



## Notice of Local Traffic Committee Meeting

a Local Traffic Committee Meeting will be held in the Ballina Shire Committee Room, Cnr Cherry & Tamar Streets, Ballina on **Wednesday 12 February 2014 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**

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1. Attendance & Apologies
  2. Minutes of Previous Meeting
  3. Deputations by Members of Public or Councillors
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**1. Attendance & Apologies**

**2. Minutes of Previous Meeting**

A copy of the Minutes of the Local Traffic Committee Meeting held on Wednesday 11 December 2013 were distributed with the business paper.

**RECOMMENDATION**

That Council confirms the Minutes of the Local Traffic Committee Meeting held on Wednesday 11 December 2013.

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

4. Summary Report - Recent Decisions

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

Nil Items

5. Items to be Referred to Council

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

Nil Items

## **6.1 Request to hold Bicycle Races at South Ballina**

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

#### **6.1 Request to hold Bicycle Races at South Ballina**

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##### **Introduction**

An application to hold bicycle races at South Ballina has been received from the Ballina Masters Cycle Club. This is an annual submission and the events have been held in the past without incident or complaint.

##### **Information**

The Ballina Masters Cycle Club has submitted an application to conduct bicycle road races at South Ballina along River Drive from Empire Vale to East Wardell and return. The request is for the year 2014 and races are held on Saturday afternoons from 3pm. The club has advised the event and traffic management is as per the submission made for approval in 2013.

The NSW Police, although not sanctioning the event, have not objected to the application. They insist the event is conducted in accordance with the traffic management plan and the list of Police conditions.

This event has been suitably run in the past and this application is presented to the committee for their appraisal.

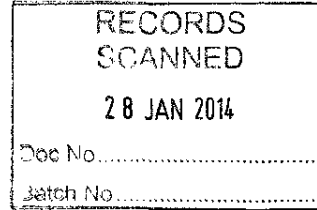
##### **RECOMMENDATIONS**

That the Committee support the approval for the Ballina Masters Cycle Club to conduct bicycle races along River Drive from Empire Vale to East Wardell and return at 3pm on Saturdays throughout 2014, subject to the events being conducted in accordance with the traffic management plans included in the application.

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

1. Application from Ballina Masters Cycle Club
2. Copy of the 2013 Submission

Ballina Masters Cycle Club  
2 Petrel Court,  
East Ballina 2478,  
21<sup>st</sup> January, 2014.



Ballina Shire Council,

Dear Sir/Madam,

I wish to make application on behalf of the Ballina Masters Cycle Club to continue to race bicycles on Saturday afternoon at 3pm for the year 2014 on River Drive Empire Vale to East Wardell and return.

A copy of the NSW Police approval is attached. All requirements as per their approval will be in place each race day. 2013 racing was conducted under these conditions with no problems or complaints.

Yours Sincerely

A handwritten signature in black ink, appearing to read "Bruce Syme". The signature is fluid and cursive.

Bruce Syme Vice President



**NSW Police Force**  
www.police.nsw.gov.au

D/2013.....

December 2013

Mr Bruce SYME  
BALLINA VETERANS CYCLING CLUB  
2 Petrel Crt,  
EAST BALLINA NSW 2478

Dear Mr SYME,

I refer to your application on behalf of the 'BALLINA VETERANS CYCLING CLUB' to conduct pedal cycle races upon RIVER DRIVE between Ballina and Wardell as set out in the Traffic Management plan, every Saturday through, 2014.

In principle the New South Wales Police Force does not sanction the conduct of this type of event on the road network. There are inherent risk factors which directly impact on the safety of those involved and other road users.

Northern Region Police have no official objection to the present application, provided the event is conducted in accordance with each of the Traffic Management Plan and the attached list of conditions.

Departure from these conditions may result in police terminating the event and thereby requiring participants thereafter to comply with the provisions of the Road Transport Legislation.

I approve this event to be conducted in accordance with Section 115 of the Road Transport Act 2013.

I wish you success with the event and hope it will be safe and satisfactory for all concerned.

Yours sincerely,

**Jeff LOY APM**  
Assistant Commissioner  
Region Commander  
NORTHERN.

**Northern Region Command**  
**Newcastle Police Station**  
L3, Cnr Church & Watt Street

Telephone 02 4929 0602 Facsimile 02 4929 0732 ENet 70602 EFax 70732 TTY 9211 3776 (Hearing/Speech impaired)  
ABN 43 408 613 180

**NSW POLICE FORCE RECRUITING NOW 1800 222 122**  
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**NEW SOUTH WALES POLICE CONDITIONS**

**BALLINA VETERAN CYCLING CLUB ROAD RACES**

**RICHMOND LOCAL AREA COMMAND**

**Saturdays 2014**

**GENERAL**

1. Permission of the relevant Local Government Authorities to be obtained and conditions adhered to.
2. Provisions of the Road Transport Legislation are adhered to.
3. Any direction given by a member of the NSW Police Force (NSWPF) in accordance with the Road Transport Legislation and Local Government Legislation is promptly obeyed.
4. Permission of the Roads and Maritime Services (RMS) is obtained for travel on any state road or highway and any direction given or conditions imposed by officers of the RMS are to be promptly obeyed.
5. A Road Occupancy License (ROL) is in place for the event. (if required).
6. Organisers, officials and competitors to take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
7. Officials must obtain current minimum public liability as stipulated by the NSW Department of Sport and Recreation.
8. The race is to be conducted in accordance with the race timing and route approved by police.
9. The event is to be conducted during daylight hours only.
10. A copy of these conditions is to be given to each competitor and official prior to the commencement of the event or included in the printed race rules.

**ORGANISERS AND OFFICIALS**

11. Organisers to provide sufficient marshals to properly control competitors in the event.
12. The event organisers shall enforce immediate disqualification upon any competitor;
  - (a) Who fails to comply with any police direction,
  - (b) Who fails to comply with any of these conditions.

**MARSHALS**


13. Marshals are to be instructed as to their duties by the organisers.
14. Marshals and officials are to be provided with a copy of these conditions.
15. Control of traffic at the intersection of River Drive and Byron Street, Wardell is to be undertaken by a NSW accredited Traffic Controller.

**COMMUNICATION**

16. Radio communication is to be provided to / between each Marshall.
17. In the interest of promoting road safety and public awareness of the conduct of the event, advertisements are to be placed in the local newspapers and other media along the route so to advise members of the public and forewarn them of the presence of the cyclists and support vehicles occupying the roadway.

**SPECIAL CONDITIONS**

18. Warning signs are to be erected at the entrance to River Drive (Wardell end) where the event is being conducted and display the words "**CAUTION CYCLE RACE IN PROGRESS**".
19. Warning signs referred to above shall not be less than 900mm x 400mm in size with large lettering proportionate to the dimensions of the sign.
20. Written notification of any incidents or complaints during the event to be forwarded to the Traffic Office at Lismore Police Station within 7 days or it taking place.



Chad GEORGE  
A/Senior Sergeant  
Northern Borders Cluster  
**NORTHERN**  
17<sup>th</sup> of December 2013



**APPLICATION BY BALLINA VETERAN CYCLING CLUB Inc.**  
**DATED 01/09/2012 TO CONDUCT CYCLE RACES IN BALLINA COUNCIL AREA**  
**DURING THE YEAR 2013**

**1. INTRODUCTION**

The Ballina Veteran Cycling Club (BVCC) is an incorporated club and seeks approval to conduct Class 2 Club level cycling events on River Drive in the Ballina Council area.

**EVENT**

The event would be conducted on Saturday afternoons between 3.00pm and 4.00pm weekly throughout the year. These events would take place on River Drive, commencing approximately one kilometre south of South Ballina Road, and go as far as the intersection of Byron Street, East Wardell, then returning back to the start point – total distance of approximately twenty kilometres.

Cyclists would start individually or in a small group of two or more, in single file. The cyclists, race in single file - except when passing. Each cyclist starts according to their handicap time. The most number of BVCC cyclists would be approximately fifteen on River Drive at any one time.

BVCC Race Rules incorporate the current NSW Road Rules. Any riders breaching the general racing rules shall be liable for a fine, disqualification, suspension, or any combination of the three at the discretion of the referee.

It should be noted that the roads used are quiet rural roads with very little vehicular traffic on Saturday afternoons at the times indicated.

**2. NATIONAL TRANSPORT REGULATIONS**

The BVCC is aware of the need to comply with the National transport regulations. In particular, we are aware of the requirement for consideration of public safety, convenience and consultation when conducting cycling events on public roads. In this regard, the Club believes that from experience gained from members who have conducted road events, combined with the process of consultation with State and Local Government authorities and the Police, we have sufficiently considered all potential risks and control measures when conducting cycle events.

**3. PUBLIC SAFETY AND CONVENIENCE**

- a. The BVCC has comprehensive insurance cover with QBE Insurance (Australia) Limited for \$20 million until 31/12/2012. It is arranged through our affiliation with the governing organisation (the Australian Veteran Cycling Council Inc.). We have provided a copy of the 2012 certificate of currency with this application. A copy of the new policy for the 2013 calendar year will be supplied, when it is received from the governing body. This policy includes, amongst other things, Public Liability insurance cover to the value of \$20 million.
- b. Safety for both cyclists and road users is the paramount criterion when choosing venues and when conducting events. The proposed course has been designed to minimise the number of intersections and turning points involved. There are no crossroads. Start/finish and turn point have been chosen to ensure safety for cyclists and motorists. The turn point at Byron Street, Wardell, is where more than a hundred cyclists turn, each week, to join the cycleway on Wardell Bridge.

## 6.1 Request to hold Bicycle Races at South Ballina

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- c. There is no road closures required nor crossroads involved, and as noted above, the course is on a road through a rural area carrying minimal traffic and cycling will not impinge upon residential amenity.
- d. The Club's commitment to rider safety is evidenced by the use of instructions read to riders prior to the start of an event to ensure all possible action is taken to maintain rider and public safety.
- e. RMS<sup>1</sup> standard approved road signs displaying the words "CYCLIST RACE IN PROGRESS" will be placed at strategic locations on the course to warn motorists approaching from either direction of the start/finish and at the turnaround point.
- f. One experienced club member will be rostered as Marshal for each event to ensure all requirements are carried out prior to and during the event. A qualified Traffic Controller will be stationed at the turnaround point to ensure cyclists are stopped if there is the likelihood of a rider interfering with vehicular traffic.
- g. Marshals and Traffic Controllers will be people with detailed knowledge and experience regarding the particular venue.
- h. The Marshal will not permit any event to commence unless the required signs are in place. The turnaround Traffic Controller will be in place well before cyclists reach the point.
- i. The Marshal and Traffic Controller will wear high visibility safety vests and have a red flag to warn cyclists to stop if deemed necessary.
- j. Marshals clearly understand the road rules and if necessary will slow down and/or stop cyclists to give priority to other road users at the turning point or Start/Finish line.
- k. Our cyclists and officials are all mature citizens being 30 years or older for females and 35 years or older for males. The great majority of these veteran cyclists have developed considerable bike handling skills and a keen sense of road traffic awareness when turning or when being overtaken by vehicles.
- l. All cyclists will be instructed to stay on the left hand carriageway on all roads to enable vehicles to overtake in a safe manner. Any cyclist who crosses the road centre-line is automatically disqualified from the event and the Club officials may take further disciplinary action.
- m. The venue has been chosen to provide off-road parking at the Start/Finish area to ensure unhindered progress of other road users.
- n. Club members are aware of their responsibilities to avoid damage to local flora and fauna, and the need to preserve the area as per government requirements.
- o. Any rubbish will be removed from the Start/Finish area and riders are forbidden to litter roadways during events.
- p. At all events, the Club will have a qualified First Aider in attendance, and have on hand a fully stocked first aid kit (which it has at present).

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<sup>1</sup> RMS = Road and Marine Services. The new name for RTA.

**4. SUMMARY**

The Club acknowledges and greatly appreciates the assistance and support afforded to it by the NSW Police Service and the Ballina Shire Council. The BVCC has been trialling the proposed circuit, and has not received any reports of dissatisfaction from other road users, local residents, local authorities or the NSW Police Service.

The Club strives to be a "good citizen" by complying with NSW ordinances, National Transport Regulations and responsible interaction with the public. The BVCC is keen to continue to promote cycling as a healthy and safe sport for mature riders. We are fortunate to have areas that offer a safe yet challenging circuit for road cyclists.

We endeavour at all times to foster a positive response to cycling in general from the local community, and we are willing to participate in any proposal that will further this cause. The Club requests that you give a favourable response to this submission.

The Locality maps together with start/finish and turnaround point diagrams; List of equipment; Traffic management plan; guidelines for Chief Marshal or Duty Official; Marshal's duties; Instructions to riders; and Insurance Certificate of Currency are in the attachments with this application.

Should you wish to discuss any matters arising from this submission, please do not hesitate to contact the undersigned.

Yours sincerely,



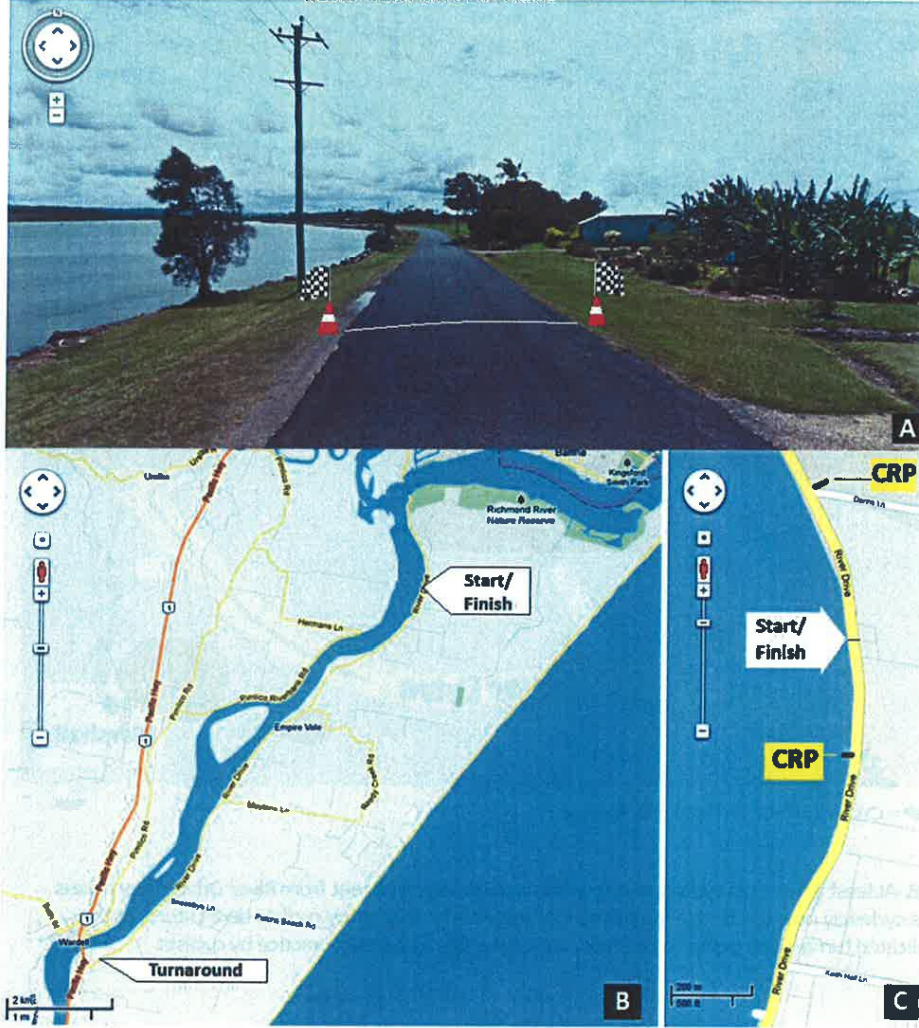
Bruce Syme  
President BVCC  
(W) Phone: 02-66869933  
Mobile: 0416043068

## 6.1 Request to hold Bicycle Races at South Ballina

### Attachment A

#### GENERAL TRAFFIC CONTROL PLAN DRAWING

Proposed race circuit is an out-and-back route along River Drive, south of Ballina. The Start and finish line at Keith Hall, and the turnaround point is on River Drive, East Ballina.



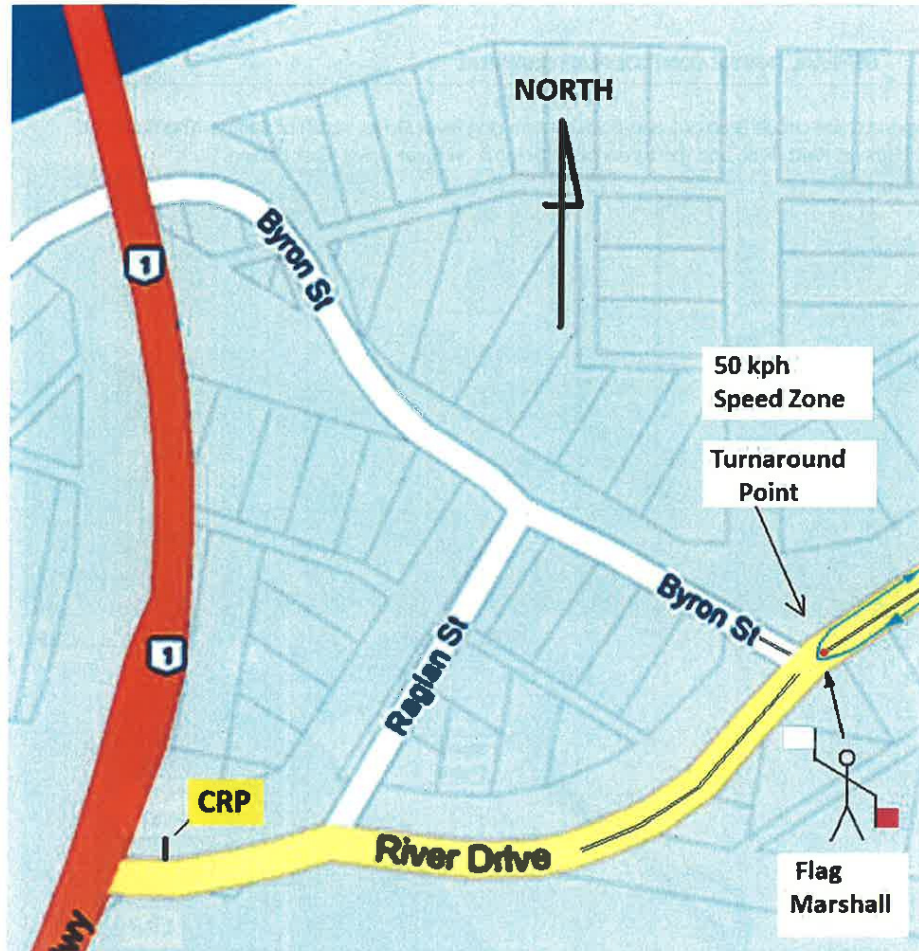
**A** Photo of actual location of Start and Finish line.

**B** Map of overall circuit. A total of 20 kms.

**C** Detail map location of Start/Finish line. Residence (lots 1060 & 1054) have expressed positive approval.  
**CRP** CYCLING RACE IN PROGRESS signage.

## 6.1 Request to hold Bicycle Races at South Ballina

Below is the location of the proposed turnaround point.



CRP = CYCLING RACE IN PROGRESS signage.

N.B. At least a hundred cyclists, every week, turn into Byron Street from River Drive. They access the cycleway over the bridge from Byron Street. At least that many cyclists do a U-turn, at the indicated turnaround point, to ride back to Ballina. It is a common practice by cyclists.

Attachment B

RIVER DRIVE MAP





**Attachment C**

**LIST OF EQUIPMENT**

1. Signage. Free standing for placement on course.
2. Traffic Cones for turnaround.
3. Red flags, white flags, and chequered flag.
4. Safety Vest for each marshal and flagman.
5. Mobile phones used by Marshals, Duty Officials, and Traffic Controllers.
6. List of Marshal's Duties.
7. List of contact person and phone number for every member.
8. Instruction sheet. To be read to cyclists before the start of each event.
9. Stopwatch.
10. First Aid Kit.
11. Club Administration: Race Rules, NSW Traffic Rules, Club Constitution, etc.

### Attachment D

#### TRAFFIC MANAGEMENT PLAN

##### Course.

River Drive, from South Ballina to East Wardell.

##### Locations – as per locality maps attached.

Appropriate signage will be put in place at strategic points on the course. These are indicated on the Start/Finish, and Turnaround Point diagrams, to warn other road users of the presence of cyclists.

##### Car Parking.

Competitors will park on the verge in the vicinity of, but well clear of the Start/Finish line. The road has plenty of parking area, clear of the roadway. There are sight lines in excess of 150m in each direction.

##### Times.

The event, on River Drive, will be on Saturday between 3pm and 4pm.

##### Traffic Management.

- The Start Line. A Start/Finish marshal will be in place to keep the road free from obstruction. Riders will be called to the Start and keep off the carriageway until thirty seconds before the start. Riders will start riding ONLY when the area is clear of other road users. Appropriate signs warning of cyclists will be placed in both directions of the Start/Finish line as indicated on the diagrams.
- The Finish Line. There will be a marshal/observer, judge/referee, and timekeeper on the road verge. The Finish line will be marked with a sign, a flag, and a red coloured traffic cone.
- Turnaround Point. The turn is located on a straight piece of roadway with clear sight in excess of 100m in each direction.

At the turn point, and other strategic locations, appropriate signage will be put in place to warn other road users of the presence of cyclists. The Traffic Controller will stand to the side of the road with a red, and white, flags. A red coloured traffic cone will be put in the middle of the road. Priority will be given to through traffic. If necessary, riders will be signalled to stop and move off the carriageway.

##### The Riders.

The riders will be briefed on the start line to:

1. Adhere to the general road rules. In particular NOT to cross the centre line.
2. Ride no more than two abreast, stay in the LEFT lane, and generally keep left.
3. To alert the group of any vehicles approaching from the rear.
4. To give way to other vehicular traffic and allow it to pass safely.

## **7.1 Request for Speed Zone Review - Rous Mill Road, Rous Mill**

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

#### **7.1 Request for Speed Zone Review - Rous Mill Road, Rous Mill**

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##### **Introduction**

A request has been received from the Rous Mill Ratepayers Association to reduce the speed limit on Rous Mill Road. The speed zone is currently derestricted and therefore the 100km/h state limit applies.

##### **Information**

Rous Mill Road extends from the intersection of Dalwood Road in the east to the intersection with Marom Creek Road in the west. The road is a two way bitumen road for its full length of approximately 2km with varying horizontal and vertical alignments. The road passes through the village of Rous Mill and fronts the Rous Mill & District Memorial Hall, Uniting Church and numerous residences.

The request from the Rous Mill Ratepayers Association indicates they have received repeated concerns from residents and that they have the support of the Hall committee. This is a rural area, however, the request is for an urban speed zone to be applied.

With the many residences along this section of road, the committee's consideration for a speed zone review is requested.

##### **RECOMMENDATIONS**

That a request be made to the RMS for a speed zone review to be undertaken for Rous Mill Road.

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

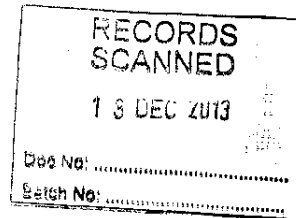
1. Request from Rous Mill Rate Payers Association & the Rous Mill & District Memorial Hall
2. Locality Map - Rous Mil

**EWIN J. JOHNSTON**

Rous Mill Rate Payers Association  
369 Rous Road, Rous Via Alstonville NSW 2477  
Telephone: (02)6629 5344  
Mobile: 0416295344

11 December 2013

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



Dear Sir

**RE: MATTERS CONCERNING ROUS MILL RATEPAYERS ASSOCIATION**

At a recent meeting of the Rous Mill Ratepayers Association held in the Rous Mill Hall I was requested to raise the following matters for your consideration.

Residents on Rous Mill Road have repeatedly expressed concern at the speed that some motorists travel along that road.

With the support of the Hall Committee it is submitted to Council that the speed limit within the village signs be reduced, preferably to 50 KPH or, at the highest, 60 KPH.

I do not live on that section of road but I have seen drivers travelling well in excess of 80KPH in what is virtually a built up area with the community hall and the Uniting Church on either side of the road. I strongly endorse the feelings of the community and I request that you consider this submission at your earliest opportunity.

I enclose a letter from the Rous Mill Hall secretary and I can confirm that the community appreciates Council's attention and rectification to what was a mounting problem. Thank you.

Yours faithfully

A handwritten signature in black ink, appearing to be "Ewin J. Johnston".

**EWIN J. JOHNSTON**  
Representative, Rous Mill Rate Payers Association

Liability limited by a scheme approved under Professional Standards Legislation.



*Rous Mill and District Memorial Hall  
Rous Mill Road, Rous Mill*

5<sup>th</sup> November, 2013

To Whom It May Concern,

On behalf of the Rous Mill Hall Committee and the local people of the area, we would like to pass on our thanks to Ballina Shire Council for addressing our recently tabled concerns, brought to the Ward C meeting by Eoin Johnson.

The recently changed signage on Rous Mill Road makes it clear that Marom Creek Road is not suitable for larger vehicles. This is particularly necessary with GPS systems are sending them down this route.

We would like to take this opportunity to thank you for the process you have in place, that allow us to have direct input into the council meetings. We appreciate the opportunity to have local issues addressed in this way.

Yours Sincerely,

Miriam O'Grady  
Secretary  
Rous Mill and District Memorial Hall Committee

*Rous Mill and District Memorial Hall*



## **8.1 Road Safety Officer's Report**

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

#### **8.1 Road Safety Officer's Report**

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##### **Information**

##### **Speed**

Road Safety Officer/RMS and NSW Police Coordination Meeting will be held on Wednesday 19 February in Grafton, from 10am till about 2.00pm.

##### **NSW Local Government Road Safety Program**

The NSW LGRS Draft Guidelines are now available. Council is required to develop a Three-Year Action Plan to identify council's actions and projects for the next three years. The action plan will address the road safety problems and issues relevant to the Ballina Shire.

RMS will be delivering workshops to assist Local Governments to embed Safe System principles into council transport and land use planning. The workshops have been scheduled for February and March in Grafton.

##### **PROJECT: Road Wise for Seniors**

Council will deliver its older road user program (older driver and pedestrian safety) on 14 February at Crowley Village to the Ballina Parkinson Support Group.

Council will deliver its motorised scooter program in March/April in partnership with Heidi Craig (Occupational Therapist) and local motorised scooter retailers.

##### **PROJECT: Review of Ballina Shire's Road Safety Strategy**

Draft strategy available for community comment in March.

##### **RECOMMENDATIONS**

That the Road Safety Officer's Report be received and noted.

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

Nil

- 9 Regulatory Matters on Classified Roads
  - 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 April 2014 and 10.00am.