

# Minutes of Meeting

## Local Traffic Committee Meeting

|       |                                              |
|-------|----------------------------------------------|
| Venue | Conference Room, Station Street, Mullumbimby |
| Date  | Tuesday, 11 October 2022                     |
| Time  | 10.30am                                      |



**BYRON**  
SHIRE  
COUNCIL



**MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON TUESDAY, 11 OCTOBER 2022**

**File No: I2022/1435**

MEETING COMMENCED: 10.35am

PRESENT:

Staff: Judd Cornwall (Traffic Engineer), Chris Larkin, Gray Blunden, Richard Bradbury, Shelley Flower (Minute Taker).

ATTENDANCE VIA AUDIO-VISUAL LINK:

Councillor: Michael Lyon  
Transport for NSW: John Carey and Alexie Miller  
NSW Police: Detective Chief Inspector Matt Kehoe  
Staff: Stephen McCarthy

APOLOGIES:

Siobhan Foley on behalf of Tamara Smith MP

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 4 October 2022 be confirmed.**

(Kehoe/Lyon)

*The recommendation was put to the vote and declared carried.*

MATTERS ARISING

None.

OUTSTANDING ISSUES/RESOLUTIONS

None.

REGULATORY MATTERS

**Report No. 6.1**  
**File No:**

**JHR - McAuleys Lane Overbridge Repairs works- Road Closure**  
**I2022/856**

## Summary

Council has received a s138 Roads Act application by UGL Regional Linx for the closure of McAuley's Lane Myocum railway overbridge for the purpose of 'renew defected components' throughout structure'. A Traffic Guidance scheme for the closure and repair works has been received

It is noted the applicant (State Rail) representative UGL Regional Linx made application for the closure in Nov 2021, however this was not supported by Council as the closure would limit local traffic movements as Council was undertaking significant roadworks at Possum Shoot Myocum. This application was withdrawn to be relodge at a later date.

## Proposed Road Closures

The proposed works are schedule between 25.10.22 to 29.11.22. Road closures dates are shown in the table below. Due to the overbridge being approximately 10km from the eastern detour and 5km from the western detour, the TGS attached to this report has VMB at Mullumbimby Road and Myocum Road to alert road users to the closed road.

The VMB will be installed a minimum of 7 days prior to the first closure.

The applicant also proposes to letter box drop to affected residence along McAuley's Lane and affected side roads.

The below schedule has periods where the road will be re-opened for traffic for seven (7) days at a time during the repair works schedule. While this can be confusing for road users, the use of VMB will assist road users before entering McAuley's Lane.

| ROAD                                    | SCHEDULE DATES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>McAuley's Lane – Road Overbridge</b> | <p><b>Construction Hours:</b></p> <p><b>Roster 1:</b> 0700hrs to 1700hrs from Tuesday Morning 25<sup>th</sup> October through to Tuesday Afternoon 1<sup>st</sup> November 2022. Including Saturdays &amp; Sunday ( <b>Full Rd Closures Required for 8 days</b>) Detour route Via/ TGS used prior ( Please view attached image )</p> <p><b>Road open (between rosters) for 6 days</b></p> <p><b>Roster 2:</b> 0700hrs to 1700hrs from Tuesday Morning 8<sup>th</sup> November through to Tuesday Afternoon 15<sup>th</sup> November 2022. Including Saturdays &amp; Sunday (<b>Full Rd Closures Required for 8 days</b>)</p> <p><b>Road open (between rosters) for 5 days</b></p> |

|  |                                                                                                                                                                                                                          |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <b>Roster 3:</b> 0700hrs to 1700hrs from Tuesday Morning 22 <sup>nd</sup> November through to Tuesday Afternoon 29 <sup>th</sup> November 2022. Including Saturdays & Sunday ( <b>Full Rd Closures Required 8 days</b> ) |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Council will also advertise the road closure on its website for 7 days.

## **Traffic Control**

It is proposed to manage traffic during the above road closures through the implementation of Traffic Guidance Schemes (E2022/91131). See Attachment 1 for more details.

### Committee Comments

None.

### Management Comments

None.

### Committee Recommendation:

**That:-**

- The Local Traffic Committee note the road closures of McAuley's Lane which includes the following temporary road closures dates & times below:**

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

- The approval provided in Part 1 is subject to:**

- implementation of the Traffic Guidance Scheme by those with appropriate**

**TfNSW accreditation and the holding of current and appropriate levels of insurance and liability cover;**

**b) the Road closure be notified on Council's web page;**

**c) That the UGL Regional Linx:**

- **inform the community and businesses that are directly impacted (eg with driveway access to McAuleys within 500m of Rail over bridge via written information which is delivered to the property in a timely manner so as to document, consider and respond to any concerns raised;**
- **liaising with bus, taxi and waste operators and ensuring arrangements are made for provision of services during conduct of the event;**
- **consulting with emergency services and any identified issues be addressed;**
- **holding \$20m public liability insurance cover which is valid for the event;**
- **Road closures not occur during NSW School Holiday periods.**

**3. The approval extend to include the signs and devices necessary to effect the temporary road closures.**

(Lyon/Kehoe)

*The recommendation was put to the vote and declared carried.*

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**Report No. 6.2**  
**File No:**

**Durrumbul Pre-School Road Safety Improvements**  
**I2022/1290**

The Durrumbul Community Preschool has requested the installation of no-stopping signage on Durrumbul Road, on the inside of the blind corner on approach to the school drop-off/pick-up area.

There are sight distance issues from vehicles parking on the corner during pick-up and drop-off times. This issue is particularly concerning when it rains as the drop-off area is unsealed and potholed. Parents are parking closer to the road edge and cannot see the cars approaching from around the corner (refer to figure 1 and 2).

To reduce the risks in this location it is proposed to install a new 'No Stopping' area around the corner. The location of the three proposed signs is detailed in figure 3 below.



**Figure 1: Photo Durrumbul Preschool (above)**



**Figure 2: Locality Map (above)**



**Figure 3: Propose Sign Installation (above)**

Committee Comments

TfNSW: The sketch for the Durrumbul School No Stopping zone should be amended to match the recommendation below.

Management Comments

None.

**Committee Recommendation:**

**The Local Traffic Committee recommends that Council:**

**Endorse the installation for 'No Stopping' signage to be installed as shown in the signage installation plan - Figure 3 in document I2022/1290, subject to changes as discussed.**

(Lyon/Kehoe)

*The recommendation was put to the vote and declared carried.*

EVENTS

**Report No. 7.1            Event - Falls Festival 2022/23**  
**File No:                    I2022/1294**

Council has received an application for the Falls Festival to be held on 31 December 2022 to 2 January 2023.

This was previously approved by the Local Traffic Committee (LTC) and through Council Resolution 20-453.

Committee Comments

None.

Management Comments

None.

Committee Recommendation:

1. That the Local Traffic Committee support Falls Festival 2022-23 to be held from 31 December 2022 to 2 January 2023 (with campers arriving from 29<sup>th</sup> December 2022 and allowed to depart no later than 3<sup>rd</sup> January 2023).
2. That the Local Traffic Committee's support in Part 1 is subject to:
  - a) Approval from NSW Police and TfNSW respectively;
  - b) The development of a Traffic Management Plan and Traffic Control Plan(s) by those with relevant TfNSW accreditation. These plans are to be submitted to Byron Shire Council at least 2 months prior to the event for approval of traffic regulation on roads under Byron Shire control;
  - c) The Traffic Management Plan and the Traffic Control Plan to be implemented by those with relevant and current TfNSW accreditation;
  - d) The temporary 'No Stopping' where applied, including on Brunswick Valley Way and Tweed Valley Way (between Shara Boulevard and north to the Shire boundary), is implemented prior to the event and in accordance with relevant state requirements and Australian Standards;
  - e) A communications protocol be developed and maintained by those involved in the implementation of traffic management, including monitoring during the event and ability to implement contingency plans as and when directed;
  - f) Monitoring of vehicle volumes that arrive and depart the festival site and on the local road network;

- g) The holding of an event debrief within the month following the festival which should include but not be limited to Council, TfNSW and Police.

**3. The event organiser is to:**

- a) advertise the impact of the event via a notice in the local weekly paper 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;
- b) provide a copy of the advert to Council for the Council website;
- c) give consideration to any submissions received;
- d) inform the community and businesses that are directly impacted (e.g. adjacent to the event) via written information which is delivered to the property in a timely manner. Document, consider and respond to any concerns raised;
- e) arrange for private property access and egress affected by the event;
- f) liaise with bus and taxi operators and ensure arrangements are made for provision of services during the event;
- g) consult with emergency services and address any identified issues;
- h) hold \$20m public liability insurance cover which is valid for the event; and
- i) pay Council's Road Event Application Fee and Local Traffic Committee Fee prior to the event.

**4. The approval extend to include the signs and devices necessary to effect the changed traffic conditions.**

(Lyon/Kehoe)

*The recommendation was put to the vote and declared carried.*

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|                       |                                                                                                                           |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>Report No. 7.2</b> | <b>DA10.2022.372.1 - North Byron Hotel Traffic Management Plan - Byron Bay Craft Beer and Cider Festival/ Caper Event</b> |
| <b>File No:</b>       | <b>I2022/1338</b>                                                                                                         |

**SUMMARY**

Council has received a development application to use the North Byron Hotel also known as the Sub Bistro at No.61 Bayshore Drive, Byron Bay for three events per year for the next three years. The first event is planned for the 11 - 13 November 2022 and is named the Caper Byron Bay Festival. The festival will cater for up to 1,500 patrons per day and will operate as follows

- Friday 11/11/2022 – 3pm to 9pm
- Saturday 12/11/2022 – 10am to 9pm
- Sunday 13/11/2022 – 10am to 9pm

A Traffic Management Plan (TMP) and associated Traffic Guidance Scheme (TGS) has been submitted to Council for the event next month. For details refer to Attachment 1.

## **BACKGROUND**

The event site is located at the end of Bayshore Drive before the railway crossing to the Elements Resort. Overflow parking is proposed within the resorts grounds with traffic to be slowed to 40 km/hour as per the proposed plan.

The hotel has been used previously for the Beer and Cider event under DA10.2018.132.1 for a limited trial period for two years.

Only one event was held in 2019.

It is understood this event raised no issues of concern. The consent has since lapsed.

## **DEVELOPMENT CONSENT**

Development Application 10.2022.372.1 was accepted by Council on 29 September 2022. At the time of writing this report (30/09/2022) the application is currently under assessment having been only recently submitted. Due to time constraints and noting general sentiment from the elected Council to assist such development, the TMP and TGS is put forward for LTC consideration prior to the DA being finalised. The following condition of consent is likely to be proposed requiring a Traffic Management Plan to be approved under S138 of the Roads Act 1993.

The condition states:

### **#) Section 138 Roads Act 1993 - Traffic Management Plan**

*Prior to each event, consent from Council must be obtained for a Traffic Management Plan pursuant to Section 138 of the Roads Act 1993. The plans and specifications are to include the measures to be employed to control traffic during the operation of the event (including bump in and bump out phases). The TMP is to be designed in accordance with the requirements of the current version of the Transport for NSW Traffic Control at Work Sites Technical Manual.*

*The report must incorporate measures to ensure that motorists using road adjacent to the development, residents and pedestrians in the vicinity of the development are subjected to minimal time delays due to construction on the site or adjacent to the site.*

*The TMP and associated traffic guidance scheme/s must be prepared by a suitably qualified Transport for NSW accredited person.*

This report is anticipation of a Roads Act Application being submitted to address the above likely condition.

The development application has also been forwarded to the Transport for NSW and NSW Police for comment.

Should the DA be approved and such approval includes additional events over the three year

period, then a separate TMP/ TGS will needed to be submitted for those future events, and updated to reflect and address any issues that may arise.

**Details**

For details on parking and traffic management see attachment 1 to this report.

- Parking is proposed within the grounds of the Elements resort to the north.
- Traffic is to be slowed to 40 km/ hour by way of regulatory signage for the event
- Signage and VMS boards are proposed on Ewingsdale road to direct and warn traffic.
- The TMP discusses queueing on the Pacific Motorway and ow the proposal will mitigate that by later start times each day.

**COUNCIL IMPLICATIONS**

- **Budget/Financial**

All traffic control costs are to be borne by the event organisers.

- **Asset Management**

Not applicable.

- **Consultation**

A condition of the endorsement of this event is that appropriate consultation is undertaken, including:

1. Advertising the impact of the event in the local newspaper and on the Council website.
2. Informing community and business that are directly impacted.
3. Consulting with emergency services.

- **Legal and Risk Management**

If vehicles cause congestion on Bayshore Drive, then this could directly impact a Regional Road – Ewingsdale Road.

**RECOMMENDATION:**

1. **That Council endorse the submitted Traffic Management Plan and Traffic Guidance Scheme for the Byron Bay Craft Beer and Cider Festival/ Caper Byron Festival at the North Byron Hotel on 11 – 13 November 2022.**
2. **That the approval is subject to:**
  - a. **Separate approvals by NSW Police and Transport for NSW being obtained.**
  - b. **The Traffic Management Plan be amended to document, the persons who are authorised to change the TGS on the day for unforeseen circumstances.**

- c. **The Traffic Guidance Scheme to be implemented by those with relevant and current Transport for NSW accreditation.**
3. **That the event organiser must:**
  - a. **Advertise the impact of the event via a notice in the local weekly paper a minimum of one week prior to the operational impacts taking effect. The notification 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,**
  - b. **Notify the public of event details on Council's webpage. Details to be supplied to Council by the event organisers,**
  - c. **Undertake consultation with community and affected businesses including adequate response/action to any concerns raised,**
  - d. **Undertake consultation with emergency services and any identified issues addressed,**
  - e. **Hold \$20m public liability insurance cover which is valid for the event.**
4. **The approval extend to include the signs and devices necessary to effect the changed traffic conditions.**

#### Committee Comments

NSW Police: Extend bollards with tape to protect grassed verge pedestrian area.  
Additional traffic controller to be stationed at pedestrian crossing outside Hotel, Elements and other entry points to other accommodation providers along Bayshore Drive to manage pedestrians.

Traffic controllers to be on site at all times and on call when needed to be activated.

TfNSW: All 40k zone and end signs are required to be authorised by Council.

#### Management Comments

None.

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#### **Committee Recommendation:**

(Kehoe/Carey)

*The recommendation was put to the vote and declared carried.*

#### FOR INFORMATION ONLY

|                       |                                                                                                               |
|-----------------------|---------------------------------------------------------------------------------------------------------------|
| <b>Report No. 8.1</b> | <b>Byron Bay Traffic and Pedestrian Management Strategy for the Christmas &amp; New Years Eve period 2022</b> |
| <b>File No:</b>       | <b>I2022/1303</b>                                                                                             |

The Soul Street 2022 event has commenced its planning, including the implementation of

# BYRON SHIRE COUNCIL

## LOCAL TRAFFIC COMMITTEE MEETING MINUTES

11 OCTOBER 2022

traffic management and control measures by and on behalf of Council, as required, at strategic locations within the Byron Bay township road network.

The Council considers it appropriate to assist in managing events and holiday periods that generate large crowds such as New Year's Eve celebrations.

Recent discussions with Police and other agencies indicate growing pressure on Byron Shire transport networks due to increased visitation post Covid -19 pandemic travel restrictions. In addition, as New Year's Eve 2022 is on a Saturday, Council wishes to ensure we are ready to take quick action when necessary.

Council staff will implement traffic management and control measures, with the primary goals of this traffic management and control being:

- i. To ensure road user and pedestrian safety through appropriately managing interactions between vehicles and pedestrians.
- ii. Promote the efficient movement of vehicles within the township during peak tourism periods and events.

This will allow Council staff to extend some of the traffic control measures that are normally adopted for New Year's Eve when considered appropriate, noting that any measures would still require the development of a suitable Traffic Control Plan by an accredited provider, prior to implementation.

Attached are draft plans for this year's event for the committee's information.

### Committee Comments

TfNSW: TfNSW asked if the use of "No Entry" signs (at Byron St / Jonson St and in Lateen La) had been previously approved by LTC and if not, they need to be considered by LTC prior to the event, as they are regulatory signs. Same for the "No Parking" signs in Bay St and the "All Traffic Right" sign in Fletcher St at Bay St. The TCP should be endorsed or noted as "fit for purpose" - if it has been deemed to be suitable for its intended purpose. LTC should NOT be approving any TCP (for liability reasons).

### Management Comments

None.

### **RECOMMENDATION:**

**For the information of the committee.**

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*There being no further business the meeting concluded at 11.38am.*