
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 9 SEPTEMBER 2020
REPORTS OF COMMITTEES**

1. REPORT OF LOCAL TRAFFIC COMMITTEE

The report to and minutes of the Local Traffic Committee Meeting held on 3 August 2020 at the Narromine Shire Council Chambers are attached (**See Attachment No. 1**).

RECOMMENDATION

That the report of the Local Traffic Committee and the recommendations from the minutes of 3 August 2020 be adopted.

2. REPORT OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE

The minutes of the Local Emergency Management Committee meeting held on 13 August 2020 at the Narromine Shire Council Chambers are attached (**See Attachment No. 2**).

RECOMMENDATION

That the report of the Local Emergency Management Committee and the recommendations from the minutes of 13 August 2020 be adopted.

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 3 AUGUST 2020**

PRESENT: Cr Dawn Collins (Chair, Narromine Shire Council), Jane Redden (General Manager, NSC), David Vant (Roads & Maritime Services), André Pretorius (Director Infrastructure & Engineering Services, NSC), Cr Rob McCutcheon (Local Member Representative Dubbo) & Sarah Masonwells (Minute Secretary, NSC).

1. WELCOME

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

2. APOLOGIES

RECOMMENDED David Vant/Cr McCutcheon that the apologies of Michael Donley (Senior Constable, Orana Mid-Western Police District, NSW Police) and Shannon Pendlebury (Sergeant, Orana Mid-Western Police District, NSW Police) be accepted.

3. MINUTES OF THE PREVIOUS MEETING

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

1) Item 6, General Business, 2)

The Director Infrastructure & Engineering Services noted that the Economic Development Team are working on a policy/procedure for roadside signage. A draft will be tabled at a Local Traffic Committee Meeting once finalised. David Vant reminded Council to contact Wade Hazleton in regards to the policy

2) Item 4, Business Arising, 1)

The Chair noted the Giveaway Sign installed at the Narromine saleyards needs to be cleaned of graffiti and raised so it isn't a repeated offence. The Director Infrastructure & Engineering Services to have the sign cleaned and check the Australian Standards to determine if the height can be lifted

3) Item 6, Report to Local Traffic Committee, 3)

The Director Infrastructure & Engineering Services noted that he has had a conversation with the funding agency regarding the Trangie truck stop, and they have no objections to an upgrade from B double to B triple parking. He will now liaise with Transport NSW. The load limit on the road has to be increased, remedial works to be completed and the correct signage will need to be erected.

4. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

Nil

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 3 AUGUST 2020**

5. REPORT TO LOCAL TRAFFIC COMMITTEE

1) FORMAL RATIFICATION OF APRIL REPORT TO COMMITTEE

RECOMMENDED Cr McCutcheon/David Vant that the concurrence provided by the Members via email be formally noted.

2) UPDATED TOWN SIGNAGE IN NARROMINE AND TRANGIE

RECOMMENDED Cr McCutcheon/David Vant that the information be formally noted.

3) APPLICATION FOR TEMPORARY ROAD CLOSURE – 8th/9th ROYAL AUSTRALIAN REGIMENT

RECOMMENDED Cr McCutcheon/David Vant that approval be granted to the 8TH /9TH Royal Australian Regiment to hold the march in Narromine, on 24 October 2020, as described in the application, subject to receipt of the relevant documentation and approvals, including a Road Occupancy Permit

4) 40KM SPEED REDUCTION INFORMATION REPORT

RECOMMENDED Cr McCutcheon/David Vant that the information be formally noted taking into consideration the below mentioned notes.

- a) The report to be all-inclusive, but should have a staged approach
- b) An option may include to stagger the pedestrian crossing
- c) The Chair noted the members were previously advised the pedestrian crossing could not be moved due to the corner of Mitchell Highway
- d) The pedestrian crossing is too close to a busy intersection
- e) The turning bays only encourage u-turns in an already busy area
- f) A staged approach, with no u-turns through the area is to be investigated
- g) Council must conduct public consultation
- h) Consider to extend speed zone reduction from Derribong Street to First Ave/Ellengerah Street
- i) The Shire has an ageing population and the members need to be looking to the future to consider and implement pedestrian and road user safety measures.

RECOMMENDED Cr McCutcheon/David Vant that after the implementation of the 40km zone, Council investigate the options regarding the adjustment of the pedestrian crossing and turning bays and report back to the Committee.

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 3 AUGUST 2020**

6. GENERAL BUSINESS

- 1) The Director Infrastructure & Engineering Services spoke regarding making changes to the temporary closure of unsealed roads policy after recent rain events and wet weather periods.

The roads are closed to protect the road pavement and to protect the road users. There is only a certain amount of money in the budget for roads.

It is the policy that all unsealed roads be closed after receiving 25mm of rain, although some roads could remain open after this amount of rain. Staff are currently categorising unsealed roads and impassable road signs to be installed on some of these unsealed roads. Other Councils generally have the same policy regarding the closure of unsealed roads after wet weather.

The General Manager noted it has been a wet winter and the closure of local unsealed roads has created a lot of phone calls from concerned residents. People are preparing for harvest and will need to be able to drive on these roads.

Council needs to engage with the residents of rural roads with the reasons the roads are required to be closed and ask residents to limit road use during these times to reduce damage to the roads, and include them in the policy review. It is understood some roads just take longer to dry out, and all these factors need to be considered. The residents that live on the Shire's rural roads are running businesses and we need to come up with a plan.

Cr McCutcheon noted some roads have just lost the material/gravel off them. Could Council look at changing the usual maintenance grade to a quick grade with no water to pull the gravel back up on the road.

The Chair noted that some of these roads could become local traffic only roads to protect the road pavement.

- 2) The Director Infrastructure & Engineering Services spoke regarding completed inspections of the Inland Rail Crossings and the standard is not good. He will continue to monitor the quality of work. The Inspections were completed with a representative of Inland Rail and Council will not be accepting the assets until all issues raised are fixed. The defects liability period commences at handover.
- 3) David Vant noted another colleague may be attending these meetings in the future.
- 4) The Chair noted a Culling Street resident has had trouble getting out of his driveway due to trucks parking across it. He is an emergency services worker and sometimes is required to leave quickly and he has been unable to do this at times.

MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL CHAMBERS ON MONDAY 3 AUGUST 2020

6. GENERAL BUSINESS CONT.

- 4) Would installing restricted parking signs be an option? David Vant suggested hatching is another option and would be more visible to drivers.

Sarah Masonwells to liaise with the resident regarding options.

- 5) The Chair noted a no stopping sign has been installed outside the hair dresser near the railway on Dandaloo Street. The Director Infrastructure & Engineering Services will investigate this.

- 6) The Chair noted there is a driveway outside the Generosity Church that doesn't get used and it has a no parking sign. This is a busy area outside the chemist and could be used for parking. The Director Infrastructure & Engineering Services will liaise with the Director Community & Economic Development regarding this.

- 7) The Chair noted that people who park at the netball courts in Narromine park nose in. Can signage be installed to reflect the correct parking? The Director Infrastructure & Engineering Services will investigate and come back to committee, and noted that parking could be incorporated in the redevelopment of this area.

- 8) The Chair asked the members to consider opening the main street (Dandaloo Street) to heavy vehicles between the hours of 10pm – 6am. This would elevate the noise in Manildra street, and you might alleviate vandalism also.

Cr McCutcheon noted the street requires upgrading as a lot of the noise comes from where pipes have been laid and the area has sunk.

David Vant reminded members that your Main Street is the first thing that is seen and remembered when visitors come through the town. The pollution and remnant's that would be left behind from constant use from the trucks would involve a lot more maintenance.

The General Manager noted Council have applied for a grant to conduct a noise study on bypass (Manildra Street and Culling Street).

8. NEXT MEETING

The next Meeting of the Local Traffic Committee will be held on **Monday, 12 October 2020** commencing at **9.30 am** in the Narromine Shire Council Chambers.

There being no further business, the meeting closed at 10.44am.

The Minutes (pages 1 –4) were confirmed on _____, 2020 and are a full and accurate record of proceedings of the meeting held on 3 August 2020.

CHAIR

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 6 JULY 2020**

1. FORMAL RATIFICATION OF APRIL REPORT TO COMMITTEE

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

Executive Summary

The purpose of this report is to formally minute the recommendations and concurrence granted for the report sent to the members of the Local Traffic Committee on 14 April 2020.

Report

As the Committee would be aware, a report was sent to voting members via email on the 14 April 2020 for consideration. Concurrence was subsequently received for the installation of signage at the Trangie Truck Stop, Gin Gin Bridge and Flood Signs.

RECOMMENDATION

That the concurrence provided by the Members via email be formally noted.

2. UPDATED TOWN SIGNAGE IN NARROMINE AND TRANGIE

Author Director, Community and Economic Development
Responsible Officer Director Infrastructure and Engineering Services

Executive Summary

The purpose of this report is to provide the Local Traffic Committee with information regarding the updated town signage in Narromine and Trangie.

Report

As part of a general refresh, Council is updating the town entry signage in Narromine and Trangie. The update includes a garden refresh, new signage and lighting to illuminate the signage at night (**attachment No. 1**). Three out of four of the locations will be utilising the current footprint. The fourth location, Narromine East doubles in size (towards the pedestrian track), however does not impact the road or railway. Solar type LED lighting will be installed which should not interfere nor affect with the driving task itself.

RECOMMENDATION

That the information be noted.

NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 6 JULY 2020

3. APPLICATION FOR TEMPORARY ROAD CLOSURE – 8th/9th ROYAL AUSTRALIAN REGIMENT

Author Director, Community and Economic Development
Responsible Officer Director Infrastructure and Engineering Services

Executive Summary

The purpose of this report is to provide the Local Traffic Committee with information regarding a proposed temporary road closure on Saturday 24 October 2020.

Report

Council has received a request from the 8TH /9TH Royal Australian Regiment, to hold an anniversary March in Narromine on Saturday 24 October, 2020. The event will require the temporary closure of Dandaloo Street, Burroway Street and Nymagee Street.

A completed Application for Road Closures for Special Events form has been received by Council (**provided to the committee under separate cover**). A risk assessment, approval from NSW Police and Public Liability Insurance have been requested by Council.

The 8TH /9TH Royal Australian Regiment is proposing that the nominated roads be closed from 9.45am until 11am on Saturday 24 October 2020. The allocated timeframe allows for the assembly of participants, a street parade from 10.00am – 10:45am, and event pack down. The roads will reopen as per usual from 11am.

RECOMMENDATION

That approval be granted to the 8TH /9TH Royal Australian Regiment to hold the March in Narromine, on 24 October 2020, as described in the application, subject to receipt of the relevant documentation and approvals.

4. 40KM SPEED REDUCTION INFORMATION REPORT

Author Manager Engineering Services
Responsible Officer Director Infrastructure and Engineering Services

Executive Summary

This report is for the information of progress to the Local Traffic Committee regarding a request for the changes to speed within the CBD area.

NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 6 JULY 2020

4. 40KM SPEED REDUCTION INFORMATION REPORT CONT.

Report

Council has received the results and recommendation of the SIDRA analysis, of which, has stated that there are no changes required to the intersection as per current vehicle and pedestrian traffic flow.

In review of the “40 km/h Speed Limits In High Volume Pedestrian Areas” guideline document, (**attachment No. 2**) a Pedestrian Precinct Treatment 3 for a 40km/h zone with gateway and traffic calming treatments would be the most ideal treatment for the identified location. The reason for this approach is that an alternative heavy vehicle route currently exists along Manildra/Culling Streets which can be considered as the Principal Travel Route for heavy vehicles.

Community consultation will be required (as per requirements of the guideline document) to inform road users and residents that a 40km/h speed zone is proposed (**attachment No. 3**) from

- o The corner of Merilba Street on the Mitchell Highway
- o Dandaloo Street at the rail crossing
- o Mitchell Highway up to Meringo/ Second Avenue

Concurrence from the Regional Traffic Manager (TfNSW) must be obtained prior to stakeholder consultation for a Treatment 3.

Attachments

See attached:

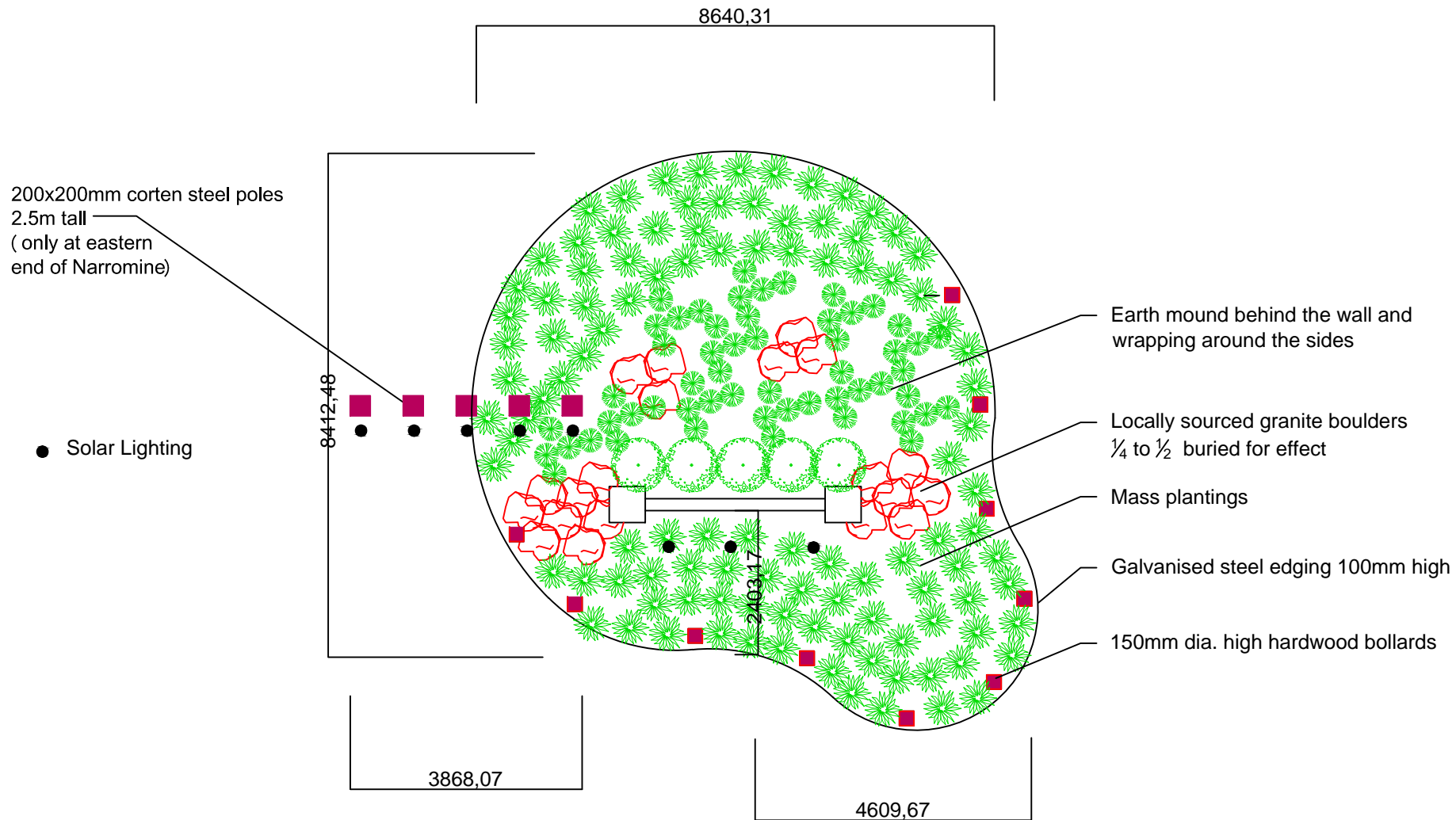
2. Speed Zone Policy Flow Chart
3. Concept for speed zone area

RECOMMENDATION

That the information be noted.

André Pretorius
Director, Infrastructure and Engineering Services

Attachment No. 1



Proposed Signage for Narromine & Trangie

Attachment No. 1



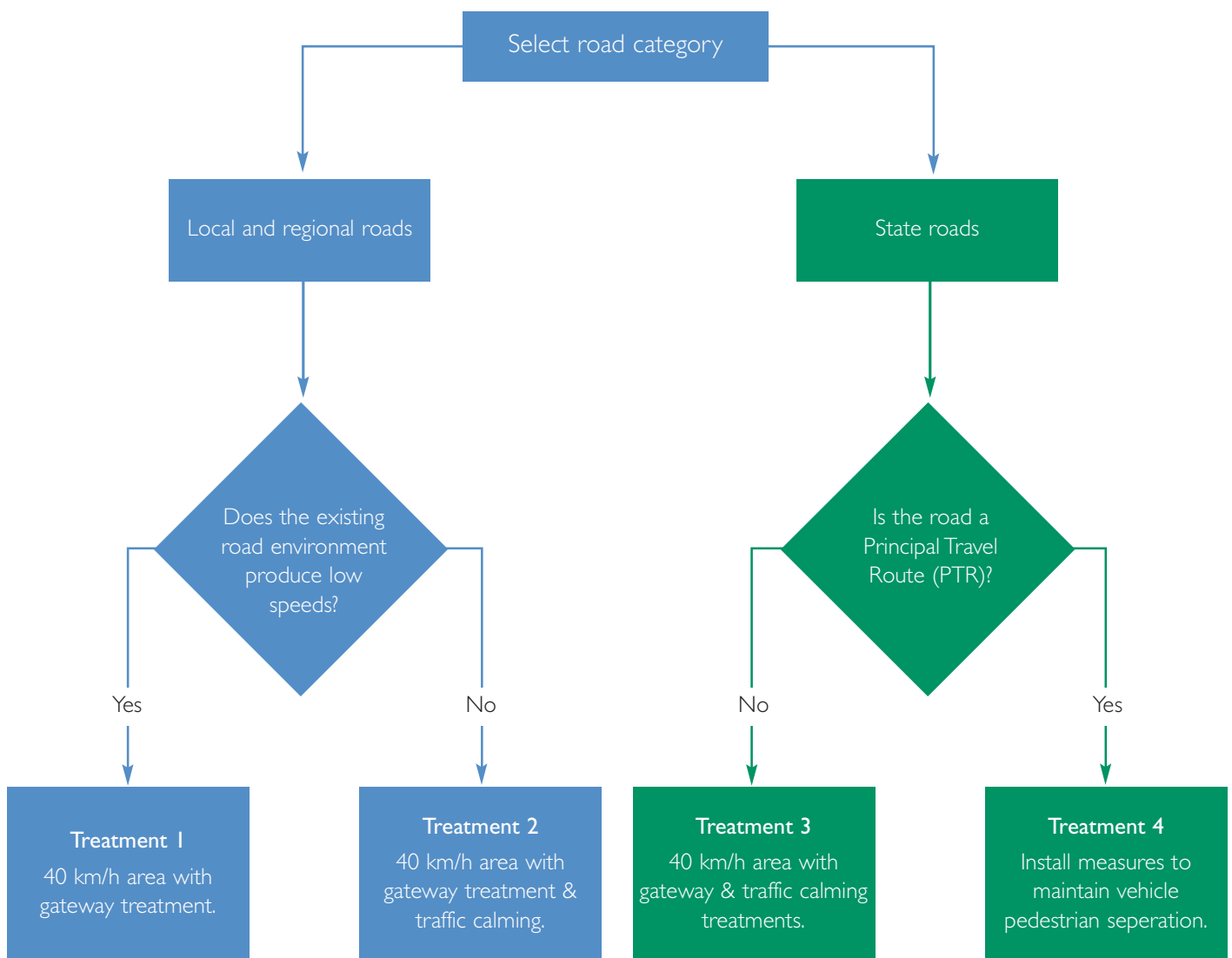
If the area under review does not satisfy the criteria of sufficiently high pedestrian traffic, the area should be monitored for any increases in pedestrian traffic. Other suitable engineering treatment options should also be considered.

2.2 Step 2: Selection of treatment options

If a road or area meets the above criteria of high volume pedestrian activity, then next step is to determine the most appropriate treatment options.

The flow chart below will help in selection of the best treatment option.

→ **Figure 2 Flowchart for identifying appropriate treatment options** Selection of treatment options



Treatment 1 - Gateway treatment

Local roads in an existing low travelling speed environment require only a gateway treatment prior to installation of 40 km/h speed limit signage. Typically these roads have traffic calming treatments already installed or have existing road environments that encourages low speeds such as some roads in older inner-city suburbs.

Suitable 40 km/h speed limit treatments in these areas include gateway treatments (ie. 40 km/h area signs and markings) and appropriate reminder treatments. Gateway treatments for this road type are shown in Appendix A and B.

If the road has been established as a low speed non-classified road, no further engineering treatment is required other than the reduced speed limit signs and gateway treatments.²



Broughton Street, Paddington.

Early subdivision forming a 'natural' low speed environment.

Treatment 2 - Gateway and traffic calming on local and regional roads

Prior to the implementation of 40 km/h speed limits on local and regional roads in higher speed environments, traffic calming schemes as well as gateway treatments must be installed to ensure motorists comply with lower speed limits.

The types of traffic calming measures that can be installed are set out in the *RTA (2000) Sharing the Main Street Guide* or *Austrroads (1988) Guide to Traffic Engineering Practice Part 10 - Local Area Traffic Management* as well as relevant RTA Technical Directions such as *TDT 2001/04 Use of traffic calming devices as pedestrian crossings*.

Additional information regarding traffic calming is included in Section 4.6 - Traffic calming treatments.

Daytime and Night-time speeds

Some CBD areas may have low travel speeds during peak travel. However travel speeds on these roads are often much higher at other times and about 90% of fatalities involving alcohol affected pedestrians happen in darkness³. The 40 km/h speed limit and traffic calming treatments can be suitable options for creating safer pedestrian environments at all times.

If these areas include signalised intersections, consideration should be given to creating pedestrian priority features such as:

- All pedestrian phase.
- Scramble crossing.
- Additional pedestrian phase time.
- Red arrow protection.
- Shorter cycle lengths.
- Pedestrian phase auto-introduction features.

A review of the signalised crossings should be conducted in consultation with Network Operation Section and pedestrian facilities provided on all legs of each signalised intersection in accordance with TDT 2001/08. Additional information regarding signalised intersections is included in section 4.7 - Traffic signals.

On two lane roads, priority should be given to providing pedestrian crossings (zebra) as an easily identified pedestrian road crossing facility in accordance with TDT 2001/04 and AS 1742.10. Additional traffic engineering devices should be considered that support the use of pedestrian crossings.

The entry point to these areas must consist of gateway treatments (40 km/h speed limit signage). Consideration should be given to reinforcing the gateway treatment with a section of audio tactile paving. See Appendix A and B for typical signage treatments.



Belmore Street, Oatlands.

Small suburban shopping strip with traffic calming treatments and 40 km/h speed limits.



Wharf Street, Forster.

Local road with 40 km/h speed limits and traffic calming treatments in regional shopping precinct.

² NOTE: A number of modern subdivision communities have narrow shared access roads that may or may not be open to the public such as in 'gated communities' and communities with common property driveways. These roads may be suitable for installation of shared zones. Refer to RTA Technical Direction 2000/6 for guidance in these matters.

³ Pedestrian Safety: Problem Definition and Countermeasure Summary, RTA, May 2002.

Treatment 3 - Gateway and traffic calming on state roads

Some state roads may have traffic calming treatments. It is important to work in partnership with the RTA's traffic management sections when proposing a 40 km/h pedestrian zone on a state road.

Increasingly many older style shopping strips on state roads are being by-passed and may eventually be declassified. This provides an opportunity to improve safety and amenity for the community by implementing a traffic calming scheme and 40 km/h speed limit (see Treatment 2).

Additional information regarding traffic calming is included in Section 4.6 - Traffic calming treatments.

If signalised intersections are present on these lower order roads, consideration should be given to creating pedestrian priority features such as:

- Red arrow protection.
- All pedestrian phase.
- Scramble crossing.
- Additional pedestrian phase time.
- Shorter cycle lengths.
- Pedestrian phase auto-introduction features.

A review of the signalised crossings should be conducted in consultation with Network Operation Section and pedestrian facilities provided on all legs of each signalised intersection. Additional information regarding signalised intersections is included in Section 4.7 - Traffic signals.

On two lane roads, priority should be given to providing pedestrian crossings (zebra) as an easily identified pedestrian road crossing facility in accordance with TDT 2001/04 and AS 1742.10. Additional traffic engineering devices should be considered that support the use of pedestrian crossings.

All proposed changes to state roads must be referred to the RTA's Regional Traffic Manager for concurrence prior to conducting stakeholder consultation. If a 40 km/h speed limit and traffic calming is not possible on this length of road, Treatment 4 should be considered.



Victoria Road (old Pacific Highway), Taree.

State Highway which has been by-passed as a Principal Travel Route. The opportunity has been taken to undertake pedestrian access and safety works and a 40 km/h speed limit has been introduced.

Treatment 4 - Separation of pedestrian and vehicular traffic on state roads

If the location forms part of an important state road it may not be possible to restrict vehicular movements. The preferred option is to fully separate pedestrian and vehicular conflict points.

This can be achieved either by separation in space:

- Pedestrian fencing.
- Overbridges.
- Redirective kerb (eg. trief - redirective kerb).
- Creating safer lateral distances to parked cars.

Or by creating a separation in time:

- Pedestrian signals.
- All pedestrian phase.

Any proposed treatments on state roads must be referred to the RTA's Regional Traffic Manager prior to conducting stakeholder consultation who will advise on the approach to be taken.

It should be noted that pedestrian fencing impacts on kerbside parking and may have implications for the local community. Accordingly, stakeholder consultation is particularly important.



Great Western Highway, Blaxland

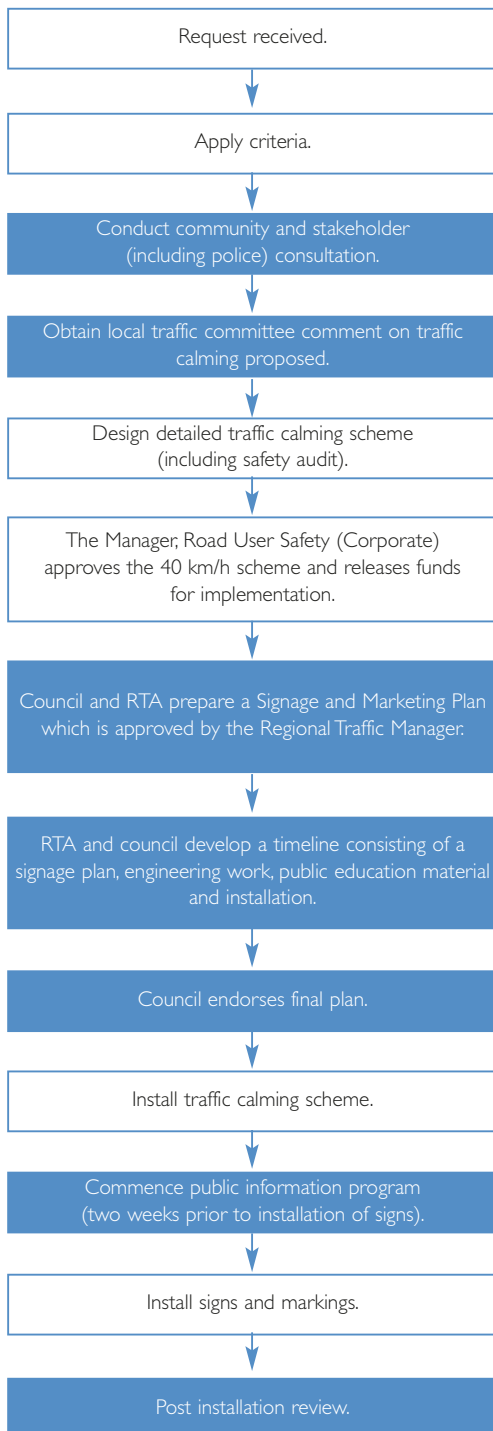
Kerbside fencing adjacent to parking lanes separated from travel lane.

3. Implementation process

3.1 Consultation

An overview of the consultative model involved in the implementation process is provided below⁴.

Figure 3
Consultation model



3.2 Retrofitting of 40 km/h speed limits

Existing 40 km/h speed limits may either be installed in an area or linear length of road and may or may not have traffic calming treatments.

It is important that 40 km/h speed limits be installed in suitable low speed environments.

If traffic calming treatments have already been installed, there is a need to review the effectiveness of the scheme using current traffic calming guidelines. If travel speeds are restricted, the old speed limit signs can be replaced with new speed limit signs and gateway treatments. If the existing traffic calming treatments are inadequate (particularly in regards to limiting travelling speed) then the consultation model detailed in Section 3.1 needs to be followed and a suitable traffic calming scheme installed.

If there are no existing traffic calming treatments and it is not a naturally low speed environment, it is necessary to design and install appropriate traffic calming treatments. (see Figure 3 Consultation model and Section 4.5 Traffic calming treatments).

3.3 Safety audits

Road safety audits provide a means of managing road safety by identifying risks associated with road and traffic works. Road safety audits are a device to assist project managers to ensure improved road safety outcomes.

On regional and local roads, councils are responsible for designing and installing traffic calming schemes. The RTA may provide a grant for these works. The local council must conduct road safety audits in accordance with TD 2003/RS03 prior to the RTA's Road Safety Manager⁵ endorsing the scheme.

On state roads, the RTA will design and install all treatments. The RTA will ensure that a Road Safety Audit is conducted in accordance with TD 2003/RS03 on all RTA works.

3.4 Post installation review

An RTA traffic engineering officer, in collaboration with a council traffic engineering officer, is to inspect and review the scheme within a month of installation. Elements to be inspected include:

1. Signs and markings.

- Do the signs adequately inform the motorists of the speed limit?
- Are there enough signs?
- Are the signs in prominent and unobscured positions?
- Do gateway treatments require textual paving to reinforce the 40 km/h speed limit?

2. Traffic calming scheme.

- Does the traffic calming scheme adequately restrict vehicle speeds throughout the area?
- Do service vehicles have satisfactory access to the area?
- Are there additional and suitable pedestrian crossings installed?
- Does the traffic calming scheme support pedestrian crossings?

⁴The RTA will ensure that the Police are fully informed of the proposed speed limit by:

1. Including Police in the community consultation phase, and 2. Forwarding a letter to the Regional Traffic Co-ordinator after receiving the initial submission from the Local Traffic Committee.

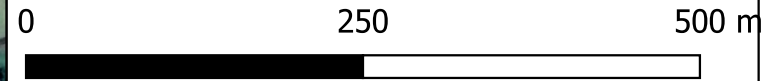
⁵ or Manager, Road Safety and Traffic Management

Narromine Shire Council **Concept - 40km/hr Zone**

 Speed Limit

 Signage

Google Satellite



**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBERS, 124 DANDALOO STREET NARROMINE ON
THURSDAY, 13 AUGUST 2020**

PRESENT: John Sinclair (Chair), Sergeant Mick Smith (LEOCON, NSW Police Orana), Cr Craig Davies (Mayor, NSC), Stephen Knight (via teleconference) (NSW Fire and Rescue), Kel Wise (REMO, NSW Police), Tim Brokenshire (via teleconference) (Western and Far West NSW Public Health), Bron Waters (via teleconference) (NSW Rural Fire Service), Robyn Douglas (Timbregongie House), Ken Bermingham (via teleconference) (Tomingley Gold Operations), Ewen Jones (via teleconference) (NSW Fire and Rescue), Wade Haines (via teleconference) (NSW Fire and Rescue), Lacey Blackley (Local Land Services), Jason Gavenlock (Local Land Services) and Sarah Masonwells (Minute Taker).

1. WELCOME

The Chair welcomed those present, and declared the meeting open at 9:34 am.

2. APOLOGIES

RECOMMENDED by consensus that the apologies of Graham Millgate (LEMO), Andre Pretorius (Director, Infrastructure and Engineering Services, NSC), Sam Reid (NSW SES, Narromine), Julie Kirk (Narromine Health Service), Peter Treseder (NSW Fire and Rescue), Brigid Rice (SES Deputy Zone Commander), Ken Brisbane (Acting Inspector NSW Police Orana) and Sanu Thekkumpurath (Narromine Health Service) be accepted.

3. CONFIRMATION OF MINUTES

RECOMMENDED by consensus that the Minutes of the meeting held on 13 May 2020 are a true and accurate record of the meeting.

4. BUSINESS ARISING

- Nil

5. CORRESPONDENCE

- August 2020 REMO Report (**attachment No. 1**) was circulated via email by Kel Wise
- A Situation Report - Novel Coronavirus (COVID-19) is circulated daily by Kel Wise

6. CONTACT LIST

- N/A
- Send out for update with minutes

7. AGENCY REPORTS

a) NSW State Emergency Service (SES) Macquarie Region

- Nil

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBERS, 124 DANDALOO STREET NARROMINE ON
THURSDAY, 13 AUGUST 2020**

7. AGENCY REPORTS CONTINUED

b) NSW Ambulance Service

- Nil

c) NSW Fire and Rescue (Stephen Knight)

- Adjusting protocols due to COVID-19 - Running like an incident
- No dramas with PPE supplies
- Training has been put back on hold due to COVID-19
- We were able to conduct training in Narromine and Warren before lockdown recommenced

d) Narromine Volunteer Rescue Association

- Nil

e) NSW Rural Fire Service (Bron Waters)

- Almost normal conditions – training has been conducted in hazard reduction
- Looking into chemical hazard reduction
- 84 incidents since last meeting
- Panels fitted to the trucks to better radio communication
- Notifications now can be done online
- Lyndon is on long service leave till May 2021
- Preseason briefing may not be held due to current conditions, possibly conducted online

9:48am - Ewen Jones (NSW Fire and Rescue), left the meeting

f) NSW Police Orana – Narromine (Sergeant Mick Smith)

- The sector is currently fully staffed
- Acting Sergeant Wiegold has returned to Dubbo and Sergeant Smith has resumed duty at Narromine
- Warren have a new Probationary Constable and will also be fully staffed
- COVID-19 inspections continue
- A Hotel in Dubbo has been fined
- There has been a high level of proactivity in the sector, which has resulted in a decrease in property crime and numerous arrests for serious traffic offences

g) Local Land Services LLS (Lacey Blackley)

- The majority of staff are encouraged to continue working from home
- The office is closed to the public
- Locust activity has been reported
- Training is online
- Jason Gavelock will liaise with Sergeant Mick Smith regarding trees and reserves

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBERS, 124 DANDALOO STREET NARROMINE ON
THURSDAY, 13 AUGUST 2020**

7. AGENCY REPORTS CONTINUED

h) Narromine Shire Council (Craig Davies, Mayor)

- COVID-19 protocols in place
- Many of the Shire's roads have been damaged with the recent wet weather. We are asking land holders to be observant of rain events
- Council is looking at options for road closures during rain events and taking a more proactive stance
- There have been 4 fatalities in Trangie recently, and this has taken a toll on the small community. Having to wait for an ambulance to arrive is an issue that has been raised. There are a group of community members trying to get a voluntary ambulance service up and running in Trangie. Contact has been made with the NSW Ambulance Service and all emergency services in the area will be kept updated

i) Timbregongie House (Robyn Douglas)

- Aged care is open under the guidance of Government
- All visitors must have had the flu vaccine
- Residents are allowed out to appointments, but not for family gatherings
- Relying on families to provide the correct information when they are taking residents out
- If there is an outbreak in the area they will go into complete lockdown
- They are taking residents on bus trips around the area to get them out, but are not getting off the bus
- Staff are getting COVID tested

j) Narromine Health Service (Tim Brokenshire)

- Narromine will be conducting another mobile COVID testing clinic
- The hospital are allowing only one visitor at one time
- We are working on a rapid response policy
- A tabletop exercise for aged care services was conducted
- Also conducting COVID-19 safety compliance training

k) Tomingley Gold Operations (Ken Bermingham)

- Consequence Management Guide, Emergency Plans and Incidents Plans has been sent through to Sarah to distribute to members for comment
- Ongoing development projects
- Site training in the emergency plans and incidents plans will be conducted in September
- Pandemic Management plan has been put in place
- A procedure has been recently put in place that requires people to fill out a wellness declaration

RECOMMENDED by consensus that the agency reports as presented be received.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBERS, 124 DANDALOO STREET NARROMINE ON
THURSDAY, 13 AUGUST 2020**

8. RESCUE SUB COMMITTEE

Sergeant Mick Smith confirmed the meeting was held at 9am prior to the Local Emergency Management Committee Meeting

9. REMO REPORT

- There have been some issues around traffic management around the COVID Mobile Testing clinics. Please make sure management plans are in place
- There are links in the REMO report for NSW State Emergency Management Plan and NSW Evacuation Management Guidelines
- There is 95% completion rate for the Consequence Management Guide – Transport Accidents involving Animals. Narromine has completed theirs
- There is a link provided in the REMO report for training
- The next REMC/RRC region meeting is in Orange, 3 September 2020
- Recently attended an Inland Rail project meeting. Some points to come out of this meeting are;
 - Camps to be set up that could hold up to 500 people
 - 58 small bridges to be built
 - 11km of viaducts
 - 10 trains per day by completion in 2025
 - Emergency services have requested access maps
 - The line is being built to a 1 in 100 year flood
 - Council are working very closely with Inland Rail, particularly at Webbs Siding
 - Inland Rail have been asked to engage the LEMC in the future

10. GENERAL BUSINESS

- Kel presented a COVID-19 Supplement presentation
- Evacuation Management Plans need to be updated to make them COVID-19 compliant
- Discussion exercise
 - USMC is an evacuation point. This would have reduced numbers and increased cleaning etc. Would it still be a suitable point?
 - The Public health regional representatives are in Orange. They should be a first point of call in an emergency
- Scenario 1
 - Evacuation of an aged care facility. More consideration is due in the current climate as transport would be slower due to social distancing
 - Buses, ambulance etc. would need to be cleansed between each trip

11:12am – Stephen Knight (NSW Fire and Rescue), left the meeting

11:12am – Craig Davies (Mayor, NSC), left the meeting

- Decisions need to be made regarding plans and evacuation points to make them COVID-19 compliant. The Narromine Showground would be a great evacuation point. An assessment is required on this as soon as possible

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBERS, 124 DANDALOO STREET NARROMINE ON
THURSDAY, 13 AUGUST 2020**

10. GENERAL BUSINESS CONT.

- The Public health regional representatives need to be engaged early
- Revised capacity of evacuation centres due to COVID-19 restriction requirements
- All Major events need to be tabled for members. This should be on the agenda. All local events have been cancelled

11. NEXT MEETING

The next Local Emergency Management Committee Meeting will be held on **Thursday, 12 November 2020**, commencing at 9.30 am; to be preceded by a Rescue Sub Committee Meeting commencing at 9.00 am, to be held at the Narromine Shire Chambers

There being no further business, the meeting closed at 11:23am.

The minutes (pages 1 – 5) were confirmed at a meeting held on 2020 and are a full and accurate of the meeting held on 13 August 2020.

Chair



REMO Report to Central West LEMCs – August 2020

1) Operational Information

COVID-19 Activity in Western LHD

LEMCs should still be active in their meetings/teleconferences, albeit with less frequency, to monitor local communities for potential issues. As the dynamics of the pandemic change with more “community transfer” and less “overseas acquired” cases, we are seeing changes in response strategies occurring across the country. The proposed relaxing of restrictions has slowed and an emphasis now placed on more rigorous monitoring and enforcing of current regulations and orders. This has arisen in response to what is occurring in other states and territories.

At a State level, and at the SEOCN’s direction, planning and exercising is occurring in around 4 “lock down” scenarios that are possible in NSW and based on the Victorian experience. These are:

- Low Cost Public Housing Estate within a community
- Post Code lock down of Metro Suburb – Campbelltown
- Lock down of regional NSW – Wagga Wagga
- Border lockdown – ACT/NSW

At Local level, LEMCs are reminded to maintain attentiveness and advise around changes and potentials for hotspots and clusters to develop. This includes monitoring and awareness of “Community events” and “get-togethers”. Whilst many events have been cancelled, there is still the potential for events and gatherings to go ahead, and, as you will have seen with the cluster around the Cross Roads Hotel at Casula in Sydney it only takes 1 person.

Please ensure that you pass this information, as well as the COVID-19 meeting notes, onto your REMO for further distribution.

With the changing circumstances, it is important to stay up to date with the current restrictions, orders and public information. The “single source of truth” being the NSW Government’s COVID-19 website at <https://www.nsw.gov.au/covid-19>

It is still important to promote within our communities physical distancing, washing our hands, and have the COVIDSafe app.

Where to next?

Western LHD are looking to expand the use of “Drive Through COVID19 Testing” within the LHD as well as developing “Rapid Response testing clinics” as part of the changing face of this response. NSW Health will be reaching out to LEMCs, LEMOs and Council to help with this. Please use the other expertise within the LEMC membership as needed.

A reminder timeline

31 December 2019	The WHO-China Country Office was informed of cases of pneumonia unknown etiology (unknown cause). From 31 December 2019 through 3 January 2020, a total of 44 case-patients were reported to WHO by China. During this reported period, the causal agent was not identified.
21 January 2020	the WHO issued its first Sitrep for a Novel Coronavirus designated (2019-nCoV) 282 Cases / 3 Deaths
11 March 2020	The WHO declared a Pandemic 118,319 cases / 4,292 Deaths
28 July 2020	The 190 th daily sitrep issued by WHO 16,341,920 cases / 650,805 Deaths



NSW Bushfire Event

Within the Central West Region Recovery operations continue.

- COVID-19 has significantly impacted clean-up activities by Laing O'Rourke
- Fencing assistance through Local Land Services.
- Waiting on a determination from EPA regarding Fencing waste & Funding

2) Plans, Planning and Information

Matters from the State Emergency Management Committee

NSW Evacuation Management Guidelines COVID-19 Supplement June 2020

LEMC Chairs and LEOCONS were sent a Memorandum relating to the NSW Evacuation Management Guidelines COVID-19 Supplement on 3 June 2020 from the Regional Emergency Operations Controller.

There are 3 key requirements for LEMC and agencies to action:

1. Applying the new guidelines, assess current evacuation centres and determine their continued suitability for use,
2. Identify additional, compliant locations suitable for use as evacuation centres should reduced capacity in existing centres be identified.
3. Ensure that all combat agencies, in any incident / operation that has any potential to require evacuations, make contact with the WELFAC and NSW Health, Public Health Unit through the HSFAC at the first available opportunity.

REMOs have been given a Powerpoint briefing and desktop exercise to deliver to LEMC and we will be in contact to facilitate this.

It is important to note that this supplement should be read in conjunction with the parent document, with the links being:

NSW State Emergency Management Plan - Evacuation Management Guidelines March 2014
https://www.emergency.nsw.gov.au/Documents/publications/guidelines/Guideline_Evacuation-Management.pdf

NSW Evacuation Management Guidelines COVID-19 Supplement June 2020
https://www.emergency.nsw.gov.au/Documents/publications/guidelines/Guideline_Evacuation-Management-Guidelines-COVID19-Supplement.pdf

Local EOC Strategic Review Survey Results for Central West

Our congratulations and thanks go to those who participated in the Local EOC Survey.

The Central West achieved a 95% completion rate.

Total number of LEOC's – 19

Number of EOC's assessed by LEMO's – 18

Number of EOC's assessed by LEOCON's – 9

The next stage of this process involves a quality review process conducted by Resilience NSW. Further details will be forwarded when known.

**Matters from the Central West Region Emergency Management Committee****CMG: Transport Accidents involving Animals**

There are a few outstanding at present; Coonamble, Mid-Western, Warren.

Any outstanding CMG's intending to be presented to the REMC for endorsement should be emailed to DPI Ken Harrison: ken.harrison@dpi.nsw.gov.au in Word Format to allow for any editing requirements.

For those LEMCs who have had their CMGs vetted by DPI, can you please ensure these are endorsed at your next LEMC and forwarded to the REMO for inclusion in the next REMC.

3) Training and Capability**Central West EM Training**

Resilience NSW face to face training remains suspended at this stage however, this is constantly under review.

Nominations for the following face to face Training Courses will be available on the Website from early August.

Proposed Date	Course	Location	Duration
20 Oct 2020	Introduction to Emergency Management	Dubbo	1 day
21 Oct 2020	Emergency Operations Centre Concepts	Dubbo	1 day
27 & 28 Oct 2020	Managing Evacuations	Dubbo	2 days
2 Feb 2021	Introduction to Emergency Management	Bathurst	1 day
3 Feb 2021	Emergency Operations Centre Concepts	Bathurst	1 day

All on-line training remains available and some courses are a pre-requisite for face to face training.

Please head to <https://www.emtraining.nsw.gov.au/> for further details, to register and participate.

4) Exercises

- As noted above, REMO's are to provide a short discussion exercise based on the COVID 19 Evacuation Management Supplement.
- All Exercises must comply with the social distancing rules.
- Exercise 'Stock Take' will commence after the Dubbo LEMC 18 August 2020.

5) Upcoming Activities / Meetings

The next REMC / RRC meetings will be held on 3 September 2020.

6) Rescue Committee**Matters from the Central West Region Rescue Committee****Rescue Incident Issues**

NSW Police Force Radio Operations Group (NSWPF ROG) are currently drafting a Rescue Incident Enquiry Form with a set of protocols to assist with the resolution of issues relating to rescue incidents. This auditable process will assist the documentation flow from the local level to the State Coordinator providing a transparent resolution back to the LEOCON, person/agency and LRC's.

When the document is endorsed for state-wide release it will be circulated to all LEOCON's.



Rescue Agency – Q Fever vaccinations

Resulting from enquiries at a number of LRCs, the Region Rescue Committee wrote to the State Rescue Board to clarify its position on the requirements for Q-Fever vaccinations

A response from the SRB Secretariat has been received and LEOCON's advising the following;

“The NSW State Rescue Policy 4th Edition details the minimum equipment lists for each response competency, including safety and protective equipment.

3.12 Infectious Disease Policy states that ‘Parent organisations of accredited rescue units are to ensure that all members of accredited rescue units are appropriately protected against infectious diseases.’

Where a parent organisation has identified the risk of contact with an infectious disease, it is the responsibility of that organisation to ensure rescue operators are provided with appropriate PPE and vaccinations.”

Should accredited Rescue Units wish to follow up on this, they are advised to pursue the matter through their own organisations.

Unit Status Information

LEOCON's still require ALL Rescue Units are to provide a copy of their Unit Status Information to them 5 days prior to the meeting.

Important Note: This should also include all ‘Unit Unavailability / Available Notification’ information.

LRC Minutes & Off-line/On-line notifications

Some Units are still not filling the Off-line/On-line notification form in correctly if you require assistance please contact your LEOCON or REMO.

Please Note: if your Minutes have inadequate information recorded in it, please understand that this has significant implications for the Region Rescue Committee to ensure compliance with the State Rescue Board regarding;

- Alternative Rescue Unit Arrangements,
- Joint Response Arrangements,
- Dual Call-out Arrangements, or
- Unit De-accreditation comes into question.

Kel Wise

Regional Emergency Management Officer
Central West Emergency Management Region (North)
Mobile: 0419 412 228
Email: wise1kel@police.nsw.gov.au

Craig Bowra

Regional Emergency Management Officer
Central West Emergency Management Region (South)
Mobile: 0417 43 88 45
Email: bowr1cra@police.nsw.gov.au