



WAVERLEY TRAFFIC COMMITTEE MEETING

A meeting of the WAVERLEY TRAFFIC COMMITTEE will be held via video conference at:

10.00 AM, THURSDAY 27 JUNE 2024

Waverley Council
PO Box 9
Bondi Junction NSW 1355
DX 12006 Bondi Junction
Tel. 9083 8000
E-mail: info@waverley.nsw.gov.au

AGENDA

Apologies

Declarations of Interests

Adoption of Previous Minutes by Council - 23 May 2024 5

The recommendations contained in Part 1 - Matters Proposing That Council Exercise its Delegated Functions - of the minutes of the Waverley Traffic Committee meeting held on 23 May 2024 were adopted by Council at its meeting on 18 June 2024.

PART 1 – MATTERS PROPOSING THAT COUNCIL EXERCISE ITS DELEGATED FUNCTIONS

NOTE: *The matters listed under this part of the agenda propose that Council either does or does not exercise the traffic related functions delegated to it by TfNSW. The recommendations made by the Committee under this part of the agenda will be submitted to Council for adoption.*

TC/C STATE ELECTORATE OF COOGEE

Nil.

TC/V STATE ELECTORATE OF VAUCLUSE

Nil.

TC/CV ELECTORATES OF COOGEE AND VAUCLUSE

TC/CV.01/24.06 City2Surf 2024 - Special Event with Temporary Road Closures (A24/0219) 11

COUNCIL OFFICER'S PROPOSAL:

That Council:

1. Treats the attachments to the report as confidential as they contain information that would, if disclosed, prejudice the maintenance of law.
2. Approves the City2Surf 2024 event and associated road closures to take place on Sunday, 11 August 2024, in accordance with the Transport Management Plan attached to the report, subject to the organisers:
 - (a) Providing public liability insurance for the event.

- (b) Obtaining NSW Police approval.
 - (c) Providing event management and delivery plans for the approval of Council's Events team.
 - (d) Notifying Transdev John Holland Buses, NSW Ambulance Service and NSW Fire and Rescue (Bondi, Woollahra, and Randwick Fire Stations).
 - (e) Notifying local residents and businesses.
 - (f) Using traffic controllers accredited by Transport for NSW.
3. Delegates authority to the Executive Manager, Infrastructure Services, to modify the temporary traffic and parking arrangements should on-site circumstances warrant changes, including outcomes of ongoing coordination with the Curlewis Street Streetscape Upgrade Project.

PART 2 – TRAFFIC ENGINEERING ADVICE

NOTE: *The matters listed under this part of the agenda seek the advice of the WTC only and do not propose that Council exercise its delegated functions at this point in time (though they may or may not require it in the future).*

TC/TEAC STATE ELECTORATE OF COOGEE

Nil.

TC/TEAV STATE ELECTORATE OF VAUCLUSE

Nil.

TC/TEACV ELECTORATES OF COOGEE AND VAUCLUSE

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COUNCIL OFFICER’S PROPOSAL:

That the Committee notes that Council has sub-delegated the functions in Transport for NSW’s temporary instrument of delegation for Traffic Management and Pedestrian Works No. 2 to the General Manager and the Director, Assets and Operations, on a trial basis until 30 June 2026.

**MINUTES OF THE WAVERLEY TRAFFIC COMMITTEE
MEETING HELD VIA VIDEO CONFERENCE ON
THURSDAY, 23 MAY 2024**



Voting Members Present:

Cr P Masselos	Waverley Council – Chair
Sgt A Leeson	NSW Police – Eastern Suburbs Police Area Command – Traffic Services
Mr V Le	Transport for NSW – Network and Safety Officer
Mr D Gojak	Representing Kellie Sloane MP, Member for Vaucluse
Mr P Pearce	Representing Marjorie O’Neill MP, Member for Coogee

Also Present:

Ms K Lewis	Transport for NSW
Mr A Subel	Transport for NSW
Mr R Mucciacciaro	Transdev John Holland
Snr Cst B Wilson	NSW Police – Eastern Suburbs Police Area Command – Traffic Services
Mr N Zervos	Executive Manager, Infrastructure Services
Mr S Mueller	Manager, Integrated Transport

At the commencement of proceedings at 10.00 am, those present were as listed above.

Apologies

There were no apologies.

Declarations of Interest

The Chair called for declarations of interest and none were received.

Adoption of Previous Minutes by Council - 18 April 2024

The recommendations contained in Part 1 – Matters Proposing that Council Exercise its Delegated Functions – of the minutes of the Waverley Traffic Committee meeting held on 18 April 2024 were adopted by Council at its meeting on 21 May 2024.

ITEMS BY EXCEPTION

The following items on the agenda were dealt with together and the Council Officer's Proposal for each item was unanimously supported by the Committee:

TC/V.03/24.05 Francis Street, Bond Beach – Electric Vehicle Charging Station.

TC/V.04/24.05 54 Hastings Parade, North Bondi – Construction Zone.

TC/V.05/24.05 232-234 Campbell Parade, Bondi Beach – Construction Zone.

PART 1 – MATTERS PROPOSING THAT COUNCIL EXERCISE ITS DELEGATED FUNCTIONS

NOTE: The matters listed under this part of the agenda propose that Council either does or does not exercise the traffic related functions delegated to it by TfNSW. The recommendations made by the Committee under this part of the agenda will be submitted to Council for adoption.

TC/C STATE ELECTORATE OF COOGEE

TC/C.01/24.05 Newland Street, Bondi Junction - Raised Pedestrian Crossing (A20/0069)

COUNCIL OFFICER'S PROPOSAL:

That Council:

1. Removes the pedestrian refuge and islands in Newland Street, Bondi Junction, north of Walter Street.
2. Installs a raised pedestrian crossing in Newland Street and kerb extensions, 'Give Way' line markings and signs at the intersection with Walter Street, as shown in Figure 3 of the report.
3. Delegates authority to the Executive Manager, Infrastructure Services, to modify the designs should on-site circumstances warrant changes.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/V STATE ELECTORATE OF VAUCLUSE**TC/V.01/24.05 Bondi Festival - Gould Street Party - Special Event (A24/0156)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Approves the temporary traffic and parking changes for the street party in Gould Street, Gould Lane and Roscoe Street, Bondi Beach, on 20 July 2024 as shown in Figure 1 of the report, subject to the event organisers:
 - (a) Obtaining NSW Police approval.
 - (b) Notifying NSW Ambulance Service and NSW Fire and Rescue (Bondi, Woollahra and Randwick fire stations) seven days prior to the event.
 - (c) Notifying local residents and businesses via a series of notification letters and engagement sessions prior to the event.
2. Issues a schedule of conditions, with any additional conditions to be imposed by NSW Police and Transport for NSW.
3. Delegates authority to the Executive Manager, Infrastructure Services, to modify the temporary traffic and parking arrangements should on-site circumstances warrant changes, including ongoing coordination with the Curlewis Street Streetscape Upgrade project.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/V.02/24.05 Bondi Festival - Ferris Wheel and Ice Rink - Special Event (A24/0156)**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Approves the temporary traffic and parking changes for Bondi Festival in Park Drive South, Bondi Beach, as shown in Figure 1 of the report, subject to the event organisers:
 - (a) Obtaining NSW Police approval.
 - (b) Notifying NSW Ambulance Service and NSW Fire and Rescue (Bondi, Woollahra and Randwick fire stations) seven days prior to the event.
 - (c) Notifying local residents and businesses seven days prior to the event.
2. Issues a schedule of conditions, with any additional conditions to be imposed by NSW Police and Transport for NSW.

3. Delegates authority to the Executive Manager, Infrastructure Services, to modify the temporary traffic and parking arrangements should on-site circumstances warrant changes.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/V.03/24.05 Francis Street, Bond Beach - Electric Vehicle Charging Station (A17/0586)**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs '2P, 8 am–10 pm, Electric Vehicles Only While Charging' parking restrictions, including signs and line marking, for one car space in Francis Street, Bondi Beach, as shown in Figure 1 of the report.
2. Delegates authority to the Executive Manager, Infrastructure Services, to modify the signage should on-site circumstances warrant changes.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/V.04/24.05 54 Hastings Parade, North Bondi - Construction Zone (A24/0156)**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 10 metre 'No Parking, 7 am–5 pm Mon–Fri, 8 am–3 pm Sat, Council Authorised Vehicles Excepted' construction zone in front of 54 Hastings Parade, North Bondi.
2. Requires the applicant to notify residents in the vicinity of the construction zone prior to it being installed.
3. Delegates authority to the Executive Manager, Infrastructure Services, to adjust the length and duration of, or remove, the construction zone as necessary.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/V.05/24.05 232-234 Campbell Parade, Bondi Beach - Construction Zone (A24/0156)**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 13 metre 'No Parking, 7 am–5 pm Mon–Fri, 8 am–3 pm Sat, Council Authorised Vehicles Excepted' construction zone in Ramsgate Avenue, Bondi Beach, adjacent to 232–234 Campbell Parade.
2. Requires the applicant to notify residents in the vicinity of the construction zone prior to it being installed.
3. Delegates authority to the Executive Manager, Infrastructure Services, to adjust the length and duration of, or remove, the construction zone as necessary.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/CV ELECTORATES OF COOGEE AND VAUCLUSE

Nil.

PART 2 – TRAFFIC ENGINEERING ADVICE

NOTE: *The matters listed under this part of the agenda seek the advice of the WTC only and do not propose that Council exercise its delegated functions at this point in time (though they may or may not require it in the future).*

TC/TEAC STATE ELECTORATE OF COOGEE

TC/TEAC.01/24.05 Charing Cross Streetscape Upgrade - Left Turn from Bronte Road into Carrington Road (SF24/1816)

COUNCIL OFFICER'S PROPOSAL:

That Council notes the feasibility analysis of a left turn from Bronte Road into Carrington Road as part of the Charing Cross Streetscape Upgrade Project, as set out in the report.

WTC RECOMMENDATION (UNANIMOUS SUPPORT):

That the Council Officer's Proposal be adopted.

Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, TfNSW representative and Waverley Council representative (Chair).

TC/TEAV STATE ELECTORATE OF VAUCLUSE

Nil.

TC/TEACV ELECTORATES OF COOGEE AND VAUCLUSE

Nil.

THE MEETING CLOSED AT 10.16 AM

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SIGNED AND CONFIRMED
MAYOR
18 JUNE 2024

REPORT

TC/CV.01/24.06



Subject: City2Surf 2024 - Special Event with Temporary Road Closures

TRIM No: A24/0219

Author: Eashan Sharma, Senior Traffic Engineer

Authoriser: Nikolaos Zervos, Executive Manager, Infrastructure Services

COUNCIL OFFICER'S PROPOSAL:

That Council:

1. Treats the attachments to the report as confidential as they contain information that would, if disclosed, prejudice the maintenance of law.
2. Approves the City2Surf 2024 event and associated road closures to take place on Sunday, 11 August 2024, in accordance with the Transport Management Plan attached to the report, subject to the organisers:
 - (a) Providing public liability insurance for the event.
 - (b) Obtaining NSW Police approval.
 - (c) Providing event management and delivery plans for the approval of Council's Events team.
 - (d) Notifying Transdev John Holland Buses, NSW Ambulance Service and NSW Fire and Rescue (Bondi, Woollahra, and Randwick Fire Stations).
 - (e) Notifying local residents and businesses.
 - (f) Using traffic controllers accredited by Transport for NSW.
3. Delegates authority to the Executive Manager, Infrastructure Services, to modify the temporary traffic and parking arrangements should on-site circumstances warrant changes, including outcomes of ongoing coordination with the Curlewis Street Streetscape Upgrade Project.

1. Executive Summary

Council has received an application to temporarily close several roads in the Waverley local government area to conduct the 2024 City2Surf event. This is an annual event. The report recommends approval of the event and associated temporary road closures and traffic control.

The event will take place on Sunday, 11 August 2024. A Transport Management Plan (TMP) has been received for Council's consideration (see Attachment 1). The closures will start earlier than previous years to facilitate more efficient set-up time. The early closure provides the Events Team with sufficient time to ensure the course is ready for runners, and Police have time to confidently confirm the roads are safely closed for runners. Measures to ensure residents are not negatively impacted will be undertaken.

The recommendations of the Traffic Committee will be considered by Council at its meeting on 16 July 2024.

2. Introduction/Background

City2Surf has transformed from a local road race into one of the world's largest fun run events that attract Sydneysiders, along with thousands of participants from across the country and around the world.

The 14 km course runs from Hyde Park to end at Bondi Beach. The event raises money for charity through ticket sales for runners and sponsors.

This is an annual event. The report recommends approval of the event with the associated temporary road closures.

3. Technical Analysis

Figure 1 shows the location of special event clearways and road closures within the Waverley local government area.

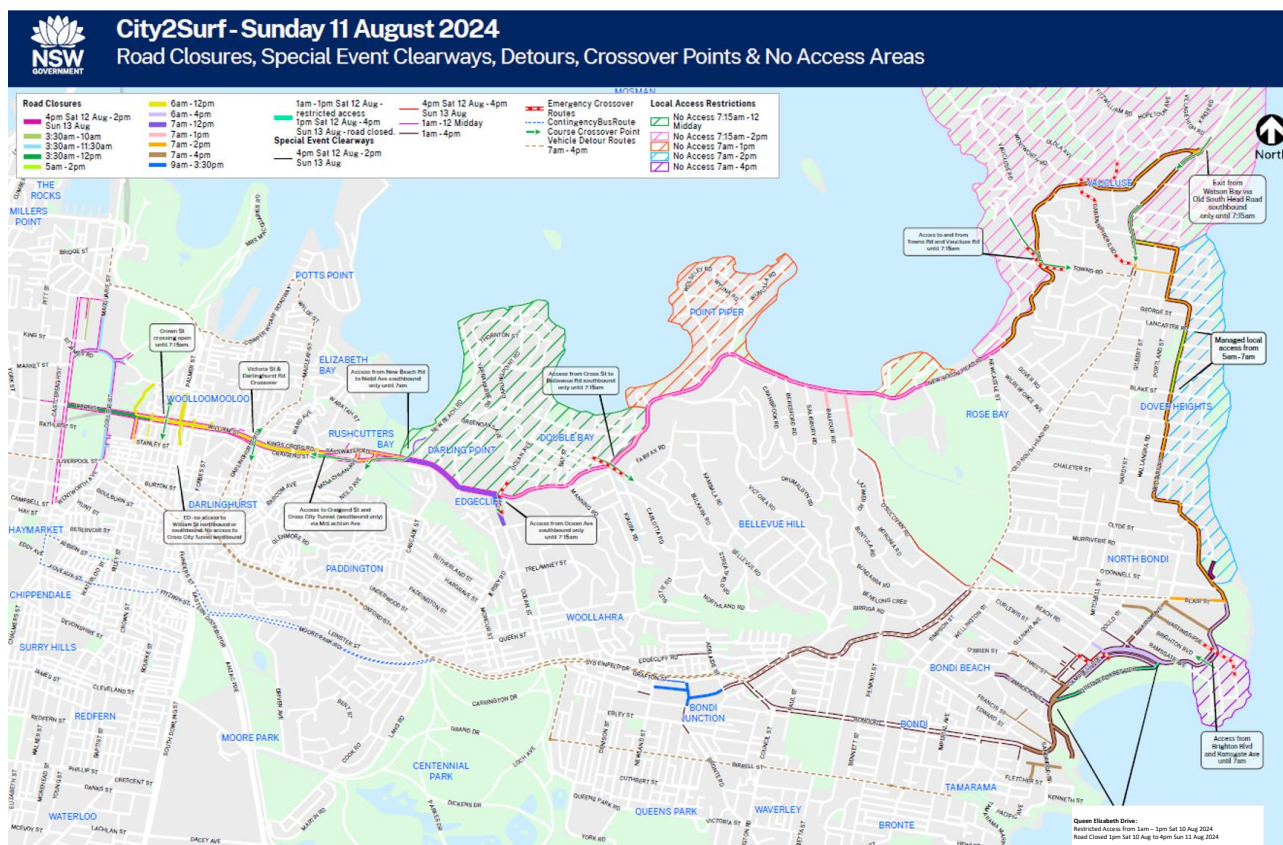


Figure 1. Special event clearways and road closures

Local access and course crossing points

Access for residents to cross the course will be maintained at the locations below. Once the course is locked down, there will be no access until roads reopen.

- North Bondi: Brighton Boulevard and Ramsgate Avenue one-way exit only until 7 am. No entry after 6 am.

- Bondi Road will be heavily congested with hundreds of buses transporting thousands of participants between the beach and Bondi Junction. Local residents are urged to avoid unnecessary travel on Bondi Road.
- Residents north of Bondi Road should use Old South Head Road to enter or exit the area. Residents south of Bondi Road should use Birrell Street.
- Local access for residents at Bondi Beach will be maintained via Curlewis, Gould and Hall Streets—no exit onto Lamrock Avenue.

Special Event Clearways

Special Event Clearways are ‘No Stopping’ zones for all vehicle types. They be in effect on both sides of the entire 14 km course. Affected roads are:

- Rose Bay to Bondi from 1 am to 4 pm: New South Head Road, Military Road, Campbell Parade, Old South Head Road and local streets at Bondi Beach including Hall Street, Lamrock Avenue, Curlewis Street and other nearby roads.
- The Medland-Bamford Ramp and along Warners Avenue (adjacent to Barracluff Reserve)—to be utilised as towing compounds.
- O’Sullivan Road from Latimer Road to New South Head Road and a section of Warners Avenue from 4 pm Saturday, 12 August, to 4 pm Sunday, 13 August.

This is a Hallmark Class 1 Special Event, with road closures implemented under Transport for NSW’s (TfNSW) *Guide to Traffic and Transport Management for Special Events*. The Traffic Committee is required to make recommendations to Council regarding the traffic management aspects of the event and advise Council on conditions to set for the use of the road space. Council will then consider these recommendations and assess all other impacts on the surrounding environment before issuing a schedule of conditions.

Road closures

The road closures will require approval from TfNSW. Once all approvals and conditions have been met, staff from TfNSW and Council can approve the TMP to authorise implementation. The proposed road closures and clearways are shown in the attached traffic guidance schemes (Attachment 2).

Council officers have not received any major objections from residents at previous events (the last event was in 2023). Participant cut-off points will be implemented to ensure roads will be opened at specified times.

Council officers are also coordinating with the Curlewis Street Streetscape Upgrade project. At this time, no site-specific issues or conflicts between management plans have been identified.

4. Financial Information for Council’s Consideration

The applicant is required to cover all costs associated with the event.

5. Attachments

1. Transport Management Plan (confidential)
2. Traffic Guidance Schemes as at 12 June 2024 (confidential) .

REPORT
TC/TEACV.01/24.06

Subject: Traffic Management and Pedestrian Works - Temporary Sub-Delegation

TRIM No: SF23/5215

Author: Simon Mueller, Manager, Integrated Transport

Authoriser: Nikolaos Zervos, Executive Manager, Infrastructure Services

COUNCIL OFFICER'S PROPOSAL:

That the Committee notes that Council has sub-delegated the functions in Transport for NSW's temporary instrument of delegation for Traffic Management and Pedestrian Works No. 2 to the General Manager and the Director, Assets and Operations, on a trial basis until 30 June 2026.

1. Executive Summary

In December 2023, Transport for NSW (TfNSW) issued the Temporary Instrument of Delegation and Authorisation for Traffic Management and Pedestrian Works. The Temporary Delegation will be in force until 30 June 2026, unless otherwise revised by TfNSW.

On 21 May 2024, Council sub-delegated the functions in the instrument to the General Manager and the Director, Assets and Operations, on a trial basis until 30 June 2026. The purpose of this report is to formally notify the Waverley Traffic Committee of Council's decision.

2. Introduction/Background

At its meeting on 21 May 2024, Council sub-delegated the functions in Transport for NSW's temporary instrument of delegation for Traffic Management and Pedestrian Works No. 2 to the General Manager and the Director, Assets and Operations. This is on a trial basis until 30 June 2026. The report, including TfNSW's instrument, is included in Attachment 1.

The sub-delegation will facilitate more efficient implementation of routine operational items. This will result in fewer items requiring Traffic Committee input. The focus of future Traffic Committee meetings will be on items that are not included in the temporary delegation, as well as those of a more complex nature or otherwise deemed appropriate for Traffic Committee review. This is also anticipated to optimise voting member, participant, and council officer time.

All items that are executed under the temporary sub-delegation will be presented in a tabulated (or like) form to the Traffic Committee post-implementation within Part 2 of the agenda. These items will not go to Council for decision, as per the current terms of the Traffic Committee Charter.

3. Technical Analysis

The Council report included in Attachment 1 provides a detailed analysis of opportunities related to the temporary sub-delegation. It concludes as follows:

The proposed sub-delegation of transport regulation functions is anticipated to significantly enhance

operational efficiency. This will result in multiple co-benefits, including enhanced customer service, more purposeful collaboration with applicants, project partners, and the community, an opportunity to demonstrate local government leadership, and increased organisational capacity to focus on more complex, community-wide, strategic Council priorities.

4. Financial Information for Council's Consideration

There are no financial implications relating to this report.

5. Attachments

1. CM/7.9/24.05 - Traffic Management and Pedestrian Works - Temporary Sub-Delegation [↓](#) .

REPORT
CM/7.9/24.05

Subject: Traffic Management and Pedestrian Works - Temporary Sub-Delegation

TRIM No: SF23/5215

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. In accordance with Transport for NSW's temporary instrument of delegation for Traffic Management and Pedestrian Works No. 2 attached to the report (Attachment 1), sub-delegates the following functions to the General Manager and the Director, Assets and Operations, on a trial basis until 30 June 2026:
 - (a) Works to regulate parking.
 - (b) Pedestrian crossings.
 - (c) Pedestrian refuges.
 - (d) Conversion of existing pedestrian ('zebra') crossings to raised pedestrian ('wombat') crossings.
 - (e) Footpaths and continuous footpaths.
 - (f) Temporary or permanent works to enable alfresco dining.
 - (g) Temporary or permanent works to improve or expand footpaths or pedestrian space.
 - (h) Kerb buildouts to reduce crossing distance or manage vehicle speed.
 - (i) Kerb modifications or median islands for tree planting, landscaping or water sensitive urban design.
 - (j) Treatments to manage vehicle speed including road humps, road cushions, raised intersections, chicanes and slow points.
 - (k) Works to create (but not remove) bicycle parking, bicycle lanes, bicycle paths, shared paths, separated footpaths and contra flow access for bicycle riders.
2. Authorises the Mayor and Cr [INSERT NAME] to affix the Council seal to the instrument of delegation to the General Manager attached to the report (Attachment 2).

1. Executive Summary

Transport for NSW issued the Temporary Instrument of Delegation and Authorisation for Traffic Management and Pedestrian Works in December 2023. The Temporary Delegation allows Councils to approve and implement transport regulating functions, and to further sub-delegate this authority to Council employees.

This report proposes sub-delegation to the General Manager and the Director, Assets and Operations, on a trial basis for the duration of the Temporary Delegation. Sub-delegation is required to realise the benefits of the Temporary Delegation. The primary benefit will be a significant improvement in operational efficiency. Multiple co-benefits are also anticipated, including enhanced customer service; more purposeful collaboration with applicants, project partners and the community; an opportunity to demonstrate local government leadership; and increased organisational capacity to focus on more complex, community-wide, strategic Council priorities.

2. Introduction/Background

In December 2023, Transport for NSW (TfNSW) issued the Temporary Instrument of Delegation and Authorisation for Traffic Management and Pedestrian Works (Attachment 1). The Temporary Delegation will be in force until 30 June 2026, unless otherwise revised by TfNSW.

The Temporary Delegation expands existing delegated authority to Council to regulate traffic and pedestrian functions on public roads. Existing delegated authority requires that most contemplated changes on Council roads first seek the advice of the Waverley Traffic Committee (WTC) before being approved by the elected Council.

The WTC is a technical review committee. The stated role of the WTC is to make recommendations and provide advice to Council on the technical aspects of proposals to regulate traffic on local roads in the Waverley local government area (LGA) prior to Council exercising its delegated authority. In making its recommendations and providing its advice, the WTC is intended to consider only the technical merits of a proposal and ensure it meets current technical guidelines.

There are five voting members of the WTC including a Councillor, TfNSW, NSW Police and State Representatives. This structure was established through the Waverley Traffic Committee Charter. The WTC Charter was adopted by Council in 2008. The charter adapts local traffic committee guidelines specified by the Roads and Traffic Authority in 2006 (now Transport for NSW) to the Waverley context.

The current WTC process presents numerous challenges for ongoing efficient operations of Council transport matters. The Temporary Delegation provides Council an opportunity to forgo the WTC for the functions in the instrument as follows:

- (a) Works to regulate parking.
- (b) Pedestrian crossings.
- (c) Pedestrian refuges.
- (d) Conversion of existing pedestrian ('zebra') crossings to raised pedestrian ('wombat') crossings.
- (e) Footpaths and continuous footpaths.
- (f) Temporary or permanent works to enable alfresco dining.
- (g) Temporary or permanent works to improve or expand footpaths or pedestrian space.
- (h) Kerb buildouts to reduce crossing distance or manage vehicle speed.
- (i) Kerb modifications or median islands for tree planting, landscaping or water sensitive urban design.
- (j) Treatments to manage vehicle speed including road humps, road cushions, raised intersections, chicanes and slow points.
- (k) Works to create (but not remove) bicycle parking, bicycle lanes, bicycle paths, shared paths, separated footpaths and contra flow access for bicycle riders.

Item (a)–Works to regulate parking–consists of low-impact or temporary parking regulations, including construction zones, residential on-street mobility parking spaces, statutory ‘No Stopping’ zones at unsignalised intersections, ‘No Stopping’ and ‘No Parking’ zones, pick-up and drop-off zones, car-share or bike-share pods, electric vehicle charging spaces, motorcycle parking spaces, and other minor changes to kerb space regulations.

To operationalise this opportunity to increase efficiency, it is recommended that Council sub-delegates the functions in the Temporary Delegation to the General Manager and the Director, Assets and Operations. The amended draft instrument of delegation to the General Manager is attached to this report (Attachment 2), with the changes shown in red.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Finance, Ethics and Strategic Planning Committee 5 August 2008	F-0808.5	<p><i>Council adopted the recommendation below.</i></p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receive and note this report. 2. Adopt the revised Draft Waverley Traffic Committee Charter subject to the following: <ol style="list-style-type: none"> (a) The inclusion of an additional clause, Section 17(d) which reads as “Which voting members, if any, were absent for the vote on each item”. (b) The inclusion of an additional clause which prohibits WTC members, Councillors and Council staff from discussing in public, Part 1 of the WTC minutes in a manner which pre-empts the decision of the Council until those minutes have been adopted by Council.

4. Discussion

Peer review

Local traffic committees as currently structured are unique to New South Wales. No other State or Territory uses a similar process. Peer countries facing similar transport challenges also do not use an analogous process to manage their local transport systems.

Several councils have already used aspects of the Temporary Delegation, including the City of Wollongong and Willoughby City Council, catering it to their own needs. Other local councils have expressed interest in further leveraging the Temporary Delegation to improve organisational efficiency and capacity, and continue to work toward this.

Efficient operations

Current approval process

The time taken currently to approve standard transport operational matters is excessive. It is also cumbersome for all parties involved.

The WTC meetings occur on the fourth Thursday of each month from February to November. Council meetings typically occur three weeks later. As shown in Figure 1 below, the overall approval process for WTC items takes a minimum of six weeks and can often exceed eight weeks depending on the time of application. This unnecessarily delays many activities and places others in jeopardy because the application comes in after the cut-off date for the agenda.

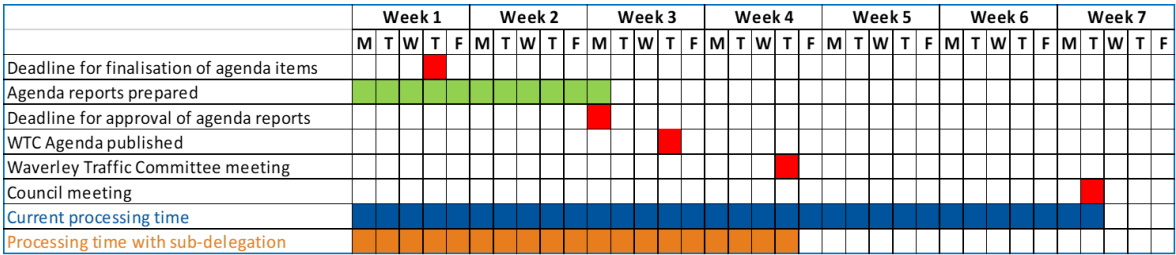


Figure 1. Indicative timeline for processing of traffic committee related approvals.

The primary purpose of the proposed sub-delegation is to improve efficiencies in processing approvals and to address key transport safety issues in a timeline manner. The proposal to sub-delegate the items included in the Temporary Delegation removes the need to go through the traffic committee process. This will reduce the approval time from up to eight weeks to four weeks (in some cases two weeks) provided that applicants follow established Council guidelines and meet technical requirements, including those from Council, TfNSW and Australian Standards.

Historical analysis

Over the last decade, the number of items that have gone through the WTC and subsequent Council approval process has decreased. Figure 2 below outlines this trend. Over the same time period, Waverley has continued to grow, develop, and attract more visitors from across Greater Sydney; the transport challenges and competition for space have become more acute. Despite needing to do more to address these challenges, Figure 2 indicates fewer overall items are being approved, and less progress is being made.

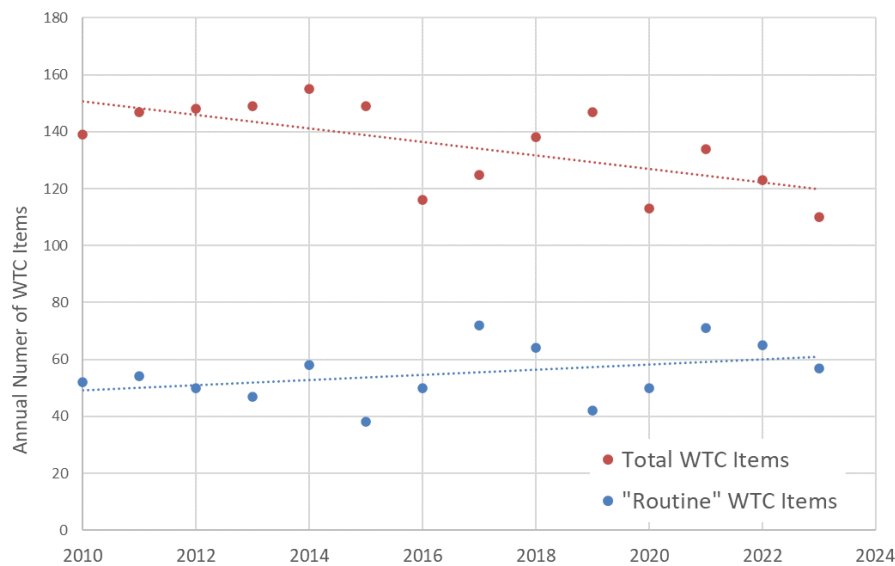


Figure 2. High-level WTC item trends

Figure 2 also shows the number of ‘routine’ items being raised through the WTC process. This includes construction zones, mobility parking spaces and minor or statutory no-stopping zones. It is a very conservative estimate of what can be considered ‘routine’, as many additional items concern themselves with other low-risk, low-complexity proposals. The data indicate that the number of routine items has increased in absolute terms. Even when using a very conservative definition of ‘routine’ shows that in recent years these items consist of over half of all items. It is clear that more time and effort is being spent on approving standard operational items while detracting from an ability to address more complex and mounting transport related challenges.

Full reports are currently required to be developed for routine operational items. These must be approved as part of the current WTC and Council process. Figure 3 illustrates that this is an unnecessary step. On average, the WTC adopts Council officer recommendations as-is over 90% of the time, and Council adopts the subsequent minutes of these up to 99% of times without further deliberation. In many cases, where recommendations were amended, these concerned wording, or minor operational considerations that could otherwise be raised through informal collaboration and addressed as needed.

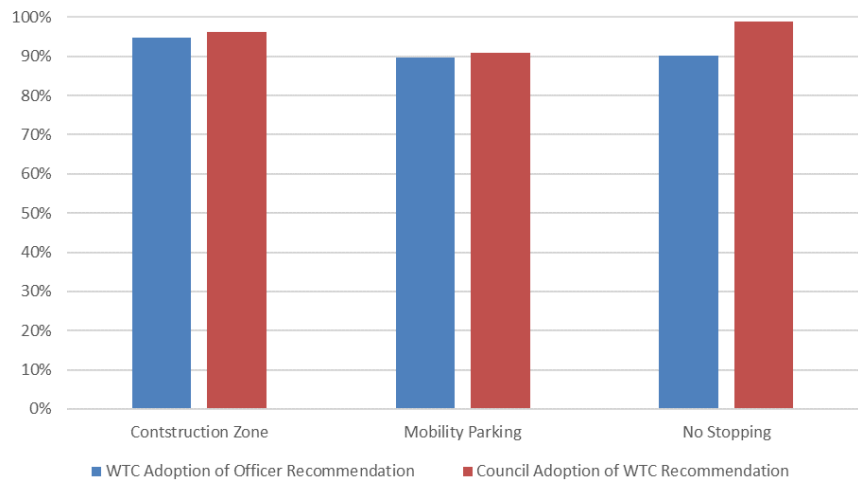


Figure 3. ‘Routine’ item approval record (from 2010 to 2023)

The proposed sub-delegation's substantial reduction in approval (and implementation) time, would apply to at least half of all current WTC items. This means that approval time would go from up to eight weeks to as little as two weeks, saving up to six weeks' time for most applications. It is estimated that as many as 80% of the items would benefit from the sub-delegation, when including other minor parking modifications and transport improvements.

Enhanced collaboration

The current WTC process imposes stringent timelines. In effort to meet these timelines, some reports are developed without all the desired information at hand, or they forgo more detailed technical collaboration with partners. Instead, it is assumed that this collaboration can occur through the WTC meeting. In practice, that voting is a requirement of the committee, positions the WTC as a de facto decision-making body, overshadowing its advisory and collaborative function.

Further, significant Council officer time is required to develop reports. This time will be reallocated toward purposeful engagement with residents, applicants, and partners, including TfNSW, the Police, bus operators, and other stakeholders involved in technical processes.

Community involvement

WTC meetings are not open to the public. While the committee is intended to discuss technical merits of items, some of these require value-based trade-offs. This limits community visibility into the underlying rationale of Council officer recommendations and does not promote deliberation that may otherwise occur in an open forum such as Council meetings.

The proposed sub-delegation removes low-risk, low-complexity items from the agenda. This will facilitate a process that places due attention on larger, community-wide transport projects, which require careful Councillor review and deliberation in an open public forum.

LGA leadership

The proposed sub-delegation is intended to function as a trial to inform potential longer-term shifts in Council and State transport governance. TfNSW has stated they are seeking to understand how individual Councils are leveraging the Temporary Delegation instrument, and where challenges may continue to exist. This aligns with the NSW Government's Bus Industry Taskforce, which has recommended reform to local traffic committees, including shifting focus to more complex, bus and active transport planning functions.

This presents a significant opportunity for Council to show leadership among peers and help shape on-going Greater Sydney transport governance structures, and sustainable transport outcomes.

Next steps

The Temporary Delegation will be in force until 30 June 2026, unless otherwise revised by TfNSW. In line with the current temporary nature of the Temporary Delegation, this report recommends a sub-delegation on a trial basis. As such, changes to the WTC Charter are not required for the sub-delegation to be approved. Aspects of the WTC Charter incongruent with the Temporary Delegation will be suspended through the trial period. In the event that the Temporary Delegation is further revised or made permanent, the WTC Charter would require an update. This would also incorporate lessons learned through the trial period.

The proposed sub-delegation retains the core functionality of the WTC. The WTC will continue to receive higher-risk, higher-complexity and higher-cost items when applicable and for those items not included in the temporary delegation—for approval by the elected Council. These include changes made on non-local public roads, changes that may impact a clearway, bus lane, bus only lane, bus layover or transit lane,

changes materially impacting the number of continuous travel lanes, changes on roads with a speed limit greater than 50 km/h, or novel designs not covered in existing guidelines. These parameters provide an upper bound threshold for what is considered higher-risk, higher-complexity, and/or higher-cost. Additional items, based on site-specific context will continuously be considered. Projects of a higher-risk, higher-complexity and/or higher-cost will also continue to be carried out through established Council processes, including Councillor briefings and Council reports for decision.

Works carried out under the temporary delegation will be reported to the WTC for information only under Part 2 of the agenda. Officers will provide this in table format, rather than as separate reports. This will provide all voting representatives awareness of on-going operational changes, and the opportunity to provide on-going advice on items to refine proposal implementation under sub-delegated authority.

All items that are advanced through the proposed sub-delegation will continue to use existing community consultation processes already in place. In some cases, such as construction zones, this will continue to be the responsibility of applicants.

5. Financial impact statement/Time frame/Consultation

The proposed sub-delegation of the Temporary Delegation instrument does not have a direct financial implication. Council officers anticipate wide-ranging indirect financial benefits in terms of using existing staff resources more efficiently and to deliver on key Council strategic goals.

The Temporary Delegation is in effect until 30 June 2026. It is proposed that the sub-delegation mirror this timeline subject to any modifications from TfNSW or ongoing Council direction.

6. Conclusion

The proposed sub-delegation of transport regulation functions is anticipated to significantly enhance operational efficiency. This will result in multiple co-benefits, including enhanced customer service, more purposeful collaboration with applicants, project partners, and the community, an opportunity to demonstrate local government leadership, and increased organisational capacity to focus on more complex, community-wide, strategic Council priorities.

7. Attachments

1. Transport for NSW - Instrument of Delegation and Authorisation - Traffic management and Pedestrian works - Temporary Delegation to Councils No. 2 - December 2023 [↓](#)
2. Draft Instrument of Delegation to General Manager - May 2024 [↓](#)



INSTRUMENT OF DELEGATION AND AUTHORISATION

TRAFFIC MANAGEMENT AND PEDESTRIAN WORKS TEMPORARY DELEGATION TO COUNCILS No.2

Roads Act 1993
Road Transport Act 2013

On behalf of Transport for NSW, I, Josh Murray, Secretary of the Department of Transport:

- a) **REVOKE** the instrument of 24 February 2023 titled "*Instrument of Delegation and Authorisation – Traffic Management and Pedestrian Works – Temporary Delegation to Councils*"; and
- b) **REVOKE**, in the "*Roads and Maritime Services - Delegation to Councils*" dated 31 October 2011 ("the 2011 Delegation"), clause 6 of that Instrument (which relates to the prohibition on a sub-delegate from carrying out a function under Division 2 of Part 8 of the *Roads Act 1993*), **SUBJECT TO** the condition in paragraph 11 of **Schedule 4** of this Instrument; and
- c) **DELEGATE** under section 31(1) of the *Transport Administration Act 1988* (the 'Act') and all other enabling powers, the functions set out in **Schedule 1** to the councils set out in **Schedule 2**, **SUBJECT TO** the conditions set out in **Schedule 4**; and
- d) **AUTHORISE** those delegates, under section 31(2) of the Act, to sub-delegate the functions set out in **Schedule 1** to the persons set out in **Schedule 3**,

A failure to comply with the conditions set out in **Schedule 4** renders the delegation inoperative with respect to the functions being carried out.

In addition, I **AUTHORISE** under section 122(b) of the *Road Transport Act 2013*, the councils set out in **Schedule 2**, to install or display (or interfere with, alter or remove) any prescribed traffic control device as set out in the TfNSW "*Traffic Signs Database*" and indicated as "*Delegated to Council for Authorisation – Yes*", as required to give effect to functions exercised under this delegation, including any portable traffic control lights, but NOT any internally illuminated traffic control device.

This Instrument commences on the date it is made, and paragraphs (c) and (d) above will continue in force until 30 June 2026 unless revoked earlier.



Josh Murray
Secretary
Department of Transport

Date: 12/12/2023

SCHEDULE 1 - FUNCTIONS

1. The functions and powers of Transport for NSW under section 115(2) of the *Roads Act 1993* to regulate traffic on a public road for purposes other than those set out in therein, being the following types of works:
 - (a) Works to regulate parking;
 - (b) Pedestrian crossings;
 - (c) Pedestrian refuges;
 - (d) Conversion of existing pedestrian ('zebra') crossings to raised pedestrian ('wombat') crossings;
 - (e) Footpaths and continuous footpaths;
 - (f) Temporary or permanent works to enable alfresco dining;
 - (g) Temporary or permanent works to improve or expand footpaths or pedestrian space;
 - (h) Kerb buildouts to reduce crossing distance or manage vehicle speed;
 - (i) Kerb modifications or median islands for tree planting, landscaping or water sensitive urban design;
 - (j) Treatments to manage vehicle speed including road humps, road cushions, raised intersections, chicanes and slow points;
 - (k) Works to create (but not remove) bicycle parking, bicycle lanes, bicycle paths, shared paths, separated footpaths and contra flow access for bicycle riders.

SCHEDULE 2 - DELEGATES

A council constituted under the *Local Government Act 1993*.

SCHEDULE 3 – SUB-DELEGATES

The general manager of a council, or an employee of the council.

SCHEDULE 4 - CONDITIONS

A delegate or its sub-delegates may only exercise the functions in Paragraph 1 of Schedule 1 of this Instrument:

1. On unclassified public roads for which the delegate is the roads authority, and within the delegate's local government area under the *Local Government Act 1993*;
2. On a road or part of a road with a speed limit of 50km/h or less, except in relation to
 - (a) Works to regulate parking; or
 - (b) Conversion of existing pedestrian ('zebra') crossings to raised pedestrian ('wombat') crossings; or
 - (c) Works relating to footpaths, shared paths or separated footpaths;
3. Where there is no change to the operation of any clearway, bus lane, bus only lane, bus layover or transit lane in the carrying out of the works;
4. Without altering the number of continuous travel lanes, including lanes that may operate only at peak times, except where carrying out works to manage vehicle speed by way of chicanes or slow points.

Traffic Signals

A delegate or its sub delegate may not exercise any function in Paragraph 1 of Schedule 1 under this Instrument :

5. Within 20m of a traffic signal, unless the works are within areas or lanes currently used or available at any time for parking; or
6. Within 60m of a traffic signal, where the works being carried out
 - (a) reduce in length or modify the operating hours of any existing auxiliary, through or merge lane (including kerbside approach lanes managed by No Stopping or No Parking controls), or
 - (b) install any new crossing on the road which the signal controls.

Bus Routes

7. A delegate or its sub-delegates may only exercise the functions in Paragraph 1 of Schedule 1 on a road that is a regular bus route (as prescribed and indicated on a map published on the TfNSW website for the purposes of this Instrument called "*Bus Route Map*") where :

- (a) The design vehicle is no smaller than the length of the buses indicated for the road on the Bus Route Map; and
- (b) There is no reduction in the extent or operating hours of a bus zone, and no reduction in existing space available for entry and exit of buses from the bus zone; and
- (c) Local bus operators have been consulted on the design of the works (other than works to regulate parking) and have been supplied with swept path drawings on request; and
- (d) Local bus operators have been notified in writing of impending works under this delegation (other than works to regulate parking) with a minimum of 14 days notice.

Standards

- 8. A delegate or its sub delegates must use any relevant Transport for NSW established standards, specifications and Technical Directions, and relevant Austroads guidelines and Australian Standards when designing and carrying out works under this Instrument
- 9. A delegate or its sub delegates may not use this Instrument to carry out any novel designs or works where there are no established standards, technical directions, or guidelines, and any such works must be referred to Local Traffic Committee through existing processes.

Notification of Local Traffic Committee

- 10. A delegate or its sub-delegate must table a "for information only" record of the works carried out under this Instrument, including any consultation with bus operators (where applicable) at the relevant Local Traffic Committee as soon as practicable after completion of the works. The record of the works must also be made public on the Council website.

Sub-delegates carrying out Regulation of Traffic functions under the 2011 Delegation

- 11. A sub delegate may only carry out a function under Division 2 of Part 8 of the *Roads Act 1993* using the 2011 Delegation if the proposed works to be carried out or functions to be exercised have been referred to Local Traffic Committee under that Delegation, and the proposal has received unanimous support from the members of the Local Traffic Committee.

Waverley Council

Instrument of Delegation to

General Manager



On Tuesday, 21 May 2024, Waverley Council ("**Council**") resolved that:

1. All previous delegations of Functions the subject of this Instrument be revoked.
2. The person who from time to time holds the position of General Manager of Council ("**General Manager**"), being at the date of this instrument, be delegated authority under section 377 of the LG Act, to exercise and/or perform on behalf of Council the Council's Functions under all Legislation in force and as amended from time to time:
 - a. **Subject to** any condition or limitation on a Function specified in Schedule 1; and
 - b. **Excluding** those Functions:
 - i. that are expressly prohibited from delegation as listed under Section 377 of the LG Act;
 - ii. which are expressly required by legislation to be exercised by a resolution of the Council.
3. The General Manager be sub-delegated authority to exercise and/or perform on behalf of Council the Functions delegated to the Council under, and in accordance with, the instrument of delegation to the Council set out in **Schedule 2**, excluding those functions which pursuant to the terms of the delegation to the Council may not be sub-delegated.
4. The General Manager be delegated any function which is taken to be conferred or imposed on the Council pursuant to section 381(1) of the LG Act.
5. In the absence of the General Manager that a person/persons appointed to act as General Manager by resolution of Council on 1 July 2021 assume all functions, delegations, and sub-delegations of the General Manager for the period only of the absence of the General Manager unless otherwise resolved by the Council.
6. These delegations and authorities are subject to, and are to be exercised in accordance with:
 - a. the requirements of the relevant Legislation;
 - b. any conditions or limitations set out in **Schedule 1** and **Schedule 3**; and
 - c. any resolution or policy, procedure or budget adopted from time to time by the Council.
7. These delegations and authorities are effective from the date of the Resolution of the Council and remain in force until amended or revoked by a resolution of the Council.
8. In this delegation:
 - "**Functions**" means powers, authorities, duties and functions and anything ancillary or related to the exercise or performance thereof.
 - "**Legislation**" means legislation enacted by the parliament of New South Wales and the parliament of the Commonwealth of Australia, including an Act, regulation made under an Act, by-law, rule or ordinance.
 - "**LG Act**" means the *Local Government Act 1993* as amended.

Schedule 1: Limitations

Part A – Limitations applicable to specific statutory Function (if any)	
<i>Environmental Planning and Assessment Act 1979</i>	All functions delegated to the Waverley Local Planning Panel (WLPP) under Local Planning Panels Direction – Development Applications dated 23 February 2018 and Local Planning Panels Direction – Planning Proposals dated 27 September 2018 and any subsequent Direction.
<i>Local Government Act 1993, s377(1)(i)</i>	<p>Authority to accept tenders where the proposed contract is not for services currently provided by members of staff of the Council with a total contract value (incl GST) of up to:</p> <ul style="list-style-type: none"> • \$2.5 million during the Council end of year recess (i.e. from the day following the last Council meeting of the calendar year until the first Council or Committee meeting of the following year); and • \$500,000 for the rest of the year. <p>This function cannot be sub-delegated by the General Manager.</p> <p>The General Manager must report to Councillors on a monthly basis by email outlining all tenders accepted.</p>
Part B - General Limitations	
<i>Asset Disposal</i>	<p>Asset Disposal</p> <p>Authority to approve the disposal of assets up to the value of \$1,000,000 in accordance with Council's Asset Disposal Policy and Asset Disposal Procedure.</p> <p>Approval must not be given without consideration of a recommendation from the Director of the relevant business area.</p> <p>This authorisation does not apply to the disposal of real property, civil fixed assets and financial investments.</p>
<i>Debt Write Off</i>	<p>Debt write off</p> <p>Authority to write off debts up to the value of \$2500 (including GST) without a resolution of Council in accordance with clause 213(2) of the Local Government Regulation 2005 and Council resolution CM 7.5/17.07.</p>
<i>Rates and Charges Write Off</i>	<p>Rates and charges write off</p> <p>Authority to write off rates and charges up to the value of \$100 without a resolution of Council in accordance with clause 131(1) of the Local Government Regulation 2005 and Council resolution CM 7.6/17.07.</p>
<i>Procurement</i>	<p>Procurement Exemption</p> <p>Authority to approve purchases with fewer than the required quotes called for in the Purchasing Procedure up to \$150,000.</p> <p>The General Manager must report to Councillors on a monthly basis by email outlining all exemptions approved under this delegation.</p>

Schedule 2: Instruments of Delegation to Council

Delegator	Instrument Name	Date Of Instrument
NSW Food Authority	Instrument of appointment of a Category B enforcement agency	Tuesday, 1 July 2008
Transport for New South Wales	Traffic Management and Pedestrian Works Temporary Delegation to Councils No.2	12 December 2023 to 30 June 2026

Pursuant to a resolution of Council at its meeting of Tuesday, 1 June 2021.

Councillor Masselos
Mayor
Review date: 30 June 2022

Councillor [insert name]
Date: Date:

General Manager’s acknowledgement of Delegations of Authority

I, Emily Scott, currently employed by the Council in the position of General Manager, do hereby acknowledge that I have read and understood this Instrument of Delegation and that I will perform these delegations and authorities in accordance with this Instrument of Delegation and my position description.

Emily Scott
General Manager of Waverley Council
Date:

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CM/7.9/24.05- Attachment 2

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TC/TEACV.01/24.06- Attachment 1

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