



## Notice of Local Traffic Committee Meeting

a Local Traffic Committee Meeting will be held in the Ballina Shire Tucker Room, 40 Cherry Street, Ballina on **Wednesday 14 June 2017 commencing at 10.00am.**

### Business

1. Attendance & Apologies
2. Minutes of Previous Meeting
3. Deputations by Members of Public or Councillors
4. Summary Report – Recent Decisions of Council in Response to LTC Recommendations
5. Items to be Referred to Council
6. Items to be Referred to the General Manager's Delegate
7. Items for Traffic Engineering Advice
8. Information of the Committee
9. Regulatory Matters on Classified Roads (GM's Delegate)
10. Items Without Notice
11. Next Meeting

A handwritten signature in black ink that reads 'John Truman'.

John Truman  
**Group Manager**  
**Civil Services**

## Table of Contents

1.	Attendance & Apologies .....	3
2.	Minutes of Previous Meeting.....	3
3.	Deputations by Members of Public or Councillors.....	3
4.	Summary Report - Recent Decisions of Council in Response to LTC Recommendations.....	3
5.	Items to be Referred to Council .....	3
6.	Items Referred to General Manager's Delegate .....	4
6.1	Proposed NO STOPPING Zone - Fawcett Street, Ballina	4
6.2	Proposed NO STOPPING Zone - Regatta Avenue, Ballina	7
6.3	Ballina Country Music Festival - Application to Close Cherry Street, Ballina	10
6.4	Proposed NO STOPPING Zone - Skennars Head Road, Lennox Head	14
7.	Items for Traffic Engineering Advice .....	16
7.1	Traffic Issues - North Creek Road/Tamarind Drive, Ballina	16
7.2	Request for Speed Zone Review - Sneesbys Lane/Patchs Beach Road, East Wardell	21
8.	Information for the Committee .....	23
8.1	Ballina Shire Bike Plan	23
8.2	Pedestrian Access and Mobility Plan Update	24
8.3	RMS Advice - Informal Rural School Bus Stops	25
8.4	Schedule of Outstanding Resolutions of the Committee	30
9.	Regulatory Matters on Classified Roads (GM's Delegate) .....	34
10.	Items Without Notice.....	34
11.	Next Meeting .....	34

5. Items to be Referred to Council

---

**1. Attendance & Apologies**

**2. Minutes of Previous Meeting**

A copy of the Minutes of the Local Traffic Committee Meeting held on Wednesday 12 April 2017 were distributed with the business paper.

**RECOMMENDATION**

That Council confirms the Minutes of the Local Traffic Committee Meeting held on Wednesday 12 April 2017.

**3. Deputations by Members of Public or Councillors**

Nil Items

**4. Summary Report - Recent Decisions of Council in Response to LTC Recommendations**

Nil Items

**5. Items to be Referred to Council**

Nil Items

## **6.1 Proposed NO STOPPING Zone - Fawcett Street, Ballina**

---

### **6. Items Referred to General Manager's Delegate**

#### **6.1 Proposed NO STOPPING Zone - Fawcett Street, Ballina**

---

##### **Introduction**

The section of Fawcett Street immediately east of Cherry Street is considered to be too narrow to safely accommodate parking and through traffic.

##### **Information**

Concerns have been expressed that parking of vehicles, particularly heavy vehicles, on the eastbound side of Fawcett Street, immediately east of Cherry Street to the Woolworths carpark entrance is forcing through traffic partly onto the wrong side of the road.

Currently the width between the kerb and marked centreline 4.2 m and is insufficient for both a parking and travel lane.

It is proposed to provide a NO STOPPING Zone depicted by yellow edge line on the north side of Fawcett Street from Cherry Street, eastwards to the Woolworths entrance.

##### **RECOMMENDATION**

A "NO STOPPING" zone indicated by yellow edge line be approved on the north side of Fawcett Street, Ballina, from the Cherry Street intersection to the Woolworths Carpark access.

##### **Attachment(s)**

1. Fawcett Street Aerial View
2. Fawcett Street Parking

6.1 Proposed NO STOPPING Zone - Fawcett Street, Ballina





## **6.2 Proposed NO STOPPING Zone - Regatta Avenue, Ballina**

---

## **6.2 Proposed NO STOPPING Zone - Regatta Avenue, Ballina**

---

### **Introduction**

Vehicles parking on the north side of Regatta Avenue, Ballina are causing congestion and hindering safe access to adjacent property.

### **Information**

The presence of parked vehicles on the north side of Regatta Avenue, Ballina are partially blocking the street and hindering safe access to and from the Police Station yard.

Currently there is a NO PARKING Zone at the Martin Street corner extending part of the way along the Police Station boundary before terminating into unrestricted parking. It is proposed to replace the NO PARKING zone with a NO STOPPING zone and extend it eastwards for the full frontage of the Police Station allotment (see attachment).

### **RECOMMENDATION**

The Committee support deletion of the existing NO PARKING zone and provision of an extended NO STOPPING zone on the north side of Regatta Avenue, Ballina and on the corner with Martin Street as shown on the attachment to this report.

### **Attachment(s)**

1. Regatta Avenue Aerial View
2. Parked Vehicle Regatta Avenue







**6.3 Ballina Country Music Festival - Application to Close Cherry Street, Ballina**

---

**6.3 Ballina Country Music Festival - Application to Close Cherry Street, Ballina**

---

**Introduction**

The Cherry Street Sports Club has requested closure of Cherry Street, Ballina on Saturday 4 November 2017 for the Ballina Country Music Festival.

**Information**

The applicant has provided the following information:

*"The Ballina Country Music Festival in previous years has featured the street closure of River Street CBD area for market stalls and entertainment which has for all those occasions received objections from many of the CBD retailers bordering the area of closure from Cherry Street to Moon Street.*

*The 2017 festival has planned to avoid this situation and propose to close part of Cherry Street from Bentinck Street to Burnett Street. This proposed street closure does not affect any retailers or the neighbouring school which is closed and will adjoin the Cherry Street Sports Club as they are a major participating venue for the festival.*

*The Saturday street closure with market stalls, entertainment stage and childrens activities is an important part of the festival which attracts thousands of people on the day and highlights the atmosphere of the festival.*

*Once Ballina Council has approved our application for this street closure activity we will highlight this fact on our festival web site, social media and local press.*

*We will also install VMS boards either end of the closed section 2 weeks prior to the event to advise all motorists as well as notification to major services including the ambulance, police, hospital, bus companies, taxi companies and surrounding residential area.*

*As we have co-ordinated all previous years festivals it is requested that the Council respect our decision to move the street closure as it is in our opinion it will better benefit the overall set up and presentation of the festival."*

The section of Cherry Street to be closed and detoured has an average daily traffic count of 7,000 vpd. The submitted Traffic Control Plan detours this traffic via Bentinck Street, Moon Street and Burnet Street. The event will be from 10.00am till 4.00pm on Saturday 4 November 2017, road closure is requested from 6.00am to 6.00pm to allow for setup of markets and stalls and close down/removal.

### **6.3 Ballina Country Music Festival - Application to Close Cherry Street, Ballina**

---

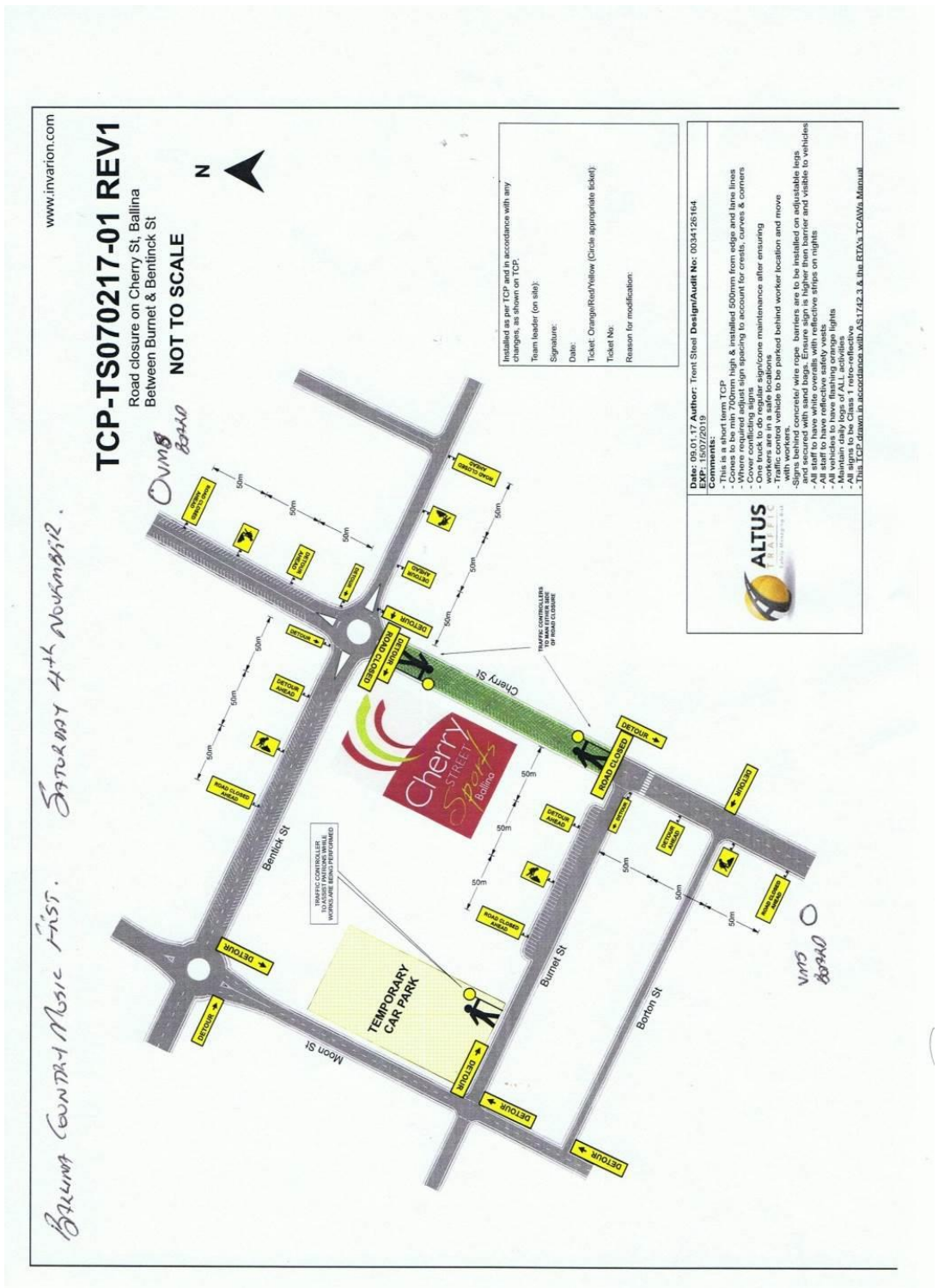
#### **RECOMMENDATION**

The Committee support closure of Cherry Street, Ballina between Bentinck Street and Burnet Street and associated traffic detour, in accordance with the submitted Traffic Control Plan, from 6.00am to 6.00pm Saturday 4 November, 2017.

#### **Attachment(s)**

1. Cherry Street Aerial View
2. Ballina Country Music Festival Traffic Control Plan





#### **6.4 Proposed NO STOPPING Zone - Skennars Head Road, Lennox Head**

---

#### **6.4 Proposed NO STOPPING Zone - Skennars Head Road, Lennox Head**

---

##### **Introduction**

A NO STOPPING Zone is proposed on the north side of Skennars Head Road, Lennox Head, extending east from Henderson Drive.

##### **Information**

It has been advised that vehicles attending sporting activities at the Skennars Head Sports Fields park on the northern side of Skennars Head Road and the existing kerb near the pedestrian refuge outside the caravan park. In doing this they encroach onto the through\travelling lane heading east. This requires vehicles heading east to cross the centre line and travel partially on the wrong side of the road.

Due to the traffic detour associated with the current roundabout construction this issue has greatly increased and NO STOPPING signs were installed as part of the construction works traffic control plan. Rangers have advised that there is still a high level of noncompliance and have suggested a more visual solution by also painting a yellow edge line.

This parking and associated travel lane blockage was an issue prior to the detour and traffic volumes are likely to increase over time exacerbating the problem. It is considered the NO STOPPING zone should be provided permanently.

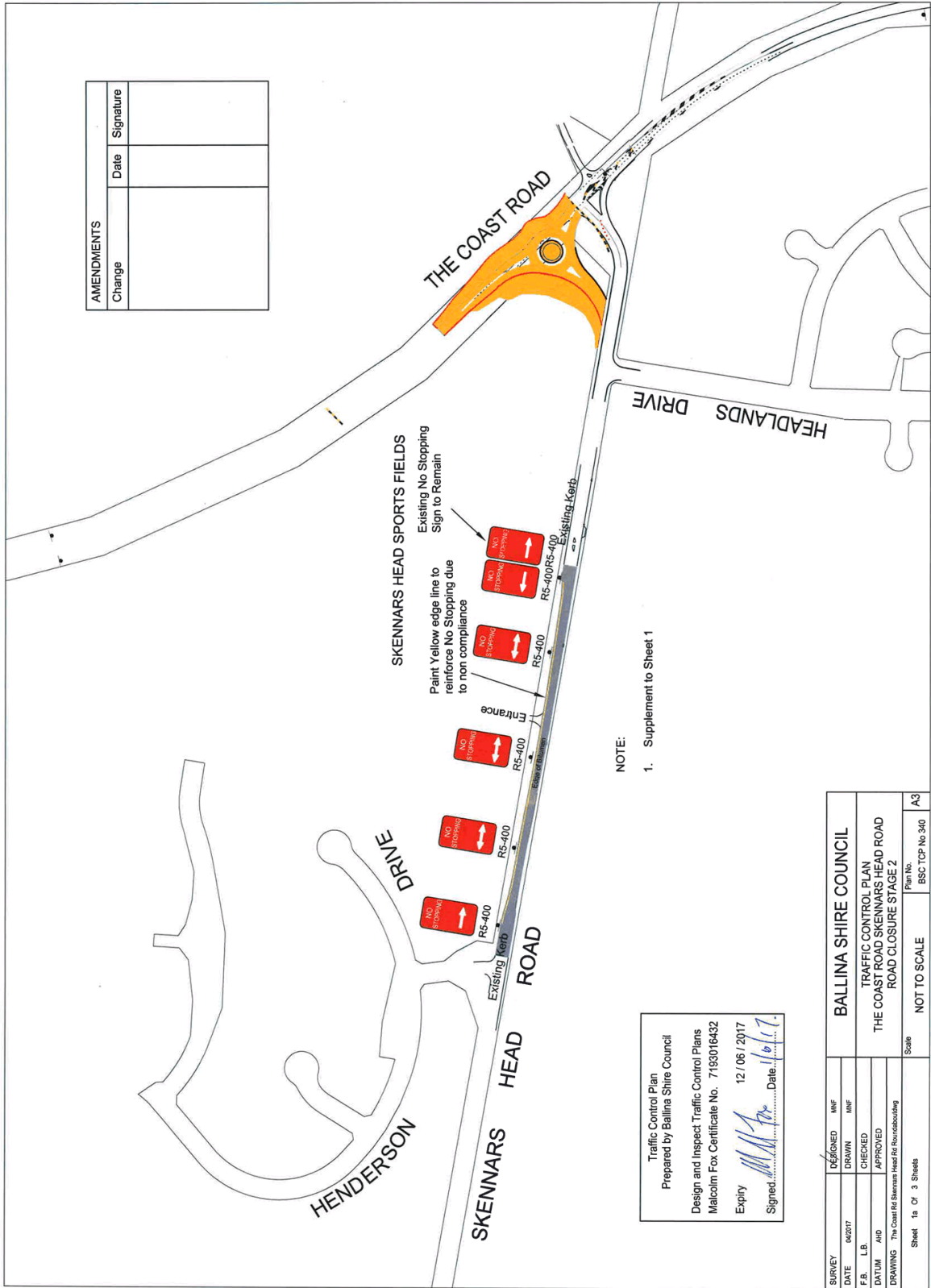
##### **RECOMMENDATION**

The Committee support provision of a NO STOPPING zone on the north side of Skennars Head Road, Lennox Head from Henderson Drive to the existing NO STOPPING zone adjacent to The Coast Road intersection.

##### **Attachment(s)**

1. NO STOPPING Skennars Head Road

6.4 Proposed NO STOPPING Zone - Skennars Head Road, Lennox Head



AMENDMENTS	
Change	Signature

Traffic Control Plan  
 Prepared by Ballina Shire Council  
 Design and Inspect Traffic Control Plans  
 Malcolm Fox Certificate No. 7193016432  
 Expiry 12/06/2017  
 Signed [Signature] Date 11/01/17

SURVEY	DESIGNED	MNF	BALLINA SHIRE COUNCIL
DATE	DRAWN	MNF	TRAFFIC CONTROL PLAN
F.B. L.B.	CHECKED		THE COAST ROAD, SKENNARS HEAD ROAD
DATUM	APPROVED		ROAD CLOSURE STAGE 2
DRAWING	The Coast Rd Skennars Head Rd Roundabout		Scale
Sheet	18	Of	3 Sheets
			NOT TO SCALE
			Plan No. BSC TCP No 340
			A3

## **7.1 Traffic Issues - North Creek Road/Tamarind Drive, Ballina**

---

### **7. Items for Traffic Engineering Advice**

#### **7.1 Traffic Issues - North Creek Road/Tamarind Drive, Ballina**

---

##### **Introduction**

Concerns have been raised regarding safety and congestion on the North Creek Road/Tamarind Drive roundabout and on North Creek Road between Tamarind Drive and Southern Cross Drive.

##### **Information**

Concerns have been raised regarding safety and congestion on the North Creek Road/Tamarind Drive roundabout and on North Creek Road between Tamarind Drive and Southern Cross Drive.

The safety of the roundabout was raised at Council's Work Health Safety Meeting 5 April 2017 where it was advised, "Intersection is congested and difficult to negotiate safely".

Regarding the adjacent section of North Creek Road, a member of the public has advised:

*"I am writing to request white lines be placed up the middle of the road between Tamarind Drive (Aldi roundabout) & Southern Cross Drive, Ballina. Unfortunately this stretch of road is now becoming dangerous due to cement trucks, buses & BPC double trucks now driving down the middle of the road as it is unmarked. During the week especially there are cars parked on both sides of this section of the road, so that when these wider vehicles drive down there they take it upon themselves to drive further into the middle. Yesterday I had to put on my brakes to stop for a cement truck driver who thought he should be able to drive wherever he wanted even though he could have been closer to his left."*

##### **Background**

The Tamarind Drive/North Creek area is characterised by high traffic volumes and significant numbers of heavy vehicles.

Tamarind Drive (west of Canal Bridge) carried around 20,000 vpd in April 2014. North Creek Road carried 8,957 vpd in February 2015.

Tamarind Drive is the major north western connection to the Ballina urban area with connections to the Pacific Highway at Cumbalum interchange and other connections to the local and regional network.

North Creek Road is the major connector from the Ballina urban area and Tamarind Drive to the Ballina Airport, North Ballina Industrial Area and an extensive residential and retirement village precinct.



## 7.1 Traffic Issues - North Creek Road/Tamarind Drive, Ballina

---

Traffic is predicted to grow on both these roads due to general urban growth, industrial area and airport expansion as well as road network construction that will connect North Creek Road to Lennox Head and River Street at West Ballina.

Modelling of the roads for 2036 predicts the following daily traffic volumes at the Tamarind Drive/North Creek Road roundabout:

West	Tamarind Drive:	20,634
East	Tamarind Drive:	30,794
North	North Creek Road:	22,779
South	Western Arterial:	15,588

In 2004 a shopping centre (Aldi) was approved on the northwest corner of the intersection that has an in/out access onto North Creek Road about 40 m from the roundabout exit. This access currently has full left in/out and right in/out access to North Creek Road. There are no centre lines, barrier lines or medians on North Creek Road adjacent to the Aldi access.

During the 2004 Aldi DA process, RMS provided comments but these were mainly about the Pacific Highway (now Tamarind Drive) and upgrading the T junction with North Creek Road. Impacts of the Aldi access onto North Creek Road were not identified or given any consideration and there were no special conditions of consent regarding this access.

The Tamarind Drive/North Creek Road roundabout was constructed around the time of the Ferndale development (south of Tamarind Drive), prior to construction of the Ballina Bypass and handover of the highway to Council as Tamarind Drive. The roundabout has dual lane circulation with one lane exit and two lane entry from North Creek Road.

### Proposed Network Upgrades

The Roads Contribution Plan identifies the following future works in this area to cater for increased traffic:

Tamarind Drive & Canal Bridge, North Creek Road to Kerr Street	Four Lane (2011-2019)	\$11,173,631
Tamarind Drive to Southern Cross Drive	Right Turn Ban (2019-2028)	\$157,888
North Creek Road, Tamarind Drive to Southern Cross Drive	Four Lane (2028-2036)	\$1,436,350
Tamarind Drive to River Street, West Ballina	Western Arterial (2028-2036)	\$31,669,625
Tamarind Drive, Cumbalum to North Creek Road	Four Lane (2028-2036)	\$10,627,536

### Current Issues

The principal issues mostly relate to the Aldi access. Left in/left out movements from northbound North Creek Road are generally not a problem, but can occasionally cause queuing on North Creek Road towards the roundabout only 40m away.

The right turn out of Aldi is dependent on gaps in North Creek Road traffic. In peak times there are fewer/smaller gaps and there is a temptation to make unsafe right turns in gaps of insufficient distance.

The southbound right turn into Aldi causes the most congestion. Turning vehicles can block the southbound lane and cause queuing back to the Southern Cross Drive roundabout. This blockage mostly occurs when there are parked vehicles on the southbound side restricting through access past right turning vehicles. North Creek Road is currently 13 m wide kerb to kerb.

### Discussion

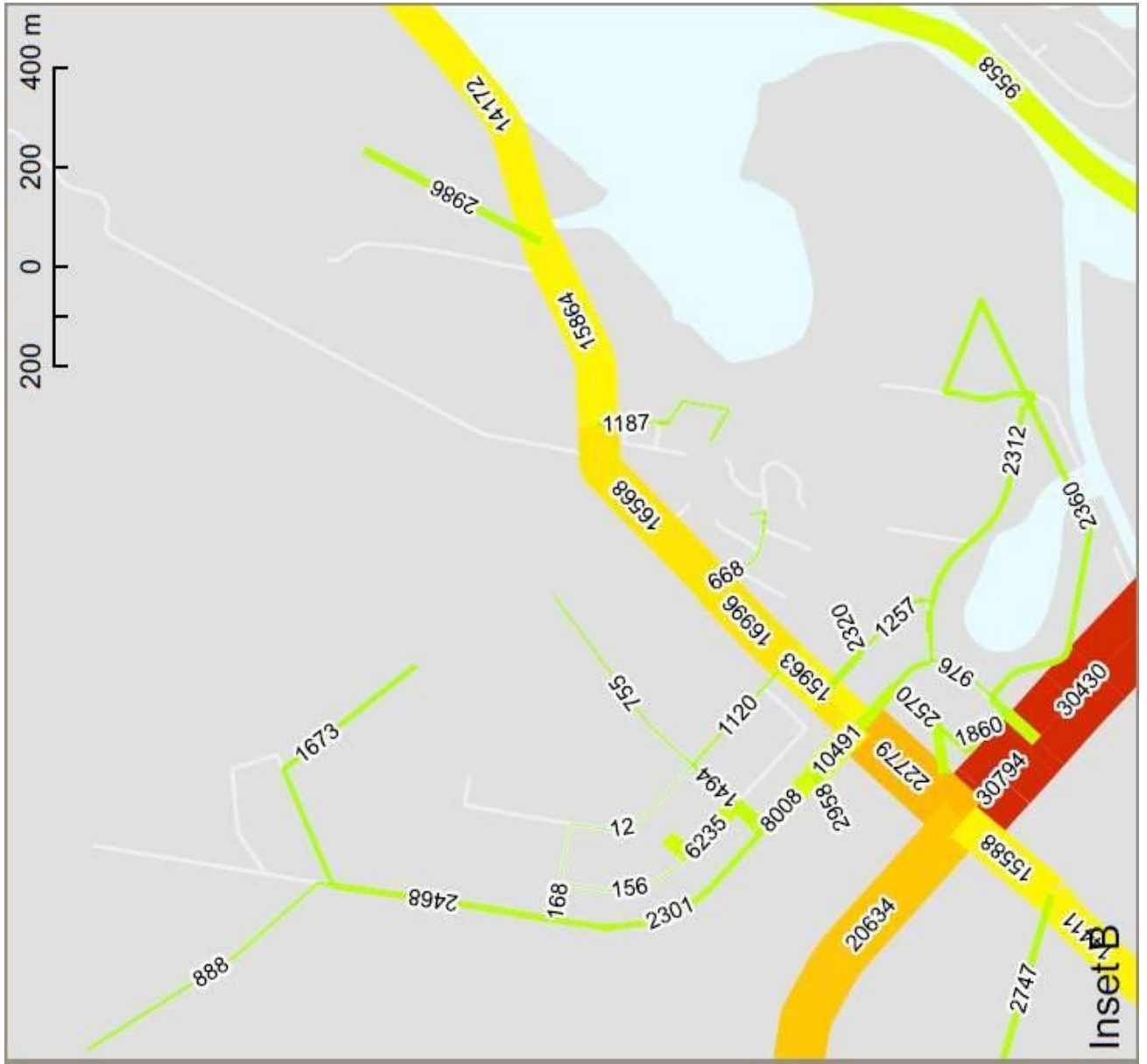
In the longer term, North Creek Road will be a four lane divided road with central median preventing right turns in/out of Aldi and eliminating this source of congestion and safety issue. In the short term, marking the centreline of North Creek Road would assist vehicles position more safely themselves. It would also encourage right turning vehicles into Aldi to queue closer to the centre and allow more room for through vehicles to pass to their left. The possibility of southbound through traffic blockage would be further reduced if a NO PARKING or NO STOPPING zone was established on the east (southbound) side of North Creek Road to provide more room for through traffic to bypass right turning traffic into the Aldi site.

### RECOMMENDATIONS

1. North Creek Road be provided with broken centreline marking from Tamarind Drive to Southern Cross Drive
2. The area be monitored and if congestion is still significant, provision of a NO PARKING zone on the east (southbound) side of North Creek Road from Tamarind Drive to approximately the Bridge Club boundary be considered.

### Attachment(s)

1. 2036 Traffic Volumes Tamarind Drive & North Creek Road, Ballina
2. Aerial View North Creek Road, Ballina





**7.2 Request for Speed Zone Review - Sneesbys Lane/Patchs Beach Road, East Wardell**

---

**7.2 Request for Speed Zone Review - Sneesbys Lane/Patchs Beach Road, East Wardell**

---

**Introduction**

A request has been made for Committee support of a speed zone review on Sneesbys Lane/Patchs Beach Road, East Wardell.

**Information**

The Wardell & District Progress Association has made the following request:

**1. The speed limit along Sneesbys Lane/Patchs Beach Road, East Wardell**

Sneesbys Lane/Patchs Beach Road is a narrow lane that provides access to Patchs Beach. Many residents have noted the increase in both the volume and speed of vehicles, particularly in school holidays. There has been a significant increase in the volume of 4WD traffic bringing with it many issues for the beach and the dunes. However, the lane is narrow and requires vehicles to slow down and often move to the side of the road to pass one another. The speed limit along this lane is currently 100kph in sections. We would like your committee to review and lower this speed limit.

**RECOMMENDATION**

The Committee consider the request to support a speed zone review on Sneesbys Lane/Patchs Beach Road, East Wardell.

**Attachment(s)**

1. Sneesbys Lane/Patchs Beach Road, East Wardell

7.2 Request for Speed Zone Review - Sneesbys Lane/Patches Beach Road, East Wardell



## **8.1 Ballina Shire Bike Plan**

---

### **8. Information for the Committee**

#### **8.1 Ballina Shire Bike Plan**

---

##### **Introduction**

Consultants Ross Planning are preparing the Ballina Shire Draft Bike Plan. The Plan will address issues such as shared path connections, cycling facilities, cycling safety and promotion of cycling within the community for the Shire over the next 10 years.

##### **Information**

The Draft Bike Plan was adopted by Council on 27 April 2017, subject to specified amendments to maps and actions.

The requested amendments are now being completed by Ross Planning.

It is expected that a final Bike Plan will be completed by late June 2017.

##### **RECOMMENDATION**

That the Committee note the update on the Draft Bike Plan.

##### **Attachment(s)**

Nil

## **8.2 Pedestrian Access and Mobility Plan Update**

---

### **8.2 Pedestrian Access and Mobility Plan Update**

---

#### **Introduction**

Council is undertaking the development of a new Pedestrian Access and Mobility Plan (PAMP) during 2016-2017.

The PAMP will identify footpath planning needs including connections, crossings and refuges, line markings, tactile and audible facilities, kerb ramps and other fixtures such as lighting and signage. Data for the PAMP is collected using literature research, analysis of crash data and community consultation.

Issues identified through the PAMP process are subject to a footpath audit and prioritization. This information is used to create a works schedule for footpaths for the Shire. It is also used to attract funding to implement the PAMP.

#### **Information**

The community consultation phase for the PAMP was completed at the end of 2016 and around 280 community submissions were received.

An audit of all submissions is nearing completion, and a list of prioritized works is now being compiled.

Once this process is complete, all prioritized PAMP works will be mapped.

It is anticipated that the PAMP will be complete by the end of June 2017.

#### **RECOMMENDATION**

That the Committee note the update on the Pedestrian Access and Mobility Plan.

#### **Attachment(s)**

Nil



### **8.3 RMS Advice - Informal Rural School Bus Stops**

---

### **8.3 RMS Advice - Informal Rural School Bus Stops**

---

#### **Introduction**

RMS has provided advice regarding child safety at rural school bus stops.

#### **Information**

Attached is a letter from RMS Regional Manager Northern, regarding safety at rural school bus stops. This has arisen following a fatal crash involving a child pedestrian in the south of NSW in August 2016.

Selection of informal rural bus stops is not generally referred to Council and is the responsibility of the Bus Operators and Transport for NSW. Patronage of school bus services and the locations of a large number of informal rural bus stops are constantly changing as children age and families relocate throughout rural areas. Given the nature of our topography and poor geometry of many rural roads, there are often no suitable areas available in proximity to school children's homes.

The bus operators are often in a compromised situation. If the children are dropped off at a "safe" stopping area then they must often walk long distances along the unsafe road pavement to reach their homes. Alternatively they may be dropped off at an "unsafe" stopping location which limits the child's risk exposure to walking long distances along the road to home.

It is considered that as being both the provider and regulator of school bus services, the NSW Government should take responsibility, in cooperation with parents and bus operators, to both identify and fund construction of rural school bus stops throughout rural NSW. Council's role should be limited to assessing and approval of individual S138 applications to construct the bus stops arising from this process

#### **RECOMMENDATION**

The Committee note the RMS advice on rural school bus stop safety.

#### **Attachment(s)**

1. RMS Advice - Rural School Bus Stop Safety



Transport  
Roads & Maritime  
Services

4 May 2017

Mr Paul Hickey,  
General Manager  
Ballina Shire Council  
PO Box 450  
BALLINA NSW 2478

Dear Mr Hickey,

I would like to raise with you the findings of a recent Office of Transport Safety Investigations (OTSI) report into a fatal crash involving a child pedestrian in the south of New South Wales in August last year, for consideration within Council.

The child alighted from a school bus at an informal school bus stop (that is, one that is not appointed under the Passenger Transport Regulation 2007, and not signposted) and was fatally injured while crossing a rural road. As you would know, there are hundreds of informal school bus stops across rural NSW on both Roads and Maritime and council managed roads.

OTSI has investigated the crash and made a series of general findings and specific recommendations. Both the general findings and the recommendations highlight school bus safety as a community issue.

I have listed the general findings, recommendations specifically targeted to roads authorities, and other recommendations that have some relevance to both Roads and Maritime Services and councils in our management of the road network and in the influence we can have on others involved in school bus safety.

The complete OTSI report can be found at:

[http://www.otsi.nsw.gov.au/bus/Coolagolite\\_FINAL\\_as\\_Tabled.pdf](http://www.otsi.nsw.gov.au/bus/Coolagolite_FINAL_as_Tabled.pdf)

#### General Findings

- Contemporary safety risk management technique recommends, wherever possible, that risks are eliminated. Where risks cannot be eliminated, suitable risk controls must be in place to make the situation safe.
- To prevent children being exposed to the risks associated with crossing rural roads during their travel to and from school, OTSI recommends that rural communities work together to enable children to remain on rural loop bus routes whereby children are only picked up or dropped off near, and on the same roadside, as their residence.
- Where this option is not practical, then careful consideration must be made when determining suitable children pick-up and drop-off points to minimise the risk to children crossing rural

Roads and Maritime Services

---

76 Victoria Street, Grafton NSW 2460 |  
PO Box 576 Grafton NSW 2460 |

[www.rms.nsw.gov.au](http://www.rms.nsw.gov.au) | 13 17 82

---

roads. The location of a bus pick-up or drop-off point will greatly influence where children cross a road. Persons involved in assessing a suitable crossing location must consider vehicle approach speeds, sighting distances, road topography, sighting obstructions, vehicle braking distances and a child's capability to cross a road on their own.

To assist on this issue, Roads and Maritime has worked with Centre for Road Safety to produce Advice for Choosing Locations for Informal School Bus Stops which can be found at: <http://roadsafety.transport.nsw.gov.au/downloads/advice-for-choosing-locations-of-informal-school-bus-stops.pdf>

- Adult supervision must be provided in cases where children do not hold the required capabilities to cross a road on their own. Current guidance suggests adults hold the hands of children near roads up to the age of 8 years old (TfNSW) and other guidance suggest up to the age of 10 years old (NSW Education road safety website).

Comprehensive advice for parents and carers about children using roads can be found at [www.safetytown.com.au/parents](http://www.safetytown.com.au/parents).

- It is imperative that the whole community clearly understand the key elements that determine a suitable non-designated bus pick-up and drop-off point, and more importantly, what determines a suitable location for children to cross the road from one safe place to another safe place, then safe passage to their residence.

#### Recommendations Specific to Roads authorities

- Roads authorities shall make their local experienced body of knowledge, such as engineers and the traffic committees, available to advise parents, bus operators and the community to select suitable non-designated bus pick-up and drop-off points and the associated crossing locations to be used by children.

Guidelines for councils that outline the role of Local Traffic Committees can be found at: [http://www.rms.nsw.gov.au/business-industry/partners-suppliers/documents/technical-manuals/lcguidev13\\_i.pdf](http://www.rms.nsw.gov.au/business-industry/partners-suppliers/documents/technical-manuals/lcguidev13_i.pdf)

The primary role of Local Traffic Committees is to provide advice to councils on the implementation of delegated traffic management functions. The guidelines also allow for Traffic Committees to provide advice on local safety issues (see Section 8).

- Where possible, roads authorities shall explore opportunities for children to embark and disembark on the same roadside, and close to their residence. This can be achieved by children staying on a bus for the entire loop route and remove the need to cross a road. Where this is not practical, the roads authorities should to assist in the selection of suitable crossing locations.
- Roads authorities shall adopt the CRMS guidance.

#### Other Relevant Recommendations

- CRMS, in consultation with RMS, shall reinforce the public message for the community to select suitable crossing locations for children. The Department of Education should be a catalyst for this information. Additionally, reinforce the public message for the community to

#### Roads and Maritime Services

---

76 Victoria Street, Grafton NSW 2460 |  
PO Box 576 Grafton NSW 2460 |

[www.rms.nsw.gov.au](http://www.rms.nsw.gov.au) | 13 17 82

---

drive cautiously on rural roads at times when school children may be waiting for, embarking or disembarking from school buses and possibly crossing rural roads.

- RMS will re-enforce to local councils that the LTC is a source of technical support. RMS to ensure the LTC continues to provide an additional body of knowledge to assist the community to deliver suitable crossing locations for children and bus pick-up and drop-off locations.
- Where possible through the rural and regional bus service contracts, TfNSW shall explore opportunities for children to embark and disembark on the same roadside, and close to their residence. This can be achieved by children staying on a bus for the entire loop route and remove the need to cross a road.
- RMS, in consultation with CRMS, shall reinforce the public message for the community to select suitable crossing locations for children. Additionally, reinforce the public message for the community to drive cautiously on rural roads at times when school children may be waiting for, embarking or disembarking from school buses and possibly crossing rural roads.
- Bus operators seek a broader body of knowledge, such as advice from roads authorities and the LTC, in their risk assessment activities.
- One of the cornerstones of safety risk management is learning from lessons obtained from past incidents and accidents. The bus industry should review the contributing factors of previous bus industry incidents to expand their knowledge of hazardous situations. Bus operators must regularly reflect on past incidents and continuously inform their risk management framework.
- Bus operators shall explore opportunities for children to embark and disembark on the same roadside, and close to their residence. This can be achieved by children staying on a bus for the entire loop route and remove the need to cross a road, however, careful consideration to ensure that new risks are not introduced to traffic.
- When this option (3.41) is not practical, the bus operator in consultation with the road authority and the community, shall apply a robust risk-based assessment considering parameters such as road speed, safe sighting distances, vehicle braking distances and child human factors when assessing non-designated bus pick-up and drop-off points and locations where children will be required to cross a road.
- Children may not always have the capabilities to cross a road safely. Current guidance suggests adults hold the hands of children near roads up to the age of 8 years old (TfNSW) and other guidance suggest up to the age of 10 years old (NSW Education road safety website). Where a child is recognised as not yet ready to cross roads on their own, and safe arrangements are not in place, then it is imperative that an adult, parent or guardian is present to ensure a child is aided to cross the road safely, using recognised safe sighting distance guidance. If a parent or guardian is not available, then they must ensure a capable adult is present for this task.

I trust these recommendations will provide Council with context and additional guidance where Council becomes involved in school bus safety issues.

### Roads and Maritime Services

---

76 Victoria Street, Grafton NSW 2460 |  
PO Box 576 Grafton NSW 2460 |

[www.rms.nsw.gov.au](http://www.rms.nsw.gov.au) | 13 17 82

---

Finally, I would like to draw Council's attention to Austroads Guide to Road Design Part 3: Geometric Design (re-issued in 2016) which can be found at:  
<https://www.onlinepublications.austroads.com.au/items/AGRD03-16>. Section 4.12 of the Guide provides road design guidance and other considerations for bus stops, including school bus stops.

Yours sincerely



John Alexander  
Regional Manager Northern

---

**Roads and Maritime Services**

76 Victoria Street, Grafton NSW 2460 |  
PO Box 576 Grafton NSW 2460 |

[www.rms.nsw.gov.au](http://www.rms.nsw.gov.au) | 13 17 82

---

## **8.4 Schedule of Outstanding Resolutions of the Committee**

---

### **8.4 Schedule of Outstanding Resolutions of the Committee**

---

#### **Introduction**

List of outstanding resolutions from previous meetings of the Local Traffic Committee.

#### **Information**

##### **Meeting held 12 April 2017**

##### **4/17-7.2 Pedestrian Facility - Daley Street, Alstonville**

###### *Recommendation*

Council be requested to remove the contrasting surface treatment of the Daley Street, Alstonville pedestrian facility to negate the perception that pedestrians may have right of way over vehicles.

###### Action to Date

Awaiting construction.

##### **Meeting Held 8 February 2017**

##### **2/17-7.1 Parking Issues in Lane behind Santa Fe Motel, Between Stewart & Gibbon Streets, Lennox Head**

###### *Recommendation*

The Committee shares the concerns of residents and agreed to monitor and then review the situation when the duplex has been constructed.

###### Action to Date

Site being monitored.

##### **Meeting Held 14 December 2016**

##### **12/16-6.1 Pedestrian Traffic Lights - Kerr Street & Bangalow Road, Ballina**

###### *Recommendation*

The Committee referred the pedestrian phasing to Council for further investigation.

## **8.4 Schedule of Outstanding Resolutions of the Committee**

---

### Action to Date

Further action under consideration.

### **12/16-10.1 Compton Drive, East Ballina**

#### *Recommendation*

Council investigate installation of a “speed table” in Cedar Crescent, East Ballina at the Compton Drive intersection to slow vehicles turning left from Compton Drive.

### Action to Date

Further action under consideration.

### **Meeting Held 10 August 2016**

### **8/16-7.4 Requests for Speed Limit Variations**

#### *Recommendation*

The requests for speed limit variations in Rifle Range Road, Wollongbar and Skennars Head Road, Skennars Head including Council comments be forwarded to NSW Road and Maritime Services for consideration.

### Action to Date

Forwarded to RMS by letter dated 2 September 2016.

### **Meeting Held 11 February 2015**

### **2/15-7.1 Bicycle Rider Behaviour on Shared Paths**

#### *Recommendations*

The Committee notes the report and that Council:

1. Consider an education program for cyclists and pedestrians using shared paths.
2. Review the signage on shared paths where appropriate.

### Action to Date

Yet to be implemented. To be reactivated when new Road Safety Officer available.

### Meeting Held 8 October 2014

#### 10/14-6.1 Review of Marked Pedestrian Crossings in Ballina Shire

##### *Recommendations*

1. Crossings 3 (Links Avenue, Ballina), 4 (Bangalow Road, Ballina), 7, 8, 9 & 10 (Cherry Street, Ballina), 11 (Crane Street, Ballina) and 14 (River Street, Ballina West of Norton Street intersection) be prioritised for review in the 2014/15 period.
2. The review assess the warrant, signage, lighting, geometry, approaches, performance, traffic/safety issues, desirable improvements and other relevant issues for each crossing and recommend actions for retention, improvement, amendment or removal of each site assessed.
3. A further report be provided to the Committee in regard to outcomes of investigations from Point 1 above and that Council consider a target program date to complete the whole program.

##### Action to Date

Assessment of warrants for designated crossings in Ballina for 2014/15 completed and reported to Committee meeting 10 June 2015. Committee recommendation to remove a number of crossings submitted to Council meeting 25 June 2015 and recommendation rejected.

All pedestrian crossings in the Shire have been audited for compliance with the Australian Standard during 2015. They have had lines re-marked and signage replaced as required. The only pedestrian crossing that required any foliage trimming was in River Street mid-block between Grant Street & Moon Street and this was completed in September 2015.

#### 10/14-7.2 Issues at Alstonville High School

##### *Recommendations*

1. Bus Zone Coral Street, Alstonville adjacent to Walkway to High School:
  - a) The 87 m long BUS ZONE in Coral Street be reduced in length to provide one bus space only (the eastern most part of the existing bus zone) and this remnant BUS ZONE be active for the period, "2:30 – 4pm School Days".
  - b) The remainder of the current BUS ZONE be converted to NO PARKING (drop off/pick up), 8 – 9:30 am and 2:30 – 4 pm, School Days.
2. The NO PARKING (drop off/pick up) zone in Cawley Close, opposite the school be extended northwards to accommodate approximately two more cars.



## 8.4 Schedule of Outstanding Resolutions of the Committee

---

3. A section of Angle Parking be provided on the south side of Coral Street, adjacent to Cawley Park (Lot 155 DP 244651 and Lot 4 DP 554136)."

### Action to date

1. Completed
2. Completed
3. Awaiting works to construct parking area

### **6/14-7.3 Need for Additional Loading Zones - Lennox Head CBD**

#### *Recommendation*

That the Committee consult with the Lennox Head Chamber of Commerce for suggestions and feedback on the need and placement of Loading Zones in the Lennox Head CBD.

#### Action to Date

Letter sent to Chamber President 24 June 2014 requesting meeting. Letter forwarded to new President March 2015.

### **Meeting Held 9 April 2014**

### **4/14-7.4 Speed Limit Bentinck Street, Ballina**

#### *Recommendation*

That subject to the concurrence of Council a review of remnant 60kph zones in the Ballina area be referred to RMS.

#### Action to date

Review by RMS initiated. Council to send RMS relevant traffic data not more than two years old showing eighty fifth percentile speeds. RMS are to conduct site inspection in consultation with Council.

Further advice received from RMS 4 February 2016 that they are in the process of conducting the speed zone review.

### **RECOMMENDATION**

The Committee note the information in the report regarding the Schedule of Outstanding Resolutions.

### **Attachment(s)**

Nil

- 9 Regulatory Matter on Classified Roads (GM's Delegate)
  - 10 Items Without Notice
  - 11 Next Meeting
- 

**9. Regulatory Matters on Classified Roads (GM's Delegate)**

Nil Items

**10. Items Without Notice**

**11. Next Meeting**

Next meeting is scheduled for Wednesday 9 August 2017 at 10.00am.