

<b>Policy title</b>	Bus Stops and Bus Zones
<b>Responsible manager(s)</b>	Director, Infrastructure Services
<b>Contact officer(s)</b>	Traffic Officer
<b>Directorate</b>	Infrastructure Services
<b>Approval date</b>	26 April 2022
<b>Outcome area</b>	4. Our connected community through reliable and safe infrastructure networks
<b>Strategy</b>	4.1 Provide integrated and active transport networks to enable a connected and accessible Eurobodalla
<b>Delivery Program link</b>	4.1.1 Plan for an integrated and active local transport network, guided by the NSW Government's Future Transport 2056 Strategy
<b>Operational Plan link</b>	4.1.1.2 Provide traffic management planning

### Purpose

Eurobodalla Shire Council's policy is developed to ensure that bus stops and bus zones are in appropriate locations and have appropriate signs where necessary.

### Policy aims

- Assist decision-makers to exercise discretionary powers in relation to bus stops and bus zones and related signage
- Promote an integrated framework for dealing with bus stops and bus zones
- Ensure transparency, consistency and fairness in the manner in which Council deals with public transport and its operators
- Ensure compliance with legislative requirements under the [Road Transport \(Safety & Traffic Management\) Act 2013](#)
- Take appropriate steps to ensure consistency and safety with regard to signage locations for public transport
- Make Council's policies and requirements for bus stops and bus zones readily accessible and understandable to the public.

### Policy details

<b>1</b>	<b>Application</b> This policy applies to requests for the installation of bus stop or bus zone signs
<b>2</b>	<b>Legislation</b> <ul style="list-style-type: none"> <li>• This policy ensures Eurobodalla Shire Council's compliance with the <a href="#">Road Transport (Safety &amp; Traffic Management) Act 2013</a></li> </ul>

### Implementation

Requirements	Responsibility
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1	<ul style="list-style-type: none"> <li>The location of bus stopping places is identified by bus proprietors in agreement with Transport for NSW</li> <li>Non-regulatory bus stop signs are installed at locations identified by the bus proprietor and Transport for NSW.</li> <li>Cost of the signage is borne by bus operator.</li> <li>All regulatory signs and their locations are to be approved by the Eurobodalla Local Traffic Committee.</li> <li>Regulatory bus zone signs are to be installed at locations identified by the bus operator and Transport for NSW.</li> <li>Installation and maintenance of bus zone signs is carried out by Council.</li> </ul>	<p>Bus operators</p> <p>Council officers</p>
2	<p><b>Staff</b></p> <p>Under supervision, relevant Council staff will be responsible for ensuring that this policy is implemented appropriately within their work area, after they have received appropriate training to do so.</p>	<p>Council officers</p>
5	<p><b>Concerns</b></p> <p>Public concerns communicated to Council in relation to this policy will be recorded on Council's records system and handled in accordance with Council's Customer Service or Complaints policy. These records will be used to determine any follow-up actions and analyse the history of reported public concerns.</p>	<p>Council officers</p>
6	<p><b>Consultation</b></p> <p>Any consultation deemed necessary will occur as required with key stakeholders, which may include (but not be limited to) the community, other agencies, statutory and industry bodies. Public submissions regarding this policy are invited for consideration during the exhibition period.</p>	<p>As applicable</p>

### Review

This policy will be reviewed every 4 years. It may also be reviewed and updated as necessary when legislation requires it; or Council's functions, structure or activities change; or when technological advances or new systems change the way that Council manages bus stops and bus zones

The policy may be revoked at the expiration of twelve months after the declaration of the poll for the next general NSW local government election, unless Council revokes it sooner.

**Note:** *The next general local government election is expected to be held in September 2024.*

Reviews of the effectiveness of this policy could include the following:

Performance indicator	Data source(s)
Delivery Program/ Operational Plan outcomes achieved	Council reporting
Concerns or complaints registered	Council records
Requests for installation of bus stop and bus zone signs	Council records

## Governance

This policy should be read in conjunction with any related legislation, codes of practice, relevant internal policies, and guidelines.

### Related legislation and policies

Name	Link
Related Council Policy or Code of Practice	<a href="https://www.esc.nsw.gov.au/council/governance/council-policies">https://www.esc.nsw.gov.au/council/governance/council-policies</a>
Local Government Act 1993	<a href="https://legislation.nsw.gov.au/view/whole/html/inforce/current/act-1993-030">https://legislation.nsw.gov.au/view/whole/html/inforce/current/act-1993-030</a>
Legislation (Act)	<a href="#">Road Transport (Safety &amp; Traffic Management) Act 2013</a>

### Related external references

Name	Link
Office of Local Government	<a href="http://www.olg.nsw.gov.au">www.olg.nsw.gov.au</a>
Transport for NSW	<a href="http://www.transport.nsw.gov.au">www.transport.nsw.gov.au</a>

### Change history

Version	Approval date	Approved by	Min No	File No	Change
1	22 Sep 2009	Council	09/291	E06.0375 E09.3418	Policy commenced
2	23 Apr 2013	Council	13/111	E06.0375 E13.7095	Reviewed and updated (start of new Council term)
3	26 Sep 2017	Council	17/317	E06.0375 E16.0297	Reviewed and updated (start of new Council term)
4	26 Apr 2022	Council	22/91	E06.0375 E16.0297	Reviewed & updated at new Council term. Report GMR22/046

### Internal use

Responsible officer	Director Infrastructure Services		Approved by	Council	
Minute	22/91	Report	GMR22/046	Effective date	26 April 2022
File	E06.0375 E16.0297	Review date	Feb 2022	Pages	3