

# MINUTES

## CITY OF WOLLONGONG TRAFFIC COMMITTEE



MEETING HELD AT 9.15AM ON WEDNESDAY 13 SEPTEMBER 2017

### 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
Lindsay Dunstan	Senior Traffic Engineer	Lindsay Dunstan	11/10/17
Walter Galvan	Traffic Unit Manager (Acting)	Walter Galvan	11/10/17
Peter Nunn	Transport and Stormwater Services – Manager	Peter Nunn	13/10/17
Mike Dowd	Manager - Infrastructure Strategy and Planning (Chairman)	Mike Dowd	16/10/17
Greg Doyle	Director - Infrastructure and Works	Greg Doyle	17/10/17

### MINUTES ENDORSED BY

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

Item 5 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	23/10/17

## 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 13 SEPTEMBER 2017

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PRESENT	
Ted Collins – Traffic Unit Manager	Wollongong City Council
Debra Nicholls – Road Safety Officer (Acting)	Wollongong City Council
Tania Martin – Administration Officer (Acting)	Wollongong City Council
Nathan Boscaro	RMS
Snr Constable Andrew Cotton	NSW Police
David Cratchley	Premier Illawarra

APOLOGIES	
Les Dion	Dion Buses
Lindsay Dunstan – Senior Traffic Engineer	Wollongong City Council
Mike Dowd – (Chair)	Wollongong City Council
Les McMahon	Representative for Paul Scully MP, Anna Watson MP, and Ryan Park MP

CONFIRMATION OF MINUTES OF MEETING HELD ON 16 August 2017

BUSINESS ARISING: NONE.

## GENERAL BUSINESS

	Suburb	Street(s)	Issue
1	WOLLONGONG	Murphy's Avenue	Timed Parking Bays

## DESIGN MATTER

2	HORSLEY	Shone Avenue	Signs and Line Marking Plan
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## INFORMAL ITEMS

3	WOLLONGONG	Inner Harbour	Safety concerns due to wreckless driving
4	WOLLONGONG	Jutland Avenue	Installation of signs at Bus location

## LATE ITEM

## REGULATION OF TRAFFIC

5	BULLI TOPS	Princes Highway	Camp Quality Convoy 2017
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The meeting concluded at 11.03am.

## BUSINESS ARISING:

## GENERAL BUSINESS

### 1 WOLLONGONG – WARD 2

Murphy's Avenue – Timed Parking

**Background:**

Friends of Wollongong Botanic Garden have requested timed parking of 90 degree angle parking recently constructed by Council in Murphy's Avenue adjacent to the Botanic Garden Entrance. The existing off street garden parking lot is regularly at capacity. The utilisation of this restricted parking is to be monitored.

**Consultation:**

No consultation is required for this Agenda item.

**PROPOSAL SUPPORTED UNANIMOUSLY**

To install two hour parking for six car parking spaces at the eastern end of the recently constructed 90 angle degree parking bays in Murphy's Avenue adjacent to the Botanic Garden entrance.

## DESIGN MATTERS

### 2 HORSLEY – WARD 3

21-23 Shone Avenue – proposed Stage 1 subdivision – signs and line marking plan

**Background:**

A design layout for a subdivision in Horsley has been submitted to Council for approval. The Plans submitted required adjustments to signs and lines. Council attached corrected plans subsequent to the meeting.

**Consultation:**

Consultation undertaken for this Agenda item has been completed as part of the design process

**PROPOSAL SUPPORTED UNANIMOUSLY**

The amended plans C74 be approved (Attachment 2)

## INFORMAL ITEMS

### 3 WOLLONGONG – WARD 2

Inner Harbour - Wollongong

**Background:**

Presentation from Senior Constable Andrew Cotton on the Inner Harbour

NSW Police presented findings of an audit in this area in relation to anti-social driving in the Inner Harbour surrounding area. Senior Constable Cotton addressed the issues of "burn-outs" and unsafe driving occurring in the Inner Harbour area and that Police were liaising with Council's Community Safety Officer and have provided the Committee with a report to view and comment. Points raised were:

- Faded signage that needs replacing,
- The possibility of new high friction pavement surface which has the potential to greatly accelerate tyre wear if "burn-outs" are undertaken.

Senior Constable Cotton also provided feedback regarding the Traffic Plan Implementation for the Spring Into Corrimal event. He mentioned that breaches of the traffic management plan had occurred and that a meeting should be held to discuss implications including future compliance.

### 4 WOLLONGONG - WARD 2

Jutland Avenue – Install signs at bus location

**Background:**

An issue with a bus stop has been raised by a resident of 38 Jutland Avenue, Coniston advising that cars continually park in the bus stop area resulting in unsafe circumstances for children using the buses. He has requested bus zone signage outside property No.36 and also for the bus stop across the road. Premier Buses have advised the Committee that they have not had any issues with drop off and pick up of passengers at this location.

The bus stop has been there for over 30 years without any problems so far. Premier Buses did advise that they could go out during school times to look at safety for children that embark and disembark from the bus stop.

**LATE ITEM**

**REGULATION OF TRAFFIC**

**5 BULLI TOPS – WARD 1**

Princes Highway – Camp Quality Convoy Sunday 19 November 2017

**Background:**

Subsequent to the meeting the organisers for the Camp Quality on Sunday 19 November 2017 have proposed a closure of the Old Princes Highway between Bulli Tops and Helensburgh as occurred in 2016. This section of the Highway is to be used for mustering the convoy participants and the closure will take effect from 5.00am to 11.00am.

The organisers have arranged for access to Darkes Road, residents on the Highway and visitors to the Golf facilities, from the Helensburgh end of the closure. For those travelling from the south, drivers remain on the M1 until the Helensburgh exit and then proceed south through the highway closure.

It should be noted the event is after the scheduled re-opening of Bulli Pass on 3 November 2017.

**PROPOSAL**

The road closure be approved subject to the submitted Traffic Management Plans (Attachment 3) and Council's Standard Conditions for Road Closures (Attachment 1)

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Minutes to be confirmed at the next meeting to be held at 9.15am on 18 October 2017.

<b>2017 Traffic Committee Meetings</b>		
<b>Wednesday 18 October</b>	<b>Administration Building, Level 10, Rooms 2 and 3</b>	<b>9.15am – 2.00pm</b>
Wednesday 15 November	Administration Building, Level 10, Rooms 2 and 3	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'.*

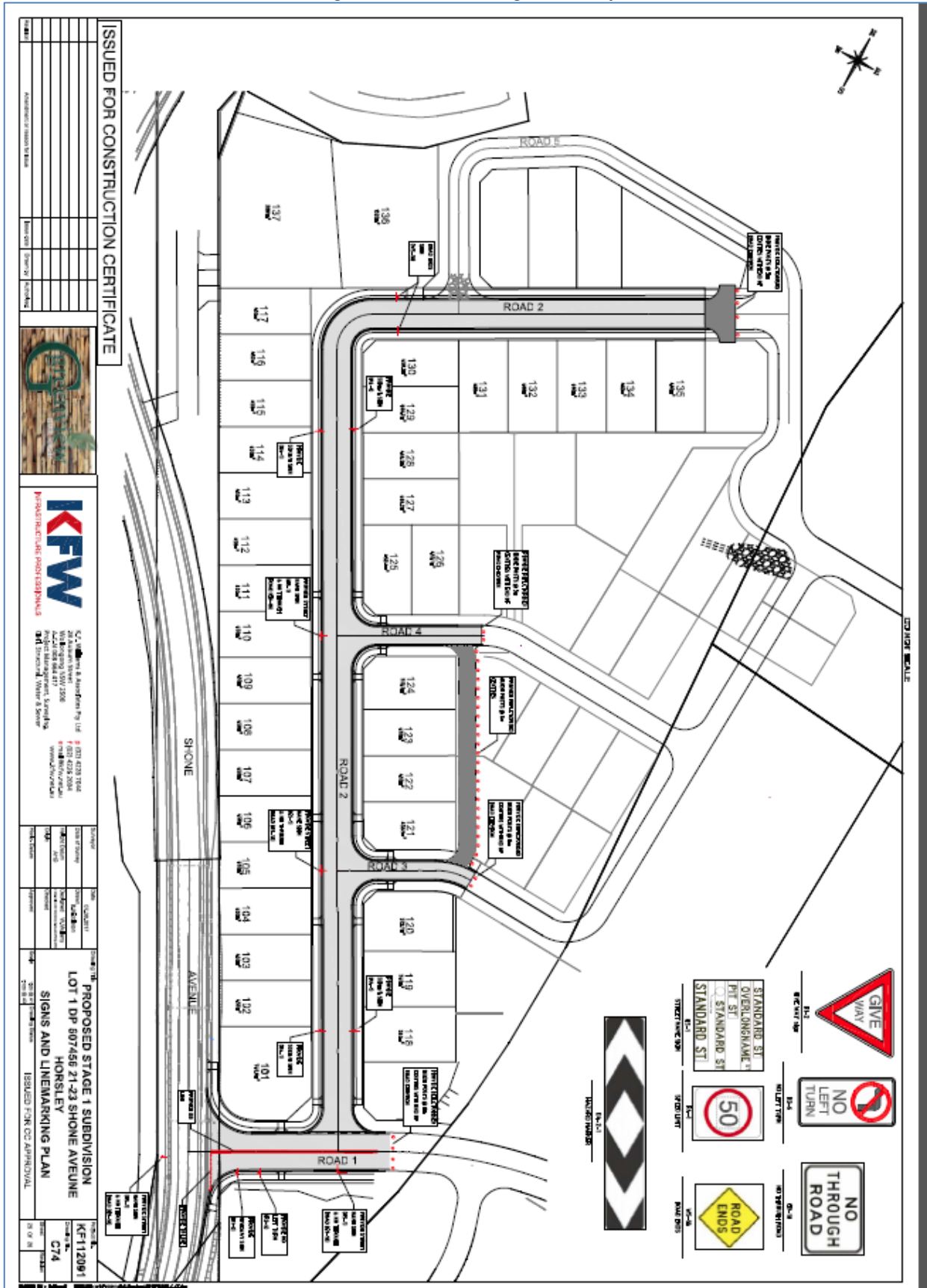
**Required information as shown below MUST be attached:**

- ☒ 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  
Signs and Line Markings - Horsley



Attachment 3
   
 Bulli Tops – Camp Quality Convoy 2017

[www.jtrwairton.com](http://www.jtrwairton.com)


# PRINCES HWY, HELENSBURGH

## Trucks Parking

**TRAFFIC CONTROL**

**SIGHT SAFETY RULES**

1. No pedestrians on carriageway (no exceptions)
2. Vehicles parked single file for access by emergency vehicles
3. Traffic must be slowed to 40 kmph at all times
4. Trucks as far off shoulders as possible
5. Police and emergency vehicles have right of way at all times





Trucks egress one way with Police Escort

Trucks enter one way

Cover all speed signs replace with 40Km

Walk with trucks to park up as much to the side as you can

Pick up all signs after the last truck even 198m Signs and bring back to the yard

<b>Client</b> Convoy		 <small>TRAFFIC LOGISTICS</small> <small>SAFETY FIRST</small> <small>Quality Systems</small>	<small>Traffic Logistics do not accept responsibility of the traffic control plan if it is not implemented by Traffic Logistics Pty Ltd</small> <small>THIS PLAN IS NOT TO SCALE</small>	 <small>North</small>	<b>TLTCP</b> : AS-6809 (Rev. A)	
<b>Location</b> : Princes Hwy, Helensburgh	<b>Date Drawn</b> : 8.6.17				<b>Date Implemented</b> :	
<b>Time of Works</b> : 0700-1700	<b>NOTE</b> : 3x TJC					
<b>Job No</b> :	<b>Team Leader</b> :				<b>Qualification No</b> :	

This site specific TCP is based on TCAMS Manual 2010 and is to be setup and packed up by qualified traffic controllers with current introduction to Traffic Control at Roadworks (Yellow Card). Any modifications made to this site specific TCP should be made by qualified personnel with current Select and Modify (Red Card) or Design and Audit (Orange Card) and all modifications to be signed off on this TCP along with certification number

Prepare
  
Work Zone TAP
  
Case No: 00322925
  
NSW
  
Transport
  
Roads & Maritime
  
SERVICES

Matthew Jones
  
16/08/19

Attachment 3  
Bulli Tops – Camp Quality Convoy 2017

[www.innovation.com](http://www.innovation.com)

## PRINCES HWY, MADDENS PLAINS

Southern End

**Client:** Convoy

**Location:** Princes Hwy, Maddens Plains

**Date Drawn:** 8.6.17 **NOTE:** 2x TC

**Time of Works:** 0700-1700

**Job No:** \_\_\_\_\_

**Team Leader:** \_\_\_\_\_

**Qualification No:** \_\_\_\_\_

**TLTCP:** AS-6809 **Rev:** A

**Date Implemented:** \_\_\_\_\_

**Work & Line TAP:** \_\_\_\_\_

**Card No:** 003032153 **NSW:** \_\_\_\_\_

**Transport:** \_\_\_\_\_

**16/08/19**

**Traffic Logistics**

**SAFETY FIRST**

**THIS PLAN IS NOT TO SCALE**

**North**

**TLTCP:** AS-6809 **Rev:** A

**Date Implemented:** \_\_\_\_\_

**Work & Line TAP:** \_\_\_\_\_

**Card No:** 003032153 **NSW:** \_\_\_\_\_

**Transport:** \_\_\_\_\_

**16/08/19**

**Client:** Convoy

**Location:** Princes Hwy, Maddens Plains

**Date Drawn:** 8.6.17 **NOTE:** 2x TC

**Time of Works:** 0700-1700

**Job No:** \_\_\_\_\_

**Team Leader:** \_\_\_\_\_

**Qualification No:** \_\_\_\_\_

**TLTCP:** AS-6809 **Rev:** A

**Date Implemented:** \_\_\_\_\_

**Work & Line TAP:** \_\_\_\_\_

**Card No:** 003032153 **NSW:** \_\_\_\_\_

**Transport:** \_\_\_\_\_

**16/08/19**

**Traffic Logistics**

**SAFETY FIRST**

**THIS PLAN IS NOT TO SCALE**

**North**

**TLTCP:** AS-6809 **Rev:** A

**Date Implemented:** \_\_\_\_\_

**Work & Line TAP:** \_\_\_\_\_

**Card No:** 003032153 **NSW:** \_\_\_\_\_

**Transport:** \_\_\_\_\_

**16/08/19**

