



# **MINUTES**

## **Local Transport Forum Meeting 2 December 2025**

**ORDER OF BUSINESS**

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**MINUTES OF RICHMOND VALLEY COUNCIL  
LOCAL TRANSPORT FORUM MEETING  
HELD AT THE VIA MICROSOFT TEAMS  
ON TUESDAY, 2 DECEMBER 2025 AT 2:00 PM**

**PRESENT:** Member for Clarence Richie Williamson MP (by proxy Sarah Kratz), Renai Williams - Transport for NSW

**IN ATTENDANCE:** Chair - Ben Zeller (Director Infrastructure Services & Projects), Vaughan Macdonald (General Manager), Michael Pontefract (Coordinator Asset Planning & Quality Assurance), Charlene Reeves (Executive Assistant Infrastructure Services & Projects)

## **1 WELCOME**

Ben Zeller welcomed everyone to the meeting.

## **2 APOLOGIES**

Cr Robert Hayes, Sam Jeffery - NSW Police, Kim Anderson (Manager Asset Systems & Planning, Richmond Valley Council)

## **3 DECLARATION OF INTERESTS**

Nil.

## **4 MATTERS FOR CONSIDERATION**

### **4.1 NON CONFORMING RAILWAY CROSSINGS IN THE RICHMOND VALLEY LGA**

#### **RECOMMENDATION**

That the Local Transport Forum:

1. Receives and notes the non-conforming railway crossings briefing and considers this as a priority for action within the Richmond Valley LGA.
2. Consider endorsement for Council's efforts in seeking grant funding to replace non-conforming railway crossing signage in the Richmond Valley LGA.

**Unanimously supported.**

### **4.2 SAVILLES ROAD CULVERT REPLACEMENT**

#### **RECOMMENDATION**

That the Local Traffic Forum:

1. Receives and notes the Savilles Road Culvert Replacement report.
2. Consider the Saville Road Culvert Replacement project as a priority for the Richmond Valley.
3. Provides endorsement for Council's continued efforts in seeking grant funding to replace the Culvert on Savilles Road.

**Unanimously supported.**

#### **4.3 LEVEL CROSSING IMPROVEMENT - HOTHAM STREET, CASINO**

##### **RECOMMENDATION**

That the Local Transport Forum:

1. Receives and notes the Level Crossing Improvement – Hotham Street, Casino report.
2. Consider the Level Crossing Improvement – Hotham Street, Casino project as a priority for the Richmond Valley.
3. Consider endorsement for Council's continued efforts in seeking grant funding to improve the Level Crossing on Hotham Street, Casino.

**Unanimously supported.**

#### **4.4 DESIGN AND CONSTRUCTION OF SHARED PATHWAYS IN THE RICHMOND VALLEY LGA**

##### **RECOMMENDATION**

That the Local Transport Forum:

1. Receives and notes the design and construction of Shared Pathways in the Richmond Valley LGA.
2. Consider the following projects as priority within the Richmond Valley;
  - Design of the Casino Active Transport Corridor – North to South
  - Design of Woodburn to Broadwater Shared Pathway.
  - Construction of Broadwater to Evans Head Shared Pathway; and
  - Design of Cassia Street, Evans Head Shared Pathway
3. Consider the endorsement for Council's continued efforts in seeking grant funding for the above noted four Shared Pathway projects.

**Unanimously supported.**

#### **4.5 PEDESTRIAN CROSSINGS FOR REVIEW, INVESTIGATION AND UPGRADE ON AND ADJOINING CENTRE STREET, CASINO**

##### **RECOMMENDATION**

That the Local Transport Forum:

1. Receives and notes the Pedestrian Crossings for Review, Investigation and Upgrade on and adjoining Centre Street, Casino briefing.
2. Considers the Pedestrian Crossings on and adjoining Centre Street, Casino as a priority for the Richmond Valley.
3. Consider endorsement for Council's and TfNSW's efforts in seeking grant funding for safety improvements for pedestrian movements on Centre Street Casino.

**Unanimously supported.**

#### **4.6 SPEED ZONE ENHANCEMENT INVESTIGATION - QUEEN ELIZABETH DRIVE, CORAKI**

##### **RECOMMENDATION**

That the Local Transport Forum:

1. Receives and notes the Speed Zone Enhancement Investigation briefing
2. Considers the reduction of speed in this location as a priority for Richmond Valley
3. Consider endorsement for Council's efforts in developing a suitable solution and seeking grant funding to implement appropriate measures to achieve a reduction in speed on Queen Elizabeth Drive, Coraki
4. NSW Police to provide Council the historical data on vehicle incidents at this intersection.

**Unanimously supported.**

#### **5 GENERAL BUSINESS**

##### **5.1 SCHEDULE OF 2026 LOCAL TRANSPORT FORUM MEETINGS**

##### **RECOMMENDATION**

That the Committee receives and notes the Schedule of 2026 Local Transport Forum Meetings.

**Unanimously supported.**

##### **5.2 UPDATE ON OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETING**

##### **RECOMMENDATION**

That the Committee received and notes the Actions from Previous Meetings report.

**Unanimously supported.**

##### **5.3 UPDATE ON REQUEST FOR SPEED ZONE CHANGES**

##### **RECOMMENDATION**

1. Casino Showground – TfNSW has received the quote from RVC which originally was considered high however, this is in line with industry standards and this request is with Renai's colleague (Leigh). This project has been given the green light and Leigh will communicate directly with Jack Baker on implementation.
2. Smiths Road - TfNSW is waiting on one more piece of information to be able to approve this project and Renai will be able to provide a response once that is received.
3. Trustums Hill Road – TfNSW previously advised, this does not meet the warrants of 50km/h zone. Renai is still investigating another solution of how the road speeds can be reduced.

**Unanimously supported.**

**The Meeting closed at 2:29 pm.**

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**CHAIRPERSON**