

Notice of Meeting

Local Traffic Committee Meeting

A Local Traffic Committee Meeting of Byron Shire Council will be held as follows:

Venue	Conference Room, Station Street, Mullumbimby
Date	Tuesday, 21 November 2023
Time	9.00am

Phil Holloway
Director Infrastructure Services

*I2023/1816
Distributed 14/11/23*

BYRON SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE MEETING

BUSINESS OF MEETING

1. APOLOGIES

2. DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

- 3.1 Local Traffic Committee Meeting held on 17 October 2023

4. MATTERS ARISING

5. OUTSTANDING ISSUES/RESOLUTIONS

6. REGULATORY MATTERS

- 6.1 Event Parking - Main Beach Car Park 3
6.2 Temporary Event Parking - Middleton Street Carpark, Byron Bay 6
6.3 Extend Existing Two Hour Parking Restrictions - Dalley Street, Mullumbimby ... 9

7. MATTERS FOR TRAFFIC ENGINEERING ADVICE

- 7.1 Coolamon Scenic Drive - Slow Vehicle Pull Over Area 11
7.2 Give Way Control at Clover Hill Circuit, Bangalow..... 16

8. DEVELOPMENT APPLICATIONS

- 8.1 Event - Byron Triathlon (11/05/2024) and Mothers Day Run (12/05/2024) 19

9. EVENTS

- 9.1 Soul Street New Years Eve - 31 December 2023..... 57

REGULATORY MATTERS

Report No. 6.1 Event Parking - Main Beach Car Park

File No: I2023/1714

5

Overview:

10 Red Frogs (RF) are a not for profit for Schoolies that run a safety response initiative that provides a medic tent and a chill out zone where the kids can reach out if needed during schoolies. They work closely with the Byron Police and Ambulance service to provide a safe space for kids to enjoy their end of year celebration.

To aid in their operations the Red Frogs have reached out to Council requesting seven car parking spaces for their volunteers to park.

15 Council staff will create a temporary permit that allows the volunteers to park in the designated spaces for the days of the event. Council staff are also proposing temporary signage to be installed that provides an exception for RF volunteers to park (over-stay and free) within the current pay parking area and time restricted zone.

It is recommended by staff that the permit and restrictions be activated as required for the purpose of assisting future events.

20 Staff propose that in addition to the event community engagement that seven days prior to the event, information signage regarding the reserved bays is placed below the existing parking (corflute) signage (no parking between the 24th November – 2nd of December 2023). Staff also propose that the existing signage is covered 24 hours before the event and that the event parking signage be installed below however, not enforced until the first day of the event.

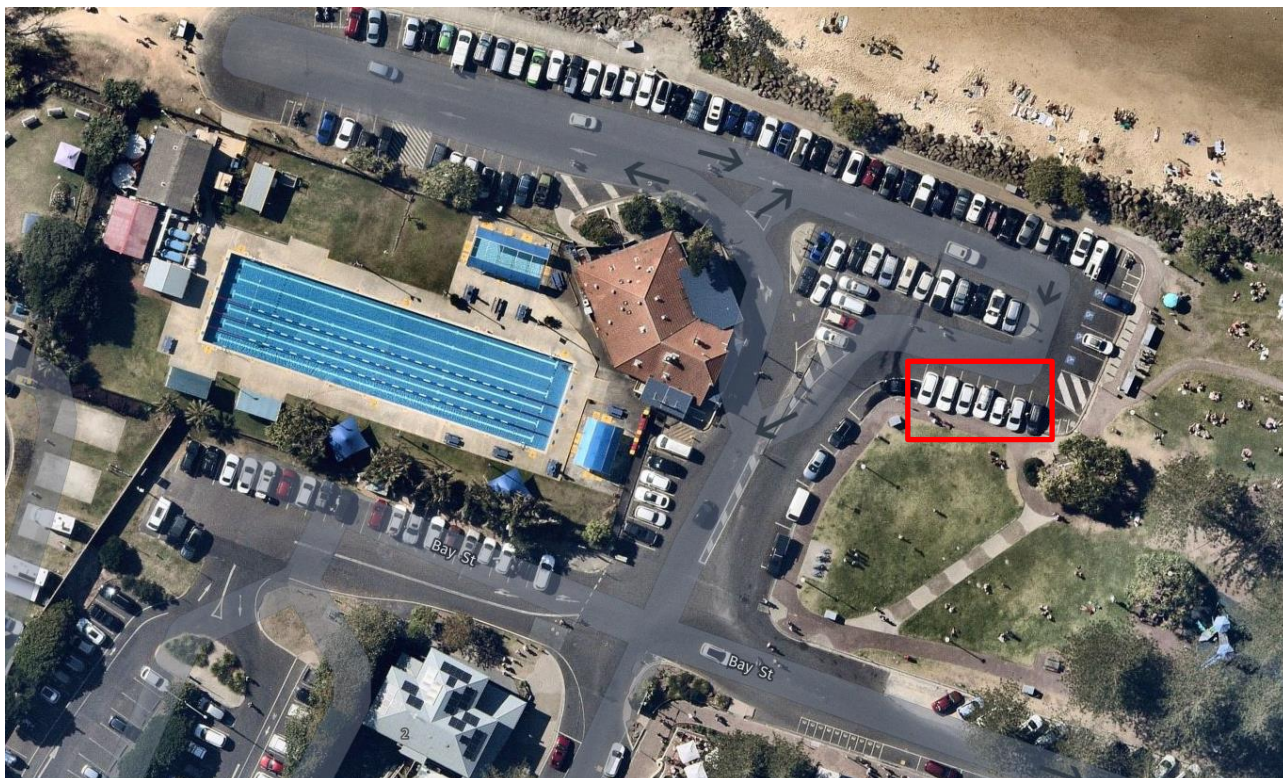


Figure 1: locality map (RF volunteer bays)



Figure 2: Temporary restrictions for events

Dates: 24th November until 2nd December 2023

Location: Apex Park

5

RECOMMENDATION:

10 That the Local Traffic Committee support the implementation of temporary no parking restrictions (for event volunteer/operator parking) in the area referred to in this report, for the 2023 schoolies event and any future events as required.

Report No. 6.2 Temporary Event Parking - Middleton Street Carpark, Byron Bay

File No: I2023/1722

- 5 The purpose of this report is to gain Local Traffic Committee endorsement for the ongoing use of temporary/variable parking restrictions within the carpark at Middleton Street, Byron Bay. The temporary parking restrictions will be managed with the Shires existing permit system and will be used for event parking purposes.

- 10 An example of an instruction order to activate these proposed restrictions is shown in attachment 1.



Figure 1: Above carpark locality map

15 RECOMMENDATION:


BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

6.2

That the Local Traffic Committee endorses the use of the temporary/variable parking restrictions contained within this report, for event parking use in the Middleton Street, Car Park as required.

5 **Attachments:**

- 1 Middleton St_Car_Park_Temporary_Event_Restrictions_2_Novemeber_2023, E2023/114444 , page 8 [↓](#) 

10



Report No. 6.3 Extend Existing Two Hour Parking Restrictions - Dalley Street, Mullumbimby

File No: I2023/1743

- 5 Council staff have received a petition to extend the existing parking restrictions on Dalley Street, Mullumbimby to encompass all the commercial properties on the eastern side of the street. Considering the surrounding land use and support from the community Council staff have no objection to this request.
- 10 The current restrictions stop at the boundary of property number 112 and 122, the proposal is to extend the two-hour parking restrictions to the boundary of property number 124 and 126 (refer to figure 1).



Figure 1: Signage Plan

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

6.3

RECOMMENDATION:

That the Local Traffic Committee support the extension of the current two hour parking restrictions on the eastern side of Dalley Street, Mullumbimby, south to the boundary of property numbers 124 and 126.

5



Figure 1: Current un-formalised slow vehicle pullover



Figure 2: Current un-formalised slow vehicle pullover (street view)

Council staff are reluctant to formalise this form of passing arrangement due to the presence of roadside hazards within the nominal clear zone (large trees, steep batters etc), sight distance constraints and lack of acceleration for heavy vehicles re-entering traffic. Consequently, Council staff would only consider this type of arrangement should a design meet similar requirements to the passing room required for Rural Basic Right-turn Treatment (BAR) treatment, or preferably road widening allowing the additional of a compliant short overtaking lane.

RECOMMENDATION:

That the Local Traffic Committee support Councils decision to not support requests to formalise a narrow pullover area for heavy vehicles unless a dedicated compliant overtaking arrangement can be achieved.

Attachments:

- 1 Traffic Survey Data_Coolamon Scenic Drive (outside #856) COORABELL_2023-03-10 Report, E2023/42104 , page 14 [📄](#)
- 2 Traffic Survey Data_Coolamon Scenic Drive (outside #910) COORABELL_2023-03-10 Report, E2023/42105 , page 15 [📄](#)

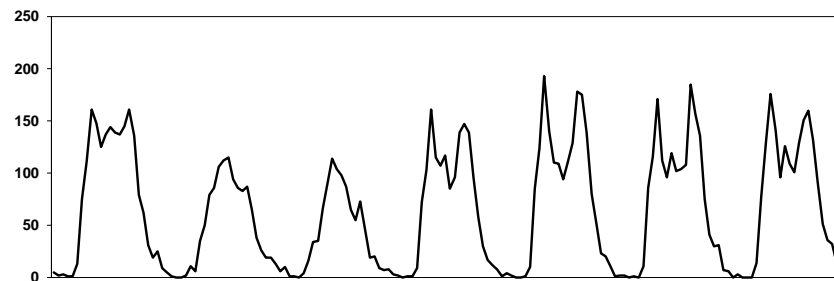
Hourly Volume By Day (Speed and Classification)

Coolamon Scenic Drive
outside #856
Coorabell

Northbound and Southbound - Two Way Traffic



Site Number:	AC02
Client:	Byron Shire Council
Geocounts Job #:	1675301408951
Count Type:	Volume/Class/Speed
Coordinates:	-28.6148 153.4776



Posted Speed Limit

Day	Fri	Sat	Sun	Mon	Tue	Wed	Thu	7 day Average	Weekday Average	SITE DETAILS Two Way Traffic		
Time	10/03/23	11/03/23	12/03/23	13/03/23	14/03/23	15/03/23	16/03/23					
0:00	5	5	6	3	4	2	0	4	3	Speed Distribution		
1:00	2	1	10	2	2	2	3	3	2			
2:00	3	0	1	0	0	0	0	1	1			
3:00	1	0	1	1	0	1	0	1	1			
4:00	1	2	0	1	1	0	0	1	1			
5:00	13	11	4	9	10	11	14	10	11			
6:00	75	6	16	72	85	86	77	60	79			
7:00	111	35	34	103	124	116	129	93	117	> 40 km/hr	99.2%	
8:00	161	50	35	161	193	171	176	135	172	> 50 km/hr	98.0%	
9:00	148	79	66	115	140	112	141	114	131	> 60 km/hr	89.1%	
10:00	125	86	90	107	110	96	96	101	107	> 70 km/hr	58.6%	
11:00	137	106	114	117	109	119	126	118	122	> 80 km/hr	18.1%	
12:00	144	112	104	85	94	102	109	107	107	> 90 km/hr	3.7%	
13:00	139	115	98	96	111	104	101	109	110	> 100 km/hr	0.8%	
14:00	137	94	87	139	129	108	129	118	128	Peak Survey Results		
15:00	145	86	65	147	178	185	151	137	161			
16:00	161	83	55	139	175	157	160	133	158			
17:00	136	87	73	95	139	136	132	114	128			
18:00	79	65	45	58	80	75	91	70	77			
19:00	62	38	19	30	52	41	51	42	47			
20:00	31	26	20	17	23	30	36	26	27			
21:00	19	19	9	12	20	31	32	20	23	AM	8:00	193
22:00	25	19	7	8	11	7	13	13	13	PM	15:00	185
23:00	9	13	8	1	1	6	3	6	4	24hr Volume		1869
7am-7pm	1623	998	866	1362	1582	1481	1541	1350	1518	Light		1705
24hr Total	1869	1138	967	1518	1791	1698	1770	1536	1729	Heavy Rigid		160
Light	1705	1075	940	1404	1682	1558	1587	1422	1601	Heavy Articulated		38
H Rigid	160	47	30	105	112	132	145	104	118	7am to 7pm Volume		1623
H Artic	4	3	2	8	5	9	38	10	11	Avg Traffic Composition		
										Avg Speed Data (kph)		
										85th Percentile		80.6
										Mean		71.2
										Minimum		15.0
										Maximum		131.0
										Std. Deviation		10.5

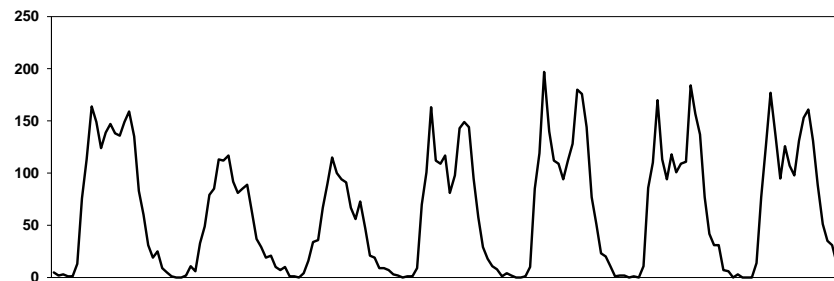
Hourly Volume By Day (Speed and Classification)

Coolamon Scenic Drive
outside #910
Coorabell

Northbound and Southbound - Two Way Traffic



Site Number:	AC01
Client:	Byron Shire Council
Geocounts Job #:	1675301408951
Count Type:	Volume/Class/Speed
Coordinates:	-28.6111 153.4755



Posted Speed Limit

Day	Fri	Sat	Sun	Mon	Tue	Wed	Thu	7 day Average	Weekday Average	SITE DETAILS Two Way Traffic		
Time	10/03/23	11/03/23	12/03/23	13/03/23	14/03/23	15/03/23	16/03/23					
0:00	5	5	7	3	4	2	0	4	3	Speed Distribution		
1:00	2	1	10	2	2	2	3	3	2			
2:00	3	0	1	0	0	0	0	1	1			
3:00	1	0	1	1	0	1	0	1	1			
4:00	1	2	0	1	1	0	0	1	1			
5:00	13	11	4	9	10	11	14	10	11			
6:00	76	6	16	70	85	86	77	59	79			
7:00	113	33	34	101	119	110	126	91	114	> 40 km/hr	99.4%	
8:00	164	49	36	163	197	170	177	137	174	> 50 km/hr	98.1%	
9:00	149	79	67	112	140	113	135	114	130	> 60 km/hr	91.7%	
10:00	124	85	90	109	112	94	95	101	107	> 70 km/hr	66.2%	
11:00	139	113	115	117	109	118	126	120	122	> 80 km/hr	23.6%	
12:00	147	112	100	81	94	101	107	106	106	> 90 km/hr	4.7%	
13:00	138	117	94	98	112	109	98	109	111	> 100 km/hr	0.9%	
14:00	136	92	91	143	128	111	131	119	130	Peak Survey Results		
15:00	149	81	67	149	180	184	153	138	163			
16:00	159	85	56	144	176	157	161	134	159			
17:00	135	89	73	95	144	137	131	115	128			
18:00	83	63	47	58	77	77	89	71	77			
19:00	60	37	21	29	51	42	51	42	47			
20:00	31	29	19	18	23	31	35	27	28			
21:00	19	19	9	11	20	31	31	20	22	AM	8:00	197
22:00	25	21	9	8	11	7	13	13	13	PM	15:00	184
23:00	9	10	7	1	1	6	3	5	4	24hr Volume		1881
7am-7pm	1636	998	870	1370	1588	1481	1529	1353	1521	Light		1702
24hr Total	1881	1139	974	1523	1796	1700	1756	1538	1731	Heavy Rigid		174
Light	1702	1075	934	1383	1664	1535	1554	1407	1583	Heavy Articulated		42
H Rigid	174	52	40	127	134	154	160	120	135	7am to 7pm Volume		1636
H Artic	5	2	3	11	6	12	42	12	13	Avg Traffic Composition		
										Avg Speed Data (kph)		
										85th Percentile		82.4
										Mean		72.9
										Minimum		12.0
										Maximum		136.0
										Std. Deviation		10.4

Report No. 7.2 Give Way Control at Clover Hill Circuit, Bangalow

File No: I2023/1748

- 5 The purpose of this report is to formalise the Give Way control at the intersection of Clover Hill Circuit and Ballina Road in Bangalow (see area shown below).

We have received community complaints relating to drivers not pausing to give way when turning from Clover Hill Circuit onto Ballina Road. While this is not a dense residential area and there are currently no recorded crashes here, there are a number of businesses in the area that add to the traffic volume and safety risk. These include a child care centre, retirement village staff car park, medical services, vet clinic and Sikh temple.

Figure 1: Location map



Figure 2: Google streetview (July 2023) looking south on Ballina Road towards Clover Hill Circuit showing child care centre



Figure 3: Sketch of proposed Give Way line marking and signage



RECOMMENDATION:

That the Local Traffic Committee support installation of give way signage and line marking at the intersection of Clover Hill Circuit and Ballina Road, Bangalow.

5

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING


8.1

- f) Access from main beach car park to Fletcher St is to be unrestricted at all times.
- g) Access to Lawson St between Fletcher St and Middleton St to be permitted at all times.

5 3. The event organiser to:

- a) inform the community and businesses that are directly impacted (e.g. within road closure zones) via written information which is delivered to the property in a timely manner so as to document, consider and respond to any concerns raised;
- 10 b) arranging for private property access and egress affected by the event;
- c) liaising with bus, taxi and waste operators and ensuring arrangements are made for provision of services during conduct of the event;
- d) consulting with emergency services and any identified issues be addressed;
- e) holding \$20m public liability insurance cover which is valid for the event;
- 15 f) paying Council's Road Event Application Fee prior to the event.

Attachments:

- 20 1 Byron Triathlon 2024 Traffic Management Plan and Traffic Guidance Schemes, E2023/113327 , page 21 [↓](#) 

2024 Byron Bay Triathlon – Local Traffic Committee Submission



LOCAL TRAFFIC COMMITTEE

Byron Bay, New South Wales

Thursday 9 May 2024 to Sunday 12 May 2024



Confidentiality: The document user may only be those who have been approved by the Event Manager.





Document Preliminaries

This is a live document. All content is linked directly from the NXsys database.
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The Event:	Byron Bay Triathlon
Event Manager & Document Owner:	NX Sports Community Foundation Limited ABN: 99 145 432 006 Director: Michael Crawley 0402 226 333 mike@nxsports.org Manager: Kevin Pready 0411 757 577 kevin@nxsports.org
Document User:	Strategic Advisory Group, Sub-Committees and other approved Key Stakeholders.
Authority:	This document is provided to NX Sports Community Foundation Ltd by NX Biz Pty Ltd in accordance with the delivery contract and under the Quality System by which all planning for the event is to proceed. Changes and deviations to this plan require the consent of the Event Manager.
Confidentiality:	<p>Only for the permitted purpose of assisting the Event Manager to deliver the Event can an approved Document User continue to read this document, and any unapproved Document User should return the document to growth@nxsports.org. The Document User may only be those who have been approved by the Event Manager.</p> <p>The obligations to protect the confidentiality of the intellectual property, now and into the future, are imposed on the document user to preserve the rights of the Event Manager and not cause direct or indirect detrimental harm to the Event Manager. The intellectual property includes data, information, designs contained in this document and will remain the exclusive property of the Event Manager and will only be used for the permitted purpose.</p> <p>Copyright ©NXSports Community Foundation Limited.</p> <p>Except as permitted by the copyright law applicable to you, you may not reproduce or communicate any of the content on this document, without the permission of the copyright owner. All rights reserved.</p>
Quality System:	<p>Using our intellectual property and methodology we produce management plans which are part of the internal quality system, and include documents for Strategy, Sales and Marketing, Event Management, Operations, and Post Event Research.</p> <div data-bbox="434 1106 761 1339"> </div> <p>NX Real Time Management Planning</p> <p>The <u>Strategy Map</u> draws together high-level strategy such as Purpose, Vision, Mission, and Values and outlines the key performance indicators for the event.</p> <p>The <u>Sales & Marketing Management Plan</u> provides detail on key communications milestones, content planning and campaigns, and the brand guidelines.</p> <p>The <u>Event Management Plan</u> outlines the detail and implementation pertaining to risk mitigation and medical management, community and transit impacts for the event and includes all applications, permits, traffic management, and infrastructure detail.</p> <p>The <u>Operations Management Plan</u> functions as a time-driven, step-by-step plan that facilitates all aspects of event delivery.</p> <p>The <u>Post Event Research</u> provides an executive summary of event delivery and includes a statistical overview.</p>

2024 Byron Bay Triathlon – Local Traffic Committee Submission



Executive Summary

Dear members,

NXsports Community Foundation is pleased to make application to the Local Traffic Committee for approval to conduct the Byron Bay Triathlon on Saturday 11 May 2024.

The Byron Bay Triathlon features participation for the following categories:


- Aquathlon
- Big Kids 10-12 Years
- Big Kids Relay
- Juniors 7-9 Years
- Mixed Team Relay
- Olympic All In Teams
- Olympic Aquabike
- Olympic Individuals
- Olympic Paratriathlon
- Olympic Relay Teams
- Sprint All In Team
- Sprint Aquabike
- Sprint Individuals
- Sprint Paratriathlon
- Sprint Relay Teams
- Tempta All In Team
- Tempta Individuals
- Tempta Paratriathlon
- Tempta Relay Team

The Byron Bay Triathlon is a not-for-profit event in support of the Donate Life campaign and Local Causes, and serves as a fundraiser for ...

Consultation with the community and local businesses is essential in the planning of the Byron Bay Triathlon; together we will work to deliver a valuable economic and socially responsible project with perennial returns for stakeholders and a strong result for the our not-for-profit causes.

We have formalised a Stakeholder Design 5-phase process into the NXsports Quality System that incorporates the pre-event engagement phase and the post-event feedback phase in order to better capture the impact on individual residents and businesses in community. The Stakeholder Design will incorporate the feedback from the community into the early stages of planning in order to mitigate problems on the day.

Summary of Road Closures

Road/Site	Between	Type	Start	End
SATURDAY - TRIATHLON				
Bay Street	Between Fletcher Street and Middleton Street	Full Road Closure	11/05/2024 04:00	11/05/2024 12:00
Middleton Street	Between Lawson Street and Kingsley Street	Full Road Closure	11/05/2024 04:00	13/05/2023 11:00
Middleton Lane	Between Kingsley Street and Ruskin Street	Full Road Closure	11/05/2024 04:00	13/05/2023 11:00
Lawson Street	Between Fletcher Street and Massinger Street	Full Road Closure	11/05/2024 04:00	11/05/2024 12:00
 Reflections Byron Holiday Park		Business Open	11/05/2024 04:00	11/05/2024 12:00
Middleton Street	Between Bay Street and Lawson Street	Full Road Closure	11/05/2024 04:00	11/05/2024 12:00

2024 Byron Bay Triathlon – Local Traffic Committee Submission



Road/Site	Between	Type	Start	End
Marvell Street	Between Middleton Street and Tennyson Street	Full Road Closure	11/05/2024 05:00	11/05/2024 11:00
Tennyson Street	Between Marvell Street and Browning Street	Full Road Closure	11/05/2024 05:00	11/05/2024 11:00
Ruskin Street	Between Middleton Lane & Tennyson Street	Full Road Closure	11/05/2024 05:00	11/05/2024 11:00
Kingsley Street	Between Cowper Street and Middleton Street	Local Resident Access Only	11/05/2024 05:00	11/05/2024 11:00
Browning Street	Between Tennyson Street and Cowper Street	Local Resident Access Only	11/05/2024 05:00	11/05/2024 11:00
Browning Street	Between Johnson Street and Tennyson Street	Local Resident Access Only	11/05/2024 05:00	11/05/2024 11:00
Bangalow Road	Between Browning Street and Broken Head Road	Full Road Closure	11/05/2024 06:00	11/05/2024 10:00
Broken Head Road	Between Bangalow Road and Beech Drive North	Full Road Closure	11/05/2024 06:00	11/05/2024 10:00
Beech Drive	Between Teak Cct and Honeysuckle Dr	Full Road Closure	11/05/2024 06:00	11/05/2024 10:00
Honeysuckle Drive	All	Changed Conditions	11/05/2024 06:00	11/05/2024 10:00
Broken Head Road	Between Beech Drive North and Beech Drive South (Service Station)	Local Resident Access Only	11/05/2024 06:00	11/05/2024 10:00
SUNDAY - MOTHERS DAY RUN				
Lawson Street	Massinger Street and Tallow Beach Road	Full Road Closure	12/05/2024 06:00	12/05/2024 09:00
Reflections Byron Holiday Park		Business Open	12/05/2024 06:00	12/05/2024 09:00
Lighthouse Road	Tallow Beach Road and Lighthouse	Full Road Closure	12/05/2024 06:00	12/05/2024 09:00
Tallow Beach Road	Lighthouse Road and Dead End	Full Road Closure	12/05/2024 06:00	12/05/2024 09:00

Road Impact Definitions

Full Road Closure

Roads are closed in both directions.

Business Open

This business is open as per their normal trading hours.

Local Resident Access Only

Local access is permitted and through traffic movement is restricted.

Changed Conditions

A traffic control treatment (ie. signage) is applied but there will be no changes to the normal movement of traffic.

2024 Byron Bay Triathlon – Local Traffic Committee Submission



The Byron Bay Triathlon is expected to attract approximately 0 participants.

We have also included in our submission the full Event Management Plan; this is a live and working document that is progressively updated.

NXsports Community Foundation looks forward to continuing the journey with the Byron Bay, New South Wales community.

Thank you.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Pready", is positioned above the printed name.

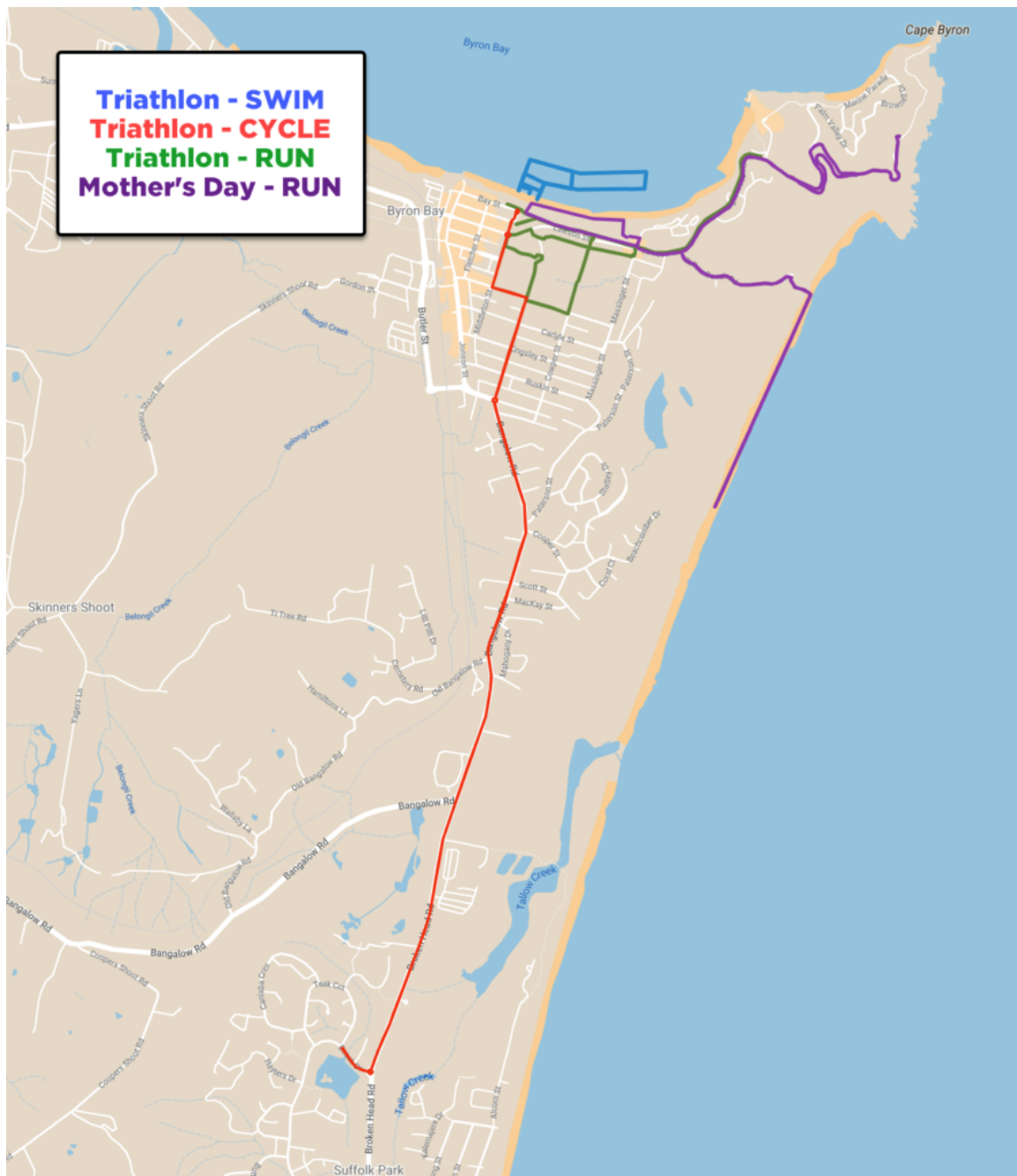
Kevin Pready, Event Manager



Event Sites

3.1 Course Overview

The Byron Bay Triathlon course remains the same as 2022 and 2023, featuring (1) An ocean swim at Main Beach; (2) A multi-lap cycle course to Suffolk Park, and (3) A multi-lap run course along Lawson Street and Byron Recreation Grounds.





3.1.1 Race Specification

This event is sanctioned through the National Sporting Organisation and course specifications are implemented as advised.

This triathlon is a competitive mass participation event with wave starts in intervals of at least three minutes or a rolling start. All participants are fully timed and results are split per age group and gender.

3.1.2 Course Design

The Byron Bay Triathlon course was designed with National Sporting Organisation best practice and aligns with their policies. The challenge of the course will be commensurate to the Event type, the age restrictions for participation and the overall distance. The course will be overlaid with adequate securitisation to ensure a safe sporting experience and will use best endeavours to minimise disruption to general road users.

The Course Design is overseen by a Course Design Working Group and ultimately signed off by the Local Traffic Committee. The design of the event courses will take into consideration the requirements to safely deliver the sport while at the same time keeping a minimal impact to the local community as much as possible.

3.1.3 Closure Types

The Byron Bay Triathlon has the following impacts to the road network:

Full Road Closure

Roads are closed in both directions.

Business Open

This business is open as per their normal trading hours.

Local Resident Access Only

Local access is permitted and through traffic movement is restricted.

Changed Conditions

A traffic control treatment (ie. signage) is applied but there will be no changes to the normal movement of traffic.

3.2 Event Sites Overview

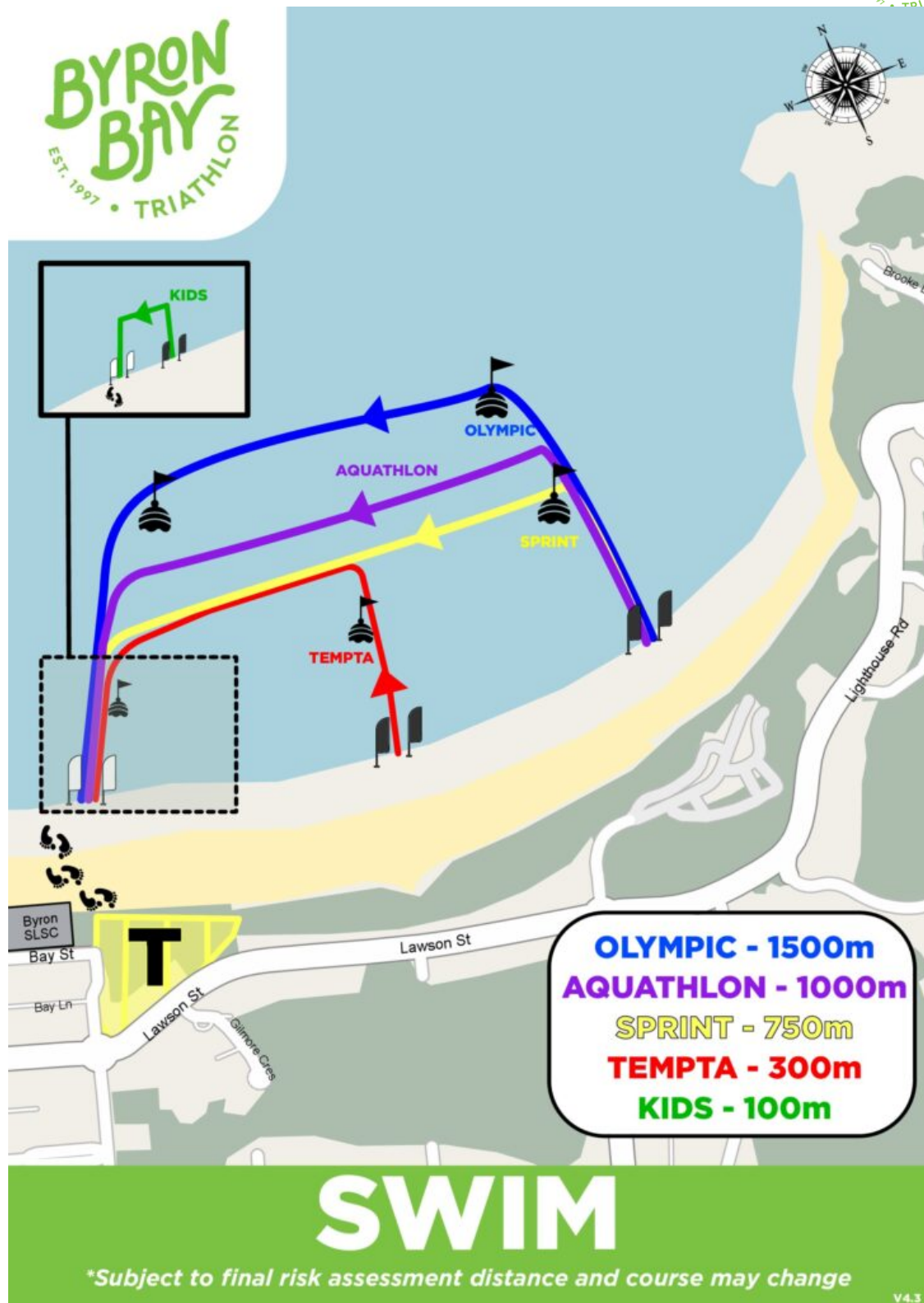
The Byron Bay Triathlon uses a number of sites to conduct the event, namely:

Site	Address	Start	End
Event Base/ Registration/ Finish line	Dening Park / Byron Bay SLSC	09/05/2024	12/05/2024
Transition	Dening Park, Byron Bay	09/05/2024	11/05/2024
Swim site	Main Beach, Byron Bay	11/05/2024	11/05/2024
Cycle site	Bay St, Lawson St, Middleton St, Marvel St, Tennyson St, Bangalow Road, Broken Head Road, Beech Drive.	11/05/2024	11/05/2024
Triathlon Run site	Lawson St, Cowper St, Tennyson St & Gilmore Street	11/05/2024	11/05/2024
Mothers Day Run site	Lawson St and Lighthouse Road	12/05/2024	12/05/2024

2024 Byron Bay Triathlon – Local Traffic Committee Submission



3.3 Course Maps

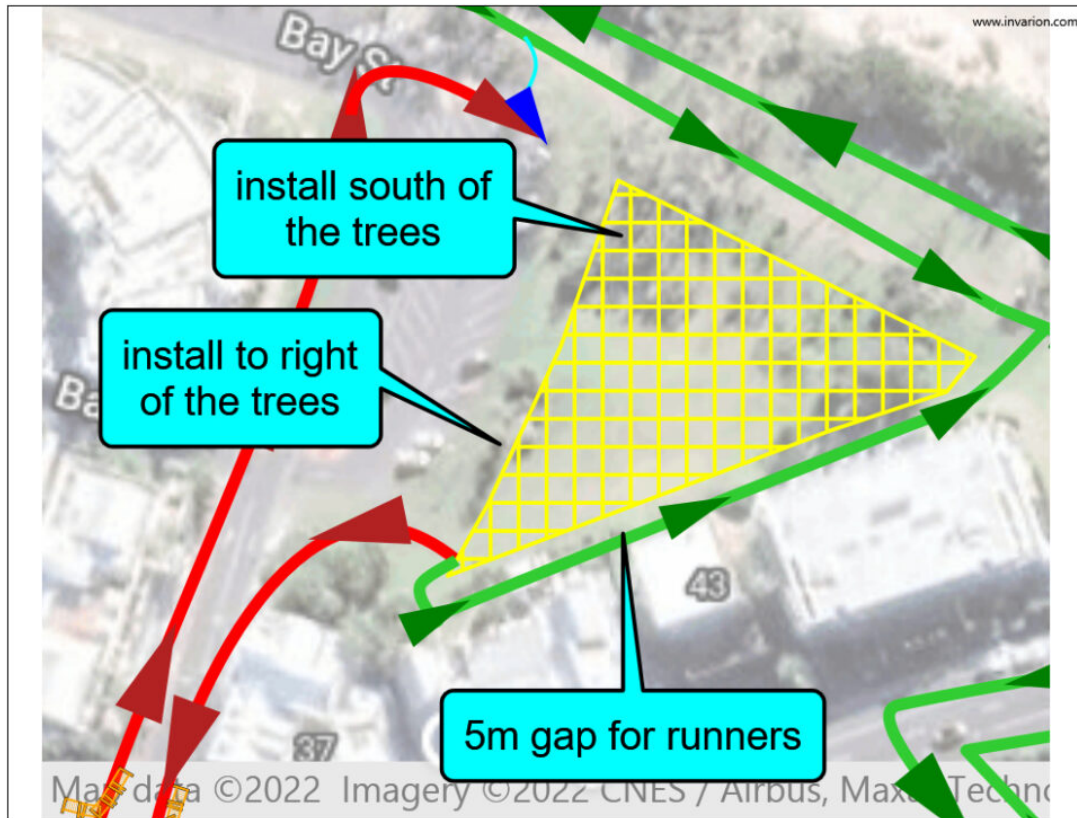


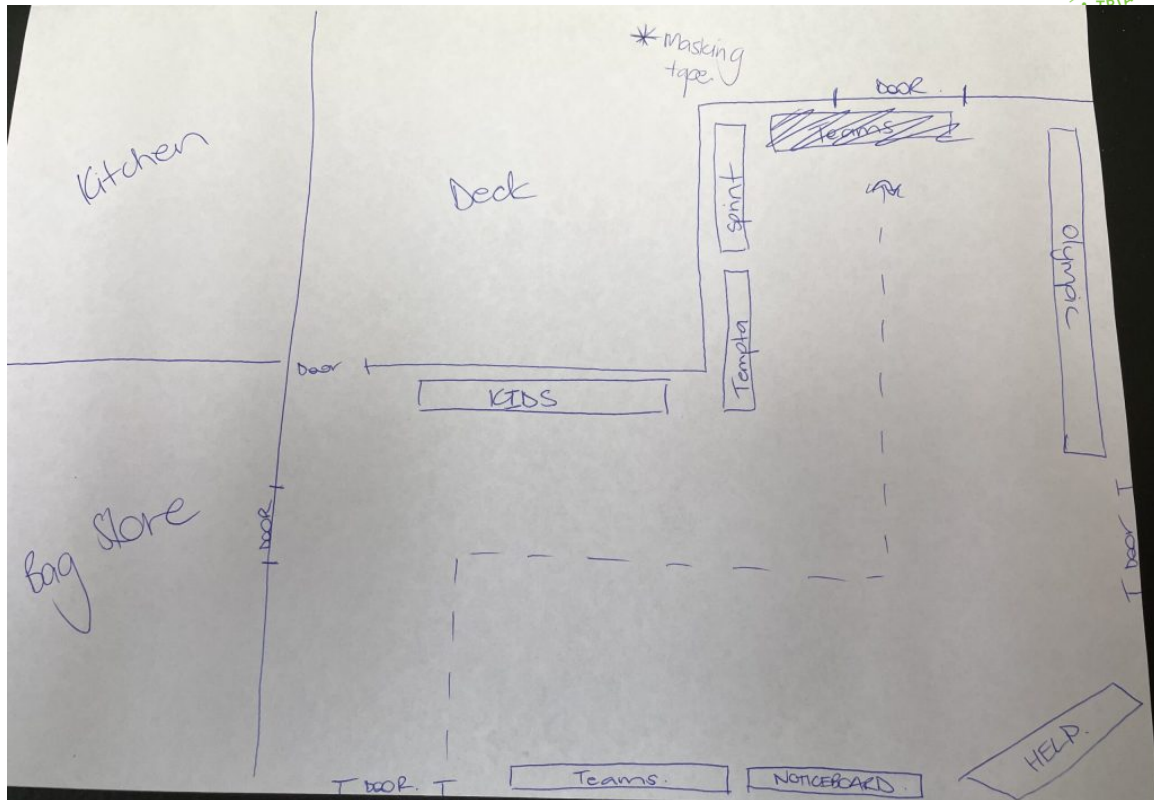


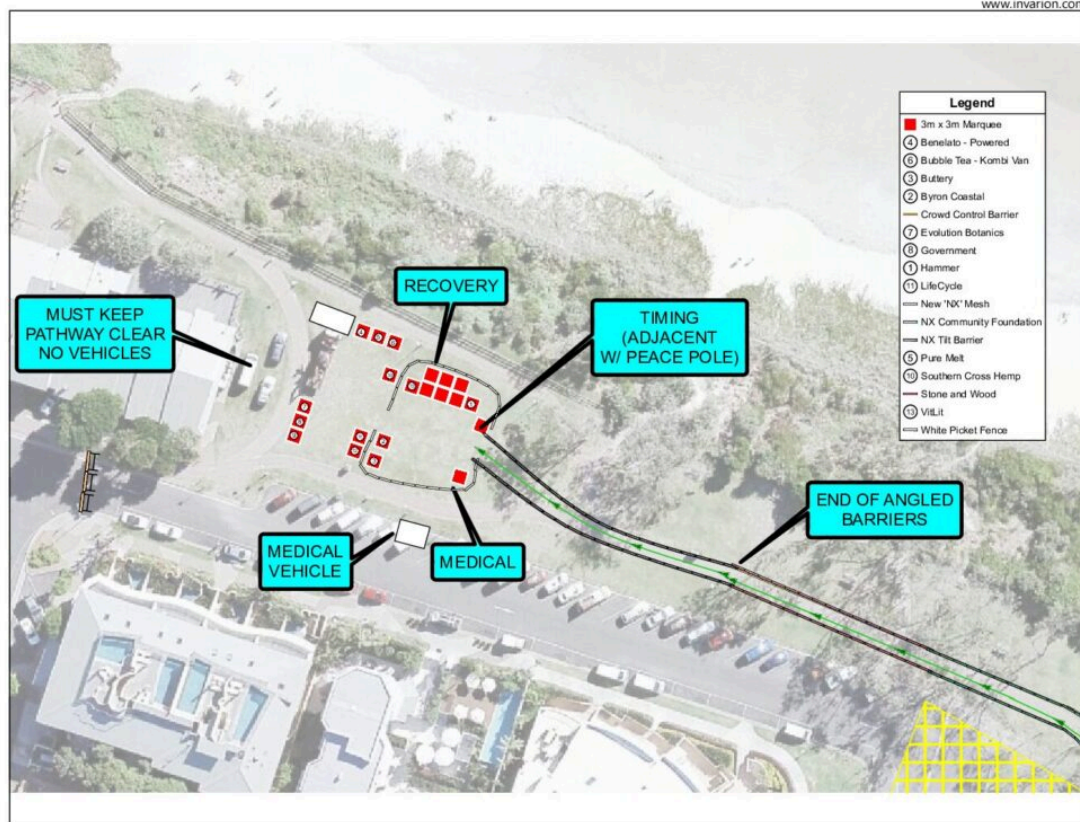




3.4 Site Maps





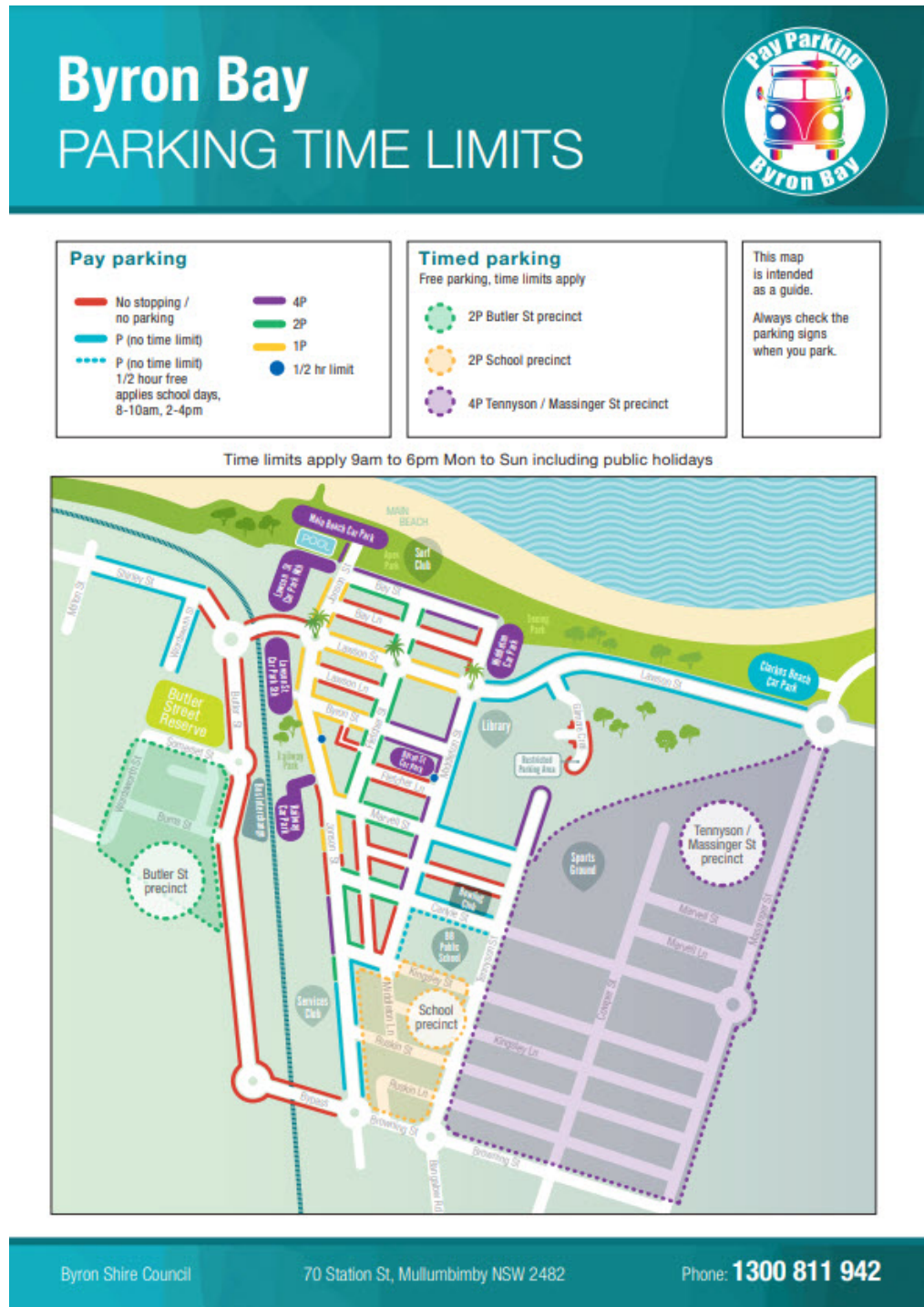








3.6 Parking





Community Outreach In Brief

4.1 Summary

Sanctions	Events and Races sanctioned through the National Sporting Organisation
Permits	Permits and approvals for road closures are required from: <ul style="list-style-type: none"> Local Police Local Council Local Traffic Committee
Special Event Signage	Special Event signage will be installed in affected suburbs a minimum of 10 days in advance of the event. Variable Messaging System (VMS) electronic boards will be deployed four days in advance if required.
Resident Notification	NX to provide: <ul style="list-style-type: none"> Special Event Notices go into the Local Newspaper 1-2 weeks from the event Letterbox drop to residents and businesses affected two weeks prior to event Residents will have access to the motorbike escort service for urgent entry/exit. All resident notification includes event hotline and event road impact website Local clubs and groups will be notified of the event in writing and followed up.
Business Consultation	<ul style="list-style-type: none"> Consultation will be made with shop owners and accommodation houses in the precinct. NX will complete three waves of communications via email. Doorknock to all course frontage businesses minimum two weeks prior to the event
Road Signage	<ul style="list-style-type: none"> Road detour signage and appropriate traffic signage will be used in advance of key changed road conditions & activity areas as per Traffic Guidance Scheme. A major effort will be undertaken to provide detour signage for persons arriving to the area during road closures An extensive campaign to participants will be undertaken to communicate detours, access roads before the weekend to minimise confusion
Bus Access	The buses normally accessing the course will need to be diverted if required as per Police recommendations; and a communication to residents affected needs to be jointly undertaken with Bus Company/Council/NX
Taxis	Taxi companies will be contacted and regularly followed up.
Road Marshals & Officials	<p>There will be volunteers assisting along all key course positions.</p> <p>All volunteers will be in the NX hi-vis vest where necessary.</p> <p>Officials will be supplied by the Peak Sporting Body; final quantity to be determined by event capacity plan as necessary</p>
Traffic Control	Located as per the Traffic Guidance Scheme
Escort	Race experienced motorbike escorts with radio and high visibility vest will provide immediate interaction/control during races at the discretion of the Chief Official and/or Race Director
Police	There will be police officers on site to manage traffic flows and local movement. Police will be on the radio network to link all aspects of the event operations.

4.2 Community Outreach

The below table summarises the communications timeline for the Byron Bay Triathlon, identifying how and when event details will be communicated to the residential and business community.

Date	Communication Subject	Platform	Target Audience
(4 months from event date)	Initial contact with event details	Email	Key Stakeholders, Elected Persons, High Priority Community
(3 months + 2 weeks from event date)	Follow up contact with event details	Phone Call	Key Stakeholders, Elected Persons, High Priority Community
(2 months from event date)	NXsports Road Closure web page goes live	Website	Local Community
(2 months from event date)	Initial contact with event details	Personal Canvassing	Impacted Community
(4 weeks from event date)	Event Update	Personal Canvassing	Impacted Community

(4 weeks from event date)	Event Update	Phone Call	Key Stakeholders, Elected Persons, High Priority Community
(4 weeks from event date)	Road closure advisement	Newspaper ad	Local Residents/Businesses
(4 weeks from event date)	Road closure advisement	Online ad	Local Residents/Businesses
(4 weeks from event date)	Event Update	Email	All members of community list
(2 weeks from event date)	Road closure advisement	Newspaper ad	Local Residents/Businesses
(2 weeks from event date)	Road closure advisement	Online ad	Local Residents/Businesses
(2 weeks from event date)	Road closure advisement	Letter Box Drop	Local Residents/Businesses
(2 weeks from event date)	Road closure advisement	Special Event Signage	Local Residents/Businesses
(2 weeks from event date)	Road closure advisement	Newspaper ad	Local Residents/Businesses
(2 weeks from event date)	Event Update	Email	All members of community list
(1 week from event date)	Event Update	Phone Call	High Priority Community
(1 week from event date)	Event Update	Email	All members of community list

4.2.1 Letter Box Drop

To provide information directly to the local residents and businesses that will be impacted by the Byron Bay Triathlon, a letter box drop will be completed to advise the community of the event date and road closure times.

The below template flyer will be updated to include the specific details for this edition of the Byron Bay Triathlon.



4.2.3 Special Event Signage

Special event signage will be erected on streets and public spaces that will be impacted by the Byron Bay Triathlon. Special event signage can also be placed on digital message boards in key areas in the community to advise of the upcoming event and road closures.

The below example of corflute signage will be erected a minimum of 10 days prior to the event as per the below map.

Legacy Design

New Design

2024 Byron Bay Triathlon – Local Traffic Committee Submission



**SPECIAL
RACING EVENT**

SUN 30 AUGUST
6.00am - 12.30pm

**Expect Road
Closure & Delays**

FOR ASSISTANCE
0402 226 333
1300 28 29 49
WWW.NXSPORTS.ORG

**SPECIAL
EVENT**

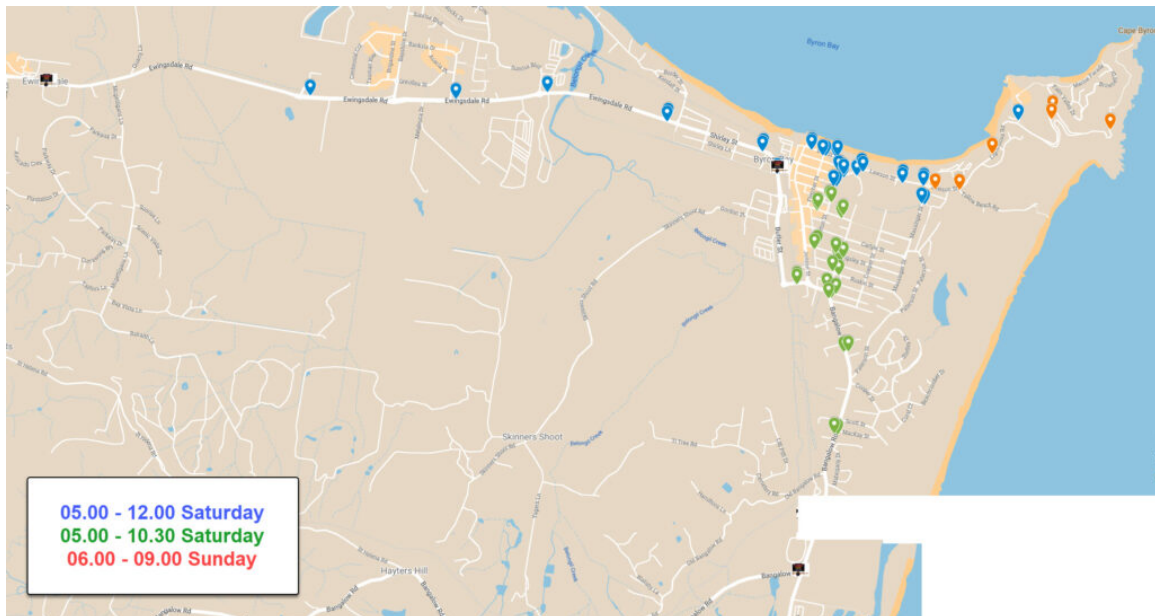
IMPACT TYPE

DATE

TIME

**EXPECT
DELAYS**

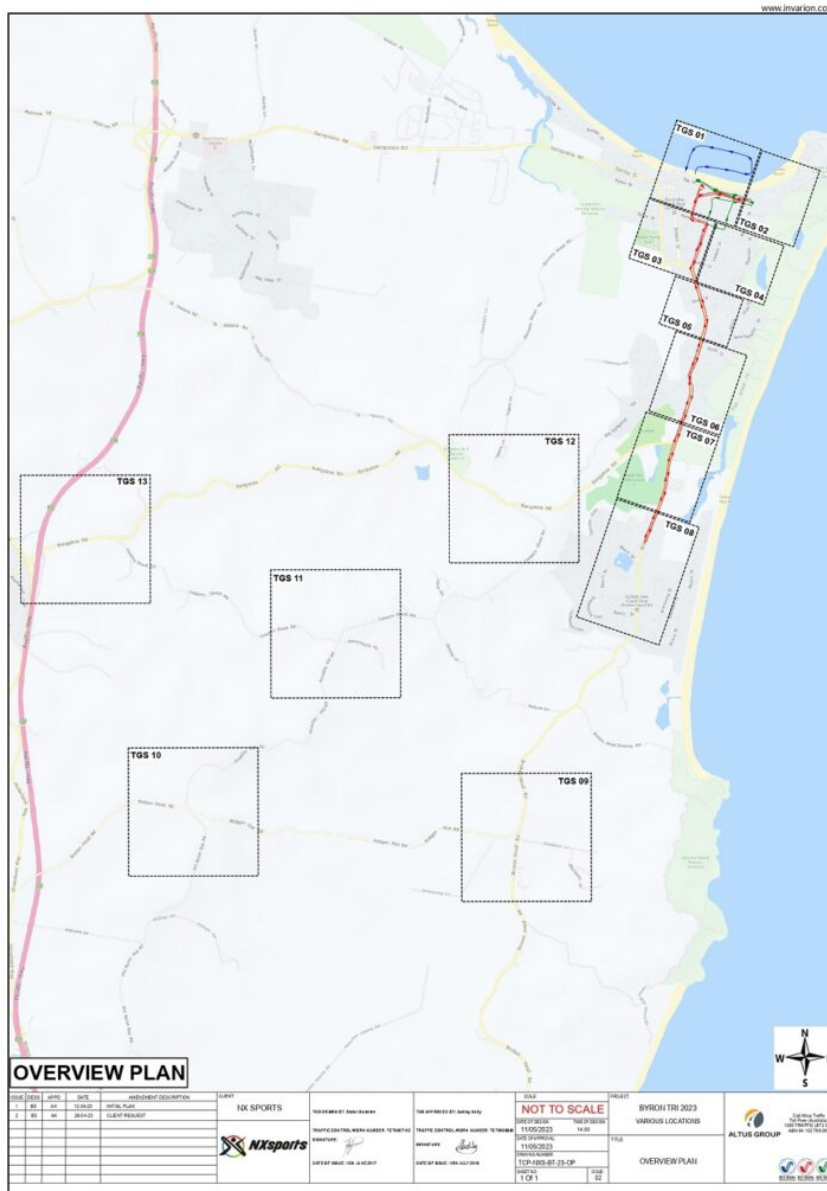
FOR ASSISTANCE
CALL
1300 282 949
WWW.NXSPORTS.ORG



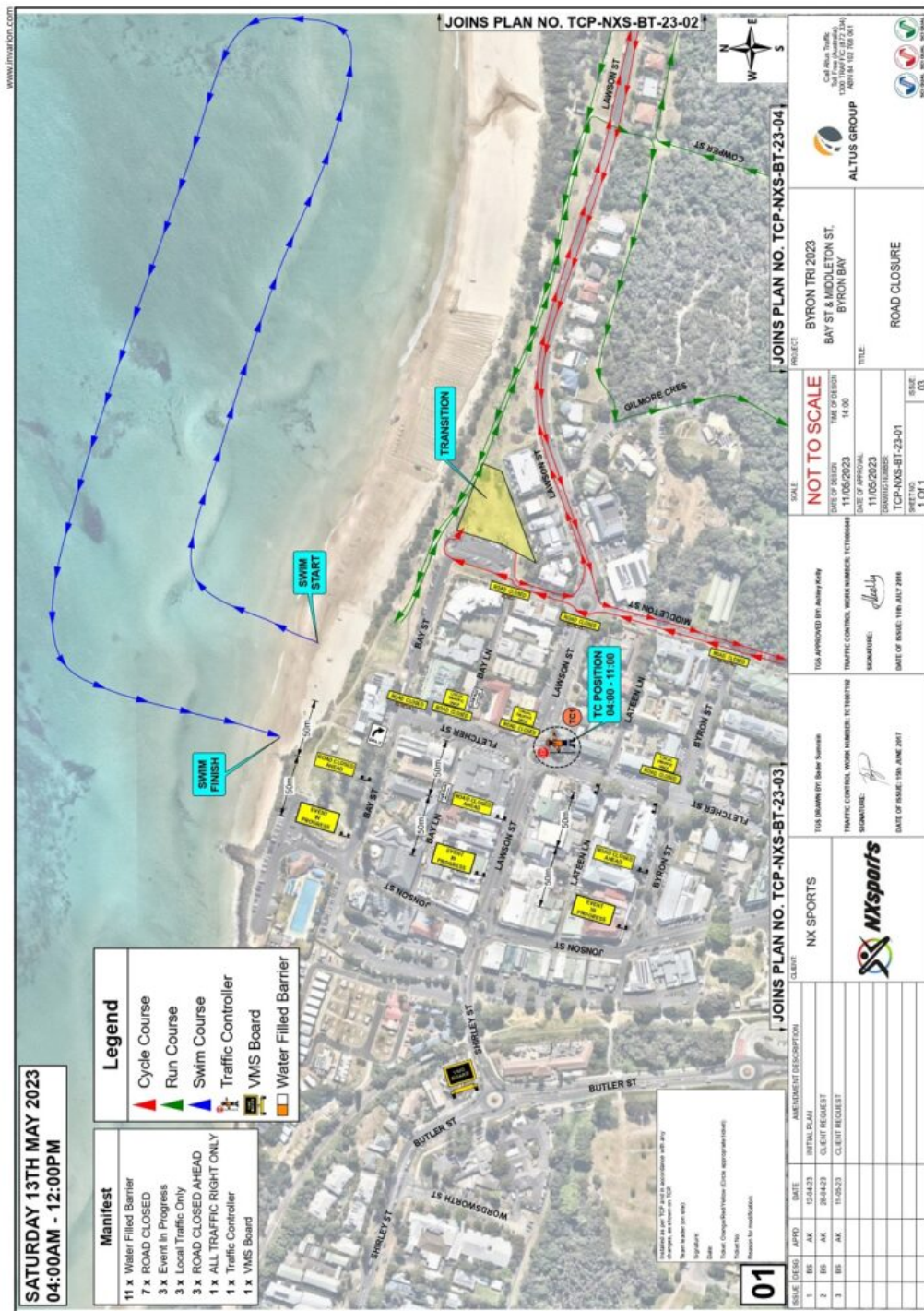


Traffic Control Plans

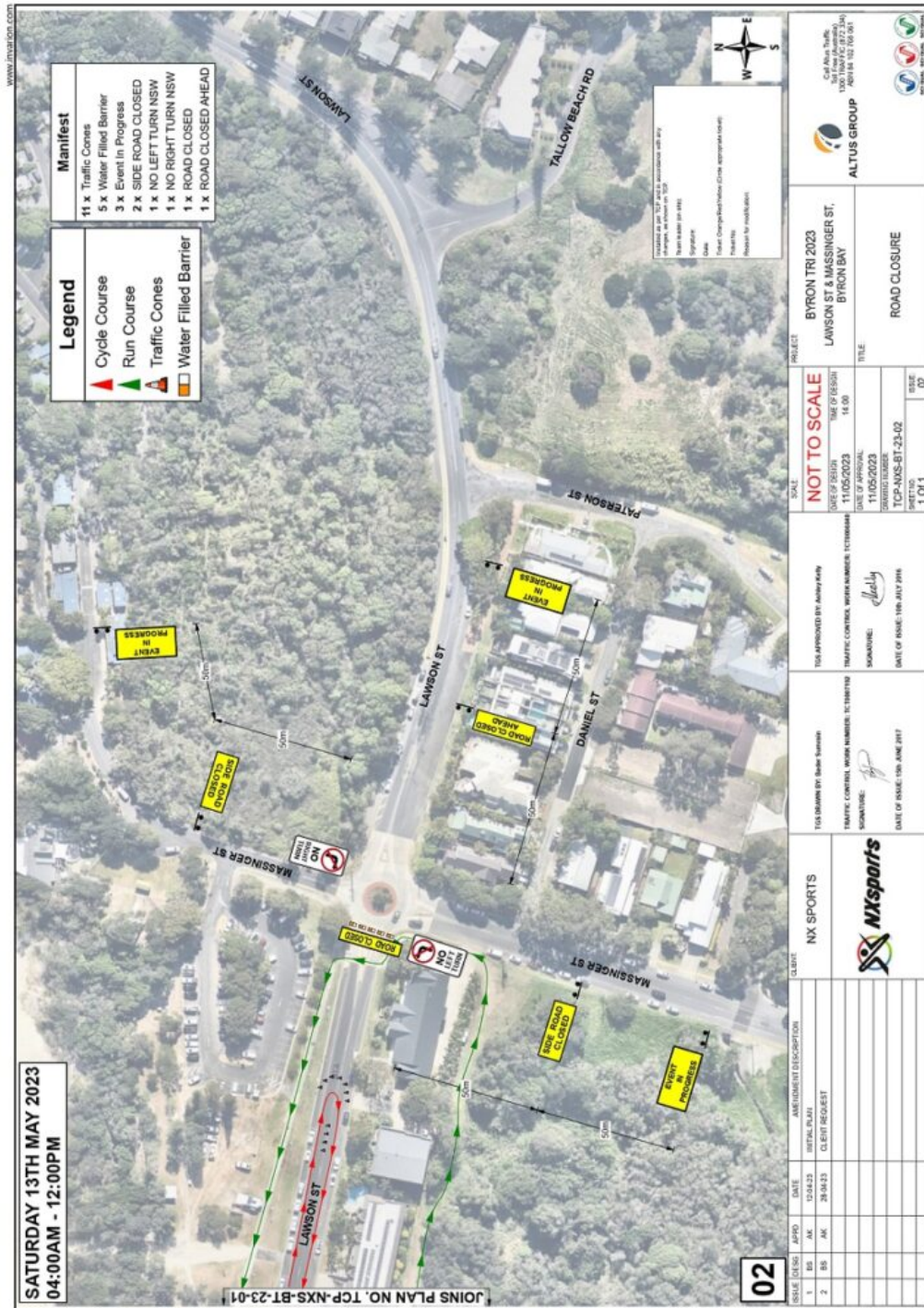
The following traffic control plans are included for the Local Traffic Committee's reference. There are no major changes planned and the plans will be updated with the correct dates and include any further updates recommended by the Committee.



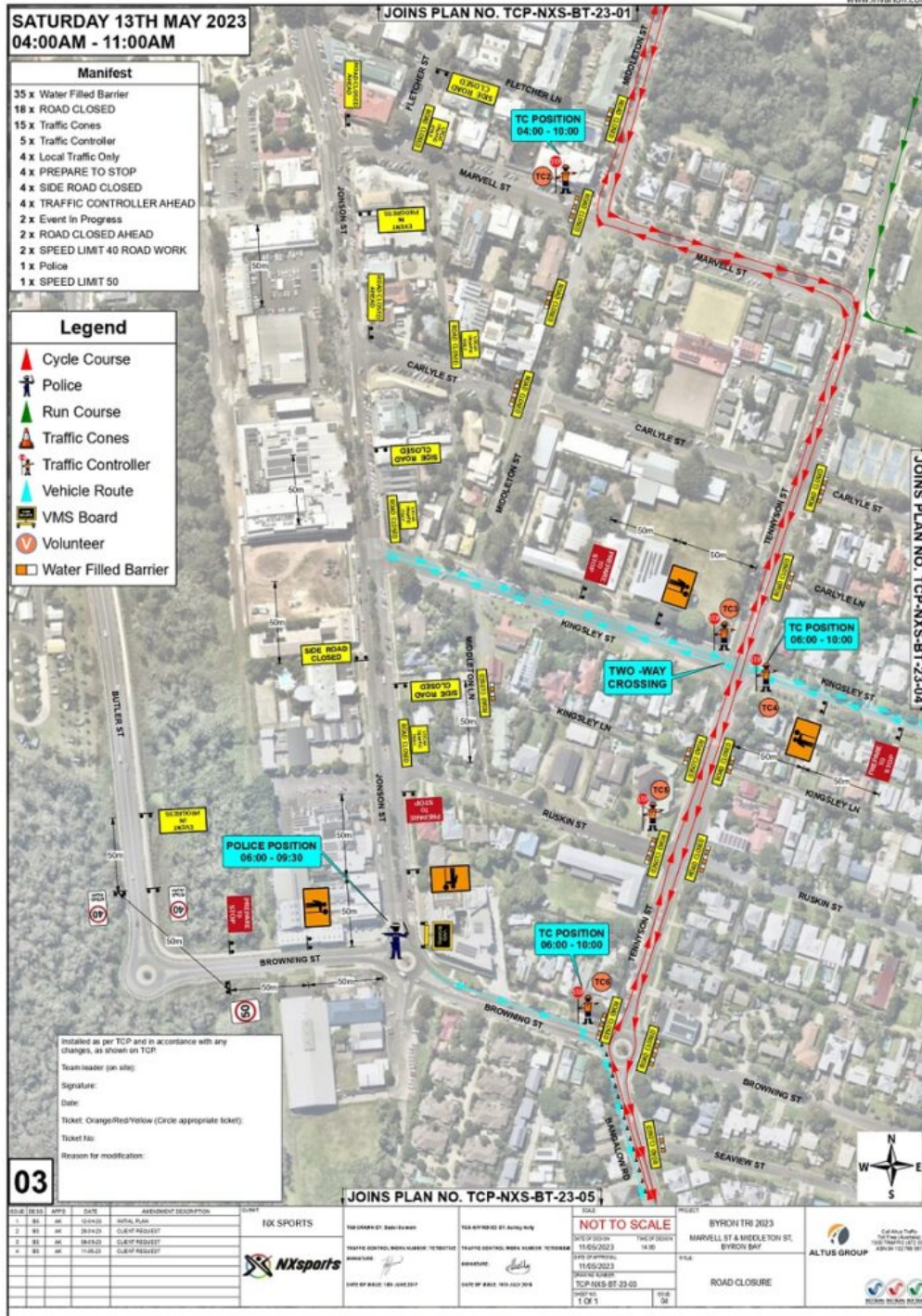
2024 Byron Bay Triathlon – Local Traffic Committee Submission



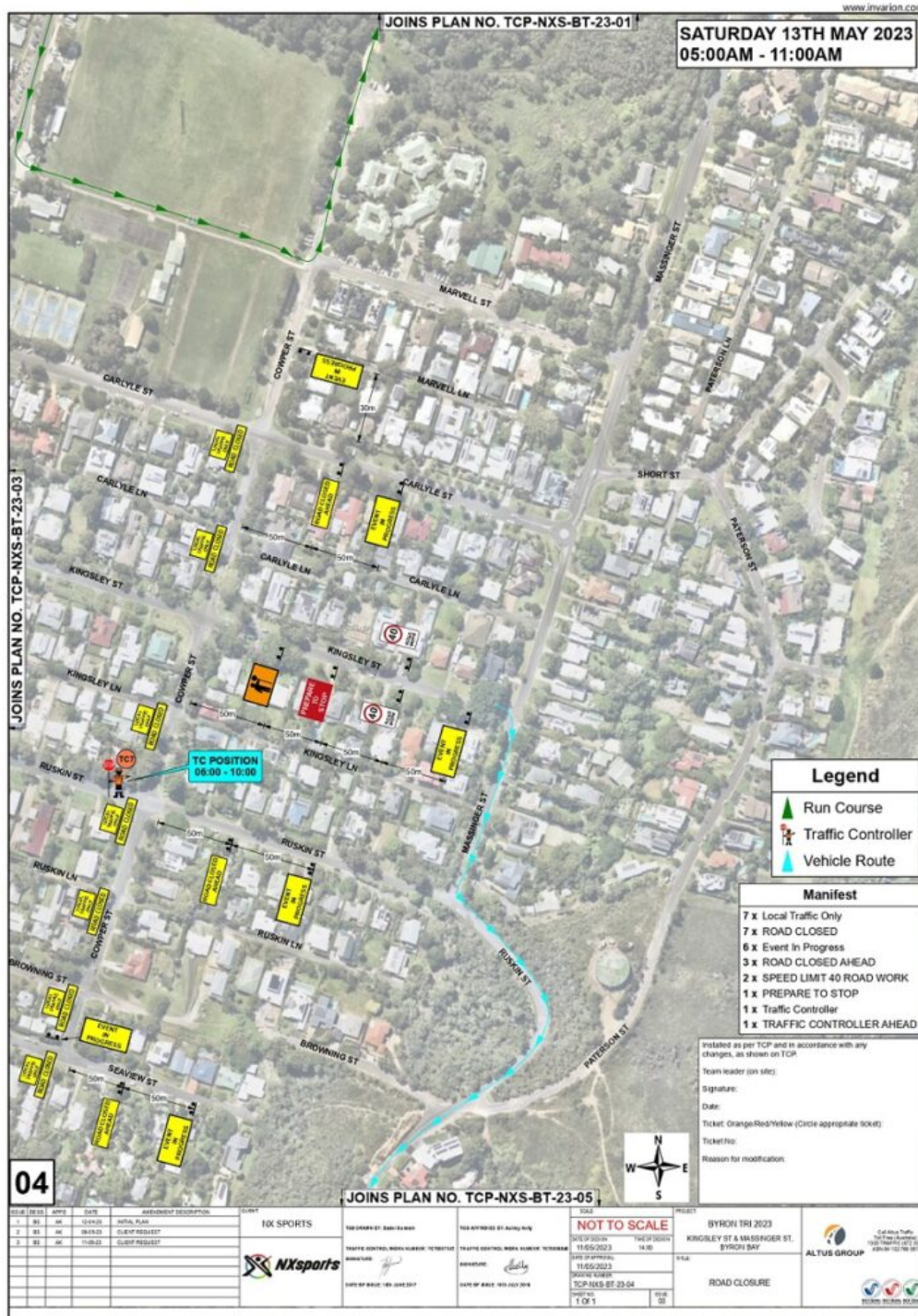
2024 Byron Bay Triathlon – Local Traffic Committee Submission



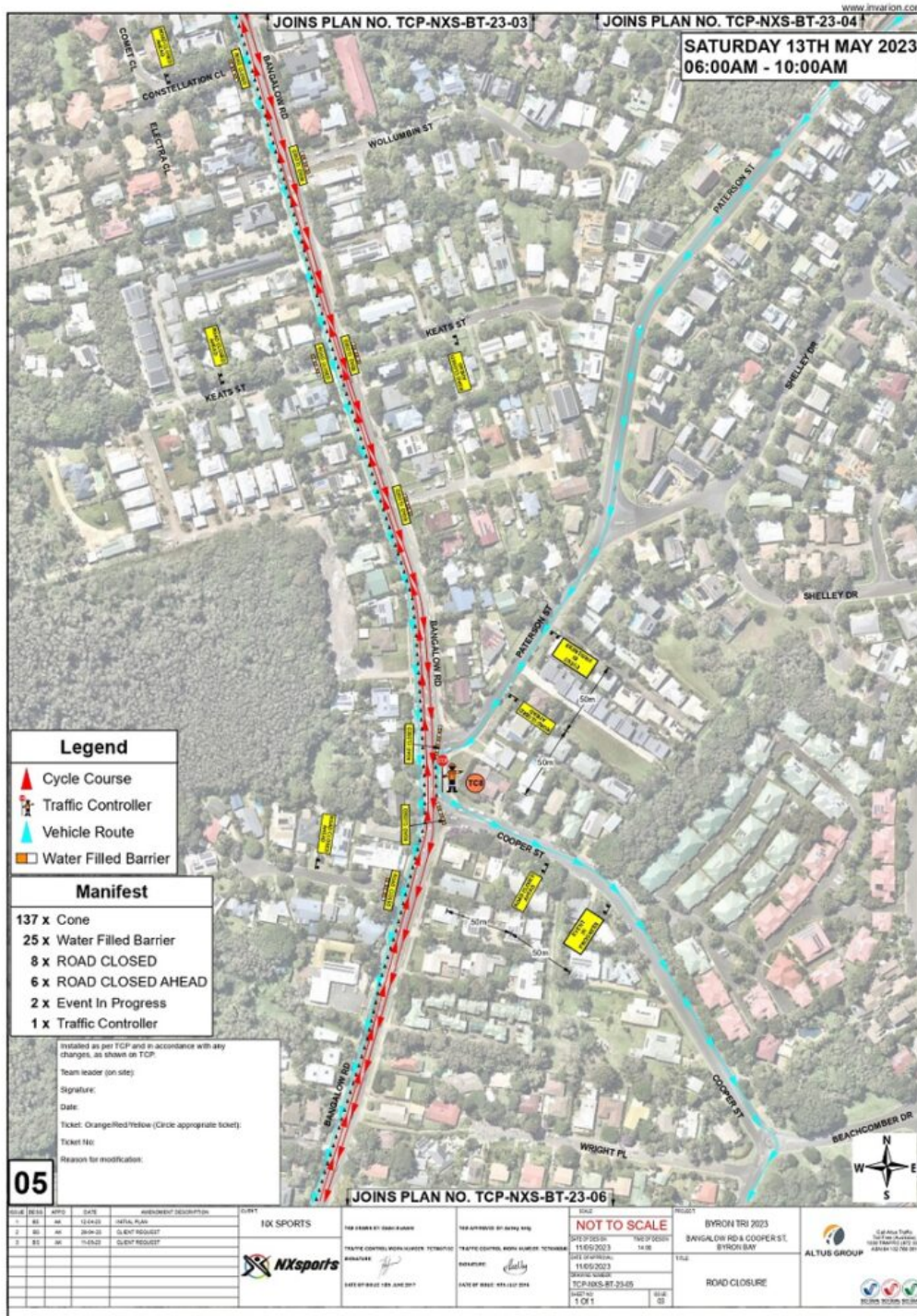
2024 Byron Bay Triathlon – Local Traffic Committee Submission



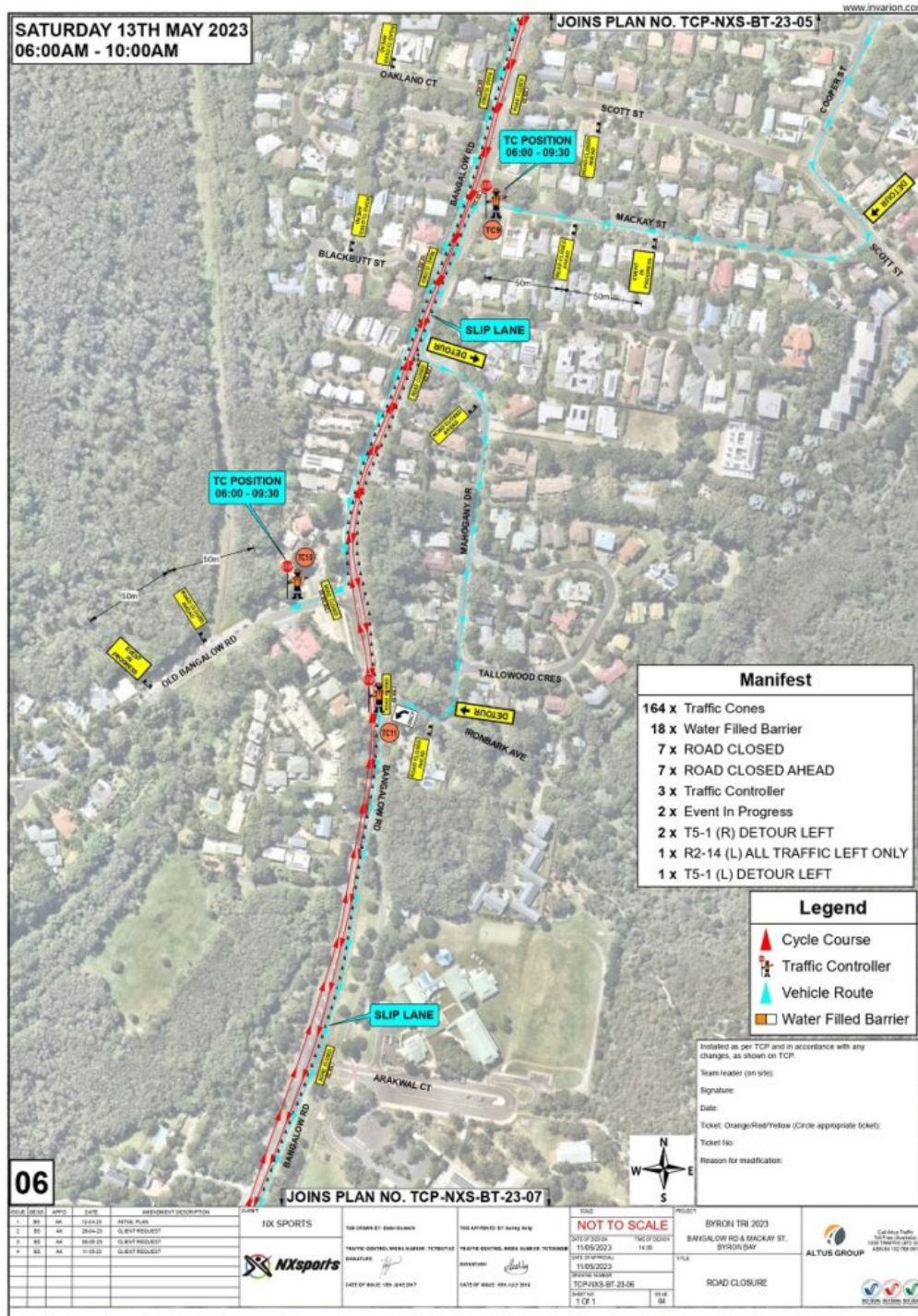
2024 Byron Bay Triathlon – Local Traffic Committee Submission



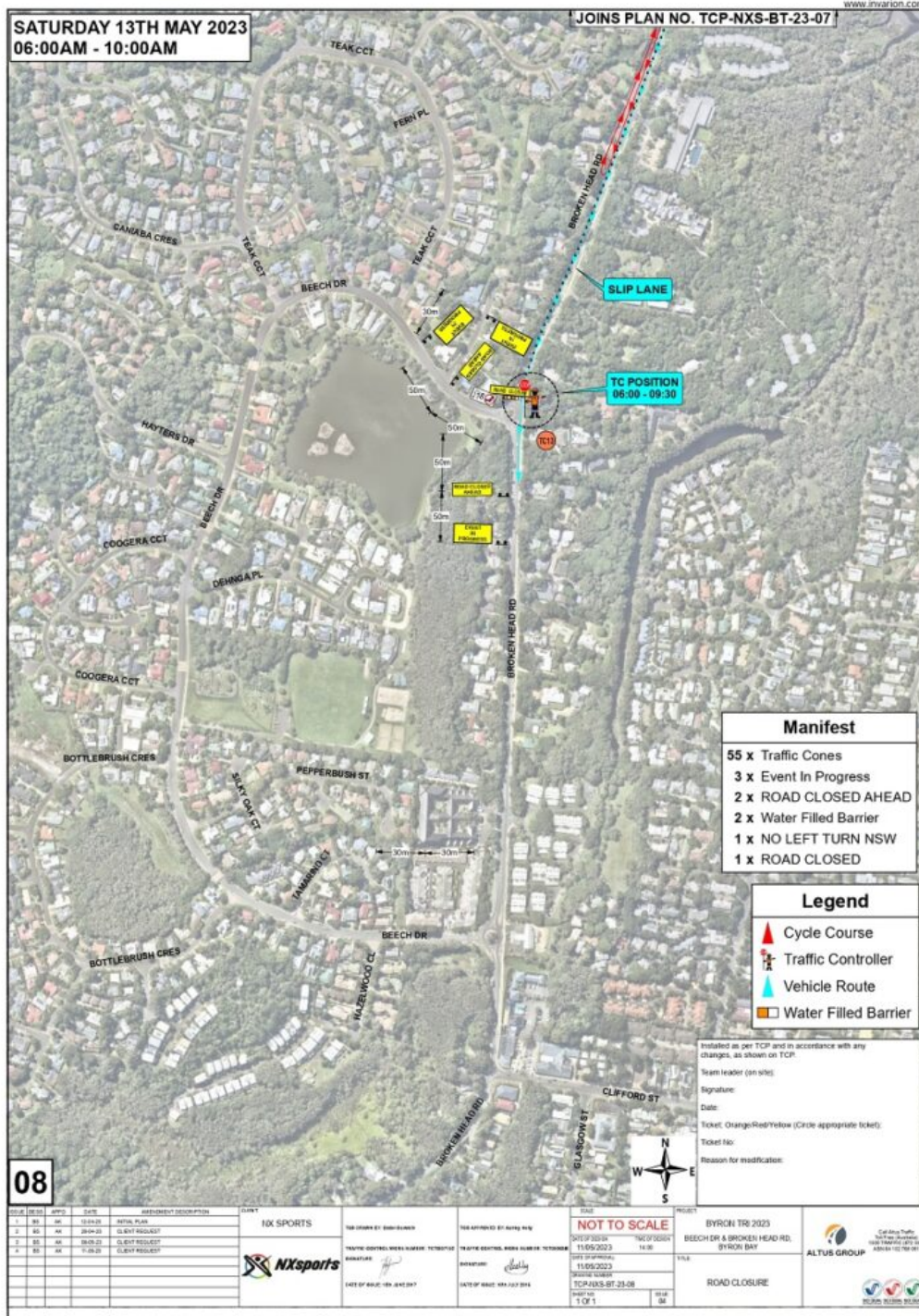
2024 Byron Bay Triathlon – Local Traffic Committee Submission



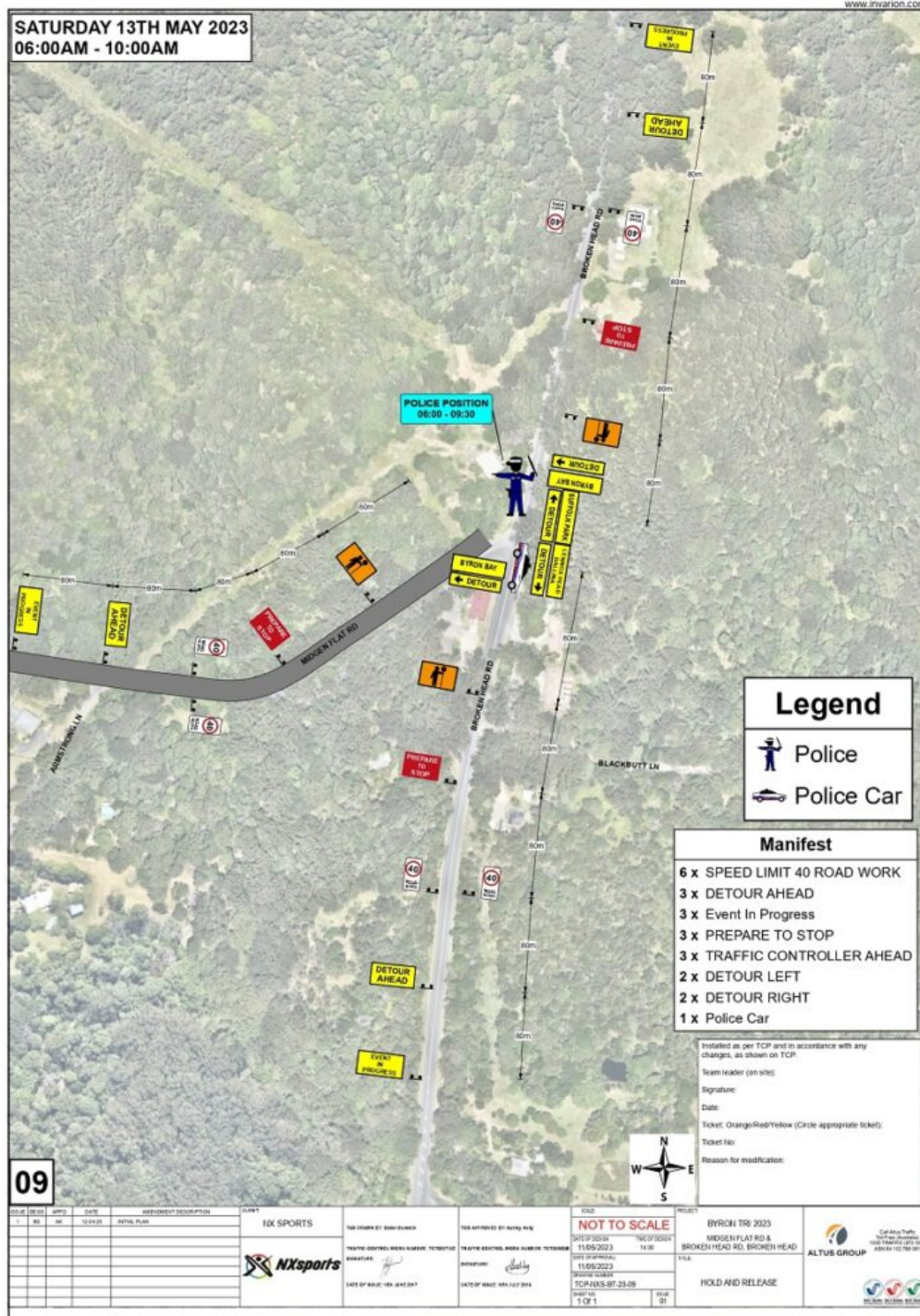
2024 Byron Bay Triathlon – Local Traffic Committee Submission



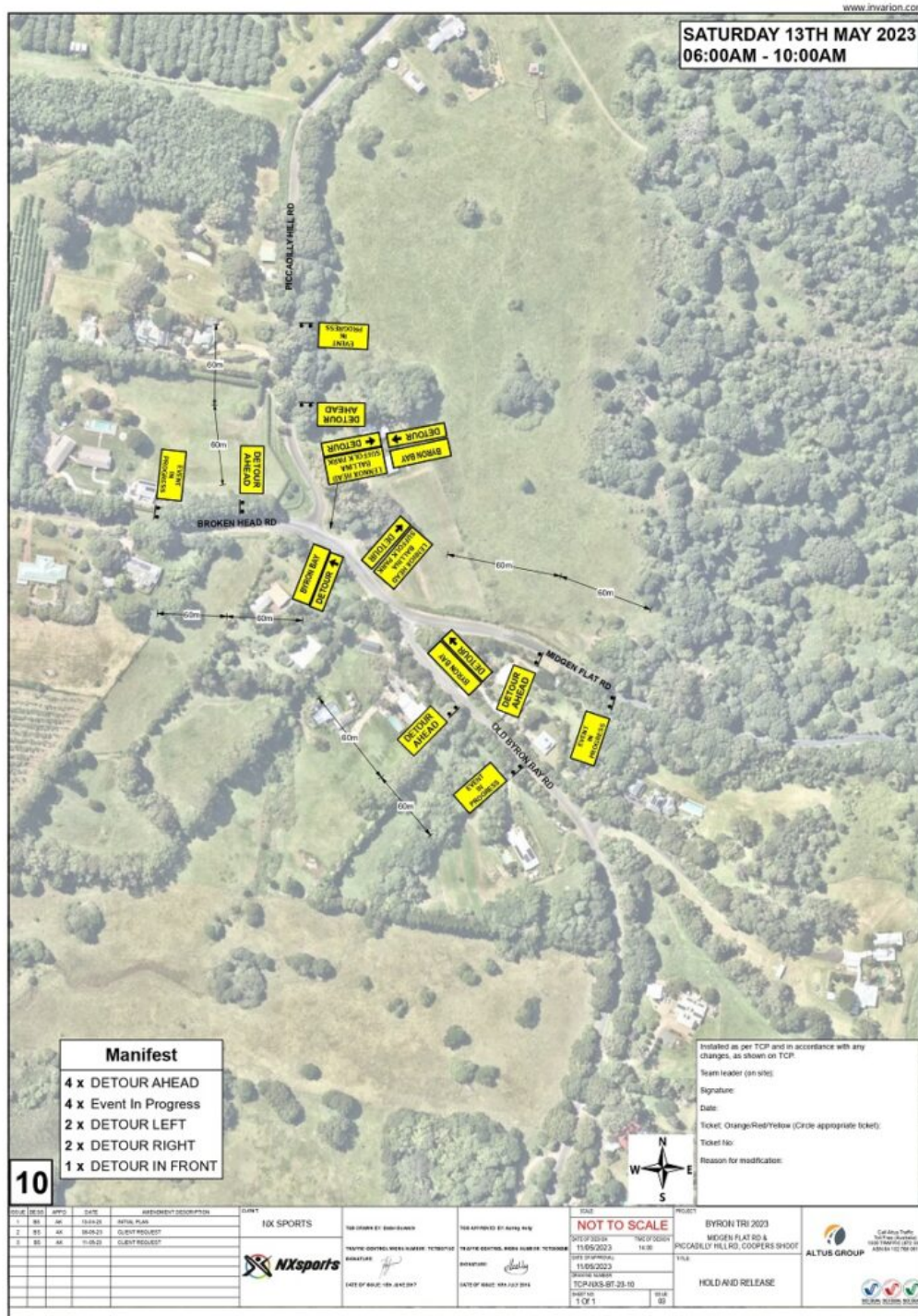
2024 Byron Bay Triathlon – Local Traffic Committee Submission



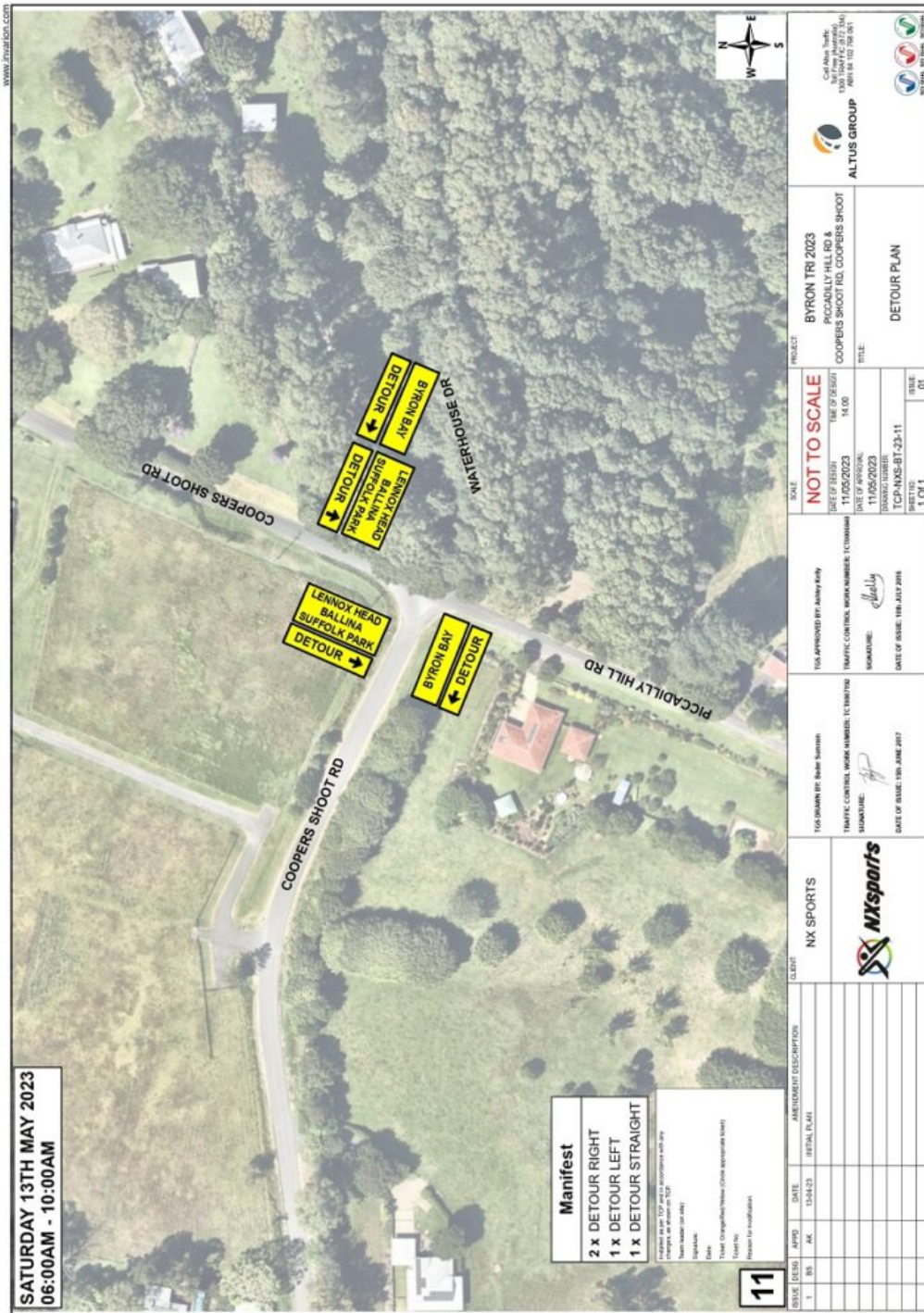
2024 Byron Bay Triathlon – Local Traffic Committee Submission



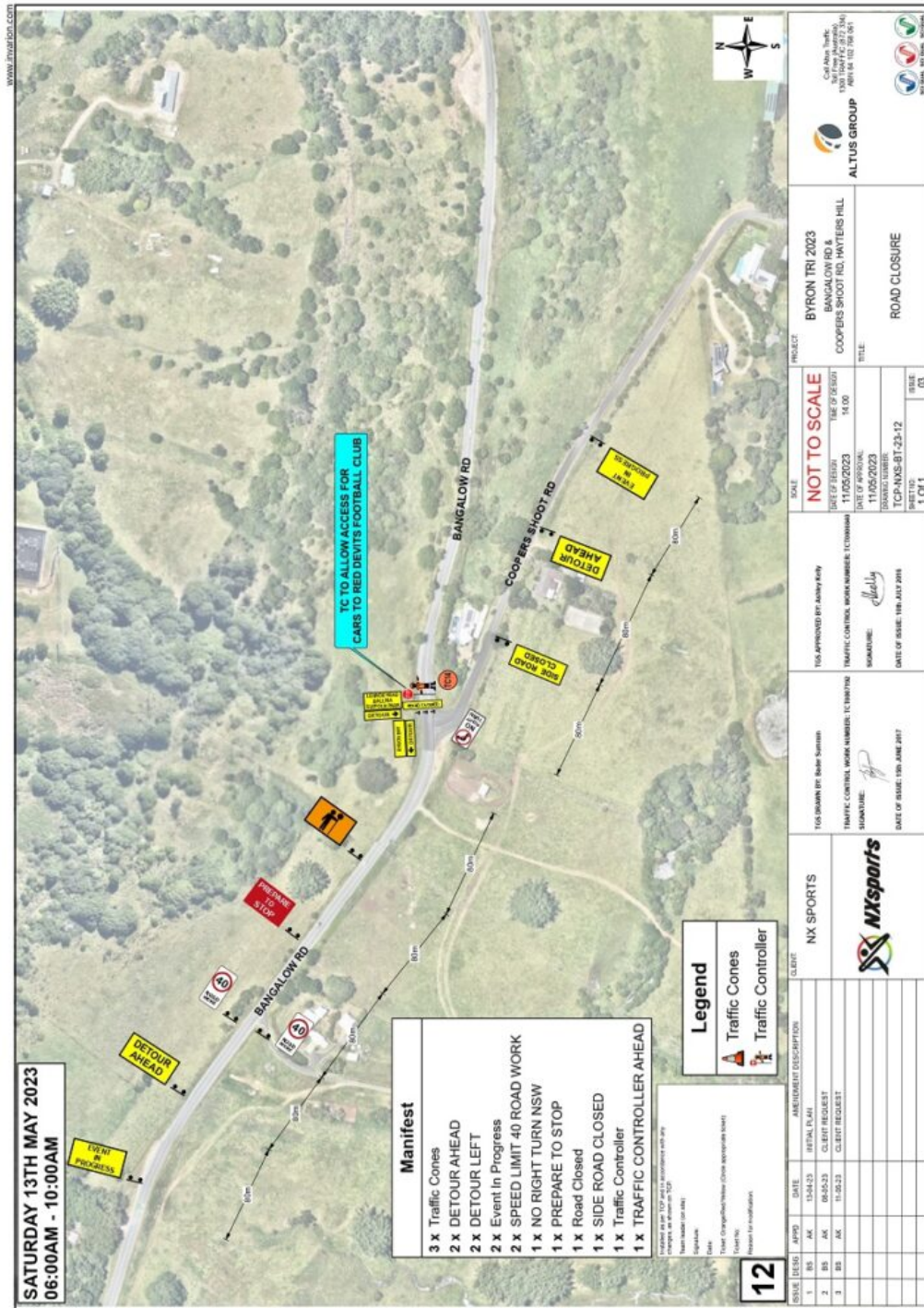
2024 Byron Bay Triathlon – Local Traffic Committee Submission



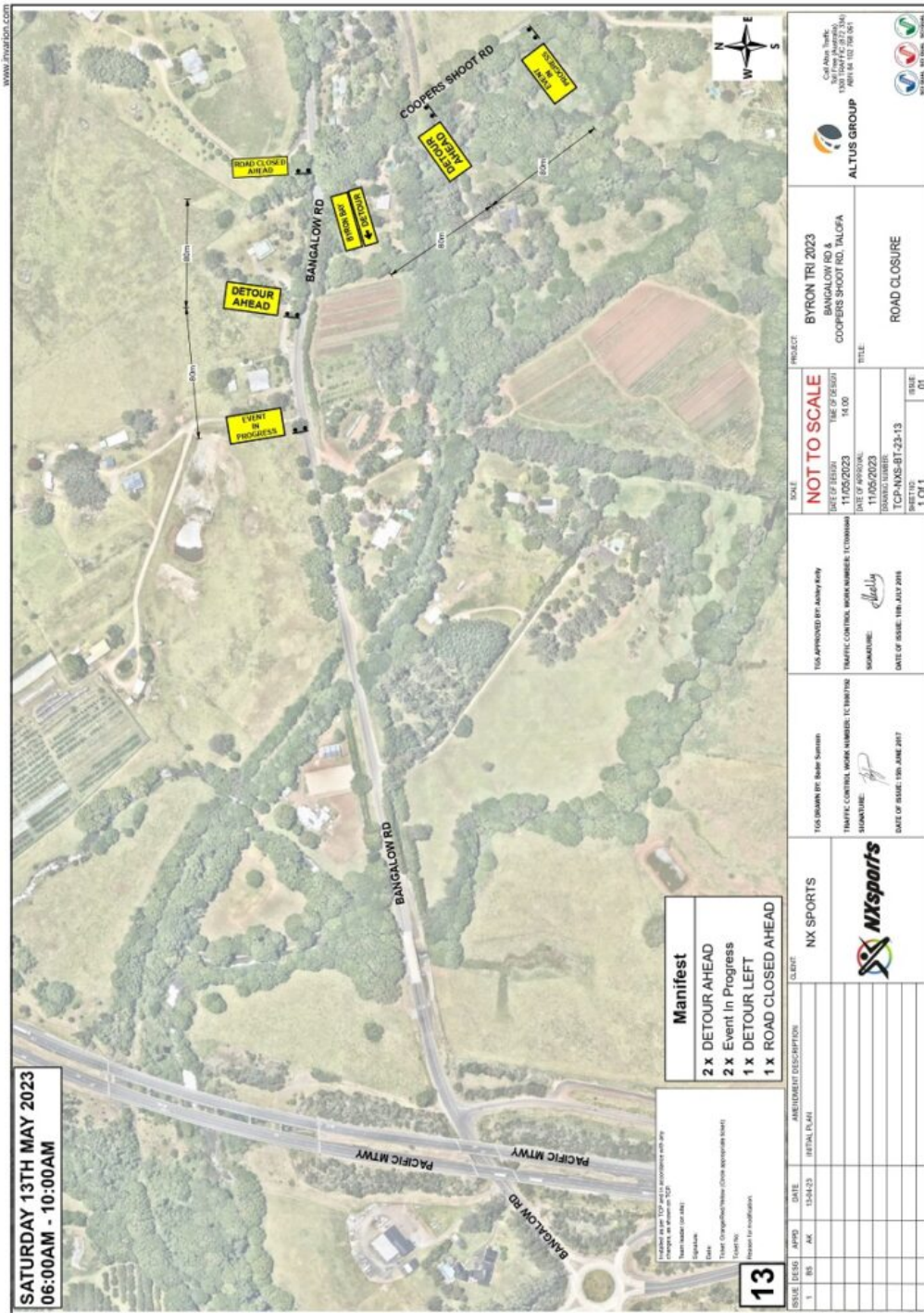
2024 Byron Bay Triathlon – Local Traffic Committee Submission



2024 Byron Bay Triathlon – Local Traffic Committee Submission



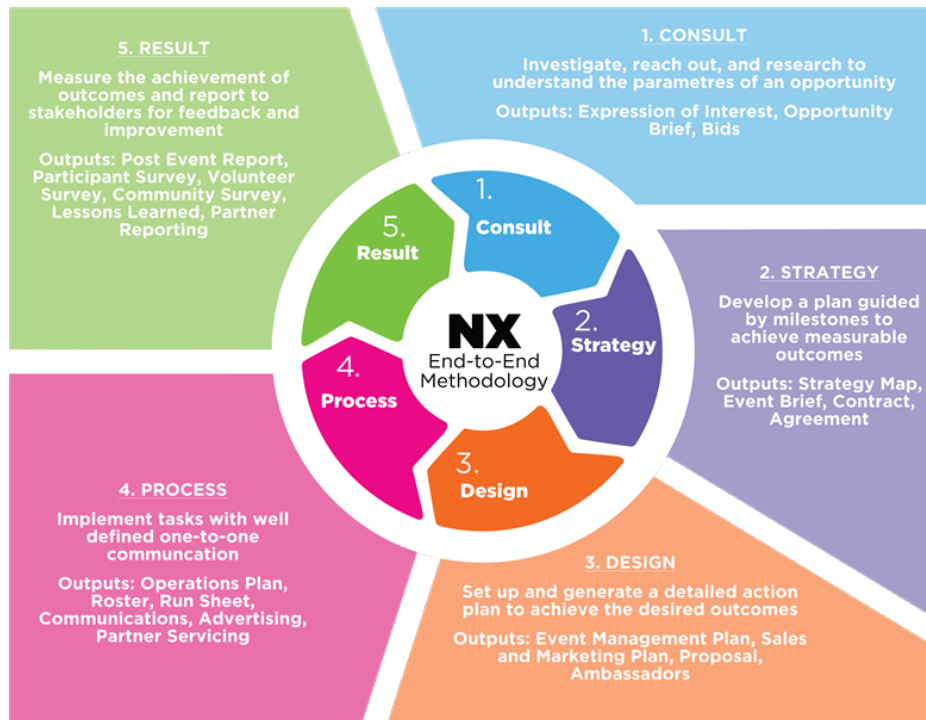
2024 Byron Bay Triathlon – Local Traffic Committee Submission





NX Quality System

NX follows a procedural planning model to ensure the Byron Bay Triathlon and all its activities are planned, delivered and reported within a consistent and structured manner to ensure a high standard end result.



The driving force of the Methodology is a corporate culture centred on obtaining and implementing feedback and an environment of constant improvement and innovation. All management plans are designed as works in progress in order to reflect the nature of ongoing consultation, analysis and performance review.

Strategic Planning Model

Using our intellectual property and methodology we produce Event Management Plans which are part of the NX Quality System and based on the direction provided by the Strategy Map. We have developed Event Management Plans for Sales and Marketing, Risk Management, Medical Management and Event Operations.

These consistent Event Management Plans are structured for each Event and updated consistently in concert with regular feedback loops.

Following the Event an Executive Summary of the scorecards, statistics and feedback is presented as the Post Event Research.



Management Plans



Real Time Management Planning

PLAN	PURPOSE	MILESTONES
Strategy Map:	The Strategy Map draws together high-level strategy such as Purpose, Vision, Mission and Values.	<ul style="list-style-type: none"> • 12-month objectives • 3-year goals • Appointment of the Strategic Advisory Group • Appointment of the Local Management Committee • Appointment of the Athlete Advisory Panel
Sales & Marketing:	The Sales & Marketing Management Plan is used to set clear communications and campaigns. It is a progressive work-in-progress and documents both completed and upcoming work.	<ul style="list-style-type: none"> • Brand Guidelines • Key Images and Kit of Parts • Key Messaging • Sales and Visitation targets • Sponsorship Management • Ambassadors Management • Major Campaigns and Communications • Content plan
Event Management:	<p>The Event Management Plan is used to manage the intricacies of the Event's design and its impacted on stakeholders and the community.</p> <p>This report also details the plans for risk mitigation and medical management.</p>	<ul style="list-style-type: none"> • Chain of Command • Course Design • Permits and approvals • Risk Classification and Management • Medical Management • Community Engagement • Traffic Management Plan • Contingency Plans • Suppliers Management
Operations:	The Operations Management Plan is used to specify Event day activities and logistics. It is organised by key delivery components.	<ul style="list-style-type: none"> • Key event timings • Permits • Site build detail • Pack lists • Rosters • Run Sheet
Post Event:	The Post Event Research provides an Executive Summary of the Event planning process and the Event delivery.	<ul style="list-style-type: none"> • Summary of Key Research Data • Summary of Feedback • Summary of Marketing Activities • Summary of Community Benefit • Sponsorship ROI • Legacy Data • 4x4 and Recommendations






BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

9.1

- a) inform the community and businesses that are directly impacted (e.g. within road closure zones) via written information which is delivered to the property in a timely manner so as to document, consider and respond to any concerns raised;
- 5 b) arranging for private property access and egress affected by the event;
- c) liaising with bus, taxi and waste operators and ensuring arrangements are made for provision of services during conduct of the event;
- d) consulting with emergency services and any identified issues be addressed;
- e) holding \$20m public liability insurance cover which is valid for the event;
- 10 f) not place any signage on the road related area of the Pacific Highway.

Attachments:

- 1 NYE 2023 - TCP 4 - Jonson St & Bay St, E2023/114672 , page 61 [↓](#) 
- 15 2 NYE 2023 - TCP 2 - Jonson St & Lawson St, E2023/114670 , page 62 [↓](#) 
- 3 NYE 2023 - TCP 1 - Overview, E2023/114669 , page 63 [↓](#) 
- 4 NYE 2023 - Lawson St Pedestrian Control, E2023/114668 , page 64 [↓](#) 
- 5 NYE 2023 - TCP 3 - Jonson St & Byron St, E2023/114671 , page 65 [↓](#) 

20

Background

Soul Street NYE is an Event that has been held annually on New Year's Eve in Byron Bay since 2014. The aim of the Event is to deliver family-friendly activities in safe public spaces where community members can welcome in the new year.

5 Event Overview

The Event involves a series of place activations in popular locations across the Byron Bay CBD footprint. The Event locations include roads and carparks in central Byron Bay, focused on Jonson Street and Denning Park. The use of these locations for this purpose has been endorsed by the Police Local Area Command (LAC).

- 10 An overview of the general site is included in the Traffic Control Plans attached (TCP1).

Key Issues

New Year's Eve Soul Street event aims to:

- deliver family-friendly place activation strategies through performance and participation
- 15 • deliver a safe, accessible, and inclusive NYE event
- minimize its impact on the local environment and community
- demonstrate sustainability practices

- 20 The event in 2022 was considered to be highly successful. Attendance across the two venues for the entire event was approximately 8,500 people, with only 2 arrests (Assault Police & Resist Arrest) and 5 infringement notices (Possess Prohibited Drug, Offensive Language and Offensive Behaviour) reported by NSW Police (source NSW Police Report).

Council Implications

Financial Considerations

- 25 Soul Street NYE is a recurring annual budget item within the Corporate and Cultural Services Division, with Traffic Management and Coordination costs incorporated across operational budgets.

Asset Management

None.

30

Policy or Regulation

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING

9.1

DP Action	OP	Operational Plan Activity	Completion Statement	Due	Type	Responsibility
2.2.1 Safety Initiatives – support community driven safety initiatives	2.2.1.1	Coordinate New Years Eve programming and delivery including procurement of Event Manager for upcoming three years	NYE event Delivered	Jan 24	Project	Social & Cultural Planning

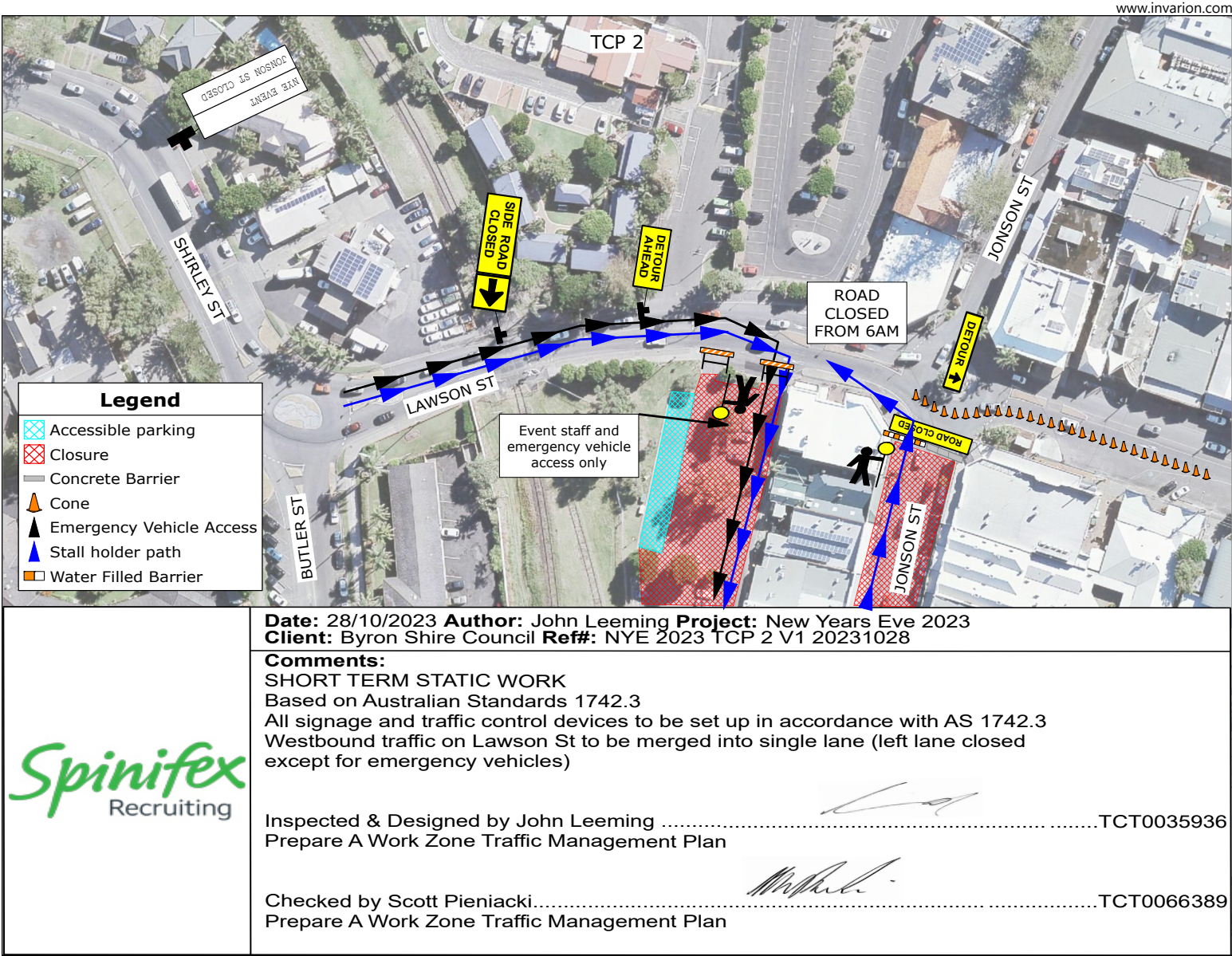
Consultation

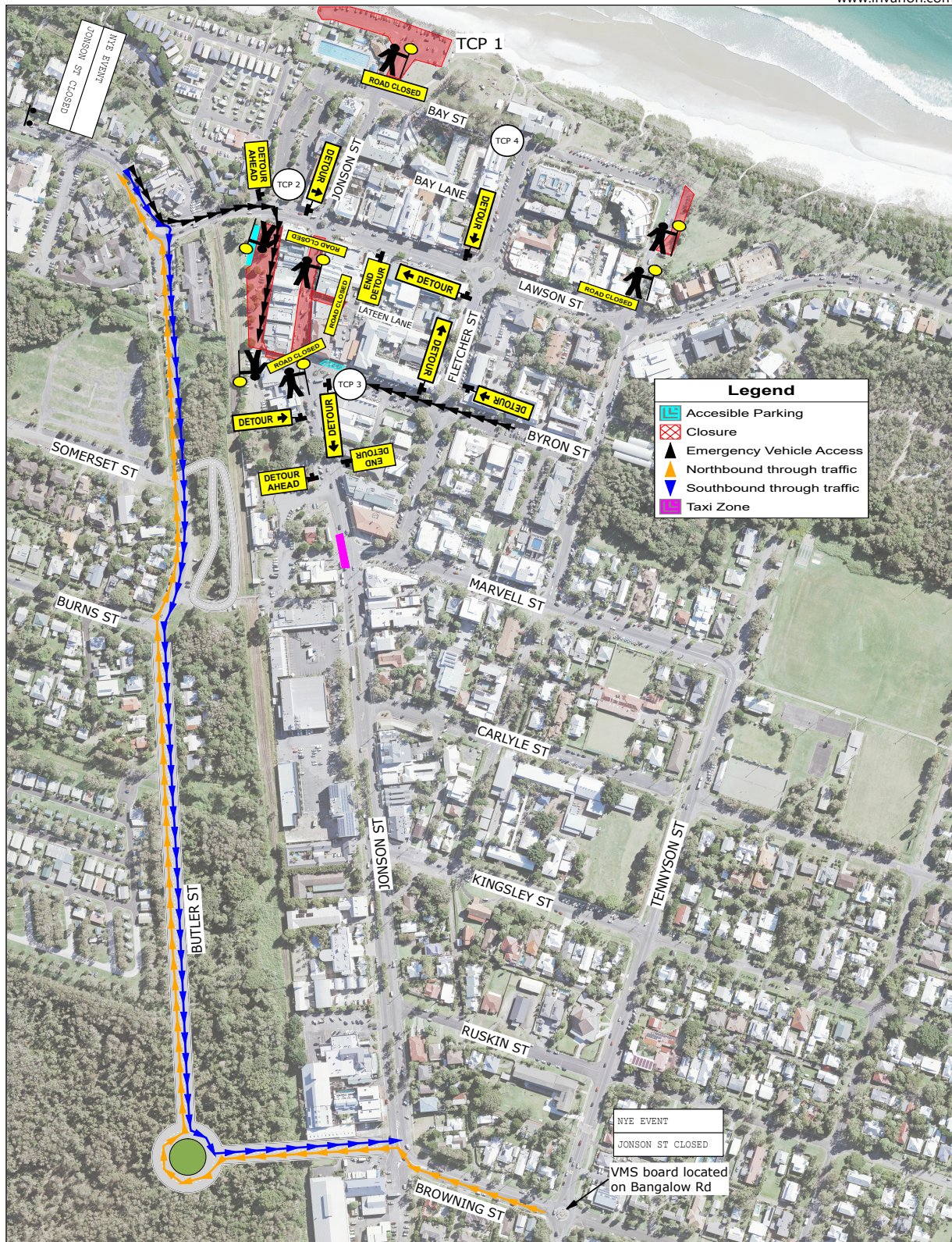
5 Impacted businesses and residents are informed of road closures and changes to traffic conditions ahead of the Event. Public notices are published in the local press and announced on Council's website.


Legal and Risk Management


A risk assessment process is applied to the Event as part of the Event Approvals process.









	<p>Date: 28/10/2023 Author: John Leeming Project: New Years Eve 2023 - Lawson St Pedestrian Control Client: Byron Shire Council Ref#: LAWSON ST V1 20231028</p>
	<p>Comments: SHORT TERM WORK Based on TC@WS Manual Version 6.0 & AS 1742.3 All signage and traffic control devices to be set up in accordance with TC@WS Manual Version 6.0 Traffic control to stop traffic and allow pedestrians to cross in groups Signage to be placed to allow visibility to motorists</p>
	<p>Designed & Inspected by John LeemingTCT0035936 RMS Prepare A Work Zone Traffic Management Plan</p> <p>And Checked By Scott PieniackiTCT0066389 RMS Prepare A Work Zone Traffic Management Plan</p>



Checked by Scott Pieniacki.....TCT0066389
Prepare A Work Zone Traffic Management Plan