

Minutes of Meeting

Local Traffic Committee Meeting

Venue	Conference Room, Station Street, Mullumbimby
Date	Tuesday, 3 June 2025
Time	9:00 AM

BYRON SHIRE COUNCIL

LOCAL TRAFFIC COMMITTEE MEETING MINUTES

3 JUNE 2025

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON TUESDAY, 3 JUNE 2025

File No: I2025/823

MEETING COMMENCED:9.01am

PRESENT:

Councillors:	Cr Sarah Ndiaye	Virtual
	Cr Jack Dods	Late/Present
Transport for NSW:	Alexie Miller	Present
	Greg Aitken	Present
NSW Police:	Senior Constable Langheim	Present
MP:	James Maxwell on behalf of Tamara Smith MP	Virtual
Staff:	Phillip Holloway (Director Infrastructure Services)	Present
	Ben Taylor (Traffic Engineer)	Present
	Euan Rose (Infrastructure Planning Coordinator)	Present
	Samual Frumpui (Manager Works)	Present
	Gray Blunden (Development Engineer)	Virtual
	Tom Coulthurst (Project Manager)	Present

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST

Declaration of Not significant/Non-Pecuniary Conflict of Interest received from Cr Dods in relation to item 6.5. (Cr Dods left the meeting and did not participate in the debate).

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Committee Recommendation:

That the minutes of the Local Traffic Committee Meeting held on 6 May 2025 be confirmed.

(Miller/Holloway)

The recommendation was put to the vote and declared carried.

MATTERS ARISING

OUTSTANDING ISSUES/RESOLUTIONS

REGULATORY MATTERS

Report No. 6.1 Intersection upgrade at 189 Federal Drive
File No: I2025/682

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 a Multiple Occupancy comprising 15 dwelling sites including road works, tree removal, environmental restoration works and associated infrastructure.

As part of the approved D.A (10.2023.299.2) consent condition 17 imposed the following requirement:

Condition 17 Consent required for works within the road reserve

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee endorses the proposed intersection plan as nominated in Attachment 1 (E2025/51169). (Miller/Holloway)

The recommendation was put to the vote and declared carried.

**Report No. 6.2 Tallowood Stage 9 - RFS requirements for No Stopping on non
perimeter roads**
File No: I2025/683

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 Subdivision Works Certificate associated with a development approval for Stage 9 Tallowood Ridge Estate Subdivision to Create Forty-Eight (48) Residential Lots, of which Seven (7) of these Lots are a Community Title subdivision, and a Community Title common Property Lot

As part of the approved D.A (10.2020.109.1) consent conditions 3 & 6 imposed the following requirement:

3) Integrated Approvals from other State Government Approval Bodies

This development consent includes an Integrated development approval under Sections 4.46 and 4.47 of the Environmental Planning and Assessment Act 1979, being an authorisation under section 100B of the Rural Fires Act 1997 in respect of bush fire safety of subdivision of land that could lawfully be used for residential purposes, and is subject to the General Terms of Approval from the Rural Fire Service dated 13 July 2021 [Ref: DA20200311000919-CL55-1] contained in a schedule of this Notice of Determination.

6) Engineering Construction Plans

b) Full Width Road Construction

Full width road, kerb & gutter, drainage and footpath construction for all proposed roads on the approved plan and in accordance with Condition 4 of RFS GTA with reference no DA20200311000919-CL55-1 dated 13 July 2021. Particular emphasis to the following:

- No parking inside the carriageway of perimeter roads;
- Perimeter roads be provided with roll top kerb;
- Hydrants are located outside of parking reserves and road carriageways; and
- Traffic management devices are constructed to not prohibit access by emergency services vehicles;

In addition to the approved plans, provision must be made to provide 1.2m wide footpath in Road 1-2 to create a footpath circuit between Road 1-1 and Road 1-3 accordance with Northern Rivers Local Government Standard Drawing R-07.

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.

The RFS PBP2019 guidelines require a non-perimeter road to have a minimum clear width of 5.5m and for carparking to be located outside of the carriageway width. Road 1 is approved as an 8m wide road allowing parallel carparks on one side only with a minimum width of 2.1m

RFS has confirmed in writing that Road 1-1 in question is a Non Perimeter road, therefore requires No Parking installed on one side of the road as indicate on attachment 1 demonstrating compliance with this.

Committee Comments

N/A

Management Comments

Phil H - Look into potentially not using signs, just have lines.

Committee Recommendation:

That the Local Traffic Committee endorses the proposed lines and signs layout as nominated in Attachment 1 (E2025/49387). (Dods/Miller)

The recommendation was put to the vote and declared carried.

Report No. 6.3
File No:

South Beach Road Upgrade - Signs & Lines
I2025/742

The purpose of this report is to gain Local Traffic Committee and Council support for the South Beach Road Upgrade – Signs and Linemarking.

The works will improve accessibility, drainage, parking and the poor condition road surface, creating a safer road environment.

South Beach Road Reconstruction Project - Scope of Works Description

- New road pavement drainage including concrete kerbing, stormwater pits, lintels and pipework.
- Construction of new concrete edge restraint, road garden beds, infiltration gardens, plantings, topsoiling and turfing.
- New concrete footpath linkages, pedestrian ramps, stone pitched turnout bays and pre-cast pedestrian islands.
- Design and construction of new road pavement including revised profile to improve localised drainage and functionality of new road pavement.
- New line marking and signage throughout the project footprint.

Committee Comments

N/A

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee: -

- 1. Supports the signage, line markings and traffic control devices associated**

with the South Beach Road works in accordance with sheets 1-3 of the signs and line marking pages within Attachment 1 (E2024/148246); and

- 2. Consider traffic calming measures at the high pedestrian activity nodes/areas.**

(Dods/Miller)

The recommendation was put to the vote and declared carried.

Report No. 6.4 Parking changes in Fawcett Street, Brunswick Heads
File No: I2025/807
Purpose:

The purpose of this report is to gain support for the expansion of the Brunswick Heads Pay Parking zone to include the southern side of Fawcett Street, Brunswick Heads (Park Street to Tweed Street).

It is noted that the northern side of Fawcett Street, Brunswick Heads is already included in the paid parking scheme.

This request is in response to ongoing community complaints received by Council's PES team. Details of the area are provided within the Information section below.

Information:

Proposed Extent – Fawcett Street, Brunswick Heads



Council has received ongoing complaints from residents of Fawcett Street since the introduction of paid parking in Brunswick Heads. The complaints relate to 40 plus illegal campers parking all day long in the 2hr parking zone on the Southern side of Fawcett Street, Brunswick Heads. They are not parking on the northern side which has paid parking installed.

Complaints relate to toileting in the streets, filling bins, sitting on chairs in the roadway, noise, cooking, emptying cooking oil etc into the park and endless music.

Council's Compliance Coordinator doorknocked all residents of Fawcett Street on Monday 12 May 2025 and provided a copy of this proposal, seeking feedback.

The following feedback has been received:

- 2 Fawcett Street – very emotional/upset, regular contact with Council – supports paid parking asap
- 8 Fawcett Street – supports paid parking asap
- 10 Fawcett Street – supports (and offer to personally pay for extra compliance staff)
- 12 Fawcett Street - supports paid parking asap
- 7/12 Fawcett Street – objects as believes camper vans should be supported

- 16 Fawcett Street – supports paid parking asap
- 22 Fawcett objects to more paid parking as does not like paid parking generally – believes Council just not doing anything
- Police support proposal – they have advised affected residents they will only attend if campers are threatening, fighting or verbal abuse but the parking and camping problem rests with council
- Waste Team supports
- IS has indicated support

An example of the current situation is as follows:



The existing 2-hour parking signs located within the area – these can be removed and replaced with 4-hour pay parking signs. At this stage, additional parking meters are not required as users can utilise the existing meter on the Northern side of Fawcett St.

Compliance at this location will continue to be monitored and if necessary additional cash meter's or "Touch N Go" units can be implemented.

Legal basis for installation

Note from Legal Counsel

The proposed Sign installation involves the exercise of functions under various pieces of road legislation.

Committee Comments

Committee supports further consideration of extension of paid parking time frames or

parking restrictions between 5pm to 1am and 5am to 9am to assist with non-compliance
Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee supports the following: -

- 1. The expansion of Brunswick Heads Pay Parking scheme to include the southern side of Fawcett Street (Park Street to Tweed Street), Brunswick Heads.**
- 2. Change of the parking time limit on the southern side of Fawcett Street (Park Street to Tweed Street) to 4PP, including.**
 - a. 4PP 9am-5pm with permit holders excepted.**
 - b. No Parking 1-6am with permit holders excepted(Dods/Ndiaye)**

The recommendation was put to the vote and declared carried.

Report No. 6.5	Mullumbimby Road Upgrade - The Saddle Road Intersection
File No:	I2025/809

This report seeks feedback from the Local Traffic Committee (LTC) on the proposed intersection treatment at the Saddle Road and Mullumbimby Road intersection, following a Mayoral Minute (Attachment 1 – I2025/659) requesting reconsideration of the current design. The Mayoral Minute references the unsuccessful funding application for the proposed roundabout at the Gulgarn Road and Mullumbimby Road intersection, which would have provided Saddle Road residents with a safe U-turn facility for Mullumbimby-bound travel.

Project Background

The Mullumbimby Road Upgrade includes a Black Spot-funded component aimed at improving road safety between McAuleys Lane and The Saddle Road. As part of the project's safety review, the Saddle Road intersection was identified as having inadequate:

- Stopping sight distance
- Manoeuvre sight distance
- Minimum gap sight distance
- Safe intersection sight distance

To address these deficiencies and eliminate high-risk turning movements, a 'left-in, left-out' intersection configuration was developed and incorporated into the 80% detailed design.

Council staff maintain their support for the 'left-in, left-out' treatment as the most effective solution to mitigate the identified safety risks and improve intersection performance. Saddle Road residents will be encouraged to use the eastern access via Gulgarn Road as

an alternative route for accessing Mullumbimby.

Design and Approvals History

- The 80% detailed design, including signage and line marking plans, was supported by the Local Traffic Committee in November 2024 (Attachment 3 – I2024/1439).
 - Council endorsed the design at its meeting on 12 December 2024 (Attachment 4 – I2024/1601).
 - No substantive changes have occurred between the 80% design and the final Issued for Construction (IFC) drawings.
 - The IFC drawings are provided in Attachment 2 (E2025/56162).
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Options for Local Traffic Committee Consideration

Option A – Support design modification:

That the Local Traffic Committee supports altering the current approved intersection treatment at the Saddle Road and Mullumbimby Road intersection from a 'left-in, left-out' configuration to a revised arrangement that permits full turning movements, subject to further assessment of road safety implications and endorsement by Council.

Option B – Maintain support for current design:

That the Local Traffic Committee maintains its support for the 'left-in, left-out' intersection treatment at the Saddle Road and Mullumbimby Road intersection, as per the 80% detailed design and Issued for Construction drawings, in recognition of the safety improvements it delivers and alignment with the objectives of the Black Spot funding.

Committee Comments

Cr J Dods left the meeting at 9.54am due to Non-Pecuniary Interest.

Management Comments

N/A

Committee Recommendation:

That the Local Traffic Committee: -

- 1. Notes the advice from TfNSW (Technical Place & Movement Partner) and supports the alteration of previously approved signs and lines drawings within the LTC meeting held 19 November 2024 (RES24-591) for the removal of;**
 - a) the left only signage for property 110 Mullumbimby Road & The Saddle Road intersection with Mullumbimby Road; and**
 - b) the chevron line marking and replace with enhanced centre line BB2 line marking.**
- 2. Supports Option A as outlined within the report.**

(Miller/Holloway)

The recommendation was put to the vote and declared carried.

MATTERS FOR TRAFFIC ENGINEERING ADVICE

Report No. 7.1 **Technical advice regarding proposed upgrade works on Shelly Drive and road safety issues at the access point of 103 Paterson Street, Byron Bay**
File No: I2025/740

Council's development engineer is currently assessing a development application – 10.2024.376.1, for the creation of a 5-lot Community Title Subdivision, construction of four detached dwellings on vacant lots and the construction of a dual occupancy to the existing dwelling in 103 Paterson St, Byron Bay.

The report seeks technical advice for the proposed upgrade works on Shelly Drive by Lucena Engineers, as well as proposed mitigation measures by Lucena Engineers to address the safety issues identified in the Road Safety Audit (RSA) conducted by Pekol Traffic and Transport Engineering. The proposed upgrade works plan, RSA, and mitigation measures are detailed in Attachment 1.

Committee Comments

Cr Dods re-entered room at 10.15am

Preference would be concrete curb blister installed with suitable plantings and pedestrian provision.

No parking from concrete blister down to the driveway of the proposed development.

Management Comments

N/A

FOR INFORMATION ONLY

Report No. 8.1 **GM Delegations - Works Carried Out**
File No: I2025/754

Purpose:

This report summarises the works undertaken by Council in accordance with the temporary delegation for traffic management and pedestrian works to Council from Transport for NSW.

The completed works have been authorised by the General Manager as per the attached signed Memorandums.

Information/Background:

Brunswick Heads Parking Changes - Attachment 1

Signage was installed in response to resident and parking enforcement feedback. Where appropriate, staff has arranged communication with residents to inform of the changes prior to implementation.

Installation of new parking signage and linemarking in multiple locations around Brunswick Heads as detailed in the Scope of Work within the memo (Attachment 1).

Summary of the installed traffic control devices is provided below:

- 2 Hour Parking – Fawcett Street
- No Parking 1am to 6am – Tweed St
- 2 Hour Parking – Riverside
- No Stopping on Laneways
- No Stopping at intersection of Newberry Pde & Harbour Way
- No Parking during school hours – Lilly Pilly Preschool

Cenotaph Lane, Mullumbimby - Attachment 2

Council received requests from Fire and Rescue NSW Mullumbimby Fire Station for additional signage to be installed surrounding Cenotaph Lane, to provide authorised vehicles expected signage adjacent to Civil Memorial Hall service entrance, and to reinstate the chain gateway access to Cenotaph Memorial Park.

Installation of new parking signage and linemarking in Cenotaph Lane as detailed in the Scope of Work within the memo (Attachment 2).

Byron Bay Public School Accessible Parking – Attachment 3 & 4

Construction of two accessible car parks in front of Byron Bay Public School in Kingsley Street. The request was sent from the school and parents to our Parking Enforcement team. Request was expedited as it was noted a new enrolment for 2025 school term would require accessible parking. Further information on this project within the attached memo (Attachment 3)

Installation of new parking signage and linemarking in Cenotaph Lane as detailed in the design drawings (Attachment 4).

Summary of the works is provided below:

- Install new signage and linemarking
- Relocate existing signage to accommodate design
- Install new bollards
- Pedestrian gutter bridge from the parking space to the footpath

- Footpath connection from parking space to existing footpath

Broken Head Reserve Road – Attachment 5

Council received multiple complaints from residents regarding motorists ignoring restrictive parking zone signage on Broken Head Reserve Road. Previously Council has installed restrictive “park in bays only” signage in 2019.

Signage was installed to apply 3P time limits to existing parking bays in response to resident and parking enforcement feedback. Regulatory linemarking “No stopping – yellow line” was also installed on Broken Head Reserve Road to prevent illegal parking within verge.

Installation of new parking signage and linemarking on Broken Head Reserve Road as detailed in the memo (Attachment 5).

Committee Comments

N/A

Management Comments

N/A

There being no further business the meeting concluded at 10.38am.