
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 11 NOVEMBER 2020
REPORTS OF COMMITTEES**

1. REPORT OF NARROMINE AUSTRALIA DAY COMMITTEE

The minutes of the Narromine Australia Day Committee Meeting held on 13 October 2020 at the Narromine Shire Council Chambers are attached (**See Attachment No. 1**).

RECOMMENDATION

That the recommendations from the minutes of the Narromine Australia Day Committee Meeting held on 13 October 2020 be adopted.

2. REPORT OF TOMINGLEY ADVANCEMENT ASSOCIATION COMMITTEE

The minutes of the Tomingley Advancement Association Committee Meeting held on 19 October 2020 at the Tomingley Memorial Hall are attached (**See Attachment No. 2**).

RECOMMENDATION

That the recommendations from the minutes of the Tomingley Advancement Association Committee Meeting held on 19 October 2020 be adopted.

3. REPORT OF LOCAL TRAFFIC COMMITTEE

The reports to and minutes of the Local Traffic Committee Meeting held on 12 October 2020 at the Narromine Shire Council Chambers are attached (**See Attachment No. 3**).

RECOMMENDATION

That the recommendations from the minutes of the Local Traffic Committee Meeting held on 12 October 2020 be adopted.

4. REPORT OF THE TRANGIE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE

The minutes of the Trangie Showground & Racecourse Advisory Committee Meeting held on 27 August 2020 at the Trangie Showground are attached (**See Attachment No. 4**).

RECOMMENDATION

That the recommendations from the minutes of the Trangie Showground & Racecourse Advisory Committee Meeting held on 27 August 2020 be adopted.

**MINUTES OF THE NARROMINE AUSTRALIA DAY COMMITTEE MEETING HELD IN
NARROMINE SHIRE COUNCIL CHAMBERS ON MONDAY 13 OCTOBER 2020**

PRESENT: Cr Les Lambert (Chair), Cr Mark Munro, Pr. David Taylor, Ros Reid and Phil Johnston (Minute Secretary).

The Chair welcomed those present and declared the meeting open at 4.30pm.

1. APOLOGIES

RECOMMENDED David Taylor/Ros Reid the apologies of Jeanette Nash, John Sinclair, Gwen Crook, Viv Halbisch, Peter Richards, Keith Elrington be accepted.

2. DECLARATION/CONFLICT OF INTEREST

Nil

3. ELECTION OF COMMITTEE CHAIR

Given that this is the first meeting of the Australia Day Committee following the confirming of Council delegates in September 2020 it is appropriate that the Committee confirms a Chairperson for the following 12 months.

Chairman Les Lambert stepped aside from the position to allow the Minute Secretary to hold the ballot. The Minute Secretary called for nominations to the position of Chair.

Cr Les Lambert was nominated for the position by Ros Reid/ Mark Munro.

No additional nominations were received and Cr Les Lambert was elected Chair for the following 12 month period.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDED Les Lambert/ Mark Munro that the Minutes of the previous meeting of the Narromine Australia Day Committee held on 10th March 2020 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES

- The Chairman gave an overview of the meeting of the 10th of March 2020.
- Items to be carried forward for this year's awards will be updated in the event plan.
- No outstanding items were nominated.

6. AUSTRALIA DAY 2021

Australia Day 2021 is Tuesday the 26th of January 2021.

A general discussion was held around the development of Australia Day for 2021. The committee acknowledged that this would be held under the guidelines of the latest COVID-19 restrictions at the time.

**MINUTES OF THE NARROMINE AUSTRALIA DAY COMMITTEE MEETING HELD IN
NARROMINE SHIRE COUNCIL CHAMBERS ON MONDAY 13 OCTOBER 2020**

Generally agreed that those items that required bookings would be made and then final decisions made as to how the event would be run. (What community aspects could be held etc)

Agreed to continue with the development of the Community Awards.

Agreed to nominate for an Ambassador.

The Committee felt that if a function could not be held then an alternative community function could be supported with the Australia Day funds later in the year. (To be determined).

Action: event plan to be updated by Narromine Shire Council staff.

Action: Initial bookings to be made and confirmed at a later date.

7. NEXT MEETING

It was noted, the next meeting of the Narromine Australia Day Committee will be held on Tuesday, 10th November 2020, commencing at 4.30pm. At the Council Chambers.

It was further noted, the December meeting of the Narromine Australia Day Committee will be held on Tuesday, 8th December 2020, commencing at 4.30pm. At the Council Chambers.

There being no further business, the meeting closed at 4.50 pm.

The minutes (pages 1-2) were confirmed on _____ 2020 and are a true and accurate record of proceedings of the meeting held on the 13 October 2020.

CHAIR

**MINUTES OF THE TOMINGLEY ADVANCEMENT ASSOCIATION COMMITTEE MEETING
HELD ON MONDAY, 19 OCTOBER 2020 AT TOMINGLEY MEMORIAL HALL**

PRESENT: Cr James Craft (Narromine Shire Council), Phil Johnston (Director, Community and Economic Development), Andre Pretorius (Director Infrastructure and Engineering Services), Doreen Dart, Linda Buntrock, Greg Cannon, Tony Ellis, Gavin Dart, Anne McNiven, Max McNiven and Alison Attwater (Minute Taker)

1. WELCOME

The Chair welcomed those present and declared the meeting open at 5.03 pm.

2. APOLOGIES

RECOMMENDED by consensus that the apologies of Jane Redden, Charna Edmunds, Donald Edmunds and Phillip Mayoh be accepted.

3. DECLARATION/CONFLICTS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

RECOMMENDED Cr Craft/Linda Buntrock that the Minutes from the previous meeting held on 28 October 2019 be adopted as a true and accurate record of the meeting held.

5. BUSINESS ARISING FROM THE MINUTES

Nil

6. REPORT TO TOMINGLEY ADVANCEMENT ASSOCIATION COMMITTEE

Director, Community and Economic Development spoke to his report and tabled the following items:

1) Follow Up Items

a) Rainwater Tanks

- It was noted that twenty rainwater were delivered to Tomingley.
- It was advised that this project had now closed but could be looked at in the future.

e) Footpath at Myall Street

- It was noted the gravel is not the best suited surface for aged mobility walkers.
- It was reported that if there were remaining funds from capital works resurfacing could be looked at.

ACTION Director Infrastructure and Engineering Services to look into this and advise.

**MINUTES OF THE TOMINGLEY ADVANCEMENT ASSOCIATION COMMITTEE MEETING
HELD ON MONDAY, 19 OCTOBER 2020 AT TOMINGLEY MEMORIAL HALL**

2) WHS

Nil

3) Bookings

Nil

4) Financial Report

RECOMMENDED Tony Ellis/Doreen Dart that the information be noted.

5) GENERAL BUSINESS

a) Eric Woods Park

- It was reported by committee members that the new upgrades at Eric Woods park were impressive.
- It was advised that Eric Woods park needed closing off to vehicle access.
- Village overgrown allotments need assessing.

Action: Request for level of service to be reviewed

b) Multipurpose Court

- It was advised that a funding application has been submitted for a multipurpose court.
- Location of the court was discussed, adjacent to the Tomingley Memorial Hall was decided as the best location.
- A stage two development was discussed, if other funding was served this is to be determined.

c) Tomingley Water Supply

- Director Infrastructure and Engineering Services advised that a submission has been made to Department Primary Industry and Environment for a water treatment plant. Consultants have been engaged for concept and design phase.
- It was noted that water pressure in Tomingley was low.

Action Director Infrastructure and Engineering Services to look into options to rectify this and advise.

d) Christmas Party

- Christmas party 2020 was raised. It was asked that any ideas for this event please be submitted to Council.

e) Tomingley School

- It was advised that the school required general maintenance and that current user groups were responsible for this.

**MINUTES OF THE TOMINGLEY ADVANCEMENT ASSOCIATION COMMITTEE MEETING
HELD ON MONDAY, 19 OCTOBER 2020 AT TOMINGLEY MEMORIAL HALL**

6. NEXT MEETING

The next meeting of the Tomingley Advancement Association Committee will be held on Monday, 19th April 2021 at the Tomingley Memorial Hall, commencing at 7.00pm.

There being no further business for discussion the meeting closed at 6.15 pm.

The Minutes (pages 1 – 3) were confirmed at the meeting held on the
Day of 2020, and are a true and accurate record of proceedings
of the meeting held on 19 October 2020.

CHAIR

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 12 OCTOBER 2020**

PRESENT: Cr Dawn Collins (Chair, Narromine Shire Council), Jane Redden (General Manager, NSC), David Vant (Roads & Maritime Services), Michael Donley (Senior Constable, Orana Mid-Western Police District, NSW Police), André Pretorius (Director Infrastructure & Engineering Services, NSC) & Sarah Masonwells (Minute Secretary, NSC).

1. WELCOME

The Chair welcomed those present and declared the meeting open at 9.33am.

2. APOLOGIES

RECOMMENDED Cr Collins/David Vant that the apology of Cr Rob McCutcheon (Local Member Representative Dubbo) be accepted.

3. MINUTES OF THE PREVIOUS MEETING

RECOMMENDED David Vant/Cr Collins that the Minutes of the previous meeting of the Local Traffic Committee held on 3 August 2020 be accepted as a true and accurate record of that meeting

4. BUSINESS ARISING FROM PREVIOUS MINUTES

1) Item 3, Minutes of the Previous Meeting, 3)

The Director Infrastructure & Engineering Services noted the Trangie Truckstop is progressing. The NHVR were notified of the increase of load limit and will be followed up to see if the maps have been updated.

2) Item 3, Minutes of the Previous Meeting, 2)

The Director Infrastructure & Engineering Services noted the giveway sign at the saleyards has been cleaned and raised.

3) Item 6, General Business, 2)

The Director Infrastructure & Engineering Services noted that Council are having weekly discussions with Inland Rail which includes the cost recovery regarding the damaged roads on the routes Inland Rail have been using. The impacts have been predominately unsealed roads.

A defects list regarding level crossings has been sent through to Inland Rail and ARTC. The next step is to arrange a site meeting with ARTC to look at the defects.

9:40am – Michael Donley entered the meeting

4) Item 6, General Business, 4)

The Director Infrastructure & Engineering Services noted Hatching has been completed at the Culling Street address and a letter of thanks was received from the Resident.

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 12 OCTOBER 2020**

4. BUSINESS ARISING FROM PREVIOUS MINUTES CONT.

5) Item 6, General Business, 6)

The Director Infrastructure & Engineering Services noted the no parking signage out the front of the Generosity church in Dandaloo Street Narromine will be removed as DA files have been referred to and there is no requirement for these.

5. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

Nil

6. REPORT TO LOCAL TRAFFIC COMMITTEE

1) INSTALLATION OF CHRISTMAS TREE IN DANDALOO STREET, NARROMINE

David Vant noted that it may be an issue with vandalism as the fountain had issues when it was there.

The General Manager noted that there is now CCTV to deter bad behaviour.

RECOMMENDED Michael Donley/David Vant that approval be granted to install the Christmas Tree from 1 December 2020 to 15 January 2021 in the median strip out the front of the Narromine USMC in Dandaloo Street, Narromine.

2) INSTALLATION OF BANNERS IN DANDALOO STREET, NARROMINE

David Vant noted that Council would be required to comply with the SEPP 64 and concurrence be obtained from the Land Use People – Transport NSW by complying with a section 138 of the Roads Act.

RECOMMENDED David Vant/Michael Donley that;

1. the information be formally noted.
2. that council comply with a section 138 of the Roads Act
3. that the banners do not interfere with the operations of the CCTV

3) NARROMINE SIGNAGE PROCEDURE

RECOMMENDED David Vant/Michael Donley that the information be formally noted.

4) DEVELOPMENT APPLICATION 2020/40 NARROMINE HARDWARE

David Vant noted he had been in discussion with the Director Infrastructure & Engineering Services. The following points need to be considered;

- a) you cannot have wheel stops in a disabled car space
- b) current requirements do not meet contemporary issues

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 12 OCTOBER 2020**

6. REPORT TO LOCAL TRAFFIC COMMITTEE CONT.

- c) the car space has to be 90 degrees and the dimensions will need to change
- d) Moree Council has designed disabled car parks that does not disseminate against anybody. David Vant will provide the Director Infrastructure & Engineering Services with this design. The dual design is for both side entry and exits and rear entry and exit vehicles. The two spaces would have a shared zone in the centre.

Director Infrastructure & Engineering Services asked if there was any grant funding available for disability parking. David Vant wasn't aware of any.

RECOMMENDED David Vant/Michael Donley that approval be granted for the installation of disabled parking bays based on the inclusion of the design drawings being sent from David Vant.

5) DISABILITY PARKING TRANGIE

RECOMMENDED David Vant/Michael Donley that approval be granted for the installation of disabled parking bays based on the inclusion of the design drawings being sent from David Vant.

6) REMOVAL OF BUS SHELTER AND SEATING

The Director Infrastructure & Engineering Services noted another seat could be installed under the awning if still required after discussions with the affected business owners. The General Manager noted another seat in that location may promote loitering and anti-social behaviour.

The Chair noted that the school bus stops there in the morning to collect children. The General Manger asked why the bus operator does not collect from designated bus stops.

RECOMMENDED Michael Donley/David Vant that;

1. the Traffic Committee endorse the removal of the bus shelter and seating at the identified location.
2. the affected businesses be consulted prior to the removal of the bus shelter.
3. Council contact the bus operator to inform them that they should conduct a review of the pickup and drop-off points in Narromine.

**7) TEMPORARY SIGNAGE – VARIABLE MESSAGE BOARD ON THE MCGRANE WAY
(MR 354)**

David Vant noted as it is a regional road, it will need concurrence from the Land Use People – Transport NSW.

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 12 OCTOBER 2020**

6. REPORT TO LOCAL TRAFFIC COMMITTEE CONT.

David Vant also noted that Transport NSW has recently looked into locations for VMS warnings during harvest for grain trucks and fatigue. David to request Transport NSW liaise with Agrigrain (QUBE) regarding the messages on the boards.

RECOMMENDED David Vant/Michael Donley that;

1. concurrence be obtained from the Land Use People – Transport NSW
2. that the information be formally noted.

6. GENERAL BUSINESS

1) The General Manager noted that Council had received feedback on the signs installed at Gin Gin bridge regarding the sight clearance, especially coming from the North. The Director Infrastructure & Engineering Services will investigate this to see how visible they are and make changes if required.

2) The General Manager noted the overtaking lanes being constructed in-between Narromine and Dubbo are out for Public comment at present. Council have requested that the Tantitha Road turnoff be investigated and be upgraded as part of the works. This turnoff is already heavily used and will increase with Inland Rail traffic.

David Vant noted the Area Maintenance Manager would also be available to liaise with regarding the works on these roads.

8. NEXT MEETING

The next Meeting of the Local Traffic Committee will be held on **Monday, 7 December 2020** commencing at **9.30 am** in the Narromine Shire Council Chambers.

There being no further business, the meeting closed at 10.25am.

The Minutes (pages 1 –4) were confirmed on _____, 2020 and are a full and accurate record of proceedings of the meeting held on 12 October 2020.

CHAIR

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 14 OCTOBER 2020**

1. INSTALLATION OF CHRISTMAS TREE IN DANDALOO STREET, NARROMINE

Author Director, Community and Economic Development
Responsible Officer Director, Community and Economic Development

Executive Summary

The purpose of this report is to request permission for the installation of a 5m Christmas Tree with lights in Dandaloo Street, Narromine.

Report

As part of the 2020 Christmas Decoration program, Council has purchased a 5m Christmas Tree with lights, to be installed in Narromine from 1 December 2020 to 15 January 2021. Council is proposing that the tree be installed in the median strip in Dandaloo Street, Narromine. (as per the below map – note the Christmas Tree is the red dot). The tree would be located in front of the Narromine USMC on the median strip which is 8m wide.



NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 14 OCTOBER 2020

1. INSTALLATION OF CHRISTMAS TREE IN DANDALOO STREET, NARROMINE CONT.

The Christmas Decoration Program has been endorsed by Council and is a great opportunity to boost the Christmas Spirit within the town. Detailed specifications of the tree are as follows;

| | |
|----------------------|---------------------|
| Height | 5m |
| Floor space required | 3.24M |
| Weight with lights | 409Kg |
| Weighted | Fixed to the ground |

RECOMMENDATION

That approval be granted to install the Christmas Tree from 1 December 2020 to 15 January 2021 in the median strip out the front of the Narromine USMC in Dandaloo Street, Narromine.

2. INSTALLATION OF BANNERS IN DANDALOO STREET, NARROMINE

Author Director, Community and Economic Development
Responsible Officer Director, Community and Economic Development

Executive Summary

The purpose of this report is to request permission for the installation of banners on 5 poles located in Dandaloo Street, Narromine.

Report

As part of Council's Mainstreet Beautification Program, Council is proposing the installation of 1.5m banners within the main street precinct of Narromine (Dandaloo Street, Narromine). The banners will assist in boosting the vibrancy of the main street precinct along with assisting in promoting seasons, welcome messages and events occurring within the Region. Council is proposing to install the Bannerconda system which is a street-pole banner raise-and-display system which enables banner change-over by one person at ground level (there is no need to use an elevated work platform). An image of the banners, the banner arm (detachable) and raising system can be seen below.

**NARROMINE SHIRE COUNCIL
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2. INSTALLATION OF BANNERS IN DANDALOO STREET, NARROMINE CONT.



It is proposed that the banner system be installed on the existing CCTV camera poles in Dandaloo Street, Narromine (as per the map below)



RECOMMENDATION

That approval be granted to install banners in the median strip in Dandaloo Street, Narromine.

NARROMINE SHIRE COUNCIL
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3. NARROMINE SIGNAGE PROCEDURE

Author Director, Community and Economic Development
Responsible Officer Director, Community and Economic Development

Executive Summary

The purpose of this report is to request feedback on the Narromine Region Signage Guidelines developed to provide direction for applicants installing signage in the Narromine Region.

Report

The Narromine Region Signage Guidelines (**attachment No. 1**) aim to provide a standard for consistent, professional and durable signage throughout the region including;

- Promotion of the Region
- Limiting the number of non-Council signs
- Enhancing visitor's ability to navigate the region using consistent directional signage to genuine tourist destinations, sporting facilities, conference and education facilities and accommodation providers, signage in information bays, tourist trail signage inside and outside of town boundaries, and signage to emergency/health facilities.
- Maintaining consistency to the extent practical with State Information and directional signage design regulations.
- Allow for the reasonable identification and marketing of businesses in the Narromine Region
- Supporting signs that contribute to the interest, vitality, and improve the quality of commercial and industrial areas

This procedure aims to preserve the visual amenity of the Narromine Region while providing a set of guidelines for businesses, events, community groups and Council to adhere to.

There are five major types of road signs used by visitors and locals to find businesses, attractions and facilities in the Narromine Region. These include;

1. Tourist Attraction Signs (Brown and white)
2. Service Signs (Blue and white)
3. Community Facilities Signs (Blue and white)
4. Advertising Signs (privately designed and installed on private property)
5. Advertising Signs (privately designed and installed within the road reserve)

The signs covered by these Guidelines relates to the promotion of a product, service, event or any other activity for a charity or business that would derive a benefit from the display of the advertising.

RECOMMENDATION

That the information be noted

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 14 OCTOBER 2020**

4. DEVELOPMENT APPLICATION 2020/40 NARROMINE HARDWARE

Author Director, Community and Economic Development
Responsible Officer Director, Community and Economic Development

Executive Summary

The purpose of this report is to inform the Narromine Shire Council Traffic Committee of Development Application 2020/40, Narromine Hardware.

Report

The owner of Narromine Hardware 47-49 Nymagee Street has lodged a Development Application with Council seeking approval to install a new front entry on Nymagee Street. This will also include new signage, a new awning, ramp and handrail and disabled parking on Nymagee Street.

At present the entrance to the retail business is at the side of the business, is hard to find and the access is uneven.

Narromine Shire Council's Disability Inclusion Action Plan does include an action to "identify buildings in the CBD that are not mobility friendly for access and to work with the owners to provide resolution".

Narromine Shire Council has outlined a willingness to the owner of the property that subject to relevant Australian Standards being adhered to that Council would allow the use of part of the footpath to incorporate the ramp access. Given the nature of the business and that the Newsagency is used regularly by older residents the business owner has also requested that a disabled parking space be approved.

Detailed plans prepared by Barnson Pty Ltd outline concurrence with Australian Standards and provide construction detail.

Images of the front of the shop today is shown below along with an artist's impression of the works complete.

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4. DEVELOPMENT APPLICATION 2020/40 NARROMINE HARDWARE CONT.

Image 1 and 2: shop front along the footpath. Minimal street appeal, no signage.



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4. DEVELOPMENT APPLICATION 2020/40 NARROMINE HARDWARE CONT.

Image 3: Shows existing entrance



Image 4: Shows street



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4. DEVELOPMENT APPLICATION 2020/40 NARROMINE HARDWARE CONT.

Drawings including artist's impression of works complete to front of business and a top view of the development outlines the proposed parking arrangement including the addition of a disabled carpark and the installation of concrete wheel stops to ensure that the rear end of vehicles does not overhang the kerb. The proposed kerb ramp and accessible parking is designed to comply with AS1428.1-2009 (**provided to the committee under separate cover**).

Narromine Shire Council staff will recommend the approval of the Development Application as submitted subject to conditions of consent. The Narromine Traffic Committee are invited to make comment on the application with particular reference to the addition of a disabled carpark.

RECOMMENDATION

That approval be granted for the installation of disabled parking bays as indicated on the design drawings

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 14 OCTOBER 2020**

5. DISABILITY PARKING TRANGIE

Author Manager Engineering Services
Responsible Officer Director, Infrastructure and Engineering Services

Executive Summary

Council has received grant funding to be put toward to the construction of disability parking throughout the township of Trangie.

Report

In 2020, Council received funding from Federal Government for the grant fund Drought Communities Extension Programme to expend on Footpaths and Ramps in Trangie. It has been determined to undertake the construction of disability parking as per Australian Standards AS1428.1-2009 at the locations determined best fit for the accesses, (**please refer to the map below**), after community consultation with local businesses and residents including the Trangie Community Group



| | | | |
|---|--|--|--|
| <p>Narromine SHIRE COUNCIL</p> <p><small>Narromine Shire Council PO Box 113 125 Maclean Street Narromine NSW 2891 Telephone: 02 688 8388 Fax: 02 688 8389 Email: info@narromine.nsw.gov.au</small></p> | <p>Important Notice! This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.</p> <p><small>This information has been prepared for Council's internal purposes and for the public purpose. No guarantee is made about the accuracy or reliability of the information. It is not to be used for any purpose other than the purpose for which it is intended. Council and the Council officers accept no responsibility for any loss or damage, including consequential or indirect, arising from the use of this information. Council and the Council officers accept no responsibility for any loss or damage, including consequential or indirect, arising from the use of this information. Council and the Council officers accept no responsibility for any loss or damage, including consequential or indirect, arising from the use of this information.</small></p> | | <p>Projection: GDA94 / MGA zone 55</p> |
| | <p>Date: 7/10/2020</p> | | <p>Drawn By: Jordan Richardson</p> |
| | <p>Map Scale: 1:6913 at A4</p> | | |
| | | | |

RECOMMENDATION

That the Traffic Committee endorse the following locations for Disability Parking within Trangie and the drawings for construction (**attachment No.2**).

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6. REMOVAL OF BUS SHELTER AND SEATING

Author Manager Engineering Services
Responsible Officer Director, Infrastructure and Engineering Services

Executive Summary

Council have received a request for the removal of a bus shelter and seating situated at 86 Dandaloo Street Narromine since it is alleged that it aids criminal activity and disrupts business undertakings within the property.

Report

During 2019, the relocation of the Taxi rank from 86 Dandaloo Street to 82 Dandaloo Street was undertaken. Upon relocation of the taxi rank and seating the existing seating and shelter remained.

Complaints have been made by the owner of the property stating that public have been using the taxi stand as a prop to gain access over the fence into the court yard area of the property. Further to this the noise from the public using the shelter to loiter causing disruptions due to the noise generated.

Pedestrian movement will be impacted upon if the shelter was to be moved closer to the road.

Consultation with the bus company has been made, to which, they have approved the removal of the seating and shelter as the bus does not park in that section of road, but in the bays to the south. School children would be able to under the existing awning(s), **(please refer to the map below)**. Existing businesses that may be impacted upon this change will be consulted if the shelter is to be removed.

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6. REMOVAL OF BUS SHELTER AND SEATING CONT.



RECOMMENDATION

1. That the Traffic Committee endorse the removal of the bus shelter and seating at the identified location.
2. That affected businesses be consulted prior to the removal of the bus shelter.

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**7. TEMPORARY SIGNAGE – VARIABLE MESSAGE BOARD ON THE MCGRANE WAY
(MR 354)**

| | |
|----------------------------|---|
| Author | Manager Engineering Services |
| Responsible Officer | Director, Infrastructure and Engineering Services |

Executive Summary

Council has received a request from Agrigrain (QUBE) for the temporary installation of Variable Message Boards during the period of 19 October to 12 December 2020.

Report

A higher than average cropping season is expected. This will increase traffic on the road network significantly.

A request from Agrigrain (QUBE) operation manager was made on the 29 September 2020 for the temporary installation of Variable Message Boards (VMB) on the approaches to the grain receival facility located on McGrane Way which is located approximately 1.6km south-west from Narromine. The McGrane Way is a Regional Road (MR354)

The Variable Message Boards would be set up and removed by the Agrigrain (QUBE) company as this report seeks approval for the temporary installation and wording. The proposal is for two VMBs to be temporarily set up at the attached locations (**please refer to the map below** from 29 October to 19 December 2020 with the wording on page one (1) "Warning: Trucks Turning" and page two (2) "Reduce Speed").

Agrigrain will go through a Section 138 (in terms of the Roads Act, 1993) application process.

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7. TEMPORARY SIGNAGE – VARIABLE MESSAGE BOARD CONT.



RECOMMENDATION

That the Traffic Committee note the setup of VMBs by Agrigrain.

André Pretorius
Director, Infrastructure and Engineering Services



NARROMINE SHIRE SIGNAGE DEVELOPMENT GUIDELINES

| Responsible Department | Prepared By | Review Period |
|------------------------------------|---------------|----------------|
| Community and Economic Development | Phil Johnston | Four (4) years |

OBJECTIVE

To provide a standard for consistent, professional and durable signage throughout the region including;


- Promotion of the Region
- Limiting the number of non-Council signs
- Enhancing visitor’s ability to navigate the region using consistent directional signage to genuine tourist destinations, sporting facilities, conference and education facilities and accommodation providers, signage in information bays, tourist trail signage inside and outside of town boundaries, and signage to emergency/health facilities.
- Maintaining consistency to the extent practical with State Information and directional signage design regulations.
- Allow for the reasonable identification and marketing of businesses in the Narromine Region
- Supporting signs that contribute to the interest, vitality, and improve the quality of commercial and industrial areas



These guidelines aim to preserve the visual amenity of the Narromine Region while providing a set of guidelines for businesses, events, community groups and Council to adhere to.

INTRODUCTION:

Narromine Shire Council is committed to providing a quality tourism experience for visitors to the Region. As the Narromine Shire is spread across a large area it is important that visitors and locals are able to move easily through the region via a range of consistent and professional signs. This includes the use of traditional brown or blue tourism signs, information centre signs, facility signs, business signage and designated tourist trails. In addition, Council aims to provide quality, accessible and consistent information to visitors via a series of roadside tourism information bays placed throughout the region.

Other than the major town signage and directional signs, there are five major types of road signs used by visitors and locals to find businesses, attractions and facilities in the Narromine Region. These include;

| | |
|---|---|
| 1. Tourist Attraction Signs (Brown and white) |  <p>The image shows a brown rectangular sign with white text and icons. At the top left is a white arrow pointing up and to the left. To its right is the word 'Anytown' in white. Further right is a white information icon (a lowercase 'i' inside a square). Below this is a horizontal white line. Under the line, the word 'Museum' is written in white, followed by a white icon of a museum building. Below that, the word 'Cathedral' is written in white, followed by a white icon of a cathedral. At the bottom, the word 'Castle' is written in white, followed by a white icon of a castle.</p> |
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| 2. Service Signs (Blue and white) |  <p>A blue rectangular sign with white text. The top section reads 'SERVICE CENTRE NEXT EXIT'. The bottom section, separated by a horizontal line, reads 'NEXT SERVICE 45 km'.</p> |
| 3. Community Facilities Signs (Blue and white) |  <p>A blue rectangular sign with white text and icons. The top section reads 'REST AREA'. Below this are six icons in a 2x3 grid: a male and female figure, a picnic table, a parking 'P' sign with a truck, a wheelchair, a Wi-Fi symbol, and a hand dropping a coin into a slot. Below the icons is the text 'X00 m'. The bottom section reads 'NEXT ONE XXkm'.</p> |
| 4. Advertising Signs (privately designed and installed on private property) | |
| 5. Advertising Signs (privately designed and installed within the road reserve) | |

The first three sign types are denoted by a particular colour scheme (conforming to Australian standards) which indicates their different function to the travelling public. These signs should comply with the following guidelines;

- Tourist Signposting Manual

The last two sign types are designed and installed by the business owner displayed on private property and occasionally within the road reserve. These signs require a Development Application and should comply with the following guidelines;

- Transport Corridor Outdoor Advertising and Signage Guidelines – NSW Planning
- State Environmental Planning Policy 64
- Local Government Road Safety Program Guidelines May 2020

The signs covered by these Guidelines relates to the promotion of a product, service, event or any other activity for a charity or business that would derive a benefit from the display of the advertising.

INFORMATION AND DIRECTIONAL SIGNAGE (Sign types 1, 2 & 3):

Responsibility for approving information and directional signage depends on the type of road on which the signage is located. The State Government, and specifically the RMS has responsibility for designing and approving the location of signage placed within the road reserve on state and regional roads such as the Mitchell Highway, Tomingley Road and Eumungerie Road. Council has responsibility for the design and location approval of signage placed within the road reserve on local roads only. The NSW Tourism Attraction Signposting Assessment Committee has developed the Tourist Signposting Manual with guidelines for State and Regional roads, Council generally applies these guidelines for local roads also. Applications for State and Regional roads need to be made direct to Tourism Attraction Signposting Assessment Committee (TASAC), while local roads need to be submitted to Council utilising the TASAC application form (link below).

TASAC – Tourism Attraction Signposting Assessment Committee is a group formed by the NSW State Government to have overall responsibility for the planning and implementation of tourist signposting systems which:

- Safely and efficiently guide motorists to their destinations
- Inform visitors of the range of major attractions and services available within a destination

Application forms have been split into categories including major tourism attractions, tourism product categories, identification and information and driving experiences.

Application forms can be found here

<https://www.destinationnsw.com.au/tourism/business-development-resources/tourist-attraction-signposting/categories-and-application-forms>

Accommodation Directional Signposting

RMS has developed guidelines for accommodation facility directional signposting (white on blue) on State and Regional roads. Council generally applies these guidelines with regard to directional signposting on local roads. Accommodation providers will need to provide evidence of approval as a registered facility such as a Development Application prior to approval being given. This signage will only be approved for installation on the closest local road intersection to the facility and simply state the name of the facility. Facility owners/operators are responsible for getting all necessary approvals and paying all costs involved with information and directional signage.

Sign types 1, 2 & 3 shall always remain the property of Council. Applicants fees are for the cost of manufacture and installation of the signage. The fees and charges to manufacture and install the signage will be provided by Council.

ADVERTISING SIGNAGE GUIDELINES (signs type 4 & 5)

These guidelines include but are not limited to the following types of signs;

- Banner - means a soft plastic/canvas/polycanvas material bearing letters and or numbers and/or pictures that is located on Public or private land. Banners are usually fixed to a solid frame or posts using rope, wire or cable ties

- Sign - means a rigid article made of wood/corflute/paper/ aluminum etc bearing numbers, characters and/or pictures, and visible from or on public or private land
- Trailer or vehicle sign – means a rigid article made of wood/corflute/paper/aluminum etc bearing numbers, character and/or pictures, usually fixed to a vehicle or trailer visible from or on public or private land
- A Frame – means a rigid article made from wood/steel bearing numbers, characters and/or pictures, located at a different location to where the usual business is carried out.

Council is responsible for approving sign types 4 & 5 that are installed within the local roads reserve. Advertising signs have a significant impact on the public realm and the quality of the streetscape and building/land with which they are visually associated. Well integrated signage in appropriate locations can add colour, vibrancy and interest to an area. A proliferation of signs and poorly designed and located signs can significantly detract from the attractiveness and amenity of the environment, as well as reducing the effectiveness of signs. These types of signs require a Development Application and should comply with the following guidelines;

- Transport Corridor Outdoor Advertising and Signage Guidelines – NSW Planning
- State Environmental Planning Policy 64
- Local Government Road Safety Program Guidelines May 2020

The signs covered by these Guidelines relates to the promotion of a product, service, event or any other activity for a charity or business that would derive a benefit from the display of the advertising.

No sign, banner or poster will be permitted to be placed, displayed or exposed in, on or over any public or private land without the prior approval of Council. Council reserves the right to refuse the application of any sign or banner in which Council considers inappropriate including but not limited to;

- An offensive message, image or language
- Anything that may incite hatred or aggression in any form
- Anything that is unlawful under local, state or federal law
- Anything that may be considered as promotion of a political, racial or religious nature
- Anything of a commercial nature that provides benefit to a private entity or person

With the display of signs or banners close to roads, Council must consider the safety of all road users with consideration given to signs or banners detaching, distracting driving and obstructing the drivers vision.

Council has the discretion to immediately and without notice remove a sign or banner that Council considers is a safety threat to road users or members of the community. The owner will be contacted to collect the sign or banner and it will be the discretion of Council as to whether the approval will be rescinded, or the organisation may amend the sign or banner.

Council maintains the right to replace, or remove any sign installed on roads under its control when any of the following occurs;

- The applicant no longer conforms with the conditions of the sign approval
- The sign is in a poor state of repair
- There is demonstrated need for aggregating signs in a particular location
- Council needs to resume the land
- The sign provides conflicting information in regards to the direction of or business purpose
- The sign is likely to distract drivers or create any other hazard
- The sign is not approved
- The sign directly promotes an activity where a private entity will derive a benefit i.e vegetable sales

Development Application Approval

The sign must comply with the policies and procedures listed within this document. During the assessment of the Development Application submitted, Council will assess against the following criteria;

- Advertise and identify the business and service provided on the site and not details of product/s sold
- Avoid excessive or repetitive advertising on a building or site
- Be located within the site the business operates on
- Provide adequate space for all occupancies to display signage where a building or site is occupied by more than one business
- Avoid being fixed to existing infrastructure within the road reserve, particularly light and electricity poles
- Complement the architectural design, form and scale of the host building or land
- Should not obscure a building's architectural form, features or glazed surfaces
- Does not protrude above rooflines or parapets, or beyond the edges of fascia or walls of the host building
- Be designed so the sign's supporting structure does not visually detract from the façade of the building
- Conceal electrical services to a sign
- Be designed and placed in a manner that accounts for the long-term maintenance needs and the ease of changing messages if reusing the existing mountings and service installations
- Where in residential areas and other high amenity areas, does not detract from the appearance or character of the area
- Protect areas of environmental and natural significance by limiting signage within, adjoining or facing these areas
- Be compatible with and complement the type, design and character of existing signs in the streetscape and surrounding area
- Does not cause a safety hazard, obscure views or sightlines or potentially distract road users, trains or pedestrians, through the type or level of illumination, colour or form of advertising

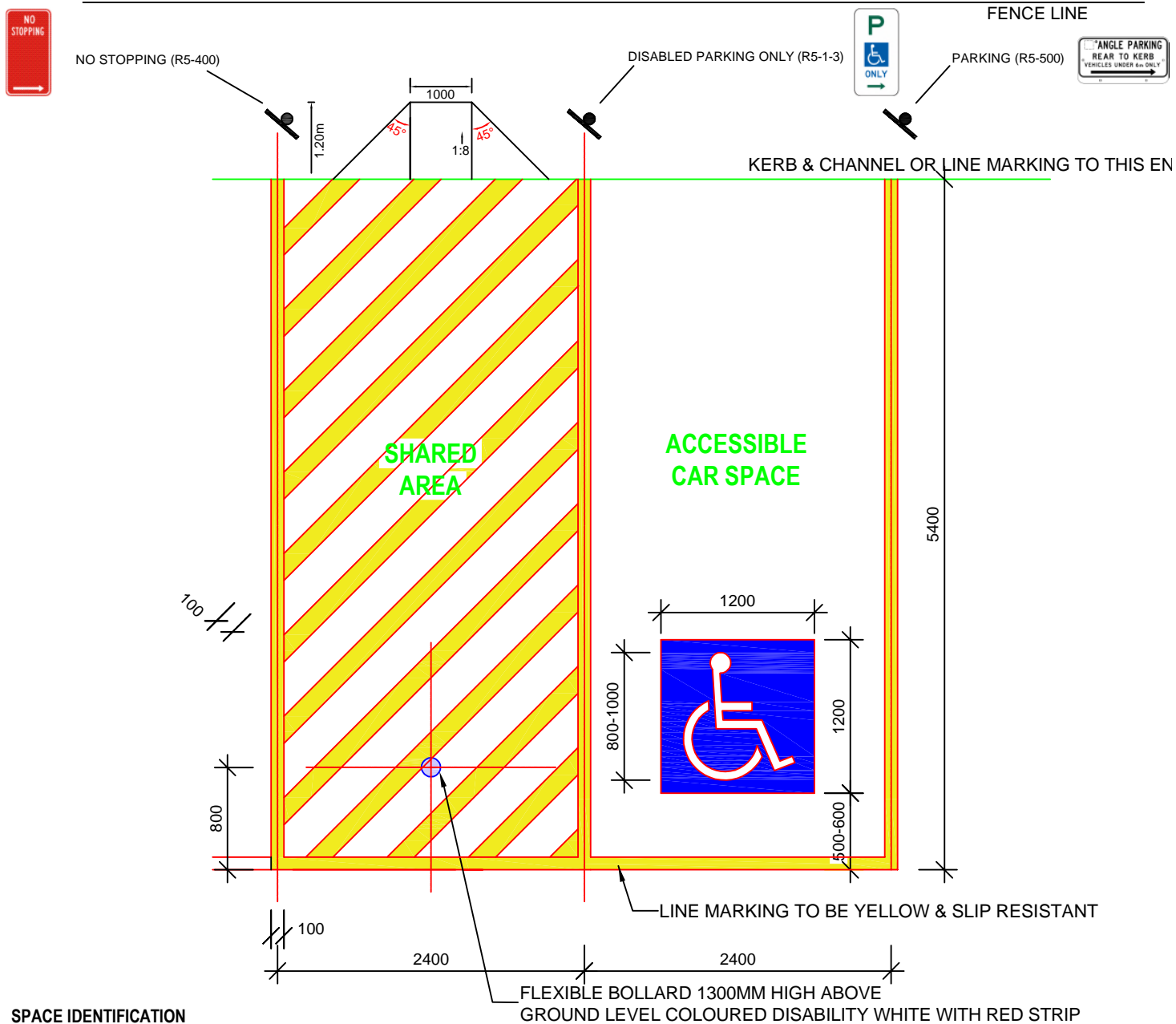
- Installation conforms to relevant Australian Standards, guidelines or engineer certified designs

Council's LED Board

All not for profit organisations, community groups and event organisers, running events and information sessions in the Narromine Region can utilise the Electronic LED board in Dundas Park as a method of promotion. The guidelines to utilise the sign can be found here - <https://narromineregion.com.au/digital-sign-promotion> - to list your event, or information visit <https://narromineregion.com.au/add-my-event>.

WEBSITE GLOSSARY

- Transport Corridor Outdoor Advertising and Signage Guidelines – NSW Planning - https://www.planning.nsw.gov.au/Policy-and-Legislation/~/_media/59AD1BE9ABA4448191791490BF67A70D.ashx
- State Environmental Planning Policy 64 - <https://www.legislation.nsw.gov.au/view/pdf/asmade/epi-2017-665>
- Local Government Road Safety Program Guidelines May 2020 - <https://www.rms.nsw.gov.au/business-industry/partners-suppliers/lgr/documents/local-gov-road-safety-program.pdf>
- TASAC – Tourism Attraction Signposting Assessment Committee - <https://www.destinationnsw.com.au/tourism/business-development-resources/tourist-attraction-signposting/about-tasac>
- Narromine Shire Council Event Support (LED Promotion) - <https://narromineregion.com.au/digital-sign-promotion>
- Narromine Shire Council Development & Associated Activity Application Form <https://www.narromine.nsw.gov.au/council/forms>
- Narromine Shire Council Local Environmental Plan (LEP) - <https://www.narromine.nsw.gov.au/development/local-environmental-plan>
- Narromine Shire Council Section 138 of the Roads Act, 1993 Approvals Process <https://www.narromine.nsw.gov.au/residents/roads>
- Installation and Maintenance of Signs RTA, December 2020 www.rms.nsw.gov.au/business-industry/partners-suppliers/documents/guides-manuals/installation-maintenance-signs.pdf
- Austroads Guides (Guide to Traffic Management) and Australian Standards (AS 1742, 1743 & 2890) <https://austroads.com.au/publications/traffic-management/agtm-set>



SPACE IDENTIFICATION

EACH DEDICATED SPACE SHALL BE IDENTIFIED BY MEANS OF A WHITE SYMBOL OF ACCESS IN ACCORDANCE WITH AS 1428.1. PAVEMENT MARKING IN THE CENTRE OF THE SPACE BETWEEN 500 MM AND 600 MM FROM ITS ENTRY POINT AS ILLUSTRATED

SPACE DELINEATION

PAVEMENT MARKINGS SPECIFIED IN ITEMS (A) AND (B) OF THIS CLAUSE SURFACE. RAISED PAVEMENT MARKERS SHALL NOT BE USED FOR SPACE DELINEATION. PAVEMENT MARKINGS SHALL BE PROVIDED AS FOLLOWS:

1. LINEMARKING

1.1. DEDICATED PARKING SPACES SHALL BE OUTLINED WITH UNBROKEN LINES

2. SHARED AREAS SHALL BE MARKED AS FOLLOWS:

- 2.1. WALKWAYS WITHIN OR PARTLY WITHIN A SHARED AREA SHALL BE MARKED WITH UNBROKEN LONGITUDINAL LINES
- 2.2. OTHER VACANT NON-TRAFFICKED AREAS, WHICH MAY BE OBSTRUCTED SHALL BE OUTLINED WITH UNBROKEN LINES
- 2.3. DIAGONAL STRIPES SHALL BE AT AN ANGLE 45 ± 10 DEGREES WITH 300 MM BETWEEN STRIPES
- 2.4. NO SHARED AREA MARKINGS SHALL BE PLACED IN TRAFFICKED AREAS.
- 2.5. ALL LINEMARKING MUST BE NON SLIP

3. BOLLARDS:

- 3.1. MINIMUM HEIGHT 1300MM
- 3.2. COLOUR BLUE TO CONTRAST AGAINST YELLOW LINE MARKING
- 3.3. BOLLARD SHALL BE FLEXIBLE BOLLARDS TO REDUCE MOTOR VEHICLE DAMAGE

4. STANDARDS:

- 4.1. ALL DRAWINGS AND LAYOUT SHOWN ARE IN ACCORDANCE WITH AS2890.5 & AS2890.6

| REV. | DATE | DESCRIPTION | APPROVED BY: | NARROMINE SHIRE COUNCIL STANDARD DRAWING INFRASTRUCTURE DESIGN STANDARDS |
|------|----------|------------------|--------------|---|
| 1 | 12/09/20 | DISABLED PARKING | | |
| | | | | |
| | | | | |

**MINUTES OF THE TRANGIE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE MEETING
HELD AT THE TRANGIE SHOWGROUND ON THURSDAY 27 AUGUST 2020**

PRESENT: Cr Dawn Collins (Chair), Mayor Cr Craig Davies, Phil Johnston (Director, Community and Economic Development, Narromine Shire Council), Andy McKinnon (Trangie Jockey Club), Terrie Milgate (Trangie Action Group), Louise Hooper (Trangie Camp Draft Association) and Kelly McCutcheon (Minute Taker)

Toby Mitchell (Trangie Truck and Tractor Show Committee) arrived 3.12pm.

1. WELCOME

The Chair welcomed those present and declared the meeting open at 3.05pm.

2. APOLOGIES

RECOMMENDED Andy McKinnon/Cr Davies that the apologies of Kim Ferrari (Trangie Jockey Club), Tony Ferrari (Trangie Jockey Club), Emma Flinn (Macquarie Picnic Race Club), Jaye Milgate (Trangie Golden Oldies), Jo Milgate (Trangie Pony Club) be accepted.

3. DECLARATION/CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDED Andy McKinnon/Terrie Milgate that the minutes of the previous meeting held on 27 February 2020 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES

RECOMMENDED Cr Davies / Andy McKinnon that the ventilation in the new men's and women's amenities needed to be moved to its own action item for follow up.

6. REPORT TO TSRAC

1) Follow Up Items

It was moved Cr Davies/Andy McKinnon that the information be noted.

Discussion was had regarding the ventilation in the new men's and women's amenities had not been actioned. Council to move request to its own action item for follow up.

Discussion was had regarding repairs to drainage, guttering and downpipes on the jockey's room and the western side of the grandstand. The discussion also identified issues with stagnant water and lack of drainage in between the jockey's room, pavilion and grandstand.

RECOMMENDED Cr Davies / Terrie Milgate that the information be noted, Council investigate installing whirlybirds and windows for ventilation in the men's and women's amenities and Council investigate and carry out the required repairs

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(spending up to \$10,000 from TSRAC Funds) to the jockey's room, grandstand and area in between.

2) Work Health and Safety

- Sunken trenches around the pony club area as horses are sinking following recent water and electrical works carried out. It was suggested that the trenches need to be topped up and repacked.

ACTION: Council to investigate site and repair as required

- Subsided trenches in front of the grandstand following recent irrigation upgrades

ACTION: Council to investigate site

RECOMMENDED Terrie Milgate/Andy McKinnon that the information be noted.

3) Bookings

RECOMMENDED Andy McKinnon/Cr Davies that the information be noted.

4) Financial Report

- Director Community and Economic Development noted that the projects recently completed are funded through grant funding, outside of the operation budget and therefore do not show up in the financials.

RECOMMENDED Cr Davies/Andy McKinnon that the Financial Report as presented be adopted.

5) Directors Report

RECOMMENDED Louise Hooper/Terrie Milgate that the Director's Report as presented be adopted.

7. GENERAL BUSINESS

a) Callers Box Grant

Trangie Jockey's Club thanked Council for submitting the grant applications for the callers box at such short notice

b) Ongoing Power issues

Discussion was had regarding ongoing power issues at the Racecourse and Showground. The Pony Club along with the Jockey Club have identified issues with overloading, power surges and outages during high activity times.

The Trangie Jockey Club advised that Narromine Rotary Club could provide feedback to Council regarding power issues. Trangie Pony Club advised that certain equipment can not be used at the same time in the canteen area and requested that investigations be carried out to enhance the power availability.

**ACTION: Council to contact Narromine Rotary and
Trangie Pony Club to identify action required.**

c) Toilet Block at Pony Club /Camp Draff Area

- Discussion was had regarding the amenities at the Pony Club / Camp Draff Area.
- Director Community and Economic Development noted that the amenities would need to be replaced, however was waiting on an appropriate funding channel.
- If the user groups choose to put in an application and are successful, the old amenities could be upgraded through these means.
- It was suggested that the Camp Draff Committee would continue to utilise the amenities, carrying out minimal repairs as required themselves.

ACTION: Council to investigate

7. NEXT MEETING

The next meeting of the Trangie Showground & Racecourse Advisory Committee will be held on Thursday, 26 November at 3.00 pm.

There being no further business, the meeting closed at 3.56pm.

The minutes (pages 1-3) were confirmed on _____ 2020 and are a true and accurate record of proceedings of the meeting held on 27 August 2020.

CHAIR