

Minutes of Meeting

Local Traffic Committee Meeting

Venue	Conference Room, Station Street, Mullumbimby
Date	Tuesday, 18 March 2025
Time	9:00 AM

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING MINUTES

18 MARCH 2025

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON TUESDAY, 18 MARCH 2025

File No: I2025/289

MEETING COMMENCED: 9.01am

PRESENT:

Councillors:	Cr Sarah Ndiaye	Virtual
	Cr Jack Dods	Apology
Transport for NSW:	Alexie Miller	Virtual
NSW Police:	Detective Sergeant Donna Tutt	Present
	Highway Patrol Officer Matthew Lanyon	Present
MP:	James Maxwell on behalf of Tamara Smith MP	Virtual
Staff:	Phillip Holloway (Director Infrastructure Services)	Present
	Ben Taylor (Traffic Engineer)	Present
	Helen Motteram	Virtual
	Rachel Thatcher	Virtual
	Alicia Lloyd	Virtual

APOLOGIES:

Cr Jack Dods

DECLARATIONS OF INTEREST

There were no declarations of interest raised.

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Committee Recommendation:

That the minutes of the Local Traffic Committee Meeting held on 18 February 2025 be confirmed be confirmed with an amendment to the recommendation for item 8.1 (Event - Westpac Helicopter Byron Coastal Charity Walk – 3rd May 2025), to correct the date to Saturday, 3 May 2025.

(Holloway/Miller)

The recommendation was put to the vote and declared carried.

MATTERS ARISING

N/A

OUTSTANDING ISSUES/RESOLUTIONS

N/A

REGULATORY MATTERS

Report No. 6.1 Proposed new LTC meeting dates
File No: I2025/282

The purpose of this report is to propose changes to the current LTC dates for the remainder of 2025. This is due to reports within each LTC not being endorsed by Council until 5 weeks later. Meetings are currently the second/third Tuesday of each month (with July as a break). Proposing that the new meeting dates be the first Tuesday of each month.

See table below:

Current LTC Meeting Date	Proposed New LTC Date
15/04/2025	01/04/2025
13/05/2025	06/05/2025

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17/06/2025	03/06/2025
19/08/2025	05/08/2025
16/09/2025	02/09/2025
14/10/2025	07/10/2025
18/11/2025	04/11/2025
09/12/2025	02/12/2025 (this would be subject to reports submitted as this LTC would not be reported to Council until likely February 2026.

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee support the new proposed LTC meeting dates for the remainder of 2025.

(Ndiaye/Tutt)

The recommendation was put to the vote and declared carried.

Report No. 6.2 Upgrade of Intersection on Bangalow Road (linemarking to be undertaken at night)

File No: I2025/292

The purpose of this LTC report is to gain support for the proposed regulatory signage and line markings shown in attachment 1.

Council has received a Roads Act application associated with a development approval for Demolition of two (2) Existing Dwellings and Multi Dwelling Housing comprising of twenty four (24) Dwellings including three (3) Affordable Dwellings. Bangalow Road is a regional road MR545.

As part of the approved D.A (10.2023.465.1) consent condition 16 imposed the following requirement:

16. Consent required for Works within Road Reserve

Consent from Council must be obtained for works within the road reserve pursuant to Section 138 of the Roads Act 1993. Three (3) copies of engineering construction plans must accompany the application for consent for works within the road reserve.

Such plans are to be in accordance with Council's current Design & Construction Manuals and are to provide for the following works:

a) Driveway

A driveway in No-name Rd in accordance with Council's Northern Rivers Local Government Development Design & Construction Manuals and Standard Drawings.

b) Driveway Removal

The existing driveways in Bangalow Rd must be removed and the kerb and footpath area reinstated to Council's satisfaction

c) Bangalow Rd and No-name Rd Upgrade

The Bangalow Rd and No-name Rd intersection and turning area in No-name Rd must be upgraded including 4 indented parallel parking spaces and pedestrian crossing and regulatory and directional signage generally in accordance with the annotated drawing SK01 and to comply with Council's current standards, in accordance with Council's Northern Rivers Local Government Development Design & Construction Manuals and Standard Drawings.

Please Note: Regulatory devices, linemarkings and signage must be referred to Local Traffic Committee and approved by Council Resolution.

Conclusion

The purpose of this LTC report is to gain Council support for the proposed regulatory signage and line markings only shown in attachment 1.

Due to the heavy traffic numbers along Bangalow Road, Council have requested the blasting off of the existing linemarkings and the reinstating of the new painted layout to be undertaken at night, to prevent heavy delays and community backlash if constructed during the day.

Under the D.A assessment the intersection analysis was reviewed and a left out only onto Bangalow is required, so a small 50mm raised island is proposed to direct traffic to exit left and a deters right turns, this will also allow incoming garbage trucks to mount this as they enter from Bangalow Road. A No Right Turn sign is also provided here

Separate concurrence from TfNSW is to be granted for the intersection design and works on a regional Road. (MR545)

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee endorse the proposed intersection plan as nominated in attachment 1.

(Tutt/Miller)

The recommendation was put to the vote and declared carried.

MATTERS FOR TRAFFIC ENGINEERING ADVICE

Report No. 7.1 Event - Byron Bay Triathlon - 27 April 2025
File No: I2025/196

Council has received an application for the Byron Bay Triathlon to be held on Sunday 27 April 2025. The typical lighthouse run is not included with this event for 2025.

The Byron Bay Triathlon was previously approved by the Local Traffic Committee (LTC) and by Council resolution **23-030**. There are a few changes to the route due to the cancellation of the lighthouse run.

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

- 1. That the Local Traffic Committee support the Byron Bay Triathlon to be held on Sunday 27 April 2025**
- 2. That Council support in Part 1 is subject to:**
 - a) separate approvals by NSW Police and TfNSW being obtained;**
 - b) the event organiser provide council with an updated Traffic Management Plan and Traffic Guidance Scheme/s for the 2025 event.**
 - c) development and implementation of a Traffic Management Plan and Traffic Guidance Scheme/s by those with appropriate TfNSW accreditation and the holding of current and appropriate levels of insurance and liability cover;**
 - d) the impact of the event be advertised, and charged at cost to the organisers, via a notice in the local weekly paper and Variable Message Signage (VMS) a minimum of one week prior to the operational impacts taking effect, noting it must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints;**
 - e) the event be notified on Council's web page with the event organiser supplying Council with the relevant information;**
 - 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.**

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;**
- 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;**
- f) paying Council's Road Event Application Fee prior to the event.**

(Holloway/Miller)

The recommendation was put to the vote and declared carried.

Report No. 7.2
File No:

Electric vehicle line marking and signage
I2025/227

Background

Council was recently awarded funding from the NSW Government Electric Vehicle (EV) Destination Charging Grant. The grant co-funded four new EV charging stations:

- 2 x 7 kW chargers at Lawson St North Carpark, Byron Bay
- 2 x 22 kW chargers at Mullumbimby Administration Building Carpark

Funding covered 75% of installation, hardware, and software costs (total funding amount \$18 945) with electric vehicle charging revenue used to cover the remainder of the costs. The grant funding did not cover signage and line marking.

Council's community enforcement team have reported complaints about non-electric vehicles parking in these locations, however signage and line marking are required for staff to issue infringements.

Staff intend to use the electric vehicle charging revenue to cover the costs of signage and line marking.

Scope of Work

In accordance with [TfNSW Electric Vehicle Charging Stations - Signposting and Pavement Marking](#), signage and line marking is required as follows:

- a) Signage

As per R5-1-10n Time limited EV parking (example only):

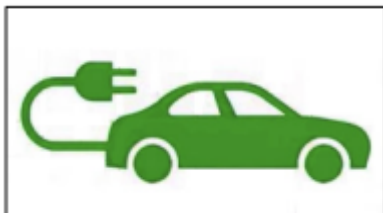


Example of EV only signage on Childe St, Byron Bay:



b) Line marking –

The pavement marking dimensions of the symbol and layout are provided in Traffic Signs register. The symbol should be applied with a skid resistant material that meets the performance requirements of TS 03294.1. The colour of the symbol shall be G13 Emerald as specified in AS 2700:



Example of EV pavement marking at Mullumbimby Administration Building:



Location Details

Location 1 – Lawson St North Carpark, Byron Bay

- 2 x parking spaces
- Pay parking, 4-hour time limit



Location 2 – Mullumbimby Administration Building

- 2 x parking spaces (adjacent to existing electric vehicle spaces)

- Unpaid parking, no time limit



Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee supports the installation of electric vehicle signage and line marking.

- **Location 1 – Lawson St North Carpark, Byron Bay**
- **Location 2 – Mullumbimby Administration Building.**

(Ndiaye/Tutt)

The recommendation was put to the vote and declared carried.

Report No. 7.3
File No:

Car share service expansion
12025/228

Background

Council currently facilitates a car charge program within the Shire, with private provider PopCar holding the current lease of 14 Council parking bays until 30 September 2026 (I2023/778).

Due to requests from local residents, PopCar have proposed three additional locations, Brunswick Heads, Bangalow, and Suffolk Park (one parking bay each). The additional three proposed parking bays would bring the total Council-owned parking bays allocated to car share to 17.

Scope of Work

Staff have completed several rounds of community consultation via mail and have received varying levels of support for the locations suggested. Through consultation with residents, Council’s Traffic and Transport team, and Public and Environmental Services team, three locations are proposed for approval:

Location 1: Beech Dr, Suffolk Park

Three locations on Beech Drive and one location on Clifford Street were considered in Suffolk Park, however, were deemed unsuitable due to flooding or various traffic constraints. The highlighted area on Beech Dr in the image below was suggested by nearby residents as a good alternative due to its location adjacent Council owned land, high visibility for passing traffic and no other constraints such as flooding or bus stops. The area is unmetered, no time limit parking.

Recommendation: One line-marked parking bay is recommended within the highlighted area of Beech Dr, Suffolk Park.



Location 2. Deacon St, Bangalow

The highlighted area on Deacon St in the image below is an existing unmetered car park with no time limits. The area received no feedback from adjacent residents who received the consultation letter via mail. Alternative locations were also proposed on Ashton St, however negative feedback was received at this location.

Recommendation: One line-marked parking bay is recommended within the highlighted area on Deacon St, Bangalow.



Location 3. Tweed St, Brunswick Heads

The highlighted area in the image below was recommended by the Traffic and Transport team due to its location outside of the pay parking area. The area is unmetered, no time limit parking (no parking between 1-6am). The no overnight parking does not apply to car share as is the case with other existing car share locations.

Recommendation: One line-marked parking bay is recommended within the highlighted area on Tweed St, Brunswick Heads.



Signage and line marking

a) Signage details

Refer to AS1742 and the RMS Sign Register for sign details.

No Parking/Authorised Car Share Vehicles Excepted signs are used to regulate car share only parking and enable compliance.

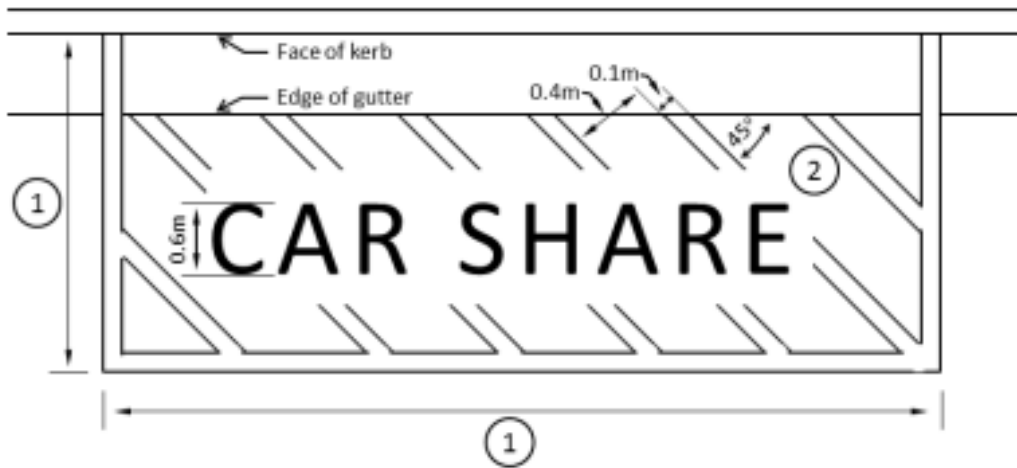
RS-447 No Parking/Authorised Car Share Vehicles Excepted:



b) Line marking details

Dimensions, layout and basic line marking for on street parking bays are provided in AS2890.5: Parking facilities – on street parking.

Line marking enhances visibility and compliance with car share only parking spaces and should include stencilling with white or green hatching:



Notes:

- ① Refer to AS2890.5 for the dimensions and transverse and longitudinal markings of the parking bay.
- ② Diagonal white lines may be used to enhance the visibility and recognition of the car share parking space. Green pavement paint may also be used between the diagonal lines for greater enhancement.

c) Example of signage and line marking (faded) at Mullumbimby Administration Building:



Fees and charges

If approved, each proposed parking bay will be leased for an annual fee of \$300 and all line marking and signage is at the expense of the current car share operator, PopCar, as per their lease agreement.

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee supports the expansion of car share and installation of associated signage and line marking for one space at the following locations:

- **Location 1: Beech Dr, Suffolk Park**
- **Location 2. Deacon St, Bangalow**
- **Location 3. Tweed St, Brunswick Heads**

(Tutt/Miller)

The recommendation was put to the vote and declared carried.

**Report No. 7.4 Essential Energy - Pole Mounted Electric Vehicle Charger Trial -
Signage and Line Marking**

File No: I2025/234

Background

Essential Energy are conducting a trial of pole-mounted Electric Vehicle (EV) destination chargers. Deploying EV chargers on existing poles is cost effective as electricity is already at these assets. At the end of the trial the utilisation will be assessed and recommendations made for future EV charging locations.

Essential Energy will fund 100% of the installation costs. It is still to be determined whether the cost for the signage and line markings would be covered by Infrastructure Services, or the charge point operator that is a partner in the trial.

For the trial, the preference is for signage and line markings to designate the car spaces as EV only while charging. Council has received negative feedback at other sites where there has been a delay in implementing signage and line markings as EV drivers cannot access the facilities. Transport for NSW data indicates that 2% of vehicles registered in the Byron Shire Council area are battery electric vehicles.

Council Staff used GIS mapping tools provided by Essential Energy to select optimal assets with proximity to local businesses, tourism and local experience destinations. Council Staff consulted the community by way of letter to surrounding houses and businesses.

From investigations of 15 shortlisted sites, 3 locations have been identified as suitable:

1. 2x designated car spaces at 26 Station Street, Bangalow
2. 1x designated car space at 55 Stuart Street, Mullumbimby
3. 1x designated car space at 34 Fingal Street, Brunswick Heads


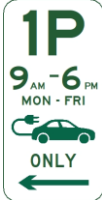

Examples images of pole mounted EV chargers supplied by Essential Energy:



Scope of Work

In accordance with [TfNSW Electric Vehicle Charging Stations - Signposting and Pavement Marking](#), signage and line marking is required as follows:

- a) Signage

Location	Parking Time Restriction	Signage Required (with image example)
26 Station Street, Bangalow	None	 EV parking (R5-10)
55 Stuart Street, Mullumbimby	2 hours	 Time limited EV parking (R5-1-10n)
34 Fingal Street, Brunswick Heads	4 hours	 Time limited EV parking (R5-1-10n)

b) Pavement Marking

Pavement marking is regulatory and may be used to define a parking area for EVs. It should be used in combination with signposting at a charging station. The pavement marking dimensions of the symbol and layout are provided in Traffic Signs register. The marking shall reflect any charging restriction displayed on the signposting. The symbol should be applied with a skid resistant material that meets the performance requirements of TS 03294.1. The colour of the symbol shall be G13 Emerald as specified in AS 2700.

All sites will be designated for EV charging with the below image of the Pavement Marking with Charging Restriction.



Location Details

Location of EV pole charger (orange line) and 2 designated car spaces (green lines) at 26 Station Street, Bangalow.



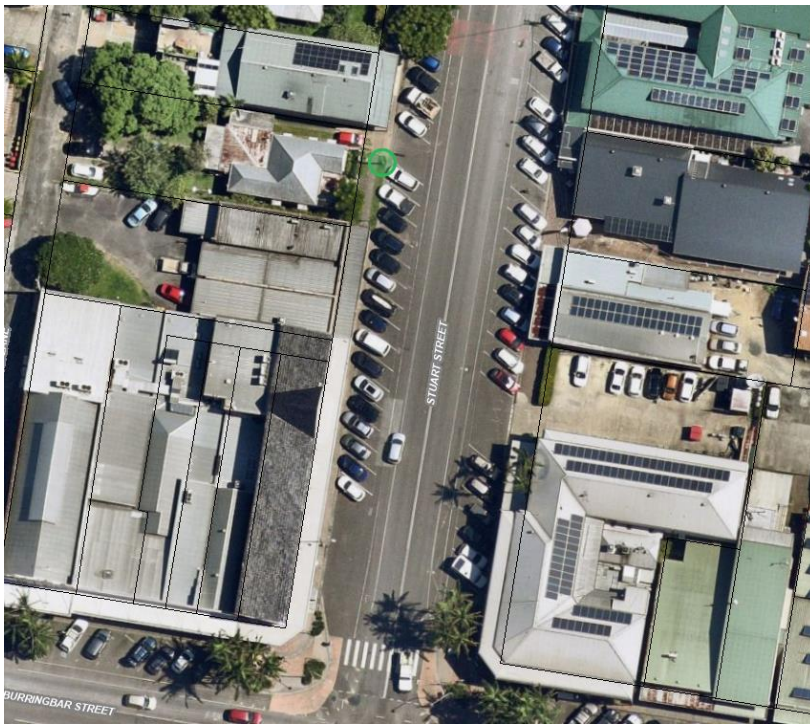
Aerial view of Station Street, Bangalow, with pole circled in green.



Location of EV pole charger (orange line) and 1 designated car space (green lines) at 55 Stuart Street, Mullumbimby.



Aerial view of Stuart Street, Mullumbimby, with pole circled in green.



Location of EV pole charger (orange line) and 1 designated car space (green lines) at 34 Fingal Street, Brunswick Heads



Aerial view of Fingal Street, Brunswick Heads, with pole circled in green.



Community Consultation

A summary of the community consultation for each site is provided in the table below.

Location	Supportive	Not Supportive	No Response	Comments
Bangalow	0	0	10	n/a

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Mullumbimby	0	2	27	<p>Concern regarding time spent charging.</p> <p>Response: parking time limits will still apply.</p> <p>Suggestion to move to other location further outside town as parking limited.</p> <p>Response: During the trial the impacts will be monitored.</p>
Brunswick Heads	1	3	65	<p>Suggestion to move to other location as parking limited.</p> <p>Response: During the trial the impacts will be monitored</p> <p>Concerns regarding paid parking.</p> <p>Response: EV drivers will pay for parking and charging.</p>

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee supports the installation of designated electric vehicle signage and line markings for the Essential Energy trial at:

- **26 Station Street, Bangalow (2 car spaces);**
- **55 Stuart Street, Mullumbimby (1 car space); and**
- **34 Fingal Street, Brunswick Heads (1 car space)..**

(Tutt/Miller)

The recommendation was put to the vote and declared carried.

There being no further business the meeting concluded at 9.38am.