

# AGENDA

of the  
**Local Traffic Committee Meeting**  
held **Electronically**,  
on

**Tuesday 18 April 2023**

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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**1 AGENDA REPORTS .....4**  
    1.1 ANZAC Day 2023 Traffic Management Plans - Shirewide.....4

**Our Mission, Our Vision, Our Values**

**OUR MISSION**

To create and nurture a vibrant and diverse community growing and working in harmony with our urban, agricultural and natural environments

**OUR VISION**

**Leadership:** *'An innovative and effective organisation with strong leadership'*

**People:** *'A vibrant and diverse community living harmoniously, supported by innovative services and effective communication with Council'*

**Places:** *'Places that are safe, maintained, accessible, sympathetic to the built and natural environment, that supports the needs of the community'*

**Environment:** *'A community that values and protects the natural environment enhancing its health and diversity'*

**Economy:** *'A strong local economy that encourages and provides employment, business opportunities and tourism'*

**OUR VALUES**

Integrity, trust and respect

Responsibility and accountability

Communication and teamwork

Service quality

## **1 AGENDA REPORTS**

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### **1.1 ANZAC Day 2023 Traffic Management Plans - Shirewide**

**Report Author:** Traffic Engineer

**Authoriser:** Director Service and Project Delivery

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#### **PURPOSE**

To assess the Traffic Management Plans for ANZAC Day Commemoration events proposed to take place Shire wide.

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#### **RECOMMENDATION**

**THAT** the traffic arrangements proposed by All Area Traffic Services for ANZAC Day commemoration events to be held on 25 April 2023 be approved subject to the implementation of the approved Traffic Management Plan and approval from the Police Service in accordance with the Guide to Traffic and Transport Management for Special Events for a Class 2 event.

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#### **REPORT**

ANZAC Day commemoration events are proposed to be undertaken at various locations in the Wingecarribee Shire on 25 April 2023.

Traffic control and warning signs for dawn services held at 5:30am will be implemented at,

- Berrima;
- Bowral (road closure);
- Mittagong (road closure); and
- Hill Top.

Further events will take place later in the day, including ANZAC marches, with start times shown below,

- Berrima (10:30am);
- Bowral (10:30am, road closure);
- Bundanoon (10:30am, road closure);
- Burrawang (10:15am);
- Exeter (9:00am);
- Moss Vale (10:30am, road closure);
- Mittagong (10:30am, road closure);
- Robertson (11:00am); and
- Sutton Forest (7:30am, road closure).

Please see attached traffic management plans and traffic guidance schemes for details.

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### **CONCLUSION**

The traffic management plans in this report have successfully been implemented by All Area Traffic Services for many years. The proposed traffic management plans are recommended for approval.

### **ATTACHMENTS**

1. Anzac Day 2022. Berrima 5.30 am - TMP [**1.1.1** - 14 pages]
2. Anzac Day 2023. Berrima 5.30 am. TGS 01 [**1.1.2** - 1 page]
3. Anzac Day 2023. Berrima 10.30 am - TGS 02 [**1.1.3** - 1 page]
4. Anzac Day 2023. Berrima 10.30 am - TMP [**1.1.4** - 14 pages]
5. Anzac Day 2023. Bowral 05.30 am - TMP [**1.1.5** - 16 pages]
6. Anzac Day 2023. Bowral 5.30 am - TGS 01 [**1.1.6** - 1 page]
7. Anzac Day 2023. Bowral 10.20 am - TGS 02 [**1.1.7** - 1 page]
8. Anzac Day 2023. Bowral 10.20 am - TGS 03 [**1.1.8** - 1 page]
9. Anzac Day 2023. Bowral 10.30 am - TMP [**1.1.9** - 17 pages]
10. Anzac Day 2023. Bundanoon 10.30 am - TGS 01 [**1.1.10** - 1 page]
11. Anzac Day 2023. Bundanoon 10.30 am - TMP [**1.1.11** - 14 pages]
12. Anzac Day 2023. Burrawang 10.15 am - TGS 01 [**1.1.12** - 1 page]
13. Anzac Day 2023. Burrawang 10.15 am - TMP [**1.1.13** - 14 pages]
14. Anzac Day 2023. Exeter 09.00 am - TGS 01 [**1.1.14** - 1 page]
15. Anzac Day 2023. Exeter 09.00 am - TMP [**1.1.15** - 14 pages]
16. Anzac Day 2023. Hill Top 05.30 am - TMP [**1.1.16** - 17 pages]
17. Anzac Day 2023. Hill Top 5.30 am - TGS 01 [**1.1.17** - 1 page]
18. Anzac Day 2023. Mittagong 05.10 am - TGS 01 [**1.1.18** - 1 page]
19. Anzac Day 2023. Mittagong 05.30 am - TMP [**1.1.19** - 16 pages]
20. Anzac Day 2023. Mittagong 10.20 am - TGS 02 [**1.1.20** - 1 page]
21. Anzac Day 2023. Mittagong 10.30 am - TMP [**1.1.21** - 17 pages]
22. Anzac Day 2023. Moss Vale 10.30 am - TGS 01 [**1.1.22** - 1 page]
23. Anzac Day 2023. Moss Vale 10.30 am - TMP [**1.1.23** - 16 pages]
24. Anzac Day 2023. Robertson 11.00 am - TGS 01 [**1.1.24** - 1 page]
25. Anzac Day 2023. Robertson 11.00 am - TMP [**1.1.25** - 16 pages]
26. Anzac Day 2023. Sutton Forest 07.30 am - TGS 01 [**1.1.26** - 1 page]
27. Anzac Day 2023. Sutton Forest 07.30 am - TMP [**1.1.27** - 14 pages]

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**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Berrima Dawn Service  
05.30 a.m. to 06.30 a.m.**

**( Traffic Management from 05.00 a.m. to 06.45 a.m. )**

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

Anzac Day 2023. Berrima dawn service. Traffic Management Plan.

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## Contents

1. Introduction
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3. Event Organiser
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9. TfNSW Traffic Management Template
10. Traffic Guidance Scheme

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 1. Introduction.

This Traffic Management Plan ( TMP )

- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Berrima over the last nineteen years.



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Anzac Day 2023. Berrima dawn service. Traffic Management Plan.

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### 3. Event Organiser.

Berrima Residents Association

Contact. Eric Savage. Ph. 4877 1508. Mobile. 0409 823 861. Email. ericsavage@gmail.com

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

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5. Traffic Management Schedule

Berrima Dawn Service

05.00 a.m. Traffic controllers install Advance Warning Signs and slow or stop traffic when pedestrians are crossing the Old Hume Highway to attend the service.

05.30 a.m. Wreath laying and Memorial Service from 05.30 a.m. at the Berrima memorial cenotaph.

06.30 a.m. Event finished.  
Traffic controllers slow or stop traffic when pedestrians are crossing the Old Hume Highway after the service.

06.45 a.m. Signs covered until 10.30 a.m. service.

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Anzac Day 2023.      Berrima dawn service.      Traffic Management Plan.

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## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date: 06-04-23

Event :      Anzac Day service  
  
Location :    Market Place , Berrima  
  
Date :        25-04-2023 @ 5.30 a.m.

### Step 1 – Traffic Details

|   |
|---|
| Work Area :    On the road and footpath |
| Traffic Volume :    < 6000 adt          |
| Traffic Speed :    50 kph               |

### Step 2 – Required Level of Planning

Site Risk Rating :    High

TGS Required ?    Yes  
TGS reference :    Anzac Berrima 2023 - TGS 01

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                      | Present | Risk Control Measure/s  |
|---|---------|---|
| Clearance between pedestrians and passing traffic                 | < 1.2 m | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| High speed traffic through the event worksite                     | No      |   |
| Poor advance sight distance to event worksite (< 200 metres )     | No      |   |
| Poor observance of directions / instructions by motorists         | No      |   |
| Narrow pavement with no escape path (< 2.9 metres )               | No      |   |
| Presence of turning vehicles at the event worksite                | No      |   |
| Vehicles queuing in the event worksite                            | No      |   |
| Presence of unprotected hazards within the event worksite         | Yes     | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| Rough or unsealed road surface                                    | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd ) | No      |   |
| High volume of heavy vehicles                                     | No      |   |
| Vehicles entering / leaving the event area                        | No      |   |
| Cyclists / pedestrians through the event worksite                 | Yes     | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| Other   | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                  |         | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b>  |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>      |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                                |         | All Area Traffic Services.  |

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### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of Berrima Residents Association ( organisation )

Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**

( a ) a public assembly , **not** being a procession , of approximately  
200 ( number ) persons,  
which will assemble at Market Place, Berrima ( place )  
at approximately 5.00 am and disperse at approximately 6.30 a.m.

**or**

( b ) a public assembly, being a procession of approximately  
..... ( number ) persons,  
which will assemble at approximately ..... , and at  
approximately ..... the procession will commence and shall proceed

.....  
( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )

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2 The purpose of the proposed assembly is for the Anzac Day dawn service.

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- 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;  
N / A
- ( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

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- 6 Signed :   
Capacity / Title: Traffic management supervisor  
Date. 06-04-23

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day dawn service

Event Location : Market Place , Berrima .

Event Date : 25-04-23 Event Start Time : 5.30 a.m. Event Finish Time : 6.30 a.m.

Event Setup Start Time : 5.00 a.m. Event Pack down Finish Time : 6.45 a.m.

Event is "on street non-moving"

##### 1.2 Contact names

**Event organiser \*** Berrima Residents Association Inc. – Eric Savage

Phone 4877 1508 Mobile 0409 823 861 E-mail ericsavage@gmail.com

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Mittagong Highway Patrol

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council – Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42312520 Fax 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 )

Anzac Day dawn service at Berrima.

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Anzac Day 2023. Berrima dawn service. Traffic Management Plan.

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## 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 not required.
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 - details attached.
- 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.



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

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

This event does not impact on the non-event community either on the main route (or location) or detour routes.

### 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 Transport NSW (TfNSW) , or Local Government .

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

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

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**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

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Anzac Day 2023.

Berrima dawn service.

Traffic Management Plan.

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## 10. Traffic Guidance Scheme

Berrima 5.30 a.m. service.  
TGS 01

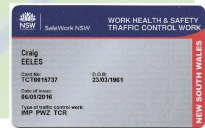


|   |            |            |            |  |   |
|---|------------|------------|------------|--|---|
| <b>Traffic Guidance Scheme 01</b>       |            |            |            | <b>Anzac Day - Advance Warning Signs</b> | <b>Ref. ANZAC 2023 - BERRIMA - TGS 01</b>   |
| Plan Date<br>06-04-23                   | Revision A | Revision B | Revision C | Client : Berrima Residents Association   | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737   |
| <p><b>ALL AREA TRAFFIC SERVICES</b></p> |            |            |            | Location : Old Hume Highway, Berrima     | <p>This plan is not to scale.</p> <p>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).</p> <p>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> |
|   |            |            |            | Work Date : Tuesday 25-04-2023           |   |
|   |            |            |            | Times : From 5.00 a.m. to 6.30 a.m.      |   |

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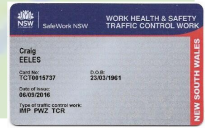


Static Works  
Short term works



|  |            |            |            |                                   |                               |   |  |
|--|------------|------------|------------|-----------------------------------|-------------------------------|---|--|
| Traffic Guidance Scheme 01   |            |            |            | Anzac Day - Advance Warning Signs |                               | Ref. ANZAC 2023 - BERRIMA - TGS 01  |  |
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Client :                          | Berrima Residents Association | Plan Designed by : Craig Eeles <i>Craigs</i><br>PAWZTMP Cert. No. TCT 0015737   |  |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>17 Old Hume Highway<br/>Murrumbidgee NSW 2575<br/>Phone: 0407 019008<br/>email: allarestraffic@gmail.com</p> |            |            |            | Location :                        | Old Hume Highway, Berrima     | This plan is not to scale.  |  |
|  |            |            |            | Work Date :                       | Tuesday 25-04-2023            | 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). |  |
|  |            |            |            | Times :                           | From 5.00 a.m. to 6.30 a.m.   | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.   |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



|  |            |            |            |   |   |                                    |  |
|--|------------|------------|------------|---|---|------------------------------------|--|
| Traffic Guidance Scheme 02   |            |            |            | Anzac Day - Advance Warning Signs         |   | Ref. ANZAC 2023 - BERRIMA - TGS 02 |  |
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Client :<br>Berrima Residents Association | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>Cheles</i>   |                                    |  |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>17 Old Hume Highway<br/>Murrumbidgee NSW 2575<br/>Phone: 0407 019088<br/>email: allarestraffic@gmail.com</p> |            |            |            | Location :<br>Old Hume Highway, Berrima   | This plan is not to scale.  |                                    |  |
|  |            |            |            | Work Date :<br>Tuesday 25-04-2023         | 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). |                                    |  |
|  |            |            |            | Times :<br>From 10.00 a.m. to 11.45 a.m.  | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.   |                                    |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Berrima Main Service  
10.30 a.m. to 11.30 a.m.**

( Traffic Management from 10.00 a.m. to 11.45 a.m. )

---

**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

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2. References
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5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Traffic Guidance Scheme

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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## 1. Introduction.

This Traffic Management Plan ( TMP )

- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Berrima over the last nineteen years.



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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### 3. Event Organiser.

Berrima Residents Association Inc.

Contact. Eric Savage. Ph. 4877 1508. Mobile. 0409 823 861. Email. ericsavage@gmail.com

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability

### Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

5. Traffic Management Schedule

Berrima Main Service

- 10.00 a.m. Traffic controllers install Advance Warning Signs and slow or stop traffic when pedestrians are crossing the Old Hume Highway to attend the service.
- 10.30 a.m. Wreath laying and Memorial Service from 10.30 a.m. at the Berrima memorial cenotaph.
- 11.30 a.m. Event finished.  
Traffic controllers slow or stop traffic when pedestrians are crossing the Old Hume Highway after the service.
- 11.45 a.m. Signs removed.

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Berrima main service. Traffic Management Plan.

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### 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event : Anzac Day service  
Location : Market Place , Berrima  
Date : 25-04-2023 @ 10.30 a.m.

#### Step 1 – Traffic Details

Work Area : On the road and footpath  
Traffic Volume : < 6000 adt  
Traffic Speed : 50 kph

#### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac Berrima 2023 - TGS 02

#### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | No      |   |
| Poor observance of directions / instructions by motorists        | No      |   |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Traffic Controllers on duty, roadside delineation of the event area.           |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of Berrima Residents Association ( organisation )

Notify the Commissioner of Police that

on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold

**either**

( a ) a public assembly , **not** being a procession , of approximately  
200 ( number ) persons ,  
which will assemble at Market Place, Berrima ( place )

at approximately 10.00 am and disperse at approximately 11.30 a.m.

**or**

( b ) a public assembly, being a procession of approximately  
..... ( number ) persons,

which will assemble at approximately ..... , and at

approximately ..... the procession will commence and shall proceed

.....  
( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )

---

2 The purpose of the proposed assembly is for the Anzac Day main service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Berrima main service. Traffic Management Plan.

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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 ;

N / A

( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
  
Telephone No. 0407 870088

---

6 Signed :



Capacity / Title: Traffic management supervisor

Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Berrima main service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day Service

Event Location : Market Place , Berrima .

Event Date : 25-04-23 Event Start Time : 10.30 a.m. Event Finish Time : 11.30 a.m.

Event Setup Start Time : 10.00 a.m. Event Pack down Finish Time : 11.45 a.m.

Event is "on street non-moving"

##### 1.2 Contact names

**Event organiser \*** Berrima Residents Association Inc. – Eric Savage

Phone 4877 1508 Mobile 0409 823 861 E-mail ericsavage@gmail.com

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Mittagong Highway Patrol

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council – Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42312520 Fax 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 )

Anzac Day main service at Berrima.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

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## 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 not required.
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 - details attached.
- 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.



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Berrima main service.

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

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

This event does not impact on the non-event community either on the main route (or location) or detour routes.

### 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 Transport NSW (TfNSW), or Local Government.

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

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

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**6 APPROVAL**

TMP Approved by :  Event Organiser                      06-04-23    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 : .....Council                      ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW                      ..... Date  
\_\_\_\_\_

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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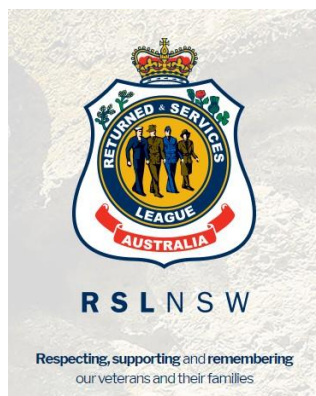
## 10. Traffic Guidance Scheme

Berrima 10.30 a.m. service.  
TGS 02



|                            |            |            |            |                                   |                               |  |  |
|----------------------------|------------|------------|------------|-----------------------------------|-------------------------------|--|--|
| Traffic Guidance Scheme 02 |            |            |            | Anzac Day - Advance Warning Signs |                               | Ref. ANZAC 2023 - BERRIMA - TGS 02   |  |
| Plan Date<br>06-04-23      | Revision A | Revision B | Revision C | Client :                          | Berrima Residents Association | Plan Designed by : Craig Eeles<br>FAWZTMP Cert. No. TCT 0015737  |  |
|                            |            |            |            | Location :                        | Old Hume Highway, Berrima     | This plan is not to scale.<br>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).<br>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author. |  |
|                            |            |            |            | Work Date :                       | Tuesday 25-04-2023            |  |  |
|                            |            |            |            | Times :                           | From 10.00 a.m. to 11.45 a.m. |  |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Bowral Dawn Service  
5.30 a.m. to 6.30 a.m.**

**( Traffic Management from 4.00 a.m. to 7.00 a.m. )**

---

**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

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11. Traffic Guidance Scheme

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

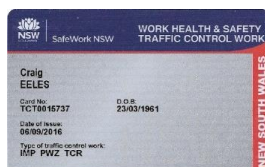
page 3

## 1. Introduction.

This Traffic Management Plan ( TMP )

- 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.
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- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- RMS "Guide to Transport Management at Special Events" - 2018
- RMS "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Bowral over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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### 3. Event Organiser.

BOWRAL RSL.  
PO Box 38. Bowral. 2576

Contact.

President: John Cummins. Ph. 4861 2150. Mobile. 0407 443 727 email. lyncummins@bigpond.com

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
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| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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### 5. Traffic Management Schedule

#### Bowral dawn Service

- 4.00 a.m. Traffic Controllers. Locate signs and devices from 4.00 a.m. to 5.00 a.m.
- 5.00 a.m. Traffic Controllers. Close a section of the Oxley Car Park for an assembly area for the 10.35 a.m. march. Traffic Controller to remain and monitor closed section, and to direct the public to park elsewhere.
- 5.20 a.m. Traffic Controllers. Turn located signs at 5.20 a.m.
- 5.30 a.m. Traffic Controllers. Install devices & close roads at 5.30 a.m.  
Bong Bong Street will be closed to through traffic between Boolwey Street and Bundaroo Street from 5.30 a.m. to 6.30 a.m.
- 5.30 a.m. Marchers to form up outside Camerons Newsagency in Bong Bong Street by 5.35 a.m.
- 5.45 a.m. Anzac Day march along Bong Bong Street to the Cenotaph starting at 5.45 a.m.
- 6.00 a.m. Anzac Day Memorial Service from 6.00 a.m. to 6.30 a.m.
- 6.30 a.m. Event finished.
- 7.00 a.m. Signs and devices covered or removed. Roads reopened to the public.



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event : Anzac Day march & dawn service  
Location : Bong Bong Street , Bowral  
Date : 25-04-2023 @ 05.45 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 6000 aadt

Traffic Speed : 50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac Bowral 2023 - TGS 01

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088.             |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

Anti incursion vehicles will be located behind the road closure points to prohibit vehicular access into the event area.

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

Suspicious activity includes :-

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

The traffic controller must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

- 1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Bowral sub branch ( organisation )
- Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**
- ( a ) a public assembly, **not** being a procession, of approximately  
150 ( number ) persons,  
which will assemble at Bowral cenotaph ( place )  
at approximately 05.30 a.m. and disperse at approximately 06.30 a.m.
- and**
- ( b ) a public assembly, being a procession of approximately  
50 ( number ) persons,  
which will assemble at approximately 05.30 a.m., and at  
approximately 05.45 a.m. the procession will commence and shall proceed  
north along Bong Bong Street from Camerons Newsagency to the Cenotaph  
on the Bowral Road intersection.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of termination. A diagram may be attached )*

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- 2 The purpose of the proposed assembly is for the Anzac Day march and dawn service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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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 ;

N / A

( ii ) There will be one (*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 :

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
  
Telephone No. 0407 870088

---

6 Signed :



Capacity / Title: Traffic management supervisor

Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day Service

Event Location : Bong Bong Street, Bowral

Event Date : 25-04-23 Event Start Time : 05.45 a.m. Event Finish Time : 06.30 a.m.

Event Setup Start Time : 04.00 a.m. Event Pack down Finish Time : 07.00 a.m.

Event is "on street moving"

##### 1.2 Contact names

**Event organiser \*** RSL Bowral sub branch - John Cummings

Phone 48612150 Mobile 0407 443727 E-mail [lyncummins@bigpond.com](mailto:lyncummins@bigpond.com)

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Mittagong Highway Patrol

Phone 48711222 Fax Mobile E-mail

**Council** Wingecarribee Shire Council – Michael Rayner

Phone 48680888 Fax Mobile E-mail [michael.rayner@wsc.nsw.gov.au](mailto:michael.rayner@wsc.nsw.gov.au)

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42212520 Fax 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 )

Anzac Day march and dawn service at Bowral .

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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## 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 not required.
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached.
- 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.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral dawn service. Traffic Management Plan.

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

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

This event does not impact on the non-event community either on the main route (or location) or detour routes.

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached.

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS.

## 5 PRIVACY NOTICE

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

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... RMS ..... Date  
\_\_\_\_\_

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



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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10. Road Occupancy Licence

Anzac Day Bowral. 5.30 am service. TfNSW form C

| FORM<br><b>C</b>   |  | <b>Road Occupancy Licence (ROL) Checklist</b>                   |                           |  <b>Transport Management Centre</b> |  |
|--|--|---|---------------------------|--|--|
| <b>(THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)</b>  |  |   |                           |  |  |
| <b>CONTACT</b>   | <b>Proponent's Organisation</b>  | All Area Traffic Services<br>on behalf of Bowral RSL sub branch |                           | <b>* Contact Phone</b>   | 0407 870088  |
|  | <b>*Proponent's Name</b>   | Craig Eeles   |                           | <b>* Contact Mobile</b>  | 0407 870088  |
|  | <b>*Subject Road</b>   | Bong Bong Street  |                           | <b>*Suburb</b>   | Bowral   |
|  | <b>*From (Cross Street)</b>  | Boolwey Street  | <b>*To (Cross Street)</b> | Mittagong Road   |  |
| <b>LOCATION</b>  | Has a Site inspection been conducted in the past two weeks?<br>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<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• signals within 100m of site <input checked="" type="checkbox"/></li> <li>• signal phases effects (lanes &amp; turning lanes) <input checked="" type="checkbox"/></li> <li>• roundabouts within 100m of site <input checked="" type="checkbox"/></li> <li>• occupancy near a tidal flow <input type="checkbox"/></li> <li>• number of traffic lanes in each direction (insert number) <u>two</u> <input checked="" type="checkbox"/></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <input type="checkbox"/></li> <li>• raised median / divided carriageway <input checked="" type="checkbox"/></li> <li>• pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other</li> <li>• any kerbside restrictions such as (specify appropriate restriction) <input type="checkbox"/> <ol style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <input type="checkbox"/></li> <li>2. Designated Parking Restrictions <input type="checkbox"/></li> <li>3. Loading Zones <input type="checkbox"/></li> <li>4. Bus stops <input type="checkbox"/></li> <li>5. Taxi Ranks <input type="checkbox"/></li> </ol> </li> </ul> |   |                           |  |  |
|  | Any evidence of concurrent adjacent roadworks / activities / off-road developments   |   |                           |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | IF YES PLEASE SPECIFY: _____   |   |                           |  |  |
|  | Relevant traffic volume data obtained (Traffic Volume Data Book)   |   |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted</li> <li>• Are times occupancy requested consistent with traffic volumes (above)</li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained</li> </ul>  |   |                           |  |  |
|  | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher   |   |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | If YES please supply <b>Name &amp; Licence No:</b> <u>Craig Eeles . P.A.W.Z.T.M.P. cert. no. TCT0015737</u>  |   |                           |  |  |
|  | Will your organisation be undertaking or supervising the works described in the application.   |   |                           |  | <input checked="" type="checkbox"/> Yes<br><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<br><input type="checkbox"/> No   |  |
| If YES please supply details: <u>Minimal noise having no impact on residents</u>   |  |   |                           |  |  |
| <b>Comments</b> <u>Anzac Day Service</u>   |  |   |                           |  |  |
| 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. _____  |  |   |                           |  |  |
| <b>SIGN</b>  | <b>Applicant's Name:</b>   | Craig Eeles   |                           | <b>Signature:</b>  | <i>C Eeles</i>   |
|  |  |   |                           | <b>Date:</b>   | 06-04-23   |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062800 RTA Form No. 837 (10/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Bowral dawn service.

Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Bowral. 5.30 am service. TfNSW form N

| <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">FORM<br/><b>N</b></div> <div> <h3 style="margin: 0;">Road Occupancy Licence Application</h3> <p style="margin: 0;">Non-Development &amp; Special Event Activities</p> </div> <div style="margin-left: 20px; text-align: right;"> <p style="font-size: 8px; margin: 0;">Transport Management Centre</p> </div> </div>  |  |   |   |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|--|--|---|---|---|---|--|---|--------------------------|---------------------------|-----------------------------|-------------|-----------------------------|---|------------|--|----------------------|-------------------------|--------------|--------------------------|--|--|
| 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   | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"><b>Proponent Organisation</b></td> <td style="width: 30%;">All Area Traffic Services<br/>on behalf of Bowral RSL sub branch</td> <td style="width: 20%;"><b>Your Reference No.</b></td> <td style="width: 30%;"></td> </tr> <tr> <td><b>Proponent Contact Name</b></td> <td>Craig Eeles</td> <td><b>On-site Company</b></td> <td>All Area Traffic Services</td> </tr> <tr> <td><b>Phone</b></td> <td>0407 870088</td> <td><b>On-Site Contact Name</b></td> <td>Craig Eeles</td> </tr> <tr> <td><b>Fax</b></td> <td></td> <td><b>On-site Phone</b></td> <td>0407 870088 <b>Fax:</b></td> </tr> <tr> <td><b>Email</b></td> <td colspan="3">allareatraffic@gmail.com</td> </tr> </table>  | <b>Proponent Organisation</b>   | All Area Traffic Services<br>on behalf of Bowral RSL sub branch   | <b>Your Reference No.</b>   |   | <b>Proponent Contact Name</b>            | Craig Eeles   | <b>On-site Company</b>   | All Area Traffic Services | <b>Phone</b>                | 0407 870088 | <b>On-Site Contact Name</b> | Craig Eeles   | <b>Fax</b> |  | <b>On-site Phone</b> | 0407 870088 <b>Fax:</b> | <b>Email</b> | allareatraffic@gmail.com |  |  |
|  | <b>Proponent Organisation</b>  | All Area Traffic Services<br>on behalf of Bowral RSL sub branch   | <b>Your Reference No.</b>   |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|  | <b>Proponent Contact Name</b>  | Craig Eeles   | <b>On-site Company</b>  | All Area Traffic Services   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|  | <b>Phone</b>   | 0407 870088   | <b>On-Site Contact Name</b>   | Craig Eeles   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|  | <b>Fax</b>   |   | <b>On-site Phone</b>  | 0407 870088 <b>Fax:</b>   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
| <b>Email</b>   | allareatraffic@gmail.com   |   |   |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
| LOCATION   | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"><b>Subject Road</b></td> <td style="width: 20%;">Bong Bong Street</td> <td style="width: 20%;"><b>UBD Reference</b></td> <td style="width: 20%;"></td> </tr> <tr> <td><b>From (Cross Street)</b></td> <td>Boolwey Street</td> <td><b>To (Cross Street)</b></td> <td>Mittagong Road</td> </tr> <tr> <td><b>Suburb</b></td> <td>Bowral</td> <td><b>Council</b></td> <td>Wingecarribee Shire Council</td> </tr> </table>  | <b>Subject Road</b>   | Bong Bong Street  | <b>UBD Reference</b>  |   | <b>From (Cross Street)</b>               | Boolwey Street  | <b>To (Cross Street)</b> | Mittagong Road            | <b>Suburb</b>               | Bowral      | <b>Council</b>              | Wingecarribee Shire Council                         |            |  |                      |                         |              |                          |  |  |
|  | <b>Subject Road</b>  | Bong Bong Street  | <b>UBD Reference</b>  |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|  | <b>From (Cross Street)</b>   | Boolwey Street  | <b>To (Cross Street)</b>  | Mittagong Road  |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
| <b>Suburb</b>  | Bowral   | <b>Council</b>  | Wingecarribee Shire Council   |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"><b>Requested Start &amp; End Dates</b></td> <td style="width: 20%;">Tuesday 25-04-23</td> <td style="width: 20%;"><b>Estimated Duration of Activities</b></td> <td style="width: 20%;">1.5 hours</td> </tr> <tr> <td colspan="2" style="font-size: 8px;">Enter start date of 1st shift &amp; start date of last shift</td> <td colspan="2" style="font-size: 8px;">Duration for this application ONLY, in number of hours/shifts</td> </tr> <tr> <td><b>Requested Times</b></td> <td colspan="3">Tuesday 05.30 am - 07.00 am</td> </tr> <tr> <td colspan="4" style="font-size: 8px; text-align: center;">For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</td> </tr> </table> | <b>Requested Start &amp; End Dates</b>   | Tuesday 25-04-23  | <b>Estimated Duration of Activities</b>   | 1.5 hours   | Enter start date of 1st shift & start date of last shift  |  | Duration for this application ONLY, in number of hours/shifts |                          | <b>Requested Times</b>    | Tuesday 05.30 am - 07.00 am |             |                             | For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300 |            |  |                      |                         |              |                          |  |  |
| <b>Requested Start &amp; End Dates</b>   | Tuesday 25-04-23   | <b>Estimated Duration of Activities</b>   | 1.5 hours   |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
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| PROPOSED ACTIVITIES  | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><b>Project</b></td> <td colspan="2">Anzac Day service</td> </tr> <tr> <td><b>Work Description for this Application</b></td> <td style="width: 10%;">Road Closure for Anzac march and service</td> <td style="width: 20%;"><b>Current Speed Limit:</b><br/>50 Km/h</td> </tr> </table>  | <b>Project</b>  | Anzac Day service   |   | <b>Work Description for this Application</b>  | Road Closure for Anzac march and service | <b>Current Speed Limit:</b><br>50 Km/h                        |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|  | <b>Project</b>   | Anzac Day service   |   |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
|  | <b>Work Description for this Application</b>   | Road Closure for Anzac march and service  | <b>Current Speed Limit:</b><br>50 Km/h  |   |   |  |   |                          |                           |                             |             |                             |   |            |  |                      |                         |              |                          |  |  |
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• Fax to the RTA office relevant to the location of the application.

• Refer to Explanatory Notes for fax numbers.

TMC-SOP-502016 - F2

Catalogue No. 45062797 RTA Form No. 834 (10a/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

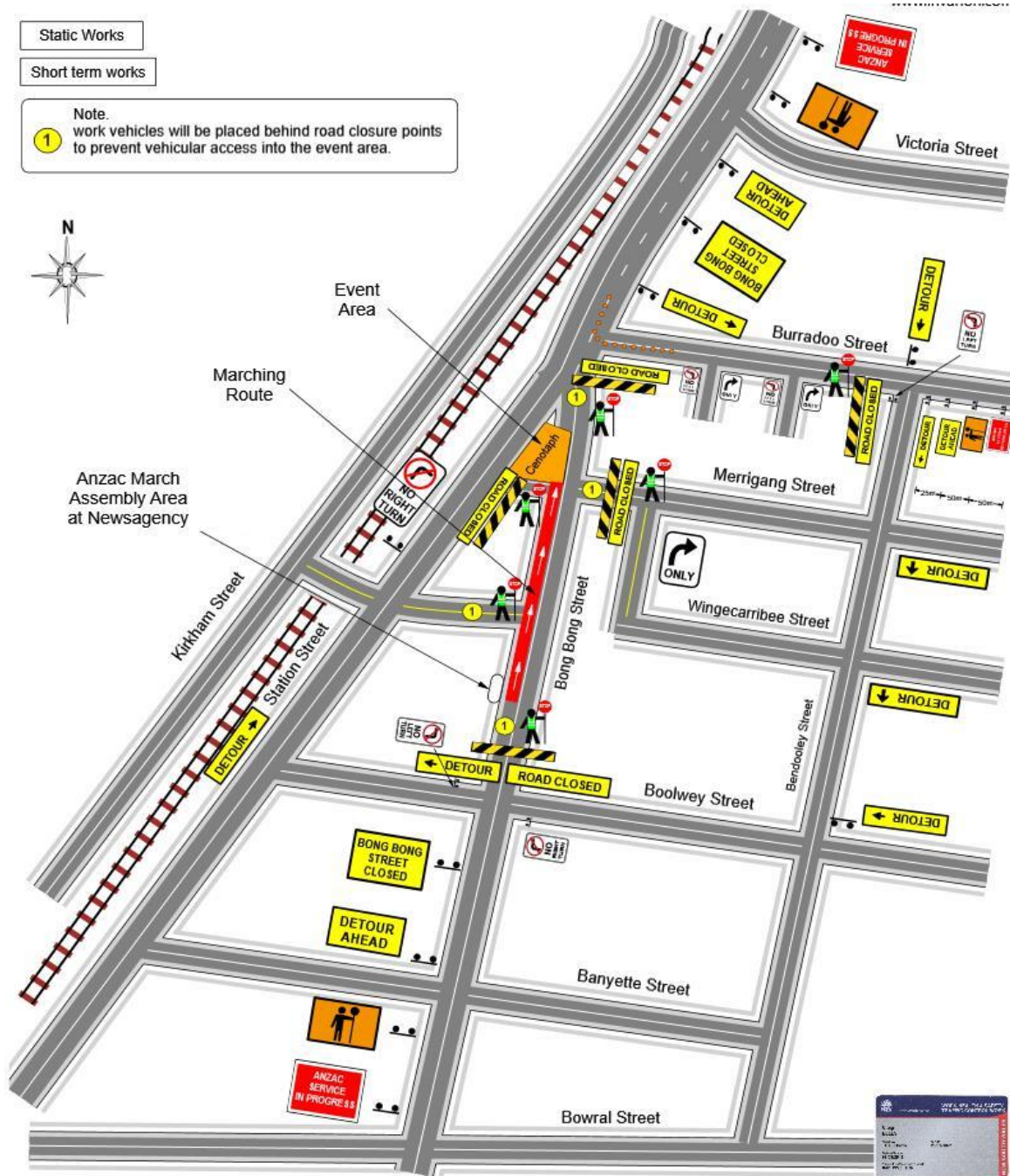
Bowral dawn service.

Traffic Management Plan.

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## 11. Traffic Guidance Scheme

Bowral 05.30 a.m. service.  
TGS 01



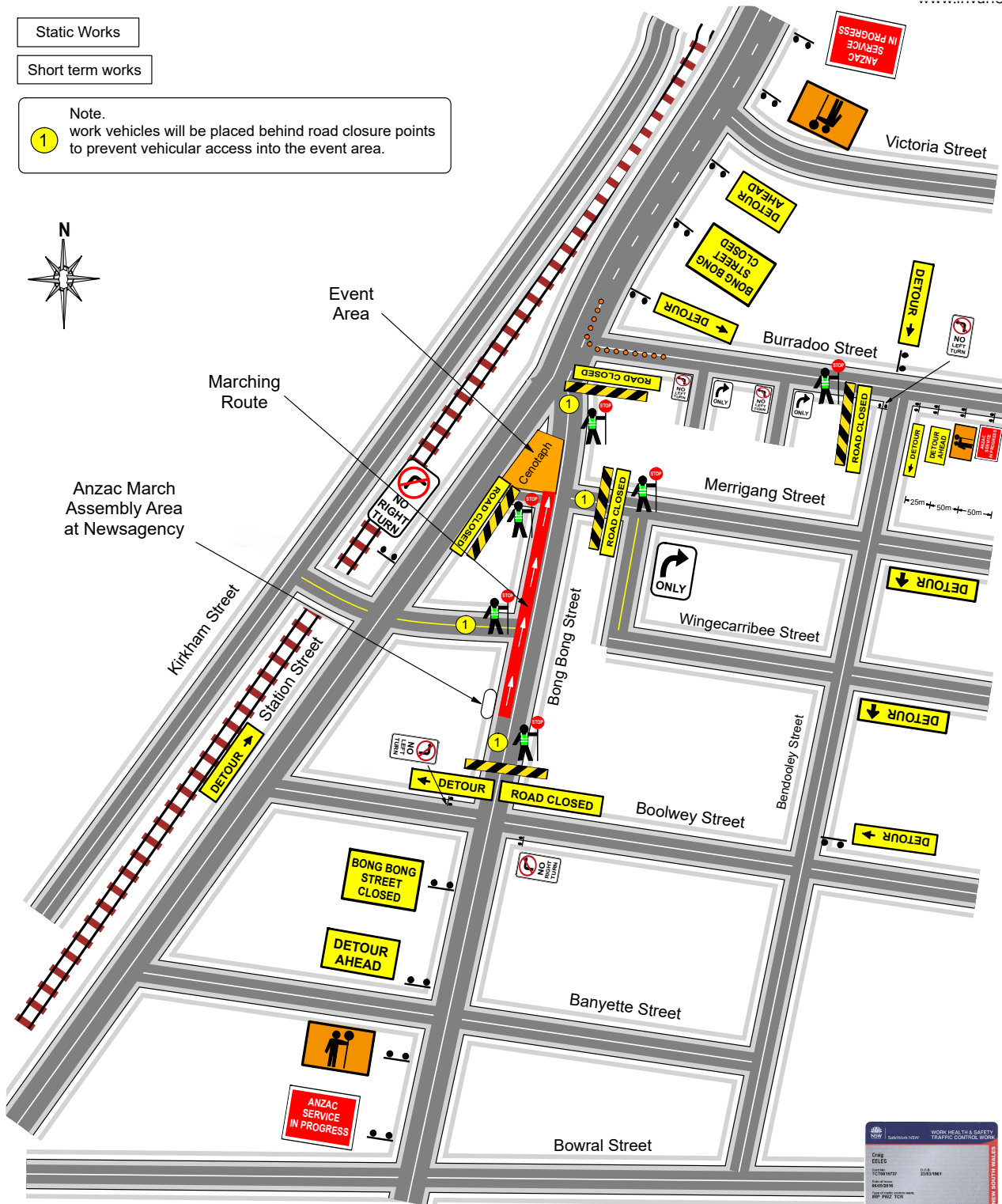
| Traffic Guidance Scheme 01 |            |            |            | Anzac Day - Road Closure / Detour |                             | Ref. ANZAC 2023 - BOWRAL - TGS 01  |  |
|----------------------------|------------|------------|------------|-----------------------------------|-----------------------------|--|--|
| Plan Date<br>06-04-23      | Revision A | Revision B | Revision C | Client :                          | RSL - Bowral Branch         | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737  |  |
|                            |            |            |            | Location :                        | Bong Bong Street , BOWRAL   | This plan is not to scale.   |  |
|                            |            |            |            | Work Date :                       | Tuesday 25-04-2023          | 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 ). |  |
|                            |            |            |            | Times :                           | From 5.30 a.m. to 7.00 a.m. | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.  |  |

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Static Works

Short term works

Note.  
**1** work vehicles will be placed behind road closure points to prevent vehicular access into the event area.



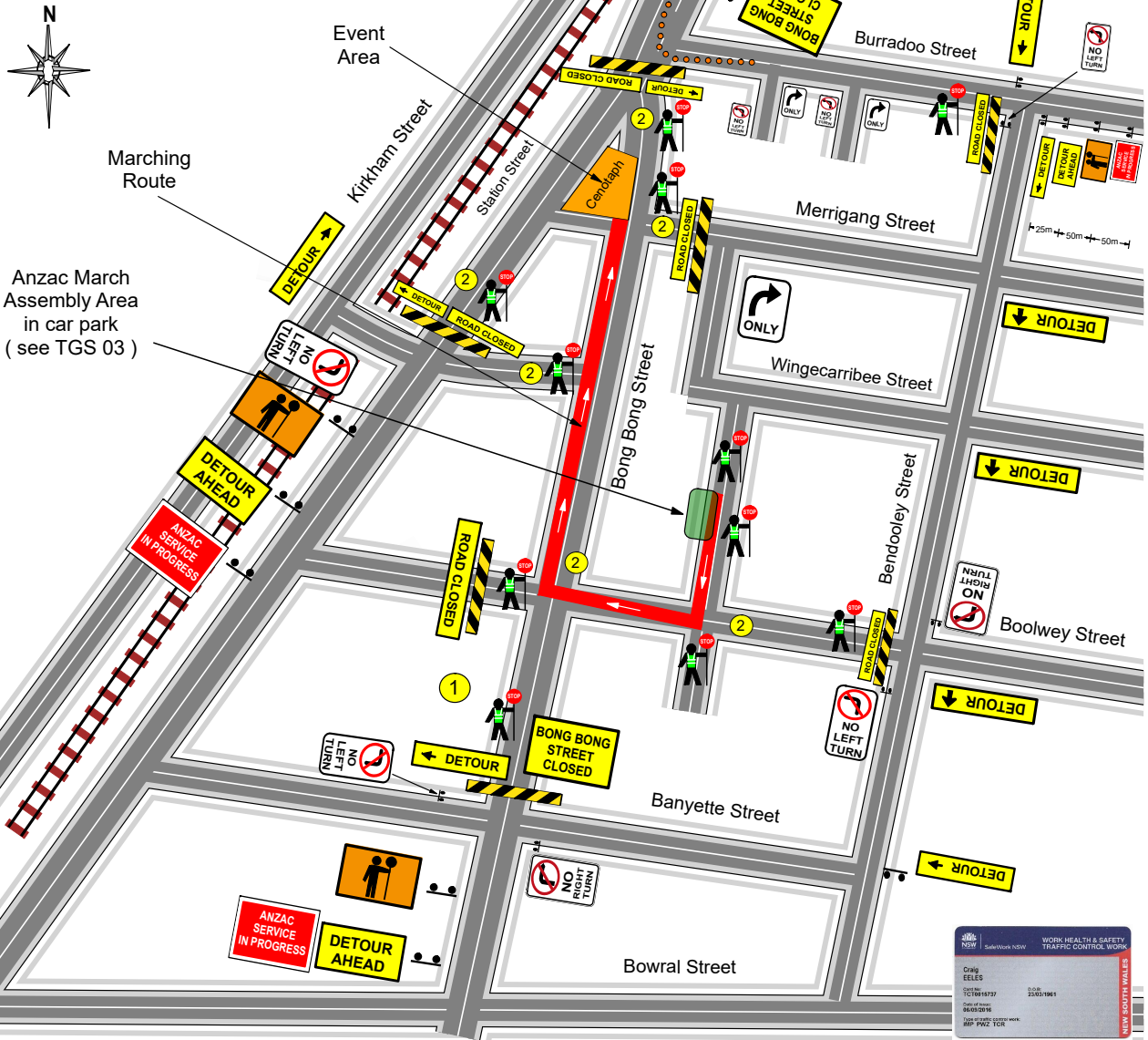
|   |            |            |            |                                      |   |
|---|------------|------------|------------|--------------------------------------|---|
| Traffic Guidance Scheme 01  |            |            |            | Anzac Day - Road Closure / Detour    | Ref. ANZAC 2023 - BOWRAL - TGS 01   |
| Plan Date<br>06-04-23   | Revision A | Revision B | Revision C | Client : RSL - Bowral Branch         | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>C. Eeles</i>   |
| <p>ALL AREA TRAFFIC SERVICES<br/>07 Old Hume Highway Mittagong, NSW, 2575 phone: 0407 870088 email: allareatrafic@gmail.com</p> |            |            |            | Location : Bong Bong Street , BOWRAL | <p>This plan is not to scale.</p> <p>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).</p> <p>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> |
|   |            |            |            | Work Date : Tuesday 25-04-2023       |   |

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

- Static Works
- Short term works

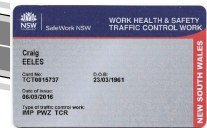
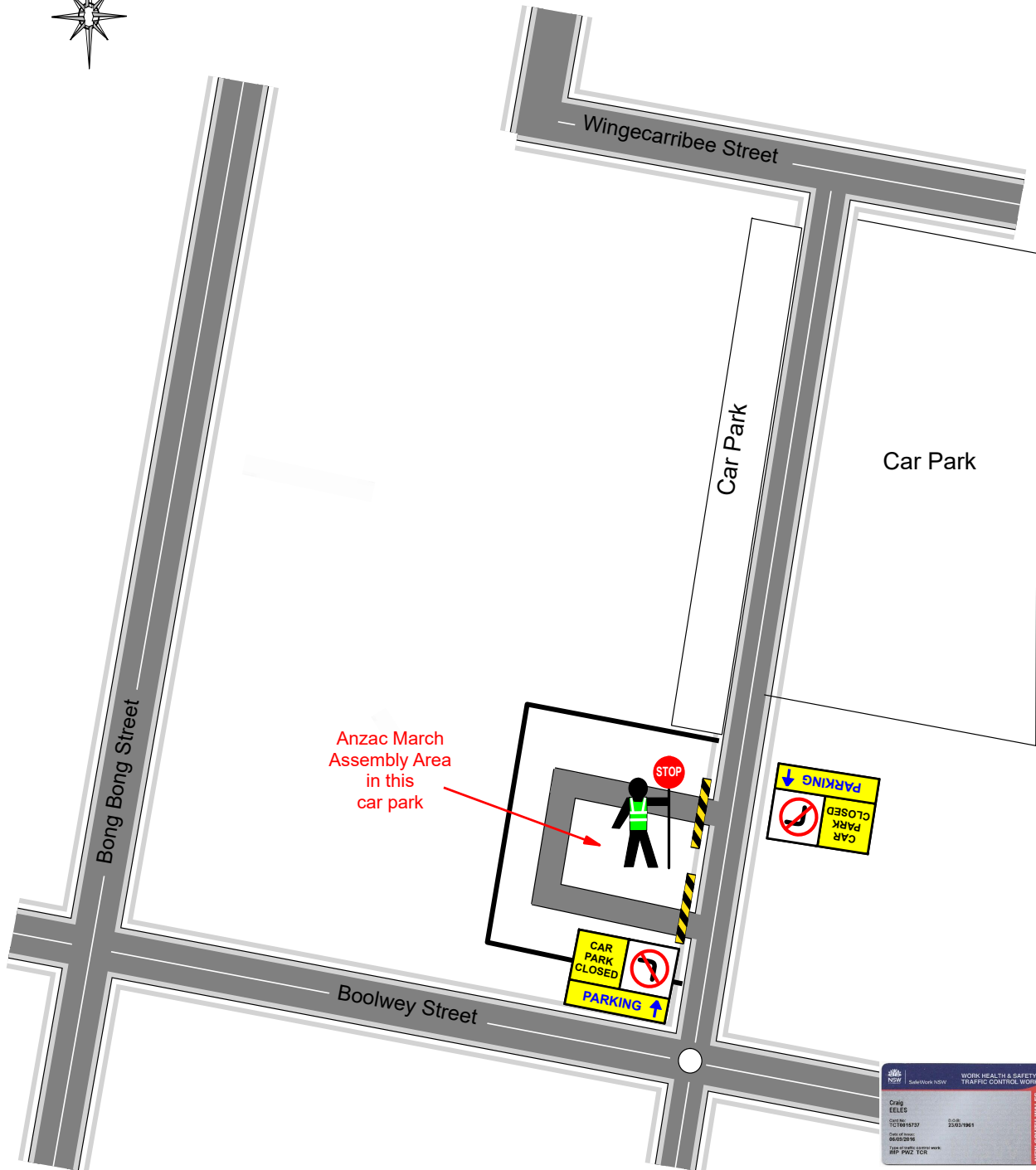
Note :

- 1 After the march has passed the intersection of Boolwey Street and Bong Bong Street , the road closure point is to be relocated to the intersection of Boolwey St and Bong Bong St. and Boolwey Street reopened to traffic.
- 2 Work vehicles will be placed behind road closure points to prevent vehicular access into the event area.



|   |            |            |            |                                   |                              |  |  |
|---|------------|------------|------------|-----------------------------------|------------------------------|--|--|
| Traffic Guidance Scheme 02  |            |            |            | Anzac Day - Road Closure / Detour |                              | Ref. ANZAC 2023 - BOWRAL - TGS 02  |  |
| Plan Date<br>06-04-23   | Revision A | Revision B | Revision C | Client :                          | RSL - Bowral Branch          | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>C. Eeles</i>  |  |
| <p>ALL AREA TRAFFIC SERVICES<br/>07 Old Hume Highway Mittagong, NSW, 2575. phone. 0407 670088 email. allareatraffic@gmail.com</p> |            |            |            | Location :                        | Bong Bong Street , BOWRAL    | This plan is not to scale.   |  |
|   |            |            |            | Work Date :                       | Tuesday 25-04-2023           | 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 ). |  |
|   |            |            |            | Times :                           | From 10.20 a.m. to 1.00 p.m. | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.  |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



|  |            |            |            |   |   |                                   |  |
|--|------------|------------|------------|---|---|-----------------------------------|--|
| Traffic Guidance Scheme 03   |            |            |            | Anzac Day - Anzac Assembly Area         |   | Ref. ANZAC 2023 - BOWRAL - TGS 03 |  |
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Client :<br>RSL - Bowral Branch         | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>C. Eeles</i>   |                                   |  |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 Old Hume Highway Mittagong, NSW, 2575 phone: 0407 870088 email: allareatrafic@gmail.com</p> |            |            |            | Location :<br>Oxley Car Park , BOWRAL   | This plan is not to scale.  |                                   |  |
|  |            |            |            | Work Date :<br>Tuesday 25-04-2023       | 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). |                                   |  |
|  |            |            |            | Times :<br>From 5.00 a.m. to 11.00 a.m. | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.   |                                   |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Bowral Main Service  
10.30 a.m. to 12.00 p.m.**

( Traffic Management from 10.00 a.m. to 12.30 p.m. )

---

**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral main service. Traffic Management Plan.

---

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## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Road Occupancy Licence
11. Traffic Guidance Scheme



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Bowral main service.

Traffic Management Plan.

page 3

## 1. Introduction.

This Traffic Management Plan ( TMP )

- 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 one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- RMS "Guide to Transport Management at Special Events" - 2018
- RMS "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Bowral over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral main service. Traffic Management Plan.

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### 3. Event Organiser.

BOWRAL RSL.  
PO Box 38. Bowral. 2576

Contact.

President: John Cummins. Ph. 4861 2150. Mobile. 0407 443 727 email. lyncummins@bigpond.com

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 5. Traffic Management Schedule

#### Bowral - Main Service

- 5.00 a.m. Traffic Controllers. Close a section of the Oxley Car Park for an assembly area for the 10.35 a.m. march. Traffic Controller to remain and monitor closed section and to direct the public to park elsewhere.
- 9.15 a.m. Locate signs and devices from 9.15 a.m. to 10.15 a.m.
- 10.00 a.m. Marchers to form up at the Oxley Car park assembly area off Boolwey Street by 10.20 a.m.
- 10.20 a.m. Traffic Controllers. Turn located signs at 10.20 a.m.
- 10.25 a.m. Traffic Controllers. Install devices & close roads at 10.25 a.m.  
Bong Bong Street will be closed between Boolwey Street and Bundaroo Street from 10.25 a.m. to 12.00 p.m.  
Traffic will be diverted via Station Street and Bendooley Street.  
Station Street will be temporarily closed between Wingecarribee Street and Bundaroo Street from 10.25 a.m. to 12.30 p.m. for the Memorial Service.  
Traffic will be diverted via Wingecarribee Street and Kirkham Road.
- 10.35 a.m. Anzac Day March along Boolwey Street and Bong Bong Street to the Cenotaph starting 10.35 a.m.
- 10.45 a.m. Anzac Day Memorial Service from 10.45 a.m. to 12.00 p.m.
- 12.30 p.m. Event finished. Pedestrians cleared off roads. Roads reopened to the public.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event : Anzac Day march & main service  
Location : Bong Bong Street , Bowral  
Date : 25-04-2023 @ 10.30 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath  
Traffic Volume : < 6000 adt  
Traffic Speed : 50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac Bowral 2023 - TGS 02 & 03

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088.             |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

Anti incursion vehicles will be located behind the road closure points to prohibit vehicular access into the event area.

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

Suspicious activity includes :-

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

The traffic controller must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

- 1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Bowral sub branch ( organisation )
- Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**
- ( a ) a public assembly, **not** being a procession, of approximately  
250 ( number ) persons ,  
which will assemble at Bowral cenotaph ( place )  
at approximately 10.45 a.m. and disperse at approximately 12.00 p.m.
- and**
- ( b ) a public assembly, being a procession of approximately  
250 ( number ) persons,  
which will assemble at approximately 10.20 am, and at  
approximately 10.35 am the procession will commence and shall proceed  
west along Boolwey Street from the Coles car park.  
It shall then turn right into Bong Bong Street and proceed north to the  
Cenotaph on the northern side of Merrigang Street.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of termination. A diagram may be attached )*

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- 2 The purpose of the proposed assembly is for the Anzac Day march and main service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

- 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 five (*number*) vehicles and / or nil (*number*) of floats involved .  
The type and dimensions are as follows ;  
Vintage cars to transport invalid veterans
- ( ii ) There will be one (*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 :

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
  
Telephone No. 0407 870088

---

6

Signed :



Capacity / Title: Traffic management supervisor

Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bowral main service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day Service

Event Location : Bong Bong Street, Bowral

Event Date : 25-04-23 Event Start Time : 10.20 a.m. Event Finish Time : 12.00 p.m.

Event Setup Start Time : 04.00 a.m. Event Pack down Finish Time : 1.00 p.m.

Event is "on street moving"

##### 1.2 Contact names

**Event organiser \*** RSL Bowral sub branch - John Cummings

Phone 48612150 Mobile 0407 443727 E-mail lyncummins@bigpond.com

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Mittagong Highway Patrol

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council - Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42312520 Fax 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 )

Anzac Day march and main service at Bowral .



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Anzac Day 2023.

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## 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 not required.
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached.
- 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.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the main route (or location) or detour routes.

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached.

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS.

## 5 PRIVACY NOTICE

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

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

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## 10. Road Occupancy Licence

Anzac Day Bowral. 10.30 am service. TfNSW form C

| FORM<br><b>C</b>  |  | <b>Road Occupancy Licence (ROL) Checklist</b>                   |                           |  <b>Transport Management Centre</b> |  |
|---|--|---|---------------------------|--|--|
| <b>(THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)</b>   |  |   |                           |  |  |
| <b>CONTACT</b>  | <b>Proponent's Organisation</b>  | All Area Traffic Services<br>on behalf of Bowral RSL sub branch |                           | <b>* Contact Phone</b>   | 0407 870088  |
|   | <b>*Proponent's Name</b>   | Craig Eeles   |                           | <b>* Contact Mobile</b>  | 0407 870088  |
|   | <b>*Subject Road</b>   | Bong Bong Street  |                           | <b>*Suburb</b>   | Bowral   |
|   | <b>*From (Cross Street)</b>  | Bowral Street   | <b>*To (Cross Street)</b> | Mittagong Road   |  |
| <b>LOCATION</b>   | Has a Site inspection been conducted in the past two weeks?<br>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<br><input type="checkbox"/> No |
|   | <ul style="list-style-type: none"> <li>• signals within 100m of site <input checked="" type="checkbox"/></li> <li>• signal phases effects (lanes &amp; turning lanes) <input checked="" type="checkbox"/></li> <li>• roundabouts within 100m of site <input checked="" type="checkbox"/></li> <li>• occupancy near a tidal flow <input type="checkbox"/></li> <li>• number of traffic lanes in each direction (insert number) <u>two</u> <input checked="" type="checkbox"/></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <input type="checkbox"/></li> <li>• raised median / divided carriageway <input checked="" type="checkbox"/></li> <li>• pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other</li> <li>• any kerbside restrictions such as (specify appropriate restriction) <input type="checkbox"/> <ol style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <input type="checkbox"/></li> <li>2. Designated Parking Restrictions <input type="checkbox"/></li> <li>3. Loading Zones <input type="checkbox"/></li> <li>4. Bus stops <input type="checkbox"/></li> <li>5. Taxi Ranks <input type="checkbox"/></li> </ol> </li> </ul> |   |                           |  |  |
|   | Any evidence of concurrent adjacent roadworks / activities / off-road developments   |   |                           |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|   | <b>IF YES PLEASE SPECIFY:</b> _____  |   |                           |  |  |
|   | Relevant traffic volume data obtained (Traffic Volume Data Book) <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted <input type="checkbox"/></li> <li>• Are times occupancy requested consistent with traffic volumes (above) <input type="checkbox"/></li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained <input type="checkbox"/></li> </ul>  |   |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|   | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher<br>If YES please supply <b>Name &amp; Licence No:</b> <u>Craig Eeles . P.A.W.Z.T.M.P. cert. no. TCT0015737</u>  |   |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|   | Will your organisation be undertaking or supervising the works described in the application.   |   |                           |  | <input checked="" type="checkbox"/> Yes<br><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<br>If YES please supply details: <u>Minimal noise having no impact on residents</u>   |   |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|   | <b>Comments</b> <u>Anzac Day 10.35 am - March and Service</u>  |   |                           |  |  |
| RTA Asset Management (02) 8849 2114 notified for Road opening etc:<br><input checked="" type="checkbox"/> No Reason _____ <input type="checkbox"/> Yes If YES please supplied Reference no. _____ |  |   |                           |  |  |
| <b>SIGN</b>   | Applicant's Name:  | Craig Eeles   |                           | Signature:   | <i>Craig Eeles</i>   |
|   |  |   |                           | Date:  | 06-04-23   |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062800 RTA Form No. 837 (10/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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## 10. Road Occupancy Licence

Anzac Day Bowral. 10.30 am service. TfNSW form N

| FORM<br><b>N</b>  |   | <b>Road Occupancy Licence Application</b><br>Non-Development & Special Event Activities  |  | <b>Transport Management Centre</b>   |   |                |
|---|---|--|--|--|---|----------------|
| 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  | <b>Proponent Organisation</b>   | All Area Traffic Services<br>on behalf of Bowral RSL sub branch  |  | <b>Your Reference No.</b>  |   |                |
|   | <b>Proponent Contact Name</b>   | Craig Eeles  |  | <b>On-site Company</b>   | All Area Traffic Services   |                |
|   | <b>Phone</b>  | 0407 870088  |  | <b>On-Site Contact Name</b>  | Craig Eeles   |                |
|   | <b>Fax</b>  |  |  | <b>On-site Phone</b>   | 0407 870088 <b>Fax:</b>   |                |
|   | <b>Email</b>  | allareatrafic@gmail.com  |  |  |   |                |
| LOCATION  | <b>Subject Road</b>   | Bong Bong Street   |  | <b>UBD Reference</b>   |   |                |
|   | <b>From (Cross Street)</b>  | Bowral Street  |  | <b>To (Cross Street)</b>   | Mittagong Road  |                |
|   | <b>Suburb</b>   | Bowral   |  | <b>Council</b>   | Wingecarribee Shire Council   |                |
| TIMES   | <b>Requested Start &amp; End Dates</b>  | Tuesday 25-04-23<br><small>Enter start date of 1st shift &amp; start date of last shift</small>  |  | <b>Estimated Duration of Activities</b>  | 2 hours<br><small>Duration for this application ONLY, in number of hours/shifts</small> |                |
|   | <b>Requested Times</b>  | Tuesday 10.20 am - 12.30 pm<br><small>For example Mon - Fri 1000 - 1500, Sat 0700 - 1300</small>   |  |  |   |                |
| PROPOSED ACTIVITIES   | <b>Project</b>  | Anzac Day service  |  |  |   |                |
|   | <b>Work Description for this Application</b>  | Road Closure for Anzac march and service   |  |  | <b>Current Speed Limit:</b>   | 50 <b>Km/h</b> |
|   | <b>Licence Type</b>   | <input type="checkbox"/> Abnormal Load Movement<br><input type="checkbox"/> Bridge<br><input type="checkbox"/> Building Construction<br><input type="checkbox"/> Building Work Zone<br><input checked="" type="checkbox"/> Special Event |  | <input type="checkbox"/> Hoardings<br><input type="checkbox"/> Hazard Reduction<br><input type="checkbox"/> Utility Maintenance<br><input type="checkbox"/> SRA Works<br><input type="checkbox"/> Other: _____   |   |                |
|   | <b>Lane/s or Shoulder/s Closed</b>  | <input type="checkbox"/> Median Shoulder<br><input type="checkbox"/> Shoulder<br><input checked="" type="checkbox"/> Lane 1 (kerb Lane/s)  |  | <input checked="" type="checkbox"/> Lane 2 (next after kerb lane)<br><input type="checkbox"/> Lane 3<br><input type="checkbox"/> Lane 4  |   |                |
|   | <b>Direction</b>  | <input type="checkbox"/> All directions  |  | <input type="checkbox"/> East bound<br><input type="checkbox"/> West bound<br><input type="checkbox"/> East and West bound<br><input checked="" type="checkbox"/> North bound<br><input type="checkbox"/> South bound<br><input checked="" type="checkbox"/> North and South bound |   |                |
|   | <b>Flow Management</b>  | <input type="checkbox"/> Standard lane merge<br><input type="checkbox"/> Contra Flow<br><input type="checkbox"/> Stop / Slow Control   |  | <input checked="" type="checkbox"/> Detour (other roads)<br><input type="checkbox"/> Detour (side-track)<br><input type="checkbox"/> Portable Signals  |   |                |
| <b>Miscellaneous</b>  | <b>Turning Bay/s affected?</b><br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No  |  | <b>Speed reduction?</b><br><input type="checkbox"/> Yes _____ km/h (Apply for SZA)<br><input checked="" type="checkbox"/> No |  |   |                |
| <b>Community Notification</b>   | <input checked="" type="checkbox"/> Newspaper <input type="checkbox"/> VMS<br><input type="checkbox"/> Letterbox drop   |  |  |  |   |                |
| RTA   | <b>If this project is managed by the RTA, fill in the following:</b><br>RTA Branch: _____ RTA Contact: _____  |  |  |  |   |                |
| SIGN  | I hereby apply for a Road Occupancy Licence: <b>Please allow a minimum of 10 working days to process this application.</b><br>Signature: <u><i>C. Eeles</i></u> Date: <u>06-04-23</u> |  |  |  |   |                |

• Fax to the RTA office relevant to the location of the application.      • Refer to Explanatory Notes for fax numbers.  
 TMC-SOP-502016 - F2      Catalogue No. 45062797 RTA Form No. 834 (10a/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

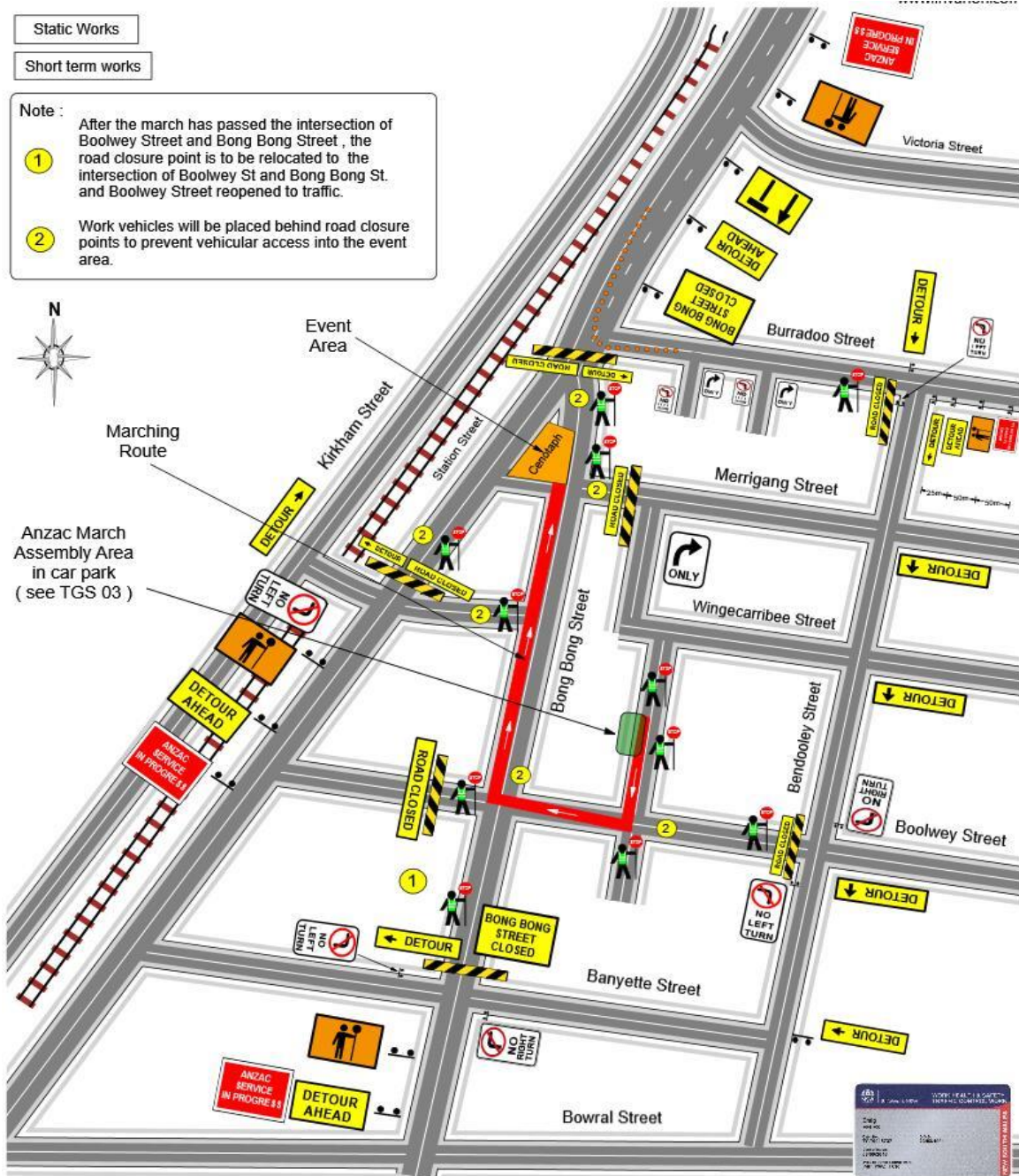
Bowral main service.

Traffic Management Plan.

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## 11. Traffic Guidance Scheme

Bowral 10.30 a.m. service.  
TGS 02



| Traffic Guidance Scheme 02 |            |            |            | Anzac Day - Road Closure / Detour    | Ref. ANZAC 2023 - BOWRAL - TGS 02   |
|----------------------------|------------|------------|------------|--------------------------------------|---|
| Plan Date<br>06-04-23      | Revision A | Revision B | Revision C | Client : RSL - Bowral Branch         | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737   |
|                            |            |            |            | Location : Bong Bong Street , BOWRAL | This plan is not to scale.<br>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 ).<br>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author. |
|                            |            |            |            | Work Date : Tuesday 25-04-2023       |   |
|                            |            |            |            | Times : From 10.20 a.m. to 1.00 p.m. |   |

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

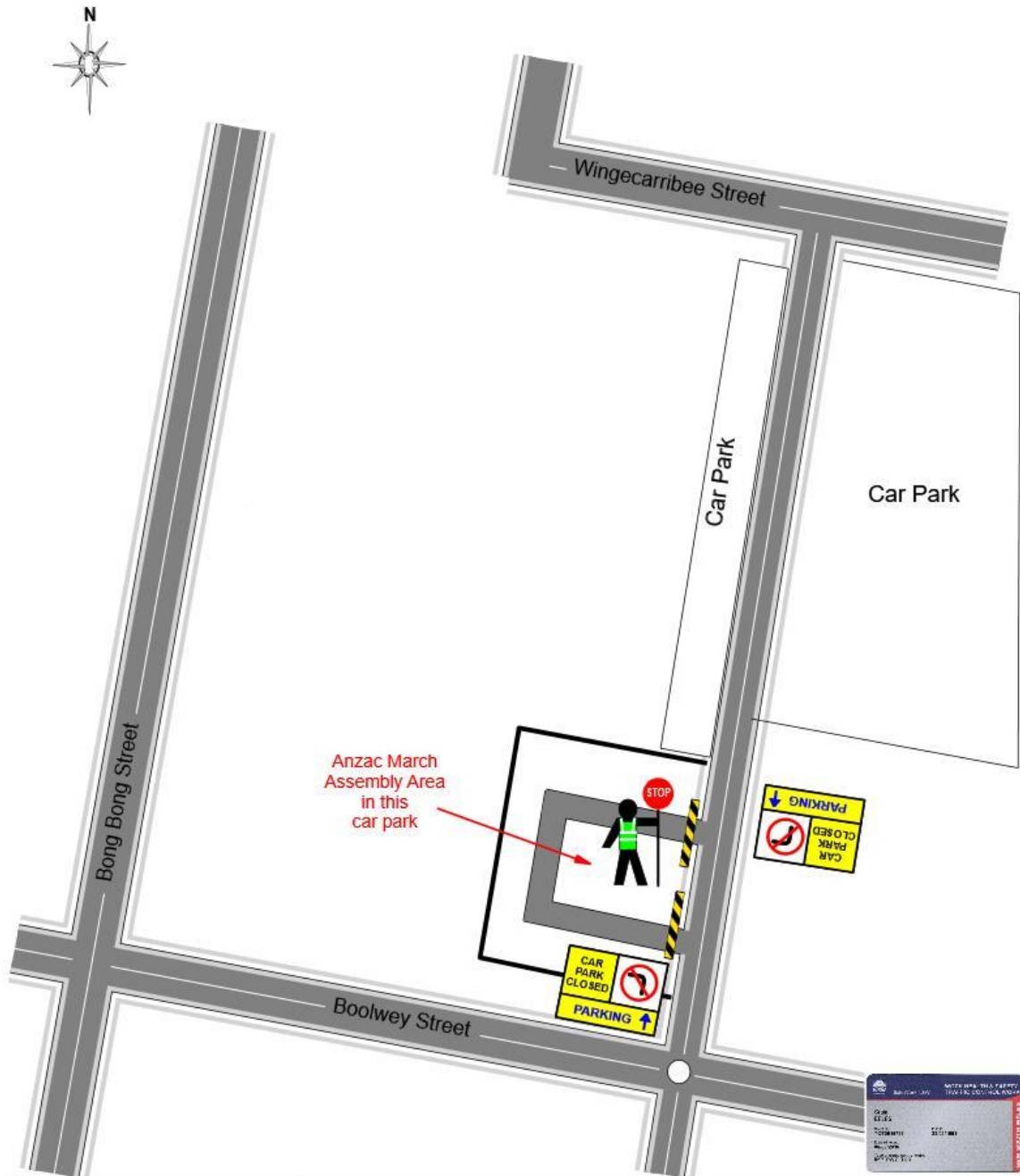
Bowral main service.

Traffic Management Plan.

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## 11. Traffic Guidance Scheme

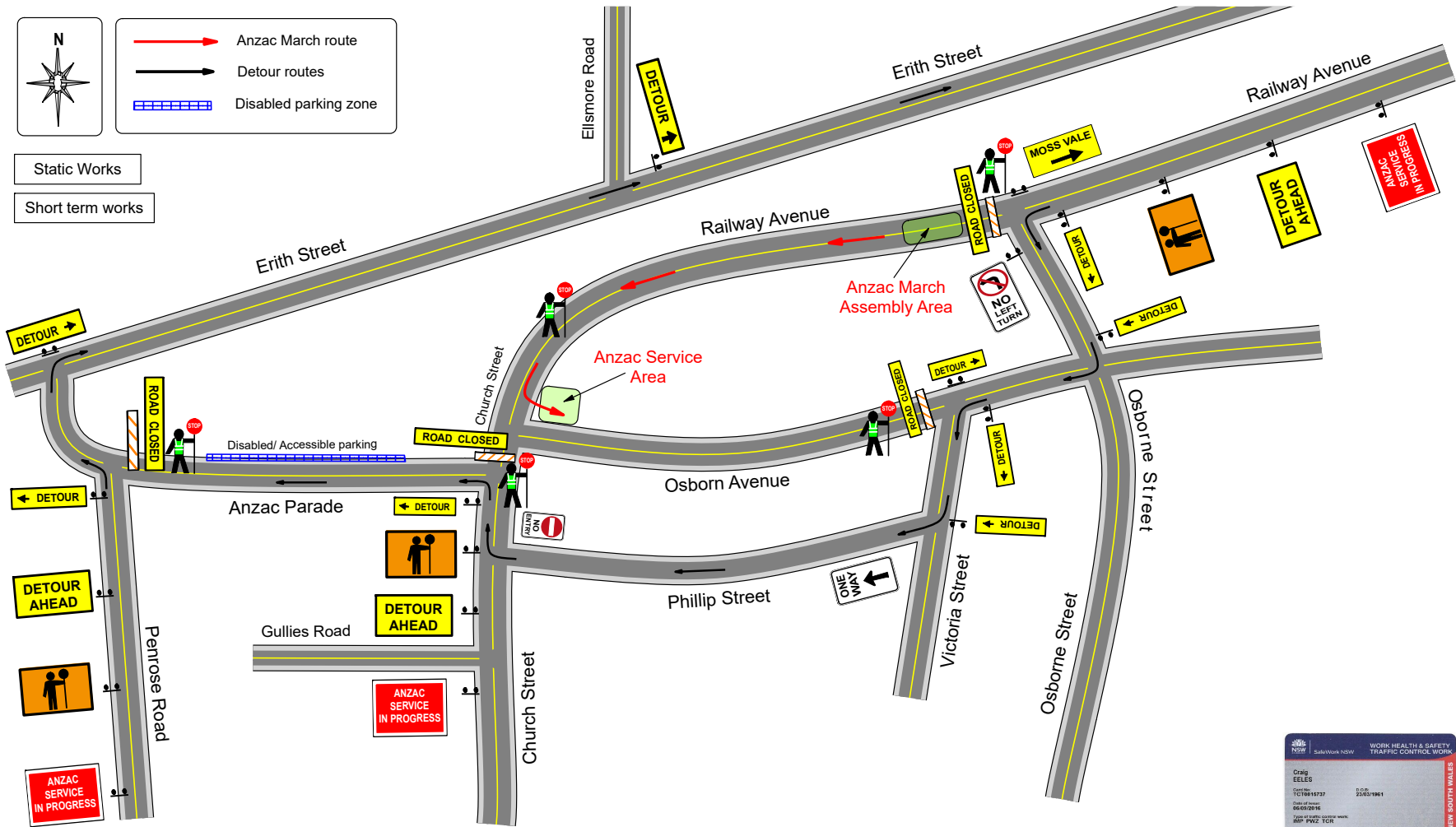
Bowral 10.30 a.m. service.  
TGS 03




|  |            |            |            |  |  |
|--|------------|------------|------------|--|--|
| <b>Traffic Guidance Scheme 03</b>  |            |            |            | <b>Anzac Day - Anzac Assembly Area</b> | <b>Ref. ANZAC 2023 - BOWRAL - TGS 03</b>   |
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Client : RSL - Bowral Branch           | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0016737  |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 644 3100 Bowral NSW 2571<br/>www.allareatraficservices.com.au</p> |            |            |            | Location : Oxley Car Park , BOWRAL     | <p>This plan is not to scale.</p> <p>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 ).</p> <p>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> |
|  |            |            |            | Work Date : Tuesday 25-04-2023         |  |

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

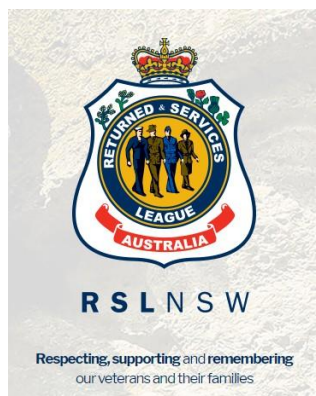
www.rsl.com.au



|                                      |            |            |            |                            |   |  |
|--------------------------------------|------------|------------|------------|----------------------------|---|--|
| Plan Date<br>06-04-23                | Revision A | Revision B | Revision C | Traffic Guidance Scheme 01 | Client : RSL - Bundanoon Branch<br>Location : Railway Avenue , BUNDANOON<br>Work Date : Tuesday 25-04-2023<br>Times : From 10.10 a.m. to 11.30 a.m. | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737<br> |
| AATS ref: ANZAC 2023 - BUND - TGS 01 |            |            |            |                            |   |  |



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Bundanoon Service**

**10.30 a.m. to 11.30 a.m.**

**( Traffic Management from 09.00 a.m. to 12.30 p.m. )**

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

Anzac Day 2023. Bundanoon service. Traffic Management Plan.

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## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Traffic Guidance Scheme

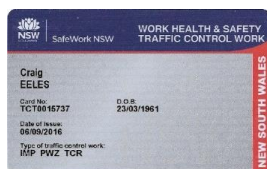
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 1. Introduction.

This Traffic Management Plan ( TMP )

- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Bundanoon over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bundanoon service. Traffic Management Plan.

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### 3. Event Organiser.

BUNDANOON RSL SUB-BRANCH.  
62 Erith St, Bundanoon NSW 2578  
PO Box 204, Bundanoon NSW 2578

President: Robert Williams Ph. 4883 6137 Mobile. 0406 699071 email. robjwill@southernphone.com.au

Secretary: Alistair Saunders Ph. 4883 7471 email. bundanoonrsl@yahoo.com.au

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|         |                      |  |
|---------|----------------------|--|
| Item 1  | Policy Number        | PPL-001883-2023  |
| Item 2  | Policyholder         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| Item 3  | Insurance Period     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| Item 4  | Policy Wording       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| Item 5  | Underwriters         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| Item 6  | Limit of Liability   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>insurance period</b> . |
| Item 7  | Territorial Limits   | Worldwide (Excluding USA and Canada)   |
| Item 8  | Other Insurance      | Not Applicable   |
| Item 9  | Interested Party     | N/A  |
| Item 10 | Business Activities  | Traffic Engineering Consulting Service 100%  |
| Item 11 | Business Description | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 5. Traffic Management Schedule

#### Bundanoon main service

9.00 a.m. Traffic Controllers. Locate signs and devices from 9.00 a.m. to 10.00 a.m.

10.00 a.m. Traffic Controllers. Turn located signs at 10.00 a.m.

10.10 a.m. Traffic Controllers. Install devices & close roads at 10.10 a.m.

Railway Avenue will be closed to west bound through traffic between Osborne Street and Church Street from 10.10 a.m. to approximately 11.30 a.m.

West bound through traffic will be detoured via Osborne Street, Osborn Avenue, Phillip Street, Church Street and Anzac Parade during the march and service.

Anzac Parade, the northern section of Church Street and Railway Avenue will be closed to east bound through traffic from 10.10 a.m. to approximately 11.30 a.m.

East bound traffic will be detoured via Penrose Road and Erith Street during the march and service. Local resident access will be maintained by traffic controllers.

Access to the disabled parking area in Anzac Parade will be maintained by Traffic Controllers.

10.15 a.m. Marchers gather on Railway Avenue inside the road closure point at 10.15 a.m. and form up at 10.25 a.m.

10.30 a.m. March from the assembly area to the Soldiers' Memorial Hall in Church Street.

10.45 a.m. Wreath laying and Memorial Service commences on the corner of Church Street and Osborn Avenue.

11.30 a.m. Event finished. Traffic controllers check to make sure closed roads are clear of pedestrians.

11.45 a.m. Roads begin to be re-opened to the public.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bundanoon service. Traffic Management Plan.

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## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event : Anzac Day march & service  
Location : Railway Avenue , Bundanoon  
Date : 25-04-2023 @ 10.30 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 6000 adt

Traffic Speed : 50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac - Bund - 2023 - TGS 01

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                      | Present | Risk Control Measure/s  |
|---|---------|---|
| Clearance between pedestrians and passing traffic                 | < 1.2 m | Advance Warning signs, Road closures, Detours in place, Traffic Controllers at road closure points.   |
| High speed traffic through the event worksite                     | No      |   |
| Poor advance sight distance to event worksite (< 200 metres )     | Yes     | Advance Warning signs, Road closures, Detours in place, Traffic Controllers at road closure points.   |
| Poor observance of directions / instructions by motorists         | Yes     | Advance Warning signs, Road closures, Detours in place, Traffic Controllers at road closure points.   |
| Narrow pavement with no escape path (< 2.9 metres )               | No      |   |
| Presence of turning vehicles at the event worksite                | No      |   |
| Vehicles queuing in the event worksite                            | No      |   |
| Presence of unprotected hazards within the event worksite         | Yes     | Advance Warning signs, Road closures, Detours in place, Traffic Controllers at road closure points.   |
| Rough or unsealed road surface                                    | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd ) | No      |   |
| High volume of heavy vehicles                                     | No      |   |
| Vehicles entering / leaving the event area                        | No      |   |
| Cyclists / pedestrians through the event worksite                 | Yes     | Advance Warning signs, Road closures, Detours in place, Traffic Controllers at road closure points.   |
| Other   | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                  |         | Advance Warning signs, Road closures, Detours in place, Traffic Controllers at road closure points..  |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b>  |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>      |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                                |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

Anti incursion vehicles will be located behind the road closure points to prohibit vehicular access into the event area.

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Bundanoon sub branch ( organisation )

Notify the Commissioner of Police that

on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold

**either**

( a ) a public assembly , **not** being a procession , of approximately

200 ( number ) persons ,

which will assemble at Bundanoon Soldiers Memorial ( place )

at approximately 10.30 a.m. and disperse at approximately 11.30 a.m.

**and**

( b ) a public assembly, being a procession of approximately

100 ( number ) persons,

which will assemble on the closed section of Railway Avenue near Osborne Street  
at approximately 10.20 am, and at approximately 10.30 am the procession will commence  
and shall proceed west along Railway Avenue and onto Church Street to the memorial  
on the corner of Church Street and Osborn Avenue.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )*

---

2 The purpose of the proposed assembly is for the Anzac Day march and service.



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**


- 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 ;  
n/a
- ( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

---

- 6 Signed :   
Capacity / Title: Traffic management supervisor  
Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bundanoon service. Traffic Management Plan.

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## Special Event Resources

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### 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

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### 1.1 Event Summary

Event Name : Anzac Day service

Event Location : Bundanoon Memeorial Hall. Wilson Drive, Bundanoon

Event Date : 25-04-23 Event Start Time : 10.30 a.m. Event Finish Time : 11.30 a.m.

Event Setup Start Time : 09.00 a.m. Event Pack down Finish Time : 12.00 p.m.

Event is "on street moving"

### 1.2 Contact names

**Event organiser \*** RSL Bundanoon sub-branch - Alistair Saunders

Phone. 4883 7471 Mobile E-mail bundanoonrsl@yahoo.com.au

#### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Moss Vale Police

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council - Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority** ( if Class 1 ) Wollongong

Phone 42312520 Fax 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 )

Anzac Day dawn service at Bundanoon.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Bundanoon service. Traffic Management Plan.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS

## 5 PRIVACY NOTICE

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

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Bundanoon service.

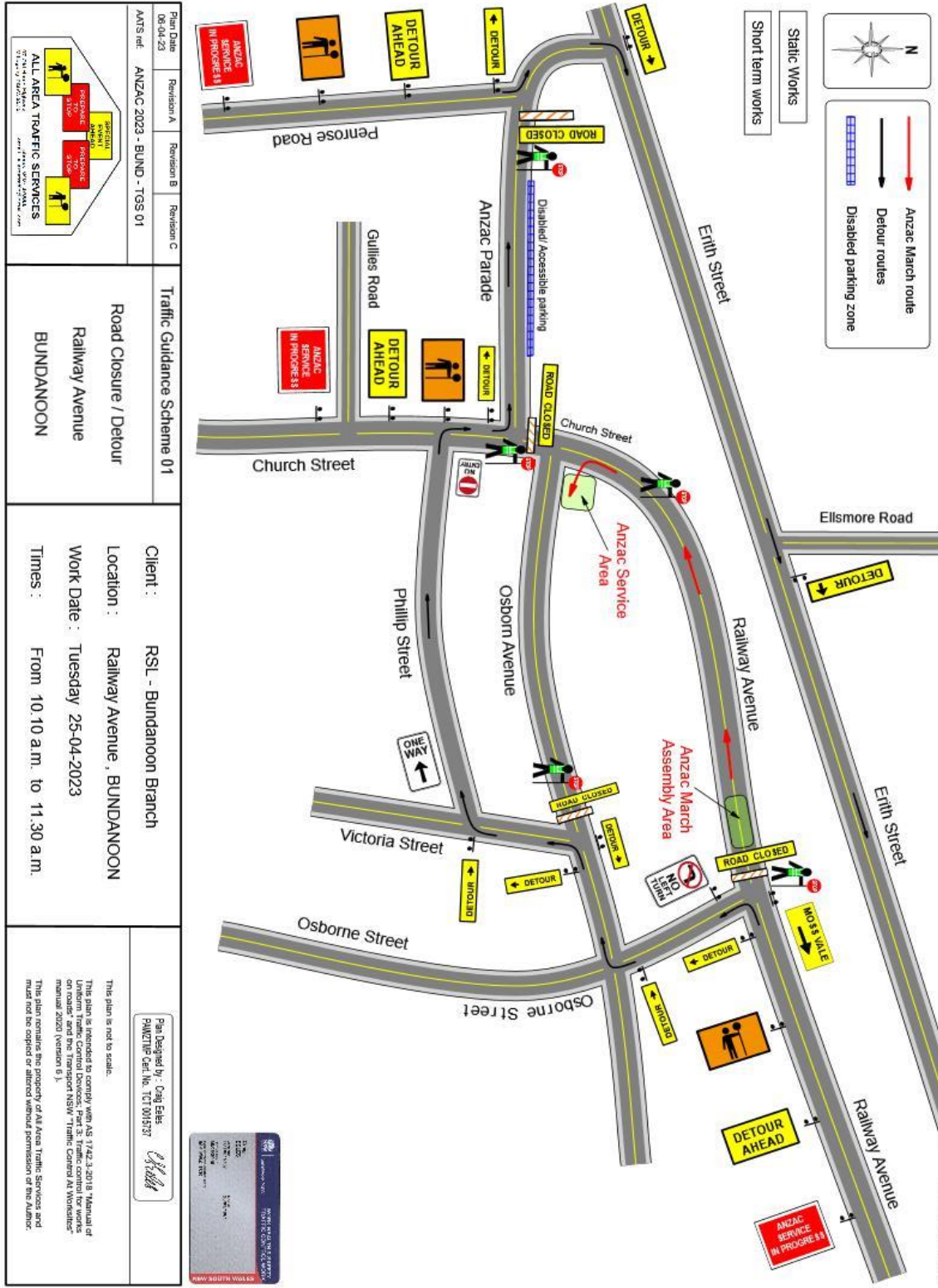
Traffic Management Plan.

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## 10. Traffic Guidance Scheme

Bundanoon 10.30 a.m. service.

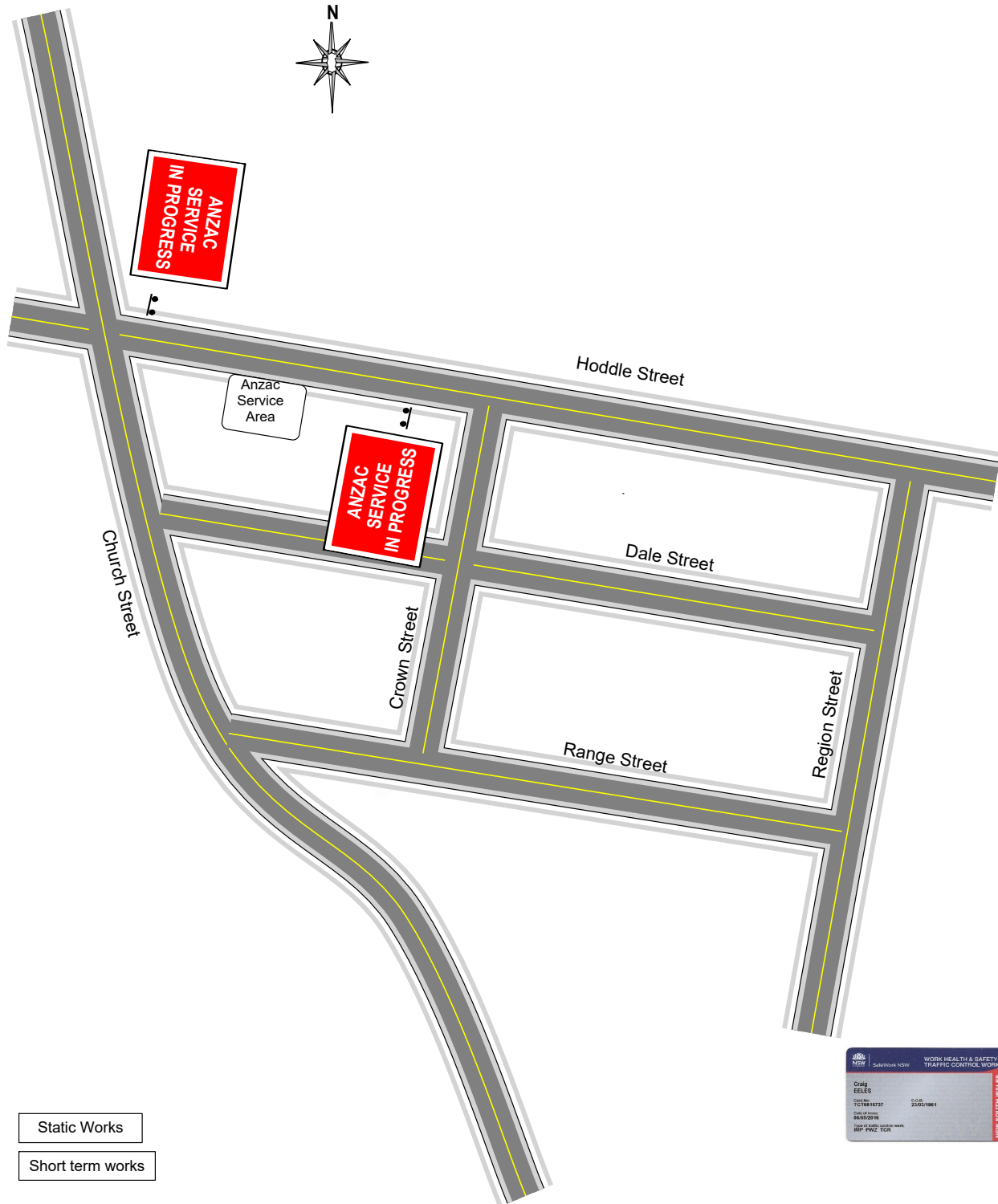
TGS 01



|  |   |  |   |
|--|---|--|---|
| <p>Plan Date<br/>08-04-23</p> <p>Revision A<br/>ANZAC 2023 - BUND - TGS 01</p> <p>Revision B</p> <p>Revision C</p> | <p>Client : RSL - Bundanoon Branch</p> <p>Location : Railway Avenue, BUNDANOON</p> <p>Work Date : Tuesday 25-04-2023</p> <p>Times : From 10.10 a.m. to 11.30 a.m.</p>   | <p>ALL AREA TRAFFIC SERVICES<br/>OF THE NEW SOUTH WALES<br/>ROADS AND MOTORWAYS<br/>DEPARTMENT</p> | <p>Traffic Guidance Scheme 01</p> <p>Road Closure / Detour</p> <p>BUNDANOON</p> |
| <p>Plan Designed by: Craig Ellis<br/>P/M/NT/PE Cert. No. TCT001577</p>   | <p>This plan is not to scale.</p> <p>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 Worksite' manual (2021 (Version 6))</p> <p>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> | <p>NEW SOUTH WALES</p>   |   |

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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- Static Works
- Short term works

|   |            |            |            |                                      |  |
|---|------------|------------|------------|--------------------------------------|--|
| Traffic Guidance Scheme 01  |            |            |            | Anzac Day - Advance Warning Signs    | Ref. ANZAC 2023 - BURRAWANG - TGS 01   |
| Plan Date<br>06-04-23   | Revision A | Revision B | Revision C | Client : RSL - Burrawang Branch      | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>C Eeles</i> |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 Old Hume Highway<br/>Mittagong, NSW, 2575. phone: 0407 870088<br/>email: allareatrafic@gmail.com</p> |            |            |            | Location : Hoddle Street , BURRAWANG | This plan is not to scale.   |
|   |            |            |            | Work Date : Tuesday 25-04-2023       | Times : From 10.00 a.m. to 11.30 a.m.  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Burrawang Service**

**09.00 a.m. to 10.00 a.m.**

**( Traffic Management from 08.00 a.m. to 10.30 a.m. )**

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Traffic Guidance Scheme

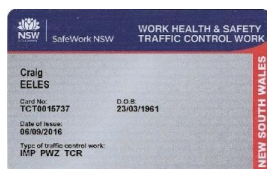
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 1. Introduction.

This Traffic Management Plan ( TMP )

- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Burrawang over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Burrawang service. Traffic Management Plan.

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### 3. Event Organiser.

#### CONTACT :

Kathryn Wood  
0427 520 730  
katherinegw27@gmail.com

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|         |                      |  |
|---------|----------------------|--|
| Item 1  | Policy Number        | PPL-001883-2023  |
| Item 2  | Policyholder         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| Item 3  | Insurance Period     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| Item 4  | Policy Wording       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| Item 5  | Underwriters         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| Item 6  | Limit of Liability   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>insurance period</b> . |
| Item 7  | Territorial Limits   | Worldwide (Excluding USA and Canada)   |
| Item 8  | Other Insurance      | Not Applicable   |
| Item 9  | Interested Party     | N/A  |
| Item 10 | Business Activities  | Traffic Engineering Consulting Service 100%  |
| Item 11 | Business Description | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

5. Traffic Management Schedule

Burrawang service

10.00 a.m. As there is no march, only Advance Warning Signs need to be in place.

10.15 a.m. Wreath laying and Memorial Service from 10.15 a.m. at the Burrawang School of Arts.

11.00 a.m. Event finished. Signs removed.

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Burrawang service. Traffic Management Plan.

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### 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date: 06-04-23

Event: Anzac Day service  
Location: Burrawang School Of Arts.  
Hoddle Street, Burrawang  
Date : 25-04-2023 @ 10.15 a.m.

#### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 1,500 adt

Traffic Speed : 50 kph

#### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS ref : Anzac - Burrawang - 2023 - TGS 01

#### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs   |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs   |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs   |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | No      |   |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs   |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs   |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of the Burrawang Village Association ( organisation )

Notify the Commissioner of Police that

on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold

**either**

( a ) a public assembly , **not** being a procession , of approximately  
100 ( number ) persons ,  
which will assemble at the Burrawang School of Arts ( place )  
at approximately 10.00 a.m. and disperse at approximately 11.00 a.m.

**or**

( b ) a public assembly, being a procession of approximately  
..... ( number ) persons,  
which will assemble at approximately ....., and at  
approximately ..... the procession will commence and shall proceed

.....  
.....

( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of termination. A diagram may be attached )

---

2 The purpose of the proposed assembly is for the Anzac Day service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

- 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 ;  
n/a
- ( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

---

6

Signed:



Capacity / Title: Traffic management supervisor

Date. 06-04-23



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Burrawang service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day service

Event Location : Burrawang School Of Arts, Burrawang.

Event Date : 25-04-23 Event Start Time : 10.15 a.m. Event Finish Time : 11.00 a.m.

Event Setup Start Time : 09.30 a.m. Event Pack down Finish Time : 11.00 a.m.

Event is "off street"

##### 1.2 Contact names

**Event organiser \*** Burrawang Village Association - Kathryn Wood.

Phone. Mobile 0427 520730 E-mail katherinegw27@gmail.com

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Moss Vale Police

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council - Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42312520 Fax 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 )

Anzac Day service at Burrawang.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Burrawang service. Traffic Management Plan.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Burrawang service. Traffic Management Plan.

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes

### 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 Transport NSW (TfNSW), or Local Government.

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

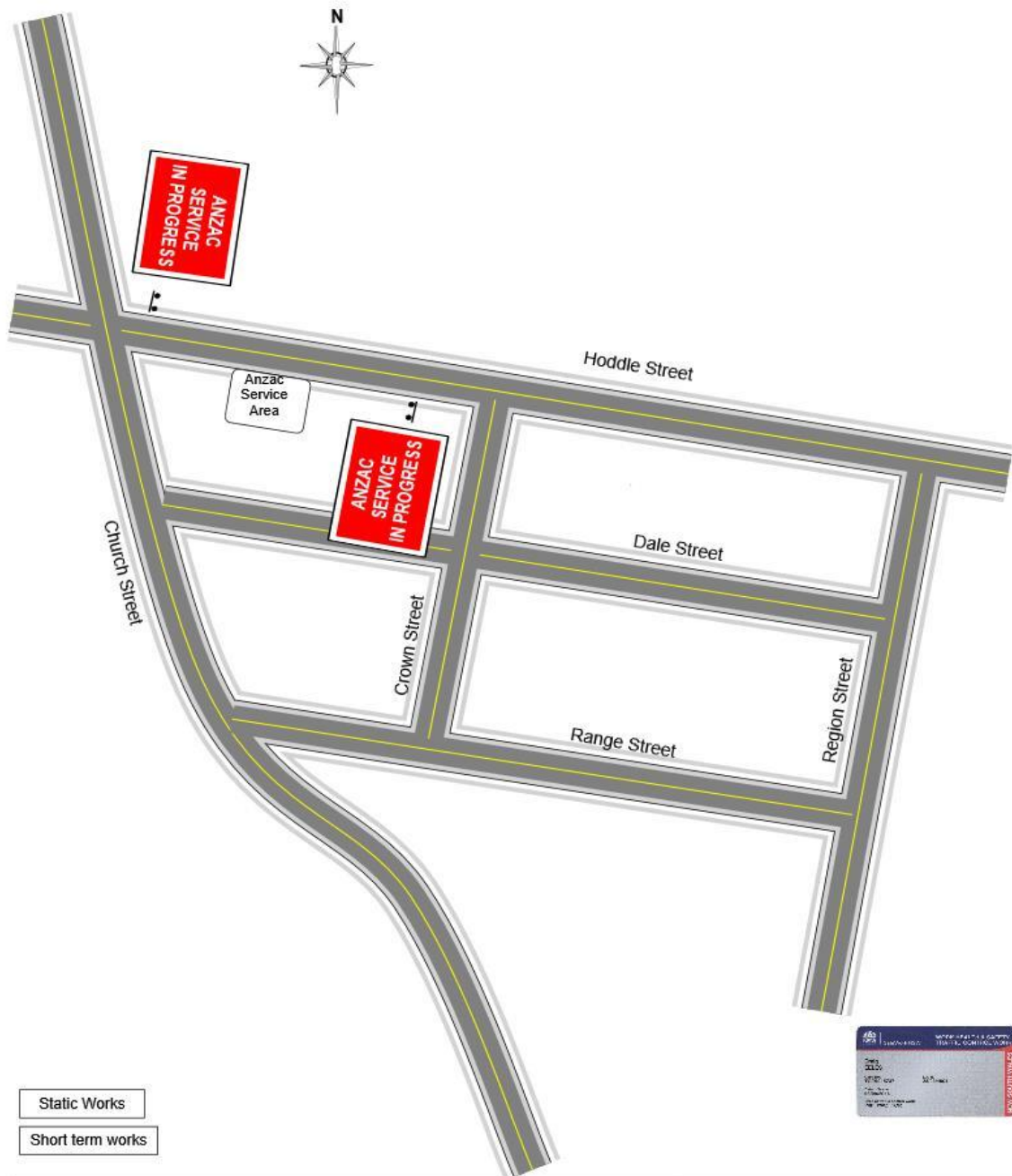
Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

10. Traffic Guidance Scheme

Burrawang 10.15 a.m. service.  
TGS 01

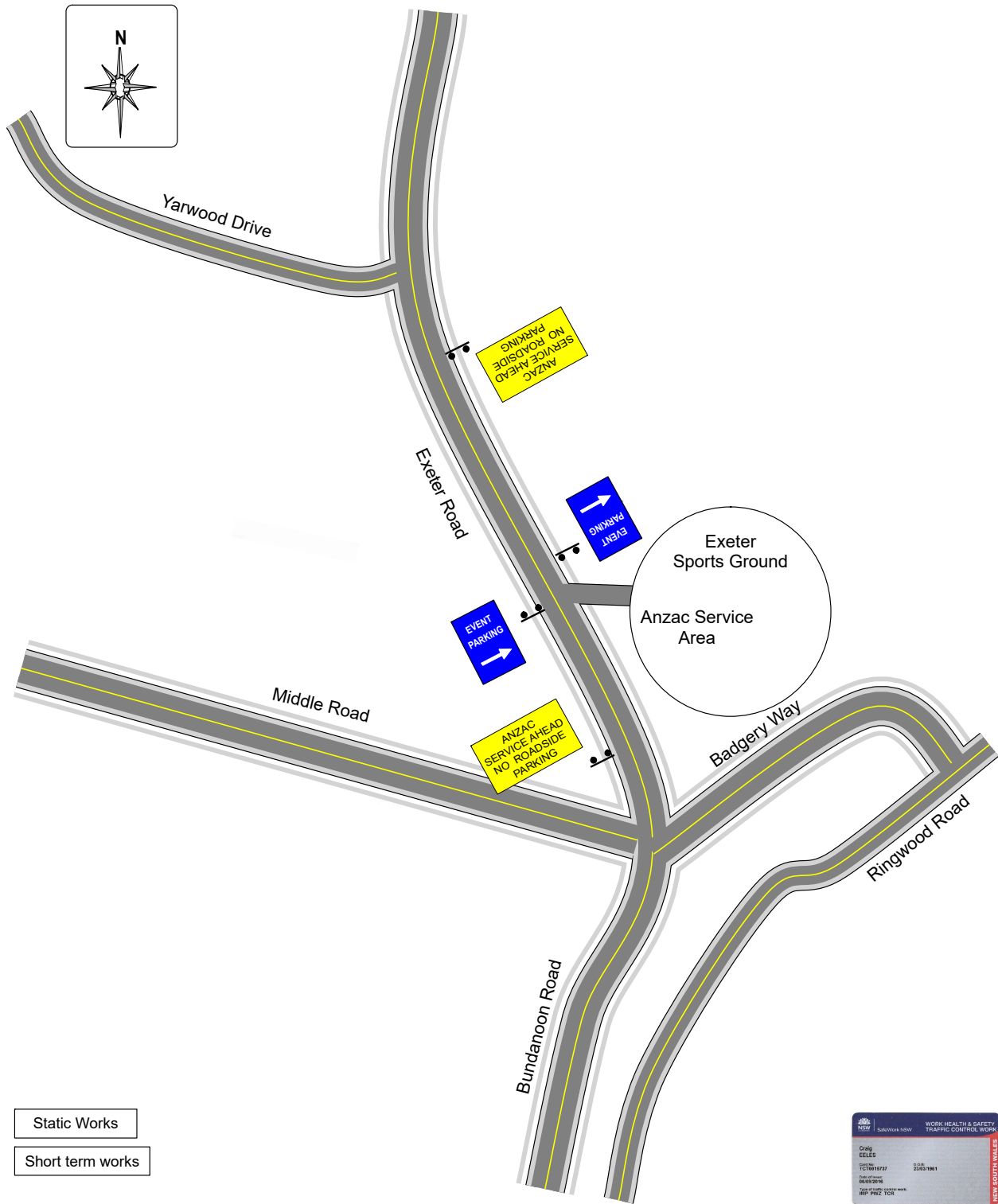


Static Works  
Short term works

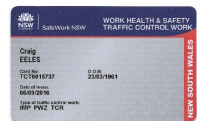
|                                   |            |            |            |  |  |   |  |
|-----------------------------------|------------|------------|------------|--|--|---|--|
| <b>Traffic Guidance Scheme 01</b> |            |            |            | <b>Anzac Day - Advance Warning Signs</b> |  | <b>Ref. ANZAC 2023 - BURRAWANG - TGS 01</b>   |  |
| Plan Date<br>06-04-23             | Revision A | Revision B | Revision C | Client : RSL - Burrawang Branch          |  | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737   |  |
|                                   |            |            |            | Location : Hoddle Street , BURRAWANG     |  | This plan is not to scale.  |  |
|                                   |            |            |            | Work Date : Tuesday 25-04-2023           |  | 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). |  |
|                                   |            |            |            | Times : From 10.00 a.m. to 11.30 a.m.    |  | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.   |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

www.exeter.nsw.gov.au



- Static Works
- Short term works



|  |            |            |            |  |   |
|--|------------|------------|------------|--|---|
| <b>Traffic Guidance Scheme 01</b>  |            |            |            | <b>Anzac Day - Advance Warning Signs</b> | <b>Ref. : ANZAC - 2023 - EXETER - TGS 01</b>  |
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Client : RSL - Exeter Branch             | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737   |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 Old Hume Highway Mittagong, NSW, 2576. phone: 0407 870088 email: allareatraffic@gmail.com</p> |            |            |            | Location : Exeter Oval, EXETER           | This plan is not to scale.<br>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 ).<br>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author. |
|  |            |            |            | Work Date : Tuesday 25-04-2023           |   |
|  |            |            |            | Times : From 8.00 a.m. to 10.00 a.m.     |   |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Exeter Service**

**09.00 a.m. to 10.00 a.m.**

**( Traffic Management from 08.00 a.m. to 10.30 a.m. )**

---

**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Exeter service. Traffic Management Plan.

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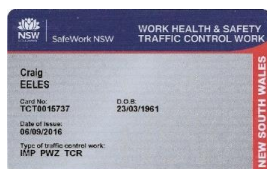
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- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
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- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
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**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Exeter service. Traffic Management Plan.

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3. Event Organiser.

EXETER VILLAGE ASSOCIATION  
PO Box 3152.  
Exeter. 2579.

President. Johnathon Baxter  
0438 779904  
admin@exetervillage.org.au

4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



**Public & Products Liability  
Certificate of Currency**

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

**Executive Director  
Professional Risk Underwriting Pty Ltd**

10/01/2023

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

5. Traffic Management Schedule

Exeter service

8.00 a.m. As there is no march, only Advance Warning and No Parking signs need to be placed on Exeter Road.

9.00 a.m. Wreath laying and Memorial Service from 9.00 a.m. at Exeter Park.

10.00 a.m. Event finished. Signs removed.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date: 06-04-23

Event: Anzac Day service  
Location: Exeter Oval. Exeter Road, Exeter  
Date: 25-04-2023 @ 09.00 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 1,500 adt

Traffic Speed : 50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference: Anzac - Exeter - 2023 - TGS 01

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs   |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs   |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs   |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | No      |   |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs   |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs   |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of the Exeter Village Association ( organisation )

Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**

( a ) a public assembly , **not** being a procession , of approximately  
150 ( number ) persons ,  
which will assemble at the memorial inside Exeter Oval ( place )  
at approximately 09.00 a.m. and disperse at approximately 10.00 a.m.

**Or**

( b ) a public assembly, being a procession of approximately  
..... ( number ) persons,  
which will assemble at approximately ....., and at  
approximately ..... the procession will commence and shall proceed

.....  
.....

( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )

---

2 The purpose of the proposed assembly is for the Anzac Day service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Exeter service. Traffic Management Plan.

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- 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 ;  
n/a
- ( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

---

- 6 Signed :   
Capacity / Title: Traffic management supervisor  
Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Exeter service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day service

Event Location : Memorial inside Exeter Oval, Exeter.

Event Date : 25-04-23 Event Start Time : 09.00 a.m. Event Finish Time : 10.00 a.m.

Event Setup Start Time : 08.00 a.m. Event Pack down Finish Time : 10.305 a.m.

Event is "off street"

##### 1.2 Contact names

**Event organiser \*** Exeter Village Association - Jonathon Baxter.

Phone. Mobile. 0438 779904 E-mail. admin@exetervillage.org.au

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Moss Vale Police

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council - Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42312520 Fax 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 )

Anzac Day service at Exeter.



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Exeter service. Traffic Management Plan.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes

### 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 Transport NSW (TfNSW) , or Local Government .

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Exeter service. Traffic Management Plan.

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**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

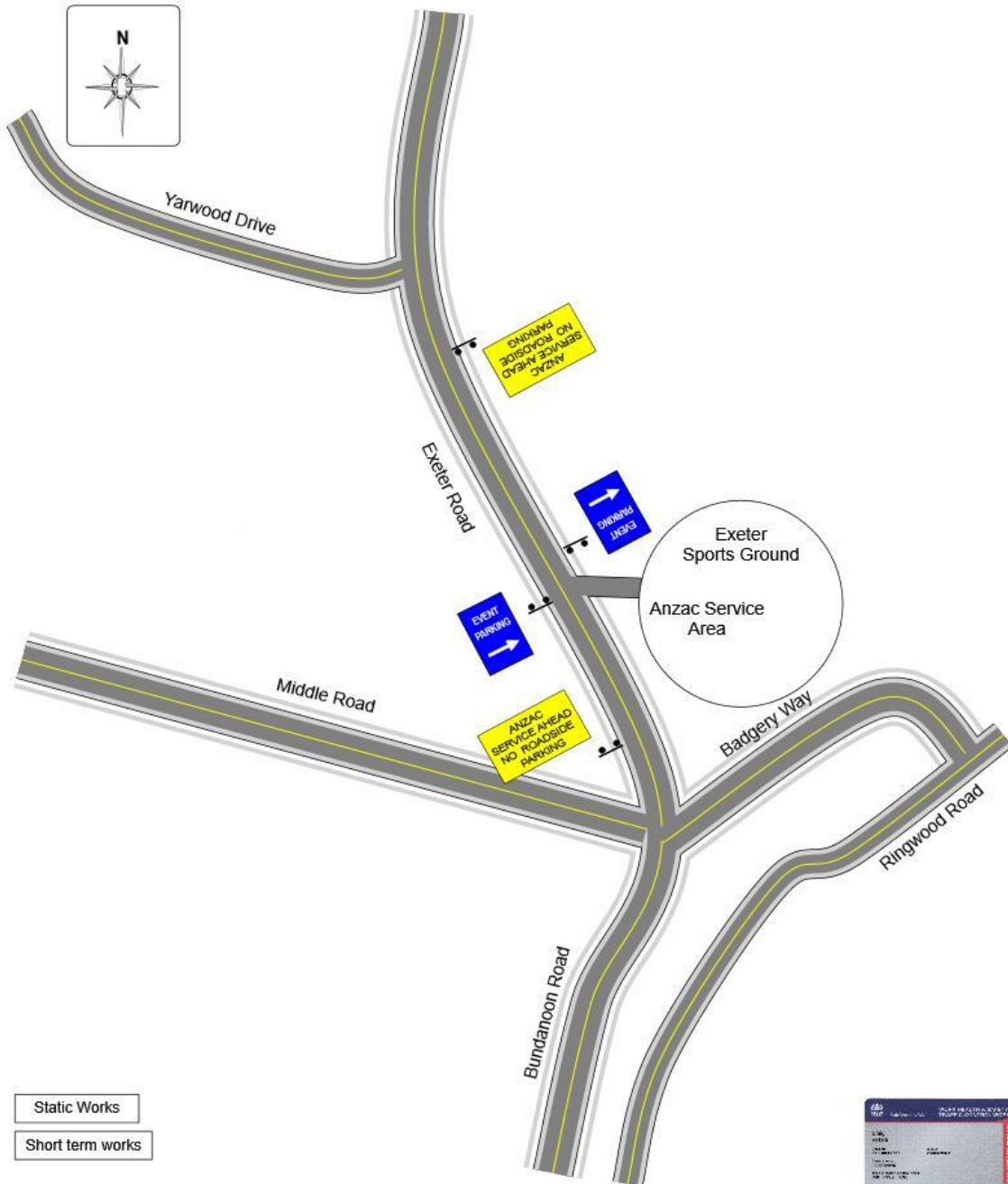
Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

10. Traffic Guidance Scheme

Exeter 09.00 a.m. service.  
TGS 01



Static Works  
Short term works



|                            |            |            |            |                                      |  |  |  |
|----------------------------|------------|------------|------------|--------------------------------------|--|--|--|
| Traffic Guidance Scheme 01 |            |            |            | Anzac Day - Advance Warning Signs    |  | Ref : ANZAC - 2023 - EXETER - TGS 01   |  |
| Plan Date<br>08-04-23      | Revision A | Revision B | Revision C | Client : RSL - Exeter Branch         |  | Plan Designed by : Craig Eales<br>PAWZTMP Cert. No. TCT 0015737  |  |
|                            |            |            |            | Location : Exeter Oval, EXETER       |  | This plan is not to scale.   |  |
|                            |            |            |            | Work Date : Tuesday 25-04-2023       |  | 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 ). |  |
|                            |            |            |            | Times : From 8.00 a.m. to 10.00 a.m. |  | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.  |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Hill Top Service**

**06.00 a.m. to 07.00 a.m.**

**( Traffic Management from 05.00 a.m. to 07.30 a.m. )**

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Road Occupancy Licence
11. Traffic Guidance Scheme

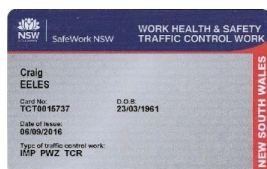
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 1. Introduction.

This Traffic Management Plan ( TMP )

- 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 one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- RMS "Guide to Transport Management at Special Events" - 2018
- RMS "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Hill Top over the last nineteen years.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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3. Event Organiser.

FRIENDS OF HILL TOP WAR MEMORIALS INC  
P O Box 3110  
HILL TOP 2575

CONTACT: Sid Jeffery Ph. 48899467 Mobile. 0409 646145 email. sid.meriej@gmail.com

4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



**Public & Products Liability  
Certificate of Currency**

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

5. Traffic Management Schedule

Hill Top service

4.30 a.m. Install signs and devices from 4.30 a.m. to 5.30 a.m.

5.30 a.m. Traffic Controllers. Step onto road and on duty at 5.30 a.m.

Traffic controls will be in place to stop traffic if necessary to guide pedestrians across Wilson Drive, and direct event motorists to the designated parking areas.

6.00 a.m. Memorial Service starts at 6.00 a.m. at the Hill Top War Memorial Hall.

7.00 a.m. Event finished.

7.30 a.m. Signs and devices removed from 7.00 a.m. to 7.30 a.m.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event : Anzac Day march & service  
Location : Wilson Drive , Hill Top  
Date : 25-04-2023 @ 05.30 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 6000 adt

Traffic Speed : 50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac - Hill Top - 2023 - TGS 01

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | Yes     | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning Signs, speed reduction to 40 kmh, Traffic Controllers on duty.                        |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

---

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Hill Top sub branch ( organisation )  
Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**

( a ) a public assembly , **not** being a procession , of approximately  
150 ( number ) persons ,  
which will assemble at Hill Top War Memorial ( place )  
at approximately 06.00 a.m. and disperse at approximately 07.00 a.m.

**or**

( b ) a public assembly, being a procession of approximately  
..... ( number ) persons,  
which will assemble at approximately ....., and at  
approximately ..... am the procession will commence and shall proceed  
.....

( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached.)

---

2 The purpose of the proposed assembly is for the Anzac Day service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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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;

n/a

( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Hill Top. Postcode. 2575

Telephone No. 0407 870088

---

6 Signed:



Capacity / Title: Traffic management supervisor

Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day service

Event Location : Hill Top Memeorial Hall. Wilson Drive, Hill Top

Event Date : 25-04-23 Event Start Time : 06.00 a.m. Event Finish Time : 07.00 a.m.

Event Setup Start Time : 04.30 a.m. Event Pack down Finish Time : 07.30 a.m.

Event is "off street"

##### 1.2 Contact names

**Event organiser \*** RSL Hill Top sub-branch - Sid Jeffery

Phone. 48899467 Mobile 0409 646 145 E-mail sid.meriej@gmail.com

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Moss Vale Police

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council - Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority** ( if Class 1 ) Wollongong

Phone 42312520 Fax 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 )

Anzac Day dawn service at Hill Top.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes

### 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 Transport NSW (tNSW), or Local Government.

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

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



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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Anzac Day 2023. Hill Top service. Traffic Management Plan.

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**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... RMS ..... Date  
\_\_\_\_\_

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Hill Top. 06.00 am service. TfNSW form C

| FORM<br><b>C</b>   |   | <b>Road Occupancy Licence (ROL) Checklist</b>                     |                    | <b>Transport Management Centre</b>                                     |  |
|--|---|---|--------------------|--|--|
| (THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)   |   |   |                    |  |  |
| CONTACT  | Proponent's Organisation  | All Area Traffic Services<br>on behalf of Hill Top RSL sub branch |                    | * Contact Phone  | 0407 870088  |
|  | *Proponent's Name   | Craig Eeles   |                    | * Contact Mobile   | 0407 870088  |
|  | *Subject Road   | Wilson Drive  |                    | *Suburb  | Hill Top   |
|  | *From (Cross Street)  | Chalker Parade  | *To (Cross Street) | Harold Street  |  |
| LOCATION   | Has a Site inspection been conducted in the past two weeks?<br>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 type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• signals within 100m of site <span style="float: right;"><input type="checkbox"/></span></li> <li>• signal phases effects (lanes &amp; turning lanes) <span style="float: right;"><input type="checkbox"/></span></li> <li>• roundabouts within 100m of site <span style="float: right;"><input type="checkbox"/></span></li> <li>• occupancy near a tidal flow <span style="float: right;"><input type="checkbox"/></span></li> <li>• number of traffic lanes in each direction (insert number) <u>one</u> <span style="float: right;"><input checked="" type="checkbox"/></span></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <span style="float: right;"><input type="checkbox"/></span></li> <li>• raised median / divided carriageway <span style="float: right;"><input type="checkbox"/></span></li> <li>• pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other <span style="float: right;"><input type="checkbox"/></span></li> <li>• any kerbside restrictions such as (specify appropriate restriction) <span style="float: right;"><input type="checkbox"/></span> <ul style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <span style="float: right;"><input type="checkbox"/></span></li> <li>2. Designated Parking Restrictions <span style="float: right;"><input type="checkbox"/></span></li> <li>3. Loading Zones <span style="float: right;"><input type="checkbox"/></span></li> <li>4. Bus stops <span style="float: right;"><input type="checkbox"/></span></li> <li>5. Taxi Ranks <span style="float: right;"><input type="checkbox"/></span></li> </ul> </li> </ul> |   |                    |  |  |
|  | Any evidence of concurrent adjacent roadworks / activities / off-road developments  |   |                    |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | IF YES PLEASE SPECIFY:  |   |                    |  |  |
|  | Relevant traffic volume data obtained (Traffic Volume Data Book)  |   |                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted</li> <li>• Are times occupancy requested consistent with traffic volumes (above)</li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained</li> </ul>   |   |                    |  |  |
|  | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher  |   |                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | If YES please supply <b>Name &amp; Licence No:</b> Craig Eeles . P.A.W.Z.T.M.P. cert. no. TCT0015737  |   |                    |  |  |
|  | Will your organisation be undertaking or supervising the works described in the application.  |   |                    |  | <input checked="" type="checkbox"/> Yes<br><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<br><input type="checkbox"/> No |  |
| If YES please supply details: Minimal noise having no impact on residents  |   |   |                    |  |  |
| <b>Comments</b> Anzac Day Service  |   |   |                    |  |  |
| RTA Asset Management (02) 8849 2114 notified for Road opening etc:<br><input checked="" type="checkbox"/> No Reason <input type="checkbox"/> Yes If YES please supplied Reference no.                                    |   |   |                    |  |  |
| SIGN   | Applicant's Name:   | Craig Eeles   |                    | Signature:   | <i>C Eeles</i>   |
|  |   |   |                    | Date:  | 06-04-23   |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062800 RTA Form No. 837 (10/2010)

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Anzac Day 2023. Hill Top service. Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Hill Top. 06.00 am service. TfNSW form N

| FORM<br><b>N</b>  | <b>Road Occupancy Licence Application</b><br>Non-Development & Special Event Activities   |  | <b>Transport Management Centre</b>   |   |
|---|---|--|--|---|
| 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)   |   |  |  |   |
| <b>CONTACTS</b>   | <b>Proponent Organisation</b>   | All Area Traffic Services<br>on behalf of Hill Top RSL sub branch  | <b>Your Reference No.</b>  |   |
|   | <b>Proponent Contact Name</b>   | Craig Eeles  | <b>On-site Company</b>   |   |
|   | <b>Phone</b>  | 0407 870088  | <b>On-Site Contact Name</b>  |   |
|   | <b>Fax</b>  |  | <b>On-site Phone</b>   |   |
|   | <b>Email</b>  | allareatraffic@gmail.com   | <b>Fax:</b>  |   |
| <b>LOCATION</b>   | <b>Subject Road</b>   | Wilson Drive   | <b>UBD Reference</b>   |   |
|   | <b>From (Cross Street)</b>  | Chalker Parade   | <b>To (Cross Street)</b>   |   |
|   | <b>Suburb</b>   | Hill Top   | <b>Council</b>   |   |
| <b>TIMES</b>  | <b>Requested Start &amp; End Dates</b>  | Tuesday 25-04-23<br><small>Enter start date of 1st shift &amp; start date of last shift</small>  | <b>Estimated Duration of Activities</b>  |   |
|   | <b>Requested Times</b>  | Tuesday 0530 - 0730<br><small>For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</small>  | 2 hours<br><small>Duration for this application ONLY, in number of hours/shifts</small>  |   |
| <b>PROPOSED ACTIVITIES</b>  | <b>Project</b>  | Anzac Day service  |  |   |
|   | <b>Work Description for this Application</b>  | Traffic controllers assisting pedestrians  | <b>Current Speed Limit:</b><br>50 Km/h   |   |
|   | <b>Licence Type</b>   | <input type="checkbox"/> Abnormal Load Movement<br><input type="checkbox"/> Bridge<br><input type="checkbox"/> Building Construction<br><input type="checkbox"/> Building Work Zone<br><input checked="" type="checkbox"/> Special Event | <input type="checkbox"/> Hoardings<br><input type="checkbox"/> Hazard Reduction<br><input type="checkbox"/> Utility Maintenance<br><input type="checkbox"/> SRA Works<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Investigation<br><input type="checkbox"/> Landscaping / mowing<br><input type="checkbox"/> Police Operations<br><input type="checkbox"/> Crane<br><input type="checkbox"/> Site access |
|   | <b>Lane/s or Shoulder/s Closed</b>  | <input type="checkbox"/> Median Shoulder<br><input type="checkbox"/> Shoulder<br><input type="checkbox"/> Lane 1 (kerb Lane/s)   | <input type="checkbox"/> Lane 2 (next after kerb lane)<br><input type="checkbox"/> Lane 3<br><input type="checkbox"/> Lane 4   | <b>Total no. of lanes to be closed at any one time? (in same direction):</b><br>nil lane(s) of 1  |
|   | <b>Direction</b>  | <input type="checkbox"/> All directions  | <input type="checkbox"/> East bound<br><input type="checkbox"/> West bound<br><input type="checkbox"/> East and West bound   | <input type="checkbox"/> North bound<br><input type="checkbox"/> South bound<br><input checked="" type="checkbox"/> North and South bound   |
|   | <b>Flow Management</b>  | <input type="checkbox"/> Standard lane merge<br><input type="checkbox"/> Contra Flow<br><input checked="" type="checkbox"/> Stop / Slow Control  | <input type="checkbox"/> Detour (other roads)<br><input type="checkbox"/> Detour (side-track)<br><input type="checkbox"/> Portable Signals   | <input type="checkbox"/> Mobile works<br><input type="checkbox"/> Short term / Intermittent works<br><input type="checkbox"/> Non-Trafficable Area  |
| <b>Miscellaneous</b>  | Turning Bay/s affected?<br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No   | Speed reduction?<br><input type="checkbox"/> Yes 40 km/h (Apply for SZA)<br><input checked="" type="checkbox"/> No   | Community Notification<br><input checked="" type="checkbox"/> Newspaper <input type="checkbox"/> VMS<br><input type="checkbox"/> Letterbox drop  |   |
| <b>RTA</b>  | If this project is managed by the RTA, fill in the following:<br>RTA Branch: _____ RTA Contact: _____   |  |  |   |
| <b>SIGN</b>   | I hereby apply for a Road Occupancy Licence: <b>Please allow a minimum of 10 working days to process this application.</b><br>Signature: <u><i>eeles</i></u> Date: 06-04-23 |  |  |   |

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

• Refer to Explanatory Notes for fax numbers.

TMC-SOP-502016 - F2

Catalogue No. 45062797 RTA Form No. 834 (10a/2010)


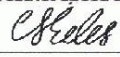
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Hill Top service. Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Hill Top. 06.00 am service. TfNSW form R ( SZA )

| FORM R  |   | Speed Zone Authorisation Application  |                                       |  Transport Management Centre                           |   |  |
|---|---|---|---------------------------------------|---|---|--|
| <b>PLANNED INCIDENT UNIT - ADMIN USE ONLY</b><br>(Not to be completed by Applicant)   |   |   | Road Occupancy Application No#: _____ |   |   |  |
| CONTACTS  | Proponent Organisation  | All Area Traffic Services on behalf of Hill Top RSL sub branch                      |                                       |   |   |  |
|   | Proponent Contact Name  | Craig Eeles   |                                       |   |   |  |
|   | Phone   | 0407 870088   | * Mobile Number                       | 0407 870088   |   |  |
|   | Fax   |   | E-mail Address                        | allareatraffic@gmail.com  |   |  |
| LOCATION  | Subject Road Name   | Wilson Drive  |                                       | UBD Map Reference   |   |  |
|   | Suburb  | Hill Top  |                                       | Council   | Wingecarribee Shire Council                         |  |
|   | From (Cross Street)   | Chalker Parade<br><small>Reference to nearest cross street.</small>                 | To (Cross Street)                     | Harold Street<br><small>Reference to nearest cross street.</small>  |   |  |
|   | Requested Times   | 05.30 a.m. to 07.30 a.m.  |                                       | Distance  | 700 metres  |  |
|   | Direction   | <input type="checkbox"/> All directions   |                                       | <input type="checkbox"/> East bound<br><input type="checkbox"/> West bound<br><input type="checkbox"/> East and West bound                |   |  |
|   |   |   |                                       | <input type="checkbox"/> North bound<br><input type="checkbox"/> South bound<br><input checked="" type="checkbox"/> North and South bound |   |  |
|   | Existing Speed Limit  | 50 kmh  |                                       | Requested Speed Limit   | 40 kmh  |  |
|   | Proposed Commencement Date  | Tuesday 25-04-23<br><small>Installation of signs</small>                            |                                       | Proposed Completion Date  | Tuesday 25-04-23<br><small>Removal of signs</small> |  |
|   | Traffic Control Plan ID   | Anzac Day 2023. Hill Top - TGS 01   |                                       | Previous TMC Road Occ Approval No   | If applicable                                       |  |
|   | Reason for SZA  | Traffic controllers assisting pedestrians across Wilson Drive                       |                                       |   |   |  |
| Speed Limit Sign Location Plan Name   | Anzac Day 2023. Hill Top - TGS 01   |   |                                       |   |   |  |
| SIGNATORY   | I hereby apply for permission to restrict speed at the location described herein.   |   |                                       |   |   |  |
|   | Signature:  |  |                                       | Date:   | 06-04-23  |  |
| <b>PLEASE ALLOW 10 WORKING DAYS TO PROCESS THIS APPLICATION</b>                       |   |   |                                       |   |   |  |
| LODGE DETAILS   | <b>RTA licence application lodgement details</b> - 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<br>TMC_Planned_Incident_Unit@rta.nsw.gov.au                    |                                       | Hunter Region (Newcastle):<br>ROL_Hunter_Newcastle@rta.nsw.gov.au   |   |  |
|   |   | Southern Region (Wollongong): 4221 2777 or<br>ROL_Southern@rta.nsw.gov.au           |                                       | Northern Region (Grafton): 6640 1304 or<br>ROL_Northern@rta.nsw.gov.au  |   |  |
|   |   | South West Region (Wagga): 6938 1184 or<br>ROL_South_West@rta.nsw.gov.au            |                                       | Western Region (Parkes): 6861 1414 or<br>ROL_Western@rta.nsw.gov.au   |   |  |
|   |   | Central Coast (Gosford):<br>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  |   |                                       |   |   |  |

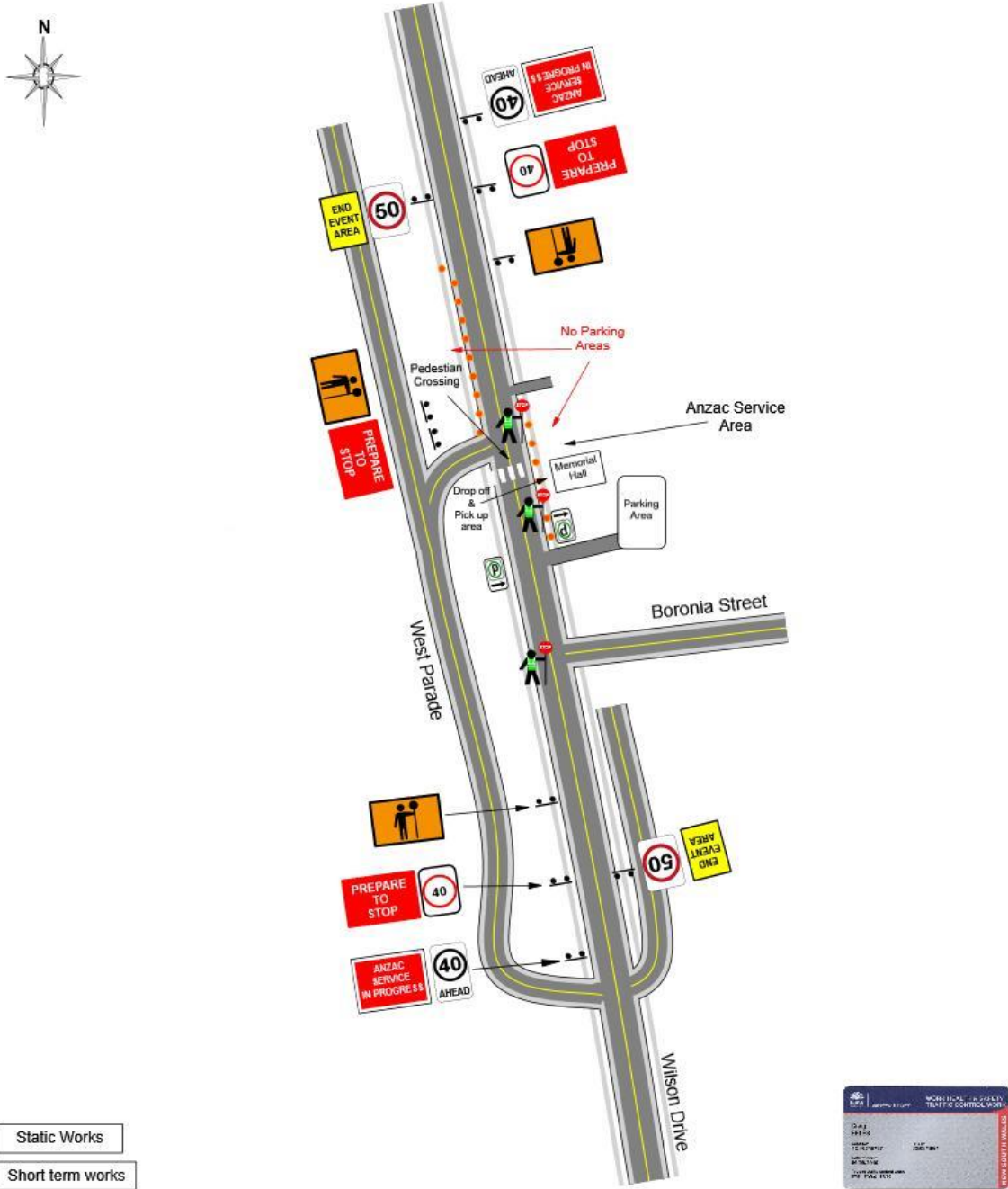
TMC-SOP - 502022 - F01

Catalogue No. 45062796, RTA Form No. 833 (10/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

11. Traffic Guidance Scheme

Hill Top 06.00 a.m. service.  
TGS 01

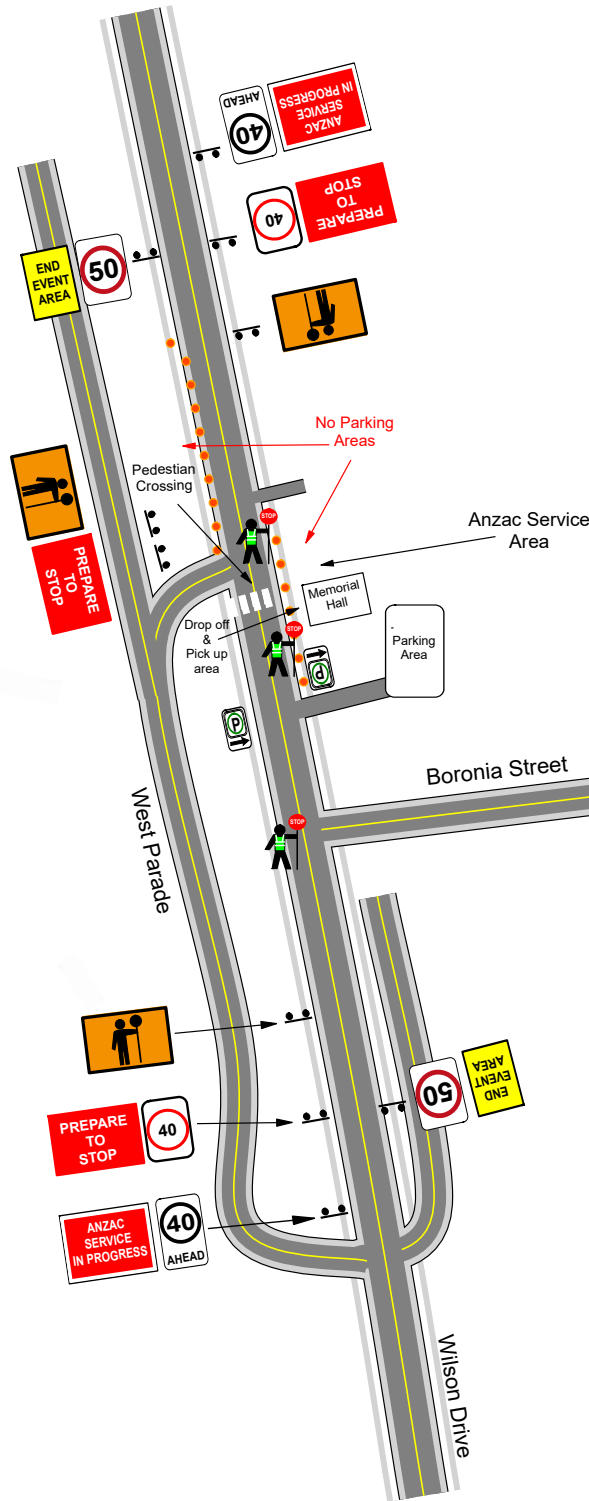
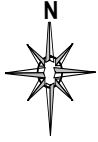


- Static Works
- Short term works



|                                     |            |            |            |  |   |
|-------------------------------------|------------|------------|------------|--|---|
| <b>Traffic Guidance Scheme 01</b>   |            |            |            | <b>Anzac Day - Advance Warning Signs</b>         | <b>Ref. ANZAC 2022 - HILL TOP - TGS 01</b>                          |
| Plan Date<br>08-04-23               | Revision A | Revision B | Revision C | Client : RSL - Hill Top Branch                   | Plan Designed by : Craig Eales<br>PMAZTMP Cert. No. TCT 0015737<br> |
|                                     |            |            |            | Location : Memorial Hall, Wilson Drive, HILL TOP |   |
|                                     |            |            |            | Work Date : Tuesday 25-04-2023                   |   |
| Times : From 4.30 a.m. to 7.30 a.m. |            |            |            |  |   |

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023



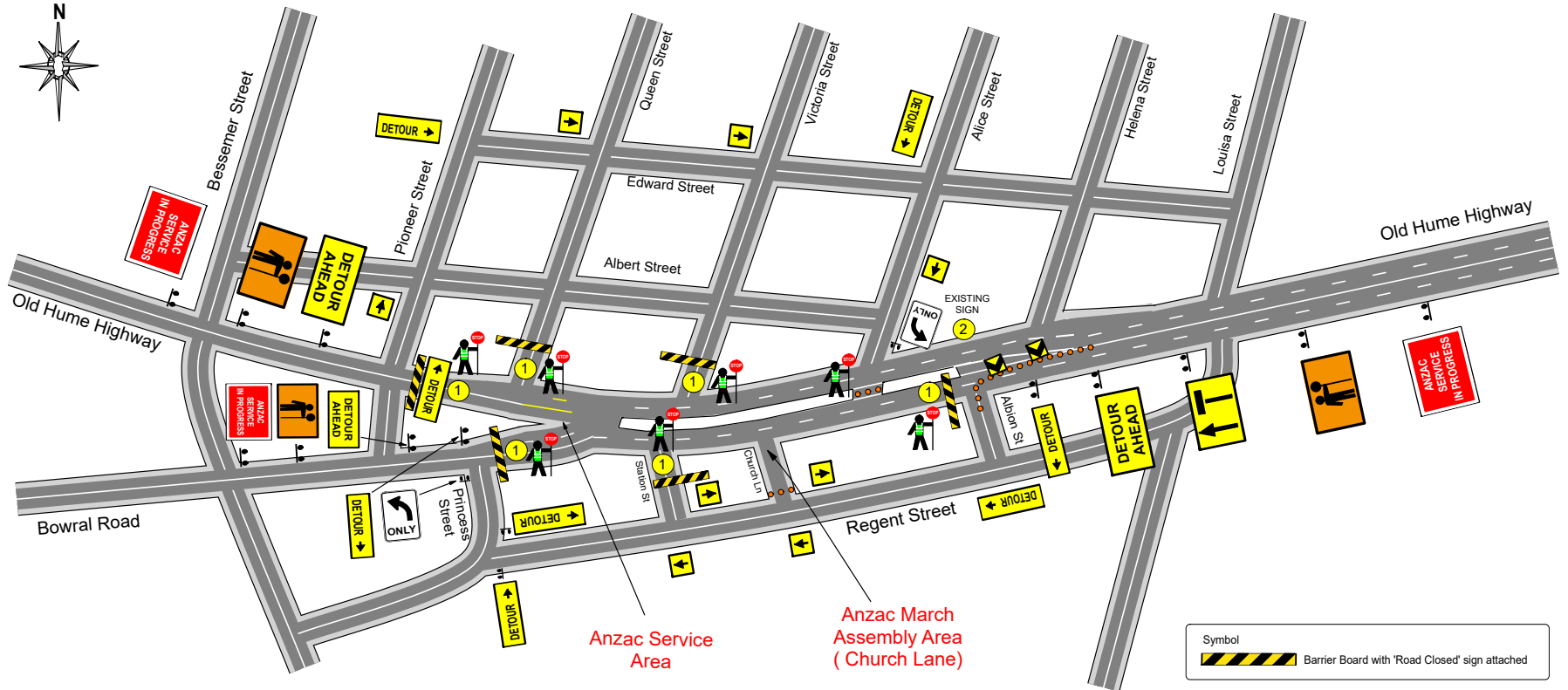
- Static Works
- Short term works



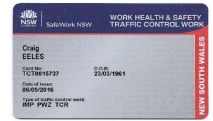
|  |            |            |            |  |  |  |  |
|--|------------|------------|------------|--|--|--|--|
| Traffic Guidance Scheme 01   |            |            |            | Anzac Day - Advance Warning Signs                |  | Ref. ANZAC 2022 - HILL TOP - TGS 01  |  |
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Client : RSL - Hill Top Branch                   |  | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>C. Eeles</i>  |  |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 Old Hume Highway, phone: 0407 870088<br/>Mittagong, NSW, 2575. email: allareatrafic@gmail.com</p> |            |            |            | Location : Memorial Hall, Wilson Drive, HILL TOP |  | This plan is not to scale.   |  |
|  |            |            |            | Work Date : Tuesday 25-04-2023                   |  | 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 ). |  |
|  |            |            |            | Times : From 4.30 a.m. to 7.30 a.m.              |  | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.  |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

www.mittagong.nsw.gov.au



- Note :**
- ① Work vehicles will be placed behind road closure points to prevent vehicular access into the event area.
  - ② Existing left turn only sign to be covered.



|   |            |            |            |                            |  |   |
|---|------------|------------|------------|----------------------------|--|---|
| Plan Date<br>06-04-23   | Revision A | Revision B | Revision C | Traffic Guidance Scheme 01 | Client : RSL - Mittagong Branch        | Ref. ANZAC 2022 - MITT - TGS 01   |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 Old Hume Highway<br/>Mittagong, NSW, 2575. phone. 0407 870088<br/>email. allareattraffic@gmail.com</p> |            |            |            | Anzac Day dawn service.    | Location : Old Hume Highway, MITTAGONG | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737   |
|   |            |            |            | Road closure & detours     | Work Date : Tuesday 25-04-2023         |   |
|   |            |            |            | MITTAGONG                  | Times : From 05.10 a.m. to 06.30 a.m.  | <p>This plan is not to scale.</p> <p>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).</p> <p>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Mittagong Dawn Service**

**5.30 a.m. to 6.30 a.m.**

**( Traffic Management from 5.00 a.m. to 7.00 a.m. )**

---

**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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



# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

Anzac Day 2023. Mittagong dawn service. Traffic Management Plan.

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4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Road Occupancy Licence
11. Traffic Guidance Scheme

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong dawn service. Traffic Management Plan.

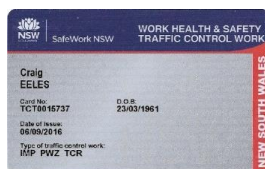
page 3

## 1. Introduction.

This Traffic Management Plan ( TMP )

- 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 one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- RMS "Guide to Transport Management at Special Events" - 2018
- RMS "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Mittagong over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong dawn service. Traffic Management Plan.

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### 3. Event Organiser.

MITTAGONG RSL SUB-BRANCH.  
mittagongsb@rslnsw.org.au

President. Stephen Spence. Mobile. 0438 085 674 email. sspence1948@hotmail.com

Secretary. Megan Kain. 0413 237649

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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### 5. Traffic Management Schedule

#### Mittagong dawn service

4.00 a.m. Traffic controllers. Locate signs and devices from 4.00 a.m. to 5.00 a.m.

5.00 a.m. Traffic Controllers. Turn located signs at 5.00 a.m.

Block off Albion Street car park entry and exit onto Main Street to allow for safe assembly of marchers on Albion Street and inside the car park for the main march and service at 10.30 a.m.

5.10 a.m. Traffic Controllers. Install devices & close roads at 5.10 a.m.

Main Street between Albion Street and Pioneer Street will be closed to through traffic from 5.10 a.m. to 6.30 a.m.

Bowral Road between Main Street and Princess Street will be closed to through traffic from 5.10 a.m. to 6.30 a.m.

Traffic will be diverted down Regent Street, Princess Street and / or Bowral Road and Pioneer Street during the road closures.

5.15 a.m. Marchers to form up in Church Lane by 5.15 a.m.

5.20 a.m. March along Main Street to the Cenotaph starting at 5.20 a.m.

5.30 a.m. Memorial Service from 5.30 a.m. to 6.00 a.m.

6.00 a.m. March to Station Street after Service and fall out.

6.15 a.m. Event finished.

6.30 a.m. Pedestrians cleared off road. Roads reopened to the public.

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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### 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event :      Anzac Day march & dawn service  
Location :    Old Hume Highway , Mittagong  
Date :        25-04-2023 @ 05.30 a.m.

#### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 6000 adt

Traffic Speed : 50 kph

#### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac Mittagong 2023 - TGS 01

#### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088.             |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

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### 7. Terrorism

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

Anti incursion vehicles will be located behind the road closure points to prohibit vehicular access into the event area.

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

Suspicious activity includes :-

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

The traffic controller must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Mittagong sub branch ( organisation )  
Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**

( a ) a public assembly , **not** being a procession , of approximately  
100 ( number ) persons ,  
which will assemble at Mittagong cenotaph ( place )  
at approximately 05.30 a.m. and disperse at approximately 06.30 a.m.  
**and**

( b ) a public assembly, being a procession of approximately  
100 ( number ) persons,  
which will assemble at approximately 5.00 am, and at  
approximately 5.20 am the procession will commence and shall proceed  
west along Church Lane, then turn left and proceed south along the  
Old Hume Highway to the Cenotaph at the Bowral Road intersection.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )*

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2 The purpose of the proposed assembly is for the Anzac Day march and dawn service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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Anzac Day 2023. Mittagong dawn service. Traffic Management Plan.

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- 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 ;  
N / A
- ( ii ) There will be one (*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 :

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

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6

Signed :



Capacity / Title: Traffic management supervisor

Date. 06-04-23



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong dawn service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day dawn service

Event Location : Old Hume Highway, Mittagong

Event Date : 25-04-23 Event Start Time : 05.20 a.m. Event Finish Time : 06.30 a.m.

Event Setup Start Time : 04.00 a.m. Event Pack down Finish Time : 07.00 a.m.

Event is "on street non-moving"

##### 1.2 Contact names

**Event organiser \*** RSL Mittagong sub-branch - Stephen Spence ( president ).

Phone                      Mobile 0447 608 684      E-mail mittagongsb@rslnsw.org.au

##### **Event Management Company ( if applicable )**

Phone                      Fax                      Mobile                      E-mail

**Police** Mittagong Highway Patrol

Phone 48711232      Fax                      Mobile                      E-mail

**Council** Wingecarribee Shire Council – Michael Rayner

Phone 48680888      Fax      Mobile                      E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority** ( if Class 1 ) Wollongong

Phone 42312520      Fax      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 )

Anzac Day march and dawn service at Mittagong.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise
- 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 moving event - details attached
- 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

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

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

This event does not impact on the non-event community either on the main route (or location) or detour routes

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS

## 5 PRIVACY NOTICE

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

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

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in section 1 of this document.
- I must supply the information under the Road Transport Legislation ( as defined in the *Road Transport (General) Act 1999* ) and the *Road Act 1993*
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his / her "personal information".
- The "personal information" held by the Police, RMS 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.

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**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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


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10. Road Occupancy Licence

Anzac Day Mittagong. 5.30 am service. TfNSW form C

| FORM<br><b>C</b>   |   | <b>Road Occupancy Licence (ROL) Checklist</b>                      |                           |  <b>Transport Management Centre</b> |  |
|--|---|--|---------------------------|--|--|
| <b>(THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)</b>  |   |  |                           |  |  |
| <b>CONTACT</b>   | <b>Proponent's Organisation</b>   | All Area Traffic Services<br>on behalf of Mittagong RSL sub branch |                           | <b>* Contact Phone</b>   | 0407 870088  |
|  | <b>*Proponent's Name</b>  | Craig Eeles  |                           | <b>* Contact Mobile</b>  | 0407 870088  |
|  | <b>*Subject Road</b>  | Old Hume Highway   |                           | <b>*Suburb</b>   | Mittagong  |
|  | <b>*From (Cross Street)</b>   | Pioneer Street   | <b>*To (Cross Street)</b> | Albion Street  |  |
| <b>LOCATION</b>  | Has a Site inspection been conducted in the past two weeks?<br>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<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• signals within 100m of site <input checked="" type="checkbox"/></li> <li>• signal phases effects (lanes &amp; turning lanes) <input checked="" type="checkbox"/></li> <li>• roundabouts within 100m of site <input type="checkbox"/></li> <li>• occupancy near a tidal flow <input type="checkbox"/></li> <li>• number of traffic lanes in each direction (insert number) <u>two</u> <input checked="" type="checkbox"/></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <input type="checkbox"/></li> <li>• raised median / divided carriageway <input checked="" type="checkbox"/></li> <li>• pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other</li> <li>• any kerbside restrictions such as (specify appropriate restriction) <input type="checkbox"/> <ol style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <input type="checkbox"/></li> <li>2. Designated Parking Restrictions <input type="checkbox"/></li> <li>3. Loading Zones <input type="checkbox"/></li> <li>4. Bus stops <input type="checkbox"/></li> <li>5. Taxi Ranks <input type="checkbox"/></li> </ol> </li> </ul> |  |                           |  |  |
|  | Any evidence of concurrent adjacent roadworks / activities / off-road developments  |  |                           |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | IF YES PLEASE SPECIFY:  |  |                           |  |  |
|  | Relevant traffic volume data obtained (Traffic Volume Data Book)  |  |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted</li> <li>• Are times occupancy requested consistent with traffic volumes (above)</li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained</li> </ul>   |  |                           |  |  |
|  | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher  |  |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | If YES please supply <b>Name &amp; Licence No:</b> <u>Craig Eeles . P.A.W.Z.T.M.P. cert. no. TCT0015737</u>   |  |                           |  |  |
|  | Will your organisation be undertaking or supervising the works described in the application.  |  |                           |  | <input checked="" type="checkbox"/> Yes<br><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<br><input type="checkbox"/> No   |  |
| If YES please supply details: <u>Minimal noise having no impact on residents</u>   |   |  |                           |  |  |
| <b>Comments</b> <u>Anzac Day 05.20 am - March and Service</u>  |   |  |                           |  |  |
| 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.  |   |  |                           |  |  |
| <b>SIGN</b>  | <b>Applicant's Name:</b>  | Craig Eeles  |                           | <b>Signature:</b>  | <i>Craig Eeles</i>   |
|  |   |  |                           | <b>Date:</b>   | 06-04-23   |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062600 RTA Form No. 837 (10/2010)

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## 10. Road Occupancy Licence

Anzac Day Mittagong. 5.30 am service. TfNSW form N

| FORM<br><b>N</b>  |   | <b>Road Occupancy Licence Application</b><br>Non-Development & Special Event Activities   |   | <b>Transport Management Centre</b>   |   |
|---|---|---|---|--|---|
| 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  | <b>Proponent Organisation</b>   | All Area Traffic Services<br>on behalf of Mittagong RSL sub branch  |   | <b>Your Reference No.</b>  |   |
|   | <b>Proponent Contact Name</b>   | Craig Eeles   |   | <b>On-site Company</b>   | All Area Traffic Services   |
|   | <b>Phone</b>  | 0407 870088   |   | <b>On-Site Contact Name</b>  | Craig Eeles   |
|   | <b>Fax</b>  |   |   | <b>On-site Phone</b>   | 0407 870088 <b>Fax:</b>   |
|   | <b>Email</b>  | allareattraffic@gmail.com   |   |  |   |
| LOCATION  | <b>Subject Road</b>   | Old Hume Highway  |   | <b>UBD Reference</b>   |   |
|   | <b>From (Cross Street)</b>  | Pioneer Street  |   | <b>To (Cross Street)</b>   | Albion Street   |
|   | <b>Suburb</b>   | Mittagong   |   | <b>Council</b>   | Wingecarribee Shire Council   |
| TIMES   | <b>Requested Start &amp; End Dates</b>  | Tuesday 25-04-23<br><small>Enter start date of 1st shift &amp; start date of last shift</small>   |   | <b>Estimated Duration of Activities</b>  | 1.5 hours<br><small>Duration for this application ONLY, in number of hours/shifts</small> |
|   | <b>Requested Times</b>  | Tuesday 05.10 am - 06.30 am<br><small>For example Mon - Fri 1000 - 1500, Sat 0700 - 1300</small>  |   |  |   |
| PROPOSED ACTIVITIES   | <b>Project</b>  | Anzac Day service   |   |  |   |
|   | <b>Work Description for this Application</b>  | Road Closure for Anzac march and service  |   |  | <b>Current Speed Limit:</b><br>50 Km/h  |
|   | <b>Licence Type</b>   | <input type="checkbox"/> Abnormal Load Movement <input type="checkbox"/> Hoardings <input type="checkbox"/> Investigation<br><input type="checkbox"/> Bridge <input type="checkbox"/> Hazard Reduction <input type="checkbox"/> Landscaping / mowing<br><input type="checkbox"/> Building Construction <input type="checkbox"/> Utility Maintenance <input type="checkbox"/> Police Operations<br><input type="checkbox"/> Building Work Zone <input type="checkbox"/> SRA Works <input type="checkbox"/> Crane<br><input checked="" type="checkbox"/> Special Event <input type="checkbox"/> Other: _____ <input type="checkbox"/> Site access |   |  |   |
|   | <b>Lane/s or Shoulder/s Closed</b>  | <input type="checkbox"/> Median Shoulder <input checked="" type="checkbox"/> Lane 2 (next after kerb lane)<br><input type="checkbox"/> Shoulder <input type="checkbox"/> Lane 3<br><input checked="" type="checkbox"/> Lane 1 (kerb Lane/s) <input type="checkbox"/> Lane 4   |   | <b>Total no. of lanes to be closed at any one time? (in same direction):</b><br>2 lane(s) of 2   |   |
|   | <b>Direction</b>  | <input type="checkbox"/> All directions <input type="checkbox"/> East bound<br><input type="checkbox"/> West bound<br><input type="checkbox"/> East and West bound  |   | <input type="checkbox"/> North bound<br><input type="checkbox"/> South bound<br><input checked="" type="checkbox"/> North and South bound          |   |
|   | <b>Flow Management</b>  | <input type="checkbox"/> Standard lane merge <input checked="" type="checkbox"/> Detour (other roads)<br><input type="checkbox"/> Contra Flow <input type="checkbox"/> Detour (side-track)<br><input type="checkbox"/> Stop / Slow Control <input type="checkbox"/> Portable Signals  |   | <input type="checkbox"/> Mobile works<br><input type="checkbox"/> Short term / Intermittent works<br><input type="checkbox"/> Non-Trafficable Area |   |
| <b>Miscellaneous</b>  | 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 |  |   |
| <b>Community Notification</b> <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:<br>RTA Branch: _____ RTA Contact: _____   |   |   |  |   |
| SIGN  | I hereby apply for a Road Occupancy Licence: <b>Please allow a minimum of 10 working days to process this application.</b><br>Signature: <u><i>C. Eeles</i></u> Date: <u>06-04-23</u> |   |   |  |   |

• Fax to the RTA office relevant to the location of the application. • Refer to Explanatory Notes for fax numbers.  
 TMC-SOP-502016 - F2 Catalogue No. 45062797 RTA Form No. 834 (10a/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

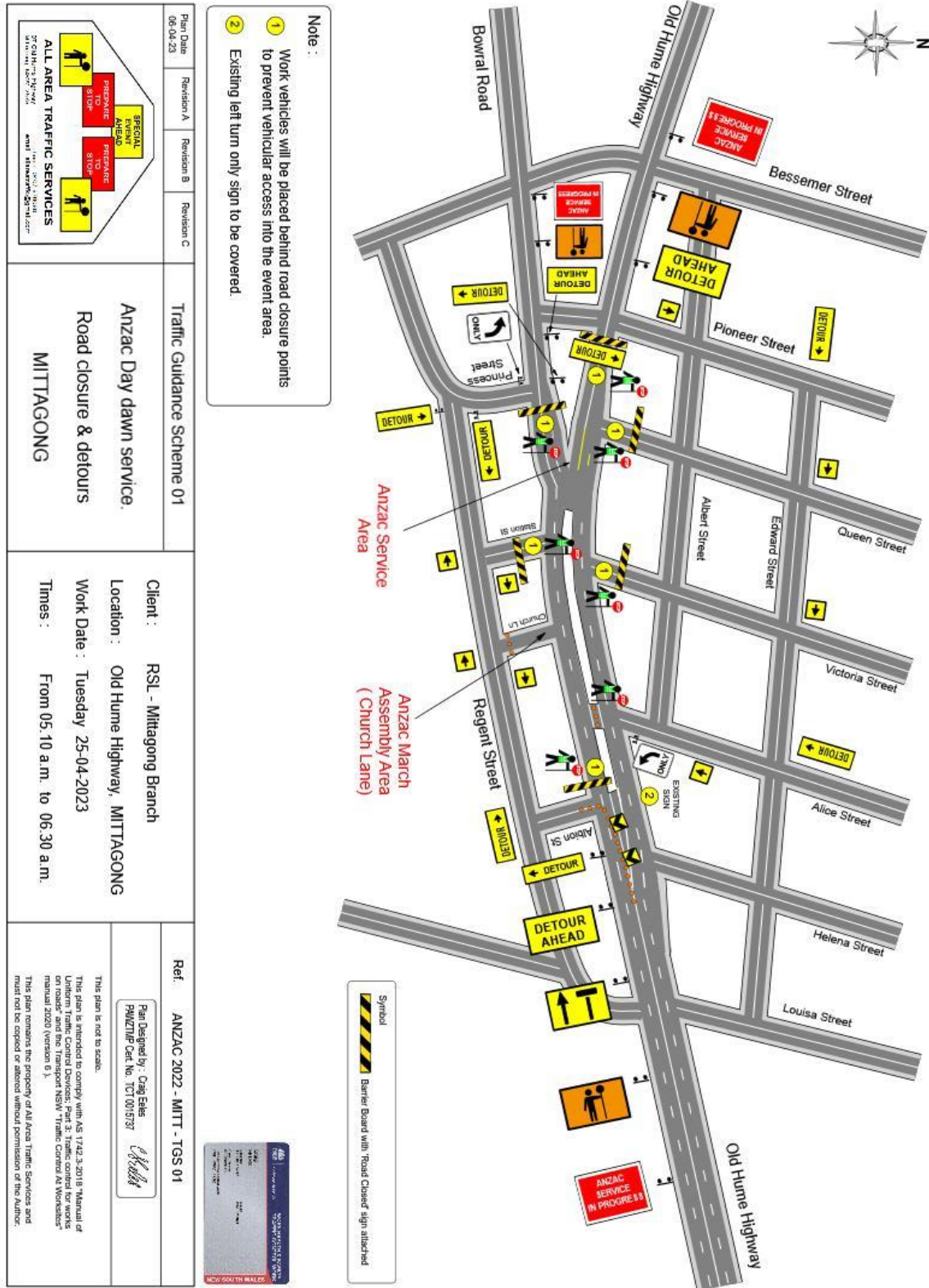
Mittagong dawn service.

Traffic Management Plan.

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## 11. Traffic Guidance Scheme

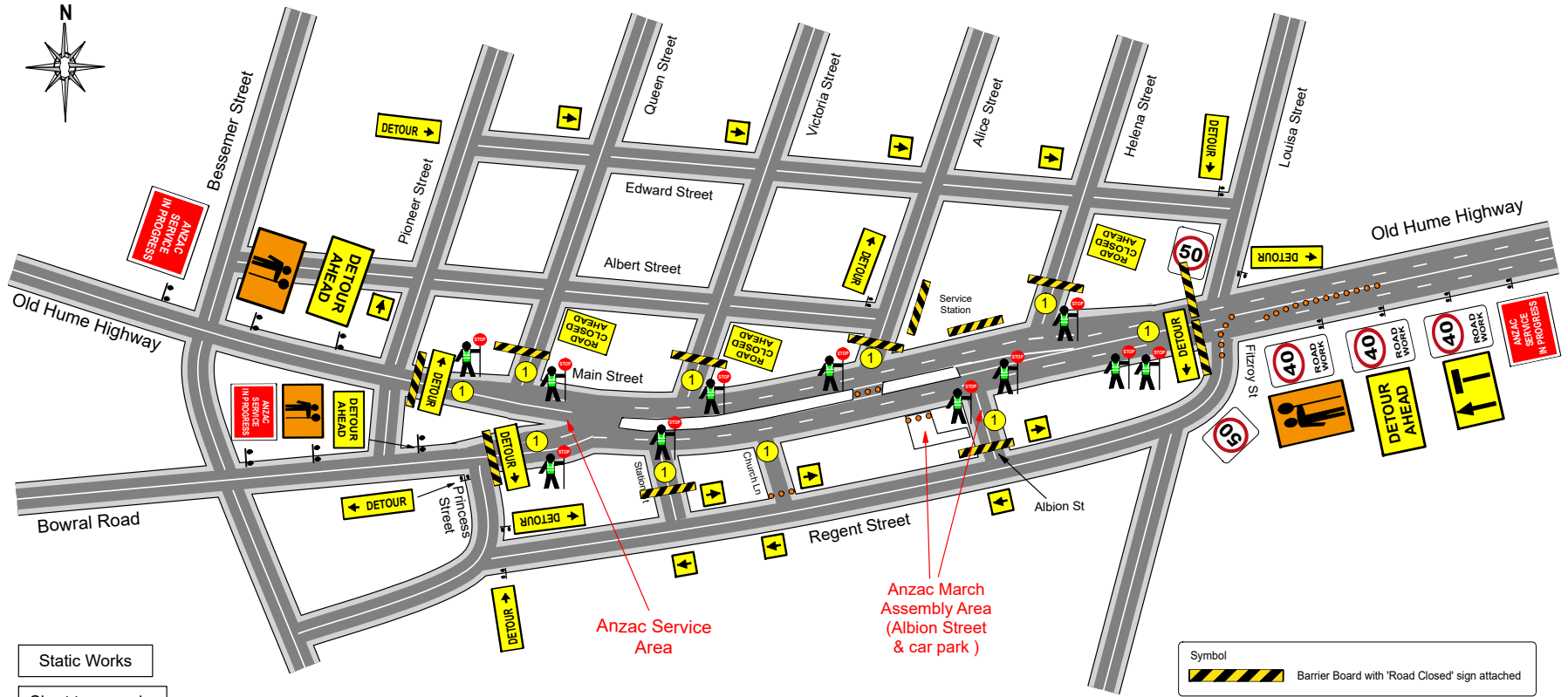
Mittagong 05.30 a.m. service.  
TGS 01



|  |   |   |  |
|--|---|---|--|
| <p>Plan Date: 06-04-23</p> <p>Revision A</p> <p>Revision B</p> <p>Revision C</p> | <p>Traffic Guidance Scheme 01</p> <p>Anzac Day dawn service.</p> <p>Road closure &amp; detours</p> <p>MITTAGONG</p> | <p>Client: RSL - Mittagong Branch</p> <p>Location: Old Hume Highway, MITTAGONG</p> <p>Work Date: Tuesday 25-04-2023</p> <p>Times: From 05.10 a.m. to 06.30 a.m.</p> | <p>Ref: ANZAC 2022 - MITT - TGS 01</p> <p>Plan Designed by: Craig Eeles<br/>PAWZMP Cert. No. TCT 0015737</p> <p>This plan is not to scale.</p> <p>This plan is intended to comply with AS 1742.3:2019 'Manual of Uniform Traffic Control Devices - Part 3: Traffic control for works manual 2020 (version 6)'.<br/>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> |
|--|---|---|--|

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

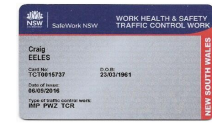
www.mittagong.nsw.gov.au



- Static Works
- Short term works

**Note :**

1 Work vehicles will be placed behind road closure points to prevent vehicular access into the event area.



|                       |            |            |            |                            |  |   |
|-----------------------|------------|------------|------------|----------------------------|--|---|
| Plan Date<br>06-04-23 | Revision A | Revision B | Revision C | Traffic Guidance Scheme 02 | Client : RSL - Mittagong Branch        | Ref. ANZAC 2022 - MITT - TGS 02   |
|                       |            |            |            | Anzac Day main service.    | Location : Old Hume Highway, MITTAGONG | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737   |
|                       |            |            |            | Road closure & detours     | Work Date : Tuesday 25-04-2023         | <i>Craig Eeles</i>  |
|                       |            |            |            | MITTAGONG                  | Times : From 10.00 a.m. to 12.30 p.m.  | This plan is not to scale.<br>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 ).<br>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author. |



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Mittagong Main Service  
10.30 a.m. to 11.30 p.m.**

( Traffic Management from 10.00 a.m. to 12.30 p.m. )

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Road Occupancy Licence
11. Traffic Guidance Scheme

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

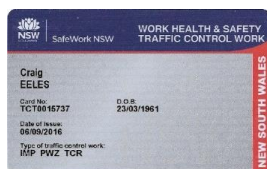
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## 1. Introduction.

This Traffic Management Plan ( TMP )

- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Mittagong over the last nineteen years.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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3. Event Organiser.

MITTAGONG RSL SUB-BRANCH.  
mittagongsb@rslnsw.org.au

President. Stephen Spence. Mobile. 0438 085 674 email. sspence1948@hotmail.com  
Secretary. Megan Kain. Mobile. 0413 237 649

4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



**Public & Products Liability  
Certificate of Currency**

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 5. Traffic Management Schedule

#### Mittagong main service

- 5.00 a.m. Block off Albion Street car park entry and exit onto Main Street to allow for safe assembly of marchers on Albion Street and inside the car park from 10.00 a.m. to 10.30 a.m.
- 9.00 a.m. Locate signs and devices from 9.00 a.m. to 10.00 a.m.
- 9.45 a.m. Traffic Controllers. Turn located signs at 9.45 a.m.
- 10.00 a.m. Traffic Controllers. Install devices & close roads at 10.00 a.m.  
Main Street between Fitzroy Street and Pioneer Street and Bowral Road between Main Street and Princess Street will be closed to through traffic from 10.00 a.m. to 12.30 p.m.  
Traffic will be diverted down Regent Street, Princess Street and / or Bowral Road and Pioneer Street during the road closures.
- 10.20 a.m. Marchers to form up on the closed section of Albion street and inside the car park by 10.20 a.m.
- 10.30 a.m. March along Main Street to the Cenotaph starting at 10.30 a.m.
- 10.45 a.m. Memorial Service from 10.45 a.m. to 12.00 p.m.
- 12.00 p.m. March to Station Street after Service and fall out.
- 12.15 p.m. Event finished.
- 12.30 p.m. Pedestrians cleared off road. Roads reopened to the public.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.      Mittagong main service.      Traffic Management Plan.

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## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event :      Anzac Day march & main service  
Location :    Old Hume Highway , Mittagong  
Date :        25-04-2023 @ 05.30 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath

---

Traffic Volume : < 6000 adt

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Traffic Speed : 50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac Mittagong 2023 - TGS 02

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088.             |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

Anti incursion vehicles will be located behind the road closure points to prohibit vehicular access into the event area.

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

Suspicious activity includes :-

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

The traffic controller must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Mittagong sub branch ( organisation )  
Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**

( a ) a public assembly , **not** being a procession, of approximately  
250 ( number ) persons,  
which will assemble at Mittagong cenotaph ( place )  
at approximately 10.30 a.m. and disperse at approximately 12.00 p.m.

**and**

( b ) a public assembly, being a procession of approximately  
250 ( number ) persons,  
which will assemble at approximately 10.20 am, and at  
approximately 10.30 am the procession will commence and shall proceed  
from Albion Street onto the Old Hume Highway,  
then turn left and proceed south along the Old Hume Highway to the  
Cenotaph at the Bowral road intersection.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )*

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2 The purpose of the proposed assembly is for the Anzac Day march and main service.



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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- 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 ten (*number*) vehicles and / or nil (*number*) of floats involved .  
The type and dimensions are as follows ;  
Vintage cars to transport invalid veterans
- ( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

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- 6 Signed :   
Capacity / Title: Traffic management supervisor  
Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name: Anzac Day main service

Event Location: Old Hume Highway, Mittagong

Event Date: 25-04-23 Event Start Time: 10.30 a.m. Event Finish Time: 12.00 p.m.

Event Setup Start Time: 09.00 a.m. Event Pack down Finish Time: 1.00 p.m.

Event is "on street moving"

##### 1.2 Contact names

**Event organiser \*** RSL Mittagong sub-branch - Stephen Spence ( president ).

Phone                      Mobile 0438 085 674      E-mail mittagongsb@rslnsw.org.au

##### **Event Management Company ( if applicable )**

Phone                      Fax                      Mobile                      E-mail

**Police** Mittagong Highway Patrol

Phone 48711232      Fax                      Mobile                      E-mail

**Council** Wingecarribee Shire Council – Michael Rayner

Phone 48680888      Fax      Mobile                      E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority** ( if Class 1 ) Wollongong

Phone 42312520      Fax      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 )

Anzac Day march and main service at Mittagong.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the main route (or location) or detour routes

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS

## 5 PRIVACY NOTICE

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

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

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in section 1 of this document.
- I must supply the information under the Road Transport Legislation ( as defined in the *Road Transport (General) Act 1999* ) and the *Road Act 1993*
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his / her "personal information".
- The "personal information" held by the Police, RMS 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.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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


# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Mittagong. 10.30 am service. TfNSW form C

| FORM<br><b>C</b>   |  | <b>Road Occupancy Licence (ROL) Checklist</b>                      |                           |  <b>Transport Management Centre</b> |  |
|--|--|--|---------------------------|--|--|
| (THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)   |  |  |                           |  |  |
| <b>CONTACT</b>   | <b>Proponent's Organisation</b>  | All Area Traffic Services<br>on behalf of Mittagong RSL sub branch |                           | <b>* Contact Phone</b>   | 0407 870088  |
|  | <b>*Proponent's Name</b>   | Craig Eeles  |                           | <b>* Contact Mobile</b>  | 0407 870088  |
|  | <b>*Subject Road</b>   | Old Hume Highway   |                           | <b>*Suburb</b>   | Mittagong  |
|  | <b>*From (Cross Street)</b>  | Pioneer Street   | <b>*To (Cross Street)</b> | Railway Crescent   |  |
| <b>LOCATION</b>  | Has a Site inspection been conducted in the past two weeks?<br>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<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• signals within 100m of site <input checked="" type="checkbox"/></li> <li>• signal phases effects (lanes &amp; turning lanes) <input checked="" type="checkbox"/></li> <li>• roundabouts within 100m of site <input type="checkbox"/></li> <li>• occupancy near a tidal flow <input type="checkbox"/></li> <li>• number of traffic lanes in each direction (insert number) <u>two</u> <input checked="" type="checkbox"/></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <input type="checkbox"/></li> <li>• raised median / divided carriageway <input checked="" type="checkbox"/></li> <li>• pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other</li> <li>• any kerbside restrictions such as (specify appropriate restriction) <input type="checkbox"/></li> </ul> |  |                           |  |  |
|  | <ul style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <input type="checkbox"/></li> <li>2. Designated Parking Restrictions <input type="checkbox"/></li> <li>3. Loading Zones <input type="checkbox"/></li> <li>4. Bus stops <input type="checkbox"/></li> <li>5. Taxi Ranks <input type="checkbox"/></li> </ul>  |  |                           |  |  |
|  | Any evidence of concurrent adjacent roadworks / activities / off-road developments   |  |                           |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | IF YES PLEASE SPECIFY:   |  |                           |  |  |
|  | Relevant traffic volume data obtained (Traffic Volume Data Book)   |  |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted</li> <li>• Are times occupancy requested consistent with traffic volumes (above)</li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained</li> </ul>  |  |                           |  |  |
|  | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher   |  |                           |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | If YES please supply <b>Name &amp; Licence No:</b> Craig Eeles . P.A.W.Z.T.M.P. cert. no. TCT0015737   |  |                           |  |  |
| Will your organisation be undertaking or supervising the works described in the application.   |  |  |                           | <input checked="" type="checkbox"/> Yes<br><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<br><input type="checkbox"/> No   |  |
| If YES please supply details: Minimal noise having no impact on residents  |  |  |                           |  |  |
| <b>Comments</b> Anzac Day 10.30 am - March and Service   |  |  |                           |  |  |
| 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.  |  |  |                           |  |  |
| <b>SIGN</b>  | <b>Applicant's Name:</b>   | Craig Eeles  |                           | <b>Signature:</b>  | <i>C. Eeles</i>  |
|  |  |  |                           | <b>Date:</b>   | 06-04-23   |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062800 RTA Form No. 837 (10/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.      Mittagong main service.      Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Mittagong. 10.30 am service. TfNSW form N

| FORM<br><b>N</b>  | <b>Road Occupancy Licence Application</b><br>Non-Development & Special Event Activities   |   | <b>Transport Management Centre</b>   |  |
|---|---|---|--|--|
| 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)   |   |   |  |  |
| <b>CONTACTS</b>   | <b>Proponent Organisation</b>   | All Area Traffic Services<br>on behalf of Mittagong RSL sub branch  | <b>Your Reference No.</b>  |  |
|   | <b>Proponent Contact Name</b>   | Craig Eeles   | <b>On-site Company</b>   |  |
|   | <b>Phone</b>  | 0407 870088   | <b>On-Site Contact Name</b>  |  |
|   | <b>Fax</b>  |   | <b>On-site Phone</b>   |  |
|   | <b>Email</b>  | allareattraffic@gmail.com   | <b>Fax:</b>  |  |
| <b>LOCATION</b>   | <b>Subject Road</b>   | Old Hume Highway  | <b>UBD Reference</b>   |  |
|   | <b>From (Cross Street)</b>  | Pioneer Street  | <b>To (Cross Street)</b>   |  |
|   | <b>Suburb</b>   | Mittagong   | <b>Council</b>   |  |
| <b>TIMES</b>  | <b>Requested Start &amp; End Dates</b>  | Tuesday 25-04-23<br><small>Enter start date of 1st shift &amp; start date of last shift</small>   | <b>Estimated Duration of Activities</b>  |  |
|   | <b>Requested Times</b>  | Tuesday 10.00 am - 12.30 pm<br><small>For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</small>   | 2.5 hours<br><small>Duration for this application ONLY, in number of hours/shifts</small>  |  |
| <b>PROPOSED ACTIVITIES</b>  | <b>Project</b>  | Anzac Day service   |  |  |
|   | <b>Work Description for this Application</b>  | Road Closure for Anzac march and service  | <b>Current Speed Limit:</b><br>50 Km/h   |  |
|   | <b>Licence Type</b>   | <input type="checkbox"/> Abnormal Load Movement <input type="checkbox"/> Hoardings <input type="checkbox"/> Investigation<br><input type="checkbox"/> Bridge <input type="checkbox"/> Hazard Reduction <input type="checkbox"/> Landscaping / mowing<br><input type="checkbox"/> Building Construction <input type="checkbox"/> Utility Maintenance <input type="checkbox"/> Police Operations<br><input type="checkbox"/> Building Work Zone <input type="checkbox"/> SRA Works <input type="checkbox"/> Crane<br><input checked="" type="checkbox"/> Special Event <input type="checkbox"/> Other: _____ <input type="checkbox"/> Site access |  |  |
|   | <b>Lane/s or Shoulder/s Closed</b>  | <input type="checkbox"/> Median Shoulder <input checked="" type="checkbox"/> Lane 2 (next after kerb lane)<br><input type="checkbox"/> Shoulder <input type="checkbox"/> Lane 3<br><input checked="" type="checkbox"/> Lane 1 (kerb Lane/s) <input type="checkbox"/> Lane 4   | <b>Total no. of lanes to be closed at any one time? (in same direction):</b><br>2 lane(s) of 2   |  |
|   | <b>Direction</b>  | <input type="checkbox"/> All directions <input type="checkbox"/> East bound<br><input type="checkbox"/> East and West bound <input type="checkbox"/> West bound<br><input checked="" type="checkbox"/> North and South bound <input type="checkbox"/> North bound<br><input type="checkbox"/> South bound   |  |  |
|   | <b>Flow Management</b>  | <input type="checkbox"/> Standard lane merge <input checked="" type="checkbox"/> Detour (other roads)<br><input type="checkbox"/> Contra Flow <input type="checkbox"/> Detour (side-track)<br><input type="checkbox"/> Stop / Slow Control <input type="checkbox"/> Portable Signals  | <input type="checkbox"/> Mobile works<br><input type="checkbox"/> Short term / Intermittent works<br><input type="checkbox"/> Non-Trafficable Area |  |
| <b>Miscellaneous</b>  | Turning Bay/s affected?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  | Speed reduction?<br><input checked="" type="checkbox"/> Yes 40 km/h (Apply for SZA) <input type="checkbox"/> No   | Community Notification<br><input checked="" type="checkbox"/> Newspaper <input type="checkbox"/> VMS<br><input type="checkbox"/> Letterbox drop    |  |
| <b>RTA</b>  | If this project is managed by the RTA, fill in the following:<br>RTA Branch: _____      RTA Contact: _____  |   |  |  |
| <b>SIGN</b>   | I hereby apply for a Road Occupancy Licence: <b>Please allow a minimum of 10 working days to process this application.</b><br>Signature: <u><i>eeles</i></u> Date: 06-04-23 |   |  |  |

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

• Refer to Explanatory Notes for fax numbers.

TMC-SOP-502016 - F2

Catalogue No. 45062797 RTA Form No. 834 (10a/2010)


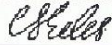
**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Mittagong main service. Traffic Management Plan.

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10. Road Occupancy Licence

Anzac Day Mittagong. 10.30 am service. TfNSW form SZA

| FORM R  |   | Speed Zone Authorisation Application   |                                   |  Transport Management Centre |          |  |
|---|---|--|-----------------------------------|---|----------|--|
| <b>PLANNED INCIDENT UNIT - ADMIN USE ONLY</b><br>(Not to be completed by Applicant)   |   |  |                                   | Road Occupancy Application No#: _____   |          |  |
| <b>CONTACTS</b>   | Proponent Organisation  | All Area Traffic Services on behalf of Mittagong RSL sub branch  |                                   |   |          |  |
|   | Proponent Contact Name  | Craig Eeles  |                                   |   |          |  |
|   | Phone   | 0407 870088  | Mobile Number                     | 0407 870088   |          |  |
|   | Fax   |  | E-mail Address                    | allareatraffic@gmail.com  |          |  |
| <b>LOCATION</b>   | Subject Road Name   | Old Hume Highway   | UBD Map Reference                 |   |          |  |
|   | Suburb  | Mittagong  | Council                           | Wingecarribee Shire Council   |          |  |
|   | From (Cross Street)   | Fitzroy Street<br><small>Reference to nearest cross street</small>   | To (Cross Street)                 | Railway Crescent<br><small>Reference to nearest cross street</small>  |          |  |
|   | Requested Times   | 1000 - 1230  | Distance                          | 400 m   |          |  |
|   | Direction   | <input type="checkbox"/> All directions <input type="checkbox"/> East bound <input type="checkbox"/> North bound<br><input type="checkbox"/> West bound <input checked="" type="checkbox"/> South bound<br><input type="checkbox"/> East and West bound <input type="checkbox"/> North and South bound |                                   |   |          |  |
|   | Existing Speed Limit  | 60 kmh   | Requested Speed Limit             | 40 kmh  |          |  |
|   | Proposed Commencement Date  | Tuesday 25-04-23<br><small>Installation of signs</small>   | Proposed Completion Date          | Tuesday 25-04-23<br><small>Removal of signs</small>   |          |  |
|   | Traffic Control Plan ID   | Anzac Day 2023. Mittagong - TGS 02   | Previous TMC Road Occ Approval No | If applicable   |          |  |
|   | Reason for SZA  | Road closure with side road detour in place.<br>2 lanes merging into one lane prior to road closure and detour point.  |                                   |   |          |  |
|   | Speed Limit Sign Location Plan Name   | Anzac Day 2023. Mittagong - TGS 02   |                                   |   |          |  |
| <b>SIGNATORY</b>  | I hereby apply for permission to restrict speed at the location described herein.   |  |                                   |   |          |  |
|   | Signature:  |   |                                   | Date:   | 06-04-23 |  |
| <b>PLEASE ALLOW 10 WORKING DAYS TO PROCESS THIS APPLICATION</b>                       |   |  |                                   |   |          |  |
| <b>LODGEDETAILS</b>   | <b>RTA licence application lodgement details</b> - 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. |   |  |                                   |   |          |  |
| <b>ADMIN USE ONLY</b>   | Comments  |  |                                   |   |          |  |

TMC-SOP - 502022 - F01

Catalogue No. 45062796, RTA Form No. 833 (10/2010)



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.


Mittagong main service.

Traffic Management Plan.

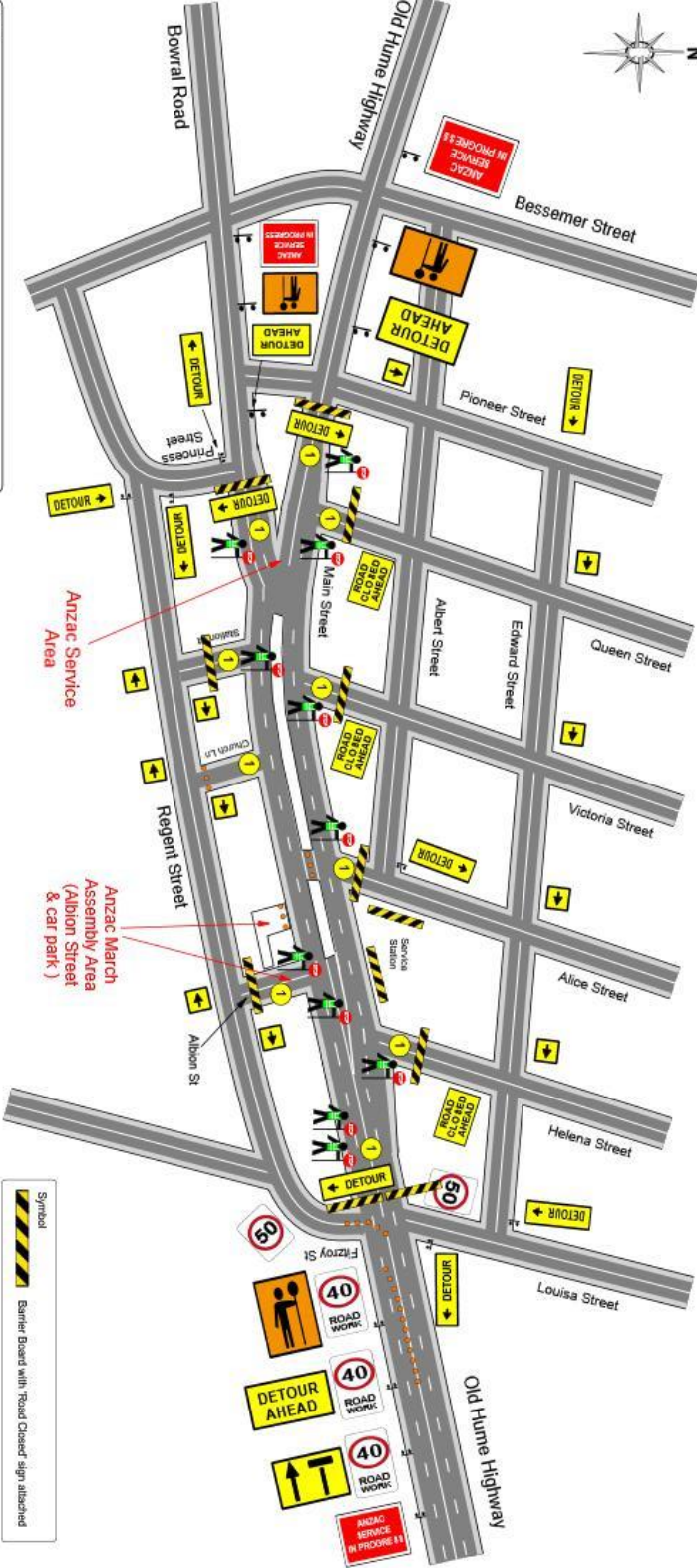
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## 11. Traffic Guidance Scheme


Mittagong 10.30 a.m. service.  
TGS 02

|  |  |  |   |
|--|--|--|---|
|  <p style="text-align: center;"><b>ALL AREA TRAFFIC SERVICES</b><br/>27 Old Hume Hwy, Mittagong NSW 2570<br/>www.mittagong.nsw.gov.au</p> | <p>Plan Date: 06-04-23</p> <p>Revision A</p> <p>Revision B</p> <p>Revision C</p> | <p><b>Traffic Guidance Scheme 02</b></p> <p><b>Anzac Day main service.</b></p> <p><b>Road closure &amp; detours</b></p> <p><b>MITTAGONG</b></p>  | <p><b>Client :</b> RSL - Mittagong Branch</p> <p><b>Location :</b> Old Hume Highway, MITTAGONG</p> <p><b>Work Date :</b> Tuesday 25-04-2023</p> <p><b>Times :</b> From 10.00 a.m. to 12.30 p.m.</p> |
| <p><b>Note :</b></p> <p>1 Work vehicles will be placed behind road closure points to prevent vehicular access into the event area.</p> <p>2 Existing left turn only sign to be covered.</p>                                |  | <p><b>Ref:</b> ANZAC 2022 - MITT - TGS 02</p> <p>Plan Designed by: Craig Eales<br/>PW/21MP/Cell No. TCT0006797</p> <p><i>C. Eales</i></p> <p><small>This plan is not to scale.<br/>This plan is intended to comply with AS 1742.3:2018 'Manual of Uniform Traffic Control Devices, Part 3: Traffic control for works manual 2020 (version 6)'.<br/>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</small></p> |   |



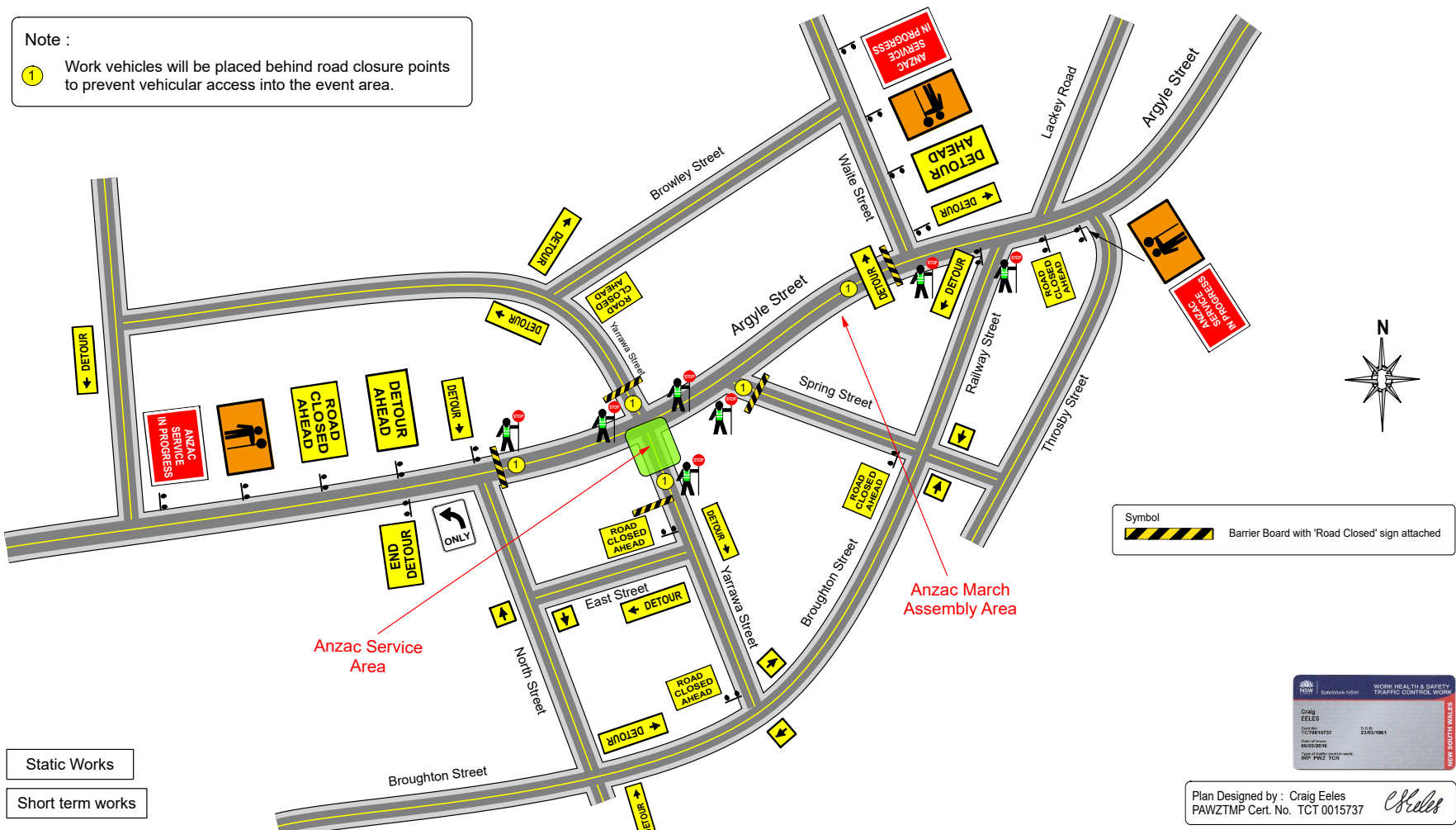
**Symbol**



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

www.mossvale.nsw.gov.au

**Note :**  
 ① Work vehicles will be placed behind road closure points to prevent vehicular access into the event area.



Static Works  
 Short term works

|                       |            |            |            |
|-----------------------|------------|------------|------------|
| Plan Date<br>06-04-23 | Revision A | Revision B | Revision C |
|-----------------------|------------|------------|------------|

**ALL AREA TRAFFIC SERVICES**  
 07 Old Hume Highway  
 Mittagong, NSW, 2575. phone. 0407 870088  
 email. allareatrafic@gmail.com

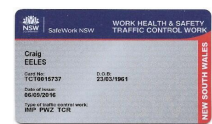
Traffic Guidance Scheme 01  
 Anzac Day main service.  
 Road closure & detours  
 MOSS VALE

Client : RSL - Moss Vale Branch  
 Location : Argyle Street, MOSS VALE  
 Work Date : Tuesday 25-04-2023  
 Times : From 10.00 a.m. to 12.30 p.m.

Ref. ANZAC 2023 - MOSS - TGS 01

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

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).  
 This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Moss Vale Service**

**10.30 a.m. to 11.30 p.m.**

**( Traffic Management from 10.00 a.m. to 12.30 p.m. )**

---

**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

Anzac Day 2023.

Moss Vale service.

Traffic Management Plan.

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## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Road Occupancy Licence
11. Traffic Guidance Scheme

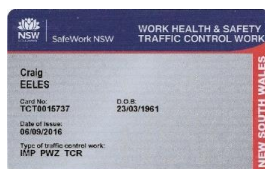
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 1. Introduction.

This Traffic Management Plan ( TMP )

- 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 one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- RMS "Guide to Transport Management at Special Events" - 2018
- RMS "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Moss Vale over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Moss Vale service. Traffic Management Plan.

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### 3. Event Organiser.

MOSS VALE RSL CLUB.  
PO Box 174. Moss Vale.  
(02) 4868 1557

President. Robert McLaren  
Secretary: Eric Campbell. 4868 2992. 0450 341861  
ericcampbell795@gmail.com

### 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>Insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 5. Traffic Management Schedule

#### Moss Vale service

9.00 a.m. Locate signs and devices from 9.00 a.m. to 10.00 a.m.

10.20 a.m. Traffic Controllers. Turn located signs at 10.20 a.m.

10.30 a.m. Traffic Controllers. Install devices & close roads at 10.30 a.m.

Argyle Street will be closed to through traffic between Waite Street and North Street from 10.30 a.m. to 12.00 p.m.

Traffic will be diverted via North Street, Broughton Street, Railway Street and Spring Street during the Anzac Day Service.

Yarrowa Street between Browley Street and Argyle Street to be closed to divert vehicles heading for Argyle Street.

Barricades to be located in Yarrowa Street to allow for vehicle access into the Services Club car parks adjoining Dixon Street and beside the Club premises.

10.30 a.m. Marchers to gather in the Queen Street car park by 10.30 a.m.

10.40 a.m. March along Argyle Street to the Cenotaph at the RSL starting at 10.40 a.m.

11.00 a.m. Memorial Service from 10.50 a.m. to 11.50 a.m.

12.00 p.m. Event finished. Barrier boards removed. Roads reopened to the public.

12.30 p.m. Advance Warning Signs removed between 12.00 p.m. and 12.30 p.m.

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Moss Vale service. Traffic Management Plan.

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### 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event : Anzac Day march & service  
Location : Argyle Street , Moss Vale  
Date : 25-04-2023 @ 10.30 a.m.

#### Step 1 – Traffic Details

Work Area : On the road and footpath

Traffic Volume : < 6000 adt

Traffic Speed : 50 kph

#### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac - Moss Vale - 2023 - TGS 01

#### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Detours in place, Road closures, Barrier Boards and Traffic Controllers at closure points. |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088.             |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |



## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

Anti incursion vehicles will be located behind the road closure points to prohibit vehicular access into the event area.

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

Suspicious activity includes :-

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

The traffic controller must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

- 1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Moss Vale sub branch ( organisation )
- Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**
- ( a ) a public assembly , **not** being a procession , of approximately  
150 ( number ) persons ,  
which will assemble at Moss Vale Services Club cenotaph ( place )  
at approximately 10.30 a.m. and disperse at approximately 12.00 p.m.
- and**
- ( b ) a public assembly, being a procession of approximately  
100 ( number ) persons,  
which will assemble at approximately 10.30 am, and at  
approximately 10.40 am the procession will commence and shall proceed  
south along Argyle Street from the Queen Street car park to the Moss Vale  
Services Club at the Yarrawa Street intersection.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of termination. A diagram may be attached )*

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- 2 The purpose of the proposed assembly is for the Anzac Day march and service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Moss Vale service. Traffic Management Plan.

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- 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 three (*number*) vehicles and / or nil (*number*) of floats involved .  
The type and dimensions are as follows ;  
Vintage cars to transport invalid veterans
- ( ii ) There will be one (*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 :

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
Telephone No. 0407 870088

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- 6 Signed :   
Capacity / Title: Traffic management supervisor  
Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Moss Vale service. Traffic Management Plan.

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## Special Event Resources

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### 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

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##### 1.1 Event Summary

Event Name : Anzac Day service

Event Location : Argyle Street, Moss Vale

Event Date : 25-04-23 Event Start Time : 10.30 a.m. Event Finish Time : 12.00 p.m.

Event Setup Start Time : 09.00 a.m. Event Pack down Finish Time : 1.00 p.m.

Event is "on street moving"

##### 1.2 Contact names

**Event organiser \*** RSL Moss Vale sub-branch - Eric Campbell.

Phone. 4868 2992. Mobile 0450 341 861 E-mail ericcampbell795@gmail.com

##### **Event Management Company ( if applicable )**

| Phone | Fax | Mobile | E-mail |
|-------|-----|--------|--------|
|-------|-----|--------|--------|

**Police** Moss Vale Highway Patrol

| Phone | Fax | Mobile | E-mail |
|-------|-----|--------|--------|
|-------|-----|--------|--------|

**Council** Wingecarribee Shire Council – Michael Rayner

| Phone | Fax | Mobile | E-mail |
|-------|-----|--------|--------|
|-------|-----|--------|--------|

**Roads & Traffic Authority ( if Class 1 )** Wollongong

| Phone | Fax | 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 )

Anzac Day march and service at Moss Vale.

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## 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 not required.
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached.
- 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.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Moss Vale service. Traffic Management Plan.

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes.

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached.

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS.

## 5 PRIVACY NOTICE

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

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

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## 10. Road Occupancy Licence

Anzac Day Moss Vale. 10.30 am service. TfNSW form C

| FORM<br><b>C</b>   |  | <b>Road Occupancy Licence (ROL) Checklist</b>                      |                    | <b>Transport Management Centre</b> |  |  |
|--|--|--|--------------------|------------------------------------|--|--|
| (THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)   |  |  |                    |                                    |  |  |
| CONTACT  | Proponent's Organisation   | All Area Traffic Services<br>on behalf of Moss Vale RSL sub branch |                    | * Contact Phone                    | 0407 870088  |  |
|  | *Proponent's Name  | Craig Eeles  |                    | * Contact Mobile                   | 0407 870088  |  |
| LOCATION   | *Subject Road  | Argyle Street  |                    | *Suburb                            | Moss Vale  |  |
|  | *From (Cross Street)   | Railway Street   | *To (Cross Street) | North Street                       |  |  |
|  | Has a Site inspection been conducted in the past two weeks?<br>Two photographs (one each direction) of site attached,  |  |                    |                                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | Any significant features of the site noted : (Tick below those which are applicable)   |  |                    |                                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• signals within 100m of site <span style="float: right;"><input checked="" type="checkbox"/></span></li> <li>• signal phases effects (lanes &amp; turning lanes) <span style="float: right;"><input checked="" type="checkbox"/></span></li> <li>• roundabouts within 100m of site <span style="float: right;"><input type="checkbox"/></span></li> <li>• occupancy near a tidal flow <span style="float: right;"><input type="checkbox"/></span></li> <li>• number of traffic lanes in each direction (insert number) <u>one</u> <span style="float: right;"><input checked="" type="checkbox"/></span></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <span style="float: right;"><input type="checkbox"/></span></li> <li>• raised median / divided carriageway <span style="float: right;"><input checked="" type="checkbox"/></span></li> <li>• pavement type <input checked="" type="checkbox"/> Bitumen <input type="checkbox"/> Concrete <input type="checkbox"/> Other <span style="float: right;"><input type="checkbox"/></span></li> <li>• any kerbside restrictions such as (specify appropriate restriction) <span style="float: right;"><input type="checkbox"/></span> <ul style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <span style="float: right;"><input type="checkbox"/></span></li> <li>2. Designated Parking Restrictions <span style="float: right;"><input type="checkbox"/></span></li> <li>3. Loading Zones <span style="float: right;"><input type="checkbox"/></span></li> <li>4. Bus stops <span style="float: right;"><input type="checkbox"/></span></li> <li>5. Taxi Ranks <span style="float: right;"><input type="checkbox"/></span></li> </ul> </li> </ul> |  |                    |                                    |  |  |
|  | Any evidence of concurrent adjacent roadworks / activities / off-road developments   |  |                    |                                    |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | IF YES PLEASE SPECIFY:   |  |                    |                                    |  |  |
|  | Relevant traffic volume data obtained (Traffic Volume Data Book)   |  |                    |                                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted</li> <li>• Are times occupancy requested consistent with traffic volumes (above)</li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained</li> </ul>  |  |                    |                                    |  |  |
|  | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher   |  |                    |                                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
| If YES please supply <b>Name &amp; Licence No:</b> <u>Craig Eeles . P.A.W.Z.T.M.P. cert. no. TCT0015737</u>  |  |  |                    |                                    |  |  |
| Will your organisation be undertaking or supervising the works described in the application.   |  |  |                    |                                    | <input checked="" type="checkbox"/> Yes<br><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<br><input type="checkbox"/> No |  |
| If YES please supply details: <u>Minimal noise having no impact on residents</u>   |  |  |                    |                                    |  |  |
| Comments <u>Anzac Day 10.30 am - March and Service</u>   |  |  |                    |                                    |  |  |
| 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:                              | 06-04-23   |  |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062800 RTA Form No. 837 (10/2010)



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Moss Vale service. Traffic Management Plan.

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## 10. Road Occupancy Licence

Anzac Day Moss Vale. 10.30 am service. TfNSW form N

| FORM<br><b>N</b>  | <b>Road Occupancy Licence Application</b><br>Non-Development & Special Event Activities  |  | <b>Transport Management Centre</b>   |   |
|---|--|--|--|---|
| 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)   |  |  |  |   |
| <b>CONTACTS</b>   | <b>Proponent Organisation</b>  | All Area Traffic Services<br>on behalf of Moss Vale RSL sub branch   | <b>Your Reference No.</b>  |   |
|   | <b>Proponent Contact Name</b>  | Craig Eeles  | <b>On-site Company</b>   |   |
|   | <b>Phone</b>   | 0407 870088  | <b>On-Site Contact Name</b>  |   |
|   | <b>Fax</b>   |  | <b>On-site Phone</b>   |   |
|   | <b>Email</b>   | allareatraffic@gmail.com   | <b>Fax:</b>  |   |
| <b>LOCATION</b>   | <b>Subject Road</b>  | Argyle Street  | <b>UBD Reference</b>   |   |
|   | <b>From (Cross Street)</b>   | Railway Street   | <b>To (Cross Street)</b>   |   |
|   | <b>Suburb</b>  | Moss Vale  | <b>Council</b>   |   |
| <b>TIMES</b>  | <b>Requested Start &amp; End Dates</b>   | Tuesday 25-04-23<br><small>Enter start date of 1st shift &amp; start date of last shift</small>  | <b>Estimated Duration of Activities</b>  |   |
|   | <b>Requested Times</b>   | Tuesday 10.30 - 12.30<br><small>For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</small>  | 2 hours<br><small>Duration for this application ONLY, in number of hours/shifts</small>  |   |
| <b>PROPOSED ACTIVITIES</b>  | <b>Project</b>   | Anzac Day service  |  |   |
|   | <b>Work Description for this Application</b>   | Road Closure for Anzac march and service   | <b>Current Speed Limit:</b><br>50 Km/h   |   |
|   | <b>Licence Type</b>  | <input type="checkbox"/> Abnormal Load Movement<br><input type="checkbox"/> Bridge<br><input type="checkbox"/> Building Construction<br><input type="checkbox"/> Building Work Zone<br><input checked="" type="checkbox"/> Special Event | <input type="checkbox"/> Hoardings<br><input type="checkbox"/> Hazard Reduction<br><input type="checkbox"/> Utility Maintenance<br><input type="checkbox"/> SRA Works<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Investigation<br><input type="checkbox"/> Landscaping / mowing<br><input type="checkbox"/> Police Operations<br><input type="checkbox"/> Crane<br><input type="checkbox"/> Site access |
|   | <b>Lane/s or Shoulder/s Closed</b>   | <input type="checkbox"/> Median Shoulder<br><input type="checkbox"/> Shoulder<br><input checked="" type="checkbox"/> Lane 1 (kerb Lane/s)  | <input checked="" type="checkbox"/> Lane 2 (next after kerb lane)<br><input type="checkbox"/> Lane 3<br><input type="checkbox"/> Lane 4  | <b>Total no. of lanes to be closed at any one time? (in same direction):</b><br>1 lane(s) of 1  |
|   | <b>Direction</b>   | <input type="checkbox"/> All directions  | <input type="checkbox"/> East bound<br><input type="checkbox"/> West bound<br><input checked="" type="checkbox"/> East and West bound  | <input type="checkbox"/> North bound<br><input type="checkbox"/> South bound<br><input type="checkbox"/> North and South bound  |
|   | <b>Flow Management</b>   | <input type="checkbox"/> Standard lane merge<br><input type="checkbox"/> Contra Flow<br><input type="checkbox"/> Stop / Slow Control   | <input checked="" type="checkbox"/> Detour (other roads)<br><input type="checkbox"/> Detour (side-track)<br><input type="checkbox"/> Portable Signals  | <input type="checkbox"/> Mobile works<br><input type="checkbox"/> Short term / Intermittent works<br><input type="checkbox"/> Non-Trafficable Area  |
| <b>Miscellaneous</b>  | Turning Bay/s affected?<br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No  | Speed reduction?<br><input type="checkbox"/> Yes _____ km/h (Apply for SZA)<br><input checked="" type="checkbox"/> No  | Community Notification<br><input checked="" type="checkbox"/> Newspaper <input type="checkbox"/> VMS<br><input type="checkbox"/> Letterbox drop  |   |
| <b>RTA</b>  | If this project is managed by the RTA, fill in the following:<br>RTA Branch: _____ RTA Contact: _____  |  |  |   |
| <b>SIGN</b>   | I hereby apply for a Road Occupancy Licence: <b>Please allow a minimum of 10 working days to process this application.</b><br>Signature: <u><i>Craig Eeles</i></u> Date: <u>06-04-23</u> |  |  |   |

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

• Refer to Explanatory Notes for fax numbers.

TMC-SOP-502016 - F2

Catalogue No. 45062797 RTA Form No. 834 (10a/2010)

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

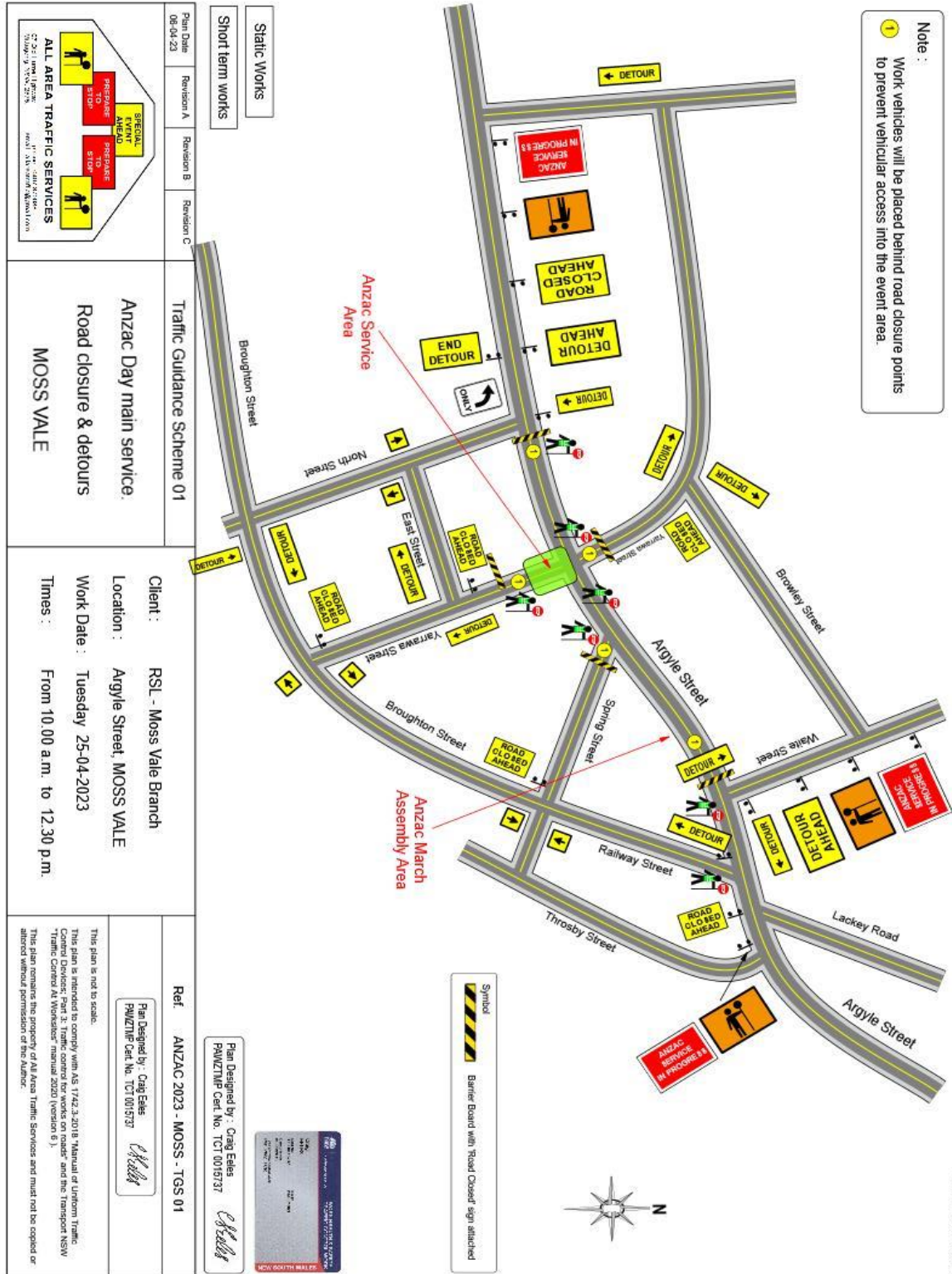
Moss Vale service.

Traffic Management Plan.

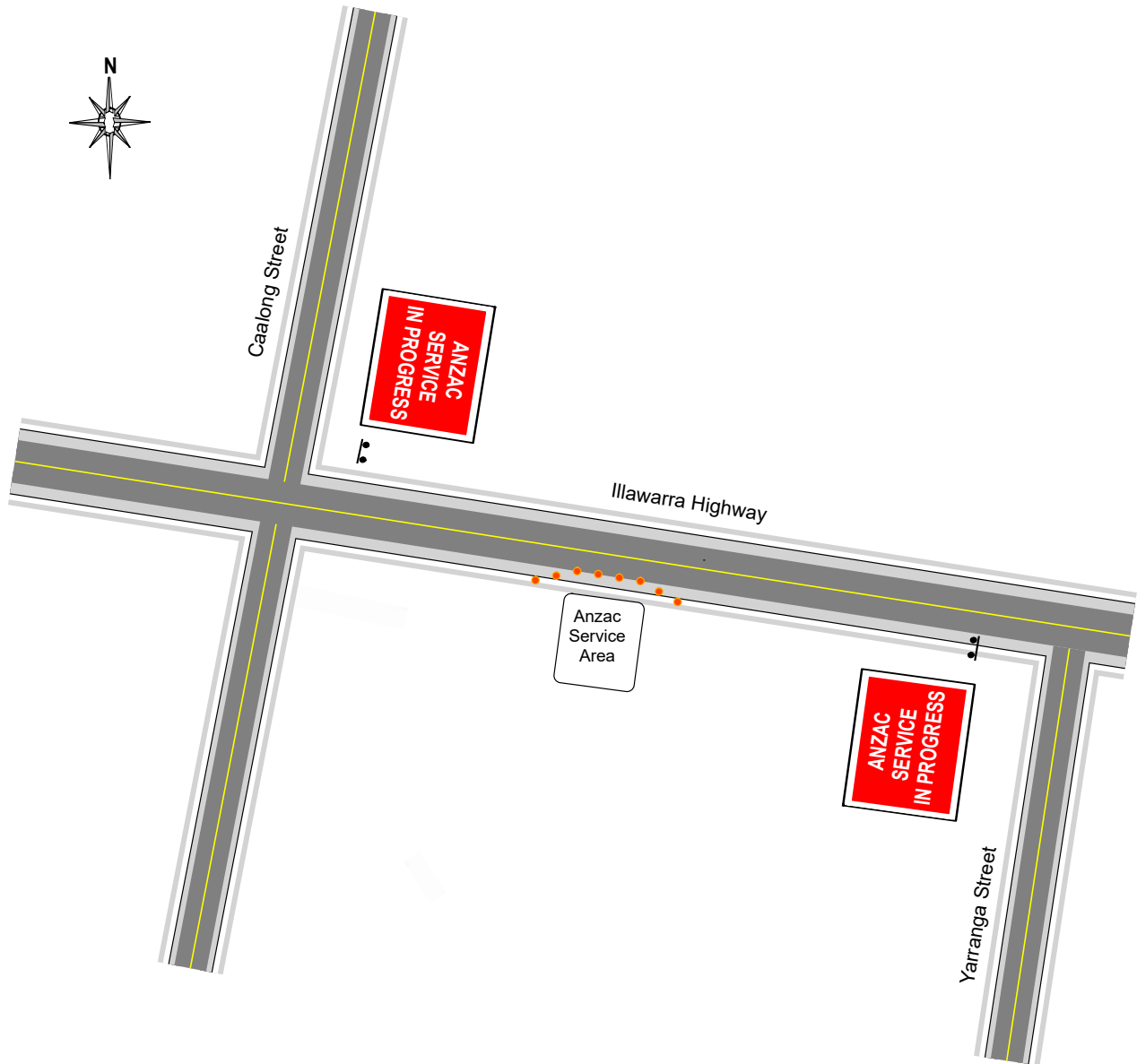
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## 11. Traffic Guidance Scheme

Moss Vale 10.30 a.m. service.  
TGS 01

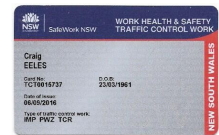


**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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Static Works

Short term works



|   |            |            |            |   |   |
|---|------------|------------|------------|---|---|
| Traffic Guidance Scheme 01  |            |            |            | Anzac Day - Advance Warning Signs       | Ref. ANZAC 2023 - ROBERTSON - TGS 01  |
| Plan Date<br>06-04-23   | Revision A | Revision B | Revision C | Client : RSL - Robertson Branch         | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>C. Eeles</i>   |
| <p><b>ALL AREA TRAFFIC SERVICES</b><br/>07 Old Hume Highway Mittagong, NSW, 2575. phone: 0407 870088 email: allareatrafic@gmail.com</p> |            |            |            | Location : Illawarra Highway, ROBERTSON |   |
|   |            |            |            | Work Date : Tuesday 25-04-23            | 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). |
|   |            |            |            | Times : From 10.30 a.m. to 12.00 p.m.   | This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.   |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Robertson Service**

**11.00 a.m. to 11.30 a.m.**

**( Traffic Management from 10.00 a.m. to 12.00 p.m. )**

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

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Traffic Management Plan.

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3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Road Occupancy Licence
11. Traffic Guidance Scheme

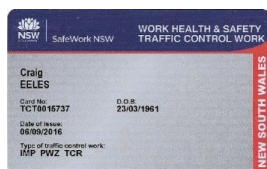
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

## 1. Introduction.

This Traffic Management Plan ( TMP )

- 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 one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Robertson over the last nineteen years.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Robertson service. Traffic Management Plan.

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3. Event Organiser.

Darryl Viewers  
Robertson Butcher  
Darryl\_Karen@bigpond.com

4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



**Public & Products Liability  
Certificate of Currency**

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

THIS IS TO CERTIFY that in accordance with the authorisation granted to ProRisk by the **underwriters** and in consideration of the **premium**, the **underwriters** agree to insure the stated **policyholder** in accordance with the terms and conditions of the **policy**.  
In accepting this insurance, the **underwriters** have relied on the information and statements that have been provided in the **proposal**. This is an important document and should be kept in a safe place with all other papers relating to this **policy**.

Authorised by Hamish McDonald Nye

**Executive Director**  
Professional Risk Underwriting Pty Ltd

10/01/2023

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

5. Traffic Management Schedule

Robertson service

- 10.00 a.m. As there is no march, only Advance Warning Signs need to be in place.  
Delineate the shoulder area outside the war memorial to allow for location of horses and jeeps.
- 11.00 a.m. Wreath laying and Memorial Service from 11.00 a.m. at Robertson.
- 12.00 p.m. Event finished. Signs removed.



# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.      Robertson service.      Traffic Management Plan.

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## 6. Location Risk Assessment

All Area Traffic Services.  
Special Event  
Location Risk Assessment  
Assessment Date : 06-04-23

Event :      Anzac Day march & service  
Location :   Illawarra Highway , Robertson  
Date :        25-04-2023 @ 11.00 a.m.

### Step 1 – Traffic Details

Work Area : On the road and footpath

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Traffic Volume : < 6000 adt

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Traffic Speed :    50 kph

### Step 2 – Required Level of Planning

Site Risk Rating : High

TGS Required ? Yes  
TGS reference : Anzac - Robertson - 2023 - TGS 01

### Step 3 – Risks and Risk Control Measures

| Safety Hazard / Risk Factors                                      | Present | Risk Control Measure/s  |
|---|---------|---|
| Clearance between pedestrians and passing traffic                 | < 1.2 m | Advance Warning Signs   |
| High speed traffic through the event worksite                     | No      |   |
| Poor advance sight distance to event worksite (< 200 metres )     | Yes     | Advance Warning Signs   |
| Poor observance of directions / instructions by motorists         | Yes     | Advance Warning Signs   |
| Narrow pavement with no escape path (< 2.9 metres )               | No      |   |
| Presence of turning vehicles at the event worksite                | No      |   |
| Vehicles queuing in the event worksite                            | No      |   |
| Presence of unprotected hazards within the event worksite         | Yes     | Advance Warning Signs   |
| Rough or unsealed road surface                                    | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd ) | No      |   |
| High volume of heavy vehicles                                     | No      |   |
| Vehicles entering / leaving the event area                        | No      |   |
| Cyclists / pedestrians through the event worksite                 | Yes     | Advance Warning Signs   |
| Other   | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                  |         | Advance Warning Signs   |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b>  |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>      |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                                |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of RSL Robertson sub branch ( organisation )

Notify the Commissioner of Police that  
on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold  
**either**

( a ) a public assembly , **not** being a procession , of approximately  
50 ( number ) persons ,  
which will assemble at Robertson War Memorial ( place )  
at approximately 11.00 a.m. and disperse at approximately 12.00 p.m.

**or**

( b ) a public assembly, being a procession of approximately  
..... ( number ) persons,  
which will assemble at approximately ....., and at  
approximately ..... am the procession will commence and shall proceed  
.....

( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of  
termination. A diagram may be attached )

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2 The purpose of the proposed assembly is for the Anzac Day service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023.      Robertson service.      Traffic Management Plan.

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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 ;

                    n/a

( ii )      There will be one (*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.

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

            Craig Eeles.  
            C/o All Area Traffic Services  
            P.O. Box 833  
            Robertson.      Postcode. 2575  
  
            Telephone No. 0407 870088

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6

Signed :



Capacity / Title: Traffic management supervisor

Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.      Robertson service.      Traffic Management Plan.

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## Special Event Resources

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### 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**

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##### 1.1      **Event Summary**

Event Name : Anzac Day service

Event Location : Illawarra Highway, Robertson

Event Date : 25-04-23    Event Start Time : 11.00 a.m.    Event Finish Time : 12.00 p.m.

Event Setup Start Time : 10.00 a.m.      Event Pack down Finish Time : 12.00 p.m.

Event is "off street"

##### 1.2      **Contact names**

**Event organiser \*** RSL Robertson sub-branch - Darryl Viewers

Phone.                      Mobile                      E-mail    Darryl\_Karen@bigpond.com

##### **Event Management Company ( if applicable )**

Phone                      Fax                      Mobile                      E-mail

**Police**    Robertson Highway Patrol

Phone    48711232    Fax                      Mobile                      E-mail

**Council**    Wingecarribee Shire Council – Michael Rayner

Phone    48680888    Fax    Mobile                      E-mail    michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority** ( if Class 1 )    Wollongong

Phone    42312520    Fax    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 )**

Anzac Day service at Robertson.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.      Robertson service.      Traffic Management Plan.

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## **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 not required
- 3.3      Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4      Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes

### 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 Transport NSW (TfNSW), or Local Government.

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

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
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**6    APPROVAL**

TMP Approved by :  Event Organiser      06-04-23    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 : .....Council      ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW      ..... Date  
\_\_\_\_\_

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



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## 10. Road Occupancy Licence

Anzac Day Robertson. 11.00 am service. TfNSW form C

| FORM<br><b>C</b>   |  | <b>Road Occupancy Licence (ROL) Checklist</b> |                    | <br>Transport Management Centre  |  |
|--|--|---|--------------------|--|--|
| (THIS DOCUMENT MUST BE SUBMITTED WITH EACH ROAD OCCUPANCY APPLICATION)   |  |   |                    |  |  |
| CONTACT  | Proponent's Organisation   | All Area Traffic Services                     |                    | * Contact Phone  | 0407 870088  |
|  | *Proponent's Name  | Craig Eeles                                   |                    | * Contact Mobile   | 0407 870088  |
|  | *Subject Road  | Illawarra Highway                             |                    | *Suburb  | Robertson  |
|  | *From (Cross Street)   | Caalong Street                                | *To (Cross Street) | Yarranga Street  |  |
| LOCATION   | Has a Site inspection been conducted in the past two weeks?<br>Two photographs (one each direction) of site attached,  |   |                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | Any significant features of the site noted : (Tick below those which are applicable)   |   |                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• signals within 100m of site <span style="float: right;"><input checked="" type="checkbox"/></span></li> <li>• signal phases effects (lanes &amp; turning lanes) <span style="float: right;"><input type="checkbox"/></span></li> <li>• roundabouts within 100m of site <span style="float: right;"><input type="checkbox"/></span></li> <li>• occupancy near a tidal flow <span style="float: right;"><input type="checkbox"/></span></li> <li>• number of traffic lanes in each direction (insert number) <u>1</u> <span style="float: right;"><input type="checkbox"/></span></li> <li>• adjacent significant land use with major egress such as hospitals/schools/supermarkets <span style="float: right;"><input type="checkbox"/></span></li> <li>• raised median / divided carriageway <span style="float: right;"><input type="checkbox"/></span></li> <li>• pavement type    <input checked="" type="checkbox"/> Bitumen      <input type="checkbox"/> Concrete      <input type="checkbox"/> Other <span style="float: right;"><input type="checkbox"/></span></li> <li>• any kerbside restrictions such as (specify appropriate restriction) <span style="float: right;"><input type="checkbox"/></span> <ul style="list-style-type: none"> <li>1. Clearways / bus or transit lanes <span style="float: right;"><input type="checkbox"/></span></li> <li>2. Designated Parking Restrictions <span style="float: right;"><input type="checkbox"/></span></li> <li>3. Loading Zones <span style="float: right;"><input type="checkbox"/></span></li> <li>4. Bus stops <span style="float: right;"><input type="checkbox"/></span></li> <li>5. Taxi Ranks <span style="float: right;"><input type="checkbox"/></span></li> </ul> </li> </ul> |   |                    |  |  |
|  | Any evidence of concurrent adjacent roadworks / activities / off-road developments   |   |                    |  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |
|  | IF YES PLEASE SPECIFY: _____   |   |                    |  |  |
|  | Relevant volume data obtained (Traffic Volume Data Book)   |   |                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | <ul style="list-style-type: none"> <li>• Days/times of lowest traffic volumes noted</li> <li>• Are times occupancy requested consistent with traffic volumes (above)</li> <li>• Does your Traffic Management Plan (TMP) indicate how flow capacity is maintained</li> </ul>  |   |                    |  |  |
|  | Has this Traffic Management Plan been prepared by a person in possession of a current <b>Select/Modify Traffic Plans</b> qualification or higher   |   |                    |  | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No |
|  | If YES please supply <b>Name &amp; Licence No:</b> Craig Eeles .    P.A.W.Z.T.M.P. cert. no. TCT0015737  |   |                    |  |  |
|  | Will your organisation be undertaking or supervising the works described in the application.   |   |                    |  | <input checked="" type="checkbox"/> Yes<br><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<br><input type="checkbox"/> No |  |
| If YES please supply details:    Minimal noise having no impact on residents   |  |   |                    |  |  |
| Comments    Anzac Day Service  |  |   |                    |  |  |
| 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>C Eeles</i>   |
|  |  |   |                    | Date:  | 06-04-23   |

\* Denotes mandatory fields that are required to be completed

TMC-SOP-502016 A3

Catalogue No. 45062800 RTA Form No. 837 (10/2010)

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## 10. Road Occupancy Licence

Anzac Day Robertson. 11.00 am service. TfNSW form N

| FORM<br><b>N</b>  | <b>Road Occupancy Licence Application</b>  |   | <b>Transport Management Centre</b>   |  |
|---|--|---|--|--|
| <b>Non-Development &amp; Special Event Activities</b>   |  |   |  |  |
| 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)   |  |   |  |  |
| <b>CONTACTS</b>   | <b>Proponent Organisation</b>  | All Area Traffic Services   | <b>Your Reference No.</b>  |  |
|   | <b>Proponent Contact Name</b>  | Craig Eeles   | <b>On-site Company</b>   | All Area Traffic Services  |
|   | <b>Phone</b>   | 0407 870088   | <b>On-Site Contact Name</b>  | Craig Eeles  |
|   | <b>Fax</b>   |   | <b>On-site Phone</b>   | 0407 870088 <b>Fax:</b>  |
|   | <b>Email</b>   | allareatraffic@gmail.com  |  |  |
| <b>LOCATION</b>   | <b>Subject Road</b>  | Illawarra Highway   | <b>UBD Reference</b>   |  |
|   | <b>From (Cross Street)</b>   | Caalong Street  | <b>To (Cross Street)</b>   | Yarranga Street  |
|   | <b>Suburb</b>  | Robertson   | <b>Council</b>   | Wingecarribee Shire Council  |
| <b>TIMES</b>  | <b>Requested Start &amp; End Dates</b>   | Tuesday 25-04-23  | <b>Estimated Duration of Activities</b>  | 1.5 hours  |
|   | <b>Requested Times</b>   | Tuesday 1030 - 1200<br><small>Duration for this application ONLY, in number of hours/shifts</small><br><small>For example Mon - Fri 1000 - 1500 , Sat 0700 - 1300</small>   |  |  |
| <b>PROPOSED ACTIVITIES</b>  | <b>Project</b>   | Anzac Day Service   |  |  |
|   | <b>Work Description for this Application</b>   | Advance Warning Signs   | <b>Current Speed Limit:</b>  | 50 Km/h  |
|   | <b>Licence Type</b>  | <input type="checkbox"/> Abnormal Load Movement <input type="checkbox"/> Hoardings <input type="checkbox"/> Investigation<br><input type="checkbox"/> Bridge <input type="checkbox"/> Hazard Reduction <input type="checkbox"/> Landscaping / mowing<br><input type="checkbox"/> Building Construction <input type="checkbox"/> Utility Maintenance <input type="checkbox"/> Police Operations<br><input type="checkbox"/> Building Work Zone <input type="checkbox"/> SRA Works <input type="checkbox"/> Crane<br><input checked="" type="checkbox"/> Special Event <input type="checkbox"/> Other: _____ <input type="checkbox"/> Site access |  |  |
|   | <b>Lane/s or Shoulder/s Closed</b>   | <input type="checkbox"/> Median Shoulder<br><input type="checkbox"/> Shoulder<br><input type="checkbox"/> Lane 1 (kerb Lane/s)  | <input type="checkbox"/> Lane 2 (next after kerb lane)<br><input type="checkbox"/> Lane 3<br><input type="checkbox"/> Lane 4                           | <b>Total no. of lanes to be closed at any one time? (in same direction):</b><br>0 lane(s) of 1 |
|   | <b>Direction</b>   | <input type="checkbox"/> All directions <input type="checkbox"/> East bound <input type="checkbox"/> North bound<br><input type="checkbox"/> West bound <input checked="" type="checkbox"/> East and West bound <input type="checkbox"/> South bound<br><input type="checkbox"/> North and South bound  |  |  |
|   | <b>Flow Management</b>   | <input type="checkbox"/> Standard lane merge <input type="checkbox"/> Detour (other roads) <input type="checkbox"/> Mobile works<br><input type="checkbox"/> Contra Flow <input type="checkbox"/> Detour (side-track) <input checked="" type="checkbox"/> Short term / Intermittent works<br><input type="checkbox"/> Stop / Slow Control <input type="checkbox"/> Portable Signals <input type="checkbox"/> Non-Trafficable Area   |  |  |
| <b>Miscellaneous</b>  | Turning Bay/s affected?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                             | Speed reduction?<br><input type="checkbox"/> Yes _____ km/h (Apply for SZA)<br><input checked="" type="checkbox"/> No   | <b>Community Notification</b><br><input checked="" type="checkbox"/> Newspaper <input type="checkbox"/> VMS<br><input type="checkbox"/> Letterbox drop |  |
| <b>RTA</b>  | If this project is managed by the RTA, fill in the following:  |   |  |  |
|   | <b>RTA Branch:</b>   | <b>RTA Contact:</b>   |  |  |
| <b>SIGN</b>   | I hereby apply for a Road Occupancy Licence: <b>Please allow a minimum of 10 working days to process this application.</b> |   |  |  |
|   | Signature: _____   | Date: 06-04-23  |  |  |

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

• Refer to Explanatory Notes for fax numbers.

TMC-SOP-502016 - F2

Catalogue No. 45062797 RTA Form No. 834 (10a/2010)

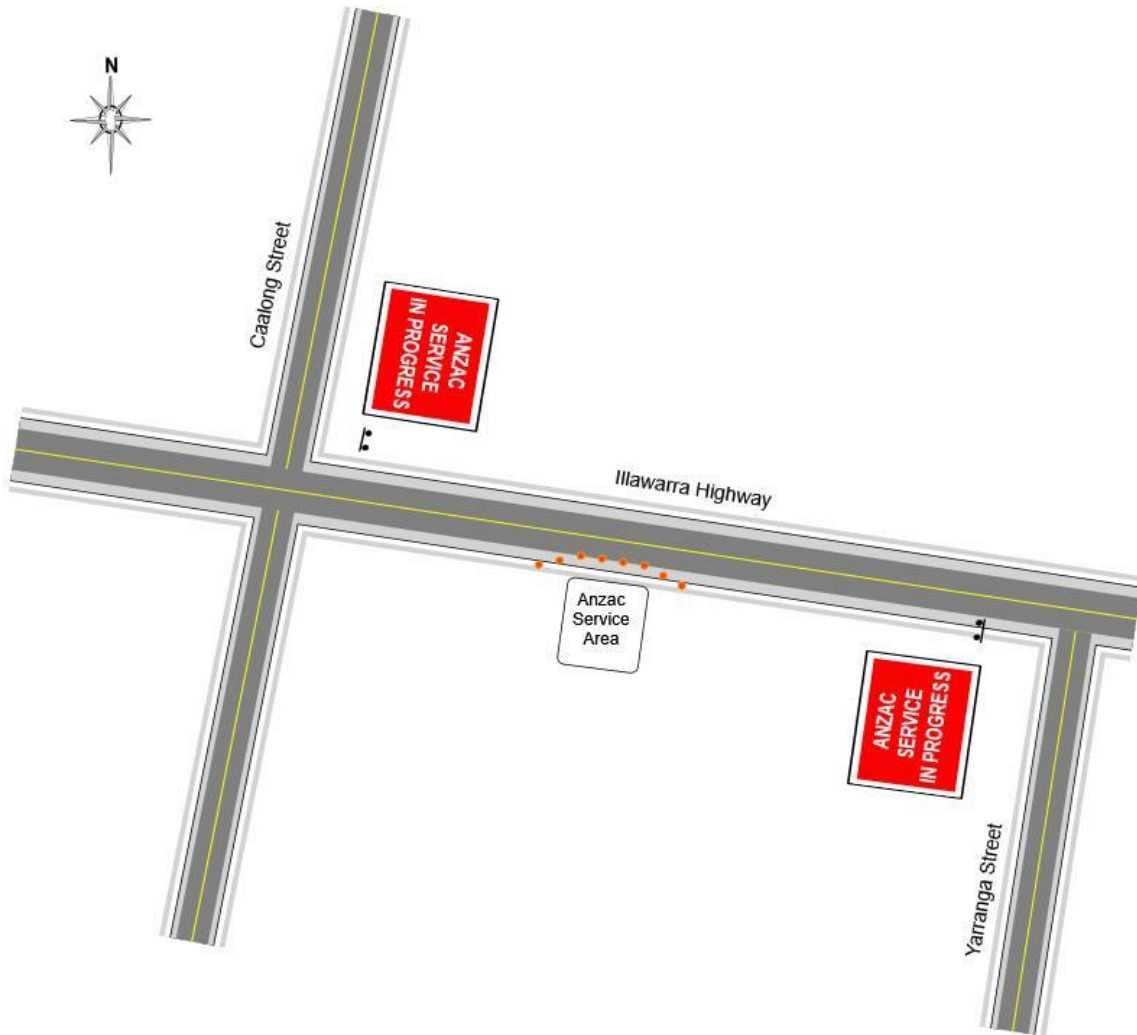
# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.      Robertson service.      Traffic Management Plan.

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## 11. Traffic Guidance Scheme

Robertson 11.00 a.m. service.  
TGS 01



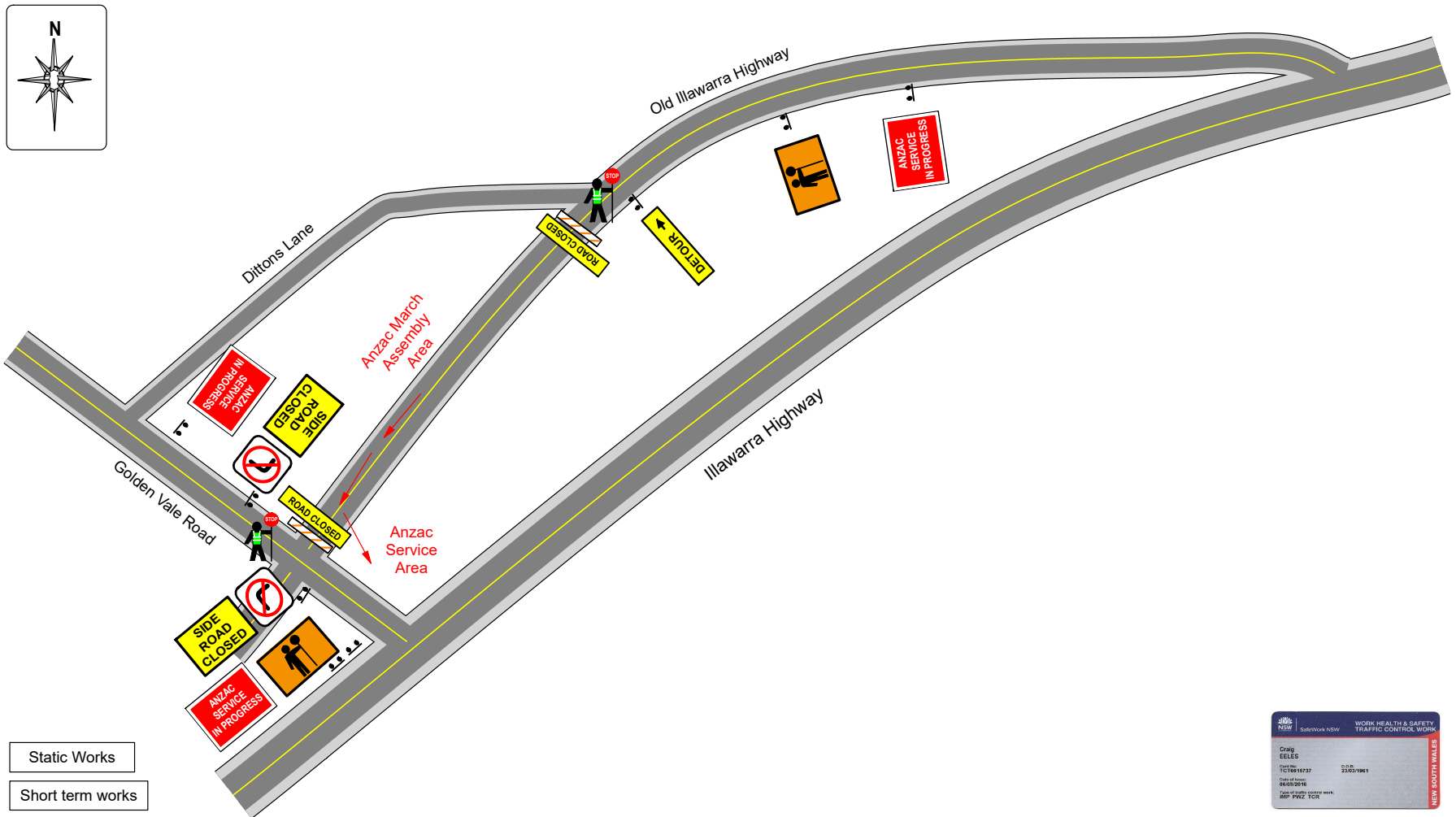
- Static Works
- Short term works





|                                   |            |            |            |  |  |
|-----------------------------------|------------|------------|------------|--|--|
| <b>Traffic Guidance Scheme 01</b> |            |            |            | <b>Anzac Day - Advance Warning Signs</b> | Ref. ANZAC 2023 - ROBERTSON - TGS 01   |
| Plan Date<br>06-04-23             | Revision A | Revision B | Revision C | Client : RSL - Robertson Branch          | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737 <i>Craig Eeles</i>   |
|                                   |            |            |            | Location : Illawarra Highway, ROBERTSON  |  |
|                                   |            |            |            | Work Date : Tuesday 25-04-23             | This plan is not to scale.<br>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 ).<br>This plan remains the property of All Area Traffic Services, and must not be copied or altered without permission of the Author. |
|                                   |            |            |            | Times : From 10.30 a.m. to 12.00 p.m.    |  |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

www.transport.nsw.gov.au



SafeWork NSW WORK HEALTH & SAFETY TRAFFIC CONTROL WORK  
 Craig EELES  
 TCT 0015737 0.0.0 23.03.1961  
 Date of Issue: 06/09/2016  
 Date of Review: 06/09/2016  
 NSW PAWZ TCR  
 NEW SOUTH WALES

|  |            |            |            |   |  |   |
|--|------------|------------|------------|---|--|---|
| Plan Date<br>06-04-23  | Revision A | Revision B | Revision C | Traffic Guidance Scheme 01                                      | Client : RSL - National Servicemans Association    | Plan Designed by : Craig Eeles<br>PAWZTMP Cert. No. TCT 0015737<br>  |
| AATS ref: ANZAC - 2023 - SUTT - TGS 01   |            |            |            | Road Closure / Detour<br>Old Illawarra Highway<br>SUTTON FOREST | Location : Old Illawarra Highway,<br>SUTTON FOREST |   |
|  <p>ALL AREA TRAFFIC SERVICES<br/>                 07 Old Hume Highway<br/>                 Mittagong, NSW, 2575 phone: 0407 870088<br/>                 email: allareatrafic@gmail.com</p> |            |            |            |   | Work Date : Tuesday 25-04-2023                     | This plan is not to scale.<br><br>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 ).<br><br>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author. |
|  |            |            |            |   | Times : From 7.30 a.m. to 9.00 a.m.                |   |

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**



**Anzac Day  
Tuesday 25<sup>th</sup> April, 2023**

**Sutton Forest Service**

**08.00 a.m. to 09.00 a.m.**

**( Traffic Management from 07.00 a.m. to 09.15 a.m. )**

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**Traffic Management Plan**



Traffic Management Plan. date. 06-04-23.

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

# **AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023**

Anzac Day 2023.

Sutton Forest service.

Traffic Management Plan.

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## Contents

1. Introduction
2. References
3. Event Organiser
4. Public Liability Insurance
5. Traffic Management Schedule
6. Location Risk Assessment
7. Terrorism
8. Police Summary Offences Act form
9. TfNSW Traffic Management Template
10. Traffic Guidance Scheme

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Sutton Forest service.

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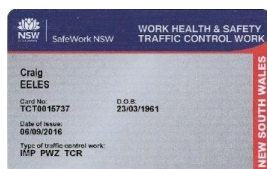
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## 1. Introduction.

This Traffic Management Plan ( TMP )

- has been produced in consultation with Event Management, Police, Local Council, TfNSW, and other stakeholders.
- takes into consideration the safety of patrons and event participants, and with emphasis on the safe passage of all traffic and pedestrians either involved in the event or travelling through or around the event area.
- takes into consideration the disruption to the local community, business' and traders.
- takes into consideration emergency services routes through or around the event area.
- is the document to be referred to by event staff in regards to any traffic management at the event.
- is one of the documents to be referred to by traffic staff in regards to the risk of terrorism at the event.
- is written as a document for relevant authorities to refer to when considering the issue of any traffic management permits and approvals for the event.
- is written to ensure that traffic management at the event is implemented in accordance with A.S. 1742.3 - 2019, and the TfNSW manual - Traffic Control At Work Sites 2020 ( version 6 ).
- has been developed by a traffic management planner with qualifications to "Prepare A Work Zone Traffic Management Plan".

Craig Eeles. Certificate No. TCT0015737.



Signature:

## 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
- TfNSW "Guide to Transport Management at Special Events" - 2018
- TfNSW "Traffic Control At Worksites" - 2020 ( version 6 )
- Australian government guidelines for terrorism in crowded places 2017.
- This TMP is also based on the successful method of operation developed by All Area Traffic Services at previous Anzac Day events at Sutton Forest over the last nineteen years.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Sutton Forest service. Traffic Management Plan.

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## 3. Event Organiser.

NATIONAL SERVICEMEN'S ASSOCIATION OF AUSTRALIA

President: Robert Brown. 0419 488694

Secretary: Kath Pearce. 4871 2120

Treasurer: Brian Hicks. 48611237

Anzac Day Chairperson: Norm Mallard. Mobile. 0419 682444 email. shnashos@bigpond.com

## 4. Public Liability insurance.

Tanyelle Pty. Ltd. t/a All Area Traffic Services.



## Public & Products Liability Certificate of Currency

|                |                             |  |
|----------------|-----------------------------|--|
| <b>Item 1</b>  | <b>Policy Number</b>        | PPL-001883-2023  |
| <b>Item 2</b>  | <b>Policyholder</b>         | Tanyelle Pty Ltd<br>22 Venus Street, INVERLOCH VIC 3996 Australia  |
| <b>Item 3</b>  | <b>Insurance Period</b>     | 4.00pm on 09/01/2023 to 4.00pm on 09/01/2024 at the address stated at Item 2 above   |
| <b>Item 4</b>  | <b>Policy Wording</b>       | ProRisk Public & Products Liability Insurance Policy v07.21<br>ProRisk General Terms & Conditions v04.22   |
| <b>Item 5</b>  | <b>Underwriters</b>         | Professional Risk Underwriting Pty Limited trading as ProRisk<br>Level 2, 115 Bridge Road, Richmond VIC 3121<br>For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)   |
| <b>Item 6</b>  | <b>Limit of Liability</b>   | \$20,000,000.00 Any one <b>occurrence</b> .<br><br>The total aggregate <b>limit of liability</b> in respect of Insuring Clause 1.2 (Product Liability) and Insuring Clause 1.3 (Advertising Liability) will not exceed \$20,000,000.00 in the aggregate during any one <b>insurance period</b> . |
| <b>Item 7</b>  | <b>Territorial Limits</b>   | Worldwide (Excluding USA and Canada)   |
| <b>Item 8</b>  | <b>Other Insurance</b>      | Not Applicable   |
| <b>Item 9</b>  | <b>Interested Party</b>     | N/A  |
| <b>Item 10</b> | <b>Business Activities</b>  | Traffic Engineering Consulting Service 100%  |
| <b>Item 11</b> | <b>Business Description</b> | Traffic Management   |

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

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

Authorised by Hamish McDonald Nye

Executive Director  
Professional Risk Underwriting Pty Ltd

10/01/2023



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

5. Traffic Management Schedule

Sutton Forest main service

6.45 a.m. Locate signs and devices from 6.45 a.m. to 7.15 a.m.

7.15 a.m. Traffic Controllers. Turn located signs at 7.15 a.m.

7.30 a.m. Traffic Controllers. Install devices & close roads at 7.30 a.m.

The Old Illawarra Highway between Golden Vale Road and Dittons Lane will be closed to through traffic from 7.30 a.m. to 9.00 a.m.

7.45 a.m. Marchers to form up outside All Saints Church on the Old Illawarra Highway by 7.45 a.m.

7.50 a.m. March along the Old Illawarra Highway starting at 7.50 a.m.

8.00 a.m. Memorial Service begins at 8.00 am at the National Service & Reserve Forces Memorial.

9.00 a.m. Event finished.

9.15 a.m. Signs and devices removed. Roads reopened to the public.

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Sutton Forest service.

Traffic Management Plan.

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- Location Risk Assessment

|   |
|---|
| All Area Traffic Services.<br>Special Event<br>Location Risk Assessment<br>Assessment Date : 06-04-23 |
|---|

|            |   |
|------------|---|
| Event :    | Anzac Day march & service               |
| Location : | Old Illawarra Highway,<br>Sutton Forest |
| Date :     | 25-04-2023 @ 10.30 a.m.                 |

**Step 1 – Traffic Details**

|                                      |
|--------------------------------------|
| Work Area : On the road and footpath |
| Traffic Volume : < 1,500 adt         |
| Traffic Speed : 50 kph               |

**Step 2 – Required Level of Planning**

|                         |
|-------------------------|
| Site Risk Rating : High |
|-------------------------|

|  |
|--|
| TGS Required ? Yes                           |
| TGS reference : Anzac - Sutt - 2023 - TGS 01 |

**Step 3 – Risks and Risk Control Measures**

| Safety Hazard / Risk Factors                                     | Present | Risk Control Measure/s  |
|--|---------|---|
| Clearance between pedestrians and passing traffic                | < 1.2 m | Advance Warning signs, Road closure, Detours in place, Traffic Controllers at road closure points.    |
| High speed traffic through the event worksite                    | No      |   |
| Poor advance sight distance to event worksite (< 200 metres)     | Yes     | Advance Warning signs, Road closure, Detours in place, Traffic Controllers at road closure points.    |
| Poor observance of directions / instructions by motorists        | Yes     | Advance Warning signs, Road closure, Detours in place, Traffic Controllers at road closure points.    |
| Narrow pavement with no escape path (< 2.9 metres)               | No      |   |
| Presence of turning vehicles at the event worksite               | No      |   |
| Vehicles queuing in the event worksite                           | No      |   |
| Presence of unprotected hazards within the event worksite        | Yes     | Advance Warning signs, Road closure, Detours in place, Traffic Controllers at road closure points.    |
| Rough or unsealed road surface                                   | No      |   |
| High volume of traffic through the event worksite (> 10,000 vpd) | No      |   |
| High volume of heavy vehicles                                    | No      |   |
| Vehicles entering / leaving the event area                       | No      |   |
| Cyclists / pedestrians through the event worksite                | Yes     | Advance Warning signs, Road closure, Detours in place, Traffic Controllers at road closure points.    |
| Other  | No      |   |
| <b>Step 4 – Risk Control Measures to be used</b>                 |         | Advance Warning signs, Road closure, Detours in place, Traffic Controllers at road closure points.    |
| <b>Step 5 – Traffic Management Plan Prepared and Implemented</b> |         | Craig Eeles.<br>P.A.W.Z.T.M.P. cert. no. TCT 0015737<br>All Area Traffic Services. Phone 0407 870088. |
| <b>Step 6 – Traffic Management Plan in Practice Reviewed</b>     |         | Police, Wingecarribee Shire   |
| <b>Step 7 – Carry out the Work</b>                               |         | All Area Traffic Services.  |

## AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

### 7. Terrorism

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

#### Suspect activity

Traffic controllers will be given an event pre-start induction, including what to do if suspicious activity is observed by the traffic controller.

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 must :-

- Not put yourself in any danger or approach anyone acting suspiciously.
- Notify nearby traffic controllers and security staff or police 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 event WHS manager and / or police as soon as possible of the traffic controllers concerns and the location of the traffic controller.
- Follow the instructions given by either police or the WHS manager.

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

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

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

**SUMMARY OFFENCES ACT 1988 - Sec 23**

**To the Commissioner of Police**

1 I, Craig Eeles ( name )  
of All Area Traffic Services ( address )  
on behalf of the National Servicemen's Association of Australia ( organisation )

Notify the Commissioner of Police that

on the 25<sup>th</sup> ( day ) of the 04<sup>th</sup> ( month ), 2023 ( year ), it is intended to hold

**either**

( a ) a public assembly , **not** being a procession , of approximately

100 ( number ) persons ,

which will assemble at Sutton Forest Soldiers Memorial ( place )

at approximately 08.00 a.m. and disperse at approximately 09.00 a.m.

**and**

( b ) a public assembly, being a procession of approximately

50 ( number ) persons,

which will assemble at approximately 7.30 am, and at

approximately 7.50 am the procession will commence and shall proceed

from outside the All Saints church on the Old Illawarra Highway to the National

Service and Reserve Forces Memorial on the corner of Golden Vale Road.

*( specify route, any stopping places and the approximate duration of any stops ; and the approximate time of termination. A diagram may be attached )*

---

2 The purpose of the proposed assembly is for the Anzac Day march and service.

**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

Anzac Day 2023. Sutton Forest service. Traffic Management Plan.

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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 ;

n/a

( ii ) There will be one (*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:

Craig Eeles.  
C/o All Area Traffic Services  
P.O. Box 833  
Mittagong. Postcode. 2575  
  
Telephone No. 0407 870088

---

6 Signed :



Capacity / Title: Traffic management supervisor

Date. 06-04-23

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Sutton Forest service. Traffic Management Plan.

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## Special Event Resources

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### 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 : Anzac Day service

Event Location : National Service and Reserve Forces Memorial, Sutton Forest.

Event Date : 25-04-23 Event Start Time : 07.45 a.m. Event Finish Time : 09.00 a.m.

Event Setup Start Time : 07.00 a.m. Event Pack down Finish Time : 09.15 p.m.

Event is "on street moving"

##### 1.2 Contact names

**Event organiser \*** National Servicemen's Association of Australia - Norm Mallard.

Phone. Mobile. 0419 682444 E-mail. shnashos@bigpond.com

##### **Event Management Company ( if applicable )**

Phone Fax Mobile E-mail

**Police** Moss Vale Police

Phone 48711232 Fax Mobile E-mail

**Council** Wingecarribee Shire Council - Michael Rayner

Phone 48680888 Fax Mobile E-mail michael.rayner@wsc.nsw.gov.au

**Roads & Traffic Authority ( if Class 1 )** Wollongong

Phone 42312520 Fax 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 )

Anzac Day service at Sutton Forest.

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023. Sutton Forest service. Traffic Management Plan.

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## 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 not required
- 3.3 **Construction, traffic calming and traffic generating developments**  
There are no construction activities, traffic calming devices or traffic generating developments at the location / route or on the detour routes
- 3.4 **Trusts, authorities or Government enterprises**  
The event does not use a facility managed by a trust, authority or enterprise.
- 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 moving event - details attached
- 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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

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

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

This event does not impact on the non-event community either on the route (or location) or detour routes

### 4.2 Advertise traffic management arrangements

Road closures or restrictions -advertising medium and copy of proposed advertisements attached

### 4.3 Special event warning signs

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

### 4.4 Permanent Variable Message Signs

This event does not use permanent Variable Message Signs

### 4.5 Portable Variable Message Signs

The event does not use portable VMS

## 5 PRIVACY NOTICE

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

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

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



**AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING  
TUESDAY 18 APRIL 2023**

**6 APPROVAL**

TMP Approved by :  Event Organiser 06-04-23 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 : .....Council ..... Date  
\_\_\_\_\_

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

Regulation of traffic authorised by : ..... TfNSW ..... Date  
\_\_\_\_\_

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

# AGENDA OF THE LOCAL TRAFFIC COMMITTEE MEETING TUESDAY 18 APRIL 2023

Anzac Day 2023.

Sutton Forest service.

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## 10. Traffic Guidance Scheme

Sutton Forest 08.00 a.m. service.

TGS 01

|  |  |   |   |
|--|--|---|---|
| <p>Plan Date: 06-04-23</p> <p>Revision A: ANZAC - 2023 - SUTT - TGS 01</p> <p>Revision B: </p> <p>Revision C: </p> <p>Short term works</p> <p>Static Works</p> | <p>Traffic Guidance Scheme 01</p> <p>Road Closure / Detour</p> <p>Old Illawarra Highway</p> <p>SUTTON FOREST</p> | <p>Client: RSL - National Servicemen's Association</p> <p>Location: Old Illawarra Highway, SUTTON FOREST</p> <p>Work Date: Tuesday 25-04-2023</p> <p>Times: From 7.30 a.m. to 9.00 a.m.</p> | <p>This plan is not to scale.</p> <p>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 (edition 1.5)</p> <p>This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p> <p>Plan Designed by: Craig Ecker<br/>PAMTRIP® Cert. No. TCT001037</p> |
|--|--|---|---|