



Ordinary Meeting of Council

23 October 2024

**SUPPLEMENTARY UNDER
SEPARATE COVER ATTACHMENTS**

ITEM 11.3

**QUEANBEYAN-PALERANG REGIONAL COUNCIL
ORDINARY MEETING OF COUNCIL**

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

23 OCTOBER 2024

ITEM 11.3 EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING -
2024 QUEANBEYAN COUNTRY MUSTER EVENT

ATTACHMENT 1 LOCAL TRAFFIC COMMITTEE AGENDA - 18 OCTOBER 2024



EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING
FRIDAY 18th October 2024

ONLINE TEAMS MEETING

AGENDA

1. Acknowledgement of Country

'I begin today by acknowledging the Traditional Custodians of the land on which we meet today and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today'.

2. Apologies

3. Business Items

- a) Event: 2024 Queanbeyan Country Muster

4. General Business

5. Meeting Close

AGENDA

Friday 18 October 2024

LOCAL TRAFFIC COMMITTEE

SUBJECT: 2024 QUEANBEYAN COUNTRY MUSTER

RESPONSIBLE OFFICER: JOSH WILLIAMS

REPORT SOURCE: EXTERNAL

PURPOSE OF REPORT:

Outline traffic management for the Queanbeyan Country Muster.

KEY ISSUES:

Traffic management, pedestrian access and parking to access Seiffert Oval, and the impact on surrounding streets.

LEGISLATION:

Roads Act 1993 approve the temporary traffic control measures detailed in the TGS and TMP.

INTRODUCTION/BACKGROUND:

The Queanbeyan Country Muster will be held on Saturday the 2nd of November at Seiffert Oval. The show will be headlined by Australian country royalty Lee Kernaghan. The event will have 6 music acts including Lee. The event will start at 1200 and finish at 2300.

PROPOSED SOLUTION:

The solution has incorporated feedback from LTC members representing council, NSW Police, Transport for NSW (TfNSW) and the local State Member of Parliament. The most recent discussions took place on 8 October 2024, following earlier meetings with Council and NSW Police, as well as feedback emailed by TfNSW to advance the development of this submission.

This submission notes LTC members' feedback that the use of temporary traffic signals to control pedestrian crossings on High Street is not preferred, primarily because such signals typically manage vehicular traffic rather than pedestrians.

The traffic management company implementing this plan does not deploy a staff on-road solution under this scenario as part of their risk management controls. To address the LTC's feedback, a traffic controller will be present to operate the lights, supported by two event staff, one on either side of the road to manage pedestrian flow (refer to the High Street section of the TMP).

ATTACHMENTS:

- Traffic Management Plan (TMP) and Traffic Guidance Schemes (TGS)
- Insurance
- Notification letter to Residents
- Schedule 1 Form

2024 Queanbeyan Country Muster

Traffic Management Plan

Overview

The Queanbeyan Country Muster is on Saturday the 2nd of November at Seiffert oval in Queanbeyan. The show will be headlined by Australian country royalty Lee Kernaghan on the main stage from 4pm to 10.30pm with six music acts including Lee.

The event site will open from 12.00pm and entertainment will start at 12.00pm in the “Tailgate Party area”, (back of the grandstand) by local artists.

Traffic Control will be in place from 12.00pm to 12.00pm, as required and will monitor conditions to ensure the traffic flows sufficiently at the busiest times. A shuttle buses will start from the Queanbeyan Interchange on Morisset Street and travel to and from the event every 15 mins.

Bump in for the event will commence from the 31st of October and Bump out will be the 3rd of November, concluding on 4th of November by 5pm. Numbers have been capped for this event to 3800 as agreed with council and police.

Traffic management

This will be the first event of its type at Seiffert oval, and Copper Live is prepared for the challenge this will present. Braidwood Ground Spraying and Traffic Control have been engaged to draw and deliver plans on our behalf. ROL's for Yass Road and Bungendore Road are currently pending.

Copper Live feels that this venue offers many benefits and opportunities, and the Country Muster is a perfect test for us to trial a larger-scale music event. Compared to the Showground, Seiffert Oval is not located directly on a main arterial road, Entry and exit points are fewer, therefore crowd and traffic management is easier to control.

There a 3 main entry and exit points, these are:

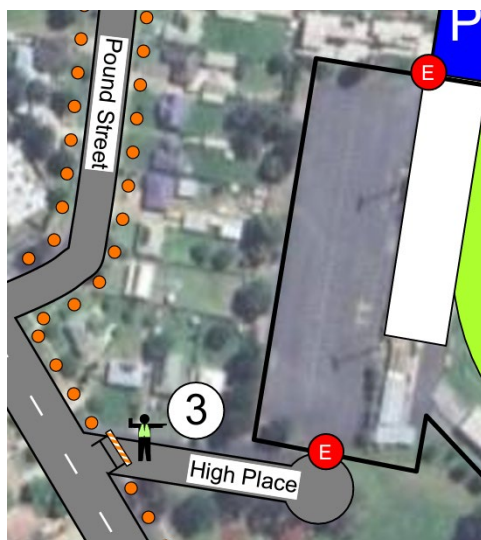
- High Street
- Thuralilly Street
- Yass Road

(NB – Yass Road entry to the PCYC will be only open to event staff and visiting artists. The PCYC will be accessed for artists greenroom. Access to parking behind the Bowling Club will be discouraged.)

This entry and associated exit points will be manned and managed by security and team members of Copper Live. A high focus will be on pedestrian safety and safe access for all to and from the event. Security guards, event staff and volunteers will be working together via radio to communicate any problems that may arise.

High Street

The Carpark behind the main Grandstand will be closed off for the “Tailgate Party”. It will be the area in the site where the food trucks and bar will be located and a small stage for entertainment. This will be only classed as Entry point before and during the event. Security will be required to do a bag check to gain entry to the main event on Seiffert Oval. After the event the Entry point will then become an exit point only. This gate will be always manned by security.



High Place will be closed off to all traffic and will be a pedestrian only gate. This closure will be always manned by a traffic controller and will be the designated emergency access. All gates can be accessed for emergencies if required.

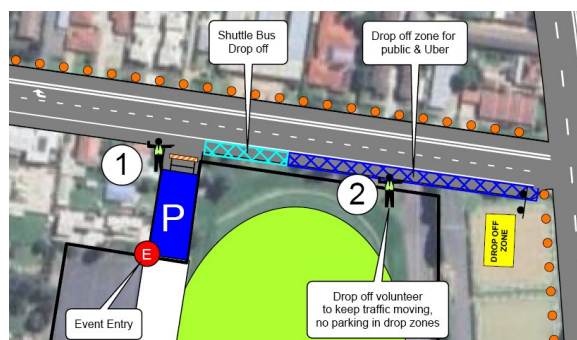
Residents have been notified and will be given access to their driveways if needed.

The pedestrian crossing on High Street has traffic controller lights installed that will be operated by the controller to allow safe crossing of pedestrians and movement of vehicles. There will also be 2 x event staff present also to encourage safe crossing by pedestrians.

Thurralilly street

This entry will be dedicated as a walk through, and a Shuttle/ Uber drop off and pick up point. This is an off-street entrance and a go through which allows us to create a “loop” for drop off and pick up. We have already notified Uber and other Ride Share businesses about this specific drop zone. When patrons book an Uber to come to or from the event the pickup or drop off point will automatically be set to this entry point. This gate will be manned by security and Volunteers who will be assisting with the Shuttle buses.

The right hand turn into Carrington Street will be blocked off and cars will be directed to continue to the western end of Thurralilly street. There will be NO PARKING signs put in the median islands at both ends of Thurralilly Street to encourage cars against parking there.



Yass Road

The traffic controller on the corner of Yass Road and Thurrallilly Street will be monitoring queueing traffic and flow of incoming vehicles to the drop off zone. Event staff and a traffic controller will keep the drop off vehicles moving along to keep queueing traffic to a minimum on Yass Road. There is no queueing anticipated as there is 300m of drop off zone that will be marked out.

This entry (leading to PCYC building) will be only used for Event Staff/ Artists/ VIP and Emergency Services. This will be strictly monitored by Traffic Control, Security and Copper Live staff. We expect to be only about 50 cars and trucks that will be entering and exiting throughout the event. PCYC building will be used as a green room for artists.

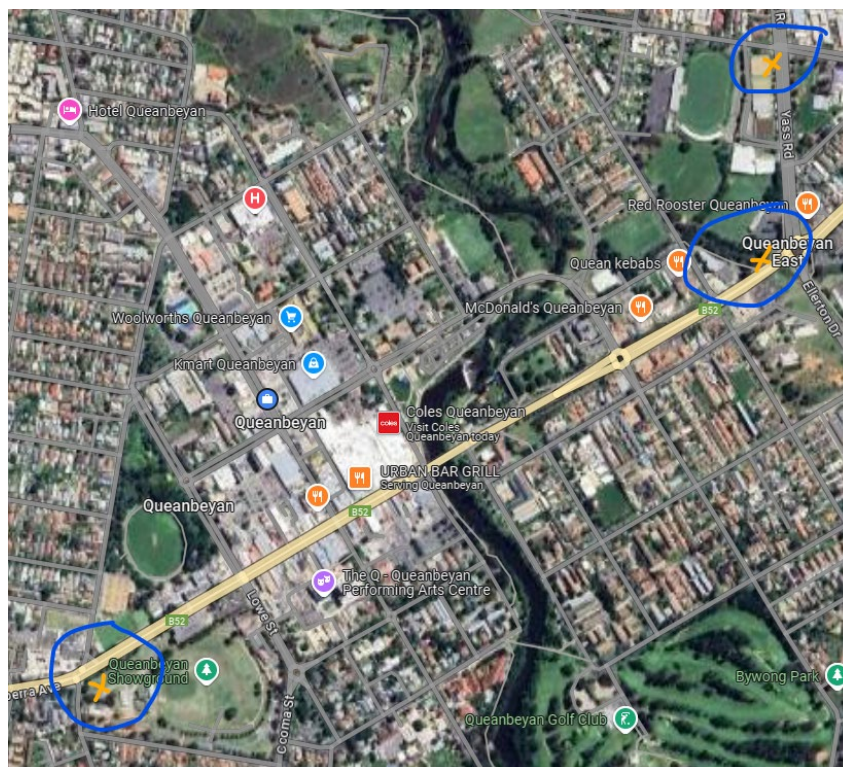
It will be closed off to any patron or public carparking. Event staff and club management along with a traffic controller will monitor the entry point on Yass Road for club members only. The Thurrallilly Street side of the Queanbeyan Bowling Club will be closed to in traffic and only allow traffic to come out.

VMS Boards

There will be a VMS Board on the corner of Yass Road and Thurrallilly, as per plan, 1 week prior to the event advising of the event and will be changed to wording on plan on the day.

The second VMS board will be installed facing west on Bungendore Road beside Coles service station 1 week prior advising of event and will be changed to an event direction message.

The third VMS board will be installed on the corner of Farrer Place and Cameron Road 1 week prior to the event advising of event time and place. See below.



Public awareness

Ticket holders and the residents/businesses will be constantly notified via social media/ letterbox drops and radio advertising of any traffic or other event notifications leading up to the event. VMS boards will be on display on Yass Road and Thurralilly street 7 days before the event broadcasting event information. Ticket holders will also be notified via email.

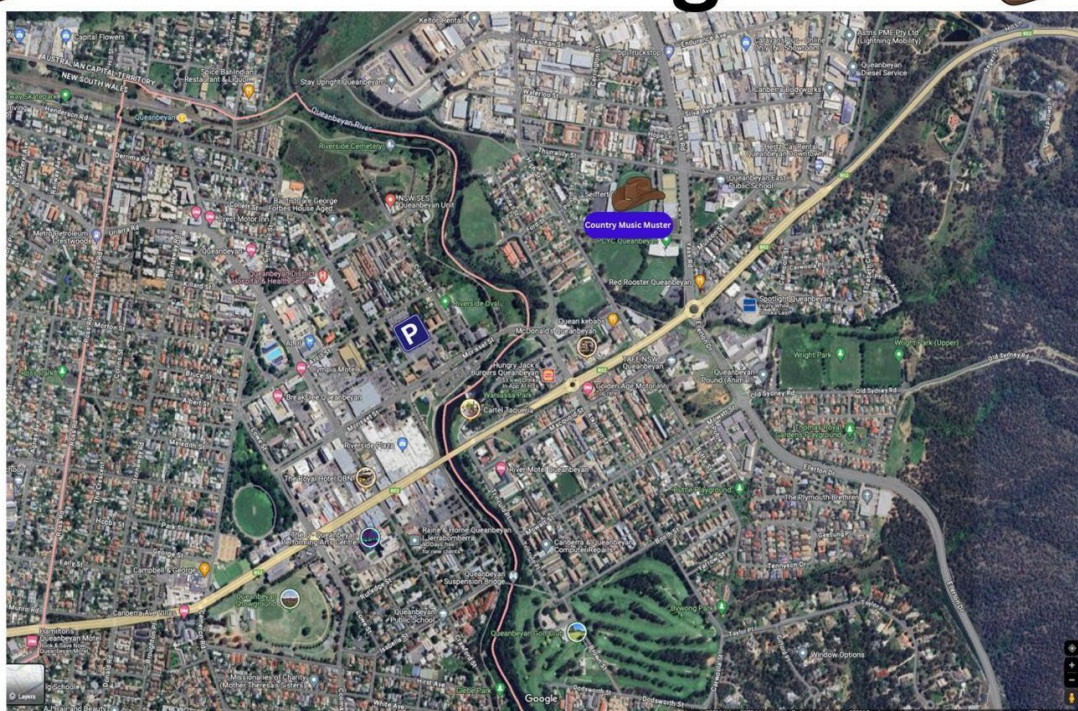
Parking

As mentioned, parking is limited at Seiffert Oval therefore from an event management and customer satisfaction view it's important that we are communicating that parking will be limited. When patrons purchase tickets online, they're required to provide their email address. This allows us to send their tickets but also give them information about alternate parking options in and around the CBD. In this document it will also encourage ticket holders to plan their trip and book appropriate travel beforehand. Ticket Holders will also have to accept the terms of conditions when purchasing tickets. With this, patrons must acknowledge that parking outside the venue is at their own risk and could receive traffic infringements if parking illegally.

Please see attached a map that will be sent to ticket holders.



Parking



Parking Available at the bus interchange off Morisset street



Shuttle Bus available between parking and event

Shuttle Bus

As a courtesy to our patrons, we will be offering shuttle services to and from the event back to their vehicles. We have engaged a local charity group to run this service as an opportunity to raise money. Again, this info along with timetables will be provided to our ticket holders and via our social media platforms closer to the event.

We have engaged two local sporting clubs to have 2 x 24 seaters buses to run every 15mins from the Queanbeyan Bus interchange on Morisset Street to the event.

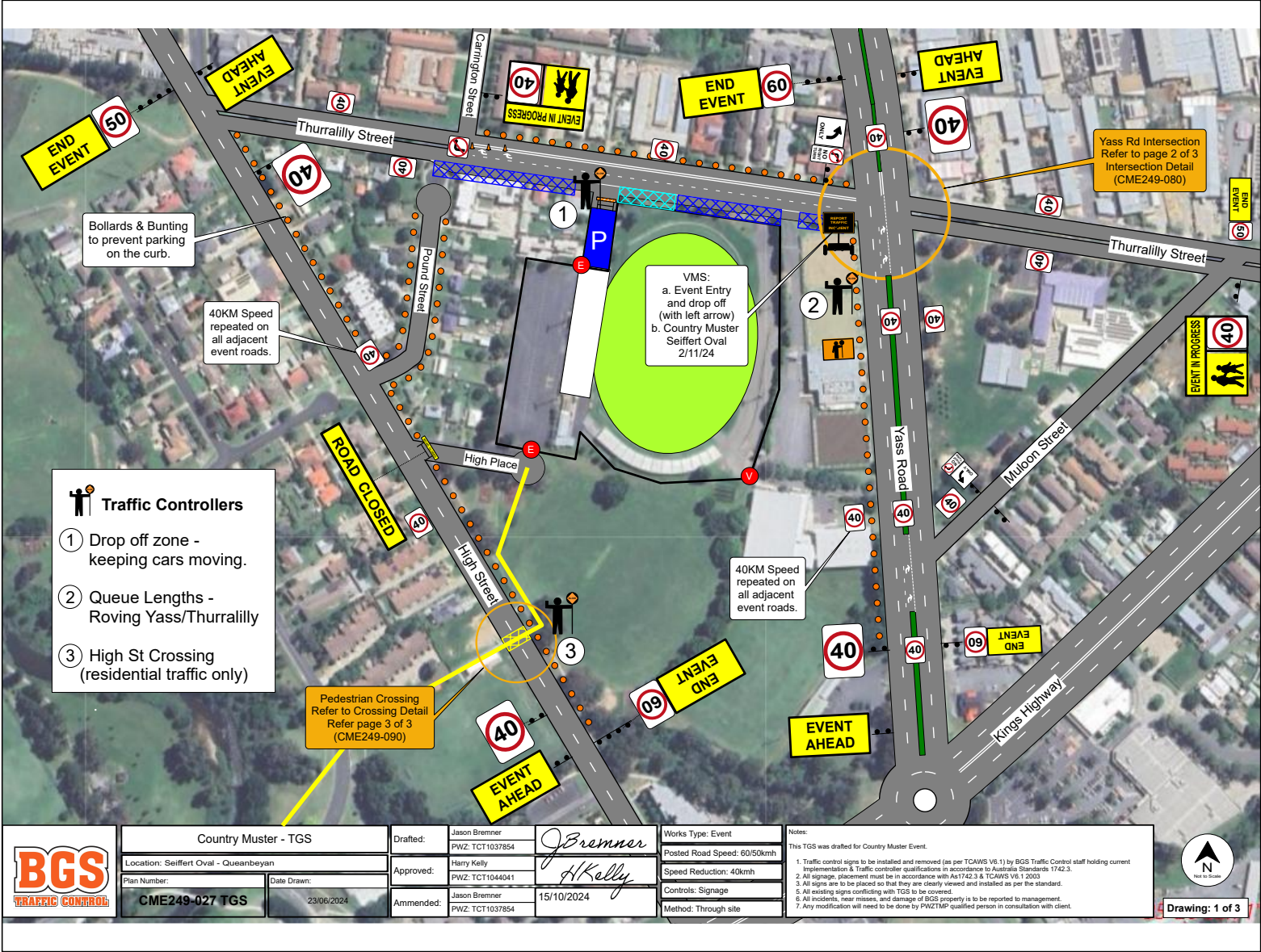
The route will be as seen below.



Residents and Businesses

There will be a letter box drop done this coming weekend to every resident and business in surrounding street will be notified of the event time and expectation of traffic.

There is also radio advertising of the event every day up until the event. Local TV stations are also notifying of the event along with advertising in local magazines and newspaper.







**Business Pack Insurance
Certificate of Currency**

QBE Insurance (Australia) Ltd
Head Office
Level 18, 388 George Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Policy Number 14U756621BPK

Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 30/04/2024
To 30/04/2025 at 4pm

This certificate confirms this policy is in force for the period shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details, refer to the current Policy Wording/Product Disclosure Statement and schedule). It does not alter, amend or extend the policy. The information is current only at the date of printing.

The Insured

COPPER LIVE AUST PTY LTD
ABN Number 18 643 590 612

Cover Details

Location 22 DASH CRES, FADDEN ACT 2904
Business EVENT MANAGEMENT AND CONSULTIN
Interested Party None Noted

Risk Number 1

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	As per the policy wording	
Excess	\$500 for property damage claims only \$0 for personal injury claims	

Clauses

- I40**
ORGANISERS
The Liability Section of this Policy does not cover liability for claims in respect of:
 - Personal injury or damage to property of persons actually participating in any performance, sport, game, contest or display involving athletic, acrobatic, military or equestrian skill or the use of firearms, missiles of any kind, explosives or combustibles.
 - Personal injury or damage to property of persons caused by the use of mechanical amusement devices.

QM1826-1207

Business Pack Insurance Certificate of Currency

Policy Number 14U756621BPK

QBE Insurance (Australia) Ltd
Head Office
Level 18, 388 George Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Cover Details *continued*

Location 22 DASH CRES, FADDEN ACT 2904
Business EVENT MANAGEMENT AND CONSULTIN

Risk Number 1

Clauses *continued*

- **PI1**

INJURY TO WORKERS

The following exclusion is added to the Liability section 'Exclusion':

Injury to Workers

We will not pay anything in respect of:

Personal injury to Workers whilst such Workers are acting in such capacity.

Provided that the named insured has declared to Us and We have duly noted an amount representing estimated annual payments for the procurement of services of Workers, then this exclusion will not apply. If the named insured has made such a declaration, We have duly noted it, and this exclusion does not apply then You will bear the first \$10,000 for any one Occurrence (inclusive of defence costs and other costs and expenses) in respect of liability arising out of Personal injury to Workers whilst such Workers are acting in such capacity.

For the purpose of this exclusion, the term 'Workers' means:

- (a) any person provided to You on a temporary or permanent basis under a contract with a Labour Hire Provider and such person remains an employee of that provider;
- (b) any person (including a person who may be an employee of a contractor), contracted to perform work for You under Your direct supervision or control in the performance of such work, but does not include any person where the nature of the contracted work is the trade or service of such contractor and not that of your business;
- (c) any person (including a person who may be an employee of a subcontractor), subcontracted to perform work on Your behalf and is under Your direct supervision or control in the performance of such work.

For the purpose of this exclusion, the term 'Labour Hire Provider' means a person or organisation that contracts out the services of their employees and/or apprentices to You.

- **CIP**

APPLICABLE POLICY WORDING

When BUSINESS PACK INSURANCE is shown on the Policy Schedule
Austbrokers Commercial/Retail/Industrial Policy wording QM511-0423

**Business Pack Insurance
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Policy Number 14U756621BPK

Cover Details *continued*

Location 22 DASH CRES, FADDEN ACT 2904
Business EVENT MANAGEMENT AND CONSULTIN

Risk Number 1

Clauses *continued*

applies.
When TRADES PACK INSURANCE is shown on the Policy Schedule QBE Trade
Policy QM207-0421 applies.
When OFFICE PACK INSURANCE is shown on the Policy Schedule QBE Office
Policy QM208-1221 applies.

QM1826-1207

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Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Policy Number 14U756621BPK

Cover Details

Location 82 Morisset Street, QUEANBEYAN NSW 2620 **Risk Number** 2
Business EVENT MANAGEMENT SERVICE CONSU
Interested Party HILLBILLIES PTY LTD

Property Section

Particulars	Total Sum Insured	Excess
Buildings	Not Insured	
Contents	\$110,000	\$500
Reinstatement / extra cost conditions apply		
Earthquake excess as per the policy wording		

Clauses

- CSC**
CONTENTS INCLUDES STOCK
The sum insured against contents in the Policy Schedule includes stock as defined in the Policy wording.
- GOL**
APPLICABLE POLICY WORDING
When BUSINESS PACK INSURANCE is shown on the Policy Schedule Austbrokers Commercial/Retail/Industrial Policy wording QM511-0423 applies.
When TRADES PACK INSURANCE is shown on the Policy Schedule QBE Trade Policy QM207-0421 applies.
When OFFICE PACK INSURANCE is shown on the Policy Schedule QBE Office Policy QM208-1221 applies.

QM1826-1207

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AFS Licence No: 239545



Policy Number 14U756621BPK

Cover Details

Location 82 Morisset Street, QUEANBEYAN NSW 2620 **Risk Number** 3
Business EVENT MANAGEMENT SERVICE CONSU
Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$20,000,000
Property in Your physical and legal control	As per the policy wording\$250,000	
Excess	\$500 for property damage claims only \$0 for personal injury claims	

Clauses

- I40**
ORGANISERS
The Liability Section of this Policy does not cover liability for claims in respect of:
1. Personal injury or damage to property of persons actually participating in any performance, sport, game, contest or display involving athletic, acrobatic, military or equestrian skill or the use of firearms, missiles of any kind, explosives or combustibles.
2. Personal injury or damage to property of persons caused by the use of mechanical amusement devices.

- PI1**
INJURY TO WORKERS
The following exclusion is added to the Liability section 'Exclusion':

Injury to Workers
We will not pay anything in respect of:

Personal injury to Workers whilst such Workers are acting in such capacity.

Provided that the named insured has declared to Us and We have duly noted an amount representing estimated annual payments for the procurement of services of Workers, then this exclusion will not apply. If the named insured has made such a declaration, We have duly noted it, and this exclusion does not apply then You will bear the first \$10,000 for any one Occurrence (inclusive of defence costs and

QM1826-1207

Business Pack Insurance Certificate of Currency

Policy Number 14U756621BPK

QBE Insurance (Australia) Ltd
Head Office
Level 18, 388 George Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Cover Details *continued*

Location 82 Morisset Street, QUEANBEYAN NSW 2620
Business EVENT MANAGEMENT SERVICE CONSU

Risk Number 3

Clauses *continued*

other costs and expenses) in respect of liability arising out of
Personal injury to Workers whilst such Workers are acting in such
capacity.

For the purpose of this exclusion, the term 'Workers' means:

- (a) any person provided to You on a temporary or permanent basis under
a contract with a Labour Hire Provider and such person remains
an employee of that provider;
- (b) any person (including a person who may be an employee of a
contractor), contracted to perform work for You under Your direct
supervision or control in the performance of such work, but does
not include any person where the nature of the contracted work
is the trade or service of such contractor and not that of your
business;
- (c) any person (including a person who may be an employee of a
subcontractor), subcontracted to perform work on Your behalf and
is under Your direct supervision or control in the performance
of such work.

For the purpose of this exclusion, the term 'Labour Hire Provider'
means a person or organisation that contracts out the services of
their employees and/or apprentices to You.

• CIP

APPLICABLE POLICY WORDING

When BUSINESS PACK INSURANCE is shown on the Policy Schedule
Austbrokers Commercial/Retail/Industrial Policy wording QM511-0423
applies.

When TRADES PACK INSURANCE is shown on the Policy Schedule QBE Trade
Policy QM207-0421 applies.

When OFFICE PACK INSURANCE is shown on the Policy Schedule QBE Office
Policy QM208-1221 applies.

End of Certificate

LETTER TO RESIDENTS

Dear Residents,

We are excited to announce that The Queanbeyan Country Music Muster will be held at Seifert Oval on Saturday, November 2nd, 2024. The event will take place from 12:00 PM to 11:00 PM, featuring a variety of performances and activities for all ages.

We understand that events of this nature may cause some disruption, and we want to assure you that we are doing everything possible to minimize any inconvenience to you and your neighbours. We are collaborating with local traffic management teams and emergency services to ensure a smooth and safe event for everyone.

Should you encounter any issues on the day of the event, please do not hesitate to contact us at support@copperlive.com.au. Additionally, if you have any questions or concerns leading up to the event, feel free to reach out to us at: support@copperlive.com.au

Thank you for your understanding and support. We look forward to a fantastic day of music.

Kind regards,

Josh Williams
Copper Live PTY LTD

SPECIAL EVENT GUIDE

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

Taken from NSW Police website:

https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf

Summary Offences Act 1988

To the Commissioner of Police

1 I, JOSHUA WILLIAMS
Name
of 63 PINDARI CRESCENT QUEANBEYAN
Address
on behalf of COPPER LIVE Pty Ltd
Organisation
notify the Commissioner of Police that on the SATURDAY 2ND
Day
of NOVEMBER 2024
Month/Year

it is intended to hold:

either:

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

3800 maximum persons which will assemble
Number

at SEIFFERT OVAL
Place

at approximate 12:00 am/pm
Time

and disperse at approximately 23:00 am/pm
Time

or

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

persons which will assemble at
Place

at approximately am/pm
Time

and at approximately am/pm the procession will

commence and shall proceed

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

