

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



MEETING HELD AT 9.15AM ON WEDNESDAY 10 OCTOBER 2018 AND
ELECTRONIC MEETINGS HELD ON THE 2ND AND 7TH OF NOVEMBER 2018

RECOMMENDATION

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':

- 1 The remaining Recommendations of the City of Wollongong Traffic Committee (excluding all Temporary Road Closures which require adoption by full Council), be adopted.
- 2 Appropriate persons and Departments be advised of Council's decisions.

MINUTES REVIEWED BY

Author's Name	Author's Title	Signature	Date
Rob Gaudiosi	Senior Traffic Engineer (Acting)	Rob Gaudiosi	18/10/18
David Wilson	Traffic Unit Manager (Acting)	David Wilson	22/10/18
Peter Nunn	Transport and Stormwater Services – Manager	Peter Nunn	22/10/18
Mike Dowd	Infrastructure Strategy and Planning – Manager	Mike Dowd	23/10/18
Greg Doyle	Director – Infrastructure and Works	Greg Doyle	

MINUTES ENDORSED BY

Items 1 and 4-8 to be adopted by the General Manager through delegated authority.

Items 2-3 and 9-12 of the meeting must be determined by Council and are recommended to Council for approval for the temporary regulation of traffic on public roads for works or events by independent parties.

Name	Title	Signature	Date
David Farmer	General Manager	David Farmer	26/10/18

Wollongong City Council

Infrastructure, Strategy and Planning Division

Transport and Stormwater

The City of Wollongong Traffic Committee is not a Committee of Wollongong City Council however a Technical Committee of the Roads & Maritime Services (RMS). The Committee operates under the authority conferred to Council by the RMS under the Transport Administration Act 1988. Council has resolved to manage the Traffic Committee under a Charter which sets out the membership, timelines for the preparation of the Agenda and the distribution of Minutes, in accordance with the RMS document 'A guide to the delegation to councils for the regulation of traffic' (including the operation of Traffic Committees.)

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.

- The members are representatives of the NSW Police Force, the Roads & 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.
- 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.

IMPORTANT NOTE:

Council can only recommend that:

- 1 **The Traffic Committee recommendation be adopted.**
- 2 **The Traffic Committee recommendation not be adopted.**
- 3 **The Traffic Committee reconsider this issue.**

City of Wollongong Traffic Committee Meeting
Wollongong City Council Administration Building
Level 10 Committee Rooms 2 & 3
Commencing at 9.15 am

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



9.15AM ON WEDNESDAY 10 OCTOBER 2018 AND ELECTRONIC MEETING HELD
ON 2 NOVEMBER 2018 AND ELECTRONIC MEETING HELD ON 7 NOVEMBER 2018

IN ATTENDANCE	
David Wilson – Chairman	Wollongong City Council
Rob Gaudiosi	Wollongong City Council
Maria Plezer	Wollongong City Council
Clementina Velasco – Road Safety Officer	Wollongong City Council
David Cratchley	Premier Illawarra
Danny Benedetti	Roads and Maritime Services
Carly Banco	Roads and Maritime Services
Senior Constable Andrew Cotton	NSW Police

APOLOGIES	
Les Dion	Dion's Bus Service
Les McMahon	Representing Paul Scully MP, Anna Watson MP, and Ryan Park MP

CONFIRMATION OF MINUTES OF MEETING HELD ON **12 SEPTEMBER 2018**.

GENERAL BUSINESS

	Suburb	Street(s)	Issue
1	KOONAWARRA	Fowlers Road	No Parking Zone

REGULATION OF TRAFFIC

	Suburb	Street(s)	Issue
2	BULLI	Gwyther Avenue	Road Closure – Christmas Street Party
3	WEST WOLLONGONG	Lexburn Avenue	Road Closure - Christmas Street Party

DESIGN MATTERS

	Suburb	Street(s)	Issue
4	CONISTON	Bridge Street	Cycle Path
5	MT ST THOMAS	The Avenue	Pedestrian Refuge Crossings

6	PORT KEMBLA	Parkes Street	Pedestrian Refuge
7	KANAHOOKA	Lakeside Drive	Pedestrian Refuge

LATE ITEMS

8	CORRIMAL	Rothery Road	Review of No Stopping Restrictions
9	WOLLONGONG	Church Street and Burelli Streets	Freedom of Entry Commemorative Event

ELECTRONIC MEETING HELD ON 2 NOVEMBER 2018

10	CORRIMAL	Station Street	Street Party
11	KEIRAVILLE	Shoobert Crescent	Street Party

ELECTRONIC MEETING HELD ON 7 NOVEMBER 2018

12	BELLAMBI	Bellambi Road	Closure of Level Crossing
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The meeting concluded at 11AM.

GENERAL BUSINESS

1 KOONAWARRA - WARD 3

Fowlers Road – Timed No Parking Restrictions

Background:

Koonawarra Public School has requested that a No Parking Zone be located on the school frontage of Fowlers Road to facilitate pickup and drop off of students.

Consultation:

Council has consulted with the Principal of the School. The School Principal will be contacted again to confirm the changes.

PROPOSAL SUPPORTED UNANIMOUSLY

Install No Parking 8.00am to 9.30am and 2.30pm to 4.00pm on school days only.

REGULATION OF TRAFFIC

2 BULLI - WARD 1

Gwyther Avenue – Street Party

Background:

The residents of No 20 to 30 Gwyther Avenue have signed an application for a temporary road closure on 24th of December 2018 between 3.30pm to 11.00pm for a Christmas Street Party.

Gwyther Avenue is to be closed between No. 20 to 30 and it is anticipated that there will be minimal effect on traffic flow. Upon request Council will normally supply the required barriers and signs and for that reason a formal Traffic Management Plan is not required from the applicant.

Consultation:

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The road closure proposed for Gwyther Avenue on 24th of December 2018 between 3.30pm to 11.00pm be approved subject to Council's Standard Conditions for street parties. (Attachment 2) and placement of a motor vehicle at each of the closure points.

3 WEST WOLLONGONG- WARD 2

Lexburn Avenue – Street Party

Background:

The residents of Lexburn Avenue have signed an application for a temporary road closure on 15th of December 2018 between 5.00pm to 11.30pm for a Christmas Street Party.

Lexburn Avenue is to be closed between Yellagong Street and Euroka Street and it is anticipated there will be minimal effect on traffic flow. Upon request Council will normally supply the required barriers and signs and for that reason a formal Traffic Management Plan is not required from the applicant.

Consultation:

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The road closure proposed for Lexburn Avenue on 15th December 2018 between 5.00pm to 11.30pm be approved subject to Council's Standard Conditions for street parties. (Attachment 2) and placement of a motor vehicle at each of the closure points.

DESIGN MATTERS

4 **CONISTON - WARD 2**

Bridge Street – Cycle Path

Background:

Council is proposing to construct an off road cycleway along the east side of Bridge Street to connect Springhill Road to Tate Street, Coniston. The bicycle path will provide cyclists with a safe connection to the traffic lights at Bridge Street and Springhill Road and then to the existing shared path on Springhill Road.

Consultation:

Consultation is a requirement of the design process.

PROPOSAL SUPPORTED UNANIMOUSLY

Attached Plan 6464_SK01_1 be approved. (Attachment 3).

5 **MT ST THOMAS - WARD 2**

The Avenue – Pedestrian Refuge Crossings

Background:

Council is proposing to upgrade the pedestrian refuge crossings on The Avenue, between St Johns Avenue and Taronga Avenue Mt St Thomas. The upgraded refuge islands and kerb extensions will assist school children attending Mt St Thomas Public School and members of the public by reducing the crossing distance and widening the central island.

Consultation:

Consultation is a requirement of the design process.

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PROPOSAL SUPPORTED UNANIMOUSLY

Attached Plan Nos. 6418_C07, C08 _2 be approved. (Attachment 4).

6 **PORT KEMBLA- WARD 3**

Parkes Street – Pedestrian Refuge

Background:

Council is proposing to install a pedestrian refuge on Parkes Street at the intersection of Parkes Street and Shellharbour Road, Port Kembla. The new refuge island will allow pedestrians to cross safely by providing a staged crossing of the road.

Consultation:

Consultation is part of the design process.

PROPOSAL SUPPORTED UNANIMOUSLY

Attached Plan 6470_SK01_1 be approved. (Attachment 5).

7 **KANAHOOKA - WARD 3**

Lakeside Drive – Pedestrian Refuge

Background:

Council is proposing to construct a pedestrian refuge on Lakeside Drive, Kanahooka to create a safe pedestrian connection between the Lakeside Reserve carpark and the local shops. The central median and kerb extensions will provide a staged crossing and allow pedestrians to safely cross to the other side of the road. A footpath will also be constructed to connect directly with the crossing point.

Consultation:

Consultation is a requirement of the design process.

PROPOSAL SUPPORTED UNANIMOUSLY

Attached Plan 6485_SK01_1 be approved. (Attachment 6).

LATE ITEMS

8 CORRIMAL- WARD 1

Rothery Road – Review of existing No Stopping Restrictions

Background:

Council has been informed that the existing No Stopping restriction on approach to the crossing facility outside 282 Rothery Road is excessive. The existing No Stopping restriction on approach to the kerb extension is 30 metres which greatly exceeds the current RMS guidelines. Council proposes to amend these restrictions to align with RMS' guidelines for kerb extensions.

Consultation:

The affected resident will be informed of the new parking restrictions....

PROPOSAL SUPPORTED UNANIMOUSLY

To reduce the No Stopping Zone outside 282 Rothery Road to include both adjacent driveways only.

9 WOLLONGONG WARD 2

Church and Burelli Streets – Freedom of Entry of Commemorative Event

Background:

The Freedom of Entry event is being held as a commemorative conclusion to the Centenary of Anzac. Freedom of Entry was given to the 4th/3rd Battalion, Royal New South Wales Regiment and they will be exercising their right to march through the streets of Wollongong on this day, Saturday 17 November 2018.

The event will commence in MacCabe Park, where the Battalion will form up at around 1pm, inspected by both the Governor of NSW and his wife, Mrs Linda Hurley and the Lord Mayor. There will be program of short speeches, laying of wreaths and then the Battalion will leave MacCabe Park around 1.30 – 1.45pm heading north on Church Street, crossing Burelli Street, turning left into Globe Lane and then turning right in the Mall.

At the main stage, the Superintendent of Police will ask the parade to HALT. At this point the Battalion will read out their rights to march through the streets of Wollongong, Police will let them proceed, it will be eyes left around Wesley Church to the Governor and the Lord Mayor, they will finish at the end of the Mall at approximately 2.30pm.

Consultation:

The bus representatives were satisfied with the preliminary plan. Any further comments will be discussed at a subsequent meeting with Police, Council and others involved in the march.

PROPOSAL SUPPORTED UNANIMOUSLY

The Freedom of Entry Commemorative Event will be held on Saturday 17th November 2018 from approximately 1pm to 2.30pm. This will require the closure of –

- Church Street between George Street and Globe Lane;
- Burelli Street from Keira Street to Church Street;
- Globe Lane; and
- Crown Street Mall between Keira Street and Kembla Street.

Standard Conditions for Road Closures (Attachment 1) and Attached Plan TCP No: T2305-2099 to be approved. (Attachment 3).

10 **EAST CORRIMAL- WARD 1**

Station Street East Corrimal – Street Party on 1 December 2018

Background:

Subsequent to the meeting on 10 October 2018 a new street party application has been considered by members of the Traffic Committee via an electronic meeting on 2 November 2018. Residents of Station Street in Corrimal have requested a road closure of Station Street East Corrimal between Duff Parade and Pioneer Road in order to hold an annual street party.

Invitations have been distributed and organisers have received no objections. There is broad support to proceed. This is the 6th year for this street party and previous events have been very successful.

Street Station Street East Corrimal
Date Saturday 1st of December 2018
Time 6PM till 10:30 PM

It is intended to set up some tables and chairs on the roadway of Station Street, and provide assistance should there be a need for any vehicle to enter or leave the closed section of this Street.

Consultation:

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties (Attachment 2), and the placement of a motor vehicle at each of the closure points.

11 **KEIRAVILLE - WARD 2**

Shoobert Crescent, Keiraville – Street Party on Sunday 9th December 2018

Background:

Subsequent to the meeting on 10 October 2018 a new street party application has been considered by members of the Traffic Committee via an electronic meeting on 2 November 2018. Residents of Shoobert Crescent Keiraville have requested a road closure of a short section of Shoobert Crescent between Murphys and Harkness Avenue in order to hold an annual street party.

Invitations have been distributed and organisers have received signatures from the property owners affected by the closure, in support of the proposal. This street party have been held for a number of years and previous events have been very successful.

Street Shoobert Crescent Keiraville
Date Sunday 9th of December 2018
Time:
6.30 PM till 8.30 PM

It is intended to provide assistance should there be a need for any vehicle to enter or leave the closed section of this Street.

Consultation:

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties (Attachment 2), and the placement of a motor vehicle at each of the closure points

12 **BELLAMBI - WARD 1**

Bellambi Lane Bellambi – Closure of the Level Crossing

Background:

Subsequent to the meeting of 10th October 2018 a road closure application has been considered by the Committee via an electronic meeting on the 7th of November 2018. Sydney Train through a major contractor has applied for

approval to close the Bellambi Lane level crossing from 2 am on Saturday 8 December 2018 to 2 am on Monday 10 December 2018 to take advantage of a South Coast Line rail closure schedule for that weekend.

The diversions are via Memorial Drive, Rothery Street and Pioneer Road Bellambi, and alternatively via Railway Parade and Park Road Woonona. There are no bus routes affected over the weekend. The submitted plans include a number of VMS boards placed to advise the travelling public of the work before the event and for the diversions in place during the weekend.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed closure of Bellambi Lane at the rail level crossing be approved subject to the submitted Traffic Management Plan (Attachment 3) and Council's Standard Conditions for Road Closures (Attachment 1).

Minutes to be confirmed at the next meeting to be held at 9.15am on **14 NOVEMBER** 2018

2018 Traffic Committee Meetings		
Wednesday 14 November	Administration Building, Level 9, Function Room	9.15am – 2.00pm

Attachment 1 – Standard Conditions for Road Closures

Standard Conditions for Road Closures

For Special Events and Work Related activities Within Council Road Reserves.

Following approval by Wollongong City Council, road closures are subject to the additional Council conditions:

1. **The Applicant must complete the Council form 'Application to Open and Occupy or Underbore a Roadway or Footpath' (Refer to Checklist below – relates to Section 138 of the Roads Act.)**
2. **NSW Police Approval:** The Applicant must obtain written approval from NSW Police, where required under the Roads Act.
3. **If the Road Closure is within 100m of any traffic control signals or on a 'State Classified Road' the Applicant must obtain a Road Occupancy Licence (ROL) from NSW Roads & Maritime Services (RMS).**
4. **The Applicant must advise all affected residents and business owners within the closure area of the date/s and times for the closure, at least 7 days prior to the intended date of works.**
5. **The Applicant must advise Emergency Services: Ambulance, Fire Brigade and Police, Taxi and Bus Companies of the closure dates and times in writing, 7 days prior to the intended date of works. The Applicant must endeavour to minimise the impact on bus services during the closure.**
6. **Traffic Management Plan:** The closure must be set up in accordance with the approved Traffic Management Plan (TMP) prepared by an appropriately qualified traffic controller; a copy of whose qualifications must be included with the submitted TMP.
7. **Traffic Management Plan Setup:** The Traffic Management Plan must be set up by appropriately qualified traffic control persons or the NSW Police.
8. **Access to properties affected by the road closure must be maintained where possible. Where direct access cannot be achieved, an alternative arrangement must be agreed to by both the applicant and the affected person/s.**
9. **Public Notice Advertisement:** The Applicant must advertise the road closure in the Public Notices section of the local paper, detailing closure date/s and times at least 7 days prior to the closure.
10. **Public Liability Policy:** The Applicant must provide Council with a copy of their current insurance policy to a value of no less than \$20 million dollars to cover Wollongong City Council from any claims arising from the closure.

Checklist:

- ☒ **Completed Council Form:**

'Application to Open and Occupy or Underbore a Roadway or Footpath'.

Required information as shown below MUST be attached:

- ☒ A copy of the letter from the Traffic Committee authorising the closure
- ☒ The Traffic Management Plan (TMP)
- ☒ The Road Occupancy Licence (ROL) *if required*
- ☒ Written approval from NSW Police
- ☒ Public Liability Insurance

Applications may be lodged in the Customer Service Centre located on the Ground Floor of Council's Administration Building, 41 Burelli Street Wollongong between 8.30am and 5pm Monday to Friday.

Attachment 2 Standard Conditions for Street Parties -1 of 2

STANDARD CONDITIONS FOR ROAD CLOSURES FOR STREET PARTIES

- 1 Each road affected by the closure approval shall be restored to full and uninterrupted traffic flow prior to the end of the closure.
- 2 The road shall be cleared sufficiently to allow an emergency vehicle access to a property within the closure area. For this reason, no barbeques, heavy tables or other heavy equipment is to be set up on the road pavement.
- 3 You are required to advertise the road closure in the local newspaper

E.g. Temporary Road Closure – Larkins Lane, Yallah
 Date: 18 December 2015
 Time: 2 pm – 7 pm
 Event: Street Party

- 4 Council will notify emergency services and the Police Service.
- 5 NSW Police Service directions are to be strictly adhered to.
- 6 Council will endeavour to make available to you the following equipment for the closure

Regular Street Equipment Requirements	Cul - De - Sac Street Equipment Requirements
6 Barrier legs	3 Barrier legs
12 Road Barriers	6 Road Barriers
2 Road Closed Signs	1 Road Closed Signs
4 Flashing Lights	2 Flashing Lights

It should be noted that Council does not supply 9 volt batteries for flashing lights, however batteries can be made available for approximately \$3.40 each.

The flashing lights must be fixed to the barriers and operating prior to sunset.

It is your responsibility to collect this equipment from Council's Works Depot Store, Montague Street, North Wollongong, prior to 2.00 pm on the last working day prior to your proposed road closure, and return same on the next working day following the closure. Please ensure you sign a receipt when collecting and returning this equipment.

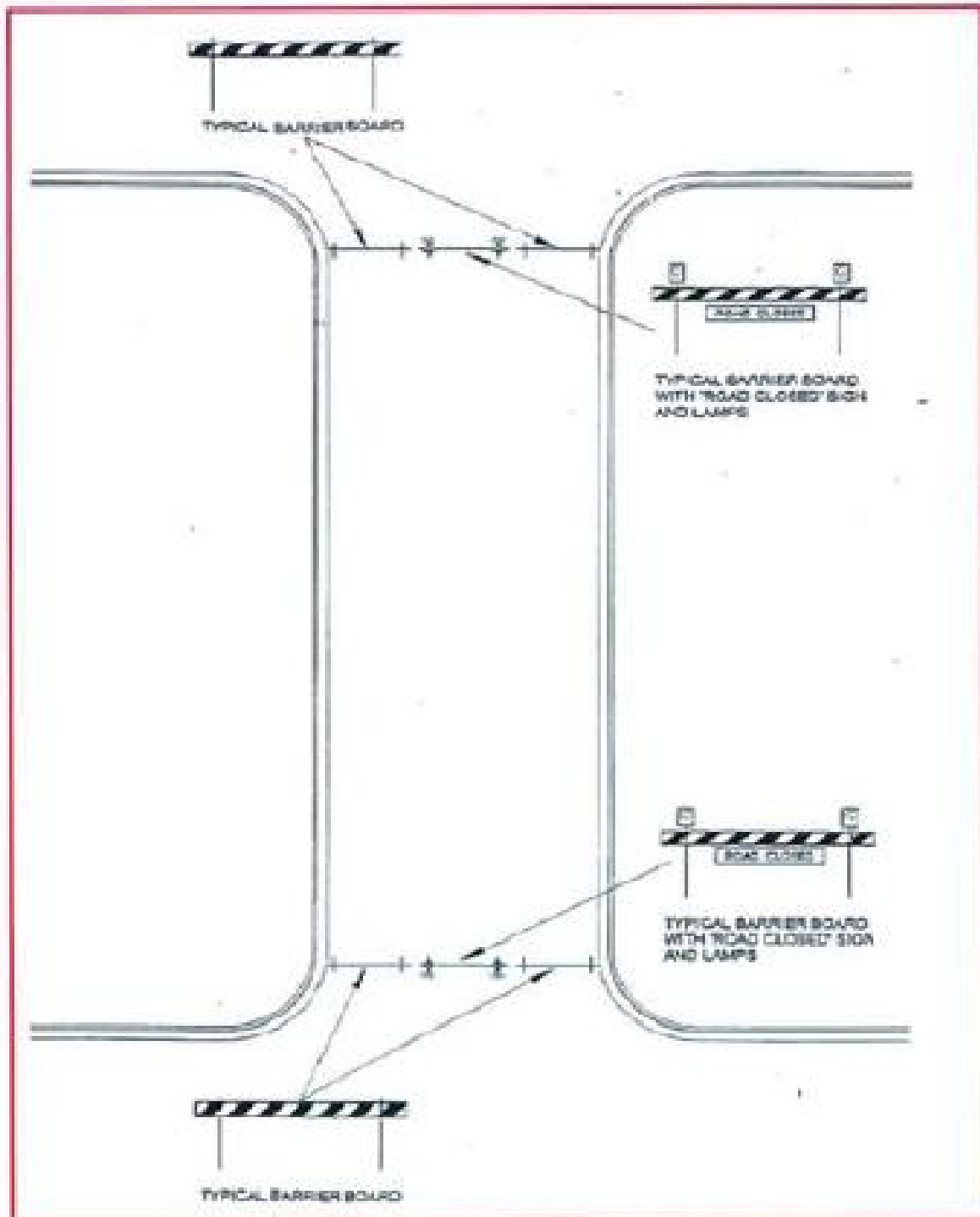
Equipment, which is returned damaged beyond use or not returned at all, will be replaced at your cost.

A sufficient number of people (at least 2), together with a vehicle suitable for the purpose of transporting the relevant equipment, are to be provided by the organisers for the loading and unloading of this equipment at the Depot.

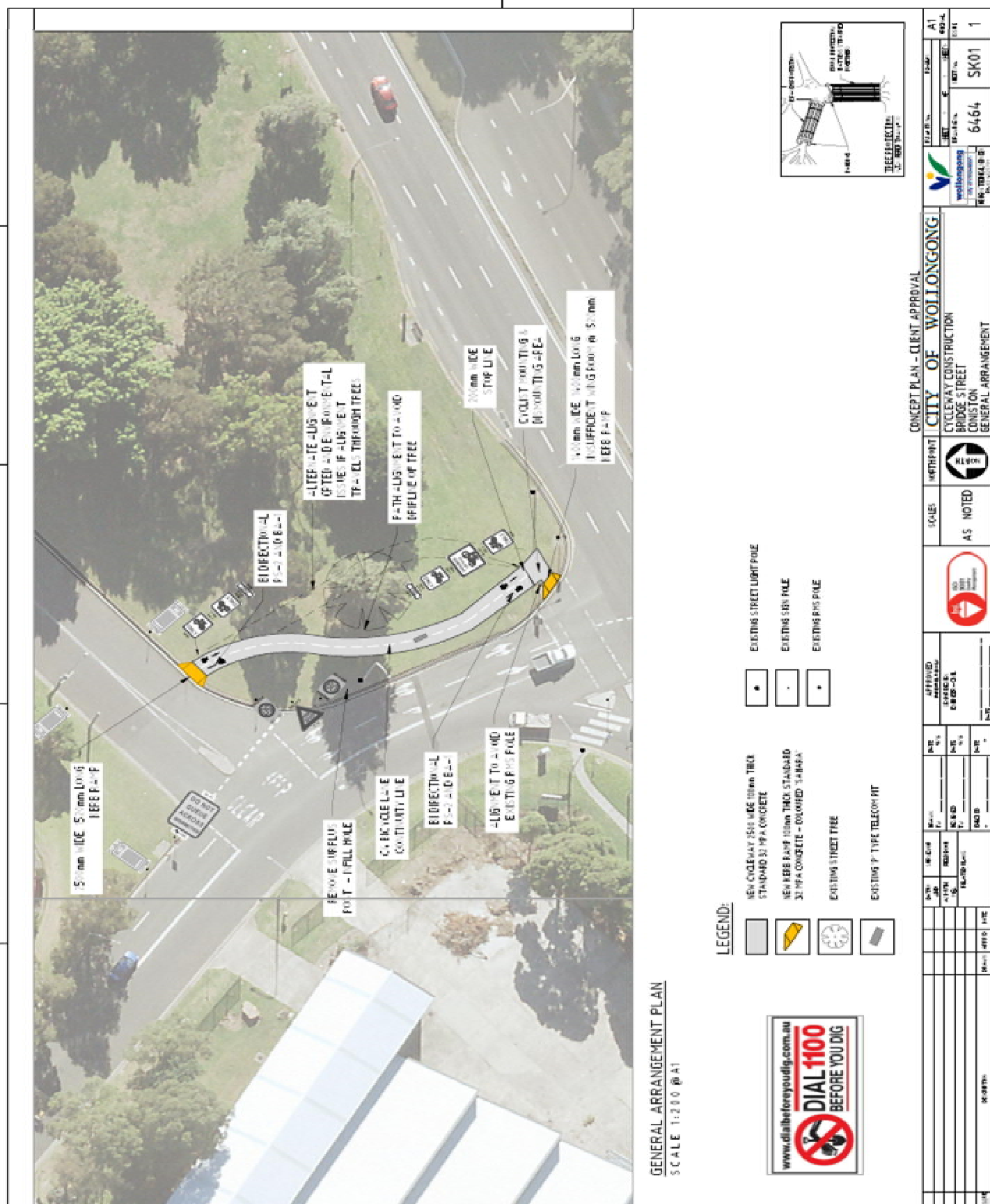
- 7 You are requested to email Council's Events and Functions Coordinator events@wollongong.nsw.gov.au two weeks prior to pick-up to ensure availability of the equipment.
- 8 If Council's Store does not have sufficient equipment to lend, you are to obtain equipment from another source (e.g. hire firm), at your expense.

Attachment 2 Standard Conditions for Street Parties – 2 of 2

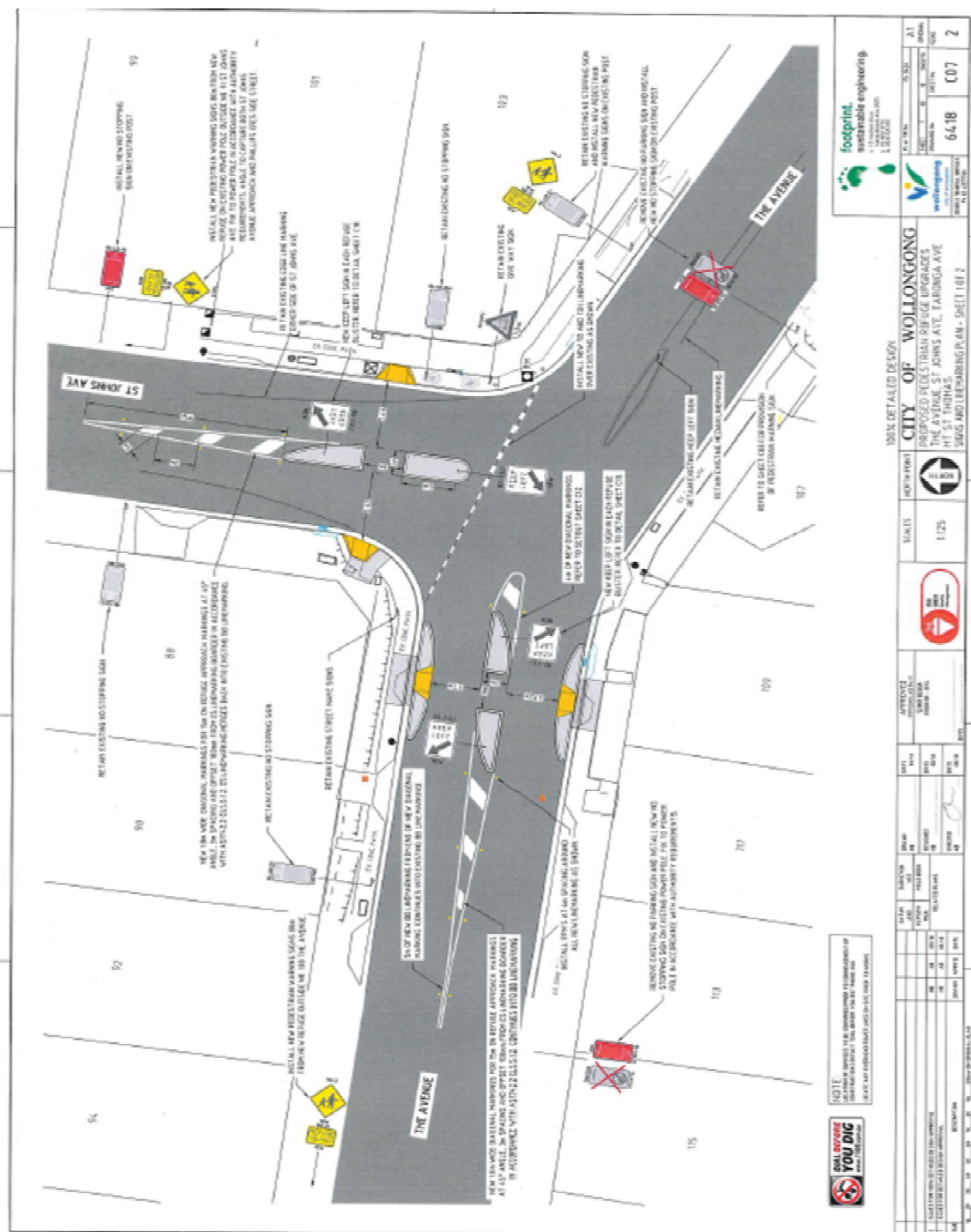
TYPICAL ROAD CLOSURE SET UP FOR STREET PARTIES



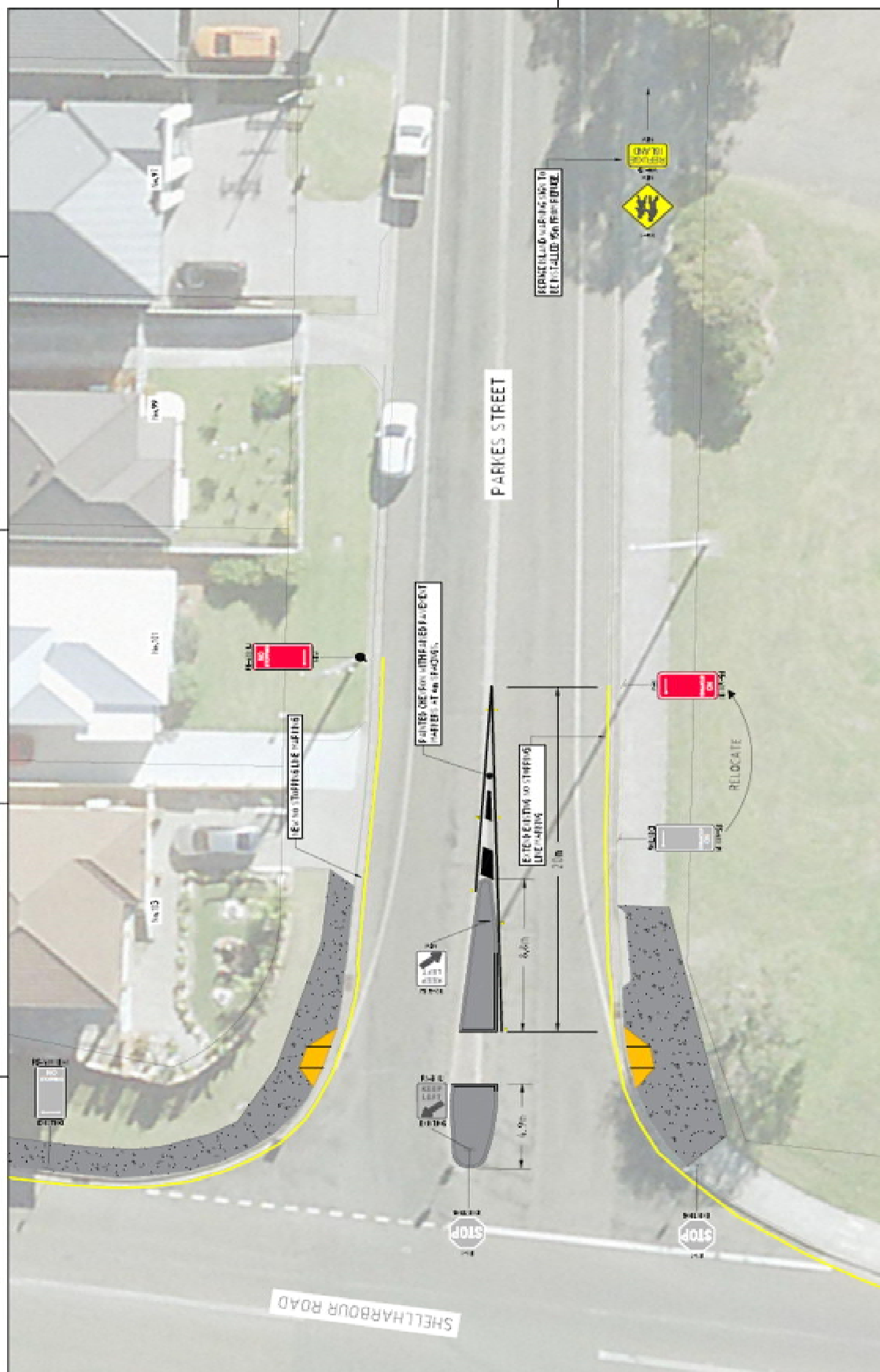
Attachment 3 – Bridge Street Coniston – Cycle Path



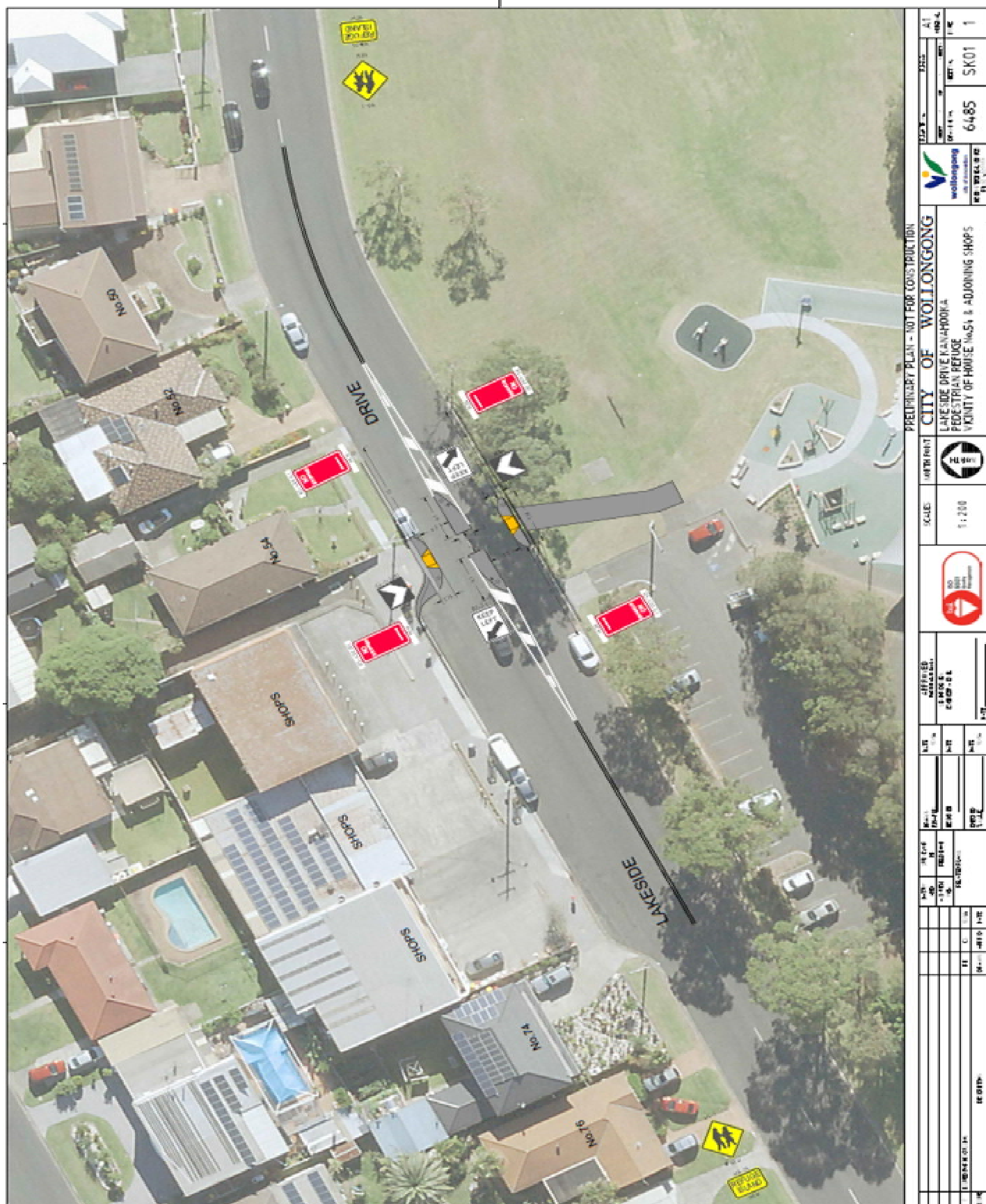
Attachment 4 – Mt St Thomas – Pedestrian Refuge



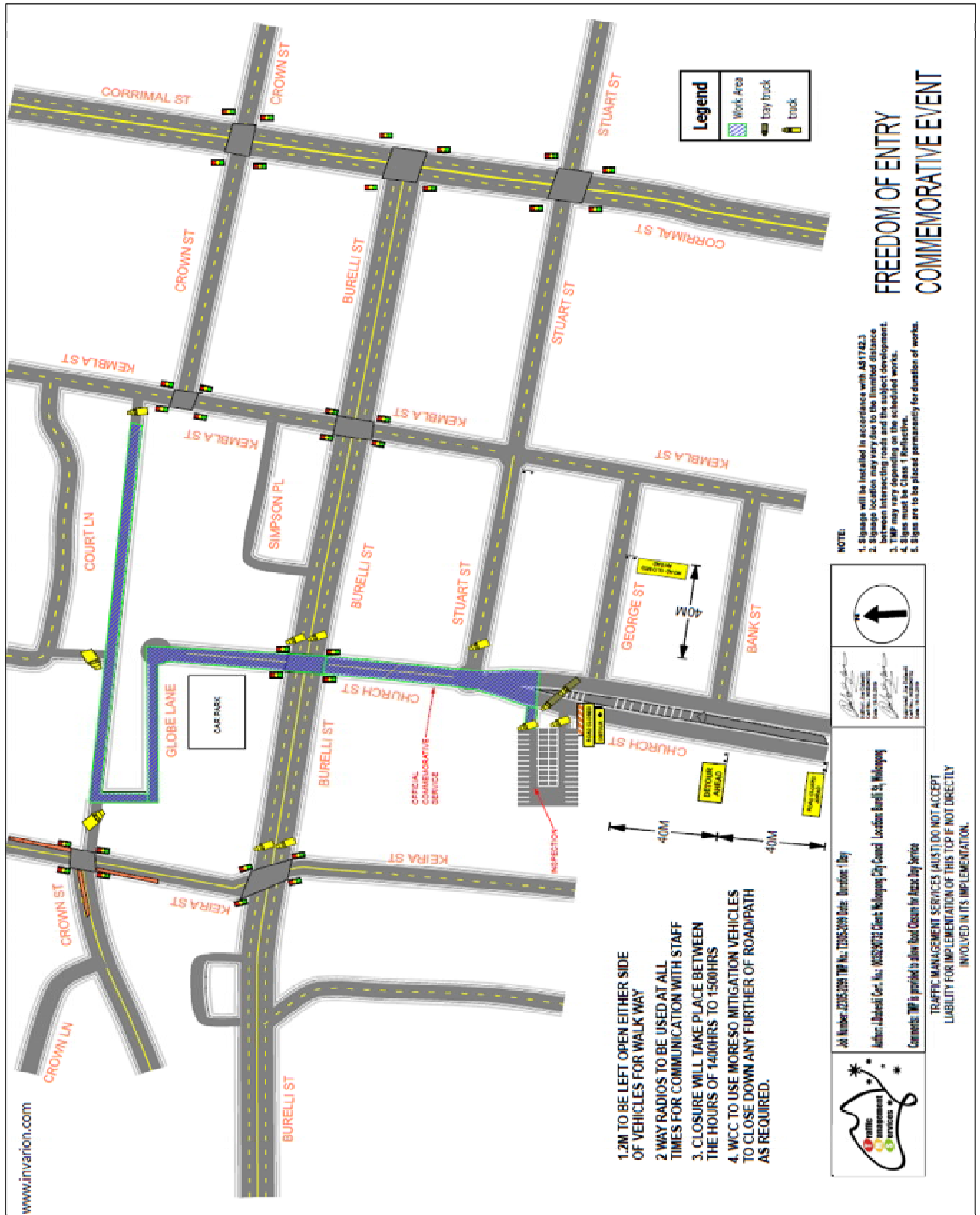
Attachment 5 – Parkes Street Port Kembla – Pedestrian Refuge

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Attachment 6– Lakeside Drive Kanahooka – Pedestrian Refuge



Attachment 7 – Church and Burelli Streets Wollongong – Freedom of Entry Commemorative



Attachment 8 – Bellambi Lane, Bellambi – Closure of Level Crossing



Attachment 8 – Bellambi Lane, Bellambi – Closure of Level Crossing

