



Moss Vale Show Grounds
Moss Vale

Friday 12th November

To

Sunday 14th November, 2021

(event from 9.30 a.m. to 4.30 a.m. daily)

Traffic Management Plan
version 2

(traffic management from 8.30 a.m. to 5.00 p.m. daily)



Traffic Management Plan. Version 2. date 04-09-21.

Prepared by Craig Eeles. "Prepare A Work Zone Traffic Management Plan" cert. no. TCT0015737

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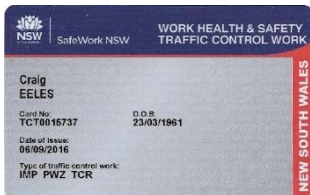
Section 1 - INTRODUCTION

1.1 Introduction

This Traffic Management Plan (TMP)

- is based on the successful method of traffic management developed by the event manager and All Area Traffic Services at previous “Southern Highlands Outdoor Recreation and Adventure Show“ (now to be called Southern Highlands Expo) held at the Moss Vale Show Grounds since 2016.
- has been produced in consultation with Event Management, Police, Local Council, RMS, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the Transport NSW manual - Traffic Control At Work Sites 2020 (version 6).
- has been developed by a traffic management planner with qualifications to Prepare A Work Zone Traffic Management Plan.

Craig Eeles. Certificate No. TCT0015737.



Signature:

1.2 References

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

- WH&S Act - 2012
- AS 1742.3 - 2019
- RTA. 'Guide to Traffic Generating Developments' - Oct. 2002. (version 2.2)
- RMS. 'Guide to Transport Management at Special Events' - 2018
- Transport NSW. 'Traffic Control At Worksites' - 2020 (version 6)
- Australian Government. Guide to Terrorism in Crowded Places - 2017

Section 2 - EVENT DETAILS

2.1 Event Organiser

The Southern Highlands Expo is being organised and managed by Anadon Pty Ltd (trading as Calibre Events & Marketing).

The representative for the event organizer is Wayne Boatwright from Calibre Events & Marketing.

Mobile: 0418 643082 Email: info@expo.com.au

The Event Site Manager on the days of the event shall be Wayne Boatwright.

Mobile: 0418 643082 Email: info@expo.com.au

2.2 Public Liability insurance

Due to the risk of cancellation due to Covid concerns, evidence of current public liability insurance with a minimum value of \$ 10,000,000 in the name of the event organizer will be provided closer to the event date as part of the application.



07 3123 6919 | www.h2is.com.au | insurance@h2is.com.au | Sydney - Brisbane - Sunshine Coast - Melbourne - Adelaide - Perth
H2 Insurance Solutions Pty Ltd is a Corporate Authorised Representative of Insurance Advisernet Australia Pty Ltd. AR No. 11007910. AFSL No. 240548.

22 October 2018

Confirmation of Insurance

This Confirmation of Insurance is to certify that the undermentioned Insurance Policy has been issued and is current to the expiry date shown below unless cancelled in the meantime, subject to the Terms and Conditions of the Policy.

Insured: Anadon Pty Ltd t/as Calibre Events and Marketing

Business Description: Principal and Organiser of Southern Highlands Outdoor Recreation & Adventure Show to be held on the 9 – 11 November 2018 at Moss Vale Show Grounds.
All additional events/activities must be declared, and an additional premium may apply.

Type of Cover: Public & Products Liability

Intended Period of Insurance: From: 19th October 2018
To: 16th November 2018 at 4pm

Geographical Limits: Australia and New Zealand

Insurer: Lloyds of London

Policy Number: B0391221802906

Limit: \$20,000,000 Any One Occurrence (Public Liability)
\$20,000,000 Any One Period of Insurance (Products Liability)

Policy to Note: This policy indemnifies Moss Vale & District A.H & I Society and Wingecarribee Shire Council in respect of any loss or damage arising from any claim that may be brought by any person against Moss Vale & District A.H & I Society and Wingecarribee Shire Council where such liability is directly resultant from the negligence of the Insured.

Provided that this policy does not extend to indemnify Moss Vale & District A.H & I Society and Wingecarribee Shire Council where the liability to pay compensation results from their own negligence or the negligence of any servants, agents or subcontractors.

Should you have any queries in regards to the above, please do contact our office.

Kind Regards,

Jason Holmes

Jason Holmes
H2 Insurance Solutions
Authorised Representative No: 317372

Disclaimer

The information provided is a summary only and does not amend, extend, alter or set out the full terms of the policy referred to nor do we confirm or warrant the Insurance cover is in force at the date of this advice. You must always refer to the policy for full details and to the extent of any inconsistency the policy prevails. The policy is also subject to the operation of the Insurance Contracts Act 1984 (IC), including in particular, the insurer's rights under section 28 in relation to pre contractual non-disclosure or misrepresentation. We will not provide any updates in relation to the policy to any third party unless we specifically agree to do so in writing with that third party.

PRORISK Certificate Of Insurance

Public & Products Liability Insurance

Policy Number: PRP/UC/428545-PL

Insurance Period: From 9 January 2021 at 4.00pm Local Standard Time
To 9 January 2022 at 4.00pm Local Standard Time

Insured: Tanyelle Pty Ltd

Insured's Address: 22 Venus Street
INVERLOCH VIC 3996

Business: Traffic Management

Limit of Indemnity: \$20,000,000 per Occurrence in respect of Public Liability and in the Aggregate in respect of Products Liability

Policy: ProRisk Public and Products Liability Insurance Policy v02.20

Security: Swiss Re International SE Australia Branch (AFSL 355088 - ABN 38 138 873 211)

This Certificate is issued by Professional Risk Underwriting Pty Ltd in accordance with the authority granted to them by the Security under the Agreement referred to in the Schedule.

This certificate is not a substitute for the Policy and Schedule of Insurance issued to you. The Policy, not this certificate, details your rights and obligations and the extent of your insurance cover.

IN WITNESS WHEREOF This Certificate has been signed at Melbourne this 12 January 2021.

[Signature]
Authorised Signatory

Professional Risk Underwriting Pty Ltd

Level 3, 100 Wellington Parade, Melbourne, VIC 3002 [PO Box 542, East Melbourne, VIC 8002]
Telephone: 03 9235 5255 Facsimile: 1800 633 073 Email: enquiries@prorisk.com.au
ABN: 60 103 953 073 AFSL: 308076

Section 2 - EVENT DETAILS

2.2 Event Description

The Southern Highlands Expo will be held over three days from Friday 12th November to Sunday 14th November 2021.

The show will be open from 9.30 a.m. to 4.30 p.m. each day of the event.

Attendances of up to 3,000 people at any one time during each day has been planned for.

Internal parking will be provided within the show grounds and within Henderson Park.

The section of Robertson Road between James Street and Argyle Street will be affected by event traffic from 9.30 a.m. to 4.30 p.m. on each day of the event.

The section of Argyle Street between Suttor Road and the railway underpass will be affected by event traffic from 9.30 a.m. to 4.30 p.m. on each day of the event.

Traffic Controllers will control traffic flow on Argyle Street from 8.30 a.m. to 5.00 p.m. on each day of the event.

Peak traffic arrivals during the ingress phase each day are expected between 10.30 a.m. and 1.00 p.m.

Peak traffic departures during the egress phase are expected between 1.00 p.m. and 3.00 p.m.

Parts of the event area shall occupy Wingecarribee Shire property.

Parts of the event area shall occupy RMS property.

(refer to TGS 01 for a detailed plan of traffic management on Robertson Road)

(refer to TGS 02 for a detailed plan of traffic management on Argyle Street)

(refer to TGS 03 for an overall parking plan inside the Moss Vale Show Grounds)

Section 2 - EVENT DETAILS

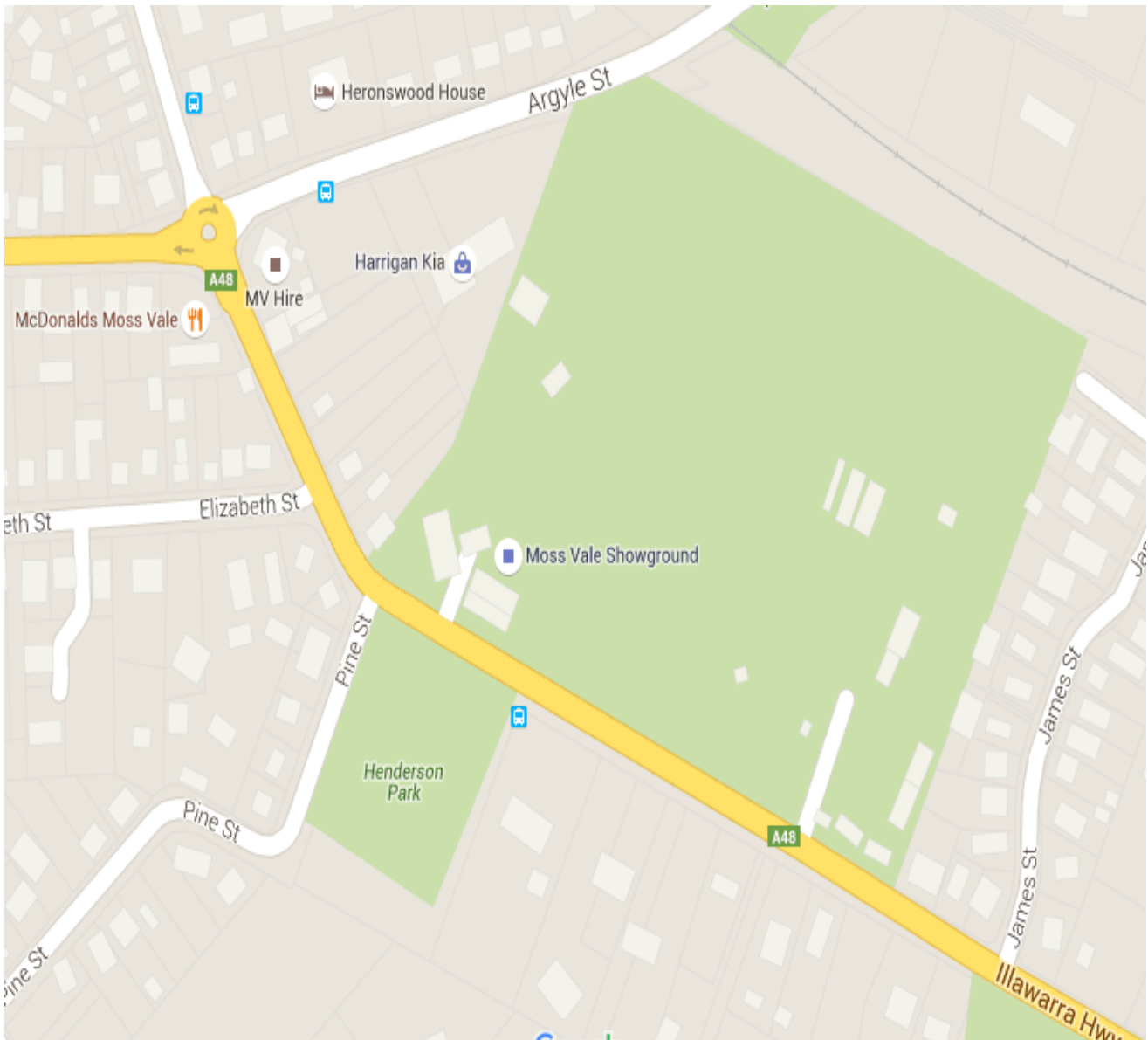
2.3 Event Location

The Southern Highlands Expo will be conducted within the Moss Vale Show Grounds.

The Moss Vale Show Grounds are located in an urban area in Moss Vale.

A school is located approximately 1 km from the show grounds. School bus times will not be affected.

Event Location.



Section 3 - TRANSPORT & PARKING

3.1 Roadside Parking Areas

Roadside parking will be permitted on Robertson Road and nearby side streets on the days of the event.

A 40 kmh speed limit will be implemented on the section of Robertson Road (Illawarra Highway) between Argyle Street and James Street to allow for safe pedestrian and vehicle movements.

3.2 No Roadside Parking Areas

ARGYLE STREET

No roadside parking will be allowed for approximately 100 metres on the western side of Argyle Street, opposite the show grounds entry and exit gate from 8.00 am to 4.00 pm each day of the event.

This will assist non-event traffic to pass to the left of any north bound vehicles queuing on Argyle Street to enter the show grounds.

ROBERTSON ROAD / JAMES STREET

'No Stopping' signs and traffic cones will be installed on the northern side of the Illawarra Highway on the approach and departure side of James Street. This is in response to resident concerns regarding restricted sight distance during event times.

3.3 Event Parking (TCP 03)

Parking areas for all vehicles attending the event will be provided within the Moss Vale Show Grounds.

Additional overflow parking will be provided in the grounds of Henderson Park, on the corner of Robertson Road and Pine Avenue.

It is planned to only use this overflow area depending on the condition of the ground being passable and safe in the case of wet weather.

(refer to TGS 03 for an overall internal parking plan)

3.3.1 General Public Car Park

- will be located on the northern area of the show grounds.
- will have a capacity of up to 500 cars.
- Access to the car park will be via Argyle Street.
- Additional overflow parking in Henderson Park.

(refer to TGS 04 for a detailed public car park plan)

3.3.2 Disabled Car Park

- will also be located on the northern area of the show grounds.
- will have a capacity of up to 50 cars.
- Access to the car park will be via Argyle Street.

(refer to TGS 04 for a detailed disabled car park plan)

Section 3 - TRANSPORT & PARKING

3.3 Event Parking (cont.)

3.3.3 Exhibitors & Stall Holders Car Park

- will be located in various locations on both the northern and eastern area of the show grounds.
- will have a capacity of up to 100 cars.
- Access to the parking areas will be via Robertson Road and Argyle Street until 08.30 am.
- After 08.30 am access to the exhibitor and stall holder parking areas will be closed and late arrivals will park in the public car park via Argyle Street.

(refer to TGS 05 for a detailed stall holder parking plan)

3.3.4 Truck Parking

- will also be located on the northern area of the show grounds.
- will have a capacity of up to 10 trucks.
- Access to the truck and other large vehicle parking area will be via Argyle Street after 9.30 am. each day.

3.3.5 Tour and Charter Bus Parking

- will also be located on the northern area of the show grounds.
- will have a capacity of up to 5 buses.
- access to the Bus Parking area will be via Argyle Street.
- Patrons shall stay on their Tour bus and alight only when the bus has parked.
- Bus patrons shall return to the bus parking area at the end of the event and board their bus where they were dropped off earlier.

3.3.6 Staff Car Park

- will be located near the public car park area.
- will have a capacity of up to 30 cars.

3.3.7 Police and Emergency Vehicles Parking

- will be able to park directly inside the Argyle Street entry / exit gate.
- access to the emergency vehicle parking area will be via Argyle Street.

3.3.8 Caterers Parking

- will have short term access to the various parts of the show grounds.
- access to the caterer parking areas will be via Robertson Road and Argyle Street until 08.30 am.
- after 08.30 am access to the caterer parking areas will be via Argyle Street only.
- caterers arriving after 9.30 a.m. will be directed to park in the public car park.

Section 3 - TRANSPORT & PARKING

3.4 Taxis

Southern Highland Taxis will be the provider of a taxi service between the show grounds and surrounding areas.

The contact person from Southern Highland Taxis for the event will be Laurie Stewart

Phone: 02 48610000. Mobile: Email:

A dedicated taxi rank for taxi drop off and pick up will be provided inside the show grounds.

The Taxi Rank shall be located near the public car park.

Access to the taxi rank will be via Argyle Street.

The Taxi Rank shall have a capacity of up to 3 taxis.

A pick up waiting bay for patrons will be provided beside the Taxi Rank.

3.5 Public Drop off & Pick-up area

- will be located inside the show grounds near the taxi rank.
- will have a capacity of up to 10 cars.
- access to the drop off & pick up area will be via Argyle Street.
- a pick up waiting bay for patrons will be provided beside the drop off & pick up area.

3.6 Pedestrians

Pedestrian arriving at the event will be able to gain access via :-

- the pedestrian entry gate located inside the show grounds beside the internal car park via the Moss Vale Road gate.
- the pedestrian entry gate located on Robertson Road, at the show grounds main entry gate which will be closed to vehicles for the duration of the event.

A 40 kmh speed limit will be implemented on the section of Robertson Road (Illawarra Highway) between Argyle Street and James Street to allow for safe pedestrian and vehicle movements.

3.7 Wet Weather Contingency Plan

In the case of wet weather causing the public car park and other parking areas to be at risk of becoming boggy, it will be necessary have a 4wd or tractor on site with an operator on duty throughout the day to assist bogged vehicles.

The vehicle or tractor must be powerful enough to tow a bogged 4wd if necessary.

Roadside parking is available on many of the urban streets surrounding the show grounds and can be used for event parking if the internal car park becomes impassable.

Section 4 - EMERGENCY SERVICES

4.1 Emergency Vehicles

Traffic controllers will maintain a three metre wide access path for emergency vehicles on the public roads through or around the event area.

Traffic Controllers will assist emergency vehicles with lights and sirens activated through the event area as quickly as it is safe to do so.

Traffic Controllers and event organisers will maintain a three metre wide access path for emergency vehicles on internal vehicle tracks to all areas of the show grounds.

4.2 Police

Police will not be in attendance at the event.

The local police station is located in Moss Vale.

The local Police representative for the event is

Phone: 02 48629299 Mobile: Email:

The local Highway Patrol Unit is stationed at the Mittagong Police Station.

Phone: 02 48711222 Mobile: Email:

The Local Area Command is located at the Goulburn Police Station.

The LAC representative for the event is

Phone: 02 48220000. Mobile: Email:

The Police Service will be notified of the delayed traffic flow on Argyle Street on the days of the event.

Traffic Controllers will assist police vehicles with lights and sirens activated through the event area as quickly as it is safe to do so.

Section 4 - EMERGENCY SERVICES

4.3 Ambulance

St. John Ambulance staff shall be in attendance at the event for first aid care.

A private medical firm may also be employed to be in attendance at the event for first aid care.

The NSW Ambulance Service will not be in attendance at the event.

The local ambulance station is located in Bowral.

Phone: 000 Mobile: Email:

The local ambulance service will be notified of the delayed traffic flow on Argyle Street on the days of the event.

Traffic Controllers will assist ambulances with lights and sirens activated through the event area as quickly as it is safe to do so.

4.4 Fire Brigade

Local RFS members and their fire fighting vehicles will be on site each day of the event to assist with internal parking.

The local fire station is located in Bowral.

Phone: 000 Mobile: Email:

The local fire service will be notified of the delayed traffic flow on Argyle Street on the days of the event.

Traffic Controllers will assist fire service vehicles with lights and sirens activated through the event area as quickly as it is safe to do so.

Section 5 - PUBLIC CONSIDERATIONS

5.1 Neighbours

The Moss Vale Show Grounds are located in a populated urban area of Moss Vale and has minimal impact on its neighbours.

The event will be held during daylight hours with minimal noise created.

Urban housing is located within 100 metres of the show grounds.

A school is located approximately 1 km from the show grounds. School bus times will not be affected.

The section of Robertson Road between James Street and Argyle Street will be affected by event traffic from 9.30 a.m. to 4.30 p.m. on each day of the event.

The section of Argyle Street between Suttor Road and the railway underpass will be affected by event traffic from 9.30 a.m. to 4.30 p.m. on each day of the event.

Peak traffic arrivals during the ingress phase each day are expected between 10.30 a.m. and 1.00 p.m.

Peak traffic departures during the egress phase are expected between 1.00 p.m. and 3.00 p.m.

5.2 Public Transport

Buses, taxis and other public transport carrying out their business on the day of the event will have minimal disruption and delays to their operations while travelling in the vicinity of the Moss Vale Show Grounds.

Section 5 - PUBLIC CONSIDERATIONS

5.3 Terrorism

Measures will be taken by event management, event staff and traffic controllers to minimize the risk of terrorism and the outcomes of any terrorist actions at the event.

5.3.1 Suspect activity

Traffic Controllers and Parking Marshals will be given an event pre-start induction, including what to do if suspicious activity is observed.

This page of the TMP will be used as part of the induction documentation.

Suspicious activity includes a person or persons :-

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

The traffic controller or parking marshal must :-

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

The traffic manager must :-

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

Section 5 - PUBLIC CONSIDERATIONS

5.3 Terrorism

5.3.2 Vehicle incursion

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

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

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

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

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

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

Section 6 - PERMITS

6.1 Shire Permit

This Traffic Management Plan will be sent to the Traffic Engineer at Wingecarribee Shire Council.

This Traffic Management Plan is the document to be assessed by the Local Traffic Safety Committee as part of the application for a Shire “ Permit To Use A Road Reserve ” .

A “Permit To Use A Road Reserve” or equivalent must be obtained from Wingecarribee Shire Council, prior to traffic controllers installing signs and devices and / or controlling traffic on any shire property on the day of the event.

6.2 RMS Road Occupancy Licence

A ‘Road Occupancy Licence’ and ‘Speed Zone Authority’ will be obtained online from the RMS prior to traffic controllers installing signs and devices and / or controlling traffic on any RMS property on the days of the event.

This will be done once this document has been assessed as part of the overall event assessment undertaken by the Local Traffic Safety Committee and the event is given council approval.

The application will include all LRA’s, all TCP’s, and the following forms

- RMS Form N - “ Road Occupancy Licence (ROL) Application”
- RMS Form C – “ Road Occupancy Licence (ROL) Checklist ”
- RMS TMP Template
- Summary Offences Act form

Samples of the RMS forms, the TMP Template and the Summary Offences Act form are on the following pages.

Section 6 - PERMITS

6.2 RMS Road Occupancy Licence - Form N (Argyle Street)



FORM N		Road Occupancy Licence Application				
		Non-Development & Special Event Activities				
Is this an extension of existing / previous licence? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - Licence #. _____ (original attached)						
Was this application entered on-line? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Application #. _____ (on-line print out attached)						
CONTACTS	Proponent Organisation	All Area Traffic Services on behalf of Southern Highlands Expo		Your Reference No.		
	Proponent Contact Name	Craig Eeles		On-site Company	All Area Traffic Services	
	Phone	0407 870 088		On-Site Contact Name	Craig Eeles	
	Fax			On-site Phone	0407 870 088 Fax:	
	Email	allareatraffic@gmail.com				
LOCATION	Subject Road	Argyle Street		UBD Reference		
	From (Cross Street)	Suttor Road		To (Cross Street)	Kings Road	
	Suburb	Moss Vale		Council	Wingecarribee Shire Council	
TIMES	Requested Start & End Dates	Friday 12-11-21 to Sunday 14-11-21 <small>Enter start date of 1st shift & start date of last shift</small>		Estimated Duration of Activities	9 hours each day x 3 days <small>Duration for this application ONLY, in number of hours/shifts</small>	
	Requested Times	Friday 0830 -1730, Saturday 0830 - 1730, Sunday 0830 - 1730. <small>For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</small>				
PROPOSED ACTIVITIES	Project	Special Event - Southern Highlands Expo				
	Work Description for this Application	Traffic Controllers to assist turning traffic entering and exiting the show grounds			Current Speed Limit:	50 Km/h
	Licence Type	<input type="checkbox"/> Abnormal Load Movement <input type="checkbox"/> Hoardings <input type="checkbox"/> Investigation <input type="checkbox"/> Bridge <input type="checkbox"/> Hazard Reduction <input type="checkbox"/> Landscaping / mowing <input type="checkbox"/> Building Construction <input type="checkbox"/> Utility Maintenance <input type="checkbox"/> Police Operations <input type="checkbox"/> Building Work Zone <input type="checkbox"/> SRA Works <input type="checkbox"/> Crane <input checked="" type="checkbox"/> Special Event <input type="checkbox"/> Other: _____ <input type="checkbox"/> Site access				
	Lane/s or Shoulder/s Closed	<input type="checkbox"/> Median Shoulder <input type="checkbox"/> Lane 2 (next after kerb lane) <input checked="" type="checkbox"/> Shoulder <input type="checkbox"/> Lane 3 <input type="checkbox"/> Lane 1 (kerb Lane/s) <input type="checkbox"/> Lane 4		Total no. of lanes to be closed at any one time? (in same direction): nil lane(s) of one		
	Direction	<input type="checkbox"/> All directions <input type="checkbox"/> East bound <input type="checkbox"/> North bound <input type="checkbox"/> West bound <input checked="" type="checkbox"/> North and South bound <input type="checkbox"/> East and West bound				
	Flow Management	<input type="checkbox"/> Standard lane merge <input type="checkbox"/> Detour (other roads) <input type="checkbox"/> Mobile works <input type="checkbox"/> Contra Flow <input type="checkbox"/> Detour (side-track) <input type="checkbox"/> Short term / Intermittent works <input checked="" type="checkbox"/> Stop / Slow Control <input type="checkbox"/> Portable Signals <input type="checkbox"/> Non-Trafficable Area				
Miscellaneous	Turning Bay/s affected? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Speed reduction? <input type="checkbox"/> Yes 40 km/h (Apply for SZA) <input checked="" type="checkbox"/> No		Community Notification <input checked="" type="checkbox"/> Newspaper <input type="checkbox"/> VMS <input type="checkbox"/> Letterbox drop			
RTA	If this project is managed by the RTA, fill in the following: RTA Branch: _____ RTA Contact: _____					
SIGN	I hereby apply for a Road Occupancy Licence: Please allow a minnum of 10 working days to process this application. Signature: <u><i>esteles</i></u> Date: 20-07-21					

• Fax to the RTA office relevant to the location of the application.

• Refer to Explanatory Notes for fax numbers.

Section 6 - PERMITS

6.2 RMS Road Occupancy Licence - Form R. Speed Zone Authority (Argyle Street)

FORM R		Speed Zone Authorisation Application		 Transport Management Centre		
PLANNED INCIDENT UNIT - ADMIN USE ONLY				Road Occupancy Application No#:		
<i>(Not to be completed by Applicant)</i>						
CONTACTS	Proponent Organisation	All Area Traffic Services on behalf of the Southern Highlands Expo				
	Proponent Contact Name	Craig Eeles				
	Phone	0407 870088	* Mobile Number	0407 870088		
	Fax		E-mail Address	allareatraffic@gmail.com		
LOCATION	Subject Road Name	Argyle Street		UBD Map Reference		
	Suburb	Moss Vale		Council	Wingecarribee Shire Council	
	From (Cross Street)	Suttor Road <small>Reference to nearest cross street.</small>	To (Cross Street)	Kings Road <small>Reference to nearest cross street.</small>		
	Requested Times	8.30 a.m. to 5.30 p.m.		Distance	700 metres	
	Direction	<input type="checkbox"/> All directions <input type="checkbox"/> East bound <input type="checkbox"/> West bound <input type="checkbox"/> East and West bound <input type="checkbox"/> North bound <input type="checkbox"/> South bound <input checked="" type="checkbox"/> North and South bound				
	Existing Speed Limit	50 kmh		Requested Speed Limit	40 kmh	
	Proposed Commencement Date	Friday 12-11-21 <small>Installation of signs</small>		Proposed Completion Date	Sunday 14-11-21 <small>Removal of signs</small>	
	Traffic Control Plan ID	SHE-2021-TGS02		Previous TMC Road Occ Approval No	If applicable	
	Reason for SZA	Traffic Controllers stopping traffic on Argyle Street at the show grounds entry gate.				
	Speed Limit Sign Location Plan Name	SHE-2021-TGS02				
SIGNATORY	<i>I hereby apply for permission to restrict speed at the location described herein.</i>					
	Signature:			Date:	20-07-21	
PLEASE ALLOW 10 WORKING DAYS TO PROCESS THIS APPLICATION						
LODGE MENT DETAILS	RTA licence application lodgement details - Please send the completed application form together with Form C (checklist) and the Traffic Management Plan to the relevant RTA office as shown below.					
	Fax/Email to:	Sydney: 8396 1530 or TMC_Planned_Incident_Unit@rta.nsw.gov.au		Hunter Region (Newcastle): ROI_Hunter_Newcastle@rta.nsw.gov.au		
		Southern Region (Wollongong): 4221 2777 or ROI_Southern@rta.nsw.gov.au		Northern Region (Grafton): 6640 1304 or ROI_Northern@rta.nsw.gov.au		
		South West Region (Wagga): 6938 1184 or ROI_South_West@rta.nsw.gov.au		Western Region (Parkes): 6861 1414 or ROI_Western@rta.nsw.gov.au		
		Central Coast (Gosford): ROI_Hunter_Central_Coast@rta.nsw.gov.au		Sydney Asset Management: 6849 2766		
If you encounter difficulties please refer to RTA website for update contact details.						
ADMIN USE ONLY	Comments					

Section 6 - PERMITS

6.2 RTA Road Occupancy Licence - Form C (Argyle Street)

FORM C	Road Occupancy Licence (ROL) Checklist	Transport Management Centre
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(THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)

CONTACT	Proponent's Organisation	All Area Traffic Services on behalf of Southern Highlands Expo		* Contact Phone	0407 870 088
	*Proponent's Name	Craig Eeles		* Contact Mobile	0407 870 088
	*Subject Road	Argyle Street		*Suburb	Moss Vale
	*From (Cross Street)	Suttor Road	*To (Cross Street)	Kings Road	
LOCATION	Has a Site inspection been conducted in the past two weeks? Two photographs (one each direction) of site attached,				<input checked="" type="checkbox"/> Yes
	Any significant features of the site noted : (Tick below those which are applicable)				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<ul style="list-style-type: none"> • signals within 100m of site <input type="checkbox"/> • signal phases effects (lanes & turning lanes) <input type="checkbox"/> • roundabouts within 100m of site <input checked="" type="checkbox"/> • occupancy near a tidal flow <input type="checkbox"/> • number of traffic lanes in each direction (insert number) <u>one</u> <input checked="" type="checkbox"/> • adjacent significant land use with major egress such as hospitals/schools/supermarkets <input type="checkbox"/> • raised median / divided carriageway <input type="checkbox"/> • pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other <input type="checkbox"/> • any kerbside restrictions such as (specify appropriate restriction) <input type="checkbox"/> <ul style="list-style-type: none"> 1. Clearways / bus or transit lanes <input type="checkbox"/> 2. Designated Parking Restrictions <input type="checkbox"/> 3. Loading Zones <input type="checkbox"/> 4. Bus stops <input type="checkbox"/> 5. Taxi Ranks <input type="checkbox"/> 				
	Any evidence of concurrent adjacent roadworks / activities / off-road developments				<input type="checkbox"/> Yes
	IF YES PLEASE SPECIFY:				<input checked="" type="checkbox"/> No
	Relevant traffic volume data obtained (Traffic Volume Data Book)				<input checked="" type="checkbox"/> Yes
	<ul style="list-style-type: none"> • Days/times of lowest traffic volumes noted • Are times occupancy requested consistent with traffic volumes (above) • Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained 				<input type="checkbox"/> No
	Has this Traffic Management Plan been prepared by a person in possession of a current Select/Modify Traffic Plans qualification or higher				<input checked="" type="checkbox"/> Yes
	If YES please supply Name & Licence No: <u>Craig Eeles .</u> <u>Prepare A Work Zone Traffic Management Plan cert. no. TCT0015737</u>				<input type="checkbox"/> No
	Will your organisation be undertaking or supervising the works described in the application.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Consideration has been given to construction noise and other environmental impacts on residents (where applicable) and the appropriate measures will be taken to minimise these impacts, particularly noise to residents				<input checked="" type="checkbox"/> Yes	
If YES please supply details: <u>Minimal noise having no impact on residents</u>				<input type="checkbox"/> No	
Comments					
RTA Asset Management (02) 8849 2114 notified for Road opening etc:					
<input checked="" type="checkbox"/> No Reason <input type="checkbox"/> Yes If YES please supplied Reference no.					
SIGN	Applicant's Name:	Craig Eeles	Signature:		Date: 20-07-21

* Denotes mandatory fields that are required to be completed

Section 6 - PERMITS

6.2 RTA Road Occupancy Licence - Form N (Robertson Road)



FORM N		Road Occupancy Licence Application Non-Development & Special Event Activities		 Transport Management Centre		
Is this an extension of existing / previous licence? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - Licence #. _____ (original attached)						
Was this application entered on-line? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Application #. _____ (on-line print out attached)						
CONTACTS	Proponent Organisation	All Area Traffic Services on behalf of Southern Highlands Expo		Your Reference No.		
	Proponent Contact Name	Craig Eeles		On-site Company	All Area Traffic Services	
	Phone	0407 870 088		On-Site Contact Name	Craig Eeles	
	Fax			On-site Phone	0407 870 088 Fax:	
	Email	allareatraffic@gmail.com				
LOCATION	Subject Road	Robertson Road		UBD Reference		
	From (Cross Street)	Moss Vale Road		To (Cross Street)	James Street	
	Suburb	Moss Vale		Council	Wingecarribee Shire Council	
TIMES	Requested Start & End Dates	Friday 12-11-21 to Sunday 14-11-21 <small>Enter start date of 1st shift & start date of last shift</small>		Estimated Duration of Activities	9 hours each day x 3 days <small>Duration for this application ONLY, in number of hours/shifts</small>	
	Requested Times	Friday 0830 -1730, Saturday 0830 - 1730, Sunday 0830 - 1730. <small>For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</small>				
PROPOSED ACTIVITIES	Project	Special Event - Southern Highlands Expo				
	Work Description for this Application	Advance Warning and Parking advisory signs on the shoulders of Robertson Road.			Current Speed Limit:	50 Km/h
	Licence Type	<input type="checkbox"/> Abnormal Load Movement <input type="checkbox"/> Hoardings <input type="checkbox"/> Investigation <input type="checkbox"/> Bridge <input type="checkbox"/> Hazard Reduction <input type="checkbox"/> Landscaping / mowing <input type="checkbox"/> Building Construction <input type="checkbox"/> Utility Maintenance <input type="checkbox"/> Police Operations <input type="checkbox"/> Building Work Zone <input type="checkbox"/> SRA Works <input type="checkbox"/> Crane <input checked="" type="checkbox"/> Special Event <input type="checkbox"/> Other: _____ <input type="checkbox"/> Site access				
	Lane/s or Shoulder/s Closed	<input type="checkbox"/> Median Shoulder <input type="checkbox"/> Lane 2 (next after kerb lane) <input checked="" type="checkbox"/> Shoulder <input type="checkbox"/> Lane 3 <input type="checkbox"/> Lane 1 (kerb Lane/s) <input type="checkbox"/> Lane 4		Total no. of lanes to be closed at any one time? (in same direction): nil lane(s) of one		
	Direction	<input type="checkbox"/> All directions <input type="checkbox"/> East bound <input type="checkbox"/> East and West bound		<input type="checkbox"/> North bound <input type="checkbox"/> South bound <input type="checkbox"/> North and South bound		
	Flow Management	<input type="checkbox"/> Standard lane merge <input type="checkbox"/> Detour (other roads) <input type="checkbox"/> Contra Flow <input type="checkbox"/> Detour (side-track) <input type="checkbox"/> Stop / Slow Control <input type="checkbox"/> Portable Signals		<input type="checkbox"/> Mobile works <input type="checkbox"/> Short term / Intermittent works <input checked="" type="checkbox"/> Non-Trafficable Area		
	Miscellaneous	Turning Bay/s affected? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Speed reduction? <input type="checkbox"/> Yes _____ km/h (Apply for SZA) <input checked="" type="checkbox"/> No		
RTA	If this project is managed by the RTA, fill in the following:					
	RTA Branch:		RTA Contact:			
SIGN	I hereby apply for a Road Occupancy Licence: Please allow a minnum of 10 working days to process this application.					
	Signature: <u><i>esteles</i></u>			Date: <u>20-07-21</u>		

• Fax to the RTA office relevant to the location of the application.

• Refer to Explanatory Notes for fax numbers.


Section 6 - PERMITS

6.2 RMS Road Occupancy Licence - Form R. Speed Zone Authority (Robertson Road)

FORM		R Speed Zone Authorisation Application		 Transport Management Centre	
PLANNED INCIDENT UNIT - ADMIN USE ONLY			Road Occupancy Application No#: _____		
<i>(Not to be completed by Applicant)</i>					
CONTACTS	Proponent Organisation	All Area Traffic Services on behalf of the Southern Highlands Expo			
	Proponent Contact Name	Craig Eeles			
	Phone	0407 870088	* Mobile Number	0407 870088	
	Fax		E-mail Address	allareatraffic@gmail.com	
LOCATION	Subject Road Name	Robertson Road (Illawarra Highway)		UBD Map Reference	
	Suburb	Moss Vale	Council	Wingecarribee Shire Council	
	From (Cross Street)	Argyle Street <small>Reference to nearest cross street.</small>	To (Cross Street)	James Street <small>Reference to nearest cross street.</small>	
	Requested Times	8.30 a.m. to 5.30 p.m.	Distance	500 metres	
	Direction	<input type="checkbox"/> All directions <input type="checkbox"/> East bound <input type="checkbox"/> North bound <input type="checkbox"/> West bound <input type="checkbox"/> South bound <input type="checkbox"/> East and West bound <input checked="" type="checkbox"/> North and South bound			
	Existing Speed Limit	50 kmh	Requested Speed Limit	40 kmh	
	Proposed Commencement Date	Friday 12-11-21 <small>Installation of signs</small>	Proposed Completion Date	Sunday 14-11-21 <small>Removal of signs</small>	
	Traffic Control Plan ID	SHE-2021-TGS01	Previous TMC Road Occ Approval No	if applicable	
	Reason for SZA	to allow for safe pedestrian and vehicle movements outside Moss Vale showgrounds.			
	Speed Limit Sign Location Plan Name	SHE-2021-TGS01			
SIGNATORY	<i>I hereby apply for permission to restrict speed at the location described herein.</i>				
	Signature:			Date:	20-07-21
PLEASE ALLOW 10 WORKING DAYS TO PROCESS THIS APPLICATION					
LODGEDETAILS	RTA licence application lodgement details - Please send the completed application form together with Form C (checklist) and the Traffic Management Plan to the relevant RTA office as shown below.				
	Fax/Email to:	Sydney: 8396 1530 or TMC_Planned_incident_Unit@rta.nsw.gov.au	Hunter Region (Newcastle): ROL_Hunter_Newcastle@rta.nsw.gov.au		
		Southern Region (Wollongong): 4221 2777 or ROL_Southern@rta.nsw.gov.au	Northern Region (Grafton): 6640 1304 or ROL_Northern@rta.nsw.gov.au		
		South West Region (Wagga): 6938 1184 or ROL_South_West@rta.nsw.gov.au	Western Region (Parkes): 6861 1414 or ROL_Western@rta.nsw.gov.au		
		Central Coast (Gosford): ROL_Hunter_Central_Coast@rta.nsw.gov.au	Sydney Asset Management: 8849 2766		
If you encounter difficulties please refer to RTA website for update contact details.					
ADMIN USE ONLY	Comments				

Section 6 - PERMITS

6.2 RTA Road Occupancy Licence - Form C (Robertson Road)

FORM C	Road Occupancy Licence (ROL) Checklist	
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(THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)

CONTACT	Proponent's Organisation	All Area Traffic Services on behalf of Southern Highlands Expo	* Contact Phone		
	*Proponent's Name	Craig Eeles	* Contact Mobile	0407 870 088	
LOCATION	*Subject Road	Robertson Road	*Suburb	Moss Vale	
	*From (Cross Street)	Moss Vale Road	*To (Cross Street)	James Street	
	Has a Site inspection been conducted in the past two weeks? Two photographs (one each direction) of site attached,				<input checked="" type="checkbox"/> Yes
	Any significant features of the site noted : (Tick below those which are applicable)				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<ul style="list-style-type: none"> • signals within 100m of site <input type="checkbox"/> • signal phases effects (lanes & turning lanes) <input type="checkbox"/> • roundabouts within 100m of site <input checked="" type="checkbox"/> • occupancy near a tidal flow <input type="checkbox"/> • number of traffic lanes in each direction (insert number) <u>one</u> <input checked="" type="checkbox"/> • adjacent significant land use with major egress such as hospitals/schools/supermarkets <input type="checkbox"/> • raised median / divided carriageway <input type="checkbox"/> • pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other <input type="checkbox"/> • any kerbside restrictions such as (specify appropriate restriction) <input type="checkbox"/> <ul style="list-style-type: none"> 1. Clearways / bus or transit lanes <input type="checkbox"/> 2. Designated Parking Restrictions <input type="checkbox"/> 3. Loading Zones <input type="checkbox"/> 4. Bus stops <input type="checkbox"/> 5. Taxi Ranks <input type="checkbox"/> 				
	Any evidence of concurrent adjacent roadworks / activities / off-road developments				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	IF YES PLEASE SPECIFY:				
	Relevant traffic volume data obtained (Traffic Volume Data Book)				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<ul style="list-style-type: none"> • Days/times of lowest traffic volumes noted • Are times occupancy requested consistent with traffic volumes (above) • Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained 				
	Has this Traffic Management Plan been prepared by a person in possession of a current Select/Modify Traffic Plans qualification or higher				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If YES please supply Name & Licence No: Craig Eeles . "Prepare A Work Zone Traffic Management Plan" cert. no. TCT0015737					
Will your organisation be undertaking or supervising the works described in the application.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Consideration has been given to construction noise and other environmental impacts on residents (where applicable) and the appropriate measures will be taken to minimise these impacts, particularly noise to residents				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If YES please supply details: Minimal noise having no impact on residents					
Comments					
RTA Asset Management (02) 8849 2114 notified for Road opening etc:					
<input checked="" type="checkbox"/> No Reason <input type="checkbox"/> Yes If YES please supplied Reference no.					
SIGN	Applicant's Name:	Craig Eeles	Signature:	<i>Craig Eeles</i>	
			Date:	20-07-21	

* Denotes mandatory fields that are required to be completed

Section 6 - PERMITS

6.3 RMS TMP Template

Special Event Resources

Special Event Transport Management Plan Template

Refer to chapter 7 of the Guide for a complete description of the Transport Management Plan

1 EVENT DETAILS

1.1 Event Summary

Event Name : Southern Highlands Expo
 Event Location : Moss Vale Show Grounds, Moss Vale
 Event Date : Friday 12-11-21 to Sunday 14-11-21
 Event Start Time : 9.30 a.m. Event Finish Time : 4.30 p.m.
 Event Set up Start Time : 8.00 a.m.
 Event Pack down Finish Time : 5.30 p.m.
 Event is “ off street ”

1.2 Contact names

Event organiser * Calibre Events & Marketing. - Wayne Boatwright
 Phone Mobile 0418 643082 E-mail info@expo.com.au

Event Management Company (if applicable)

Phone Mobile E-mail

Police Bowral Police Station

Phone Mobile E-mail

Council Wingecarribee Shire Council - Idris Hessam

Phone 48680818 Mobile E-mail Idris.Hessam@wsc.nsw.gov.au

Roads & Traffic Authority (if Class 1) Wollongong RMS

Phone. 42212556 Mobile E-mail:

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

1.3 Brief description of the event (one paragraph)

3 day exhibition of outdoor recreation & adventure products and activities.

Section 6 - PERMITS

6.3 RTA TMP Template

2 RISK MANAGEMENT - TRAFFIC

2.1 **Occupational Health & Safety - Traffic Control**

Risk assessment plan (or plans) attached

2.2 **Public Liability Insurance**

Public liability insurance arranged. Certification of Currency attached.

2.3 **Police**

Police written approval obtained

2.4 **Fire Brigades and Ambulance**

Fire Brigades notified

Ambulance notified

3 TRAFFIC AND TRANSPORT MANAGEMENT

3.1 **The route or location**

Map attached

3.2 **Parking**

Parking organised - details attached

3.3 **Construction, traffic calming and traffic generating developments**

Plans to minimise impact of construction activities, traffic calming devices or traffic generating developments attached

3.4 **Trusts, authorities or Government enterprises**

This event uses facility managed by a trust, authority or enterprise, written approval attached

3.5 **Impact on / of Public transport**

Public transport not impacted or will not impact event

3.6 **Reopening roads after moving events**

This is a non - moving event

3.7 **Traffic Management requirements unique to this event**

Description of unique traffic management requirements attached

3.8 **Contingency plans**

Contingency plans attached

3.9 **Heavy vehicle impacts**

Does not impact heavy vehicles

3.10 **Special event clearways**

Special event clearways not required

Section 6 - PERMITS

6.3 RTA TMP Template

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

4.1 Access for local residents, businesses, hospitals and emergency vehicles

Plans to minimise impact on the non-event community attached

4.2 Advertise traffic management arrangements

No road closures or restrictions

4.3 Special event warning signs

Special event information signs are described in the Traffic Control Plan/s

4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

4.5 Portable Variable Message Signs

The event does not use portable VMS

5 PRIVACY NOTICE

The "Personal information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

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

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

Section 6 - PERMITS

8.3 RTA TMP Template

6 APPROVAL

TMP Approved by :  Event Organiser 27-07-21 Date

7 AUTHORISATION TO *REGULATE TRAFFIC

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

Regulation of traffic authorised by:CouncilDate

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

Regulation of traffic authorised by: RTADate

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

Section 6 - PERMITS

6.4 Summary Offences Act form

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

SUMMARY OFFENCES ACT 1988 - Sec 23

To the Commissioner of Police

- 1** I, Wayne Boatwright (*name*)
of Calibre Events & Marketing (*address*)
on behalf of Southern Highlands Expo (*organisation*)
Notify the Commissioner of Police that
on the 12th to 14th (*days*) of the 11th (*month*) , 2021 (*year*) , it is intended to hold
a public assembly, **not** being a procession, of approximately 2,000 (*number*) persons ,
which will assemble at Moss Vale Show Grounds (*place*)
at approximately 9.30 am on each day of the event
and disperse at approximately 4.30 pm on each day of the event

-
- 2** The purpose of the proposed assembly is to attend the 2021 Southern Highlands Expo.
(2016 - 2019 called the Southern Highlands Outdoor Recreation & Adventure Show.)

Section 6 - PERMITS

6.4 Summary Offences Act form (continued)

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly (*strike out whichever is not applicable*)

(i) There will be nil (*number*) vehicles and / or nil (*number*) of floats involved .
The type and dimensions are as follows ;

.....

(ii) There will be nil (*number*) of bands, musicians, entertainers, etc. which will entertain or address the assembly.

(iii) The following number and type of animals will be involved in the assembly ;
Nil

(iv) other special characteristics of the proposed assembly are as follows ;
Nil

4 I take responsibility for organising and conducting the proposed assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served upon me at the following address:

Wayne Boatwright
c/o Calibre Events & Marketing
Moss Vale. Postcode 2577.

Telephone No. 0418 643082

6 Signed 
Capacity / Title : Event Organiser
Date 27-07-21

Section 7 - LOCATION RISK ASSESSMENT

Traffic Control at Special Events

LOCATION RISK ASSESSMENT

(Page 1 of 4)

Assessment Date : 28-06-21

Signature :



EVENT DETAILS

Event Name :	Southern Highlands Expo
Event Location :	Moss Vale Show Grounds . Moss Vale
Date of Event :	Friday 12-11-21 to Sunday 14-11-21
Times : from	9.30 a.m. to 4.30 p.m.
Other Details :	Traffic Control from 8.30 a.m. to 5.30 p.m.

CONTACTS

Event Organiser :	Calibre Events & Marketing	Contact :	Wayne Boatwright	Ph.	0418 643082
Municipality :	Wingecarribee Shire Council	Contact :	Idris Hessam	Ph.	02 48680818
RMS Office :	Wollongong	Contact :		Ph.	
Local Police :	Moss Vale Police Station	Contact :		Ph.	02 48629299
Highway Patrol :	Mittagong Police Station	Contact :		Ph.	02 48711222

ROAD CONDITIONS

Road Surface :	Bitumen	Road Configuration :	2 lane / 2 way	Lane width :	4 metres
Shoulder Surface :	Gravel	Shoulder Width :	1 – 3 metres	Shoulder Parking?	No
Foot Path Surface :	Grass	Foot Path Width :	N / A		

PARKING

Shoulder Parking :	yes	Car park surfaces :	Grass
Public car park capacity	600 cars	Disabled car park capacity	40 cars
Staff / stall holder car park capacity	60 cars	Committee car park capacity	n/a
Bus parking capacity	3 buses	Shuttle Bus area capacity	n/a
Taxi area capacity :	3 taxis	Drop off / pick up zone capacity :	10 cars
Other parking notes.			

Section 7 - LOCATION RISK ASSESSMENT

(Page 2 of 4)

2021 Southern Highlands Expo. Moss Vale Show Grounds, Moss Vale

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

Section 7 - LOCATION RISK ASSESSMENT

LOCATION RISK ASSESSMENT – Traffic Control At Special Events

(Page 3 of 4)

2021 Southern Highlands Expo. Moss Vale Show Grounds, Moss Vale

Page 1 Ref	Risk Level	Control Measures The control measures should be incorporated in the Traffic Control Plan	Person Responsible
1.a	Med	Advance Warning Signs to be located on Robertson Road and Argyle Street.	T.C. Supervisor
2.b	Low	Traffic Controllers will be located at all vehicle entry and exit points to the show grounds. Traffic controllers will assist turning event traffic to keep disruptions to traffic flow on Argyle Street to a minimum.	T.C. Supervisor
6.c	Low	No Parking signs and No Stopping signs to be located on the northbound side of Argyle Street, for a distance of 100 metres before the entry and exit gate on Argyle Street. Traffic Controllers will prevent roadside parking in this section of Argyle Street to assist non event vehicles in passing to the left of north bound vehicles queuing on Argyle Street at the entry gate.	T.C. Supervisor Traffic Controllers
7.d	Low	Designated parking to be provide within the show grounds for public, staff, disabled, buses, trucks, exhibitors and stall holders, police, and taxis.	T.C. Supervisor
13.e	High	Advance Warning Signs are to be installed on Robertson Road and Argyle Street warning of special event ahead and to prepare to stop.	T.C. Supervisor
14.f	Med	Traffic controllers will prevent roadside parking on the north bound side of Argyle Street to assist non event traffic to travel through the event area on Argyle Street.	Traffic Controllers
15.g	High	A 3 – 4 metre access path must be maintained for emergency vehicles to access all areas inside the show grounds. Traffic Controllers will assist emergency veicles with lights and sirens activated through the event area as quickly as it is safe to do so.	Event Organiser
17.h	Low	A 4wd or tractor and operator must be available at all times to assist bogged vehicles to exit car parks . The tow vehicle should be powerful enough to tow a 4wd if necessary.	Event Organiser

Section 7 - LOCATION RISK ASSESSMENT

LOCATION RISK ASSESSMENT – Traffic Control At Special Events

(Page 4 of 4)

2021 Southern Highlands Expo. Moss Vale Show Grounds, Moss Vale

Page 1 Ref.	Risk Level	Control Measures The control measures should be incorporated in the Traffic Control Plan	Person Responsible
20.i	High	<p>Traffic controllers will :-</p> <ul style="list-style-type: none"> - slow south bound traffic on Argyle Street prior to the railway overpass to minimise the chance of end of que collisions on Argyle Street. - prevent roadside parking on a section of Argyle Street to assist non event vehicles in passing to the left of north bound vehicles queing on Argyle Street at the entry gate. 	Traffic Controllers
21.j	High	<p>Traffic controllers will :-</p> <ul style="list-style-type: none"> - slow south bound traffic on Argyle Street prior to the railway overpass. - assist turning event traffic to keep disruptions to traffic flow on Moss Vale Road to a minimum. - prevent roadside parking on a section of Argyle Street to assist non event vehicles in passing to the left of north bound vehicles queing on Argyle Street at the entry gate. 	Traffic Controllers
22.k	High	Advance Warning Signs to be installed on all approaches to the show grounds entry and exit gates.	T.C. Supervisor
23.L	High	<p>Speed limit reduced to 40 kmh on</p> <ul style="list-style-type: none"> - Argyle Street on the south bound approach to the show grounds car park entry and exit gate to minimise the possibility of end of que collisions. - Robertson Road between Argyle Street and James Street to allow for safe pedestrian and vehicle movements outside of the Moss Vale Showgrounds. 	T.C. Supervisor
24.m	High	<p>Traffic Controllers duties shall include :</p> <ul style="list-style-type: none"> - slow south bound traffic on Argyle Street prior to the railway overpass. - assist turning event traffic to keep disruptions to traffic flow on Moss Vale Road to a minimum. - prevent roadside parking on a section of Argyle Street to assist non event vehicles in passing to the left of north bound vehicles queing on Argyle Street at the entry gate. - maintain a 3 - 4 metre access path for emergency vehicles to access all car parks . - assist emergency vehicles with lights and sirens activated through the event area as quickly as it is safe to do so. - direct event vehicles to the designated parking areas. 	Traffic Controllers

Section 7 - LOCATION RISK ASSESSMENT

LOCATION RISK ASSESSMENT – Traffic Control At Special Events

(Page 4 of 4)

2021 Southern Highlands Expo. Moss Vale Show Grounds, Moss Vale

Page 1 Ref.	Risk Level	Control Measures The control measures should be incorporated in the Traffic Control Plan	Person Responsible
26.n	Low	A “permit to use the road reserve” or equivalent must be obtained from Wingecarribee Shire Council, prior to traffic controllers installing signs on Argyle Street and Robertson Road and controlling traffic on Argyle Street and Robertson Road.	T.C. Planner
27.o	Low	A “Road Occupancy Licence” must be obtained from the RMS prior to traffic controllers installing signs on Argyle Street and Robertson Road and controlling traffic on Argyle Street and Robertson Road.	T.C. Planner
28.p	Low	A “Speed Zone Authority” must be obtained from the RMS prior to traffic controllers installing reduced speed limit signs on Robertson Road and Argyle Street and controlling traffic on Argyle Street.	T.C. Planner

Section 8 - TRAFFIC MANAGEMENT

8.1 Traffic Controllers

All Area Traffic Services will be supplying a traffic management supervisor and a number of traffic controllers for the event.

The contact person from All Area Traffic Services for the event will be Craig Eeles.
Mobile: 0407 870088 Email: allareatraffic@gmail.com

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

4 x Traffic Controllers will be required on site from 8.30 a.m. to 5.00 p.m. on each day of the event.

Traffic Controllers shall assist traffic :-

- on Argyle Street approaches to the show grounds.
- on Argyle Street at the show grounds entry and exit gate.
- at all parking areas inside the show grounds where parking marshals are not available.
- at all drop off areas inside the show grounds where parking marshals are not available.

Traffic Controllers duties shall include :

- slow south bound traffic on Argyle Street prior to the railway overpass.
- assist turning event traffic to keep disruptions to traffic flow on Argyle Street to a minimum.
- prevent roadside parking on a section of Argyle Street to assist non event vehicles in passing to the left of north bound vehicles queuing on Argyle Street at the entry gate.
- assist emergency vehicles with lights and sirens activated through the event area as quickly as it is safe to do so.
- direct event vehicles to the designated parking areas.
- maintain a 3 - 4 metre access path for emergency vehicles to access all car parks.
- install all signs and devices as per the Traffic Control Plans prior to the start of the event.
- remove all signs and devices previously installed after the event.

Section 8 - TRAFFIC MANAGEMENT

8.2 Signs and Devices

Advance Warning Signs & 40 kmh Speed Zone Signs to be installed on Robertson Road on both approaches to the show grounds.

Advance Warning Signs to be installed on Argyle Street on both approaches to the show grounds.

40 kmh Speed Zone signs to be installed on Argyle Street on the south bound approach to the show grounds.

No Parking signs and No Stopping signs will be installed on Argyle Street as per regulations.

No Stopping signs will be installed on Robertson Road at the James Street intersection as per regulations.

Advisory Parking signs will be installed on Robertson Road and Argyle Street directing patrons to all parking and drop off areas inside the show grounds and Henderson Park.

8.3 Roadside Parking

Roadside parking will be permitted on Robertson Road and nearby side streets on the days of the event.

No roadside parking will be allowed for approximately 100 metres on the western side of Argyle Street, opposite the show grounds entry and exit gate.

This will assist non-event traffic to pass to the left of any north bound vehicles queing on Argyle Street to enter the show grounds.

8.4 Advertising

Notice of the event traffic management shall be advertised in the local papers one week prior to the event.

Section 9 - TRAFFIC GUIDANCE SCHEMES

Traffic Guidance Schemes have been produced to cover all hazards and risks associated with the event.

The Traffic Guidance Schemes are as follows :-

TGS 01. Robertson Road (Illawarra Highway) - Advance Warning & Speed Zone Signs and Parking Advisory signs

TGS 02. Argyle Street - Advance Warning Signs and Speed Zone signs

TGS 03. Moss Vale Show Grounds - Overall parking plan

TGS 04. Moss Vale Show Grounds - Public car park 'A' plan

TGS 05. Moss Vale Show Grounds - Stall holder parking plan

TGS 01

Robertson Road (Illawarra Highway), Moss Vale

Advance Warning & Speed Zone Signs and Parking Advisory signs



- Notes :**
- ① Robertson Road eastern entry and exit gate to the show grounds closed to vehicles & pedestrians from 9.00 a.m. All vehicles to enter and exit the show grounds via Argyle Street entry and exit gate between 9.00 a.m. and 4.30 p.m.
 - ② Robertson Road main gate to the show grounds open for pedestrian access only. This gate closed to vehicles for the duration of the event.
 - ③ The arrow on this sign can be changed to the left, if and when the overflow parking on Henderson Park is activated.
 - ④ 'No Stopping' signs and traffic cones to be installed on the intersection of James Street and Robertson Road to allow for safe sight distance at the intersection.

Plan Designed by : Craig Eeles
PAWZTMP Cert. No. TCT 0015737 *C. Eeles*

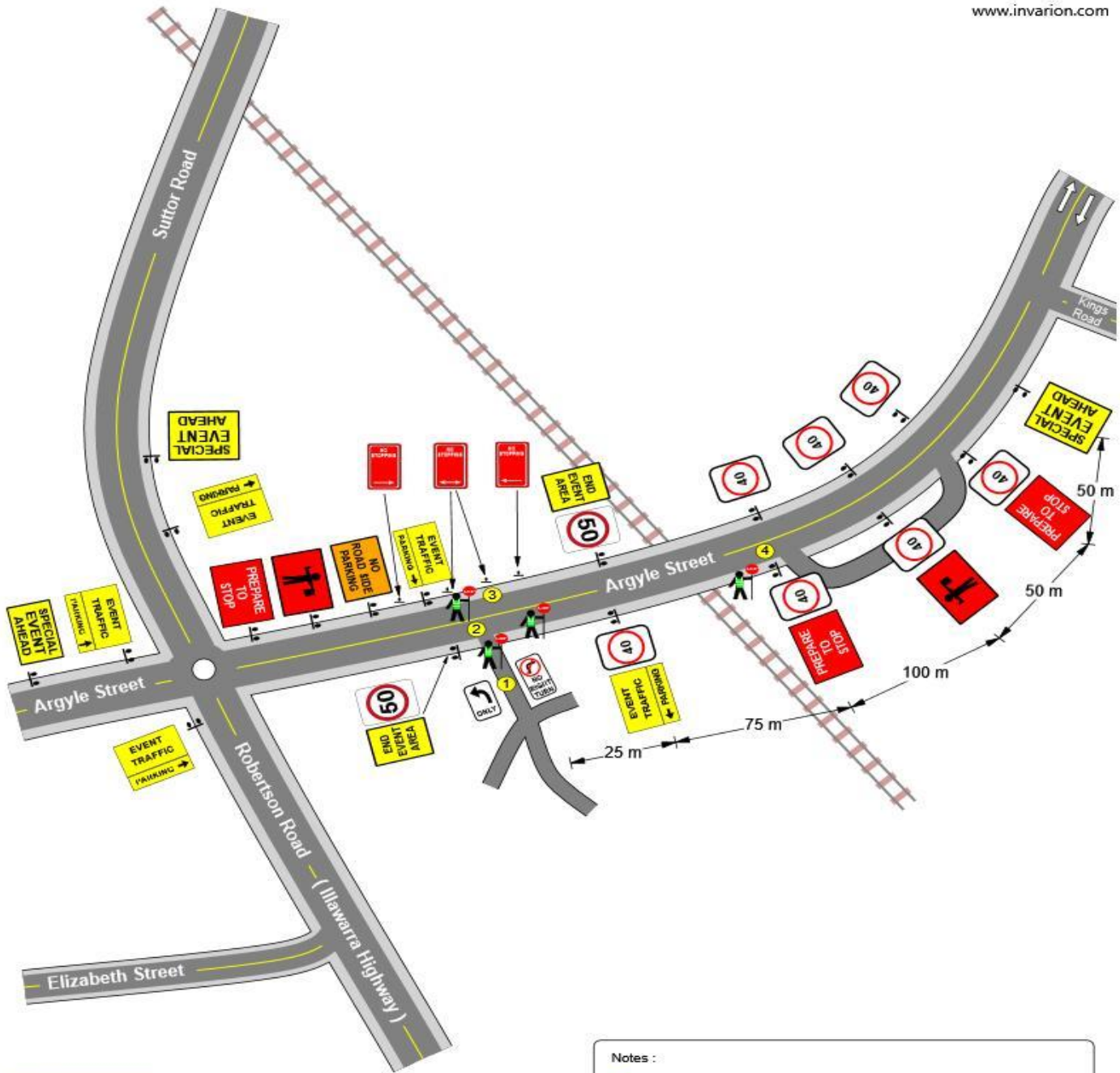
Traffic Guidance Scheme 01				Robertson Road - Advance Warning Signs		TGS Ref. SHE - 2021 - TGS 01	
Plan Date 20-07-21	Revision A 04-09-21	Revision B	Revision C	Client : Southern Highlands Expo	This plan is not to scale.		
<p>ALL ARFA TRAFFIC SERVICES 1111 1111 1111 1111 1111 1111 1111 1111 1111 1111</p>				Location : Robertson Road (Illawarra Highway) Moss Vale	This plan is intended to comply with AS 1742.3-2018 "Manual of Uniform Traffic Control Devices; Part 3: Traffic control for works on roads" and the Transport NSW "Traffic Control At Worksites" manual 2020 (version 6).		
				Work Date : Friday 12-11-21 to Sunday 14-11-21	All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others.		
				Times : From 8.30 a.m. to 5.30 p.m. daily	This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.		

TGS 02

Argyle Street, Moss Vale

Advance Warning Signs & Speed Zone signs

www.invarion.com



- Notes :
- ① All event traffic to enter and exit the show grounds via Argyle Street entry and exit gate between 9.00 a.m. and 4.30 p.m.
 - ② Traffic Controllers will assist turning event traffic at the entry and exit gate.
 - ③ Traffic Controller will assist non event vehicles through the event area.
 - ④ Traffic Controller will slow approaching south bound vehicles on Argyle Street.



Plan Designed by : Craig Eeles
PAWZTMP Cert. No. TCT 0015737

Traffic Guidance Scheme 02				Argyle Street - Advance Warning Signs	TGS Ref. SHE - 2021 - TGS 02
Plan Date 20-07-21	Revision A	Revision B	Revision C	Client : Southern Highland Expo	This plan is not to scale. This plan is intended to comply with AS 1742.3-2018 "Manual of Uniform Traffic Control Devices; Part 3: Traffic control for works on roads" and the Transport NSW "Traffic Control At Worksites" manual 2020 (version 6). All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others. This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.
				Location : Argyle Street, Moss Vale	
				Work Date : Friday 12-11-21 to Sunday 14-11-21	
				Times : From 8.30 a.m. to 5.30 p.m. daily	

TGS 03
Internal Parking



Plan Designed by : Craig Eeles
PAWZTMP Cert. No. TCT 0015737

- Notes :
- ① All vehicle access between 9.30 am and 4.30 pm via Argyle Street.
 - ② Parking Marshalls will direct event vehicles to their designated parking areas.
 - ③ Overflow car parks will not be used if the surface is boggy.

Traffic Guidance Scheme 03

Plan Date 20-07-21	Revision A	Revision B	Revision C
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ALL AREA TRAFFIC SERVICES
1111
Mobile: 0400 123 456

Southern Highlands Expo - Internal parking

Client : Southern Highlands Expo

Location : Moss Vale Show Grounds

Work Date : Friday 12-11-21 to Sunday 14-11-21

Times : From 7.00 a.m. to 5.00 p.m. daily

TGS Ref. SHE - 2021 - TGS 03

This plan is not to scale.

This plan is intended to comply with AS 1742.3-2018 "Manual of Uniform Traffic Control Devices; Part 3: Traffic control for works on roads" and the Transport NSW "Traffic Control At Worksites" manual 2020 (version 6).

All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others.

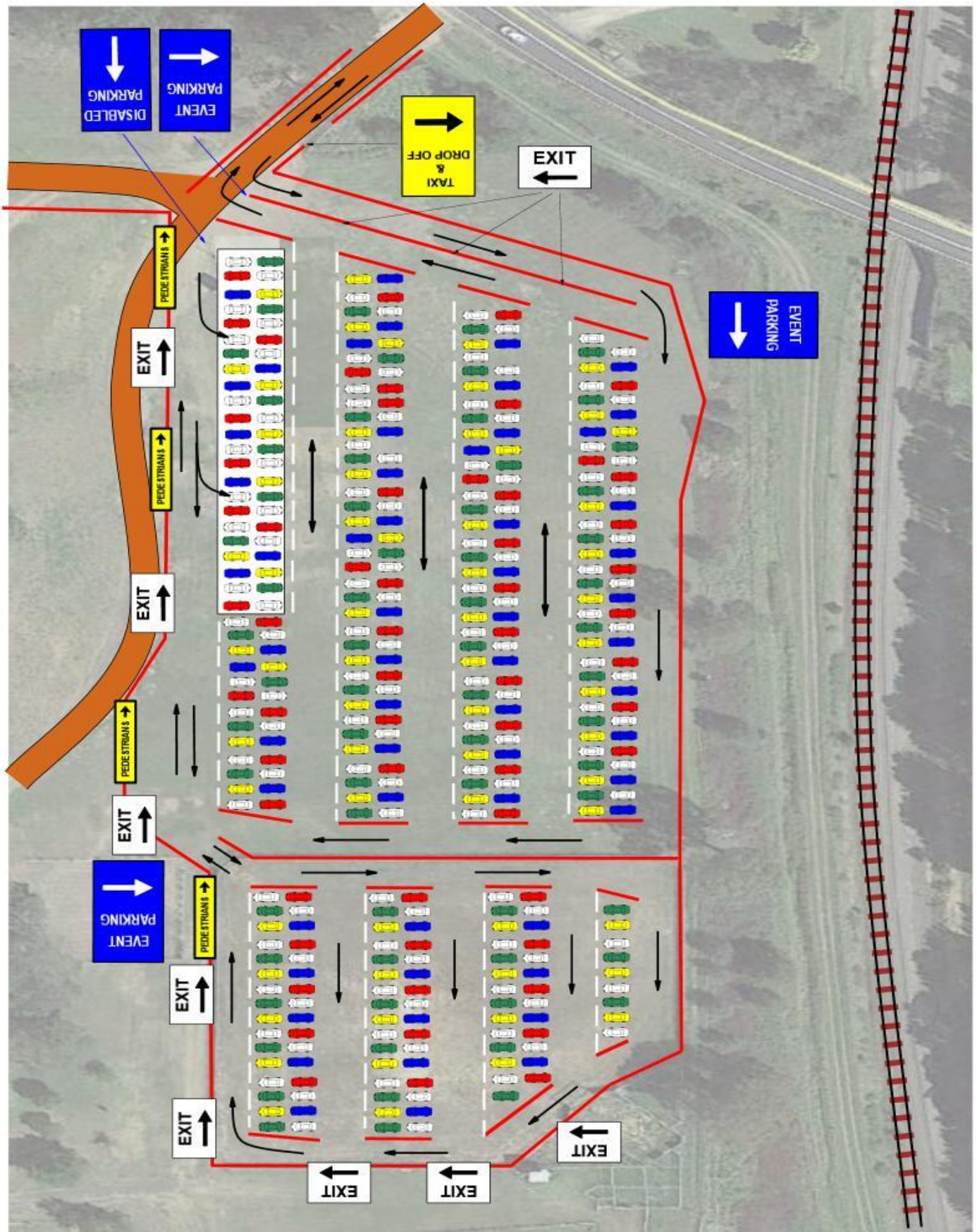
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TGS 04

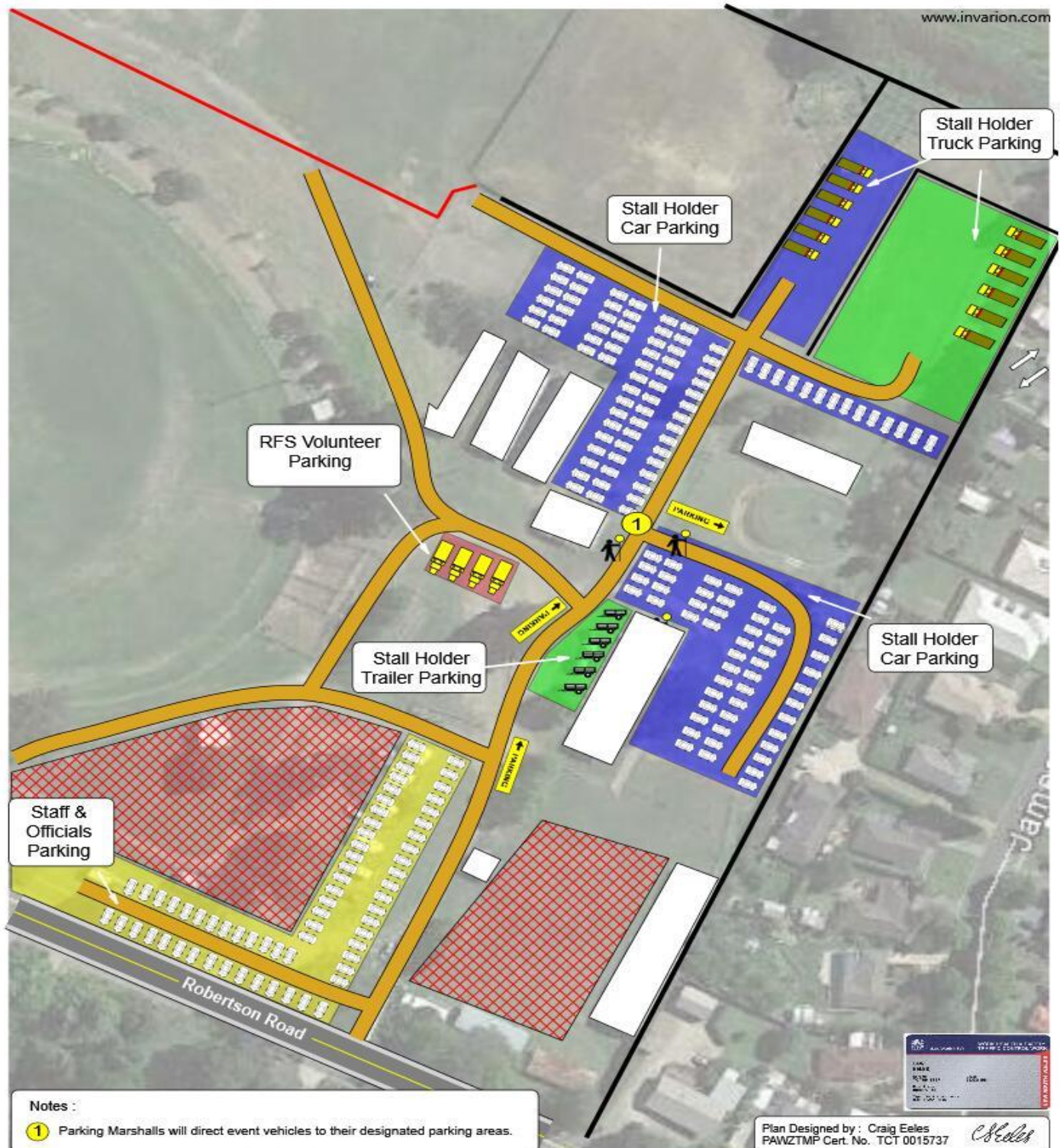
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2021 Southern Highlands Expo.

Car Park 'A' plan



TGS 05
Stall holder Parking



Traffic Guidance Scheme 05				Southern Highlands Expo - stall holder parking		TGS Ref. SHE - 2021 - TGS 05	
Plan Date 20-07-21	Revision A	Revision B	Revision C	Client : Southern Highlands Expo		This plan is not to scale.	
				Location : Moss Vale Show Grounds		This plan is intended to comply with AS 1742.3:2018 'Manual of Uniform Traffic Control Devices; Part 3: Traffic control for works on roads' and the Transport NSW 'Traffic Control At Worksites' manual 2020 (version 5).	
				Work Date : Thursday 11-11-21 to Sunday 14-11-21		All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others.	
						This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.	