



## **ATTACHMENTS TO REPORTS –**

**Item 10.1 - Development Application 18/0442 Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

## **ORDINARY COUNCIL MEETING**

Wednesday 25 July 2018

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## Attachments to Reports

### Item

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## ATTACHMENTS TO REPORT

### Item 10.1

**Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

#### **Attachment 1**

Draft Notice of Determination

#### **Attachment 2**

Figure 1 - Locality plan showing site and surrounds

#### **Attachment 3**

Figure 2 - Proposed site layout

#### **Attachment 4**

Conservation Management Strategy (CMS) for Berrima Market Place

#### **Attachment 5**

Statement of Environmental Effects

#### **Attachment 6**

Traffic Management Plan (TMP) for September 2018 event

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## ATTACHMENT 1

18/0442, Lot 1 DP 1152987

### SCHEDULE 1 CONDITIONS OF DEVELOPMENT CONSENT

#### ADMINISTRATION CONDITIONS

##### 1. Development Description

Development consent has been granted in accordance with this notice of determination for the purposes of **Public events – Wine and food festival and beer and cider festival**.

The approved dates of the events are:

Southern Highlands Wine and Food Festival – Friday 28 September to Monday 1 October 2018 (including set up and take down)

Highlands Beer and Cider Festival – Thursday 21 February to Monday 25 February 2019 (including set up and take down)

The events must only be conducted on the dates specified above. There is no approval for any events to be conducted after the above dates.

##### 2. Development in Accordance with Plans and Documents

The development shall be implemented in accordance with the approved plans and supporting documents set out in the following table except where modified by any conditions of development consent.

Plan Title / Supporting Document	Reference / Version	Prepared By	Dated
Statement Of Environmental Effects	Version 1.0	Mark Bourne	18 April 2018
Traffic Management Plan	Southern Highland Food and Wine Festival 2018	Craig Eeles	19 April 2018
Traffic Management Plan	Highlands Beer and Cider Festival 2019	Craig Eeles	19 April 2018
Additional information email	NA	Mark Bourne	4 June 2018
Bushfire Emergency Management and Evacuation Plan	Version 2.0	John Scott	16 May 2018

**Reason:** *To ensure the development is carried out in accordance with the approved plans and documentation.*

##### 3. Inconsistency Between Documents

In the event of any inconsistency between the conditions of this consent and the



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drawings/documents referred to above, the conditions of this consent shall prevail to the extent of the inconsistency.

**Reason:** *To ensure that the development is undertaken in accordance with the submitted plans and documents (as amended).*

**CONDITIONS TO BE SATISFIED PRIOR TO THE COMMENCEMENT OF WORK**

**4. Road Occupancy Licence - Section 138 Roads Act 1993**

Prior to commencement of any work within the road reserve, a Road Occupancy License shall be obtained from the Roads and Maritime Services (RMS) or Wingecarribee Shire Council, as the case may require. The application shall be accompanied by a Traffic Management Plan, prepared by a person who is qualified and certified to prepare Traffic Control Plans.

**Reason:** *Statutory requirement.*

**5. Section 68 Local Government Act 1993 Approvals**

Prior to the commencement of any work or activity on the site, an application under section 68 of the Local Government Act 993 must be made to, and approved by, Wingecarribee Shire Council for the following approvals in respect of community land:

- Direct or procure a theatrical, musical or other entertainment for the public;
- Construct a temporary enclosure for the purpose of entertainment
- Set up, operate or use a loudspeaker or sound amplifying device.

**Reason:** *Statutory requirement.*

**6. Developer to advise of damage to Council property**

The developer must advise Council of any damage to property controlled by Council which adjoins the site including kerbs, gutters, footpaths, walkways, reserves and the like, prior to commencement of any work on the site (dilapidation report). Failure to identify existing damage will result in all damage detected after completion of the building work being repaired at the Developer's expense.

The event supervisor is responsible to ensure that all contractors, sub-contractors, and delivery trucks use a designated access point to prevent damage to Council's property. Repairs to damaged grass verges, concrete footpath, kerb and gutter are to be carried out by the contractor/builder to Council's specification and supervision within one (1) week of the completion of each event.

**Reason:** *Public safety.*

**7. Developer to protect heritage features and plantings**

The developer must submit to Council for approval at least one month prior to the event a plan that:

- Identifies heritage structures, relics, trees and other plantings ('features') within the Park;
- Details measures to be taken to protect those features during the conduct of the events;
- provides for remedial work in the event of damage caused to the features.

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The plan must make reference to the Conservation Management Strategy (CMS) for Berrima Market Place.

Following approval by Council, the measures in the approved plan must be implemented during the conduct of the events.

**Reason:** *To protect heritage features in the Park.*

#### **8. Waste Management Plan**

At least one month prior to the event, the applicant must submit to Council for approval a Waste Management Plan that details all aspects of waste management for each event, including:

- Number, size and location of waste bins;
- Means to maximize recycling;
- Details of collection times and procedures;
- Provision for collection of all waste and litter in the public streets within 200 metres of the site (including Old Hume Highway, Jellore Street, Bryan Street, Stockade Street and the parking area to be used by stallholders) at the end of each day of the events.

The approved Waste Management Plan must be implemented during the conduct of the events.

**Reason:** *To ensure that waste is managed in a sustainable manner.*

### **CONDITIONS TO BE SATISFIED DURING THE OPERATION AND USE OF THE DEVELOPMENT**

#### **9. Hours of operation**

The approved hours of operation are:

DAY	HOURS
Set up and take down days	9am to 6pm
Event days	10am to 6pm

**Reason:** *To ensure that the amenity of the surrounding area is not compromised as a result of the operation of the development.*

**Note:** *Any variation to these hours will require Council consent via the lodgement of an application under Section 96 of the Environmental Planning and Assessment Act 1979.*

#### **10. No vehicles to enter Market Place**

No vehicles are to enter Market Place as part of the setting up, taking down or operation of the events without Council's express permission.

**Reason:** *To prevent compaction of the soil and damage to root systems of trees within the park.*

#### **11. Amenity**

The approved use on the site shall be conducted in such a manner so as not to interfere with the

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amenity of the neighbourhood by reason of noise, smoke, smell, vibration, gases, vapours, dust, particulate matter or other impurities from the premises.

**Reason:** *To ensure that the amenity of neighbouring properties is not compromised.*

#### **12. Lighting**

All external lighting shall:

- (a) comply with AS 4282-1997 Control of the obtrusive effects of outdoor lighting, and
- (b) be mounted, screened and directed in a way that it does not create a nuisance or light spill on to buildings on adjoining lots or public places.

**Reason:** *To ensure that the amenity of neighbouring properties is not compromised.*

#### **13. Noise Control**

The use of the premises shall not give rise to the transmission of offensive noise to any place of different occupancy.

**Reason:** *To prevent loss of amenity to the area.*

#### **14. Temporary/Mobile Food Premises Requirements**

Temporary food premises must be set up and operated in accordance with the *Food Act, Food Regulation, Food Safety Standards* and NSW Food Authority's *Guidelines for Food Businesses at Temporary Events*.

In addition to the above-mentioned requirements, food vending vehicles must also comply with the NSW Food Authority's *Guidelines for Mobile Food Vending Vehicles*.

**Reason:** *Compliance with relevant legislation, guidelines and standard.*

#### **15. Provision of Toilets and Hand Washing Facilities for Food Handlers**

Toilets must be provided for the use by all food handlers and maintained in a hygienic condition. A hand washing facility must be provided immediately adjacent to the toilets. It has to have warm running water through a single outlet and be supplied with soap and paper towel.

**Reason:** *Compliance with relevant legislation, guidelines and standards.*

#### **16. Food Premises Notification Requirements**

Notifications of the temporary food events must be submitted to Council no later than one week before the event.

**Reason:** *Registration and notification to relevant authorities.*

#### **17. Bush Fire Protection**

The development must comply with the following bush fire protection measures:

##### *Asset Protection Zones*

The intent of measures is to provide sufficient space and maintain reduced fuel loads so as to ensure

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radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building. To achieve this, the following condition must apply:

At the commencement of the event set up and until event finish the southern boundary of the event area shall be clear for a distance of 10 metres, to provide access for fire fighting vehicles.

*Evacuation and Emergency Management*

The intent of measures is to provide suitable emergency an evacuation (and relocation) arrangements for occupants of special fire protection purpose developments. To achieve this, the following conditions must apply:

Arrangements for emergency and evacuation must comply with section 4.2.7 of 'Planning for Bush Fire Protection', particularly:

- If the Fire danger rating (FDR) is predicted to reach Very High the organization committee must meet and assess the situation and determine whether the event is to be held, in consultation with the RFS Mittagong Fire Control Centre;
- If a bushfire event occurs in the locality during the events then emergency evacuation procedures must be followed working in conjunction with the RFS Mittagong Fire Control Centre.

**18. Compliance with approved Traffic Management Plans**

The events are to be conducted in accordance with the approved Traffic Management Plans, subject to any amendment or additional requirements of NSW Roads and Maritime Services and the NSW Police Force.

*Reason: Traffic and pedestrian safety*

**CONCURRENCE CONDITIONS**

**19. Concurrence - Water NSW**

Concurrence has been granted by Water NSW for the development pursuant to *State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011*. The conditions provided by Water NSW are provided at Attachment 1 and form part of this Notice of Determination.

**ADVISORY MATTERS**

**Dial Before You Dig**

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial Before You Dig at [www.1100.com.au](http://www.1100.com.au) or telephone 1100 before excavating or erecting structures. (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial Before You Dig service in advance of any construction or planning activities.

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*Telecommunications Act 1997 (Commonwealth)*

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's mobile network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Commonwealth)* and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on Phone Number 1800 810 443.

**Lapsing of Consent**

In accordance with Section 95 of the *Environmental Planning and Assessment Act 1979* (as amended), this Development Consent lapses five (5) years after the date from which it operates unless building, engineering or construction work has physically commenced. A Construction Certificate must be obtained and the works commenced in accordance with the approved plans and specifications within five (5) years from the date of this Development Consent.



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**ATTACHMENT 1 CONCURRENCE CONDITIONS – WATER NSW**

**Water NSW's Concurrence Conditions**  
**DA No 18/0442; Lot 1 DP 1152987; Old Hume Highway, Berrima**

**General**

1. The temporary events for the Southern Highlands Food & Wine Festival 2018 and the Highlands Beer & Cider Festival 2019 and associated potential water quality impacts from toilets, food stalls, onsite parking and litter at the Market Place Park, shall be managed in accordance with the Statement of Environmental Effects prepared by Mark Bourne (dated 18 April 2018), the Traffic Management Plans prepared by All Arena Traffic Services (undated); the additional information e-mailed by Mark Bourne (dated 4 June 2018) and the following conditions. No changes to the temporary events that will impact on water quality shall be permitted without the agreement of Water NSW.

*Reason for Condition 1 - Water NSW has based its assessment under the State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011 on this version of the proposal.*

**Wastewater**

2. The wastewater management for the event shall be implemented as specified in the additional information e-mailed by Mark Bourne (dated 4 June 2018) but with the following specific requirements and modifications. No changes to the wastewater management that will impact on water quality, shall be permitted without the agreement of Water NSW.
3. No wastewater generated from the rinsing of crockery, cutlery and glassware shall be disposed of on any open grassed area.
4. A licensed pump-out truck shall be "on-call" on the day of the events to pump-out the portable toilets as required and sewage shall be disposed of at an appropriately licensed waste facility.

*Reason for Conditions 2 to 4 – To ensure that the wastewater management is appropriately designed, located and constructed so as to have a sustainable neutral or beneficial effect on water quality.*

**Other**

5. All rubbish and waste associated with the temporary events shall be sorted, collected in bins periodically throughout the events and shall be removed from the site immediately after the events, and deposited in a licensed waste facility.
6. In the event of significant wet weather and saturated ground conditions that adversely affect parking on grassed/unpaved areas and high foot traffic areas for the event, the event must be postponed **OR** alternative suitable parking and transport to the site must be provided which shall include:
  - effective erosion and sediment controls to be installed immediately before or during the event around the event parking area to prevent sediment or polluted water leaving the site or entering any natural drainage system or stormwater drain, and

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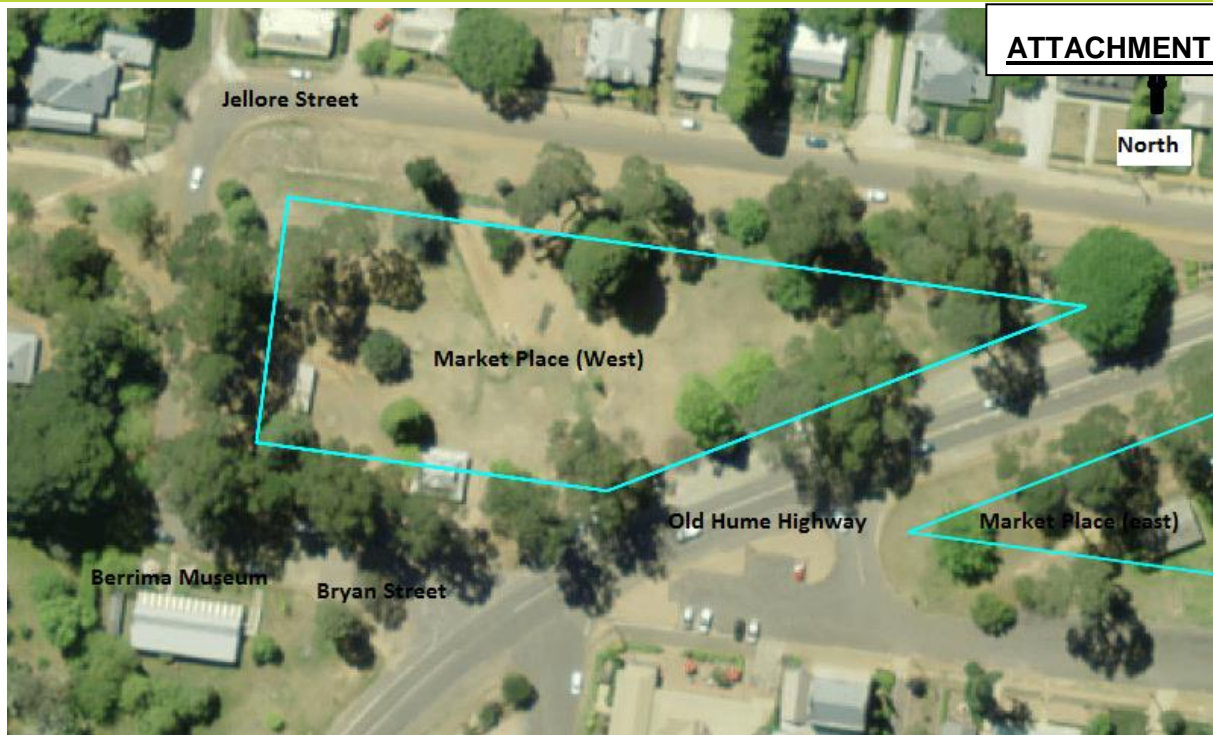
- the controls shall be maintained and retained until each event has concluded and suitable groundcover re-established or the ground surface stabilised.
7. All patrons, stall holders, staff and contractors shall be advised of their responsibilities in relation to wastewater, solid waste and erosion and sediment control management.

*Reason for Conditions 5 to 7 – To ensure that the holding of the events at the venue will not adversely affect water quality, so as to ensure a sustainable neutral or beneficial effect on water quality over the longer term.*

**END OF CONDITIONS**

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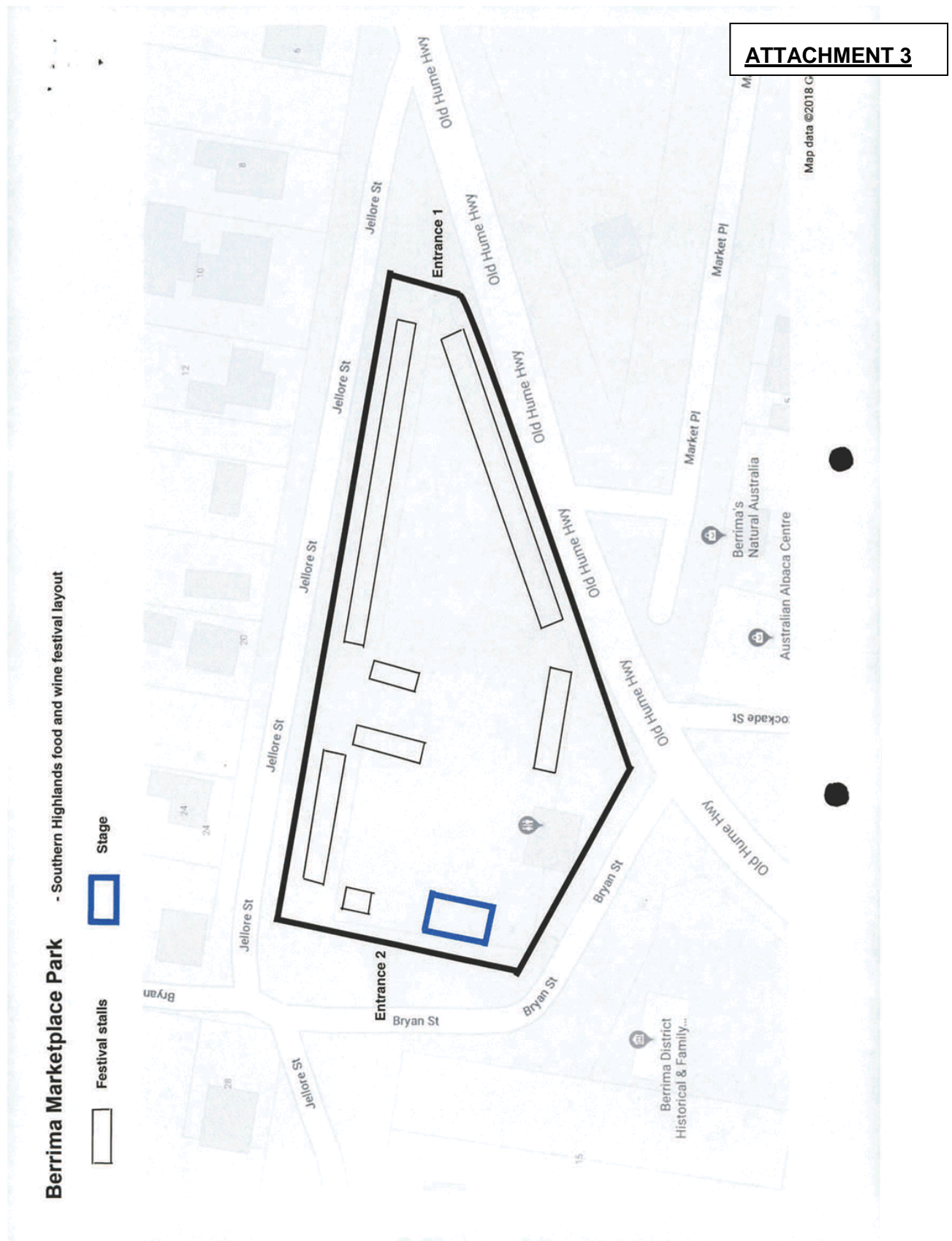
ATTACHMENT 2 Figure 1 - Locality plan showing site and surrounds





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ATTACHMENT 3 Figure 2 - Proposed site layout



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**ATTACHMENT 4 Conservation Management Strategy (CMS) for Berrima Market Place**



**ATTACHMENT 4**



WINGECARRIBEE SHIRE COUNCIL

**BERRIMA MARKET PLACE CONSERVATION MANAGEMENT STRATEGY**  
 ADOPTED BY COUNCIL 27 JUNE 2007

## CONSERVATION MANAGEMENT STRATEGY

**PLACE NAME: BERRIMA MARKET PLACE ("BERRIMA PARK")**

**ADDRESS: BERRIMA**

*Prepared for Wingecarribee Shire Council by Peter Kabaila.*

### INTRODUCTION

The purpose of this strategy is to provide ongoing management guidelines for the vegetation within Market Place Park. It is not a conservation management plan for the park as a whole and does not include recommendations for the various structures, memorials and plaques which are contained therein. Vegetation management is considered in light of the heritage significance of the park and its relationship with the village of Berrima.

### INVESTIGATION AND ASSESSMENT

The Berrima Market Place is a key landscape in the centre of Berrima village. It is a popular destination for day – trippers, as well as a stopover for motorists travelling up and down the Hume Highway. The existing nature of planting is that of major species about the perimeter and central open grassed areas. The open grass "green" should remain as the setting for passive recreation. The views between the massive pine trunks to the historic cottages and inns of Jellore Street and Market Street are important visual elements and should not be jeopardised by increasing central planting, car parking or increased public facilities such as play equipment, shelters or other structures. The spacing of trees is critical in order to ensure the characteristic views of surrounding historic buildings are not lost. The scale of buildings within Berrima is generally small. The towering pines along the perimeter of the park further reduce the visual scale of the cottages and inns adding to their "modest and humble" character. The scale of the mature trees is also important in terms of reducing the scale and visual impact of new structures on both the adjoining heritage buildings and within the village as a whole.

Whilst the plantings are exotic, the park is very much a part of the Australian landscape, as dry conditions, lack of irrigation or formal flower beds creates a sparse and austere environment. Rather than the lush formal style found in the European climate. It is important that this character be retained as it reflects the harsh conditions with which the early settlement had to struggle.

The Park whilst dissected by the Old Hume Highway into two portions must be viewed as a single entity. Currently there are a few physical and visual barriers which tend to make the park appear to be divided, these being the continuation of the perimeter planting along the Old Hume Highway and the carparking.

The site has long had recognised high local significance, evidenced in concerns expressed since the 1970s by the Berrima Residents Association and the National Trust of Australia (refer *Berrima Guidelines for Planning and Landscape*), calling for a plan to manage the pine trees, some of which appear to be dying and have been removed by Council. **Formal investigation and assessment of significance of the Berrima Market Place has been carried out using the local Council's heritage database (SHI format), which is attached to this report and the *Berrima Conservation Study* by Lester Firth Murton Pty Ltd.**

### STATEMENT OF SIGNIFICANCE

Berrima village is considered to be of State significance and is currently being considered for listing as a precinct on the State Heritage Register. Market Place Park is historically linked with the development of the town of Berrima. The Market Place was designed as the central element in Berrima town, which retains the footprint of the original 1830 Hoddle town plan and is an example of the application early town planning principles. The bridge relics, hand hewn by convict labour, are a connection to the origins of Berrima as part of a penal settlement. The park is associated, through its tree plantings, with Mrs Isobel Crowe, the first female to graduate in horticulture in New South Wales, Claude Crowe, noted landscape designer of the 1950s, Sir Henry Parkes and Queen Victoria, who's Diamond Jubilee was commemorated by tree plantings. The Park is also associated, through bridge relics, with David Lennox, the colony's most renowned bridge builder. The park is of high landmark value, well-known by motorists as a rest area. The aesthetic significance is characterised by the tree

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ADOPTED BY COUNCIL 27 JUNE 2007

plantings which reflect the civic activities of the Berrima community over the past 110 years. It is of outstandingly high social significance as a core feature of the historic Berrima village.

Market Place is considered therefore to be of high significance due to its key role within Berrima as a focus for the village, visual environment and setting of the village as well as for the key historic structures and features which are contained therein.

The former village market place is today a park that is a popular stopover for motorists taking a detour from the Hume Highway. This park comprises the following core historic features:

1. Distinctive townscape.
2. Relationship with nearby historic buildings.
3. Sandstone kerbing.
4. Pine tree plantings dating from the 1890s and later.
5. Sir Henry Parkes Oak Tree.
6. Cenotaph.



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### 1. GENERAL STATEMENT OF CONSERVATION APPROACH

The objective of the conservation approach is to retain and conserve the historic fabric of the site while maintaining its use for community activities, passive recreation and tourism.

The purpose of the conservation policies set out in this plan is to provide a guide to the development and care of the site in ways that retain or reinforce its significance. Such policies are framed to:

1. Retain site character. The character of the site is that of a village green surrounded by a perimeter of predominantly pine species. The trees being spaced in a manner that allows for key view lines to surrounding historic buildings.
2. Prevent further loss of trees, where possible.
3. Propose a plan to replace trees in poor condition with suitable plantings, in a sensibly staged manner.
4. Provide visible works such as interpretive signs, to enhance the experience for visitors.

The scope of possible conservation and interpretation works covers a wide spectrum. Without establishing conservation policies and priorities for the works, there are a multitude of possible problems, including:

1. Works are likely to be done in many stages.
2. Works are likely to be difficult to budget.
3. Integrity of the site should be conserved. If the site integrity is destroyed, then all other measures and treatments will be pointless and will have failed.

The main thrust of this report is to conserve and recommend appropriate actions towards the maintenance of the site itself and its relationship with the village. So it is strategically important that not only the "invisible" conservation work be carried out, such as periodic inspection and reporting of the condition of the trees, but that some highly visible work, such as new plantings and signage, be attended to.

Such an intensively used park should be maintained. The "village green" clearing in the centre of each half of the site is water-starved with grass in poor condition. Alternate grass varieties which are frost hardy and drought tolerant should be considered rather than irrigation as well as appropriate use of fertilisers and oxygenation of compacted soil areas. Watering of the old trees is not considered suitable for maintenance, as it is likely that such water will be cut off in the future. Ironically, the upper, dry and unwatered half of the site has trees in better condition than the lower half of the site, in which trees have suffered from being watered for a period and then having their water cut off. Continued use of existing pine species which have proven resilient to the park's conditions is recommended.

Deciduous trees on the site appear healthier than the old pines and provide seasonal colour with winter sun. The replacement program should concentrate on pine species to retain the character of the site. In order to maintain the existing character and significance of the plantings it is recommended that replanting of *Pinus pinea*, *Pinus radiata* and *Pinus pinaster* be used to replace existing senescent trees. These tree species are both proven within the existing conditions and will be more consistent with the original plantings. The replacement of trees would meet the heritage criteria of maintaining a difference to the original planting as the new trees would always be identifiable by their age and size.

Unlike an historic building, which can be retained indefinitely if remedial works are carried out, the site is an evolving landscape. It has been inspected carefully for hazard, and about a third of its old trees are recommended for replacement. This is partly due to the fact that the radiata pines are such fast growing trees that they reached maturity within 50 years. Past this age, unless carefully managed, they become hazardous to the public.

Under-planting is not advised as a suitable method of replacement planting. Instead, whole areas should be marked out, signposted with an explanatory sign for the public and then replanted. Mower impact is the main source of damage to planted trees and all new plantings should be shielded from such damage. The spacing of large trees should be in the 16-20 metre range.

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The end product is proposed to be a site that retains its historic trees, includes replacement plantings that will be part of the future heritage of Berrima, and minimises risk of falling branches injuring the public.

It is recommended that the car parking located along either side of the Old Hume Highway be removed or relocated in order to enhance the appearance of the park as being a single entity. Car parking could be relocated to the south western end of the park in the vicinity of the museum which is an area that is currently underutilised and may have the added benefit of attracting more visitors to the museum.

## **2. OWNER'S OR STEWARD'S REQUIREMENTS**

The Council wishes to improve public safety, maintain the integrity of the site and its relationship with the village as a whole, install interpretive signage and improve its tourism attraction.

## **3. WHAT ITEMS/FABRIC MUST BE CONSERVED?**

The entire remnant portions of structures over 50 years old, particularly trees if in healthy and safe condition.

## **4. WHAT ITEMS/FABRIC CAN BE ALTERED?**

Structures that present a trip hazard to the public (e.g. concrete bench footings no longer in use), and trees that are identified by a relevant expert as being in poor condition or presenting a hazard to the public may be removed or altered. Removal of any structures or plantings may be carried out only after consultation with the heritage adviser.

## **5. WHAT ARE THE EXEMPTIONS FROM THE HERITAGE ACT?**

All standard exemptions under the Heritage Act apply including the following specific exemptions: maintenance and cleaning, repairs, painting, restoration and temporary structures.

Exempt from section 57(1) subsections as indicated:

- [a] Demolition – any work under Policy 4.
- [b] Damage or despoil – no exemption.
- [c] Move relics or objects – any work under policy 6 after consultation with the Heritage Adviser.
- [d] Excavate for relics – any work under policy 6 after consultation with the Heritage Adviser.
- [e] New development – any work under policies 4 and 9 and plan B (attached), after consultation with the Heritage Adviser and any other work specified in this report.
- [f] Alterations – as for [e].
- [g] Signs – any work after consultation with the Heritage Adviser.
- [h] Trees and vegetation – any work after consultation with the Heritage adviser and any other work specified in this report.

## **6. WHAT TO DO WITH ARCHAEOLOGICAL MATERIAL?**

Discuss with Heritage Adviser before excavation in any area of the site. Any historic relics found are to be retained on the site. If excavation for any purposes other than conservation of stone structures or gardening is required, it will be discussed with Council Planning staff and the Heritage Adviser and an Excavation Permit obtained when necessary.

## **7. WHAT ARE THE GAPS IN EXISTING KNOWLEDGE ABOUT THE ITEM?**

History of the site is only known in general outline and no detailed site investigation has been carried out.

## **8. WHO SHOULD RECEIVE COPIES OF THIS DOCUMENT?**

One copy to each: Council, Council website, Berrima Residents Association, Heritage Adviser, NSW Heritage Office and Berrima District Historical and Family History Society.

## **9. IF THE ITEM IS TO BE OPEN TO THE PUBLIC WHAT ARE THE RISKS TO PUBLIC SAFETY AND HOW CAN THEY BE MITIGATED.**

The site is a level terrain of parkland and is not inherently hazardous. Risks to public safety should be mitigated by:

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- [a] Conducting a tree replanting program to replace any trees that are in poor condition.
- [b] Regular supervised maintenance by a qualified arborist.

**10. WHAT ARE THE ITEM'S CONSERVATION NEEDS AND INTERPRETATION REQUIREMENTS?**

- [a] Funding should be sought each financial year so that conservation works could be progressed.
- [b] Care of the site and increasing tourism to it should be promoted as a core Council and local business activity.
- [c] A brief should be prepared each year, utilising available funding to target conservation of site features that are in the poorest condition.

**11. ARE THERE ANY CONFIDENTIAL MATTERS TO BE INCLUDED IN AN APPENDIX?**

No.

**12. REVIEW**

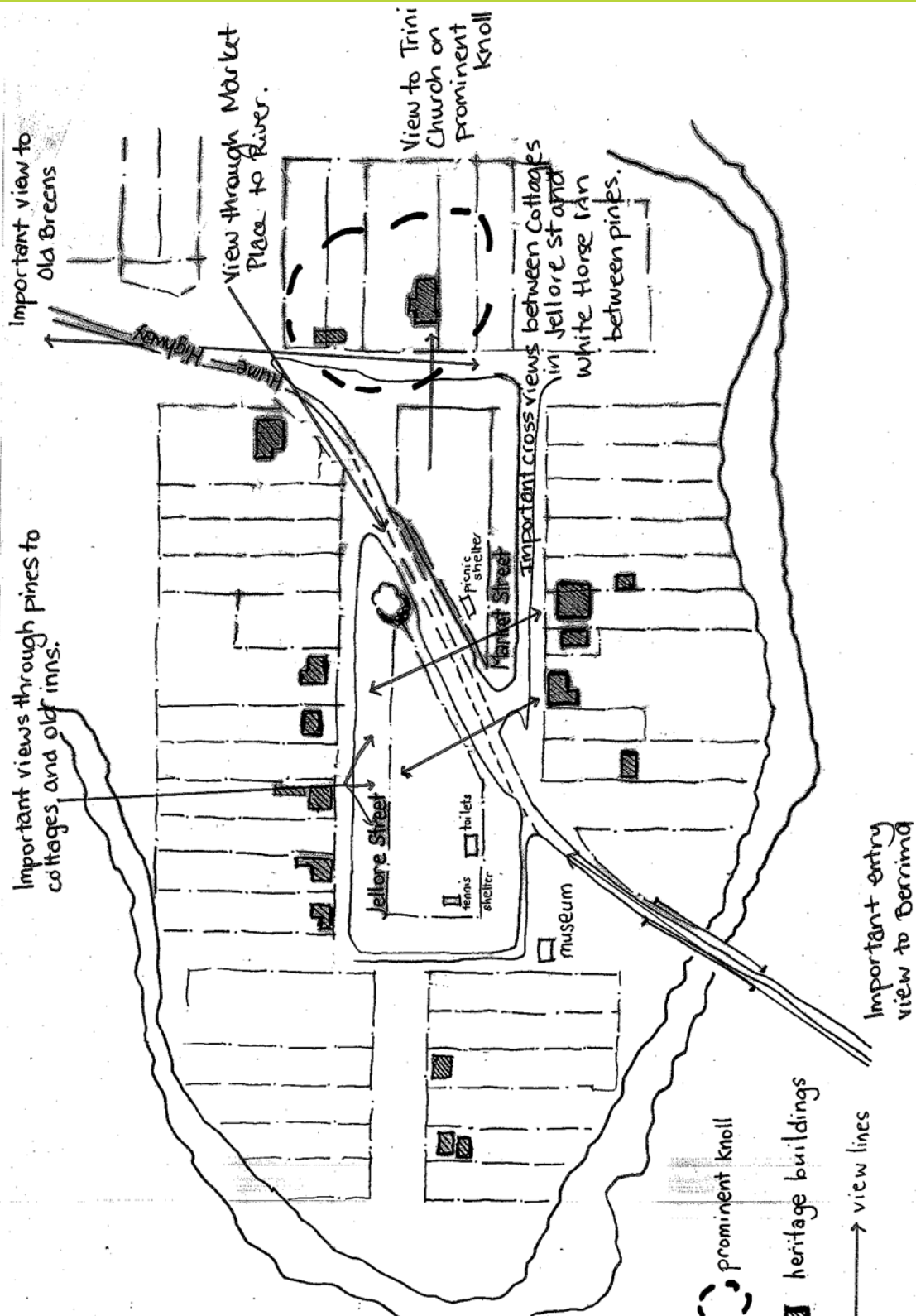
This plan should be reviewed every five years, in consultation with the local Heritage Adviser, or this plan should be replaced by a formal CMP within the next five years, subject to availability of Heritage Office funding during that period.

**13. PLANS ATTACHED.**

Plan A: Existing Plan.  
Plan B: Proposed Plan.  
Plan C: Important View Lines

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**14. SCHEDULE OF FEATURES TO BE CONSERVED**

	Feature	Interpretation
1	Bridge Foundation Stones	<p>a. The original Lennox Bridge was a fine stone arch bridge with a span of some 50ft, similar in design to Lansdowne Bridge in Sydney. It was completed in 1836. It was damaged by floodwaters in 1858, but a later flood in February 1860 destroyed the bridge.</p> <p>b. The second bridge, completed in 1860, was a wooden truss bridge, designed by Captain Martindale of the Royal Engineers. Stone from the Lennox Bridge was used for the piers of this bridge, which was about 38 metres downstream from the Lennox Bridge.</p> <p>c. The third bridge was completed in 1897 and is the one pictured on the Heritage Inventory (Inventory No. 2680233). This bridge was also a truss bridge with a higher deck level than the Martindale Bridge, constructed by contractors Loveridge and Hudson. The Martindale pylons were raised in height by 3 metres. This bridge was replaced in 1963 by the present steel and concrete structure, which was built about 17 metres upstream from the 1897 bridge i.e. about half way between the 1860/1897 timber truss bridges.</p>
2	Sandstone kerbing	It is understood that the perimeter sandstone kerbing and retaining wall was put in after the bridge pylons from the 1860/1897 bridge were demolished in 1963. The stone from the 1836 Lennox bridge had been reused in 1860, and additional stone quarried by Loveridge and Hudson in 1896. The date stones 1860 and 1897 installed when the kerbing was laid reflect this historical progression.
3	Tennis court earthwork	Berrima had two tennis courts in the market place from at least 1900. These were removed and grassed in c1950, but the outline of their earth bank remains visible. Tree number 30 was planted after the tennis courts were removed.
4	Tennis court shelter	The original tennis court shelter, a cypress framed and galvanised iron structure, remains.
5	Maypole	A steel maypole is all that remains of earlier play structures. Jill Denney (tel 4877 1313), who was born in Berrima, remembered children using the maypole on May Day. According to Mrs Isobel Crowe, it was installed to mark the occasion of the Public School Centenary.
6	Concrete benches	Council built park benches typical of the 1950s, in Pine Green and Indian Red painted concrete.
7	Lunch shelter	Council built lunch shelter. A high quality design of the 1970s, with tapered sandstone columns and aesthetically pleasing proportions. A heritage item of the future.
8	Toilet block	Council built 1980s toilet block, brick walls with corrugated roof. Heritage infill style. Well-maintained.
9	Cenotaph	<p>Cenotaph (stone war memorial), connected by a formal pathway of aesthetic value, to the Henry Parkes Oak.</p> <p>The Cenotaph was constructed by about a dozen men under the auspices of the Berrima RSL Sub branch in 1953 and opened officially on Anzac Day, 25<sup>th</sup> April 1953.</p>
10	Henry Parkes Oak 1890 (Tree no 17)	Planted by Sir Henry Parkes, journalist and politician known as the "Father of Federation".

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	Feature	Interpretation
	Also note tree no 95 planted c1970	One of the very first trees planted was an English Oak planted by Sir Henry Parkes when he visited Berrima (tree number 95, on the corner across the road, was a seedling from the Parkes Oak, planted c1970 by Claude and Isobel Crowe). The plaque next to the tree reads: This English Oak was planted here on the 21 March 1890 by Sir Henry Parkes Premier of NSW and Father of Australian Federation.
11	Anzac Dawn Service area picket fence & lamp posts	<p>The perimeter around the Cenotaph (war memorial) was used annually for Anzac Dawn from 1953, and services were held for some years after that time, attended mostly by veterans of the Second World War including President of the Sub – branch Arthur Bender of Mittagong, Mr A.H. Elton and Mr A. G Evans. Eventually the Dawn service moved to the larger towns. The fence was replaced with a picket fence by Council. In 2005 the Berrima Residents Association replaced the, by then, rotted and collapsed picket fence. Plans were being made in 2006 to revive the first Anzac Dawn Service at this location.</p> <p>One of the lamp posts was originally from Berrima, near the former Finlayson Presbyterian Church and the other was from Pioneer Street, Mittagong, obtained by Mr. Mead an electrical engineer from the Berrima County Council who arranged the installation of the lighting in 1953. It is possible that these lamp posts were cast by Brazenall at his Mittagong Foundry (more research required).</p>
12	Oak planted by Annie Bender (Tree no 27)	Crimson Oak planted by Jill Denney's grandmother Annie Taylor (nee Bender) planted in 1890 at about the age of fifteen.
13	<p>First planting phase: 1890s plantings.</p> <p>Memorial Cairn and plaque (near tree no. 47)</p>	<p>The plaque, placed 1986, recalls the planting of many of the pine trees at Berrima Market Place in June 1897 to celebrate Queen Victoria's Diamond Jubilee.</p> <p>The hypothesis current in 2006 was that the Diamond Jubilee plantings are represented mainly by the old <i>Pinus radiata</i> and <i>Pinus pinaster</i> trees and one notable <i>Quercus robur</i> (English Oak).</p> <p>A newspaper article from the turn of the 19<sup>th</sup> century specifically refers to pine trees as <i>Pinus insignia</i> (a form of radiata). The significance of the Pinus insignia is that it was a tree favoured by Queen Victoria, and planted widely throughout the colonies, especially, it seems, for the Jubilee in 1897. <b>Note check with Charlotte as to the correct reference for these trees.</b></p>
14	<p>Second planting phase: 1940s to 1960s plantings.</p> <p>Widened range of pine tree plantings</p>	<p>Claude Crowe had worked with Danish-born Paul Sorensen, who became known as Australia's Master Gardener, and was very active in the 1930s. The Crowes arrived in Berrima in the 1930s and set up a nursery, tasked by the federal government to contribute to a national seed bank. Claude Crowe became a noted nurseryman and cool climate landscape designer, very active in the region in the 1950s. Isabelle and Claude planted many of the trees in Berrima from the 1940s to c1990.</p> <p>Isabelle and Claude Crowe were mainly responsible for a second planting phase that slightly widened the planted species. There was also some sporadic planting, mainly associated with memorialising certain local people, during the 1980s.</p>
15	Memorial plaque to Sydney Wrightson (near tree no. 106)	<p>A plaque next to a small Golden Elm, planted 1982.</p> <p>The plaque reads: "This tree was planted in memory of Sydney Osborne Pop Wrightson 1905-1982. A long-term resident and friend of Berrima, in</p>

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	Feature	Interpretation
		appreciation from the Berrima Residents Association".
16	Main signage	The main signs installed in Berrima town have a distinctive signature colour scheme in black and gold.
17	Irrigation system	<p>An underground irrigation system installed c1950s used to water the Market Place. Originally there had been no water laid on in the Market Place, so the Crowe's supplied water to the Council public toilets, pumping it up from the river.</p> <p>Ten years later when town water was supplied, someone installed an underground galvanised pipe irrigation system, with points of attachment for revolving sprays. Most of the bottom park (western half) was covered by sprays. Men from Berrima gaol (C3 classification) would regularly operate the watering system. The watering system appears to have been maintained and kept in use to about 1990. Female prisoners moved into Berrima Gaol in December, 2001, however, there were insufficient numbers of prisoners with the correct classification to undertake as much outside work. By the early 2000s, as a result of lack of watering and the drought, the Parkes Oak tree was in a bad state, and some of the pine trees were showing drought stress, and had begun dropping dead branches.</p> <p>Meter box cover and one PVC bayonet-type sprinkler mount were located and would possibly be able to be recovered, though not in current use.</p>
18	Original Playground	Original playground location, c1950s, was in a clearing to the southeast of the present playground. It was a pattern-book design of its time (as is the present one), comprising steel monkey bars, swing set and see-saw. The current play ground was installed in 2000.
19	Pin Oaks trees numbered 22, 23, and 24.	Pin Oaks ( <i>palustris</i> ) planted by the Crowes in the 1940s.
20	Liquidambar trees numbered 77, 80, and 81.	Liquidambar trees planted by the Crowes in the 1970s.
21	Dr Grace Perry plaque tree number 93.	Flowering cherry tree planted in memory of Dr Grace Perry, a local poet. Dr Perry was also a medical doctor but did not practice locally. During her time in Berrima she was best known as a poet. Plaque with dates 1927-1987 and text.
22	Time Capsule	1990s time capsule.

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## 15. CONSERVATION POLICY

	Aspects for Conservation & Interpretation	Explanation and conservation policies
1	<b>Order of priorities</b>	<p>The scope of possible conservation and interpretation works covers a wide spectrum. Important features for stopover motorists are the size and age of the trees, the views across to historic buildings, the attractive open grassed picnic area and a toilet facility. Without establishing an order of priority for the works, there are a multitude of possible approaches, likely to result in delays and inconsistent treatments. Without site integrity, all other attempts at conservation would be pointless.</p> <p>Policy 1.1  <i>The order of priorities in works relating to the site shall be:</i></p> <ol style="list-style-type: none"> <li>1. <i>Protect site integrity.</i></li> <li>2. <i>Enhance public safety.</i></li> <li>3. <i>Produce highly visible works to promote public appreciation and visitation.</i></li> </ol>
2	<b>Conserving public safety and site integrity</b>  <b>Historic tree management</b>	<p>The site has a large number of trees of various species, ages, and condition. Periodic inspection is required by a qualified arborist who should prepare a written report, identifying a particular tree if tree surgery is necessary.</p> <p>Policy 2.1  <i>Works to make the trees safe to the public should be done first.</i></p> <p>Policy 2.2  <i>Periodic inspection is required by a qualified arborist who should prepare a written report, identifying a particular tree if tree surgery is necessary.</i></p> <p>Policy 2.3  <i>Under no circumstances is any other part of any tree to be disturbed, other than that identified in the arborist's report.</i></p>
3	<b>New tree plantings</b>	<p>Recent decades have seen a randomised pattern of tree removal and experimental re-planting. Policies for tree removal and re-planting should be staged and should follow a coherent plan. If there is a perceived need not to follow the plan in any way, then the plan should be revised, advertised for comment and approved by Council before any such design change is undertaken.</p> <p>Policy 3.1  <i>A program of supervised removal and replanting needs to be established as part of the core maintenance program for Council's parks and gardens.</i></p> <p>Policy 3.2  <i>The plan attached to this strategy must be followed. Once adopted, this plan can only be varied following public exhibition and Council approval.</i></p>
4	<b>Interpretive signage</b>	<p>Much of the Market place and Berrima generally, has been "plaqued", so plaques are generally discouraged, except where used to interpret relics such as the tennis shelter and historical tree plantings. The main park sign should conform to other signs in the vicinity. One other interpretive sign, containing old photographs of the Market Place, may be placed at some suitable park viewing or entry point.</p> <p>Policy 4.1  <i>Small bronze plaques no larger than 200mm wide x 100mm high, may only be used to interpret individual relics, such as the tennis shelter. Similar sized tree plaques may be used to note the history and species of selected trees. Additional</i></p>

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	Aspects for Conservation & Interpretation	Explanation and conservation policies
		<p><i>plaques should not be installed unless recommended by the heritage adviser.</i></p> <p>Policy 4.2  <i>The main park sign should conform to the black and gold coloured signs used elsewhere in Berrima, and should note a story of origin of Berrima Market Place.</i></p> <p>Policy 4.3  <i>A maximum of one coloured metal interpretive sign, with photographs, may be installed, to a size and location recommended by the heritage adviser.</i></p>
5	Access to this plan	<p>A common fate of commissioned plans that of becoming unknown, inaccessible or lost. This plan should be available for staff and the public.</p> <p>Policy 12.1  <i>This plan should go on public display at the Shire Library.</i></p> <p>Policy 12.2  <i>This plan, or an extract of it, should be posted on the Council web-site.</i></p>

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**QUESTIONS RAISED IN DISCUSSION**

Item	Question	Advice
Heritage advice (Conservation Management Plan)	Local people want to know what advice can be prepared for the local community, particularly in regards to the old pine trees?	There is a need for a sensible action plan, supported by a conservation strategy.  The core issues regarding the trees are: Is there a problem? If so, what are the options?
Pine tree identification	The tree species have not yet been identified.	Rough-barked trees might be Radiata Pine ( <i>P. radiata</i> , native to California).  Trees with large-plated bark might be Stone Pine ( <i>P. pinea</i> , native to the Mediterranean and planted by settlers for its nuts, the "pine nuts" used on cooking).  Another commonly planted species of the 1890s was Ponderosa pine ( <i>P. ponderosa</i> , native to North America).  Inspection by an experienced forester will produce an identification of species.
Lifespan of pine trees	Also, whether the trees are, say, within 25 years of the end of their lifespan, and if so, what would be the way to stage a replacement planting program, that does not strip the park of big trees in one go.	Difficult to say how long a tree might live for. If the environment is stable they could live for centuries. If a pathogen gets into the site they could be dead in 6 months.  Some pines are very long-lived. For example, one pine planted at Gundaroo village park in the 1890s is <i>P. uncinata</i> , native to mountains of Europe, which can attain an age of more than 2000 years.  In other words, the existing pine trees could remain for generations, but this needs to be checked by a condition inspection.
Objectives for park tree management	What should be the main objectives of a plan to manage the trees?	The broad objectives of a conservation strategy should be: 1. Reduce hazard of falling trees or branches. 2. Retain the character of the historic plantings. 3. Rejuvenate rather than remove. 4. Provide infill planting to put trees into another 100 year cycle. 5. Enhance tourism attraction of the park.
Possible need for a tree replacement program	It is thought that a far-sighted tree replacement program might be necessary.  There is some doubt expressed locally about whether the replacement trees should be pines. Gum trees have been	Main policy should be to "replace like with like", which might mean other long-living conifers, such as species to match existing, or possibly other evergreen species such as California redwoods or monkey puzzle trees.  Certain trees such as gums, oaks, elms, bunya pines etc might have historical precedents as

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Item	Question	Advice
	suggested.	replacement trees. But planting should augment and complement the character of the area. Gum trees would alter the character of the plantings and are known to drop branches. The character of the park is not predominantly exotic. So, deciduous northern hardwood species such as oaks, which have proved to be very hardy and relatively fire-resistant in Australian conditions, are not suitable.  If the trees are obviously unhealthy or structurally defective then, and only then, would a removal/replacement program be warranted.
Poor condition of some trees	Some trees appear to be in poor condition. Should they be replaced?	A stand of pines in visibly poor condition are those along the car parks near the toilet block.  These may be drought stressed. If so, then they might recover. If not recoverable, then they should be removed, and horticultural advice should be obtained as to suitable treatment of the soil.  Re-planting with other pines is an option, but not the only one.
Inspection and testing	What inspection or testing might be needed to obtain specialist advice on condition of the trees and help decide which might need to be removed, if any?	Steps required are: <ol style="list-style-type: none"> <li>1. Preparation of a measured plan showing key historic features and tree locations.</li> <li>2. Visual inspection by experienced foresters to identify species, assess condition of trees taking account of a large range of variables such as prevailing wind direction, soil condition etc.</li> <li>3. Recommendations by experienced foresters regarding present and future management of the trees.</li> <li>4. Further individual tree testing by a specialist contractor (eg. resistograph work) would only be carried out if a single landmark tree was identified.</li> </ol>
Recommendations	What would be the most useful form for recommendations to take?	Preparation of a landscape management plan which combines and summarises all the recommendations, in the form of an actual map of the park with strategies noted.

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**TREE CONDITION REPORT AND OBSERVATIONS**

By Kim Wells and Jim Laity

For the purposes of this assessment we used four condition categories:

- E likely to survive long term, nil or negligible risk to the public. Retain.
- H vigorous and generally sound, likely to survive >25 years. Retain.
- M likely to survive 5-25 years, desirable to retain though may need quite intensive arboricultural treatment in interests of public safety.
- R dead or dying ("unthrifty"), poses unacceptably high risk to public. Remove.

Individual trees numbered on the "Existing Plan A" were inspected and detailed comments made on their state before allocating them one of the above categories. Heights and diameters at breast height and ages were also estimated and species recorded. Several additional trees were marked on the diagram and one or two were found to have been removed.

Twenty nine (29) trees, mainly old *Pinus radiata* (radiata pine), have been recommended for removal on the grounds that they are unacceptably hazardous to the public using the park. Consideration should be given to removing all the old radiata pine trees along Jellere Street to make way for new landscape planting, irrespective of their condition category.

Apart from for those trees classed 'E', there is generally a need for trees recommended for retention to be treated by arboriculturalists to remove dead branches or make trees safer by means such as weight balancing, cabling etc. The majority of old pines marked for retention have been classed 'M' indicating that much quite intensive arboricultural treatment will be needed if the public is to be protected. Most *P. pinaster* (maritime pine) were relatively sound and vigorous by comparison with radiata pine. One or two were even classed 'H'. A number of other conifers are represented in the park - most of them marked for retention, but only one other pine, *Pinus pinea* (stone pine - a single specimen).

Of the deciduous trees in the park, practically all are in sound, reasonably vigorous condition and pose no hazard to the public.

One observation made is that old trees in the eastern part of the park have generally healthier crowns than those in the western part. This is likely to be linked with past watering regimes. If removal of trees is to be staged, trees should be removed from the western end of the park first.

When deciding on the order in which to remove trees, thought should also be given to the effect of strong winds on newly exposed trees. Also, there are limitations of an at ground visible survey and arborist observations, whilst actually working in trees, are most important in regard to safety issues not evident from the ground.

In considering re-establishment of coniferous trees in the park, there are many species of the genus *Pinus* to choose from, whose performance in the locality will be known. Additionally, reviewing results from trial plantings in Canberra and arboreta near Canberra would reveal more than a dozen suitable candidate species. Both the major pine species which were used in the Berrima Park are plantation species, not well suited to park planting without close management. Many species of conifers, other than of the genus *Pinus*, will also be suitable, as will numerous exotic hardwood species.

*Pinus canariensis* could be a substitute if widely spaced. *Pinus muricata*, although not having good record here could be more suitable at Berrima, being wetter and with less extreme summers. Well managed clonally produced *P. radiata* at wide spacings (16-20 metres) could be more successful than other similar pine species. Restricting to *Pinus sp* would be an artificial limitation, as other conifers could be used that provide more interest. There is potential to create a mini-conifer botanic gardens using species already growing well in the region and others that have potential to grow. This could create a unique landscape and be a feature of the park. Otherwise, local horticultural/landscape people could make selections. It was interesting that Currango homestead, 1270 metres ASL, in Kos Nat Park had similar radiata pines to those in Berrima and *P. ponderosa* of a similar size. They had chosen Douglas fir as a replacement species.'

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A list of tree species (in height order) from Blundell's Arboretum shows that *P. muricata* (Bishop's pine) is there and performing reasonably well. While Blundell's was first planted in 1926, not all plots are this old as some were replanted after a fire in 1945. There is a provenance trial of this species at another (now burnt) arboretum - seed sourced from 4 localities. Performance varied greatly with provenance, something any horticulturalist or forester knows. There was some thought that this species might provide a back-up to *P. radiata* if calamity overtook the plantations. It has similar wood properties, better perhaps, but somewhat slower growth and perhaps more site specific. Blundell's is only one of around 14 arboreta that Friends of ACT Arboreta have measured. So there are a lot of data on coniferous species (mainly of genus *Pinus*) available for analysis. The best performing species at Blundell's Flat, which is in the foothills of the Brindabellas won't necessarily perform in that order at Berrima. Performance of existing plantings at Berrima itself should be investigated first.



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**TREE INVENTORY AND RECOMMENDATIONS**

Tree No.	Species	Age (Est.)	Ht (m)	Dia. (cm)	Condition Category	Notes
1	Pinus radiata	110	30	132	R	Dying crown. High risk to public.
2	Pinus radiata	110	30	132	R	Dying crown. High risk to public.
3	Pinus radiata	110	31	130	R	Dying crown. Multiple leaders.
4	Pinus radiata	10	12	30	H	Low risk to public.
5	Pinus radiata	110	30	110	R	Double leader. Dying.
6	Pinus pinaster	10	6	12	H	
7	Pinus pinaster	10	7	19	H	
8	Pinus pinaster	110	30	105	M	Dead wood. Large branch with rot in branch scars, but good union.
9	Pinus pinaster	110	31	80	M	Dead wood. Large branch with rot in branch scars, but good union.
10	Pinus pinaster	10	5	20	M	Poor form. Leaning. Needs pruning.
10a	Pinus pinaster	10	4	12	M	Prune.
11	Acer sp.	-	7		R	Multi-leader. Sucker off old stump. Supplied by Crowes
12	Pinus radiata	110	32	150	M	Multi-leader. Possible rot.
13	Pinus pinaster	10	4	12	M	Prune.
14	Pyrocantha	10	-	95	R	
15	Pinus radiata	110	32	200	M	Leaning. Dead wood. Multi-leader.
16	Pinus radiata	110	31	100	R	Leaning. Double leader. Limb with wound. Unbalanced.
17	Quercus robur (English Oak)	1890	17	95	E	In good order. Plaque. Henry Parkes Oak 1890. Also note tree no 95 planted c1970.
18	Pinus pinaster	110	35	105	M	Treat deadwood.
19	Pinus radiata	110	32	140	R	Multi-leader. High risk to public.
20	Pinus radiata	110	30	150	M	Multi-leader. But good angles. Reduce weight of branches.
21	Pinus pinaster	110	32	110	M	Some dead wood.
22	Quercus palustris (Pin oak)	60	17	50	H	Planted by Crowes 1940s. Tree age appears to be younger.
23	Quercus palustris (Pin oak)	60	17	50	H	Planted by Crowes 1940s. Tree age appears to be younger.
23a	Pinus pinaster					
24	Quercus palustris (Pin oak)	60	17	50	H	Planted by Crowes 1940s. Tree age appears to be younger.
25	Pinus radiata	110	30	220	M	Multi-leader. Treat dead wood and ensure weight reduction.
26	Pinus radiata	110	31	150	R	Has dropped two branches.
27	Quercus palustris. (Crimson Oak)	1890	11	40	M	Poor form. Planted by Annie Bender, grandmother of Jill Denney. Plaque. Tree age appears to be younger.
28	Pinus radiata	110	30	130	R	Poor vigour. Numerous dead branches. Root disturbance to toilets.
29	Ulmus procera	35	12	40	M	Too close to toilets.
30	Cupressus sempervirens or torrellosa	1950s	30	13	50	Good form. Planted by Crowes after the tennis courts were removed in c1950.
31	Pinus radiata	110	32	210	R	Multi-leader. Weight reduction required. Check rot at 10m height.

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**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
**ATTACHMENT 4 Conservation Management Strategy (CMS) for Berrima Market Place**



WINGECARRIBEE SHIRE COUNCIL

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 ADOPTED BY COUNCIL 27 JUNE 2007

31a	Cupressus sempervirens	50	16	75	M or R	Double leader.
32	Pinus radiata	20	20	55	H	
32a	Pinus radiata	20	18	30	H	
33	Pinus radiata	20	18	22	R	Too close to tree 32
34	Pinus radiata	110	32	155	R	Multi-leader with some deadwood. Hazardous roots have been cut.
35	Pinus patula	20	19	35	R	Dying top. Planted 25 years ago by Isobel Crowe
36	Pinus patula	110	28	90	R	Leaning. Small crown.
37	Pinus radiata	110	31	90	R	Low vigour. Dead wood.
37a	Pinus radiata	20	6	18	M	Prune.
38	Pinus radiata	110	32	130	R	Leaning. Dead wood.
39	Pinus radiata	110	32	200	R	Unbalanced. Dead wood.
40	Cedrus deodar	20	10	30	H	OK form and vigour.
41	Cupressus sempervirens (?)	20	7	23	H	Close to C. deodar.
42	Pinus pinaster	110	30	85	H	Prune.
43	Pinus pinaster	110	30	84	M	Remove branch
44	Cedrus altantica	20	13	43	H	Some pruning could improve form.
45	Cupressus sempervirens	110	25	90	H	Double leader. Minor pruning of the deadwood required. According to Isobel Crowe, must be original planting as it was nearly its present size in 1943 when she arrived in Berrima.
46	Acer sp.	20	9	28	H	Supplied by Crowes
46a	Grafted double red flowering hawthorn. (along side 46)	10	7	30	M	Multi-leader. Supplied by Crowes
47	Pinus pinaster	110	35	100	M	Double leader. Consider cabling. Potential H condition tree if cabled.
48	Pinus pinaster	110	28	95	M	Double leader high up. Consider cabling. Potential H condition tree if cabled.
49	Pinus pinaster	20	6	33	M	Leaning. According to Isobel Crowe, this is an 1890 original planting of Stone pine, a dwarf variety that has only doubled in size over the last 50 years. Edible nut. Grew in between the tennis courts.
50	Acer sp.	20	6	35	R	Nearly dead.
51	Pyrus manchuria	20	5	14	H	Prune
52	Pinus radiata	110	40	220	M	Words fail. Huge for a radiata. Largest original pine in the park. Multi-leader with good vigour. Broken large branches. If retained requires fencing or close inspection for safety.
53	Liquidambar	25	14	48	H	
54	Pinus pinaster	110	32	90	M if cabled	Double leader. Close to road corner and power lines. Consider cabling.
55	Pinus pinaster	110	28	75	M	Leaning. Poor crown.
56	Pinus pinaster	110	28	100	M	Dead wood
57	Pinus pinaster	110	28	75	R	Leaning. Poor canopy. Too close.
58	Pinus pinaster	110	28	90	M	Remove dead branches.
59	Pinus pinaster	25	12	30	H	

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 ADOPTED BY COUNCIL 27 JUNE 2007

60	Pinus pinaster	110 (?)	14	55	M	Leaning
61	Pinus pinaster	110	25	95	M	Dead wood.
62	Pinus pinea	110	18	90	M	Some dead crown. Multi-leader. One of the original trees planted in 1897 for Queen Victoria's Diamond Jubilee. Identified by Isabelle Crowe as Pinus edulus.
63	Quercus palustris	6	4	10	H	All OK.
64	Pinus pinaster	110	31	95	M	Leaning.
65	Liquidambar	1980	13	45	H	One of a line, planted by Crowes 25 years ago
66	Liquidambar	1980	13	35	M	One of a line, planted by Crowes 25 years ago
67	Liquidambar	1980	13	32	H	One of a line, planted by Crowes 25 years ago
68	Quercus ilex	15	6	16	H	
69	Pinus radiata	110	28	130	R	Not vigorous. Multi-leader. Too close to redwood tree no 70.
70	Sequoia giganteum (Californian redwood)	60	19	80	H	All OK.
71	Pinus radiata	110	32	150	R	Multi-leader. Poor vigour. Hazardous.
72	Pinus radiata	60	19	55	R	Too close to cedar. Multi-leader.
73	N/A					
74	Pinus radiata	110	33	110	M if cabled	Double-leader.
75	Pinus pinaster	110	33	85	M	Dead wood.
76	Pinus radiata	110	33	85	M	
77	N/A					
78	Pinus radiata	110	33	70	M	Double leader not a problem.
79	Pinus radiata	110	33	100	M	
80	Pinus pinaster	110	32	75	M	Double leader at 10m. Monitor condition in the future.
81	Pinus pinaster	110	34	85	M	Dead branches.
82	Pinus radiata	110	33	90	M	Dead wood.
83	Pinus pinaster	6	3	7	M	Form prune. Low vigour.
84	Pinus radiata	110	31	130	M	Reasonable vigour. This tree has had recent surgery.
85	Pinus pinaster	110	32	110	H	
86	Pinus pinaster	6	4	7	M	
87	Pinus pinaster	6	7	15	R	Leaning. Poor form. Damage.
88	Cretaceous	6	6	15	R	Woody weed.
89	Pinus radiata	110	26	90	R	Dead.
90						
91	Pinus radiata	110	26	120	R	Dead.
92	Pinus pinaster	110	26	110	M	Below average vigour. Some dead branches.
93	Flowering cherry	1987	6	25	M	Planted with plaque in memory of Grace Perry. Root stock that has outgrown the tree could be cut off.
94	Pyrocantha	15	5	30	R	Woody weed. Multi-leader.
95	Quercus robur (English Oak)	c1970	7	35	H	Poor form should be remedied by pruning. Seedling from the English Oak planted by Henry Parkes, replanted in this location by Isobel Crowe c1970
96	Pinus radiata	110	30	120	M	Monitor future condition.
97	Pinus radiata	110	31	120	M	Vigour OK. Treat for weight.

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 ADOPTED BY COUNCIL 27 JUNE 2007

97a	Pinus pinaster	6	4	10	M	Remove one leader. One of a number of similar small sized pine trees, planted by the council or local residents about 10-20 years ago as possible replacement plantings.
98	Pinus radiata	110	31	120	R	Broken branches. Crown diminished. Double leader.
99	Pinus radiata	110	33	150	M	Weight reduce. Low vigour.
100	Pinus radiata	110	32	150	M	Weight reduce.
101	Pinus radiata	110	32	140	R	Hazardous. Potential to split double leader.
102	Pinus radiata	110	32	120	R	Remove for space and safety. Or monitor for potential split at 7m.
103	N/A					
104	Pinus pinaster	15	6	15	M	Remove double leader. Low prune.
105	Pinus pinaster	110	32	90	M	Defect in trunk at 12m.
106	Golden Elm	1982	4	30	H	Planted with plaque in memory of Sydney Wrightson.

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**BERRIMA MARKET PLACE CONSERVATION MANAGEMENT STRATEGY**  
ADOPTED BY COUNCIL 27 JUNE 2007

**PEOPLE CONSULTED**

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Mary Moore, conducting the Berrima Oral History Project.

Eric Savage, President, Berrima Residents Association.

Charlotte Webb, horticulturist and landscape architect. 399 Bong Bong St, Bowral. 4861 4899.

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## **Statement of Environmental Effects**

### **Southern Highlands Food & Wine Festival**

**Saturday 29<sup>th</sup> September & Sunday 30<sup>th</sup> September 2018**

**and**

### **Highlands Beer & Cider Festival**

**Saturday 23<sup>rd</sup> February & Sunday 24<sup>th</sup> February 2019**

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
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## 1 Event Overview

**Council DA:** XXXXX      **Date:** 18/04/2018      **Version:** 1.0

**Author:** Mark Bourne, President Southern Highlands Food & Wine Association

### 1.1 Event Details – Southern Highlands Food & Wine Festival

<b>Name of Event:</b>	Southern Highlands Food & Wine Festival
<b>Location of Event:</b>	The Marketplace Park, Berrima
<b>Address:</b>	Old Hume Highway, Berrima
<b>Venue Owner:</b>	Wingecarribee Shire Council
<b>Venue Contact</b>	Wingecarribee Shire Council

The Southern Highlands Food and Wine Association would like to hire the Berrima Marketplace as the venue for the 2018 Southern Highlands Food & Wine Festival. The Festival has been held in Corbett Gardens, Bowral for the past 4 years and has a proven track record in professional festival management over this period.

<b>Date of event:</b>	Saturday 29 <sup>th</sup> September 2018 & Sunday 30 <sup>th</sup> September, 2018		
<b>Event start time:</b>	10.00am	<b>Event finish time:</b>	6.00pm
<b>What date/time will set up commence:</b>	Friday 28 <sup>th</sup> September 2018 @ 9.00am		
<b>What date/time will clean up finish:</b>	Monday 1 <sup>st</sup> October 2018 @ 9.00am		
<b>Estimated number of attendees:</b>	Based on 2017 attendance numbers – approx. 8500 visitors over 2 days		

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## 1.2 Event Details – Highlands Beer & Cider Festival

<b>Name of Event:</b>	Highlands Beer & Cider Festival
<b>Location of Event:</b>	The Marketplace Park, Berrima
<b>Address:</b>	Old Hume Highway, Berrima
<b>Venue Owner:</b>	Wingecarribee Shire Council
<b>Venue Contact</b>	Wingecarribee Shire Council

The Southern Highlands Food and Wine Association would like to hire the Berrima Marketplace as the venue for the 2019 Highlands Beer & Cider Festival. This is a new festival to assist in generating support and market awareness for the craft beer and cider producers of the Southern Highlands. The Southern Highlands Food and Wine Association has a proven track record in professional festival management with the successful running of the Food and Wine Festival over the past 4 years.

<b>Date of event:</b>	Saturday 23 <sup>rd</sup> February 2019 & Sunday 24 <sup>th</sup> February, 2019		
<b>Event start time:</b>	10.00am	<b>Event finish time:</b>	6.00pm
<b>What date/time will set up commence:</b>	Thursday 21 <sup>st</sup> February 2019 @ 9.00am		
<b>What date/time will clean up finish:</b>	Monday 25 <sup>th</sup> February 2019 @ 9.00am		
<b>Estimated number of attendees:</b>	New event. However, based on the 2017 attendance numbers for the Southern Highlands Food & Wine Festival – approx. 8500 visitors over 2 days		

## 2 Background

### 2.1 Southern Highlands Food and Wine Festival

The Southern Highlands Food & Wine Festival has now been running successfully for the past 5 years and has become the premier food and wine event for the Southern Highlands and provides the opportunity for gastronomes to be immersed in all things food and wine. The Southern Highlands most innovative and award-winning cool climate wine makers, artisan food producers and creative chefs showcase the regions' abundance and diversity of food and wine.

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The festival features entertainment from a variety of local artists, as well as a celebrity chef showcasing their food experiences. This festival attracts food and wine lovers from Sydney, Wollongong, the South Coast, Canberra and beyond and has proven to be the ideal event for the enthusiastic day tripper, weekend visitor and locals living in the Highlands.

## **2.2 Highlands Beer and Cider Festival**

The Highlands Beer and Cider Festival is a new event for the annual Food and Wine Association regional calendar and will showcase craft beer & cider from across the Southern Highlands and Australasia. This event will be a unique and educational experience for converted craft beer fans and the uninitiated. This festival concept aligns with the character and culture of the Southern Highlands and provides access to a niche market. This festival aligns with DSH's strategic goals of increasing visitation and overnight stays to the Southern Highlands. The major aim of this festival is to support the local producers and promote the Southern Highlands as a Craft Beer & Cider destination.

## **3 Scope**

This document aims to provide a comprehensive statement of how both the Southern Highlands Food and Wine Festival and the Highlands Beer and Cider Festival meet the requirements of Wingecarribee Shire Council with regards to development control plans, any local environmental plans, and to minimise the impact the Festival may have on the following:

- amenity and enjoyment of adjoining and nearby land
- services available in the community
- public health and safety
- the ecology of the area
- the character of the neighbourhood

This document is for the use of the Wingecarribee Shire Council and the Southern Highlands Food & Wine Festival Management Group and any other bodies requiring this information.

This plan addresses environmental impacts for both the SHF&W Festival and the Highlands Beer and Cider Festival and has been prepared by the Southern Highlands Food and Wine Association Executive.



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## **4 Proposal**

The development application proposes to gain consent for the Southern Highlands Food and Wine Association (a not-for-profit Association) to hold the 2018 Southern Highlands Food & Wine Festival over the weekend Saturday 29<sup>th</sup> September and Sunday 30<sup>th</sup> September, 2018 and the Highlands Beer & Wine Festival over the weekend, Saturday 23<sup>rd</sup> February and Sunday 24<sup>th</sup> February, 2019. This includes the setup and pack-down days on the Thursday, Friday and Monday either side of these dates. Based on the 2017 Festival records for the SHF&W, the estimated number of attendees will be about 8500 over the 2 days.

Due to the proposed opening times for this event, festival attendees will attend throughout the day rather than everyone attending at a single designated time.

This proposal has been prepared with reference to the Wingecarribee Shire Council LEP 2010 and Rural Lands DCP.

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## 5 Site Identification, Location and Use

Both festivals will be located at The Marketplace, Old Hume Highway, Berrima. Maps and site plans of the location are attached to this document.

The site is in land use zone RE1 Public Recreation, and is subject to the WSC LEP 2010 and the WSC Rural Lands DCP

From the Wingecarribee Local Environmental Plan 2010:

### Wingecarribee Local Environmental Plan 2010

Current version for 1 September 2017 to date (accessed 16 February 2018 at 11:04)

[Land Use Table Zone RE1](#)

#### Zone RE1 Public Recreation

##### 1 Objectives of zone

- To enable land to be used for public open space or recreational purposes.
- To provide a range of recreational settings and activities and compatible land uses.
- To protect and enhance the natural environment for recreational purposes.
- To enable ancillary development that will encourage the enjoyment of land zoned for open space.

##### 2 Permitted without consent

Environmental protection works

##### 3 Permitted with consent

Camping grounds; Caravan parks; Centre-based child care facilities; Community facilities; Entertainment facilities; Environmental facilities; Function centres; Kiosks; Markets; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Respite day care centres; Restaurants or cafes; Roads; Signage; Take away food and drink premises; Water storage facilities

##### 4 Prohibited

Any development not specified in item 2 or 3

The Southern Highlands Food and Wine Festival and the Highlands Beer and Cider Festival qualify across several the **Permitted with Consent** activities. The area will be restored to its original state at the completion of the festival and is part of the SHF&W pack up



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procedures. As we have been in Corbett Gardens for the last 4 years we have a proven track record in returning the site to its original state.

## 6 Site and Surrounding Area

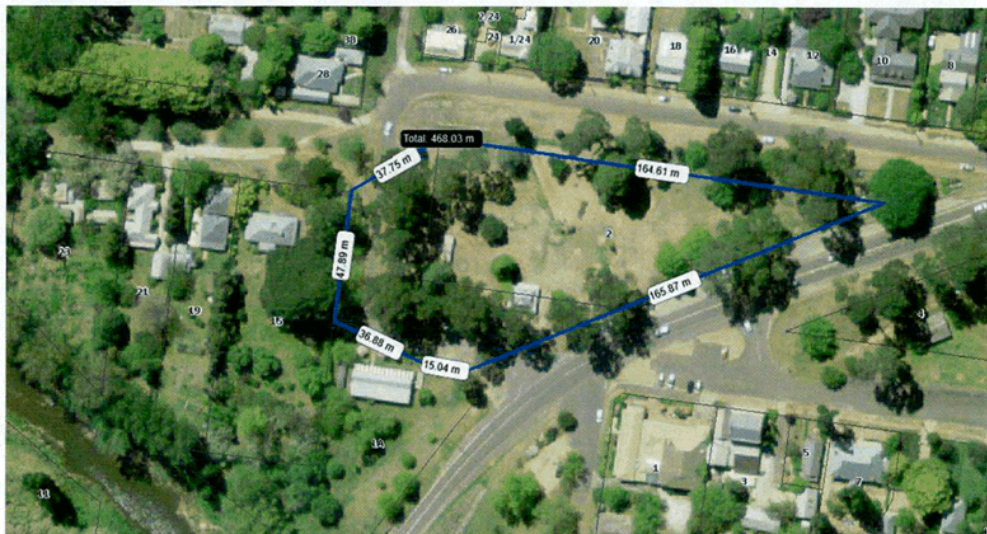
Berrima Marketplace is a family park, with easy access and good facilities in a central location. This park is also within walking distance to the attractions of Berrima.

The park is encircled by Jellore and Bryan Streets, Berrima and has a small number of houses and retail outlets on the northern sides, with Berrima Historical Museum on the Western side.

The Park will have temporary fencing surrounding the precinct to ensure we meet the regulatory requirements for NSW Liquor and Gaming and maximise the safety of all visitors to the Festival.

Festival Management will also be responsible for the supply of power to meet stallholder usage requirements.

The following image details the park dimensions and the surrounding area.



The festival is temporary only and the area will be restored to its original state as part of the pack-up procedure.

The temporary festival is similar in nature to the previous Southern Highlands Food & Wine Festival which was held in Corbett Gardens over the previous 4 years.

Please see the attached Southern Highlands Food and Wine Festival Traffic Management Plan 2018 and the Highlands Beer and Cider Festival Traffic Management Plan 2019 for details of traffic management plans.

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In discussions with the President of the Southern Highlands Business Chamber who has also had discussions with local retailers/cafes and restaurants, we have been advised that there is considerable support for both these Festivals to be held in Berrima

A Bushfire Risk Assessment has been carried and an action plan developed which encompasses both Festivals. Please see the attached Southern Highlands Food and Wine Festival Bushfire Action Plan for details.

## **7 Festival Environmental Effects**

As the Festival is a temporary event only, there are no site works or buildings associated with it. There is no permanent change to the land.

### **7.1 General Environmental effects**

#### **7.1.1 Road access**

The Festival site is centred between the Old Hume Highway, Jellore Street and Bryan Street at the southern end of Berrima.

The site is a family friendly park, with easy access, excellent facilities in a central location within walking distance to the attractions of Berrima.

The Festival organisers have sought to minimise the effect of traffic on the neighbours by seeking professional advice on a Traffic Management Plan to ensure safety and comfort of all parties.

The maximum speed limit around the site is 40k and 50k past the site on the Old Hume Highway.

#### **7.1.2 Noise**

The Festival will have a stage to provide low key background music throughout the day and cooking demonstrations twice daily, one in the morning and one in the afternoon. There will be no music or demonstration later than 6.00pm. The noise levels will be the same as the previous entertainment styles we used in Corbett Gardens in previous festivals.

#### **7.1.3 Light**

Festival uses only the amount of lighting that is necessary and practical for safety. There are no light shows or effects.

#### **7.1.4 Waste Management**

SHF&W has a Service Agreement with J R Richards & Sons for rubbish removal. They have been our rubbish service provider at all our previous festivals.

J R Richards deliver the nominated quantity of bins prior to the start of the Festival and pick up after each Festival day.



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**ATTACHMENT 5 Statement of Environmental Effects**



We also have a clause in our Festival Stallholder Terms & Conditions stating Wingecarribee Shire Council has adopted a Sustainable Events Management Policy, which encourages stallholders to actively seek ways to minimise their impact on the environment.

#### **7.1.5 Facility Management**

SHF&W has a Service Agreement Challenge Southern Highlands Inc. to maintain the cleaning of litter and refuse deposited in the Park precinct throughout the entire festival. The scope of works includes the following:

- Clearing of litter and refuse from tables and chairs in designated areas
- Remove full rubbish bins from the Park and place in designated areas
- Place empty rubbish bins in designated areas
- Complete a final clean up on Sunday afternoon at COB.

Festival Management also has a Service Agreement in place with Wyzowl Cleaning Services for Cleaning of Berrima Marketplace Park as per the schedule detailed as follows:

- Saturday 30<sup>th</sup> September at 9.00am, 11.00am, 1.00pm, 3.00pm, 5.00pm
- Sunday 1st October at 9.00am, 11.00am, 1.00pm, 3.00pm and 5.00pm, 6.00pm

#### **7.1.6 Liquor License**

Festival management will submit the Liquor License Application – Limited License, Trade Fair, in accordance with the governing regulatory requirements identified by NSW Liquor and Gaming.

The Festival has always been granted liquor license approval for this Festival and has been supported by both the local district Police Command and WSC.

#### **7.1.7 Security**

Festival Management has a Service Agreement with Zaytex Security Monitoring and Services Pty Ltd to provide static security throughout the Festival both day and night.

Rotary Australia provide the volunteers to staff the entry/exit gates to the Park. The funds they receive for these Festivals service go into the Rotary Club Charity Account to assist in aiding for local, national and international communities.

#### **7.1.8 Animals/local wildlife**

The Festivals seek to avoid impacting on local wildlife.

Dogs and other pets are prohibited unless they are a recognised aid animal.

### **7.2 Amenity and enjoyment of adjoining and nearby land**

The potential impact of either of the Festivals on any neighbouring properties surrounding the Berrima Markplace Park precinct has already been addressed in section 7. There is no restriction to access to or enjoyment of any of the surrounding properties.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 5 Statement of Environmental Effects****7.3 Services available in the community**

Festival attendees use services in the community i.e. retail outlets, cafes/restaurants, accommodation, fuel stations, visitor attractions etc). The effect on the Visitor economy to the Southern Highlands is great in both \$\$\$ and bringing beneficial business to the area that would otherwise be spent elsewhere.

**7.4 Public health and safety**

One of the essential components of these Festivals is ensuring the health and safety of all attendees and those affected by the event.

The Southern Highlands Food and Wine Festival Incorporated has public liability insurance to cover this event and so will the Highlands Beer and Cider Festival.

The Festival also has a Service Agreement with State Medical Assistance Pty Ltd who are onsite for the entire festival and provide the following:

- A SMA First Aider inclusive of all equipment and consumables onsite at Berrima Marketplace Park for both Saturday 29<sup>th</sup> September 2018 and Sunday 30<sup>th</sup> September 2018 from 10:00 till 18:00

Stallholders for both Festivals receive the Festival Stallholder Terms & Conditions which includes the requirement for their Certificate of Currency for their Public Liability Insurance.

**7.5 The Character of the neighbourhood**

The Berrima Marketplace Park precinct is a public recreational area on the Southern end of the Berrima township. These Festivals are temporary events which utilise an existing public recreational facility for a recreational event. There is no impact on the character of the neighbourhood.

A precedent has been set with this Park precinct being used several times to hold the annual WSC Australia Day festivities.

**8 Suitability of the Site for the Planned Land Use**

The proposed site Berrima Marketplace Park, Old Hume Highway, Berrima is suitable for the hosting of both Festivals provided that the requirements of the following are met:

- Wingecarribee Shire Council Planning
- Rural Fire Service
- Wingecarribee Shire Council Traffic Branch

Management Plans have been drawn up to meet the requirement of each of these bodies and are attached to this document.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

**ATTACHMENT 5 Statement of Environmental Effects**



## **9 Conclusion**

The Berrima Marketplace Park site is suitable for the holding of both the 2018 Southern Highlands Food & Wine Festival and the 2019 Highlands Beer and Cider Festival on the dates specified.

## **10 Festival Site Map**

Attached: Berrima Market Place – Southern Highlands Food & Wine Festival Layout



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ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event



**ATTACHMENT 6**

**Southern Highlands Food & Wine Festival**

**Berrima Market Place Park, Berrima**

**Saturday 29<sup>th</sup> September**

**and**

**Sunday 30<sup>th</sup> September, 2018**

**Traffic Management Plan**



Author: Craig Eeles.

RMS "Prepare A Work Zone Traffic Management Plan" cert. no. 0046242580

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



2018 Southern Highlands Food & Wine Festival - Traffic Management Plan

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**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



## Section 1 - INTRODUCTION

### 1.1 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 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 – 2009, and the RMS Manual - Traffic Control At Work Sites 2010 ( version 4 ).
- is based on the successful method of operation developed by All Area Traffic Services at previous events held at Berrima over the last fifteen years.
- has been developed by a traffic management planner with RMS qualifications to Prepare A Work Zone Traffic Management Plan.  
Craig Eeles. Certificate No. 0046242580. Expires 06-10-20.

### 1.2 References

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

- WH&S Act 2012
- AS 1742.3 – 2009
- RTA " Guide to Transport Management at Special Events " - 2009
- RTA " Traffic Control At Worksites " - 2010
- Australian Government guidelines to terrorism in crowded places.



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**Section 2 - EVENT DETAILS****2.1 Event Organiser**

The Southern Highlands Food & Wine Festival is being organised and managed by Southern Highlands Food and Wine Inc.

The Site Manager for the event will be Mark Bourne.

Phone: Mobile: 0409 902982 Email: president@southernhighlandsfoodandwine.com.au

Public Liability insurance will be in place for the event.

A copy of the recent Certificate Of Currency is below.

**R J Vaughan & Monaghan Pty Limited**

ABN 14 000 106 203

**COVERAGE SUMMARY**

CLIENT		INSURER	21.09.17
Southern Highlands Food and Wine Inc PO Box 304 MITTAGONG NSW 2575		Sura Film & Entertainment PL P O Box 1813 NORTH SYDNEY NSW 2059	
CLASS OF RISK		PERIOD OF INSURANCE	
Liability Insurance		From:	4.00 pm on 21st September 2017
		To :	4.00 pm on 21st September 2018
Policy No :		Our Ref : VAM NSW S4727 0095169/000	
COVERAGE SUMMARY This summary is not a policy document and is only an outline of the coverage. The terms conditions and limitations of the Insurer's policy shall prevail at all times.			

**INSURED** : Southern Highlands Food & Wine Incorporated

**BUSINESS DESCRIPTION** : Non profit organisation for the promotion and marketing of food and wine producers of the NSW Southern Highlands region.

**LOCATION** : At & From:-  
Registered organisation address TBA  
and elsewhere in Australia as per the policy.

**INTERESTED PARTIES** : None Noted

**LIMITS OF LIABILITY** : General Liability \$ 20,000,000  
Any one occurrence  
Products Liability \$ 20,000,000  
Any one policy period

**SUB-LIMIT** : \$ 250,000 any one occurrence - Care,  
Custody & Control

**ENDORSEMENTS** :  
**Premium Adjustment Clause:**  
 This is a minimum and deposit premium. In the event of cancellation for any reason the Insured will not be entitled to any return premium.  
 This policy will only provide indemnity for your turnover derived from your activities that total up to \$500,000 during the policy period.  
 Should your turnover exceed \$500,000 an additional premium may be required.

**FAIRS/FESTIVALS/CULTURAL EVENTS - SPECIAL PROVISIONS AND CONDITIONS:**

1. Stall holders and exhibitors must carry their own insurance.
2. Excluding claims arising from crowd control or security activities where such activities are directly conducted by the Insured. This

10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

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Section 2 - EVENT DETAILS

2.2 Event Location

The Southern Highlands Food & Wine Festival will be held at the Berrima Market Place Park in Berrima.

The Market Place is located on the western side of the Old Hume Highway, and is bordered by Jellore Street, and Bryan Street.

The Market Place Park is located in the commercial area of Berrima

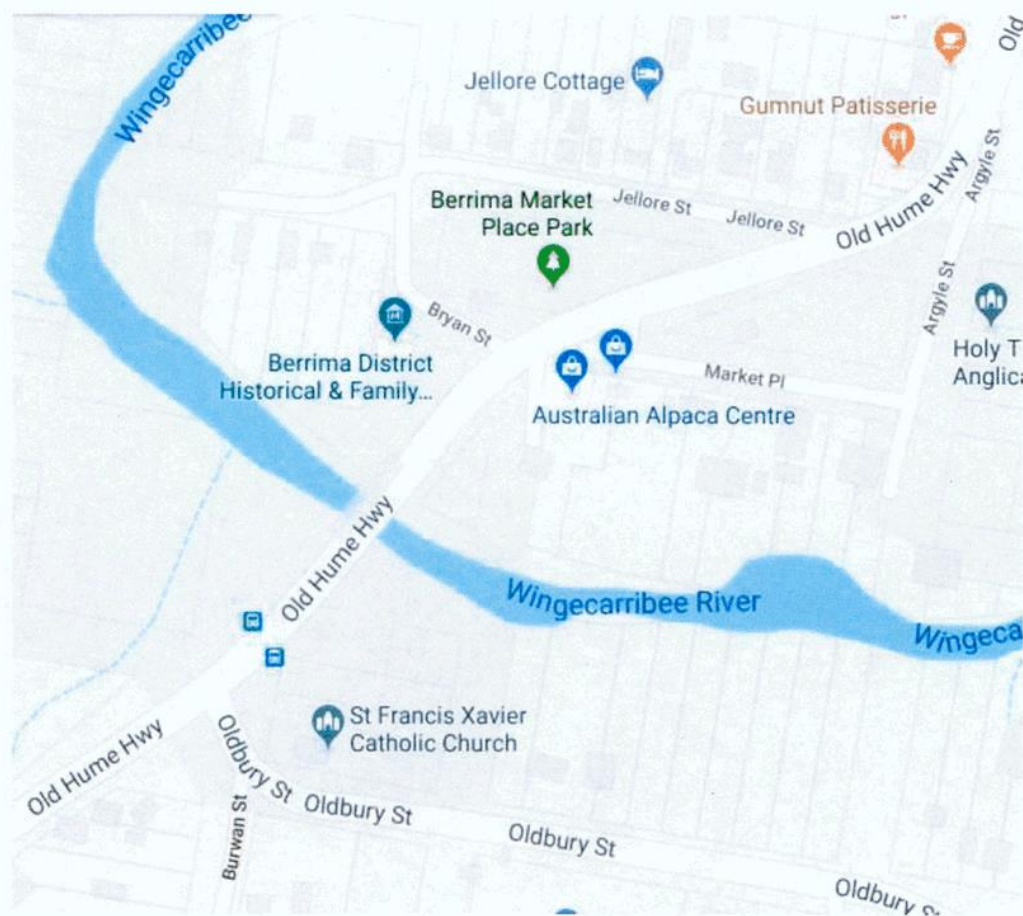
Urban housing is located near the event area.

A school is located approximately 1 km from the event area.

As the event is on a weekend school bus times will not be affected.

Event Location.

2018 Highlands Food & Wine Festival





**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

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**Section 2 - EVENT DETAILS****2.3 Event Description**

The Southern Highlands Food & Wine Festival will be held on Saturday 29<sup>th</sup> and Sunday 30<sup>th</sup> September, 2018.

A number of vendor stalls and exhibits will be located within the grounds of Berrima Market Place Park.

On each day of the event a section of the Old Hume Highway, all of Bryan Street and Jellore Street will be affected by event traffic.

The event hours of operation will be :-

**Saturday 29<sup>th</sup> September.**

Event Times: 10.00 a.m. to 6.00 p.m.

Traffic management signs and devices for the event will be in place from 9.30 a.m. to 6.00 p.m.

Attendances up to 4,000 people daily has been planned for.

Peak traffic arrivals during the ingress phase are expected between 11.00 a.m. and 1.00 p.m.

Peak traffic departures during the egress phase are expected between 3.00 p.m. and 4.00 p.m.

**Sunday 30<sup>th</sup> September.**

Event Times: 10.00 a.m. to 6.00 p.m.

Traffic management signs and devices for the event will be in place from 9.30 a.m. to 6.00 p.m.

Attendances up to 2,000 people has been planned for.

Peak traffic arrivals during the ingress phase are expected between 11.00 a.m. and 1.00 p.m.

Peak traffic departures during the egress phase are expected between 3.00 p.m. and 4.00 p.m.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

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**Section 2 - EVENT DETAILS****2.4 Event set up and pack down**

Thursday 27<sup>th</sup> & Friday 28<sup>th</sup> September.

Bryan Street between the Old Hume Highway and Jellore Street will be closed to traffic except residents, event staff, marguee installers and other suppliers from 9.00 a.m. to 5.00 p.m. on Thursday 27<sup>th</sup> September, and from 9.00 a.m. to 3.00 p.m. on Friday 28<sup>th</sup> September.

Traffic management signs and devices for the event set up in will be in place from 9.00 a.m. to 5.00 p.m. on Thursday 27<sup>th</sup> September, and from 9.00 a.m. to 3.00 p.m. on Friday 28<sup>th</sup> September.

Local resident access in Bryan Street will be maintained.

Museum staff have no objection to the road closure.

Event staff and suppliers will access the event area via Jellore Street and follow instructions given by event staff.

Event staff and suppliers will exit the event area via Bryan Street onto the Old Hume Highway.

Monday 01<sup>st</sup> October.

Bryan Street between the Old Hume Highway and Jellore Street will be closed to traffic except residents, event staff, marguee installers and other suppliers from 9.00 a.m. to 5.00 p.m. on Monday 01<sup>st</sup> October.

Traffic management signs and devices for the event pack down will be in place from 9.00 a.m. to 5.00 p.m.

Local resident access in Bryan Street will be maintained.

Event staff and suppliers will access the event area via Jellore Street and follow instructions given by event staff.

Event staff and suppliers will exit the event area via Bryan Street onto the Old Hume Highway.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
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**Section 2 - EVENT DETAILS**

**2.5 Stall holder Bump in**

Friday 28<sup>th</sup> September.

Bryan Street between the Old Hume Highway and Jellore Street will be closed to traffic except residents, event staff and stall holders from 3.00 p.m. to 10.00 p.m.

Traffic management signs and devices for the stall holder bump in will be in place from 3.00 p.m. to 10.00 p.m.

Local resident access in Bryan Street will be maintained.

Stall holders will access the event area via Jellore Street and follow instructions given by event staff.

Stall holders will exit the event area via Bryan Street onto the Old Hume Highway.

After the bump in stall holders wishing to park overnight will park in the area north of the Wingecarribee River on the eastern side of the Old Hume Highway via Stockdale Street.

Saturday 29<sup>th</sup> September.

Bryan Street between the Old Hume Highway and Jellore Street will be closed to traffic except residents, event staff and stall holders from 6.00 a.m. to 9.30 a.m.

Traffic management signs and devices for the stall holder bump in will be in place from 6.00 a.m. to 9.30 a.m.

Local resident access in Bryan Street will be maintained.

Stall holders will access the event area via Jellore Street and follow instructions given by event staff.

Stall holders will exit the event area via Bryan Street onto the Old Hume Highway.

After the bump in stall holders wishing to park overnight will park in the area north of the Wingecarribee River on the eastern side of the Old Hume Highway via Stockdale Street.

**2.6 Stall holder Bump out**

Sunday 30<sup>th</sup> September.

Bryan Street between the Old Hume Highway and Jellore Street will be closed to traffic except residents, event staff and stall holders from 6.00 p.m. to 10.00 p.m.

Traffic management signs and devices for the stall holder bump in will be in place from 6.00 p.m. to 10.00 p.m.

Local resident access in Bryan Street will be maintained.

Stall holders will access the event area via Jellore Street and follow instructions given by event staff.

Stall holders will exit the event area via Bryan Street onto the Old Hume Highway.

Monday 01<sup>st</sup> October.

Bryan Street between the Old Hume Highway and Jellore Street will be closed to traffic except residents, event staff and stall holders from 6.00 a.m. to 9.00 a.m.

Traffic management signs and devices for the stall holder bump in will be in place from 6.00 a.m. to 9.00 a.m.

Local resident access in Bryan Street will be maintained.

Stall holders will access the event area via Jellore Street and follow instructions given by event staff.

Stall holders will exit the event area via Bryan Street onto the Old Hume Highway.



**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

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**Section 3 - TRAFFIC MANAGEMENT****3.1 Traffic Controllers**

All Area Traffic Services will be supplying a traffic controller for the parts of the event.

The contact person from All Area Traffic Services for the event will be Craig Eeles.

Phone:                      Mobile: 0407 870088      Email: allareattraffic@gmail.com

1 x Traffic Controller will be required to set up and dismantle the work site.

1 x Traffic Controller will be required on site at various times from 9.00 a.m. on Thursday 27<sup>th</sup> September to 9.00 a.m. Monday 01<sup>st</sup> October to assist with suppliers vehicle movements and stall holder bump in and bump out.

When on duty, the Traffic Controller duties shall include :

- assist suppliers and stall holders at the access point and exit point to the event area during bump in and bump out.
- direct suppliers and stall holder vehicles to the designated parking areas.
- maintain access for local residents in Bryan Street.

Traffic Controller shall install all signs and devices as per the Traffic Guidance Schemes prior to the start of the event.

Traffic Controller shall remove all signs and devices previously installed after the event.

**3.2 Signs and Devices**

Advance Warning Signs to be installed on the Old Hume Highway on both approaches to the event area.

Disabled Parking signs will be installed on Bryan Street near the event entry and exit gate.

Taxi Rank signs will be installed on Bryan Street near the event entry and exit gate.

Public drop off & pick up signs will be installed on Bryan Street near the event entry and exit gate.

Advance Warning Signs to be installed on Jellore Street when event set up & pack down and stall holder bump in & bump out is taking place.

**3.3 Roadside Parking**

Besides the restricted parking areas described above in 3.2, roadside parking is permitted at numerous existing locations throughout Berrima.

**3.4 Advertising**

The event Traffic Management shall be advertised in the local papers one week prior to the event.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

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**Section 4 - TRANSPORT & PARKING****4.1 Parking****3.1.1 Public Parking**

All vehicles attending the event will park on existing roadside parking areas available on all streets throughout Berrima.

**3.1.2 Accessible / Disabled Car Park**

The Accessible / Disabled car park will be located on the southern section of Bryan Street near the event entry and exit gate.

The Accessible / Disabled car park shall have a capacity of up to 10 cars.

**3.1.3 Police and Emergency Vehicles Parking**

Police and emergency vehicles shall be able to park directly beside the main entry / exit gate in Bryan Street.

**4.2 Public Drop off & Pick up**

The public drop off & pick up area shall be located on the southern section of Bryan Street near the event entry and exit gate.

The public drop off & pick up area shall have a capacity of up to 5 cars.

**4.3 Taxis**

Southern Highland Taxis will be the provider of a taxi service between the event and surrounding areas. The contact person from Southern Highland Taxis for the event will be Laurie Stewart

Phone: 02 48610000. Mobile: Email:

A dedicated taxi rank for taxi drop off and pick up will be provided on the southern section of Bryan Street near the event entry and exit gate.

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

**4.4 Pedestrians**

Pedestrians will use existing foot paths and walkways on the approaches to and around the event area.

**4.5 Wet Weather Contingency Plan**

The event organizer has the power to cancel the event at any stage due to adverse weather.



**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



## **Section 5 - EMERGENCY SERVICES**

### **5.1 Emergency Services notification**

Emergency services will be notified of the possible delays to traffic flow on the Old Hume Highway on the days of the event.

### **5.2 Police**

Police will not be in attendance at the event.

The local police station is located in Bowral.

Phone: 02 48629299      Mobile:      Email:

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

Phone: 02 48711222      Mobile:      Email:

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

The LAC representative for the event is Phil Downes

Phone: 02 48240799      Mobile:      Email:

The local police services will be notified of the possible delays to traffic flow on the Old Hume Highway on the days of the event.

### **5.3 Ambulance**

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

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

The local ambulance station is located in Bowral.

Phone: 000      Mobile:      Email:

The local ambulance service will be notified of the possible delays to traffic flow on the Old Hume Highway on the days of the event.

### **5.4 Fire Brigade**

The local fire station is located in Bowral.

Phone: 000      Mobile:      Email:

The local fire service will be notified of the possible delays to traffic flow on the Old Hume Highway on the days of the event.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event****Section 6 - OTHER PUBLIC CONSIDERATIONS****6.1 Neighbours**

The Berrima Market Place Park is in the commercial area of Berrima and has minimal impact on it's neighbours.

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

Urban housing is located near the event area.

The Old Hume Highway through Berrima will be affected by event traffic from 10.00 a.m. to 6.00 p.m. on the days of the event.

Jellore Street and Bryan Street will be affected by event traffic from 10.00 a.m. to 6.00 p.m. on the days of the event.

Jellore Street and Bryan Street will be affected by suppliers and stall holder traffic at various times from 9.00 a.m. on Thursday 27<sup>th</sup> September to 5.00 p.m. on Monday 01<sup>st</sup> October.

**6.2 Public Transport**

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

**6.3 Environment**

No dust will be generated by event vehicles attending the event.

Noise from traffic attending the event shall only affect the nearby commercial neighbourhood, with minimal to no noise affect to local residents.

Traffic and patrons attending the event shall not impact on any local / native flora or fauna.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



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**Section 5 - OTHER PUBLIC CONSIDERATIONS**

**6.4 Terrorism**

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

The measures required will be dictated by the size of the event, and the level of assistance from various authorities.

Event management will consult with police and other local authorities before deciding the level of risk and what measures and / or control methods will be deemed sufficient for this event.

**6.4.1 Suspect activity**

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.

Event staff must :-

- Not put themselves in any danger or approach anyone acting suspiciously.
- Notify nearby event staff and security staff as soon as possible of your concerns of suspicious activity.
- Notify the event 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 event manager must :-

- Notify the police as soon as possible of the event staff concerns.
- Follow the instructions given by the police.



**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

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**Section 5 - OTHER PUBLIC CONSIDERATIONS****6.4 Terrorism****6.4.2 Vehicle incursion**

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

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

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

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

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

Event management will consult with police and other local authorities before deciding the level of risk and what measures and / or control methods will be deemed sufficient for this event.



10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

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Section 7 - PERMITS

7.1 Shire Permit

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

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

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

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

Section 7 - PERMITS7.2 RTA TMP Template

## Special Event Resources

## Special Event Transport Management Plan Template

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

1 EVENT DETAILS1.1 Event Summary

Event Name : Southern Highlands Food and Wine Festival  
 Event Location : Berrima Market Place Park, Berrima  
 Event Date : From Saturday 29<sup>th</sup> September to Sunday 30<sup>th</sup> September, 2018  
 Event Start Time : 10.00 a.m. daily Event Finish Time : 6.00 p.m. daily  
 Event Set up Start Time : 9.00 a.m. Thursday 27<sup>th</sup> September  
 Event Pack down Finish Time : 5.00 p.m. Monday 01<sup>st</sup> October  
 Event is " off street "

1.2 Contact names

Event organiser \* Southern Highlands Food & Wine Inc. - Mark Bourne  
 Phone Mobile 0409 902982 email: president@southernhighlandsfoodandwine.com.au  
 Event Management Company ( if applicable )  
 Phone Fax Mobile email  
 Police Bowral Police Station  
 Phone Fax Mobile email  
 Council Wingecarribee Shire Council - Frank Perger  
 Phone 48680818 Mobile email: Frank.Perger@wsc.nsw.gov.au  
 Roads & Traffic Authority ( if Class 1 ) Wollongong RMS  
 Phone 42212556 Mobile email:

*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 )

Two day food and wine festival

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



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Section 7 - PERMITS

7.2 RTA TMP Template

2 RISK MANAGEMENT - TRAFFIC

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

3 TRAFFIC AND TRANSPORT MANAGEMENT

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



**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



2018 Southern Highlands Food & Wine Festival. - Traffic Management Plan

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Section 7 - PERMITS

7.2 RTA TMP Template

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

- 4.1 Access for local residents, businesses, hospitals and emergency vehicles  
Plans to minimise impact on the non-event community attached
- 4.2 Advertise traffic management arrangements  
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 Traffic Authority (RTA), or Local Government.

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

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



10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event



2018 Southern Highlands Food & Wine Festival. - Traffic Management Plan

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Section 7 - PERMITS

7.2 RTA TMP Template

6 APPROVAL

TMP Approved by : \_\_\_\_\_ Event Organiser 19-04-18 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 RTA traffic management requirements have been met. Regulation of traffic is therefore Authorised for all classified roads described in the risk management plans attached to this TMP.

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

\* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act 1993).

Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)****ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**

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Section 7 - PERMITS

## 7.3 Summary Offences Act form

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

## SUMMARY OFFENCES ACT 1988 - Sec 23

To the Commissioner of Police

1 I Mark Bourne ( name )  
of Mittagong ( address )  
on behalf Southern Highlands Food & Wine Inc. ( organisation )  
Notify the Commissioner of Police that  
between the 29<sup>th</sup> ( day ) of the 09<sup>th</sup> ( month ), 2018 ( year ) ,  
and the 30<sup>th</sup> ( day ) of the 09<sup>th</sup> ( month ), 2018 ( year ), it is intended to hold  
a public assembly, **not** being a procession, of approximately 2,000 - 3,000 ( number )  
persons each day, which will assemble at Berrima Market Place Park ( place )  
at approximately 10.00 a.m. on each day of the event,  
and disperse at approximately 6.00 p.m. on each day of the event.

2 The purpose of the proposed assembly is to attend the Southern Highlands Food and Wine Festival.

10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)  
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Section 7 - PERMITS

7.3 Summary Offences Act form ( continued )

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

( i ) There will be nil ( *number* ) vehicles and / or nil ( *number* ) of floats involved .

The type and dimensions are as follows ;

.....

( ii ) There will be two ( *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 ;  
Food & wine tasting

---

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 :

Mark Bourne  
President  
Southern Highlands Food & Wine Association  
PO Box 304  
Mittagong NSW 2575.  
Telephone No. 0409 902982

---

6 Signed Mark Bourne  
Capacity / Title : Event Manager  
Date 19-04-18

10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event



Section 8 - LOCATION RISK ASSESSMENT

8.1 Location Risk Assessment

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

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



**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



2018 Southern Highlands Food &amp; Wine Festival. - Traffic Management Plan

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**Section 8 - LOCATION RISK ASSESSMENT**

## Traffic Control at Special Events

## LOCATION RISK ASSESSMENT

( Page 1 of 4 )

Assessment Date : 26-02-18

Signature :

## EVENT DETAILS

Event Name :	Southern Highlands Food & Wine Festival
Event Location :	Berrima Market Place Park, Berrima
Date of Event :	Saturday 29 <sup>th</sup> and Sunday 30 <sup>th</sup> September, 2018
Times : from	10.00 a.m. to 6.00 p.m. daily
Other Details :	

## CONTACTS

Event Organiser : Southern Highlands Food & Wine Inc.	Contact : Mark Bourne	Ph. 0409 902982
Municipality : Wingecarribee Shire Council	Contact : Frank Perger	Ph. 02 48680818
RTA Office : Wollongong	Contact :	Ph. 02 42212556
Local Police : Bowral Police Station	Contact :	Ph. 02 48629299
Highway Patrol : Mittagong Police Station	Contact :	Ph. 02 48711222

## ROAD CONDITIONS

Road Surface : Bitumen	Road Configuration : 2 lane / 2 way	Lane width : 4 metres
Shoulder Surface : Gravel	Shoulder Width : 1 – 3 metres	Shoulder Parking? : Yes
Foot Path Surface : Concrete & dirt	Foot Path Width : N / A	

## PARKING

Shoulder Parking : Yes	Car park surfaces : bitumen & gravel & grass
Public parking capacity : 500 cars	Disabled car park capacity : 10 cars
Staff car park capacity : N/A	
Bus parking capacity : N/A	Shuttle Bus area capacity : N/A
Taxi area capacity : 3 taxis	Drop off / pick up zone capacity : 5 cars
Other parking notes : No roadside parking on Kangaloon Road or Hordens Road.	

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**  
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**Section 8 - LOCATION RISK ASSESSMENT**

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2018 Southern Highlands Food &amp; Wine Festival. Berrima Market Place Park, Berrima

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

**10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)**

**ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event**



2018 Southern Highlands Food & Wine Festival. - Traffic Management Plan

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**Section 8 - LOCATION RISK ASSESSMENT**

( Page 3 of 4 )

2018 Southern Highlands Food & Wine Festival. Berrima Market Place Park, Berrima

Page 1 Ref	Risk Level	Control Measures The control measures should be incorporated in the Traffic Control Plan	Person Responsible
1.a	Med	Advance Warning Signs to be located on Old Hume Highway on both approaches to the event area.	T.C. Supervisor
6.b	Low	Designated parking for stall holders to be located on the Eastern side of the Old Hume Highway near the Wingecarribee River.	T.C. Supervisor
7.c	Low	Designated parking for disabled to be located on Bryan Street.	T.C. Supervisor
13.d	High	Advance Warning Signs are to be installed on the Old Hume Highway warning of a special event ahead.	T.C. Supervisor
14.e	Med	Bryan Street to be closed when suppliers are delivering goods and stall holders are bumping in and bumping out. Traffic controllers will direct suppliers and stall holder vehicles to the event area access and to the designated stall holder parking area.	Traffic Controllers
22.f	High	Advance Warning Signs to be installed on all approaches to the event area.	T.C. Supervisor
24.g	High	When on duty, Traffic Controllers duties shall include : - assist suppliers and stall holders at the access point and exit point to the event area during bump in and bump out. - direct stall holder vehicles to the designated parking areas. - maintain access for residents in Bryan Street	Traffic Controllers
26.h	Low	A "permit to use the road reserve" must be obtained from Wingecarribee Shire Council, prior to traffic controllers installing signs on Old Hume Highway, Jellore Street and Bryan Street and controlling traffic on Jellore Street.	T.C. Supervisor



10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event



2018 Southern Highlands Food & Wine Festival. - Traffic Management Plan

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Section 9 - TRAFFIC GUIDANCE SCHEMES

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

The Traffic Guidance Schemes are as follows :-

- TGS 01 - Old Hume Highway. Advance Warning Signs
- TGS 02 - Bryan Street. Accessible / Disabled parking, Taxi & drop off
- TGS 03 - Stall holder access & parking



10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event



2018 Southern Highlands Food & Wine Festival. - Traffic Management Plan

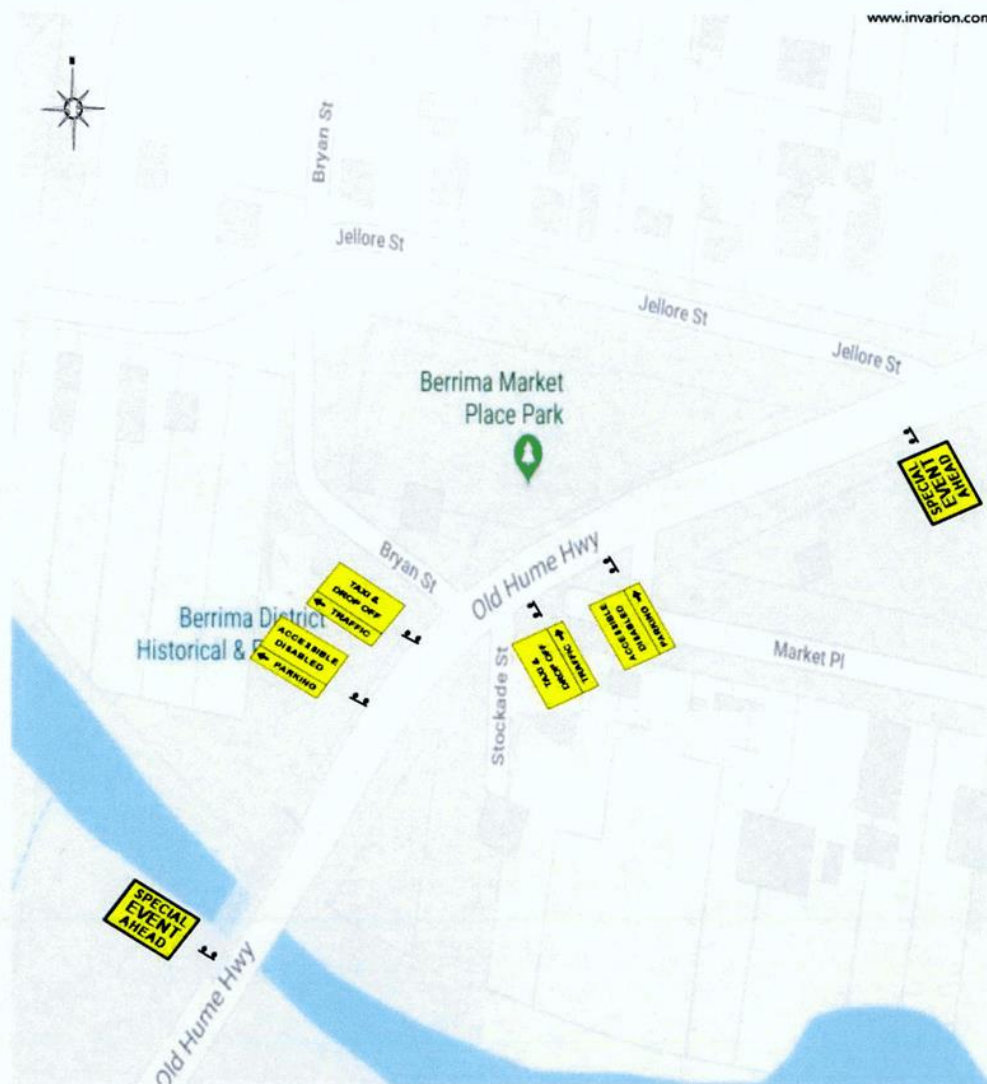
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**Section 9 - TRAFFIC GUIDANCE SCHEMES**

TGS 01

Old Hume Highway, Berrima

Advance Warning Signs



Traffic Guidance Scheme 01	Old Hume Hwy. Advance Warning Signs	Ref. 2018 SHFWF - TGS 01
 <p>ALL AREA TRAFFIC SERVICES</p> <p>Tonyette Pty. Ltd. P.O. Box 98 Berrima, NSW 2534</p> <p>Ph: 0457 870008 Fax: 02 50705488 www.allareatraficservices.com.au</p>	<p>Plan Date: 26-02-18</p> <p>Author: Craig Eyles</p> <p>Cert. No: 0046242590</p> <p>Revision A</p> <p>Revision B</p> <p>Revision C</p> <p>Author</p> <p>Event : Southern Highlands Food &amp; Wine Festival</p> <p>Location : Berrima Market Place Park</p> <p>Work Date : Saturday 29th September, 2018 Sunday 30th September, 2018</p> <p>Times : From 9.30 a.m. to 6.00 p.m. daily</p>	<p>This plan is not to scale.</p> <p>This plan is intended to comply with AS 1742.3-2009 "Manual of Uniform Traffic Control Devices, Part 3: Traffic control for works on roads", RTA "Traffic Control At Workplaces" manual 2010 and the Victorian Road Management Act 2010 "Worksite Safety - Traffic Management" Code of Practice, whichever is applicable.</p> <p>All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others.</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>

10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)

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2018 Southern Highlands Food & Wine Festival. - Traffic Management Plan

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**Section 9 - TRAFFIC GUIDANCE SCHEMES**

TGS 02

Bryan Street, Berrima

Disabled parking, taxi rank and public drop off & pick up

www.invarion.com



Traffic Guidance Scheme 02	Bryan Street. Disabled, Taxi & Drop off	Ref. 2018 SHFWF - TGS 02
 <p>ALL AREA TRAFFIC SERVICES Tangella Pty. Ltd. P.O. Box 86 Wentworth, NSW Ph: 0481 676588 Fax: 02 537 0748 www.allaretrafficservices.com.au</p>	<p>Plan Date: 26-02-18 Author: Craig Eyles Cert. No. 9046242560 Revision A Author: Revision B Author: Revision C Author:</p> <p>Event: Southern Highlands Food &amp; Wine Festival Location: Berrima Market Place Park Work Date: Saturday 29th September, 2018 Sunday 30th September, 2018 Times: From 9.30 a.m. to 6.00 p.m. daily</p>	<p>This plan is not to scale. This plan is intended to comply with AS 1742.3-2009 "Manual of Uniform Traffic Control Devices, Part 3: Traffic control for works on roads", RTA "Traffic Control At Worksites" manual 2010 and the Victorian Road Management Act 2010 "Worksite Safety - Traffic Management" Code of Practice, whichever is applicable. All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others. This plan remains the property of All Area Traffic Services and must not be copied or altered without permission of the Author.</p>

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**Section 9 - TRAFFIC GUIDANCE SCHEMES****TGS 03. Supplier & Stall holder access & parking**

Old Hume Highway. Advance Warning Signs. Jellore Street. Advance Warning Signs.  
 Bryan Street. Road closure.



Traffic Guidance Scheme 03		Supplier & Stall holder access & parking	Ref. 2018 SHFWF - TGS 03
	Plan Date	26-02-18	<p>This plan is not to scale.</p> <p>This plan is intended to comply with AS 1742.3-2009 "Manual of Uniform Traffic Control Devices, Part 3: Traffic control for works on roads", RTA "Traffic Control At Workplaces" manual 2010 and the Victorian Road Management Act 2010 "Workplace Safety - Traffic Management" Code of Practice, whichever is applicable.</p> <p>All Area Traffic Services takes no responsibility for the compliance of this plan if implemented by others.</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>
	Author	Craig Eyles	
	Cert. No.	0046242590	
	Revision A		
	Author		
	Revision B		
	Author		
	Revision C		
	Author		
	Author		
<b>Event :</b> Southern Highlands Food & Wine Festival <b>Location :</b> Berrima Market Place Park			
<b>Date :</b> Thursday 27th September. 9.00 am - 5.00 pm Friday 28th September. 9.00 am - 10.00 pm Saturday 29th September. 6.00 am - 9.30 am Sunday 30th September. 6.00 pm - 10.00 pm Monday 01st October. 6.00 am - 5.00 pm			



## AGENDA FOR THE ORDINARY MEETING OF COUNCIL

10.1 Development Application 18/0442 - Two public events - Southern Highlands Food and Wine Festival (29-30 September 2018) and Highlands Beer and Cider Festival (23-24 February 2019)  
ATTACHMENT 6 Traffic Management Plan (TMP) for September 2018 event

Wednesday 25 July 2018



### Berrima Marketplace Park - Southern Highlands food and wine festival layout

