



## **Notice of Local Traffic Committee Meeting**

Notice is hereby given that a meeting of the Ballina Shire Council Local Traffic Committee will be held in the Ballina Shire Council Chambers, Cnr Cherry & Tamar Streets, Ballina on 14 December 2011 **commencing at 10.30am.**

### **Business**

1. Attendance and Apologies
2. Minutes of Previous Meeting
3. Deputations by Members of the 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 (General Manager's Delegate)
10. Items Without Notice
11. Next Meeting

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

## Table of Contents

1.	Attendance and Apologies .....	3
2.	Minutes of Previous Meeting .....	3
3.	Deputations by members of the Public or Councillors .....	3
4.	Summary Report - Recent Decisions of Council in respect to LTC Recommendations .....	4
5.	Items to be referred to Council .....	5
6.	Items to be referred to the General Manager's Delegate .....	6
6.1	Request Parking Controls - Winton Lane	6
6.2	Request Disabled Parking Space - Winton Lane	8
7.	Items for Traffic Engineering Advice .....	11
8.	Information of the Committee .....	12
8.1	Delegations to Councils - Regulation of Traffic	12
9.	Regulatory Matters on Classified Roads (General Manager's Delegate).....	24
10.	Items Without Notice .....	24
11.	Next Meeting .....	24

1. Attendance and Apologies
  2. Minutes of Previous Meeting
  3. Deputations by members of the Public or Councillors
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**1. Attendance and Apologies**

**2. Minutes of Previous Meeting**

The Minutes of the previous meeting held 12 October 2011 and the Out of Sessions Meetings held November 2011 were accepted as a true and correct record of the meeting subject to amending the committee decisions from endorsement or approval to support.

**3. Deputations by members of the Public or Councillors**

Nil

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

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

The following items were referred to the Council at its Ordinary meeting on 27 October 2011.

- Modification to Regulatory Control - Boeing Avenue, Ballina
- Late Item - Application to Hold 2010 Fila - Byron Bay Triathlon
- Late Item - Russelton Industrial Estate race Criterium
- Daley Street Calming - Adjoining Main Street Roundabout

The Council adopted the following recommendations.

1. That Council approve the erection of No Stopping signage at the intersections along Boeing Avenue in accordance with the Australian Standards
2. That Council approve that warrants for Stop Signs are to be checked at these intersections and reported back to the Committee.
3. That Council approves the application by the Northern Rivers Cycle Club to conduct criterium cycle races at the Russelton Industrial Estate, Wollongbar, from 1 October 2011 to 31 March 2012 (Sunday mornings only) subject to the submitted Traffic Control Plan.
4. That Council recommend the referral to the RTA for approval of the extension of the 40km/h High Pedestrian zone in Daley Street closer to the intersection of Daley Street - Wardell Road
5. That Council approves the event to hold the Children's Toy Run on 4 December 2011 in accordance with the submitted Traffic Control Plan.

**RECOMMENDATION**

That the Committee note the summary report regarding the decisions of Council at its 27 October 2011 meeting made in respect to LTC recommendations.

5. Items to be referred to Council

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**5. Items to be referred to Council**

Nil

**6. Items to be referred to the General Manager's Delegate**

**6.1 Request Parking Controls - Winton Lane**

**Introduction**

A resident has raised Council's awareness of a parking issue in Winton Lane Ballina.

Request from Civil Services

**Information**

A resident on the corner of Winton Lane and Grant Street has contacted Council over the parking of delivery vehicles in front of his front door. This property is unique as it has had a lane widening applied on paper but not constructed. The location of the lane widening places the edge of the lane equal to the steps at his front door. However this land is unformed with grass vegetation. The property has no fence and has children residing inside.

The property owner is seeking clarification of parking controls outside his front door such that both the business opposite and the resident can enjoy a reasonable quality of life.

Resulting from this it is proposed to initiate parking controls in the area through the erection of No stopping signage. The extent of this signage would be on both sides of Winton Lane from Grant Street north west for a distance of not less than 45m.

**RECOMMENDATIONS**

That the Committee recommend to the General Managers Delegate support for the erection of No Stopping signage on both sides of Winton Lane at the intersection of Winton Lane and Grant Street north east for a distance of not less than 45m.

**Attachment(s)**

1. Map of Winton Lane

6. Items to be referred to the General Manager's Delegate



**6.2 Request Disabled Parking Space - Winton Lane**

**Introduction**

Correspondence has been received from a resident seeking the erection of a new disabled parking space at the north eastern end of Tamar Street.

Request from resident (Doc. No. 1916584)

**Information**

This is an application for a fourth disabled space in the Tamar Street road segment between Grant and Moon Street. Currently the locations of disabled spaces are one near the post office and two in the middle. This fourth is proposed to go at the western end of Tamar Street.

The reasoning of the resident is that it would facilitate disabled people in that region access the health services of the area.

Australian Standard AS 2890.5:2009 stipulates that the minimum requirement for the provision of disabled car parking spaces is 1% of the total number of parks. To date there are approximately 135 spaces in this section of Tamar Street. Based off the Australian Standard the minimum number to be provided is two spaces.

**RECOMMENDATIONS**

That the Committee recommend to the General Managers Delegate support for the erection of a new disabled space at the far north western section of Tamar Street between Grant and Moon Streets.

**Attachment(s)**

1. Map of Tamar Street



6. Items to be referred to the General Manager's Delegate

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6. Items to be referred to the General Manager's Delegate

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7. Items for Traffic Engineering Advice

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**7. Items for Traffic Engineering Advice**

Nil

**8. Information of the Committee**

**8.1 Delegations to Councils - Regulation of Traffic**

**Introduction**

Council has received a letter advising of changes to the Regulation of Traffic.

**Information**

On November 1 2011 the RTA changed its name to Roads and Maritime Services (RMS). Resulting from the change the publication Regulation of Traffic had to be updated to reflect the new name.

The text of the document is the same as the previous version inclusive of its delegations and delegated powers. The only difference is the change of name of the regulatory body.

**RECOMMENDATIONS**

That the Committee receive and note the report.

**Attachment(s)**

1. New Delegations to Councils



The General Manager  
Ballina Shire Council  
PO Box 450  
BALLINA NSW 2478



Dear Sir

Re: New Delegation to Councils – Regulation of Traffic

As you would be aware, the Roads & Traffic Authority (RTA) was replaced by Roads and Maritime Services (RMS) on 1<sup>st</sup> November 2011. This change has necessitated the issuing of a new Delegation to council to regulate traffic.

Attached is the Roads and Maritime Services Delegation to your council which allows council to regulate traffic, as set out in the document, on Local and Regional Roads within its area of operations.

While this new delegation replaces the previous RTA document, it remains unchanged in practical terms. Some important aspects of the Delegation continue to be:

- Council's requirement to obtain the advice of the NSW Police, Roads and Maritime Services and the local State Member of Parliament prior to exercising their Delegated powers. This is usually carried out through a Local Traffic Committee.
- The ability for Council to sub-delegate approval powers, thus streamlining the process.
- The requirement of council to approve not only the installation but also the removal of devices covered by the Delegation.

Further, as all RTA traffic related documents which were current on 1<sup>st</sup> November 2011 still apply until they have either been replaced by a Roads and Maritime Services document or superseded, the RTA document *A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic Committees)* remains the primary reference document on the operation of the Delegation.

**Roads & Maritime Services**

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Level 16, 101 Miller Street, North Sydney NSW 2060 | Locked Bag 928, North Sydney NSW 2059 | DX10516 Sydney  
T 02 8588 4369 | F 02 8588 4164 | E [craig\\_moran@ra.nsw.gov.au](mailto:craig_moran@ra.nsw.gov.au) | [www.rms.nsw.gov.au](http://www.rms.nsw.gov.au)

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8. Information of the Committee

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2.

Roads and Maritimes Services would also like to remind councils that it has a web page devoted to the Delegation and Local Traffic Committees which can be accessed at [www.ita.nsw.gov.au/doingbusinesswithus/guidelines/trafficcommittees.html](http://www.ita.nsw.gov.au/doingbusinesswithus/guidelines/trafficcommittees.html)

Should you have any questions on the Delegation document or the guidelines, you should contact Mr Bob O'Keefe on 8588 5621.

Yours sincerely



21/11/2011.

Craig J Moran  
General Manager  
Traffic Management

ROADS AND MARITIME SERVICES

DELEGATION TO COUNCILS

REGULATION OF TRAFFIC

**TRANSPORT ADMINISTRATION ACT**

**DELEGATION - SECTION 50**

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I, **PETER DUNCAN**, Chief Executive of Roads and Maritime Services ("RMS") pursuant to Section 50 of the *Transport Administration Act 1988* and all other enabling powers delegated by instruments of delegation to councils dated 23 February 2009 ("the delegation") **HEREBY REVOKES** the delegation and **DELEGATES** to the councils constituted under the *Local Government Act 1993* listed in Schedule 1 and Schedule 2 respectively ("delegates") the functions of RMS set out in Schedule 3 ("the functions") subject to the limitations set out in Schedule 4 and authorises delegates to sub-delegate the functions to the persons in Schedule 5 ("sub-delegates") subject to the limitations in Schedule 4.

Dated this 31 day of October 2011.

The SEAL of ROADS AND MARITIME SERVICES )  
was hereunto ) L. S.  
affixed in the presence of: )

**SIGNED**

  
Peter Duncan  
Chief Executive  
Roads and Maritime Services





**SCHEDULE 1**

**(Delegates)**

The Council of the Municipality of Ashfield  
Auburn Council  
Bankstown City Council  
The Council of the Shire of Baulkham Hills  
Blacktown City Council  
Blue Mountains City Council  
The Council of the City of Botany Bay  
Burwood Council  
Camden Council  
Campbelltown City Council  
City of Canada Bay Council  
Canterbury City Council  
Fairfield City Council  
Hawkesbury City Council  
Holroyd City Council  
The Council of the Shire of Hornsby  
The Council of the Municipality of Hunters Hill  
Hurstville City Council  
Kogarah Municipal Council  
Ku-ring-gai Council  
Lane Cove Council  
Leichhardt Municipal Council  
Liverpool City Council  
Manly Council  
Marrickville Council  
Mosman Municipal Council  
North Sydney Council  
Parramatta City Council  
Penrith City Council  
Pittwater Council  
Randwick City Council  
Rockdale City Council  
Ryde City Council  
Strathfield Municipal Council  
Sutherland Shire Council  
The City of Sydney  
Warringah Council  
Waverley Council  
Willoughby City Council  
Woollahra Municipal Council

**SCHEDULE 2**

**(Delegates)**

A council other than those listed in Schedule 1 constituted under the *Local Government Act 1993*

**SCHEDULE 3**

**(Functions)**

The exercise of all the functions of RMS under:

- 1 Division 2 of Part 8 (Regulation of traffic-by roads authorities) of the *Roads Act 1993*.
- 2 Division 1 of Part 4 (Traffic control devices) of the *Road Transport (Safety and Traffic Management) Act 1999*.
- 3 Division 2 of Part 5 (Special event parking schemes) of the *Road Transport (Safety and Traffic Management) Regulation 1999*.

**SCHEDULE 4**

**(Limitations)**

1. A council and its sub-delegate must not exercise a function:
  - (1) Outside the area constituted under the *Local Government Act 1993* for which council is the council, or
  - (2) On a road classified as a Freeway, Controlled Access Road, Tollway, Transitway or those roads classified under the *Roads Act 1993*, which are indicated as State Roads in the *Schedule of Classified Roads and State and Regional Roads* published on the RMS internet website (except where exercising a function in respect of portable traffic control light signals).
  
2. A council and its sub-delegate may only exercise a function in respect of any prescribed traffic control device (defined in clause 131 of the *Road Transport (Safety and Traffic Management) Regulation 1999* for the purposes of section 50 of the *Road Transport (Safety and Traffic Management) Act 1999*) being –
  - (1) any prescribed traffic control device contained in RMS's *Traffic Signs Database* located on its internet website and indicated as "Delegated to Council for Authorisation – Yes", and
  - (2) any portable traffic control lights,and under no circumstances, that is, despite (1) above, will a council or its sub-delegate be permitted to exercise a function in respect of any internally illuminated traffic control device.
  
3. A council and its sub-delegate must not exercise a function in respect of the following signs:
  - Permissive parking signs
  - No Parking signs
  - No Stopping signson any public road or road or road related area (or any part thereof), which falls within a 1 km radius of any train station listed in RMS's document published on its internet website, titled *Schedule of Nominated Train Stations*, and which has current unrestricted parking, without the approval of RMS.
  
4. (1) A council listed in Schedule 1 and its sub-delegate must not exercise a function in respect of the following activities including the referral of the matter to the Local Traffic Committee until a Traffic Management Plan, which must include an assessment of the impact of the exercise of the function and proposed measures to ameliorate such impact, has been approved by RMS:

(a) The prohibition of the passage of traffic on a public road or road or road related area to any one or more of the following classes of traffic:

- pedestrians
- vehicles
- motor vehicles

by physical means or regulatory signs (whether a prescribed traffic control device or otherwise) or both;

(b) the installation or display of the following traffic control signs on roads or road related areas:

- No Right Turn
- No Left Turn
- No Entry
- No Turns
- Left Turn Only
- Right Turn Only
- No Trucks
- No Buses
- No Pedestrians

or the installation or display of any other sign or road marking prohibiting or compelling a turning movement;

(c) changing a two-way street into a one-way street or reversing the direction of a one-way street;

(d) the construction of a median strip including a painted island which prevents a turn by a vehicle at the intersection of public roads or roads or road related areas;

(e) reduction in the number of traffic lanes on a public road or road or road related area by physical means or regulatory signs (whether a prescribed traffic control device or otherwise) or both.

(2) A Traffic Management Plan is not required if council certifies to RMS in writing that a No Trucks or No Buses traffic control sign is to be erected solely for the purpose of protecting a road from damage by the passage of motor vehicles.

5. A council and its sub-delegate must not exercise a function in respect of portable traffic control light signals unless:
  - (1) the signals are used in connection with the carrying out of road work on public roads as authorised by the *Roads Act 1993*; and
  - (2) no fixed equipment or fixed cables are used.
6. A sub-delegate must not exercise a function in respect of Division 2 of Part 8 (Regulation of Traffic by Roads Authorities) of the *Roads Act 1993*.
7. A council or its sub-delegate must not exercise a function until they have notified the Commissioner of Police and RMS of any decision taken to exercise a function except where:
  - (1) the advice of the Local Traffic Committee is unanimous; and
  - (2) the council or its sub-delegate propose to follow such advice.
8. Where a council or its sub-delegate has notified or should have notified the Commissioner of Police and RMS of a decision to exercise a function, the council or its sub-delegate must not exercise a function for a period of fourteen (14) days from the date of notification.
9. Where an appeal has been made to the Chairperson of a Regional Traffic Committee in respect of a decision taken by a council or its sub-delegate to exercise a function, a council or its sub-delegate must not exercise the function until the Chairperson of the Regional Traffic Committee determines the appeal.
10. Where the Chairperson of the Regional Traffic Committee has determined an appeal, the council and its sub-delegate must not exercise the function in respect of which an appeal has been made, otherwise than in accordance with the determination of the Chairperson.
11. Before installing or displaying a prescribed traffic control device, a council and its sub-delegate must authorise installation or display (or interference with, alteration or removal) of the device in writing in accordance with section 51 of the *Road Transport (Safety and Traffic Management) Act 1999*.
12. A council or its sub-delegate shall keep a record of installation, display, alteration or removal of a traffic control device. Such a record must include the following:
  - Type and location of the traffic control device;
  - Time and date of completion of installation, display, alteration or removal of the traffic control device.

13. Where a council or its sub-delegate wishes to exercise a function in respect to a "Roadwork Speed Limit" traffic sign (Speed Series (R4) Sign No. R4-212 contained in RMS's *Traffic Signs Database* located on its internet website, the following conditions apply:
- (1) When the installation period of a 'Roadwork Speed Limit' sign is to be for 6 working days or less:
    - a) authorisation of the use of the 'Roadwork Speed Limit' sign must be carried out by council or a sub-delegate who holds a current Traffic Control at Worksites certificate issued by RMS; and
    - b) the nearest office of RMS is to be notified in writing of Council's intention to implement a roadwork speed limit prior to works commencing; and
    - c) the nearest Police Station is to be notified in writing of Council's intention to implement a roadwork speed limit prior to works commencing.
  - (2) When the installation period of a 'Roadwork Speed Limit' sign is to be for more than 6 working days:
    - a) authorisation of the use of the 'Roadwork Speed Limit' sign must be carried out by council or a sub-delegate who holds a current Traffic Control at Worksites Certificate issued by RMS, and
    - b) the nearest office of RMS is to be notified in writing of Council's intention to implement a roadwork speed limit 7 days prior to works commencing; and
    - c) the nearest Police Station is to be notified in writing of Council's intention to implement a roadwork speed limit 7 days prior to works commencing.
  - (3) The need for a 'Roadwork Speed Limit' sign shall be determined in accordance with the document, "*Traffic Control at Worksites*" Version 3.1 dated April 2006 (RTA Publication No 03.290) issued by the former Roads & Traffic Authority of NSW;
  - (4) 'Roadwork Speed Limit' signs shall be installed in accordance with the "*Traffic Control at Worksites*" document (as already referred to);
  - (5) Records maintained by a council and its sub-delegate in respect to a 'Roadwork Speed Limit' sign must include:
    - a) council's or its sub-delegate's written authorisation of the installation [The sub-delegate's Traffic Control at Worksites Certificate number must be shown.],
    - b) the location,
    - c) the installation time and date, and
    - d) the removal time and date.

- (6) The 'Roadwork Speed Limit' sign is to be removed as soon as practicable after the road works have been completed.
14. A council and its sub-delegate must not exercise a function in respect to any of the roads within Sydney Olympic Park including the roads that are coloured mauve on the drawing marked "Sydney Olympic Park Authority, Sydney Olympic Park, Drawing Number HS-J-L-006" dated 29 May 2001 and deposited in the Office of the Sydney Olympic Park Authority (being all the roads referred to in section 41 of the *Sydney Olympic Park Authority Act 2001*).

**SCHEDULE 5**

**(Sub-delegates)**

- 1 A councillor.
- 2 The general manager.
- 3 An employee of the council.

- 9. Regulatory Matters on Classified Roads (General Manager's Delegate)
  - 10. Items Without Notice
  - 11. Next Meeting
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**9. Regulatory Matters on Classified Roads (General Manager's Delegate)**

Nil

**10. Items Without Notice**

Nil

**11. Next Meeting**

The next meeting is scheduled for 8 February 2012.