	
1. Conduct a Risk Assessment and induct staff if necessary.	Uneven, loose or slippery ground.	L	Level ground where possible. Isolate with cones, barrier tape, CCB's etc if levelling is not an option. Don't walk where you can't see ground surface e.g. long grass. Don't drive on soft or slippery ground.	L	
	Entering/Exiting vehicles	L	Do not jump into or out of vehicles. Vehicles in use on course or in event area MUST have a flashing light in operation during use. High Vis vest MUST be worn at all times.	L	
	Miscommunication via poorly worded verbal or written instructions.	L	Set up crew must make sure they understand wording and layout of TCP before commencing work.	L	
2. Update TCP to include any recent changes to the environment.	Injury from signs being blown by large wind gusts or gusts from vehicles.	L	Ensure signage is placed securely. In high winds, crew members should ensure that their body or vehicle is between the wind and the sign. Ensure signage is erected securely.	L	
	Being struck by passing vehicles (inc event vehicles)	S	Remain aware of your surroundings. Remain off to the side of the road. One member to act as a spotter when moving traffic is in the area. Ensure you have an escape route. Event vehicles MUST have a flashing light in operation during use. High Vis vests MUST be worn at all times.	S	
3. Brief Set up Crew					

SAFE WORK METHOD STATEMENT

RISK RATING GUIDE

	Consequence			
	Death Catastrophic Illness/Injury	Major Extensive Injuries	Moderate Medical treatment required	Minor No injuries
Almost certain Occurred before/expected	S	H	S	S
Likely Probably will occur	S	S	S	S
Moderate May occur at some time	S	S	L	L
Unlikely Unusual or rare situation	S	L	L	L
High (H) – cease exposure immediately until protection, approved at senior management level, implemented. Significant (S) – procedures alone may not be enough, senior management attention required. Low (L) – may be managed by routine procedures, some risks in this category may be acceptable.				

SPECIFIC TASK REQUIREMENTS

Qualifications or experience <ul style="list-style-type: none"> Traffic Controllers MUST have a current NSW RMS Blue Card Set Up Crew MUST have a current NSW RMS Yellow Card Traffic Supervisors Must have a current NSW RMS Red Card
Training <ul style="list-style-type: none"> A site induction is to be conducted with all Traffic Personnel
Engineering details, certificates, WorkCover approvals <ul style="list-style-type: none">
Relevant codes of practice, legislation or standards <ul style="list-style-type: none"> Work Health & Safety Act 2011 Work Health & Safety Regulation 2011
Plant/equipment <ul style="list-style-type: none">
Maintenance checks, site/workplace inspections <ul style="list-style-type: none">
Suggested improvements (in order of priority)

SWMS / Assessment no. **KT2023**

SAFE WORK METHOD STATEMENT

Additional comments

Assessment dates		Reassessment due date
Initial assessment date	Current assessment date	

Assessors

Name	Signature	Date
•		
•		
•		

Recommendation (Project Officer, Agricultural Protection Officer, Team Leader, OIC, Coordinator)

Name	Signature	Date
•		

Follow up required

Approval (Manager GEPR, Leader APFHEPR, Section Manager, Controller)

Name	Signature	Date
•		

I have read and understand this Safe Work Method Statement

Name / Role	Signature	Date

5.2 Provision of timed 'No Parking' zone - Michael Crescent, Kiama Downs

CSP Objective: Outcome 11: We are well connected within our local community, and to our region

CSP Strategy: 11.1 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport

Delivery Program: 11.1.3 Implement the requirements of the Roads Transport Act, Impounding Act, Crown Lands Act and Road Rules

Item 5.2

Summary

Consideration of the implementation of a timed 'No Parking 6am to 2pm Wednesday' zone in the turning head of Michael Crescent, Kiama Downs

Financial implication

Nil

Risk implication

Nil

Policy

Nil

Consultation (internal)

Acting Manager Waste Services

Communication/Community engagement

Nil

Attachments

- 1 Plan - 2023-14 - Timed No Parking - Michael Cres Kiama

Enclosures

Nil

RECOMMENDATION

That the Committee supports the implementation of a 65m long 'No Parking 6am to 2pm Wednesday' in the turning head of Michael Crescent Kiama Downs, through the installation of regulatory signage, as shown in the attached plan.

Background

Council's waste collection vehicles have routinely been forced to undertake unsafe turning maneuvers in turning head on Michael Crescent Kiama Downs due to vehicles parking in the turning head. To assist waste collection vehicles in turning around at the

Report of RMS delegated formal items

5.2 Provision of timed 'No Parking' zone - Michael Crescent, Kiama Downs
(cont)

end of Michael Crescent it is proposed to install a timed 'No Parking 6am to 2pm Wednesday' Zone in the turning head on Michael Crescent.

Council's waste collection truck drivers work an ordinary hours shift between 6am - 2.30pm, however waste collection is usually complete by 2pm.

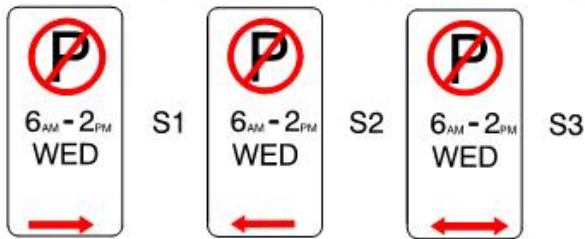
On this basis, it is proposed that a time 'No Parking 6am to 2pm Wednesday' zone with regulatory signage be installed at this location as per the attached signage and line marking plan.

Item 5.2



Item 5.2

Attachment 1



SIGNAGE SCHEDULE	
CODE	QTY
R5-40 (R)	1
R5-40 (L)	1

- NOTES:
 1. REGULATORY SIGNAGE TO BE INSTALLED IN POSITIONS AS SHOWN.
 2. ALL SIGNS SHALL BE IN ACCORDANCE WITH THE AS1742.1.

NEW SIGN AND POST

REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER	2023-14
SCALES	
PLAN	NTS
REVISIONS	
DESIGNED BY	NZ
DRAWN BY	NZ
DATE	JUNE-23

TIMED NO PARKING
 MICHAEL CRES
 KIAMA



SHEET 1 OF 1

5.3 Provision of timed 'No Parking' Zone - Burra Street, Gerringong

CSP Objective: Outcome 11: We are well connected within our local community, and to our region

CSP Strategy: 11.1 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport

Delivery Program: 11.1.3 Implement the requirements of the Roads Transport Act, Impounding Act, Crown Lands Act and Road Rules

Item 5.3

Summary

Consideration of the implementation of a timed 'No Parking 6am to 2pm Thursday' zone in the cul-de-sac of Burra Street, Gerringong.

Financial implication

Nil

Risk implication

Nil

Policy

Nil

Consultation (internal)

Acting Manager Waste Services

Communication/Community engagement

Nil

Attachments

- 1 Plan - 2023-16 - Timed No Parking - Burra Street Gerringong

Enclosures

Nil

RECOMMENDATION

That the Committee supports the implementation of a 55m long 'No Parking 6am to 2pm Thursday' in the cul-de-sac of Burra Street, Gerringong, through the installation of regulatory signage, as shown in the attached plan.

Background

Council's waste collection vehicles have routinely been forced to undertake unsafe turning maneuvers in cul-de-sac of Burra Street, Gerringong due to vehicles parking in the turning head. To assist waste collection vehicles in the cul-de-sac of

Report of RMS delegated formal items

5.3 Provision of timed 'No Parking' Zone - Burra Street, Gerringong (cont)

Sommerville Close, Kiama it is proposed to install a timed 'No Parking 6am to 2pm Thursday' zone in the cul-de-sac of Burra Street, Gerringong.

Council's waste collection truck drivers work an ordinary hours shift between 6am - 2.30pm, however waste collection is usually complete by 2pm.

On this basis, it is proposed that a time 'No Parking 6am to 2pm Thursday' zone with regulatory signage be installed at this location as per the attached signage and line marking plan.

Item 5.3



Item 5.3
Attachment 1



S1



S2

SIGNAGE SCHEDULE	
CODE	QTY
R5-40 (R)	1
R5-40 (L)	1

NOTES:

1. REGULATORY SIGNAGE TO BE INSTALLED IN POSITIONS AS SHOWN.
2. ALL SIGNS SHALL BE IN ACCORDANCE WITH THE AS1742.1.

NEW SIGN AND POST

REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER 2023-16
SCALES
PLAN NTS
SECTIONS
DESIGNED NZ
DRAWN NZ
DATE JUNE-23

**TIMED NO PARKING
BURRA STREET
GERRINGONG**



SHEET 1 OF 1

5.4 Road Closure for Jamberoo Street Festival

CSP Objective: Outcome 11: We are well connected within our local community, and to our region

CSP Strategy: 11.1 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport

Delivery Program: 11.1.3 Implement the requirements of the Roads Transport Act, Impounding Act, Crown Lands Act and Road Rules

Item 5.4

Summary

On the 29th of October 2023 Destination Kiama will be holding the Jamberoo Street Festival in conjunction with the Jamberoo Car Show and Family Day. As part of the Street Festival, it is proposed to close a section of Allowrie Street from Churchill Street to Young Street between the hours of 8.00 a.m. to 4.30 p.m. Speed restrictions and a detour around the closed section of road will be in place as per the attached Traffic Management Plan.

Financial implication

Nil

Risk implication

Traffic/parking congestion and pedestrians walking within the vehicle travel lanes to the site creating high risk road safety issues. A Traffic Management Plan has been prepared for the event to address both vehicular and pedestrian access and safety.

Policy

Section 138 Road Occupancy under the Roads Act.

Consultation

Consultation with Manager Engineering & Technical Services and Manager Tourism & Events

The event organisers have also undertaken preliminary engagement with the main street businesses various community groups and the Jamberoo Valley Residents & Ratepayers Association as a part of preparing and planning for the event.

Attachments

- 1 Traffic Management Event Brief Jamberoo Street Festival - Destination Kiama

Enclosures

Nil

RECOMMENDATION

Report of RMS delegated formal items

5.4 Road Closure for Jamberoo Street Festival (cont)

That the Committee supports the traffic changes associated with the event on 29th of October 2023 from 8.00 a.m. to 4.30 p.m. be approved subject to organisers complying with the following conditions:

1. The event organiser complies with the Traffic Management Plans shown in Attachment 1.
2. The organisers shall be responsible for the supply, erection and removal of all traffic control devices, equipment and personnel associated with the implementation of the approved Traffic Management Plan.
3. Notification of proposed traffic changes be given to police, local emergency services, businesses and residents affected by the closure.
4. An advertisement be placed in the local media advising of the closure and traffic changes.
5. Proof of public liability insurance complying with the Australian Prudential Regulatory Authority (APRA) being provided to Council prior to the event.

Background

As part of a series of Street Festivals supported by Regional NSW's, Reconnecting Regional NSW Community Events Grant Program, designed to reinvigorate and reconnect local communities, the proposed Jamberoo Street Festival will work in conjunction with and as an ancillary to, the annual Jamberoo Car Show and Family Day on the 29th of October 2023. The event is expected to have attendance of up to 1000 people between the car show and the street festival.

Traffic Impact Brief	Prepared By
	Destination Kiama
	7 June 2023
Jamberoo Street Festival - Sunday 29 October 2023	TRIM: 2023/053554
<i>in conjunction with the Jamberoo Car Show & Family Day</i>	

Background

As part of a series of *Street Festivals* supported by Regional NSW’s, Reconnecting Regional NSW Community Events Grant Program, designed to reinvigorate and reconnect local communities, the proposed *Jamberoo Street Festival* will work in conjunction with and as an ancillary to, the annual *Jamberoo Car Show and Family Day*.

Event Details – Jamberoo Street Festival

- Where:** Allowrie Street Jamberoo, between Churchill and Young Streets
- When:** Sunday 29 October 2023
- Time:** 9.30am – 3pm
- Road Closure:** 8.30am – 4pm
Traffic team onsite, securing car parking spaces from 8am
- Expected attendance:** Up to 1,000 (between the Car Show and the Street Festival)

Key Contacts

- Event Organiser:** Destination Kiama (Tourism and Events Department of Kiama Council)
- Event Coordinators:** Helen Demertzis, 0484 546 123, Kristy Young, 0491 049 509
- Event Manager:** Sally Bursell, 0491 051 572

Notification to residents and businesses

The resident and business notification will be distributed 4 weeks prior to the event (week of 25 September 2023) and cover a 1km radius. It will detail the event plan and include a map and detours in place during the times of 8.30am and 4pm on Sunday 29 October, 2023.

VMS board notification

There will be a VMS board placed on Churchill Street to advise motorists approaching the Churchill/Allowrie Street intersection of the impending road closure. The VMS board will be in place from Friday 20 October – Monday 30 October 2023.



Traffic Impact Brief Jamberoo Street Festival - Sunday 29 October 2023 <i>in conjunction with the Jamberoo Car Show & Family Day</i>	Prepared By Destination Kiama
	7 June 2023
	TRIM: 2023/053554

Onsite signage

There will be road closure and no parking signs placed on the street poles located on Allowrie Street between Churchill and Young Streets advising road users of the upcoming closures. These will be in place from Wednesday 25 October 2023.

Allowrie Street proposed road closure location (and concurrent Car Show event location)



Consultation

Public Transport

Kiama Coaches were informed who operate a Jamberoo Service Monday-Friday only and advised this road closure will not affect their services as they do not operate it on Sundays.

Jamberoo Residents and Rate Payers Association

The Manager attended a meeting of the association and received their endorsement.

Jamberoo Village Markets

The Jamberoo Village Markets will be hosted as usual and will provide a selection of local eats and crafts, they are working in conjunction with the Car Show and Council, the organisers of this event.

Traffic Impact Brief Jamberoo Street Festival - Sunday 29 October 2023 <i>in conjunction with the Jamberoo Car Show & Family Day</i>	Prepared By
	Destination Kiama
	7 June 2023 TRIM: 2023/053554

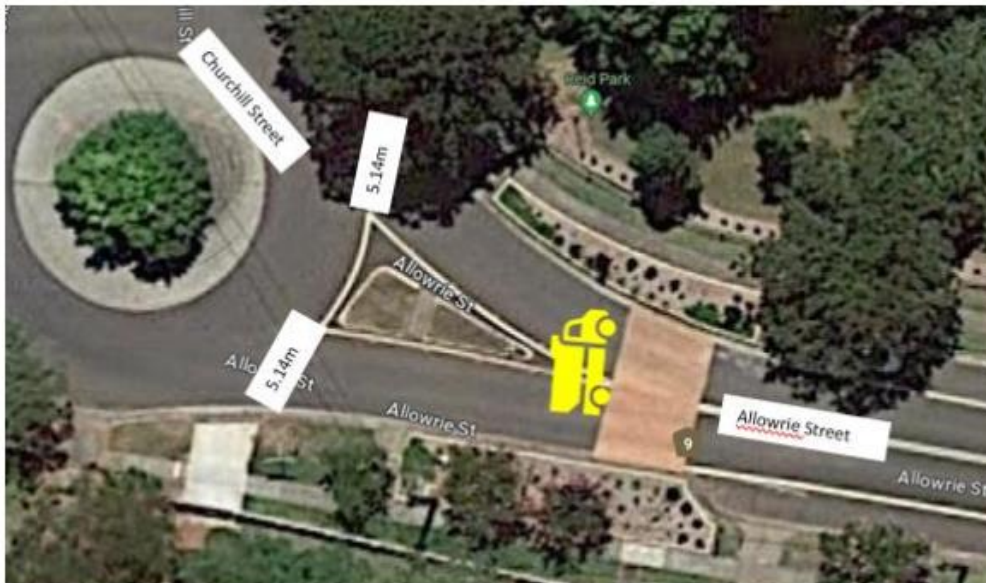
Traffic Guidance Scheme & Onsite Traffic Management

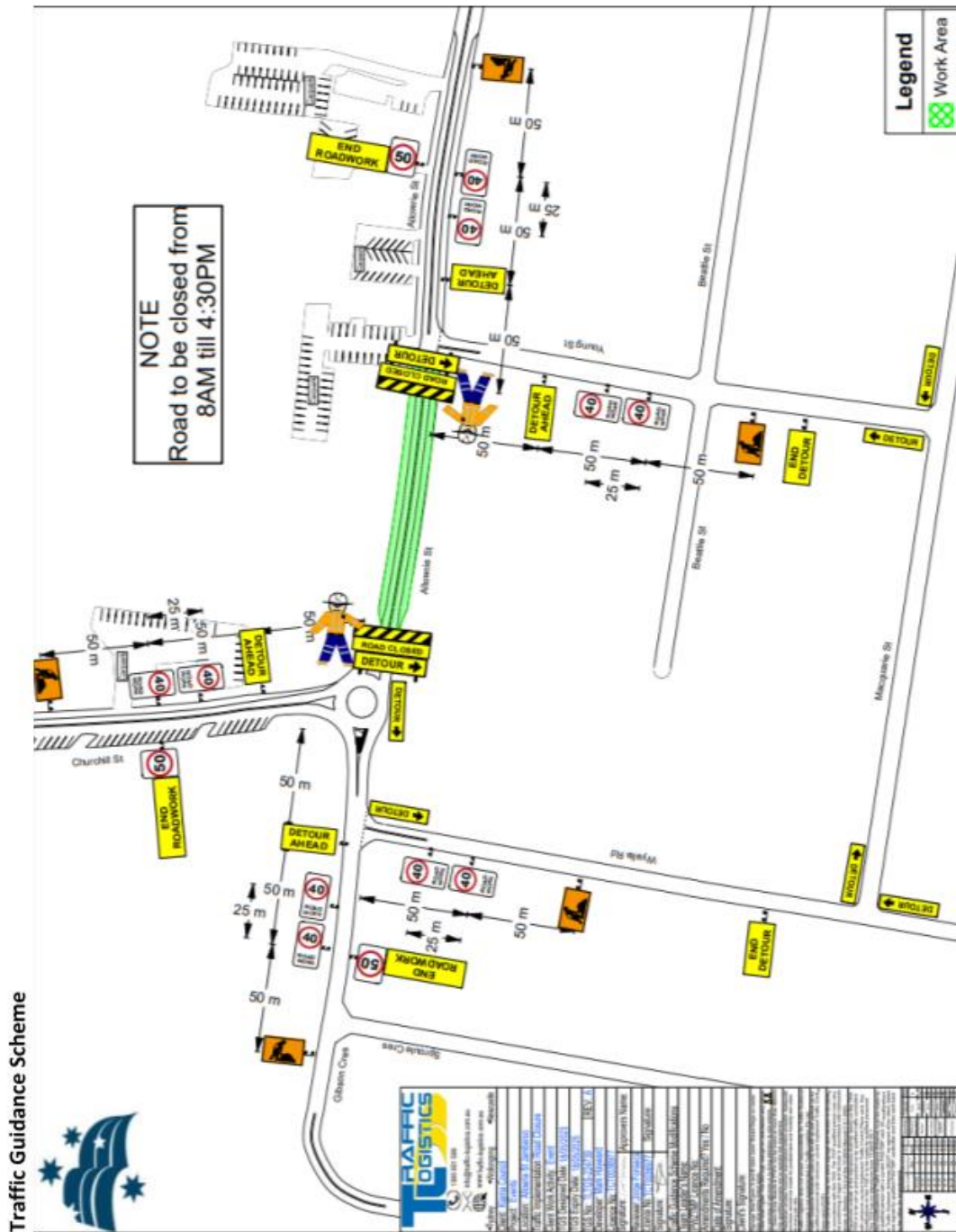
A TGS was prepared by Traffic Logistics (see attachment A) and provided to Kiama Council’s Outdoor Team Leader for review. Onsite traffic management will be provided by Kiama Council’s traffic ticket holders outdoor crew who have successfully managed a road closure of a similar impact for the ANZAC Day Parade in 2023.

Warwick Arberry – Team Leader – TC 052014294

Vehicle mitigation

The road will be secured with road closure barriers and Council Vehicles placed at either end of the road to manage the risk of hostile vehicles. Signage will be erected forewarning vehicular traffic of the closure and slight detour in place.





Item 5.4

Attachment 1

5.5 Provision of timed 'No Parking' Zone - Meares Place, Kiama

CSP Objective: Outcome 11: We are well connected within our local community, and to our region

CSP Strategy: 11.1 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport

Delivery Program: 11.1.3 Implement the requirements of the Roads Transport Act, Impounding Act, Crown Lands Act and Road Rules

Item 5.5

Summary

Consideration of the implementation of a timed 'No Parking 6am to 2pm Monday' zone in the cul-de-sac of Meares Place, Kiama.

Financial implication

Nil

Risk implication

Nil

Policy

Nil

Consultation (internal)

Acting Manager Waste Services

Communication/Community engagement

Nil

Attachments

1 Plan - 2023-13 - Timed No Parking Meares Place Kiama

Enclosures

Nil

RECOMMENDATION

That the Committee supports the implementation of an 80m long 'No Parking 6am to 2pm Monday' in the cul-de-sac of Meares Place, Kiama, through the installation of regulatory signage, as shown in the attached plan.

Background

Council's waste collection vehicles have routinely been forced to undertake unsafe turning maneuvers in cul-de-sac of Meares Place, Kiama due to vehicles parking in the turning head. To assist waste collection vehicles in the cul-de-sac of Meares Place,

Report of RMS delegated formal items

5.5 Provision of timed 'No Parking' Zone - Meares Place, Kiama (cont)

Kiama it is proposed to install a timed 'No Parking 6am to 2pm Monday' zone in the cul-de-sac of Meares Place, Kiama.

Council's waste collection truck drivers work an ordinary hours shift between 6am - 2.30pm, however waste collection is usually complete by 2pm.

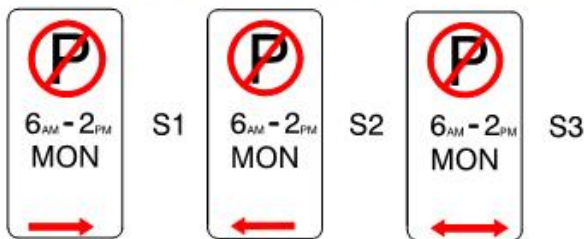
On this basis, it is proposed that a timed 'No Parking 6am to 2pm Monday' zone with regulatory signage be installed at this location as per the attached signage and line marking plan.

Item 5.5



Item 5.5

Attachment 1



SIGNAGE SCHEDULE	
CODE	QTY
R5-40 (R)	1
R5-40 (L)	1

NOTES:

1. REGULATORY SIGNAGE TO BE INSTALLED IN POSITIONS AS SHOWN.
2. ALL SIGNS SHALL BE IN ACCORDANCE WITH THE AS1742.1.

 NEW SIGN AND POST

REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER 2023-13
SCALES
PLAN NTS
SECTIONS
DESIGNED NZ
DRAWN NZ
DATE JUNE-23

**TIMED NO PARKING
MEARES PLACE
KIAMA**



SHEET 1 OF 1

5.6 Provision of timed 'No Parking' Zone - Sommerville Close, Kiama

CSP Objective: Outcome 11: We are well connected within our local community, and to our region

CSP Strategy: 11.1 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport

Delivery Program: 11.1.3 Implement the requirements of the Roads Transport Act, Impounding Act, Crown Lands Act and Road Rules

Item 5.6

Summary

Consideration of the implementation of a timed 'No Parking 6am to 2pm Monday' zone in the cul-de-sac of Sommerville Close, Kiama.

Financial implication

Nil

Risk implication

Nil

Policy

Nil

Consultation (internal)

Acting Manager Waste Services

Communication/Community engagement

Nil

Attachments

1 Plan - 2023-15 - Timed No Parking Sommerville Close Kiama

Enclosures

Nil

RECOMMENDATION

That the Committee supports the implementation of a 115m long 'No Parking 6am to 2pm Monday' in the cul-de-sac of Sommerville Close, Kiama, through the installation of regulatory signage, as shown in the attached plan.

Background

Council's waste collection vehicles have routinely been forced to undertake unsafe turning maneuvers in cul-de-sac of Sommerville Close, Kiama due to vehicles parking in the turning head. To assist waste collection vehicles in the cul-de-sac of

Report of RMS delegated formal items

5.6 Provision of timed 'No Parking' Zone - Sommerville Close, Kiama (cont)

Sommerville Close, Kiama it is proposed to install a timed 'No Parking 6am to 2pm Monday' zone in the cul-de-sac of Sommerville Close, Kiama.

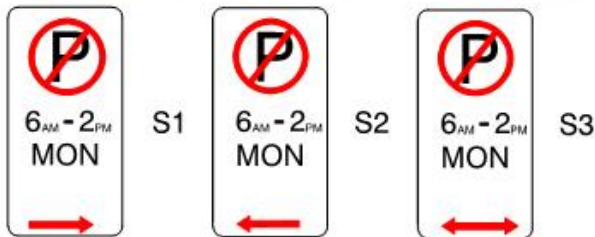
Council's waste collection truck drivers work an ordinary hours shift between 6am - 2.30pm, however waste collection is usually complete by 2pm.

On this basis, it is proposed that a time 'No Parking 6am to 2pm Monday' zone with regulatory signage be installed at this location as per the attached signage and line marking plan.

Item 5.6



Item 5.6
Attachment 1



SIGNAGE SCHEDULE	
CODE	QTY
R5-40 (R)	1
R5-40 (L)	1

- NOTES:**
- REGULATORY SIGNAGE TO BE INSTALLED IN POSITIONS AS SHOWN.
 - ALL SIGNS SHALL BE IN ACCORDANCE WITH THE AS1742.1.

NEW SIGN AND POST

REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER 2023-15
SCALES
PLAN NTS
SECTIONS
DESIGNED NZ
DRAWN NZ
DATE JUNE-23

**TIMED NO PARKING
SOMMERSVILLE CLOSE
KIAMA**



SHEET 1 OF 1

4 GENERAL BUSINESS

5 CLOSURE