



Road Traffic Authority

**TRAFFIC MANAGEMENT DIVISION
FUNCTIONAL STRUCTURE
AND PERSONNEL**

December 1984

TRAFFIC MANAGEMENT DIVISION

FUNCTIONAL STRUCTURE AND PERSONNEL

- DECEMBER 1984

FOREWORD

The goal of traffic management, simply stated is

"to manage the road environment to service the community's road - based mobility demands having due regard to safety, social and financial costs, economic development and environmental effects; recognising the needs of both the road users, those affected by the road users and opportunities to provide alternatives to road-based communication".

The Traffic Management Division has the responsibility of administering the Traffic Facilities Program which is comprised of projects and activities directed at achieving this goal.

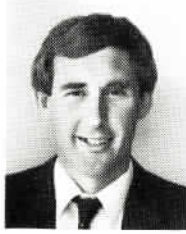
This Booklet contains the Division's basic organisational chart and management arrangements. It also presents in diagrammatic form the structure of functional responsibilities existing within each Group followed by a summary presentation of the locational assignment of personnel within the Division at December 1984.

It has been prepared for the benefit of officers within the Division and for those in other Divisions and Agencies with whom regular contact takes place.

DIVISIONAL MANAGEMENT GROUP



TONY FRY
GENERAL MANAGER
(TRAFFIC)



KEN DALEY
GROUP MANAGER
(TRAFFIC
PROGRAMS)



DON HOWIE
GROUP MANAGER
(TRAFFIC
STRATEGIES)



TREVOR MILLER
GROUP MANAGER
(TRAFFIC
DESIGN)



BRIAN NEGUS
GROUP MANAGER
(TRAFFIC
SIGNALS)



ROBERT SKELTON
MANAGER
(ADMINISTRATIVE
SERVICES)



HYACINTH HANLON
SECRETARY TO THE
GENERAL MANAGER
MINUTE SECRETARY

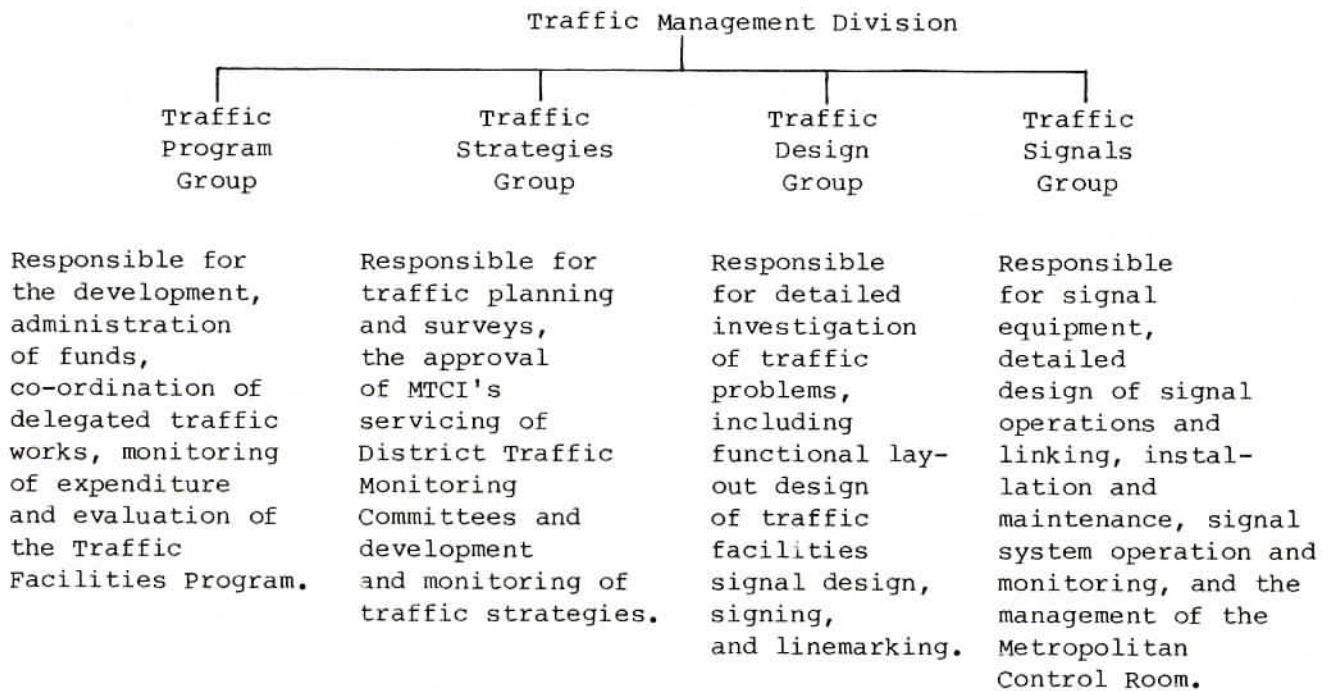
The Divisional Management Group meets as and when required to consider matters of special significance, as well as on a formal basis on the afternoon of the third Friday of each month, to administer and monitor the Division's activities involving:

- Finance and Programs
- Staff Matters
- Projects
- Operations and Procedures, and
- Accommodation and equipment.

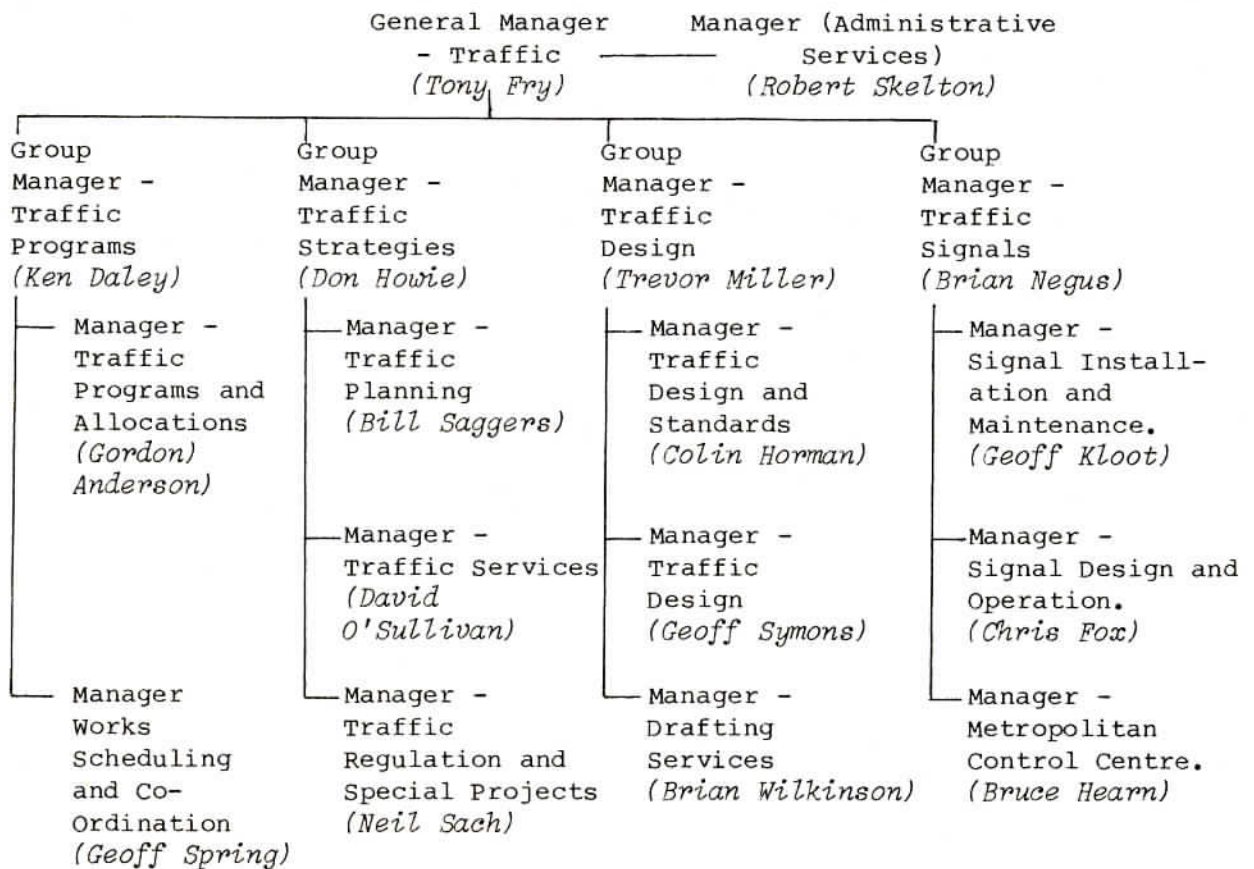
Senior staff are invited to attend for particular items to present reports in person. George Giummarra, Convenor, Staff Development Committee attends each meeting to present a report and contribute to any discussions relating to this Committee's activities. Doug McLaine, from the Personnel and Employee Relations Division is invited to attend for those items relating to Staff Matters.

Decisions taken and actions required, by nominated members of the Group, are recorded through formal minutes which are distributed widely within the Division. Copies are also forwarded to the Chief General Manager (Road Safety and Traffic), Peter Vulcan, and the Chairman and Managing Director, Kevin Shea, for their information on the Division's activities.

A. FUNCTIONAL ORGANISATION CHART



B. CURRENT MANAGEMENT ARRANGEMENTS



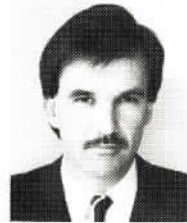
TRAFFIC PROGRAMS GROUP

KEN DALEY
GROUP MANAGER
TRAFFIC PROGRAMS

Overall management of the
Traffic Programs Group

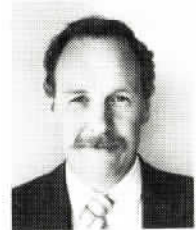
GEOFF SPRING
MANAGER
WORKS SCHEDULING
AND CO-ORDINATION

Scheduling, co-ordination,
monitoring and financial
management of the Traffic
Facilities Program



TERRY POLLOCK
SECTION LEADER
WORKS EXPENDITURE

Development and operation of the
Traffic Management Division's
expenditure control system



TREVOR McCULLOUGH
SECTION LEADER
WORKS CO-ORDINATION

General Works co-ordination for
the Traffic Facilities Program



MANAGEMENT STRUCTURE



GORDON ANDERSON
MANAGER
TRAFFIC PROGRAMS
AND ALLOCATIONS

Development, and evaluation of the Traffic Facilities Program and its components



BILL HOOKER
SECTION LEADER
FORWARD PROGRAMMING

Preparation of a rolling three-year program and the annual Traffic Facilities Program

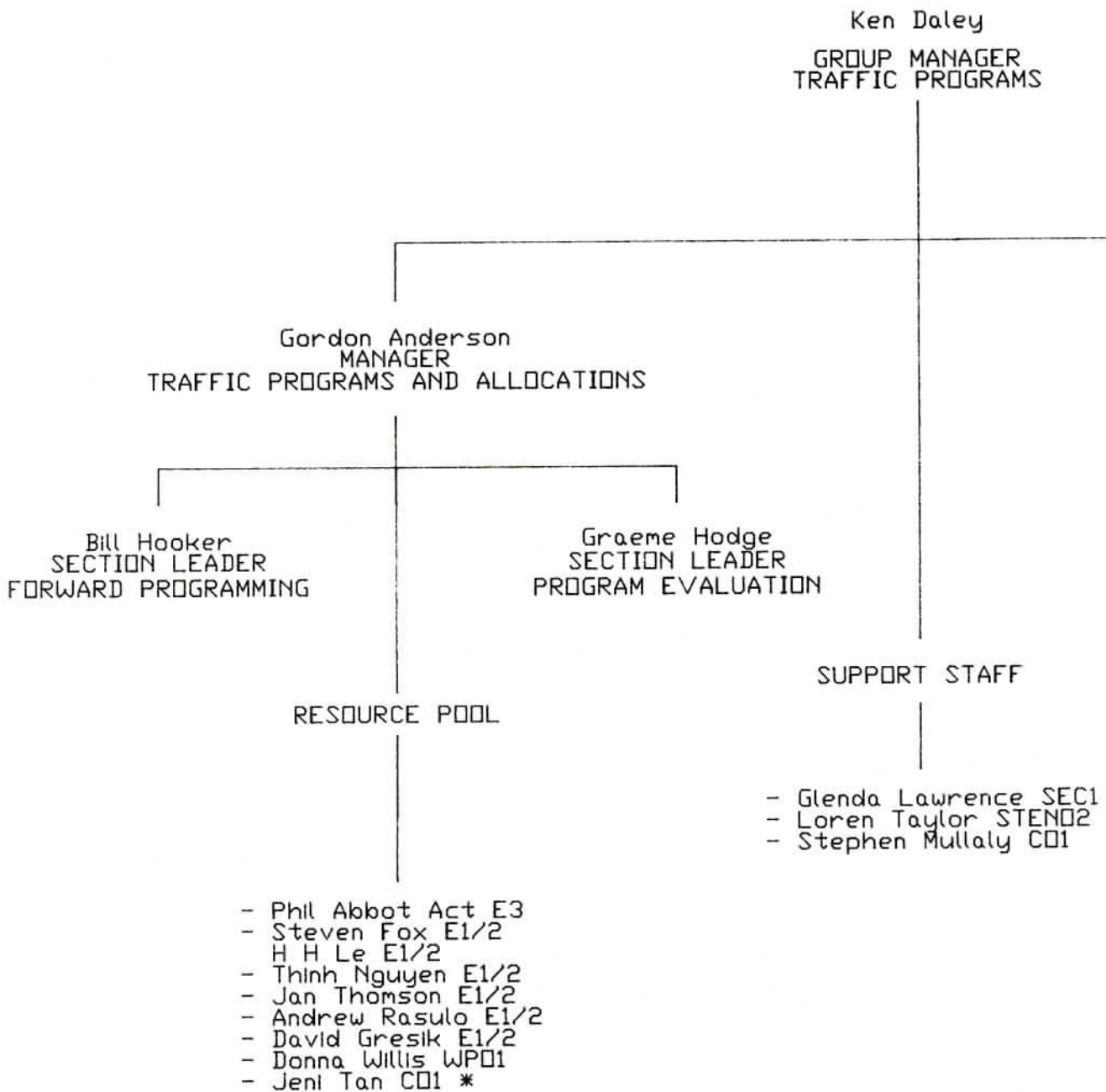


GRAEME HODGE
SECTION LEADER
PROGRAM EVALUATION

Selection criteria and evaluation of treatments in the Traffic Facilities Program

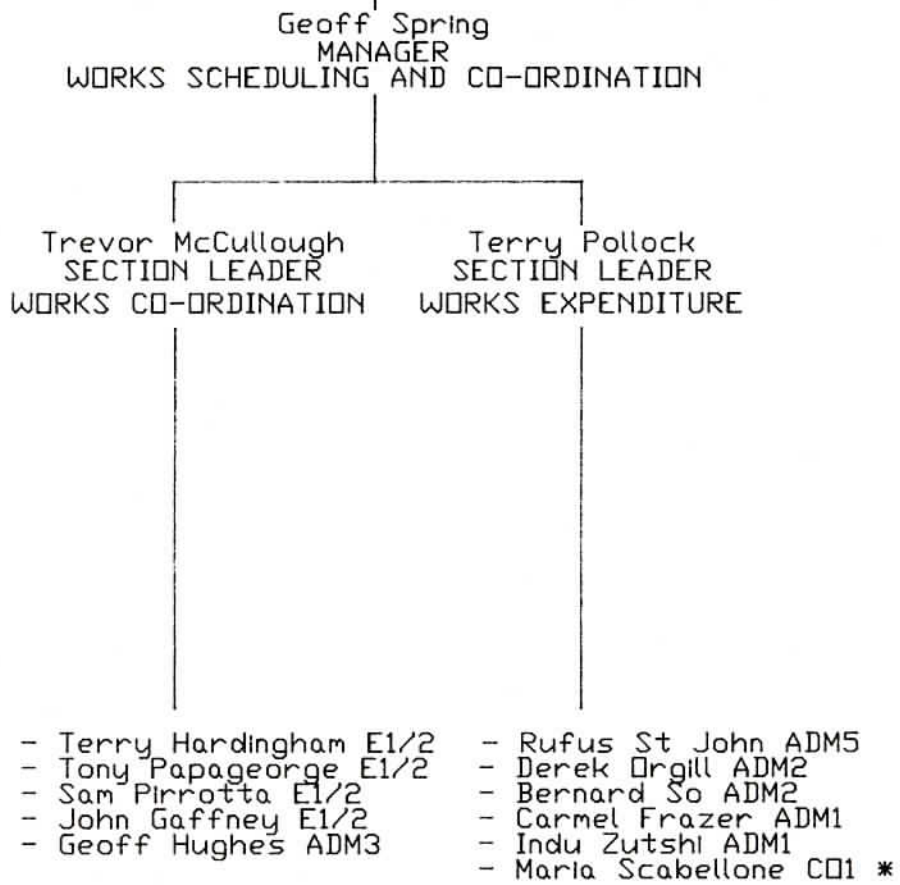


TRAFFIC PROGRAMS GROUP



Note: * Exempt Position

EXISTING STRUCTURE



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TRAFFIC STRATEGIES GROUP

DON HOWIE
GROUP MANAGER
TRAFFIC STRATEGIES

Overall management of the
Traffic Strategies Group

NEIL SACH
MANAGER
TRAFFIC REGULATION
AND SPECIAL PROJECTS

Traffic, legislation and
regulations, bicycle projects and
special investigations



WILLIAM SAGGERS
MANAGER
TRAFFIC PLANNING

Traffic Studies and Planning
and development sub-groups of
Traffic Strategies Group

JOHN CLEELAND
SECTION LEADER
TRAFFIC STUDIES

Traffic studies, surveys, design,
conduct, analysis and recording



NICK SZWED
SECTION LEADER
PLANNING AND
DEVELOPMENT

Research, development,
investigations, land use
development impacts



MANAGEMENT STRUCTURE



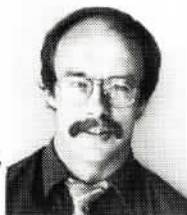
DAVID O'SULLIVAN
MANAGER
TRAFFIC SERVICES

Traffic Services and Traffic
Projects sub-groups of Traffic
Strategies Group



JEFF PAGE
SECTION LEADER
METROPOLITAN SERVICES

Metropolitan Traffic Services, MTCI's,
road closures, etc, and servicing
District Monitoring Committees



GEOFF ANSON
SECTION LEADER
PROJECTS

Investigatory projects related
to development of Functional
Route Strategies

DON PURDUE
SECTION LEADER
RURAL SERVICES

Rural Traffic Services MTCI's
road closures, etc, and servicing
District Monitoring Committees



TRAFFIC STRATEGIES GROUP

Don Howie
GROUP MANAGER
TRAFFIC STRATEGIES

Bill Sagers
MANAGER
TRAFFIC PLANNING

Neil Sach
MANAGER
TRAFFIC REGULATIONS
AND SPECIAL PROJECTS

Nick Szwed
SECTION LEADER
PLANNING

John Cleeland
SECTION LEADER
STUDIES

- John Smelt E.2.
- Jill Earnshaw TP.1
- Bob Freemantle E.2.
- Greg Curie SQ.1

- David Williams E.2.
- Tim Strickland SQ.2.
- A Sii SQ.2.
- Graham Tierney S.F.D.
- Rose Crombie F.D.
- Stan Ranasinghe F.D.
- Ernie White F.D.
- Ron Ffrost F.D.
- Ron Burgess F.D.
- Will Smith F.D.
- Bob Henderson F.D.
- John Berthelson F.D.
- Glen Foxwell F.D.
- John Berends C.D.
- Sharon Wishart C.D.
- Jane Anderson C.D.

- John Verreyt TP.1.

EXISTING STRUCTURE

Margaret McLoughlin
SECRETARY GRADE 1.
Thelma Brown
CLERICAL ASSISTANT
Sharon Gotlib
TYPIST

David O'sullivan
MANAGER
TRAFFIC SERVICES

Jeff Page
SECTION LEADER
METRO SERVICES

Don Purdue
SECTION LEADER
RURAL SERVICES

J Anson
SECTION LEADER
PROJECTS

- Peter Robinson E.1/2
- Andrew Milvain E.1/2
- John Gibney E.1/2
- John Symeopoulos E.1/2
- Fok Heng E.1/2
- Graham Rodger EA.
- Lawrence Gellel EA.

- Bill Bui E.1/2
- Michael Lamers TD.1
- Richard Olsen EA.
- Ken Kelm EA.

- Peter Cleal E.3A
- Ennio Bianchi E.1/2
- Alex Cersson E.1/2
- Graham Brooks E.2

DRAFTPERSONS

- Brian Charles
- Neville Golgerth
- Vikki Niksic

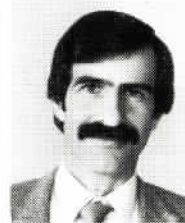
TRAFFIC DESIGN GROUP

TREVOR MILLER
GROUP MANAGER
TRAFFIC DESIGN

Overall management of the
Traffic Design Group

GEOFF SYMONS
MANAGER
TRAFFIC DESIGN

Investigation and layout design of
traffic improvements in the
outer-metropolitan and, rural
areas of Victoria



BRUCE CORBEN
SECTION LEADER
TRAFFIC DESIGN

Traffic design matters within
an area including eastern
regions of the state



JOHN PIPER
SECTION LEADER
TRAFFIC DESIGN

Traffic design matters
including Fairways, in an inner
area of Melbourne



GEORGE GIUMMARRA
SECTION LEADER
TRAFFIC DESIGN

Traffic design matters within
an area including western
regions of the state



VACANT
SECTION LEADER
TRAFFIC DESIGN

Traffic design matters
including, Fairways, in an inner
area of Melbourne

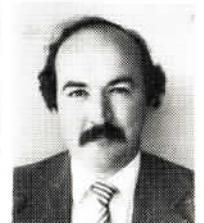
GRAEME SMITH
SECTION LEADER
MONITORING & COMPUTER
APPLICATIONS

Development and implementation
of computer-based systems,
and operating the group's
job monitoring system



PHILLIP JORDAN
SECTION LEADER
STANDARDS & RESEARCH

Development and research into
traffic design standards



MANAGEMENT STRUCTURE



COLIN HORMAN
MANAGER
TRAFFIC DESIGN

Investigation and layout design of traffic improvements in the inner-metropolitan area of Melbourne



BRUCE HICKS
SECTION LEADER
DRAFTING

Design and drafting requirements of his Section



VINCE DeMARIA
SECTION LEADER
DRAFTING

Design and drafting requirements of his Section



PETER FITZGERALD
SECTION LEADER
DRAFTING

Design and drafting requirements of his Section

BRIAN WILKINSON
MANAGER
DRAFTING SERVICES

Provision of drafting services within the Traffic Management Division



TRAFFIC DESIGN GROUP

Trevor Miller
GROUP MANAGER
TRAFFIC DESIGN

Geoff Symons
MANAGER
TRAFFIC DESIGN

Colin Horman
MANAGER
TRAFFIC DESIGN & STANDARDS

Graeme Smith E3
SECTION LEADER
MONITORING AND
COMPUTER APPLICATIONS

Bruce Corben E4
SECTION LEADER
TRAFFIC DESIGN

George Giummarra E4
SECTION LEADER
TRAFFIC DESIGN

- Michael Tziotis E2
- Andrew Yeo E2
- Elizabeth Roadley SD1
- Don Robertson E1/2
- Robin Stroza EA

- Kerras Bourke E3
- Michael O'Brien E2
- Howard McDonald E1/2
- Geoff Brooks E1/2
- Robert Ekers E1/2

John Piper E4
SECTION LEADER
TRAFFIC DESIGN

Vacant
SECTION LEADER
TRAFFIC DESIGN

- Michael Wallwork E3
- Bruce Thompson E2
- David Baldock E1/2
- Trevor Smith E1/2
- Huon Van Ngo E1/2

- David Williamson E2
- Peter Carter E2
- Steve Bean E1/2
- Glen Eastaway E1/2
- Janet Kaylock E1/2

EXISTING STRUCTURE

Althea Sampson SEC.1
 Ros Sinni CO.1
 Helen Landman TYPIST

Brian Wilkinson
 MANAGER
 DRAFTING SERVICES

Peter Fitzgerald D4
 SECTION LEADER
 DRAFTING

- Robert Kemp D1
- Patrick Van Reyk TD
- Keith Lowe *
- Jane Gourlay *
- Lyn Sukroo *

LOCATED IN
 STRATEGIES GROUP

- Brian Charles D1
- Neville Golgerth *
- Vikki Niksic *

Bruce Hicks D4
 SECTION LEADER
 DRAFTING

- Dino Sartori D3
- Dianne Alkemade D1
- Peter Curry D1
- John Stirling D1
- Gerry Higgins TD
- Darren Vaughan TD
- Claude Borstner *
- Nadia Pospichal *
- Nerrilee Elder *

Vince De Maria D4
 SECTION LEADER
 DRAFTING

- Tony Laino ACTING D2
- Joe Carakasidis D1
- Joe Rasulo D1
- Steve O'Connor EA
- Jenny Risol DA
- Peter Agushi *

LOCATED IN
 SIGNALS GROUP

- Roger Palmer D1
- Lynette Vine *
- Joyce McPhee *

Phil Jordan E3
 SECTION LEADER
 STANDARDS & RESEARCH

Note * Contract Draftspersons

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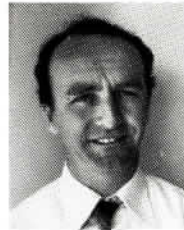
TRAFFIC SIGNALS GROUP

BRIAN NEGUS
GROUP MANAGER
TRAFFIC SIGNALS

Overall management of the
Traffic Signals Group

BRUCE HEARN
MANAGER
METROPOLITAN
CONTROL CENTRE

Operation of the Metropolitan
Control Centre



FRANCIS SIN
SECTION LEADER
CONTROL SYSTEMS

Installation and maintenance
of the computerised traffic
control network



JOHN RANDALL
SECTION LEADER
DESIGN

Detailed Design of Traffic Signal
Operations in Victoria



LES FRENCH
SECTION LEADER
SYSTEMS
INFORMATION

The group's planning, systems
information and the operation of
the Metropolitan Control Room



PHIL CORNWELL
SECTION LEADER
OPERATIONS

Operational maintenance and
monitoring of all Traffic Signals



MANAGEMENT STRUCTURE



CHRIS FOX
MANAGER
TRAFFIC SIGNAL DESIGN
AND OPERATIONS

Design of traffic signals phasing and linking and the operation of all signals in Victoria



GEOFF KLOOT
MANAGER
SIGNAL INSTALLATION
AND MAINTENANCE

General works programming, relating to Installation and Maintenance of all Traffic Signals



COLIN BATES
SECTION LEADER
INSTALLATION

Detailed management of all Traffic Signal Installation activities



KEN JORDAN
SECTION LEADER
MAINTENANCE

Detailed management of all Traffic Signal Maintenance

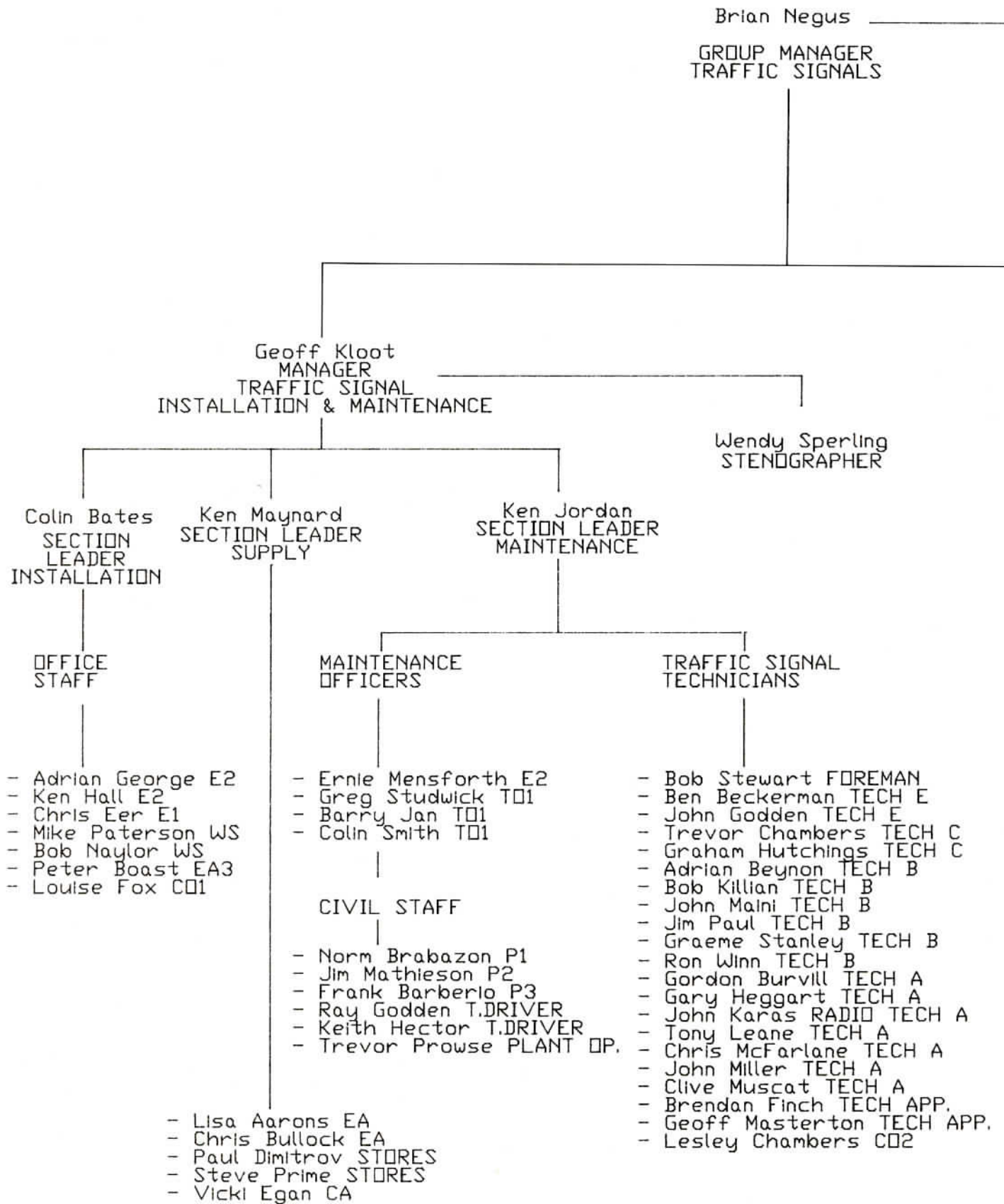


KEN MAYNARD
SECTION LEADER
SUPPLY

Supply of Traffic Signal equipment



TRAFFIC SIGNALS GROUP



EXISTING STRUCTURE

Suzanne Copeman
SECRETARY GRADE 1

Robyn Rowe
STENOGRAPHER

Kaley Treverton
CLERICAL ASST.

Bruce Hearn
MANAGER
METROPOLITAN
CONTROL CENTRE

Chris Fox
MANAGER
TRAFFIC SIGNAL
DESIGN & OPERATIONS

Les French
SECTION LEADER
SYSTEMS
INFORMATION

Francis Sin
SECTION LEADER
CONTROL SYSTEMS

John Randall
SECTION
LEADER
DESIGN

Phil Cornwell
SECTION LEADER
OPERATIONS

- John Williams E2
- Chris Costa E1
- Sue Stewart
TYPIST/CLERK
- Peter Doupe EA
- Stewart Brown CR0
- Neil Dwight CR0
- Geoff McKernan CR0
- Colin Smith CR0
- Les Walsh CR0

- John Moore E2
- Ray Sprague E2
- Ray Wong E2
- Rolf Rienhardt CS02
- Andrew Smith CS02
- Peter Ciblis E1
- Bob McKay TECH E
- Russell Coffey EA
- Greg Tinkler EA2
- Ian Wilkinson EA2
- Chris Moss TECH E

- Dean Zabrieszach E2
- David Nash E2
- Frank Woollard E2
- Ray Malins E2
- Bruce Johnson E1
- Glen Birthisel E1
- Ryan Janz E1
- Frank Raco ST02
- Andrew Wisdom CONS'T

DRAFTSPERSONS

- Roger Palmer DR1
- Lynette Vine DA
- Joyce McPhee DA

- Nick Munday E2
- Clive Mottram E2
- Ron King E2
- Peter Bow E1
- John Boncevski EA
- Martin Chelini CONS'T
- Soh Tan Hua CONS'T

Note: CONS'T - Consultant

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ADMINISTRATIVE

Administrative Services staff are office activities including office transport, switchboard and the (e.g. word processing, typing, of catering services for staff

Robert Skelton
MANAGER
ADMINISTRATIVE SERVICES

WORD PROCESSING CENTRE



Robin Redley, SUP WPO 1
WORD PROCESSING SUPERVISOR

Provision of word processing
and typing services

Lorraine Boag, SUP. TYPIST
Maureen Burridge, WPO 1
Christine Redapple, WPO 1
Linda Stuart, WPO 1
Debbie Wilson, WPO 1

REGISTRY

*** Charlie Taylor, ADM 3,**
OIC REGISTRY

Classification, distribution, and
filing of correspondence.

Barbara Morton, ADM 2
Jan Canning, ADM 1
Debbie Byrnes, ADM 1
Nina Baumgart, CO 1
Krystyna Migas, CO 1

SERVICES

involved in the administration of equipment, stores, accomodation, provision of administrative support records management) and the provision and visitors.



TRANSPORT / STORES / COURIER



**Norm Misfud, ADM 2,
TRANSPORT / CLERICAL OFFICER**

Provision of Administrative Support
for the Staff Development Committee
Transport, Stores and Courier

**Andy Brisbane, CO 2
Steven Whitehead, CO 1**

GENERAL SERVICES

Provision of telephonist, receptionist
duties and canteen services

**Julie Chambers, TYPIST
Julie Priestly, CO 1
Val Lucas, SECTION 4**

* On secondment to Property Section