



Burwood Inc.1874
Burwood . Burwood Heights . Croydon . Croydon Park . Enfield . Strathfield

NOTICE OF BURWOOD LOCAL TRANSPORT FORUM MEETING

The March 2026 meeting of the Burwood Local Transport Forum will be held electronically with the agenda emailed to members for review.

All comments are required to be returned to Council by 9:00am Friday 6 March 2026.

Tommaso Briscese
General Manager

Background

Transport for NSW (Transport) is legislated as the Authority responsible for the control of traffic on all NSW Roads. Transport has delegated certain aspects of the control of traffic on local roads to councils.

Transport's (2025) *Authorisation and Delegation Instrument* authorises councils to use prescribed traffic control devices under [s122](#) of the *Road Transport Act 2013* and delegates Transport's power under [s115](#) of the *Roads Act 1993* to regulate traffic for any purpose.

The (2025) *Authorisation and Delegation Instrument* revokes and replaces both the (2011) *Delegation to Councils* and the (2023) *Temporary Delegation to Councils No.2*.

One of the conditions of the Instrument is that councils establish a Local Transport Forum (LTF - formerly known as Local Traffic Committee). The LTF provides advice, technical review, and coordination of works and events. It does not vote, issue approvals, or make decisions.

Role of the Local Transport Forum

The LTF is primarily a technical review and advisory forum which considers the technical merits of proposals and ensures that current technical guidelines are considered. It provides advice to Council on traffic and parking control matters and on the provision of traffic control facilities and prescribed traffic control devices for which Council has delegated authority. These matters are dealt with under **Section 4** of the agenda.

Items which are not within Council's delegation and require referral to the Local Transport Forum for advice are dealt with in **Section 5** of the agenda.

LTF Delegations

The LTF has no decision-making powers. Council must refer all relevant traffic related matters to the LTF prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to Council must be referred directly to the Transport or relevant organisation.

The LTF provides advice to Council. Where Transport has concerns about a proposal and the concerns are not resolved in discussion, Transport may inform the LTF that it intends to issue a Statement of Concern (SoC) within seven days.

Forum Membership

The LTF comprises the following Members:

- one representative of Council as nominated by Council
- one representative of the NSW Police from the Burwood LAC
- one representative from Transport for NSW
- State Member of Parliament (MP) for Strathfield
- operator of any public passenger service likely to be affected by the proposal.

Agenda

1. Acknowledgement of Country

Council acknowledges the Wangal people of the Eora Nation who are the traditional custodians of this land. Council also pays respect to their elders, both past and present, and extends that respect to other First Nations People who may be present.

2. Apologies

3. Confirmation of Minutes

That the Minutes of the Burwood Local Transport Forum held on Thursday, 6 November 2025, as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

4. Items where Council May Exercise Its Delegated Functions

(Item LTC1/26)	Beaumaris Street, Enfield - Changes to Parking Restrictions	4
(Item LTC2/26)	Burwood Road, Burwood Heights - Car Share Space	7
(Item LTC3/26)	Victoria Street, Burwood - Changes to Parking Restrictions	9
(Item LTC4/26)	Russell Street, Strathfield - Changes to Parking Restrictions	11
(Item LTC5/26)	Acton Street, Croydon - Request for Work Zone	13
(Item LTC6/26)	Baker Street, Enfield - Provision of two on-street parking spaces.....	16
(Item LTC7/26)	Lucas Road, Burwood - Request for Work Zone	21
(Item LTC8/26)	Waimea Street, Burwood - Changes to Parking Restrictions	24
(Item LTC9/26)	Burwood Town Centre - Changes to Parking Restrictions in Christmas Period.....	29
(Item LTC10/26)	Burwood Road, Burwood - Changes to Parking Restrictions	32
(Item LTC11/26)	Railway Parade, Burwood - Request for Work Zone	35
(Item LTC12/26)	Conder Street (Railway Parade), Burwood - Request for Work Zone.....	37
(Item LTC13/26)	Burwood Lunar New Year - 21 February 2026	39
(Item LTC14/26)	Shaftesbury Road, Burwood - Keep Clear Linemarking	102

5. Items where Council Seeks Referral to LTF for Advice

Nil

General Business

(Item LTC1/26) Beaumaris Street, Enfield - Changes to Parking Restrictions

File No: 25/52736

Report by Traffic Engineer

Summary

To assist with access and pick-up drop off at Enfield Public School, Burwood Council is proposing to implement 1/4P restrictions during school zone periods along a 64m section of Beaumaris Street.

Background

Enfield Public School has a submitted a request to Council to create a short term parking area along the school's Beaumaris Street frontage to facilitate pick-up and drop-off during school zone hours.

Beaumaris Street has unrestricted parking along its entire length excluding adjacent to the area adjacent to the children's crossing which is signposted as 'No Stopping 8-am-9.30am 2.30-4pm School Days Only) to ensure adequate sightlines from drivers and pedestrians.



A review of the area has shown that the parking is often used by light construction vehicles such as utes and vans that are parked for extended periods, including during school peak times, resulting in parents having to park away from the school.

Proposal

It is proposed to convert a 64m section of unrestricted parking on Beaumaris Street to '1/4P 8am-9:30am, 2:30pm-4pm School Days Only' as per the below markup.



Consultation

Consultation was undertaken with 25 properties on Beaumaris Street in the vicinity of the proposal. 8 responses were received, 7 opposed and 1 in support. Responses opposed to the proposal cited loss of on-street parking. Given that the parking restrictions apply only during school times and days and will remain as unrestricted parking all other times the impact to parking for residents is expected to be minimal.

Financial Implications

The installation of new signage will cost \$500.00 and be funded from the 2025/26 Traffic Facilities Maintenance budget.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the Transport Administration Act 1988 (NSW) and Section 115 of the Road Transport Act 2013 (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the Local Government Act 1993 or any other Act, regulation, instrument, rule or the like*
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.*

Recommendation

That the General Manager under delegation approves the conversion of 64 metres of unrestricted parking along the Enfield Public School frontage to '1/4P 8am-9:30am, 2:30pm-4pm School Days Only'.

Attachments

There are no attachments for this report.

(Item LTC2/26) Burwood Road, Burwood Heights - Car Share Space

File No: 25/53871

Report by Traffic Engineer

Summary

It is proposed to relocate a previously approved car share space on Burwood Road, Burwood Heights following community feedback.

Background

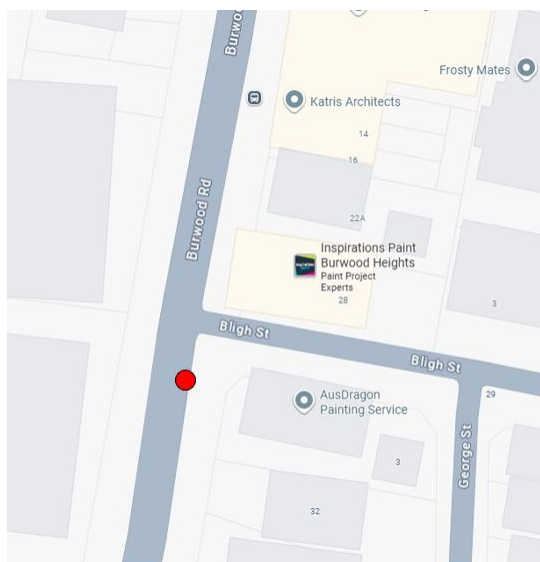
In August 2025, GoGet approached Council to install dedicated on-street car share parking at 5 locations within the Burwood LGA. Four of these locations were supported and approved via the August Burwood Local traffic Committee and August Council meetings.

One of the approved locations was at the eastern side of Burwood Road, Burwood Heights, north of Bligh Street. Following the Council meeting, further community feedback was received opposed to the Burwood Road location, as it removed parking directly adjacent to local businesses.

Proposal

Due to community feedback, it is proposed to relocate the Burwood Road car share space from its original location further south, to the east side of Burwood Road, Burwood Heights, south of Bligh Street. The new proposed location would involve the loss of one unrestricted on-street parking space.

The proposed restriction will be 'No Parking – Authorised Car Share Vehicles Excepted'.



Consultation

Consultation was undertaken with 12 residents in the vicinity of the proposed car share location. No responses were received.

Financial Implications

Per Council's Fees and Charges, a fee will be charged to the operator for the ongoing annual approval as well as to partly cover costs associated with the implementation of a dedicated car share space. The current fee is a one-off parking space creation fee of \$1,410.00 per space. An

additional annual fee of \$1,100 applies to spaces provided in existing metered parking areas, such as Victoria Street, to offset the loss of metered parking to Council.

Car share operators may request to line mark parking bays at their own cost however must obtain approval from Council prior to any works being undertaken. Fees are reviewed annually and set out in Council's Statement of Revenue Policy.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the Transport Administration Act 1988 (NSW) and Section 115 of the Road Transport Act 2013 (NSW). This delegation enables Council temporary 'regulation of traffic' to be undertaken without prior referral to the Local Transport Forum for comment or further approval from Transport for NSW for a public event.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) *all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the Local Government Act 1993 or any other Act, regulation, instrument, rule or the like*
- b) *any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.*

Recommendation

That the General manager under delegation approve the installation of a dedicated car share space at the east side of Burwood Road, Burwood Heights, south of Bligh Street.

Attachments

There are no attachments for this report.

(Item LTC3/26) Victoria Street, Burwood - Changes to Parking Restrictions

File No: 25/56163

Report by Traffic Engineer

Summary

It is proposed to convert the two existing 1/4P spaces in front of 36 Victoria Street, Burwood to 5-minute parking in order to improve turnover of vehicles and reduce the volume of traffic looking for short term parking within the street.

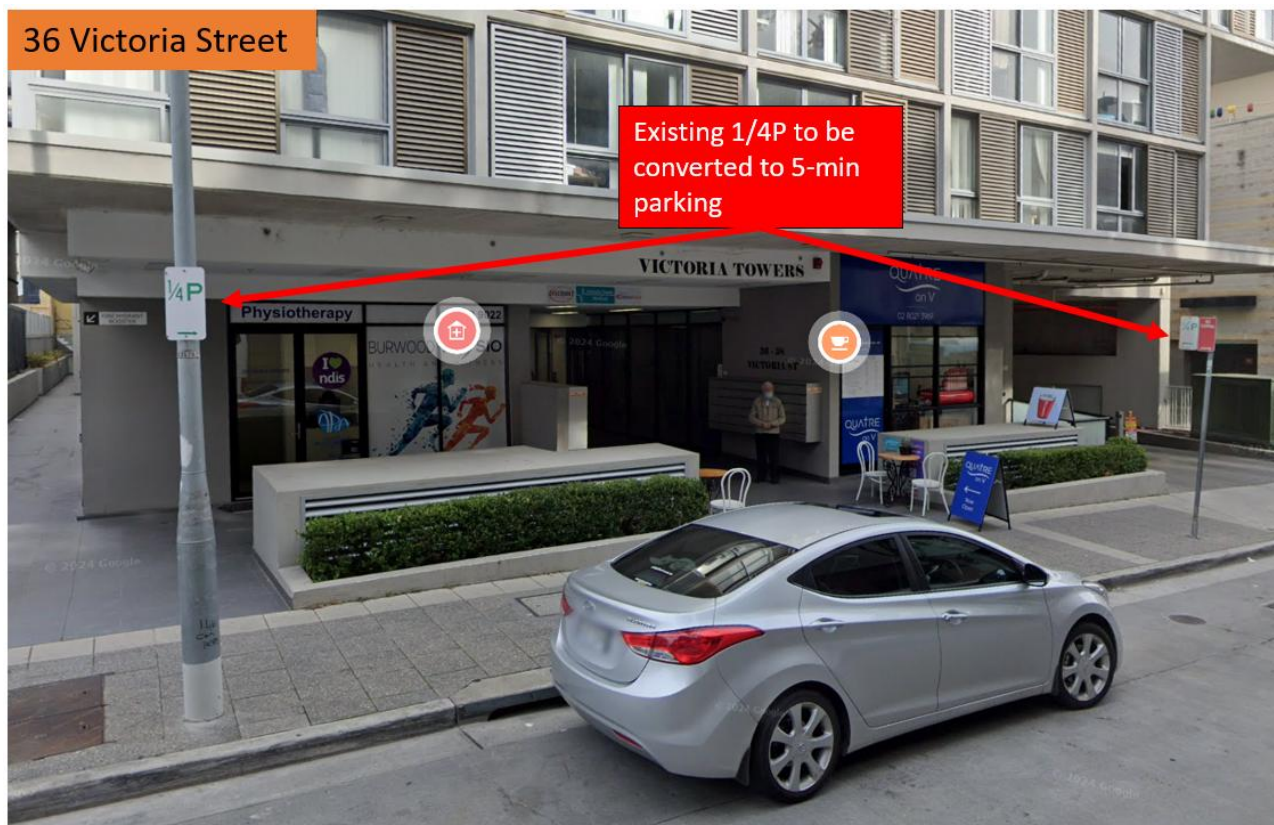
Background

Victoria Street is a local road which connects Burwood Road to Shaftesbury Road. It serves as a key access point for Burwood Westfield shopping centre as well as a number of residential and mixed use sites.

The property at 36 Victoria Street is a mixed-use development with medical facilities and café on the ground floor. Two parking spaces are available along its frontage, which are restricted to 1/4P. It has been observed that motorists are overstaying the 15 minute parking restrictions, which is reducing turnover and making it difficult for visitors to find a place to drop off and pick up passengers.

Proposal

To remedy this, it is proposed to convert the two existing 1/4P spaces in front of 36 Victoria Street to 5-minute parking. A 5-minute parking restrictions will still allow drivers to leave their vehicle whilst they assist a passenger into the nearby medical facility or make a purchase at the café.



Consultation

Given there will be minimal impacts as a result to the function of these parking spaces no consultation has been undertaken for this proposal.

Financial Implications

The installation of new signage will cost \$200.00 and be funded from the 2025/26 Traffic Facilities Maintenance budget.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the Transport Administration Act 1988 (NSW) and Section 115 of the Road Transport Act 2013 (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the Local Government Act 1993 or any other Act, regulation, instrument, rule or the like*
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.*

Recommendation

That the General Manager under delegation approve the conversion of two existing 1/4P spaces in front of 36 Victoria Street, Burwood to 5-minute parking.

Attachments

There are no attachments for this report.

(Item LTC4/26) Russell Street, Strathfield - Changes to Parking Restrictions

File No: 25/56727

Report by Traffic Engineer

Summary

Council is seeking to improve clarity of parking restrictions by installing 'No Parking' signs across the access driveway of Russell Street Reserve.

Proposal

Russell Street Reserve is a pocket park located on Russell Street, Strathfield. There is a single vehicle access driveway to the park. Council's parks team has observed vehicles frequently parking across the driveway, which is obstructing access for council's maintenance vehicles.

Under NSW Road Rules, default restrictions across driveways are 'No Parking'. It is proposed to install 'No Parking' signage across the driveway to improve clarity of this parking rule.



Consultation

As the proposal is in accordance with the NSW Road Rules no consultation was undertaken or required.

Financial Implications

The installation of additional signage will cost \$500.00 and be funded from the 2025/26 Traffic Facilities budget.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the Transport Administration Act 1988 (NSW) and Section 115 of the Road Transport Act 2013 (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the Local Government Act 1993 or any other Act, regulation, instrument, rule or the like*
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.*

If the No Right Turn restriction is recommended to be a permanent restriction, referral to the Local Transport Forum is required in order to receive comments on the proposal.

Recommendation

That the General Manager under delegation approve the installation of 'No Parking' signs across the Russell Street Reserve access driveway.

Attachments

There are no attachments for this report.

(Item LTC5/26) Acton Street, Croydon - Request for Work Zone

File No: 25/65487

Report by Engineer - Traffic & Design

Summary

Council has received an application to install a Work Zone along the Acton Street frontage of 36-40 Parramatta Road Croydon to facilitate the construction of a three-storey storage facility.

Background

In August 2025, a Development Application was approved to demolish the existing structures and construct a new three-storey storage facility at 36-40 Parramatta Road Croydon. To facilitate the construction works, a 38m long Work Zone has been requested along the site's side frontage on Acton Street. This area will be used to deliver materials and other construction related activities for a period of 18 weeks. Works on site are scheduled to commence on 2nd March 2026.

The parking along the site frontage on Acton Street, Croydon is currently 2-hour time restricted between 8.30am-6.00pm Monday to Friday and 8.30am-12.30pm Saturday as shown below:



Proposal

It is proposed to install a 'Work Zone' on Acton Street directly fronting the work site as per the diagram below to facilitate the construction and ensure access to the site is not impeded. The Work Zone will apply from 7:00am to 6:00pm on Monday to Friday and 8:00am to 1:00pm on Saturday. No construction activity is to be carried out on a Sunday or public holiday which is consistent with the hours stipulated in the S4.55 application. The Work Zone has been requested for a period of 18 weeks, which will then be reviewed to determine if it is still required.

The proposed arrangement will result in the temporary loss of six on-street parking spaces during the restricted times. Outside the restricted parking times, these areas will be available to the public.



Consultation

A review of parking occupancy within the street has been undertaken, which has shown that the street is not highly occupied. Parking in nearby streets has also been reviewed which showed low occupancy during the day, with the streets used primarily by residents and visitors. As a result, no resident consultation was considered necessary as the proposed 'Work Zone' restrictions will be directly outside the development site and will be restricted to development consent hours only.

Financial Implications

The 'Work Zone' fees will be charged to the developer as per Council's Fees and Charges

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the Transport Administration Act 1988 (NSW) and Section 115 of the Road Transport Act 2013 (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) *all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the Local Government Act 1993 or any other Act, regulation, instrument, rule or the like*
- b) *any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.*

Recommendation

That the General Manager under delegation approve the installation of a “Work Zone – 7:00am to 6:00pm Monday to Friday & 8:00am to 1:00pm Saturday” signage on Acton Street direct frontage of 36-40 Parramatta Road, Croydon, for a length of 38m and a period of 18 weeks.

Attachments

There are no attachments for this report.

(Item LTC6/26) Baker Street, Enfield - Provision of two on-street parking spaces

File No: 25/69298

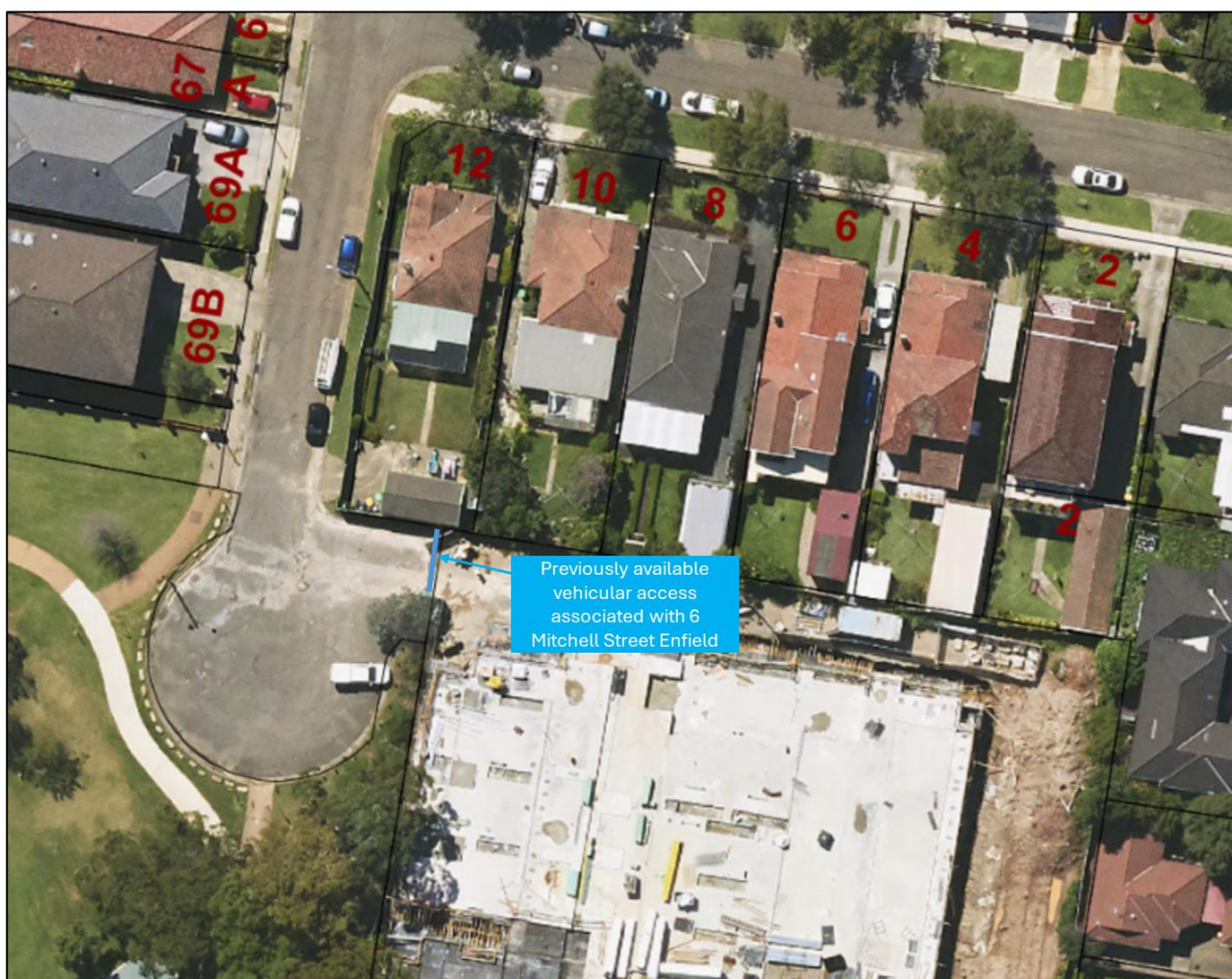
Report by Engineer - Traffic & Design

Summary

It is proposed that two on-street parking spaces be line marked and formalised at the northeast corner of the cul-de-sac of Baker Street, Enfield.

Background

A review of the current layout of the Baker Street cul-de-sac has identified an opportunity to improve parking provisions. Recent changes to the site access for the property at 6 Mitchell Street, Enfield have resulted in the closure of vehicular access from the cul-de-sac and no access ramp on the kerb. This modification has created a layover area at the northeast corner, which is currently being used informally for 90-degree parking.



It is proposed that this area be formalised as public parking by installing line marking in accordance with Australian Standards, thereby improving safety and functionality.

Proposal

Following a review of the existing layout and current usage, it is proposed to provide two line-marked parking spaces (each measuring 6.0 m x 2.5 m) within the area currently designated by

'No Stopping' signage. This proposal has been validated through a swept path analysis for an 8.8m Medium Rigid Vehicle (MRV), confirming that the service vehicle can complete a U-turn manoeuvre without encroaching on the proposed parking spaces

The figure below illustrates the indicative layout of the proposed parking spaces, while detailed assessment findings are provided in the attached documentation.



Consultation

No consultation was undertaken as this proposal is enacted to add parking and line marking assets in the area.

Financial Implications

The proposed works are expected to cost \$1,500 + GST and to be funded from the 2025/26 Traffic Facilities Budget.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation

The Council approve the provision of two line-marked public parking spaces at the cul-de-sac of Baker Street Enfield.

Attachments

- 1 [↓](#) Baker Street parking analysis-Baker Street Parking Option

BAKER STREET PARKING OPTION



PROPOSED 2 PARKING SPACES AT CUL DE SAC OF BAKER STREET ENFIELD

(Item LTC7/26) Lucas Road, Burwood - Request for Work Zone

File No: 25/70093

Report by Engineer - Traffic & Design

Summary

Council has received an application to install a Work Zone along the frontage of 34-36 Lucas Road Burwood to facilitate the construction of a multi-storey dwelling.

Background

In October 2025, a Development Application was approved to demolish the existing structures and construct a new multi-storey dwelling including townhouses at 34-36 Lucas Road Burwood. To facilitate the construction works, a 13m long Work Zone has been requested along the site's side frontage on Lucas Road. This area will be used to deliver materials and other construction related activities for a period of 26 weeks. Works on site are scheduled to commence on 12th January 2026.

The parking along the site frontage on Lucas Road, Croydon is currently 2-hour time restricted between 8.00am-6.00pm Monday to Friday and 8.00am-1.00pm Saturday as shown below:



Proposal

It is proposed to install a 'Work Zone' on Lucas Road directly fronting the work site as per the diagram below to facilitate the construction and ensure access to the site is not impeded. The Work Zone will apply from 7:00am to 6:00pm on Monday to Friday and 7:00am to 4:00pm on Saturday. No construction activity is to be carried out on a Sunday or public holiday which is consistent with the hours stipulated in the approved Construction Traffic Management Plan. The Work Zone has been requested for a period of 26 weeks, which will then be reviewed to determine if it is still required.

The proposed arrangement will result in the temporary loss of three on-street parking spaces during the restricted times. Outside the restricted parking times, these areas will be available to the public.



Consultation

A review of parking occupancy within the street has been undertaken, which has shown that the street is not highly occupied. Parking in nearby streets has also been reviewed which showed low occupancy during the day, with the streets used primarily by residents and visitors. As a result, no resident consultation was considered necessary as the proposed 'Work Zone' restrictions will be directly outside the development site and will be restricted to development consent hours only.

Financial Implications

The 'Work Zone' fees will be charged to the developer as per Council's Fees and Charges

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like

- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation(s)

That the General Manager under delegation approve the installation of a “Work Zone – 7:00am to 6:00pm Monday to Friday & 7:00am – 4:00pm Saturday” signage on Lucas Road direct frontage of 34-36 Lucas Road, Burwood for a length of 13m and a period of 26 weeks.

Attachments

There are no attachments for this report.

(Item LTC8/26) Waimea Street, Burwood - Changes to Parking Restrictions

File No: 25/70280

Report by Engineer - Traffic & Design

Summary

The parking restrictions along both sides of Waimea Street, between Shaftesbury Road and Marmaduke Street, Burwood, are proposed to be amended to prevent vehicles from parking close to or on the speed threshold within this section of the street.

Background

A review of recent parking behaviour along this section of Waimea Street shows that vehicles frequently park on the speed threshold, reducing the effective width of the travel lanes. Kerbside islands have been installed on either side of the threshold to discourage parking in this location; however, the adjoining parking restrictions are signposted as "2P 9am–6pm Mon–Sat and Public Holidays, Permit Holders Excepted Area 13", which may lead drivers to believe parking is permitted on top of the threshold.

The existing parking signages at the location are shown in the figure below.



Proposal

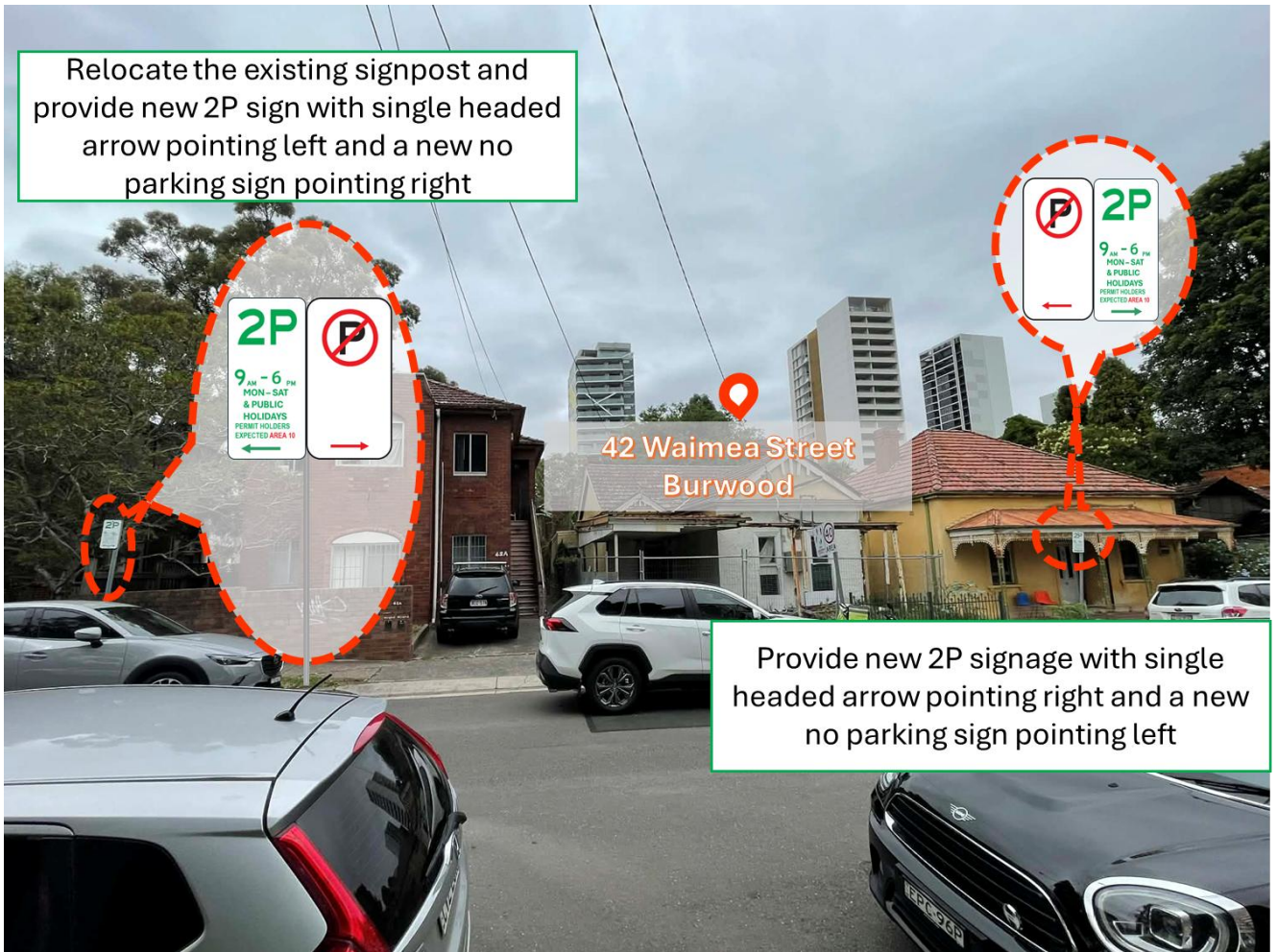
Following a review of the existing signage and current parking patterns, it is recommended that the parking restrictions on both sides of Waimea Street be converted to 'No Parking' to prevent vehicles from parking on top of the threshold. The 'No Parking' restrictions are also proposed to be extended across the combined driveways of #42 and #42A on the southern side of Waimea Street immediate east of the threshold to ensure compliance with NSW Road Rules which does not permit parking across driveways.

The figure below illustrates the proposed signages at the location, while detail assessment is provided in the attached documentation.

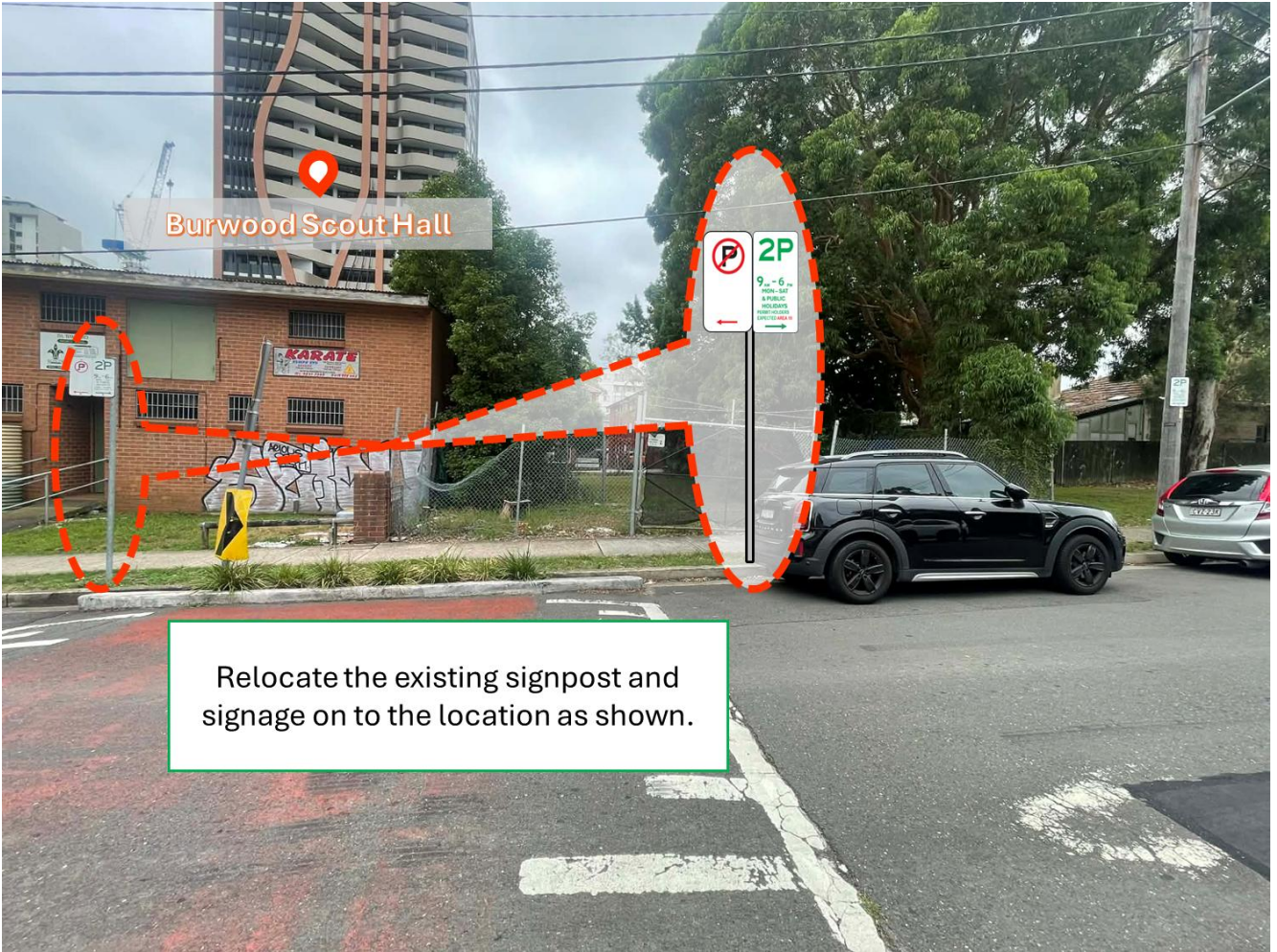
Attachments

- 1 [↓](#) Change in parking signages on southern side
- 2 [↓](#) Relocation of signpost and signage on northern side

Change in parking signages on southern side



Relocation of signpost and signage on northern side



(Item LTC9/26) Burwood Town Centre - Changes to Parking Restrictions in Christmas Period

File No: 25/71374

Report by Traffic Engineer

Summary

It is proposed that parking restrictions in Burwood town centre be amended to address increased traffic flows and congestion in and around Burwood Westfield Shopping Centre, particularly during peak trading periods.

Background

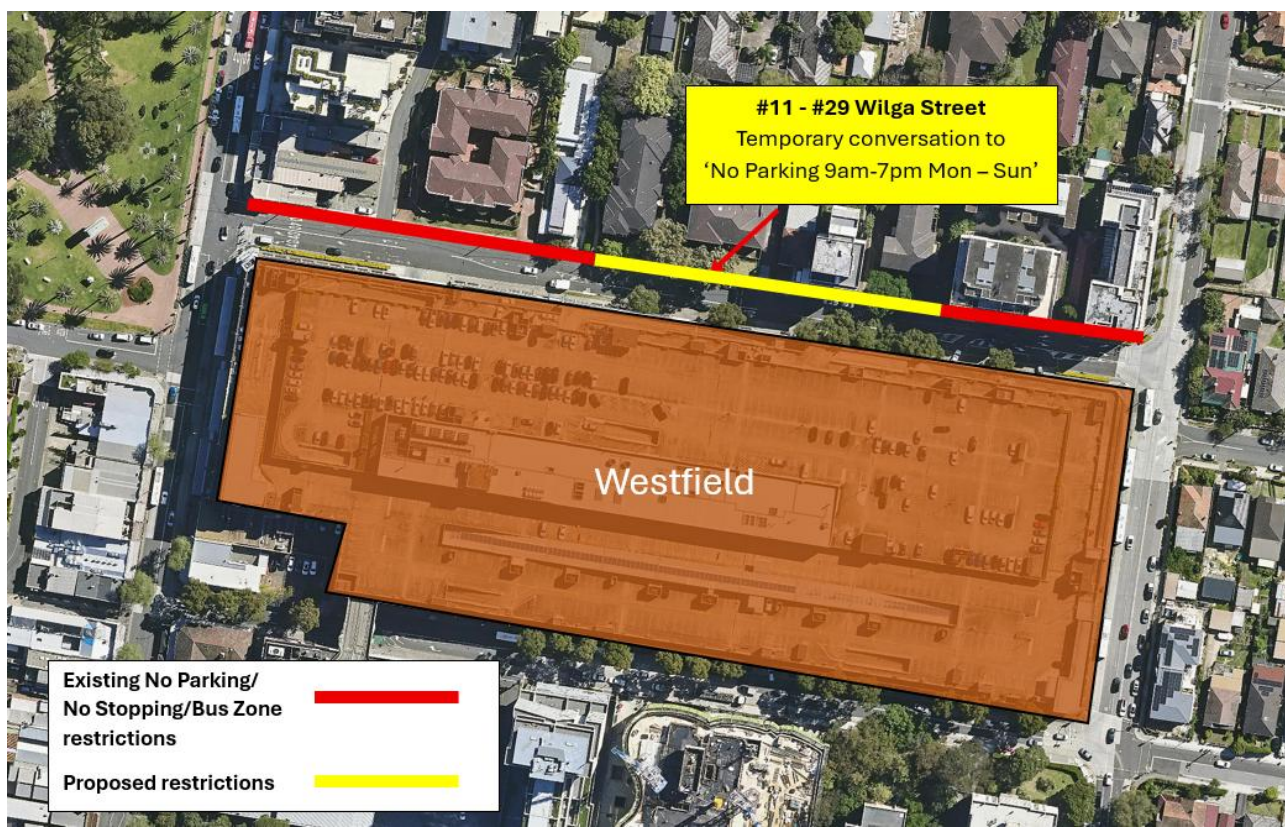
During peak shopping periods, and especially during the Black Friday Sales and Christmas periods, traffic exceeds capacity in the streets surrounding Westfield as queues for cars entering the shopping centre extend beyond the carpark entrances. Council has in previous years temporarily reduced parking capacity during the Christmas period along Wilga Street to provide more storage length for vehicles and reduce congestion.

Temporary parking restrictions for the Christmas period on Burwood Road and Wilga Street were previously approved as part of report LTC9/26 of the December 2025 LTF. This report seeks additional changes to parking restrictions.

Proposal

To alleviate the observed traffic congestion, following parking changes are proposed for a temporary period between 23 December 2025 to 15 January 2026.

Location	Existing Restrictions	Proposed Restrictions
#11-29 Wilga Street	'2P Meter 8am – 10pm Mon-Sun and Public Holidays, permit holders excepted'	'No Parking 9am – 7pm Mon-Sun'



Consultation

No consultation has been undertaken for this change due to the urgent nature of the change.

Financial Implications

The installation of new signage will cost \$1500.00 and be funded from the 2025/26 Traffic Facilities budget.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation(s)

That General Manager under his delegation approve the following changes to parking restrictions to 'No Parking 9am – 7pm Mon – Sun between 23 December 2025 to 15 January 2026 in the following Locations:

- #11-29 Wilga Street

Attachments

There are no attachments for this report.

(Item LTC10/26) Burwood Road, Burwood - Changes to Parking Restrictions

File No: 26/2460

Report by Traffic Engineer

Summary

To alleviate congestion in the town centre and provide more opportunities for pickup and drop off, it is proposed to convert the first space on the western side of Burwood Road north of Wilga Street from 2P metered parking to 'No Parking'.

Background

As part of its ongoing endeavour to improving traffic flow in Burwood Town Centre and providing equitable parking to visitors, Council is undertaking reviews of key intersections to ensure that there is adequate space provided to ensure free flow of traffic.

One location identified was the signalised intersection of Burwood Road and Wilga Street. There are two northbound traffic lanes on Burwood Road, with lane 2 primarily used by motorists wanting to turn right into Wilga Street. This result in motorist heading north using the kerbside lane to bypass the queue of turning vehicles, which are then required to merge into lane two north of the intersection due to kerbside parking on the western side of Burwood Road along the frontage of Burwood Park. This area is currently '2P Metered' parking, which was introduced in October 2025.



Proposal

To alleviate congestion at the intersection, it is proposed to convert the first space on the western side of Burwood Road north of Wilga Street from '2P Metered' parking to 'No Parking'. This is to ensure additional space for northbound traffic to merge into a single lane, and can also act as an additional kiss and ride area for park visitors.

A markup of the proposal is shown below.



Consultation

No consultation has been undertaken for this proposal as the location does not front residences or businesses.

Financial Implications

The proposed works are expected to cost \$300 + GST and to be funded from the 2025/26 Traffic Facilities Budget.

There will also be a loss of parking revenue from one metered space.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation

That the General Manager under delegation approve the conversion the first 5.5 meters of parking on the western side of Burwood Road north of Wilga Street from '2P Metered' parking to 'No Parking'.

Attachments

There are no attachments for this report.

(Item LTC11/26) Railway Parade, Burwood - Request for Work Zone

File No: 26/2471

Report by Engineer - Traffic & Design

Summary

Council has received an application to install a Work Zone along Railway Parade frontage of 52-60 Railway Parade Burwood to facilitate the construction of Burwood Place.

Background

A Development Application was approved to demolish the commercial development and construct a new mixed-use development at 52-60 Railway Parade Burwood. To facilitate the construction works, a 31.83m long Work Zone has been requested along the site's direct frontage on Railway Parade. This area will be used to deliver materials and other construction related activities for a period of initially estimated 53 weeks with monthly renewal of the permit. Works on site is currently being undertaken by frequent issuance of temporary road closure permits.

All parking along the site frontage is currently removed as a consequence of closure of the adjacent footpath to deter pedestrians from accessing this area.

Proposal

It is proposed to install a 'Work Zone' on Railway Parade directly fronting the work site as per the diagram below to facilitate the construction and ensure access to the site is not impeded. The Work Zone will apply from 7:00am to 7:00pm from Monday to Friday and 7:00am to 4:00pm on Saturday. No construction activity is to be carried out on a Sunday or public holiday which is consistent with the hours stipulated in the DA application.

The Work Zone has been requested for a period of 4 weeks and will be subject to frequent renewal in monthly basis. The signages will be removed once the work zone is not required and be reinstated when required subject to costs associated with installation and removal of signages. The proposed arrangement will not result in any additional loss of parking spaces as the parking spaces have been temporarily removed.



The area will remain as 'No Parking' all other times to ensure safety of pedestrians.

Consultation

As the proposal does not result in any loss of parking spaces or change in any existing arrangements on-street, community consultation was not undertaken.

Financial Implications

The 'Wok Zone' fees will be charged to the developer as per Council's Fees and Charges.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation

That the General Manager under delegation approve the installation of a 'Work Zone – 7:00am - 7:00pm Monday to Friday & 7:00am – 1pm Saturday, No parking at all other times' signage on Railway Parade direct frontage of 52-60 Railway Parade, Burwood for a length of 31.83m and a period of 53 weeks, to be reviewed monthly.

Attachments

There are no attachments for this report.

(Item LTC12/26) Conder Street (Railway Parade), Burwood - Request for Work Zone

File No: 26/2835

Report by Engineer - Traffic & Design

Summary

Council has received an application to install a Work Zone along Railway Parade frontage of Burwood Library to facilitate the construction of the Burwood Culture House.

Background

A Development Application was approved to demolish Library carpark at 2-4 Conder Street Burwood adjacent to Burwood Library and construct Burwood Culture House. To facilitate the construction works, a 12.81m long Work Zone has been requested along the site's frontage on Railway Parade. This area will be used to deliver materials and other construction related activities for a period of initially estimated 51 weeks with monthly renewal of the permit. Demolition works on site is currently being undertaken by frequent issuance of temporary road closure permits. Construction works on site is set to commence from 1st of April.

The parking along the site frontage is currently removed as a consequence of closure of the adjacent footpath.

Proposal

It is proposed to install a 'Work Zone' on Railway Parade directly fronting the work site as per the diagram below to facilitate the construction and ensure access to the site is not impeded. The Work Zone will apply from 7:00am to 7:00pm from Monday to Friday and 7:00am to 4:00pm on Saturday. No construction activity is to be carried out on a Sunday or public holiday which is consistent with the hours stipulated in the DA application. The Work Zone has been requested for a period of 4 weeks and will be subject to frequent renewal in monthly basis. The signages will be removed once the work zone is not required and be reinstated when required subject to costs associated with installation and removal of signages.

The proposed arrangement will not result in any additional loss of parking spaces as the parking spaces have been temporarily removed.



The area will remain as 'No Parking' all other times to ensure safety of pedestrians.

Consultation

As the proposal does not result in any loss of parking spaces or change in any existing arrangements on-street, community consultation was not undertaken.

Financial Implications

The 'Wok Zone' fees will be charged to the developer as per Council's Fees and Charges.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation

That the General Manager under delegation approve the installation of a 'Work Zone – 7:00am - 7:00pm Monday to Friday & 7:00am – 4:00pm Saturday, No parking at all other times' signage on Railway Parade frontage of 2-4 Conder Street, Burwood for a length of 12.81m and a period of 51 week, to be reviewed and renewed monthly.

Attachments

There are no attachments for this report.

(Item LTC13/26) Burwood Lunar New Year - 21 February 2026

File No: 26/3519

Report by Traffic Engineer

Summary

It is proposed to temporarily close the following streets for the Burwood Lunar New Year festival, to be held on Saturday 21st February 2026 between 5:00pm to 10:00pm.

- Burwood Road – between Railway Parade and Livingstone Street,
- Belmore Street – between Pilchers Lane and Carpark Exit of Emerald Square
- Clarendon Place – at Railway Parade

Ford Lane will also be closed from Railway Parade from Friday 20th February from 12:00pm.

Background

Burwood Council will host a Lunar New Year Launch Celebration. Bringing the community together to celebrate the spirit of renewal and prosperity by kicking off the Lunar New Year festivities with a variety of thrilling performances, entertainment, workshops, and traditional ceremonies.

Proposal

Council proposes a full road closure to vehicles on the following streets.

- Burwood Road – between Railway Parade and Livingstone Street
- Belmore Street – between Pilchers Lane and Carpark Exit of Burwood Plaza
- Clarendon Place – at Railway Parade

The road closure is proposed to be from Saturday 21st February 2026 between 5:00pm to 10:00pm. Bump in will commence from 1:00pm Saturday. Bump out will be completed by 1:30 am Sunday 22nd February. Road openings will be staggered in sections as they are packed up and safe to open.

Ford Lane will also be closed from Railway Parade from Friday 20th February from 12:00pm. This closure will not impact public transport.

The event is classified as Class 2 under the NSW Government's Guide to Traffic & Transport Management of Special Events guidelines. A Class 2 event requires the following documentation:

Police Approval via Notice of Intention to Hold a Public Assembly application.	Consultation has been undertaken and Police approval is attached.
Confirmation of consultation with the bus service provider.	Consultation has been undertaken and bus provider, approval is attached.
Public Liability Insurances.	\$20 million public liability insurance for Burwood Council is attached.
Traffic Control Plans, with the licence information on it.	Included as part of attached Traffic Management Plan.

Required road occupancy licenses will be sought once the event has been approved and prior to commencement

Consultation

Consultation in relation to traffic management for the event has already commenced with NSW Police and emergency services, Transport for NSW and bus operators. Detours have been established which will minimise the impacts on buses and emergency services.

The event will have a comprehensive marketing campaign. The event will be published through Council's social media pages, community newsletters, website, digital screens, street banners, fence banners and quarterly resident newsletter. In addition to this there will be a letterbox drop across the Burwood town centre and residents along Burwood Road and associated detour will receive a letter from Council.

Two VMS will be installed around the event site to inform road users of the changed traffic conditions one week before the event, and also on the event date.

Financial Implications

The event will be funded Council's Events Budget 2025/26.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like

- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

As the event does not impact public transport for more than 24 hours, prior consultation with the Local Transport Forum is not required.

Recommendations

1. That the General Manager under delegation approve the full road closure of the following roads on Saturday 21st February 2026 between 5:00pm to 10:00pm to support the Burwood Lunar New Year Festival:
 - Burwood Road – between Railway Parade and Livingstone Street,
 - Belmore Street – between Pilchers Lane and Carpark Exit of Emerald Square
 - Clarendon Place – at Railway Parade
2. That the General Manager under delegation approve the closure of Ford Lane from Railway Parade from Friday 20th February from 12:00pm to Saturday 21st February 2026 10:00pm

Attachments

- 1 [↓](#) Lunar New Year 2026 - TMP
- 2 [↓](#) Lunar New Year 2026 - Police Approval
- 3 [↓](#) Lunar New Year 2026 - Public Liability Insurance
- 4 [↓](#) Lunar New Year 2026 - Bus Approval

(Item LTC14/26) Shaftesbury Road, Burwood - Keep Clear Linemarking

File No: 26/5710

Report by Traffic Engineer

Summary

It is proposed to install 'Keep Clear' line marking on Shaftesbury Road southbound at its intersection with Selborne Street to improve traffic flow during peak periods.

Background

As part of its ongoing endeavour to improving traffic flow in Burwood Town Centre, Council is undertaking reviews of key intersections to ensure that there is adequate space provided to ensure free flow of traffic.

One location identified was the intersection of Shaftesbury Road and Selbourne Street. Shaftesbury Road is a major collector road that runs north-south in the Burwood Town Centre. During peak periods, it was observed that the southbound queue from the Shaftesbury/Wilga intersection often extends past Selborne Street. This impacts the ability of northbound traffic along Shaftesbury Road turning right into Selborne Street.

As there is only one northbound lane in this section, this also holds up the high volume of northbound traffic to Parramatta Road, causing significant queue back across the Shaftesbury/Wilga intersection.

Proposal

To address the inability of northbound traffic on Shaftesbury Road to turn into Selborne Street during peak periods, it is proposed to install 'Keep Clear' line marking on Shaftesbury Road southbound at its intersection with Selborne Street. The proposal will also assist vehicles attempting to turn out of Selborne Street. A markup of the proposal is provided below.



Consultation

Council conducted a site visit with Transport for NSW representatives on 3 February and support was provided for the proposal.

Financial Implications

The proposed line marking will cost approximately \$1,000.00 and be funded from the 2025/26 Traffic Facilities budget.

Delegation

The power to approve the prescribed traffic control devices recommended in this report has been delegated to Council under the 2025 Authorisation Delegation Instrument made pursuant to Section 50 of the *Transport Administration Act 1988* (NSW) and Section 115 of the *Road Transport Act 2013* (NSW). This delegation enables Council to authorise the installation of the specified traffic control devices within this report without referral to the Local Transport Forum for comment or further approval from Transport for NSW.

Per the current 'Delegations from Council to the General Manager':

Council delegates to the General Manager (or to the person who acts in that position):

- a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like
- b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like, other than the exceptions outlined in this instrument of delegation.

Recommendation

That the General manager under delegation approve the installation of 'Keep Clear' line marking on Shaftesbury Road southbound at its intersection with Selborne Street.

Attachments

There are no attachments for this report.