

Local Traffic Committee Meeting

Business Paper

Notice is hereby given that a Local Traffic Committee Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Wednesday 6 August 2025 at 9:00am.



Kent Boyd PSM
GENERAL MANAGER

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1 OPENING OF MEETING

The Chairperson will declare the meeting open.

Meeting of Council committees are not recorded or streamed to the internet.

2 ACKNOWLEDGEMENT OF COUNTRY

Parkes Shire Council acknowledges the Wiradjuri People who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders past, present and emerging of the Wiradjuri Nation and extend that respect to other Aboriginal peoples from other nations who are present.

3 APOLOGIES

In accordance with clauses 5.3, 5.4 and 5.5 of Council's Code of Meeting Practice, apologies must be received and accepted from absent Councillors and a leave of absence from the Council Meeting may be granted.

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 7 MAY 2025

IP&R Linkage: **Pillar:** Leadership

Goal: Our local government is open, accountable and transparent.

Strategy: Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.

Annexures: **A. Local Traffic Committee Meeting Minutes - 7 May 2025**

RECOMMENDATION

That the committee receive and confirm the Minutes of the meeting held on Wednesday 7 May 2025 appended at *Annexure A*.

5 DISCLOSURES OF INTERESTS

All Council Officials must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

Council's Code of Conduct deals with pecuniary and non-pecuniary conflicts of interest and political donations, and provides guidance on how these issues should be managed.

Council Officials must be familiar with Council's Code of Conduct and their obligations to disclose and manage any conflicts of interest that they may have in matters being considered at this Council Meeting.

Note: Council Officials who declare an Interest at the Meeting are also required to complete a Declaration of Interest form.

6 LATE BUSINESS

7 OFFICERS' REPORTS

7.1 2026 PARKES ELVIS FESTIVAL

IP&R Linkage: Pillar: Community

Goal: Our community is creative, proud and has a strong sense of belonging.

Strategy: Support and deliver events, festivals and local celebrations that support community connectivity, citizenship and pride.

Author: Brendan Shipley, Festivals Producer

Authoriser: Logan Hignett, Director Operations

Annexures:

- A. TGS - Elvis 2026 [↓](#)
- B. 2026 Boulevard Festival Submission [↓](#)
- C. 2026 Parkes Elvis Festival Short Street Closure Submission [↓](#)
- D. 2026 Parkes Elvis Festival Street Parade Submission [↓](#)
- E. 2026 Train Arrival Submission [↓](#)
- F. Train Arrival - Notice of Intention to Hold a Public Assembly Signed [↓](#)
- G. Street Parade - Notice of Intention to Hold a Public Assembly Signed [↓](#)
- H. Traffic Management Risk Strategy - 2026 Parkes Elvis Festival [↓](#)
- I. Festival Boulevard - Notice of Intention to Hold a Public Assembly Signed [↓](#)
- J. Council Insurance [↓](#)
- K. Street Parade Entry Form [↓](#)

STAFF RECOMMENDATION

Council Responsibilities:

That:

1. The proposed 2026 Elvis Festival be approved based on the provided report.
2. Approval is subject to the following conditions:
 - (a) Notify Emergency services of and proposed road closure or detours.
 - (b) Allow for emergency vehicle access.
 - (c) Council reserves the right to cancel the approval at any time.
 - (d) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.
 - (e) Confirmation of event times and traffic control times.

Events Responsibilities:

That:

3. Approval is subject to the applicants complying with the following conditions:
 - (a) Provide Council with evidence of Current Public Liability Insurance.
 - (b) Allow for emergency vehicle access.
 - (c) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.

-
- (d) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
 - (e) Comply with Council Officer's reasonable directives.
 - (f) The organiser is to maintain the area in clean and tidy condition.
 - (g) That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
 - (h) Confirmation of event times and traffic control times.
 - (i) The organisers secure police escort to be used in conjunction with submitted traffic control plan.
 - (j) For state and regional roads that the organisers seek approval from Transport for NSW for the traffic control on Short Street.
 - (k) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.
-

EXECUTIVE SUMMARY

Correspondence has been received from the Parkes Elvis Festival organising committee requesting road closures to conduct the annual Elvis Festival and Street Parade.

On Wednesday 7 January Short Street will be closed from 6:00am and a detour implemented via May Street, Parkes. The Festival Boulevard will be established closing Clarinda Street from 6:00am Friday 9 January until 7:00am Sunday 11 January, from south of the Bushman Street roundabout to Short Street, and include Court Street, from Jansen Lane to McGees Lane, and Browne Street, to Jansen Lane for disabled parking.

Parking on the eastern side of Welcome will be reserved for disabled parking. It is proposed for the 2026 Festival to incorporate a pick-up and drop-off zone at the corner of Welcome and Short Street.

The Street Parade on Saturday 10 January will be marshalled in Clarinda Street, between Bushman and Mitchell Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark, involving a full road closure of the route. The Street Parade closure will involve an extension of the pre-existing closed road for the Festival Boulevard, and erection of parade barrier.

The below closures will be in place for the following times:

Short Street: 6:00am Wednesday 7 January to 8:00pm Sunday 11 January 2026

From east of Clarinda Street to Welcome Street.

Festival Boulevard: 6:00am Friday 9 January to 7:00am Sunday 11 January 2026

Clarinda Street from south of Short Street to south of the Bushman Street roundabout, Court Street from Jansen Lane to McGees Lane, and Brown Street from Clarinda Street to Jansen Lane.

Parade Route: 6:00am to 12:00pm Saturday 10 January 2026

Clarinda Street from Mitchell Street to Short Street, Victoria Street from Jansen Lane to McGees Lane, Bushman Street from Jansen Lane to McGees Lane, and Caledonia Street from Short Street to May Street. It is proposed that marshalling will be conducted in Bushman Street, between Jansen Lane and McGees Lane, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark.

BACKGROUND

Approval has been granted in previous years for the street parade, festival and boulevard road closures on this route.

KEY ISSUES

Nil issues identified

EVENT CLASS

This event is considered to be a **Class 2 Special Event** as described in the Roads and Traffic Authority's [Guide to Traffic and Transport Management for Special Events](#) (Version 3.5, published 1 July 2018).

CONCLUSION

In conclusion, with all necessary paperwork for the 2026 Elvis Festival duly received and verified, we have successfully planned for the proposed closures between Wednesday 7 January and Sunday 11 January 2026. Short Street, Festival Boulevard, and the Parade Route are scheduled for closure during these dates to ensure the smooth facilitation of the festival and to prioritise the provision of disabled parking. Trained traffic controllers will be appointed to efficiently manage traffic flow and implement essential road closures.

The aim of these closures is to create a conducive and enjoyable environment for the festival, ensuring a memorable experience for all attendees. The implementation of a designated pick-up and drop-off point further enhances convenience and accessibility for everyone involved. Council's approval is recommended for the closure of upcoming 2026 Elvis Festival and look forward to it's success as we celebrate the spirit of Elvis.

7.2 2025 PARKES SHOW - CHANGES TO PARKING AND TAXI RANK

IP&R Linkage: **Pillar:** Community

Goal: Our community is safe, active and healthy.

Strategy: Provide and support effective regulatory, compliance and enforcement services.

Author: **Ben Coultas, Senior Design Engineer**

Authoriser: **Logan Hignett, Director Operations**

Annexures:

- A. **Letter - Request to Alter Parking Arrangements** [↓](#)
- B. **2025 - Events Form** [↓](#)
- C. **2025 Parkes Show - Emergency & Safety Management Plan** [↓](#)
- D. **Insurance Certificates** [↓](#)
- E. **Notice of Intention - Hold a Public Assembly** [↓](#)
- F. **Show Ground Base Plan-2025** [↓](#)
- G. **2025 Police Letter** [↓](#)
- H. **2025 PSC Letter - Special Event** [↓](#)
- I. **2025 Risk Management Plan** [↓](#)
- J. **2025 RMS - Special Event Traffic Management Plan** [↓](#)

STAFF RECOMMENDATION**Council Responsibilities:**

That:

1. The proposed temporary change of parking be approved for Parkes Show.
2. Approval is subject to the following conditions:
 - (a) Notify Emergency services of and proposed road closure or detours.
 - (b) Allow for emergency vehicle access.
 - (c) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
 - (d) Council reserves the right to cancel the approval at any time.
 - (e) Confirmation of event times and traffic control times.
 - (f) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

Events Responsibilities:

That:

3. The proposed temporary change of parking be approved for Parkes Show.
4. Approval is subject to the applicants complying with the following conditions:
 - (a) Allow for emergency vehicle access.
 - (b) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
 - (c) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
 - (d) Comply with Council Officer's reasonable directives.

-
- (e) The organiser is to maintain the area in clean and tidy condition.
 - (f) That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
 - (g) Confirmation of event times and traffic control times.
-

EXECUTIVE SUMMARY

Council has received a request from the Parkes Pastoral Agricultural and Horticultural Association requesting temporary parking changes in preparation the Parkes Annual Show, scheduled from Monday, 25 August to Wednesday, 27 August 2025:

1. Accommodate three (3) Taxi spaces at the Mitchell Street entrance
2. Angle parking in Ward Street on the western side
3. Angle parking in Victoria Street through to McGlynn Street

BACKGROUND

In 2011, the introduction of nose-in parking was effectively executed during the Parkes Annual Show, and this parking approach has since been consistently applied on Victoria and Ward Streets, yielding continuous success. Furthermore, the establishment of a three-car taxi rank in Mitchell Street, Parkes, has also proven to be a successful initiative.

KEY ISSUES

Nil issues identified

EVENT CLASS

This event is considered to be '**Class 3 Special event**' as described in the Roads and Traffic Authority's [Guide to Traffic and Transport Management for Special Events](#) (Version 3.5, published 1 July 2018).

CONCLUSION

In summary, temporary adjustments to vehicle parking and taxi ranks are necessary to accommodate the heightened influx of visitors during the Parkes Annual Show. Previous successes with nose-in parking and a temporary taxi rank on Mitchell Street validate their effectiveness. The continued implementation of nose-in parking on Victoria and Ward Streets since 2011 has proven successful.

The well-utilised three-car taxi rank in Mitchell Street further attests to the success of these measures. These proposed changes aim to facilitate increased traffic flow and enhance the overall safety and experience for all attendees during the show.

7.3 REMOVAL OF 'NO PARKING' - 24-28 CURRAJONG STREET & INSTALLATION OF LINE MARKING

IP&R Linkage: Pillar: Leadership

Goal: Our Local Government is contemporary, effective and efficient.

Strategy: Ensure compliance with statutory requirements and ensure Council's operations are supported by good corporate governance and effective risk management.

Author: Ben Coultas, Senior Design Engineer

Authoriser: Logan Hignett, Director Operations

Annexures: Nil

STAFF RECOMMENDATION

That:

1. The removal of the 'No Parking' restriction should only proceed if the former driveway is formally removed or appropriately blocked to ensure pedestrian safety.
2. The linemarking should not be approved at this stage. It can be reconsidered once the doctor's office is fully operational and serving the public.

EXECUTIVE SUMMARY

Council received a request from Evolution Mining regarding two traffic-related changes on Currajong Street, Parkes. The requests include:

1. Removal of the existing 'No Parking' zone in front of 24-28 Currajong Street to enable parking.
2. Installation of linemarking in front of the adjacent doctor's office/training centre.

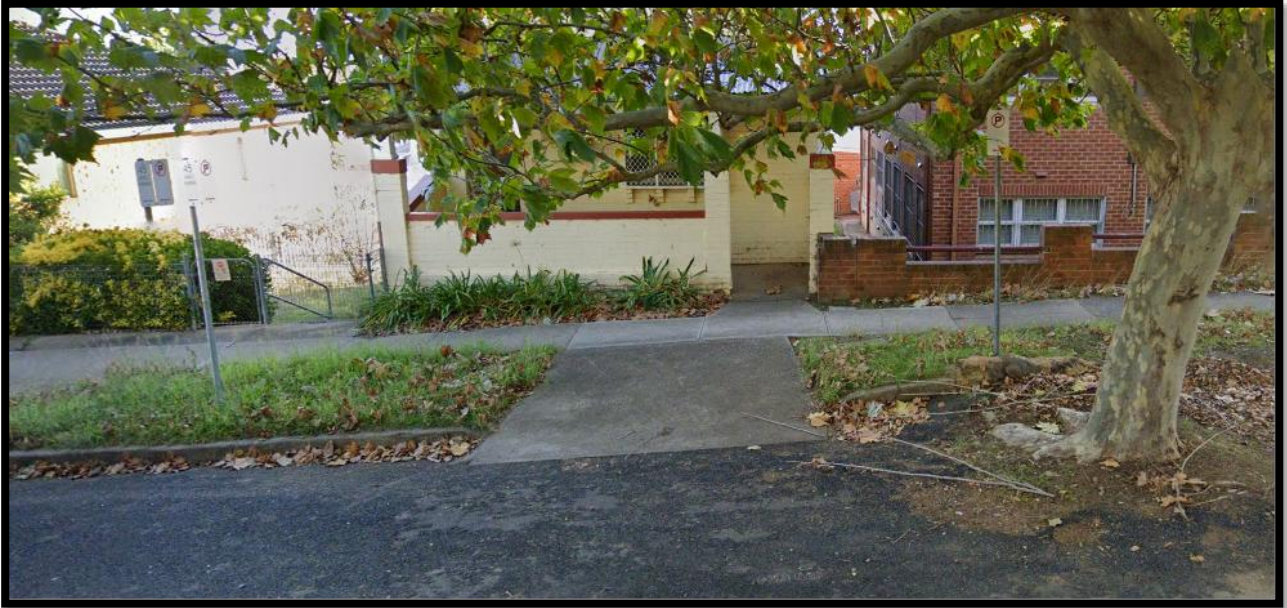
A site meeting was held between Council staff and Evolution Mining's Town Facilities Officer on 15 July 2025 to discuss the requests.

BACKGROUND

On 15 July 2025, Council staff met with the Evolution Mining Town Facilities Officer following a formal enquiry. The following requests were discussed:

1. Removal of 'No Parking'

- Evolution Mining requested the removal of the 'No Parking' signage along a section of Currajong Street to allow for parking.
- The area is currently in front of what appears to be a driveway that provides access to the footpath.
- Concerns were raised that removing the restriction may allow vehicles to reverse across the footpath, creating a pedestrian hazard, especially in the absence of kerb and gutter.



2. Installation of Linemarking

- The second request was to install linemarking in front of the neighbouring doctor's office/training centre.
- While Council does not typically line-mark in front of private facilities, exceptions have been made under special circumstance



KEY ISSUES

- Safety Concerns:** Removing the 'No Parking' restriction may increase the risk of vehicles reversing onto the footpath if the old driveway is not physically blocked or removed.
 - Site Constraints:** If the driveway is decommissioned, potential requests for disabled parking from the new doctor's office may arise. However, based on current site conditions, compliant disabled access cannot be provided.
 - Infrastructure Modifications:** To address safety, the former driveway would require permanent removal or a physical barrier. Wheel stops were considered but pose a trip hazard and are not recommended.
- (A) **Public vs Private Facility:** Linemarking is currently not supported unless the facility becomes a publicly accessible doctor's office. In that event, Council may consider installation due to community interest and healthcare access needs.

EVENT CLASS

Not Applicable

CONCLUSION

The removal of the 'No Parking' restriction should only proceed if the former driveway is formally removed or appropriately blocked to ensure pedestrian safety.

7.4 PARKING - WOODWARD STREET, PARKES**IP&R Linkage:** **Pillar:** Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide and support effective regulatory, compliance and enforcement services.**Author:** **Ben Coultas, Senior Design Engineer****Authoriser:** **Logan Hignett, Director Operations****Annexures:** **Nil**

STAFF RECOMMENDATION**Council Responsibilities:**

That:

1. The recommendation is that no changes to occur in this area as this would have a major impact on community members accessing their homes.
2. Council to continue monitoring the situation and reassess should an incident occur.

EXECUTIVE SUMMARY

Councillor McGrath requested that Council investigate the parking arrangement and speed along Woodward Street between the intersection of Forbes Road and Park Street. Cr McGrath advised that community members raised issues with traffic flows at the switch back curves.

BACKGROUND

Woodward Street has a mixture of land zoning that allows residential and commercial business to operate. The area in question is a residential section of the street, with business either side of the section on the southern and northern side of the road. This road is connection between two current state roads that can be used by general access vehicles (maximum 19m Semi trailer). The ADT of this road was about 1800veh with 80% being light vehicles

KEY ISSUES

- (a) Installation of 'No stopping' would remove approximately 12 on - street car parks
- (b) No recorded incidents have been reported to Parkes Shire Council or list on the TfNSW Crash Maps
- (c) Traffic Counters data was collected at two locations intersection of Butlers Lane and the intersection of Porter St with the 85th percentile speeds being 53km/hr and 58km/hr

EVENT CLASS

Not Applicable

CONCLUSION

The recommendation is that no changes to occur in this area as this would have a major impact on community members accessing their homes. Council will continue to the monitor the area in the future. If any other information is provided to Council, it can be reinvestigated.

7.5 MCGEES LANE - ONEWAY BETWEEN CHURCH AND COURT STREET, PARKES

IP&R Linkage:	Pillar: Community
	Goal: Our community is safe, active and healthy.
	Strategy: Provide and support effective regulatory, compliance and enforcement services.
Author:	Ben Coultas, Senior Design Engineer
Authoriser:	Logan Hignett, Director Operations
Annexures:	A. 7.4 McGee Lane - Oneway (Original Report to LTC) ↓
	B. Consultation Letter ↓
	C. Notice to Alter or Rescind Resolution OCM 333/24 ↓
	D. Consultation Response - 237 Clarinda Street ↓
	E. Consultation Response - 284-288 Clarinda Street ↓
	F. Proposed Alternate Layout ↓

STAFF RECOMMENDATION

That:

1. Council recommends that no changes be made to the current layout.
2. Progress option to house skip bins on McGee's lane carpark under a lease arrangement with the Reject Shop.

EXECUTIVE SUMMARY

Council received a request from a local business to address traffic flow and safety concerns in McGees Lane, stemming from Industrial bins in the laneway.

BACKGROUND

The request was raised at that the Local Traffic Committee Meeting held on the 6 November 2024. With the following recommendation:

1. *The proposed reconfiguration of McGees Lane from two-way to one-way, with traffic flowing north from Court to Church Streets in Parkes be adopted as presented*
2. *The traffic changes be communicated to the public via social media for the communities benefit and information.*

The local traffic committee minutes were then table at the Ordinary Council Meeting on Tuesday 24 November 2024.

<p>12.2 → MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 6 NOVEMBER 2024</p>
<p>RESOLVED OCM 324/24</p> <p>Moved: → Cr Ken McGrath Seconded: → Cr Marg Applebee That Council:</p> <p>1. → Receive and confirm the Minutes of the Local Traffic Committee Meeting held on Wednesday 6 November 2024 appended at Annexure A.</p> <p style="text-align: right;">CARRIED</p>
<p>MOTION</p> <p>Moved to not accept point 7.4: → Cr Glenn Wilson Seconded to not accept point 7.4: Cr Matthew Scherer</p> <p>In Favour: → Crs Ken McGrath, Matthew Scherer and Glenn Wilson Against: → Crs Neil Westcott, Marg Applebee, William Jayet, Louise O'Leary, Joy Paddison, Douglas Pout and George Pratt</p> <p style="text-align: right;">LOST 3/7</p>

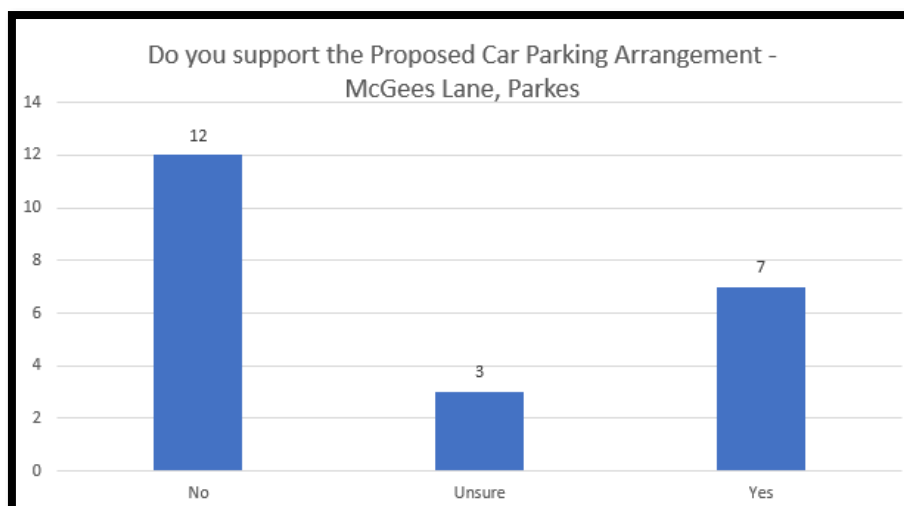
On 27 November 2024, Council received a *Notice to Alter or Rescind Resolution OCM 333/24*

Following this, on 2 December 2024, Council conducted a face-to-face consultation with business owners to outline the proposed changes. Letters and plans were provided to all directly affected businesses.

Business owners were invited to submit any concerns or feedback by 17 December 2024. Council received two submissions in response.

Taking this feedback into consideration, an alternate plan was developed and released for wider community consultation. This consultation period ran from 8 May to 5 June 2025.

Council received 22 responses during the consultation period. Of these, 12 were opposed to the proposed changes. The majority of objections cited the potential loss of parking in the CBD as a key concern.



KEY ISSUES**Parking Loss Concerns**

- Opposition to removing 11 spaces, especially with already limited parking.
- Comments mention elderly, disabled access, and busy trading times.

Support for Improvements

- Praise for line marking, two-way flow, and modernising layout.
- Support conditional on minimal parking loss.

Traffic Flow Suggestions

- Suggest converting to **one-way traffic** to preserve parking.
- Proposal for alternating entry/exit directions to improve safety.

Bin Management Issues

- Suggestions to reduce number or relocate bins.

Elderly & Disability Access

- Concerns about uneven ground and access to shops.
- Preference for safer layout and proximity to services.

EVENT CLASS

Not Applicable

CONCLUSION

Based on community feedback and the potential impact on CBD parking, Council recommends that no changes be made to the current layout.

It is also recommended that further discussions be held with the representative from The Reject Shop to explore alternative waste management solutions.

**7.6 INVESTIGATE A 'GIVEWAY' TO A 'STOP SIGN' AT THE INTERSECTION
WOODWARD AND FISHER STREET, PARKES****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide and support effective regulatory, compliance and enforcement services.**Author:** **Ben Coultas, Senior Design Engineer****Authoriser:** **Logan Hignett, Director Operations****Annexures:** **A. LTCM - Woodward and Fisher Street - Signage (August 2023) [↓](#)****STAFF RECOMMENDATION**

That:

1. The intersection of Woodward and Fisher Street is not recommended to be approved for GIVEWAY or STOP signs.
2. Installation on 'No Stopping' signage to be installed.
3. Trimming of existing vegetation and trees to allow for site distance to be increased
4. Council undertake a Community Consultation with affected properties with regards to parking changes.

EXECUTIVE SUMMARY

At the February 2025 Local Traffic committee (LTCM) it was raised to consider investigating the change the current intersection arrangements at Woodward and Fisher Street from a 'Giveaway' to 'Stop' based on community feedback.

BACKGROUND

This item was investigated at LTCM on 9 August 2023 (attached) for consideration, with the recommendation to keep the current arrangement as it was satisfactory for the current conditions and traffic flows.

KEY ISSUES

- (a) The original investigation only considered the posted speed limit (50km/h) not the 85th percentile which was determined to be 54km/h (2020) which was rounded to 60km/h for this investigation.
- (b) No consideration was determined around parking in the intersection e.g. 'No Stopping' zones impacting sight distance.

Taking into account the speed limit review and parking considerations, the findings are outlined below:

In the case that the intersection remains a GIVEWAY intersection, the Safe Intersection Sight Distance (SISD) must be assessed using the Guide to Road Design Part 4A: Un-signalised and Signalised Intersections, see Figure 1 and Figure 2.

3.2.2 Safe Intersection Sight Distance (SISD)

SISD is the minimum sight distance which should be provided on the major road at any intersection. Designers should note that the object height for the application of SISD has been increased to 1.25 m (previously driver eye height was used i.e. 1.1 m) based on research by the Department of Main Roads (Lennie et al. 2008). The basis of the 1.25 m object height for cars is that this height is 0.2 m less than the 15th percentile height of passenger cars (1.45 m) as determined by the study.

Equation 2 provides the formula for SISD:

$$SISD = \frac{D_T \times V}{3.6} + \frac{V^2}{254 \times (d + 0.01 \times a)} \quad 2$$

where

- SISD = safe intersection sight distance (m)
- D_T = decision time (sec) = observation time (3 sec) + reaction time (sec) – refer to AGRD Part 3 (Austroads 2016a) for a guide to values
- V = operating (85th percentile) speed (km/h)
- d = coefficient of deceleration – refer to Table 3.3 and AGRD Part 3 for a guide to values
- a = longitudinal grade in % (in direction of travel: positive for uphill grade, negative for downhill grade)

Figure 1: Safe Intersection Sight Distance (SISD) at Un-signalized Intersections (AGRD04A)

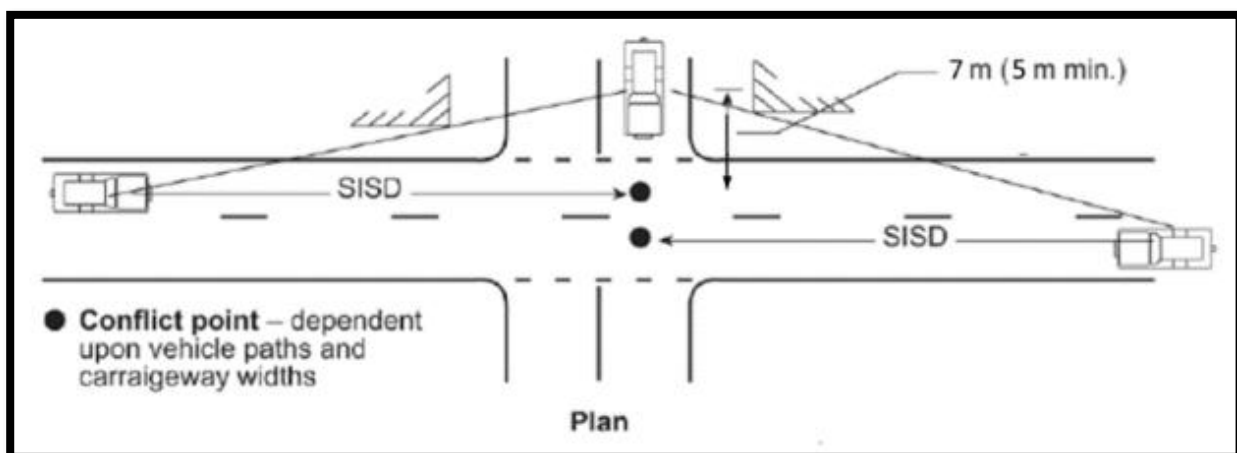


Figure 2: Safe Intersection Sight Distance (SISD) at Unsignalized Intersections (AGRD04A)

From Figure 3, SISD was calculated as 131m at an 85th percentile speed of 60km/h.

A visual assessment of the intersection was completed for the SISD at the give-way intersection, the results are in Figure 5.



Figure 3: Sight Distance Analysis for the GIVEWAY Intersection of Woodward and Fisher Street

A combination of In-person and visual assessment via AutoCad showed that tree undercutting is required on approximately 8 trees.

There is a power pole in the line of sight. However, visual inspection indicates that the pole doesn't cause large sight issues.

Sight visits showed that a no stopping sign is needed on the South-East corner of the intersection to prevent the line of sight being obstructed by parked vehicles. The length of the No-parking zone should be assessed. The diagram below shows suggested no stopping zones between 10-16m, see Figure 4.

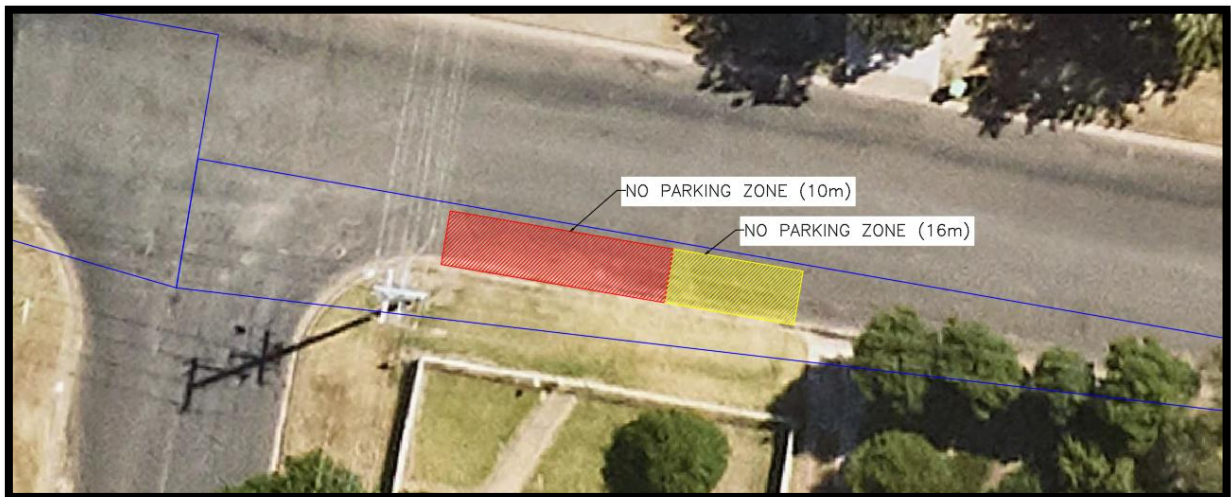


Figure 4: Suggested No-Parking Zones

Stop Sign Considerations

According to AS1742.2 'Manual of uniform traffic control devices', driving sight distance requirements will dictate whether the intersection will remain a give way, or stop signs must be installed, see Figure 7.

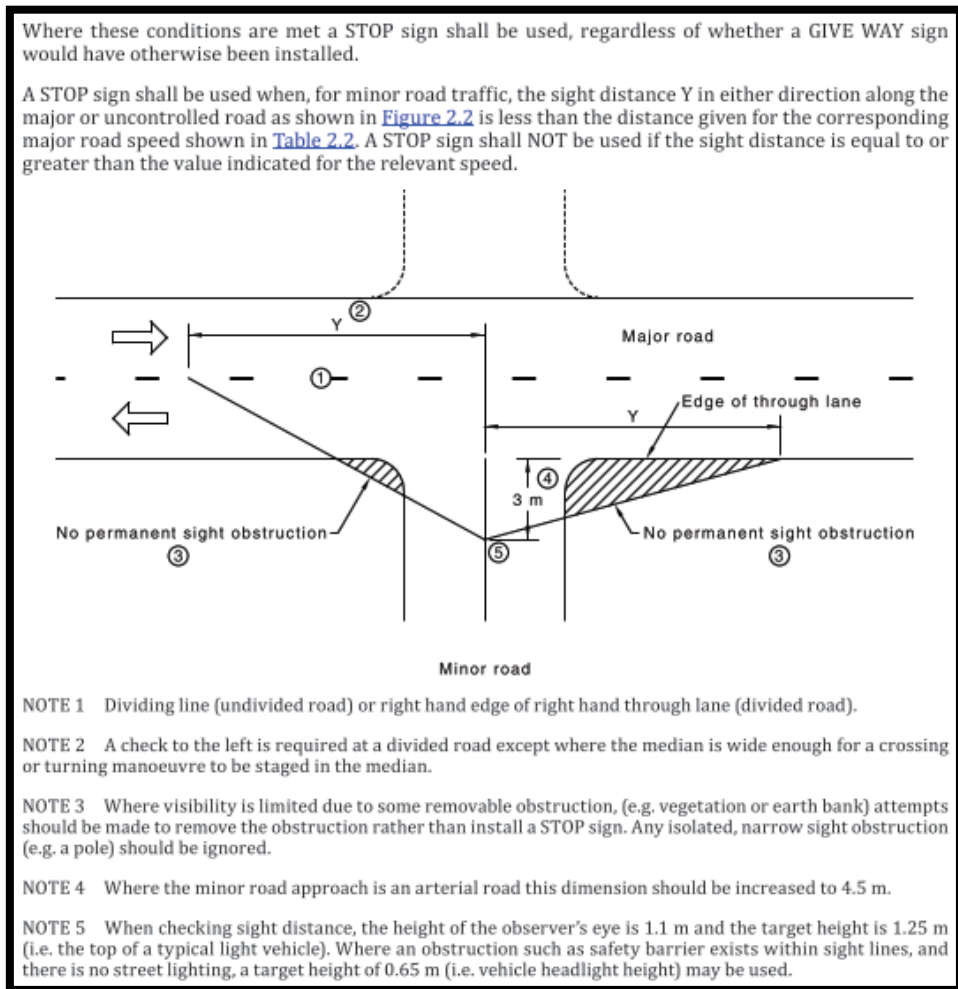


Figure 5: Sight Distance Requirements for a Stop Sign (AS1742.2)

Table 2.2 — Sight distances for use of STOP signs

Major road speed, km/h (see Note 1)	Distance along major road: Y, m (see Note 2)
30	15
40	25
50	30
60	45
70	60
80	70
90	80
100	90
110	120
120	150

NOTE 1 The posted or default speed limit is used, unless the 85th percentile speed is significantly higher.

NOTE 2 The distance value Y along the major road, and the distance along the minor road shown in [Figure 2.2](#) are empirically based. The distances are specific to the warrant for the use of STOP signs and independent of the values for stopping, safe intersection and minimum gap sight distances given in Austroads Guidelines.

Figure 6: Table of Sight Distance for Stop Signs (AS1742.2)

Figure 6 shows the sight distance required for the stop signs was 45m where the signposted speed is 60km/h.

Based on AS1742.2 in Figure 8, a visual assessment of the intersection was done in to assess whether a stop sign is required.



Figure 7: Sight Distance Analysis for the Intersection of Woodward and Fisher Street

There is a power pole which is in the line of sight. This pole was ignored in accordance with Figure 5.

CONCLUSION

There is insufficient reason to install Stop signs at the Woodward - Fisher Street intersection. To increase visibility at the GIVEWAY intersection, 'No Stopping' signage along at the intersection should be installed and select trees should have branches undercut.

8 GENERAL BUSINESS

8.1 COUNCIL TEMPORARY DELEGATION

IP&R Linkage: **Pillar:** Community

Goal: Our community is safe, active and healthy.

Strategy: Provide and support effective regulatory, compliance and enforcement services.

Author: **Ben Coultas, Senior Design Engineer**

Authoriser: **Logan Hignett, Director Operations**

Annexures: **A. Instrument of Delegation and Authorisation**
B. Temporary Delegation to Council - Fact Sheet

RECOMMENDATION

That:

1. The report detail is for the information of the Committee.

REPORT DETAIL

Transport for NSW (Transport) has issued a temporary delegation of its powers under the Roads Act 1993 to give councils an alternative approval pathway for specified low-risk works to make streets more liveable, and support walking and cycling.

What is being delegated?

Subject to the criteria and conditions set out in the Temporary Delegation instrument, councils will be able to design and implement the following (refer to the attached Schedule 1 of the instrument):

- works to regulate/manage parking (i.e. signage, re-allocation, removal, etc.)
- pedestrian crossings
- pedestrian refuges
- conversion of existing pedestrian ('zebra') crossings to raised pedestrian ('wombat') crossings
- footpaths and continuous footpaths
- temporary or permanent works to enable alfresco (outdoor) dining
- temporary or permanent works to improve or expand footpaths or pedestrian space
- kerb buildouts to reduce crossing distance or manage vehicle speed
- kerb modifications or median islands for tree planting, landscaping or water sensitive urban design
- treatments to manage vehicle speed including road humps, road cushions, raised intersections, chicanes and slow points
- works to create (but not remove) bicycle parking, bicycle lanes, bicycle paths, shared paths and contra flow access for bicycle riders

The delegated works are subject to conditions relating to permitted locations, circumstances, bus operations, design guidance, compliance, and reporting. Please refer to the attached Schedule 4 of the instrument for full details.

Council Temporary Delegations

Item	Request Type	Location	Background	Outcome
1	CRM - SI2025/0175	Mitchell St between the intersection of Bogan Road and Currajong Street.	Business closed and current arrangement causing safety issues and the only area 45 degree. Change to Parallel	After community consultation no feedback against the proposed changes. Parallel parking was installed and No stopping to assist with the intersections.
2	Letter	Parkes High School Parking – Exam	During Exam’s they need a section of parking for facilitators to load and unload papers	Signage to be installed as per previous years. As per the attached plan. The temporary installation will be from: HSC Trial Exams 16 – 29 August 2025 HSC Exams 16 October to 7 November 2025
3	Sports Council	Cheney Park – Emergency Entrance/Exit Station St	Sports Council reported an incident that occurred during a mid-week sporting event. A vehicle was angle parked overhanding the emergency exit, when a vehicle attempted to reverse out of the emergency exit it hit the overhanging vehicle causing damage.	Parkes Shire Council installed ‘No stopping’ signage and Linemarking the area in front to exit to discourage vehicles blocking the driveway.



**Transport
for NSW**

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.

TRANSPORT

Temporary Delegation to Councils

Key points

The Temporary Delegation to Councils provides an alternative approval pathway for councils to carry out the following works without referral to Local Traffic Committee:

Pedestrian crossings and refuges <i>(inc. conversion of existing zebra crossings to wombats)</i>	Works to regulate/manage parking <i>(inc. signage; re-allocation / removal; permissive / pay parking; work/loading/taxi zones; No Parking/Stopping; etc.)</i>	Bicycle infrastructure <i>(inc. lanes, paths, shared paths, separated footpaths, contra-flow access, and parking)</i>
Footpaths and continuous footpath treatments	Kerb buildouts to reduce crossing distance or manage vehicle speed	Kerb modifications or median islands for trees, landscaping, or water sensitive urban design
Works <i>(temporary & permanent)</i> to improve/expand footpaths or pedestrian space	Treatments to manage vehicle speed <i>(inc. humps, cushions, chicanes, slow points, and raised intersections)</i>	Works <i>(temporary & permanent)</i> to enable alfresco dining

Eligibility

- Only unclassified roads and where proposed works will not alter the number of continuous travel lanes

Speed limits

- For roads with a speed limit of 50km/h or less: all above-listed works are delegated
- For roads with a speed limit of 60km/h or more: only (i) works to regulate parking, (ii) conversion of a zebra crossing to wombat, and (iii) works relating to footpaths, shared paths, or separated footpaths

Traffic signals

Specific restrictions exist only within 60m of signals (measured along the road which the signal controls).

- Within 20m: only if the works are within areas/lanes used or available at any time for parking
- Within 60m: no new crossings and no reduction in length or modification of operating hours of any existing auxiliary, through, or merge lanes

Bus routes and operations

- Must use the appropriate bus as design vehicle (*refer to Bus Route Map*)
- No reduction in extent or operating hours of a bus zone nor space required for entry/exit of a bus zone
- Must consult with and notify local bus operators (**this is not necessary for works to regulate parking*)
- No changes to operation of clearways, bus or bus only lanes, bus layovers, or transit lanes

The information/detail on this sheet is not exhaustive. **Please refer to the delegation instrument, Bus Route Map, and TfNSW's website: [Temporary delegation to councils](#) | [Transport for NSW](#).**

Sub-delegation authorisation

- Clause 6 of the *Roads and Maritime Services – Delegation to Councils* has been permanently revoked
- Functions under Part 8, Division 2 of *Roads Act 1993* can now be sub-delegated to a council employee

Additional references

[Supporting guides](#)

[Guides and resources](#)

[Design of Roads and Streets Guide](#)

[Pedestrian Crossing Guideline](#)

[Cycleway Design Toolbox](#)

[Road classifications](#)

[Speed zones](#)

8.2 REMOVAL OF NO STOPPING SIGNS ON FORBES ROAD

IP&R Linkage: **Pillar:** Community

Goal: Our community is safe, active and healthy.

Strategy: Provide and support effective regulatory, compliance and enforcement services.

Author: **Ben Coultas, Senior Design Engineer**

Authoriser: **Logan Hignett, Director Operations**

Annexures: **A. 2018 Newell Highway Report**

RECOMMENDATION

That:

1. The report detail is for the information of the Committee.

REPORT DETAIL

As a general business item at the Local Traffic Committee Meeting held on 7 May 2025, Cr McGrath raised to investigate the removal of the 'No Stopping' signs on the along the Forbes Road from the corner of Woodward Street to the corner of Medlyn Street.

8.2 → 'NO-STOPPING' ON FORBES ROAD



Cr McGrath raised if Council could investigate the removal of the 'No Stopping' signage out the front of the residents homes along the Forbes Road, now that the bypass is open.

Once investigations are complete, a report will be presented at the next local Traffic Committee Meeting.

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With the Newell Highway now bypassing the town, residents have raised concerns about being unable to park in front of their properties. They have requested a review, noting that parking is permitted in other areas along the former Newell Highway route.

This installation of the 'No stopping' signage raised at Local traffic committee in 2018 at the November meeting. Reviewing the meeting minutes a representative from Transport for NSW (formally known as RMS) to review signage in this area as it wasn't installed to standard. Part of the installation was due to sight distance issues for business operating in this area when exiting driveways. Please see attached meeting minutes for further details.

5.4 Newell Highway No Stopping Signage

Executive Summary

Council has been asked to review the no-stopping along the Newel Highway between Station Street and Callaghan Street by Deanne Freeman on behalf of RMS, as there is no closure to the no-stopping signage on the southern end of the Newel Highway

Staff Recommendation

1. Install no-stopping signs from the front Supercheap Auto south bound to Callaghan Street including one repeater.
2. Install repeater between BP Entrance to Woodward Street.
3. Install no stopping between Woodward Street and Callaghan Street including one repeater.

Committee's Recommendation

1. Install no-stopping signs from the front Supercheap Auto south bound to Callaghan Street including one repeater.
2. Install repeater between BP Entrance to Woodward Street.
3. Install no stopping between Woodward Street and Callaghan Street including one repeater.
4. Consult with residents in the area regarding a 'No Stopping' sign being located in front of their properties

Support for Recommendation: Unanimous

9 REPORT OF CONFIDENTIAL RESOLUTIONS

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.
