

1 INTRODUCTION

The City of Wollongong Traffic Committee is not a Committee of Wollongong City Council however a Technical Committee of the Roads and Maritime Services (RMS). The Committee operates under the authority conferred to Council by the RMS under the Transport Administration Act 1988, and in accordance with the powers delegated to Council by the Road Transport Act 2013 and the Roads Act 1993, as outlined in the RMS document 'A guide to the Delegation to Councils for the Regulation of Traffic – including the operation of Traffic Committees'

- a) Council has been delegated certain powers, from the RMS, with regard to traffic matters upon its local roads. A condition of this delegation is that Council must take into account the Traffic Committee recommendations.

There are four permanent members of the Traffic Committee, each of whom has a single vote only.

- a) The members are representatives of the NSW Police Force, the Roads and Maritime Services, the Local State Member of Parliament (for the location of the issue to be voted upon), and a representative of Wollongong City Council.
- b) If the RMS or NSW Police Force disagrees with any Traffic Committee recommendation, or Council's resolution on any Traffic Committee recommendation, that member may lodge an appeal with the Regional Traffic Committee for determination. The appeal must be lodged in writing within 14 days of Council's resolution. Any action relative to any issue under appeal must cease until the matter is determined. The Regional Traffic Committee is chaired by an independent chairperson and submissions and representations are welcomed from all interested parties.

2 COUNCIL REPRESENTATIVE:

The Council representative is to be Council's Manager Infrastructure Strategy and Planning or sub-delegate (as delegated by Council and sub-delegated by the General Manager), who will also chair the meeting.

3 NON-VOTING ATTENDEES:

- a) Support staff from Council's Infrastructure and Planning Division
- b) Council Administration Officer
- c) Council Road Safety Officer
- d) One (1) representative from each bus operator

4 AGENDA:

The Agenda must be prepared no less than 7 days before the Committee meeting and distributed to members, and posted on Council's website.

The Traffic Committee agenda will be divided into Wards.

The Traffic Committee agenda will state the community consultation that has occurred prior to the item being placed on the agenda.

Members of the public who have initiated traffic enquiries will be notified when their issue has resulted in a traffic committee agenda item and the timing of the items consideration.

5 VOTING:

In the exercise of its powers pursuant to the Division 1 of Part 4 (Sections 50 to 55) of the Road Transport (Safety and Traffic Management) Act, 1999, Division 2 of Part 8 (Sections 116 to 119) of the Roads Act, 1993 and Division 2 of Part 5 (Clauses 122 and 123) of the Road Transport (Safety and Traffic Management) (Road Rules) Regulation, 1999 a decision of the Wollongong Traffic Committee shall be determined by a vote of:

- a) The representative of Council;
- b) The representative of NSW Police Department;
- c) The representative of NSW Roads and Maritime Services; and
- d) The representative of the State Member of Parliament to whose electorate the matter relates.

The advice of the Traffic Committee to Council or its Sub-Delegate on a particular matter must record any dissenting vote and must be one of the following:

- a) Unanimous support;
- b) Majority support;
- c) Split vote;
- d) Minority support.

The Traffic Committee is not required to have a quorum and as the advice is in the form of a recommendation to Council to assist in the determination of the matter, the Chairperson does not have a casting vote.

6 ELECTRONIC MEETINGS:

As Council can only exercise its delegation after seeking the advice of the Police, RTA and the local MP, if a voting member cannot attend a meeting, they can be consulted via email or telephone and their advice will be included in the recommendation of the Traffic Committee. In cases of urgency, Council may consult via electronic means with the voting members of the Committee, for the purposes of seeking their advice, without the need for a face to face meeting.

7 PUBLIC PARTICIPATION:

The role of the Traffic Committee is to consider the technical aspects of each proposal. The Chairperson may allow residents or other interested stakeholders, to address the Committee on the technical merits only of a particular proposal. Residents or other non-member stakeholders are not permitted to remain at the meeting while a proposal is being debated and a vote being taken. Residents or other interested stakeholders may address the Committee on the following conditions:

- a) Presentations should be limited to five (5) minutes;
- b) Any person who has previously addressed the Committee on a subject must present new information only; and
- c) Groups wishing to present similar points of view should nominate a spokesperson to represent the views of that group.

8 INFORMAL ITEMS:

Council may wish to seek advice from the Committee with a view to proposing a formal item for a future meeting and informal matters can be raised at Committee meetings where time permits.

9 NOTICE OF LATE AGENDA ITEMS:

Members of the Committee will be given 24 hours' notice, by facsimile or email, of any late agenda item and that such notice shall be accompanied by the relevant report. Notwithstanding the above, a Member of the Committee may raise any item during the course of a meeting. The committee will give consideration to such matters if the matter is deemed to be urgent business by a unanimous vote of members present.

10 PROCEDURAL MATTERS:

In relation to any procedural matter, the normal meeting rules will apply, as determined by the Chairperson.

CHARTER ADOPTED ON 30 JANUARY 2018

SUMMARY SHEET

Responsible Division	Infrastructure Strategy and Works	
Date last adopted	Date	Adopted/Endorsed by
	30 January 2018	Council
Date of previous adoptions:	10 October 2016	Council