

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



MEETING HELD AT 9.15AM ON WEDNESDAY 14 MARCH 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.

Author's Name	Author's Title	Signature	Date
Lindsay Dunstan	Senior Traffic Engineer	Lindsay Dunstan	6 April 2018
Ted Collins	Traffic Unit Manager	Ted Collins	6 April 2018
Peter Nunn	Transport & Stormwater Services Manager	Peter Nunn	10 April 2018
Mike Dowd	Manager - Infrastructure Strategy and Planning	Mike Dowd	10 April 2018
Greg Doyle	Director - Infrastructure and Works	Greg Doyle	10 April 2018

Name	Title	Signature	Date
David Farmer	General Manager	David Farmer	11 April 2018

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 14 MARCH 2018



PRESENT	
Lindsay Dunstan (Chair)	Wollongong City Council
Rob Gaudiosi (Traffic Engineer)	Wollongong City Council
Tania Martin (Administration Officer – Acting)	Wollongong City Council
Deb Nicholls (Road Safety Officer – Acting)	Wollongong City Council
Snr Constable Andrew Cotton	NSW Police
David Cratchley	Premier Illawarra
Danny Benedetti	RMS
Wayne Wilson	RMS
Anna Paul	RMS
Shaun Perera	RMS
Les McMahon	Representing Paul Scully MP, Anna Watson MP, and Ryan Park MP
Les Dion	Dion's Bus Service

APOLOGIES	
None	

CONFIRMATION OF MINUTES OF MEETING HELD ON 14 February 2018

BUSINESS ARISING: NONE

GENERAL BUSINESS

1	BULLI	Point Street	Installation of Bus Zone
2	EAST CORRIMAL	Duff Parade	Extension of No Parking
3	NORTH WOLLONGONG	Railway Crescent & Porter Street	Introduction of timed parking
4	WOLLONGONG	Campbell Street & Church Street	Removal of redundant parking signs near the Corner Store

REGULATION OF TRAFFIC

5	COLEDALE	Cater Street	RSL Club Anzac March on 25 April 2018
6	WOONONA	Princes Highway	RSL Club Anzac March 25 April 2018
7	WOLLONGONG	Stewart, Harbour, Burelli & Corrimal Street	Orthodox and Easter Procession
8	WOLLONGONG	Kembla, Burelli & Church Streets	Anzac Dawn Service 25 April 2018
9	WARRAWONG	Green Street	NAIDOC Street Party 10 July 2018 from 10am to 1.00pm
10	PORT KEMBLA	Allan Street	Anzac Day Dawn Service – 25 April 2018
11	CORRIMAL	Princes Highway & Railway Street	Anzac Day Procession Sunday 22 April 2018

DESIGN MATTERS

12	NORTH WOLLONGONG	Belmore Basin to North Beach	Blue Mile Shared Path Line Marking
13	WOLLONGONG	Burelli & Keira Streets	Footpath & Crossing at Intersection
14	GWYNNEVILLE	Robsons Road	Short Term (15 min) parking zone
15	UNANDERRA	Central Road	Central Road CBD Upgrade

LATE ITEMS

16	STANWELL TOPS	Bald Hill Lookout Car Park	Installation of a Loading Zone
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GENERAL BUSINESS

1 **BULLI – WARD 1**

Point Street – Installation of bus zone

Background:

Dion's Buses have requested that a bus zone be created in place of a bus stop at 84-90 Point Street, Bulli as it has been brought to Council's attention that vehicles are parking at the bus stop. As the bus stop is used by passengers from a nearby housing development it is appropriate for a bus zone to be installed

Consultation:

No consultation was required for this Agenda item

PROPOSAL SUPPORTED UNANIMOUSLY

Install a bus zone to replace the bus stop at 84-90 Point Street with a minimum length of 16 metres.

2 **EAST CORRIMAL – WARD 1**

Duff Parade – Extension of No Parking area.

Background:

Following a meeting at the East Corrimal Public School, the Principal has confirmed that it would assist the afternoon collection of students if an extension to the existing No Parking area could be considered. It is proposed to extend the No Parking area on Duff Parade to the southern-most entrance gate to the school.

Consultation:

Consultation has been carried out with the school community for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

Extend the existing No Parking area to the southern-most entrance gate on Duff Parade.

3 **NORTH WOLLONGONG – WARD 2**

Railway Crescent & Porter Street – Introduction of timed parking.

Background:

A resident has requested that timed parking restrictions be introduced for a take away shop located on the corner of Porter Street and Railway Crescent. After discussion with the owner it was agreed that 1 hour parking be installed on the Railway Crescent side boundary and one space be installed on the Porter Street front boundary.

Consultation:

Consultation was carried out with the business owner for this agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

Install 1 hour timed parking on the front and side boundary of 20 Porter Street, to be timed 8.30am – 4.30pm Monday to Friday, while retaining the existing No Stopping restrictions.

4 **WOLLONGONG – WARD 2**

Church Street – Removal of redundant parking signs.

Background:

Dions Bus service have advised that the GK Shuttle (UOW Service) no longer uses this section of Church Street and the No Parking restrictions in Church Street outside the licenced Club can be returned to unrestricted parking.

Consultation:

No consultation is required for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

1. Remove the No Parking Monday to Friday restrictions on the eastern side of Church Street immediately to the south of Campbell Street and return the area to unrestricted parking

REGULATION OF TRAFFIC

5 **COLEDALE – WARD 1**

Cater Street – Anzac Parade 25 April 2018.

Background:

The NSW Police have advised various churches and community groups, such as the RSL, that Police Officers will not be available to manage the traffic for street parades in future. Where community groups wish to hold a street parade, they will be required to engage the services of suitably qualified traffic control company to manage the road closure during the parade.

In this case the Coledale RSL Sub Branch are proposing to hold a short parade on ANZAC Day on a one block section of Cater Street between Hyde Lane and Lawrence Hargrave Drive. The traffic controls are similar to those for a Street Party and accordingly additional traffic management plans are not required apart from the vehicle mitigation measures to ensure the parade is protected from out of control vehicles.

Consultation:

Approval for the road closure involves the Coledale RSL Sub Branch advising property owners affected by the road closure.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed Road Closure on Cater Street Coledale be approved subject to the vehicle mitigation required by the NSW Police and Council's Standard Conditions for Street Parties (Attachment 2).

6 **WOONONA – WARD 1**

Princes Highway – Anzac Parade 25 April 2018.

Background:

Council has received an application on behalf of Woonona Bulli RSL for a road closure of the Princes Highway and Nicholson Road. The closure will take effect from 5.30am to 6.30am on the day and will extend from Russell Street to the Cenotaph in Nicholson Road. The Traffic Management Plans include the vehicle mitigation required to protect the parade from out of control vehicles.

Consultation:

Approval for the road closure involves the Woonona RSL advising property owners affected by the road closure.

PROPOSAL SUPPORTED UNANIMOUSLY

To approve Road Closure on Princes Highway subject to Traffic Management Plans including suitable vehicle mitigation (Attachment 3) and Council's Standard Conditions of Road Closures (Attachment 1).

7 **WOLLONGONG – WARD 2**

Stewart, Harbour, Burelli and Corrimal Street – Orthodox and Easter processions
Easter Friday - 6 April 2018.

Background:

On behalf of both Orthodox Churches in Stewart Street, Wollongong, the Macedonian Church has requested permission for road closures of Stewart, Harbour, Burelli and Corrimal Street for the purpose of the traditional orthodox Easter procession. The road closures will take effect from 8.00pm to 9.10pm on 6 April 2017. The traffic management plans show suitable vehicle mitigation to protect attendees from out of control vehicles.

Consultation:

Consultation is required for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed closure be approved on Friday 6 April 2018 from 8.00pm to 9.10pm subject to the submitted Traffic Management Plans (Attachment 4) and Council's Standard Conditions for Road Closures (Attachment 1).

8 WOLLONGONG – WARD 2

Kembla, Burelli & Church Streets – Anzac Day Dawn Service & Parade 25 April 2018.

Background:

The Anzac Day Committee of the Wollongong RSL Sub Branch has arranged for traffic control plans in consultation with Wollongong City Council event's staff for the 2018 Anzac Day Dawn Service and the main parade at 8.00am to midday.

The Dawn Service involves the closure of Burelli, Stewart and Church Streets to permit a short parade from the RSL building to the Cenotaph in MacCabe Park. The road closures will take effect from 4.30am until 6.00am. The main parade involves the closure of Kembla, Burelli, Stewart, Crown and Church Streets and Simpson Place to permit the parade to be marshalled in the Crown Street Mall and Simpson Place. The parade will proceed along Kembla Street, Burelli Street and Church Street to the Cenotaph, and participants will disburse from Church Street in the vicinity of Pioneer Hall.

Bus Services will only be affected by the main parade and will be diverted from approximately 9.00am until 11.00am. The bus diversions will be via Kiera, Swan and Corrimal Streets and via Crown Street to the bus terminus on Marine Drive.

Consultation:

Consultation is required as a condition of approval for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure for both the Dawn Service and the Main Parade be approved subject to the submitted Traffic Management Plans (Attachment 5) having suitable vehicle mitigation and Council's Standard Conditions for Road Closures (Attachment 1).

9 WARRAWONG – WARD 2

Greene Street – NAIDOC Street Party Road Closure 10 July 2018 from 9.00am – 2.00pm

Background:

The NAIDOC event will be held on Tuesday 10 July 2018 from 9.00am to 2.00pm. There will be Marshalls at both ends of Greene Street where the closures will take place wearing high-vis vests. Vehicles (possibly fire trucks) will be placed at both ends of the road closure as an added precaution. The Marshalls closest to the laneway will direct any traffic to either turn around or travel down the lane, pending on direction of permitted travel.

Consultation:

Consultation is required for this Agenda item as part of the approval.

PROPOSAL SUPPORTED UNANIMOUSLY

To approve the road closure on Tuesday 10 July 2018 from 9.00am to 2.00pm subject to the submitted Traffic Management Plan with suitable vehicle mitigation and Traffic Controllers at both ends (Attachment 6) and Council's Standard Conditions for Street Parties (Attachment 2)

- 10 **PORT KEMBLA – WARD 3**
Allan Street – Anzac Day Parade – 25 April 2018.

Background:

The Port Kembla RSL Sub Branch has requested a road closure of Allan Street between Wentworth Street and Military Road for the purposes of holding the Anzac Day Dawn Service at the War Memorial in Allan Street. The closure will take effect from 5.45am until 8am and can be treated in a similar way as street parties, because it is a simple one block closure. Although traffic management plans may not be required the event will need to have vehicle mitigation in place to protect attendees from out of control vehicles.

Consultation:

Consultation is required for this agenda as part of the approval.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to vehicle mitigation and Council's Standard Conditions for Street Parties (Attachment 2).

Late Regulation of Traffic Item

- 11 **CORRIMAL – WARD 2**
Princes Highway & Railway Parade – Anzac Day Parade – Sunday 22 April 2018 from 12pm – 4pm

Background:

The Corrimal RSL Sub branch have submitted Traffic Management Plans for the ANZAC Day dawn Service on 22 April 2018 from 12pm to 4pm which involves the closures of the Princes Highway between Collins and Railway Streets, and Railway Street between the Princes Highway and Gilbert Street.

Consultation:

Consultation is a condition of approval for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

Road closures of Princes Highway and Railway Streets be approved subject to the submitted Traffic Management Plans (Attachment 7) from 12pm to 4pm on the day and Councils Standard Conditions of Approval for Road Closures (Attachment 1)

DESIGN MATTERS

- 12 **NORTH WOLLONGONG – WARD 2**
Blue Mile Shared path – Line Marking - Belmore Basin to North beach.

Background:

Council are preparing plans for the line marking of the Blue Mile shared path from North Wollongong Surf Club to WIN Stadium. The newly constructed path needs to accommodate significant numbers of cyclist and pedestrians safely and detailed line marking will assist.

Consultation:

Consultation is required for this Agenda item as part of the design process.

PROPOSAL SUPPORTED UNANIMOUSLY

Plans 6321 CO1, CO2, CO3 A be approved (Attachment 8)

13 **WOLLONGONG – WARD 2**

Burelli and Keira Street – Footpath and Crossing at Intersection.

Background:

Council's design team have prepared plans for the reconstruction of the footpath, kerb and gutter and kerb ramps on all four corners of the intersections of Burelli and Keira Streets. The island at the crossing of the south side of Keira Street will be reshaped to aid crossing vision impaired pedestrians. The pedestrian crossing and kerb ramp on the south eastern corner will be moved around the corner slightly to improve pedestrian's line of sight.

Consultation:

Consultation is part of the design process required for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

To Approve Plan 6069 SK01 1 (Attachment 9).

14 **GYNNEVILLE – WARD 2**

Robsons Road – Short term (15min) parking zone.

Background:

Council's design team has prepared plans for a short-term (15min) parking zone on Robsons Road (opposite properties 20-22) which will provide a pick-up and drop-off facility for the newly constructed Rainforest Walk at the Botanic Gardens. The proposed short-term parking will be 12m in length to allow for a mini bus or two cars. The proposal will remove two existing unrestricted parking spaces.

Consultation:

Consultation is part of the design process required for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

Plan 5319 C06 1 be approved (Attachment 10)

15 **UNANDERRA – WARD 3**

Central Road – CBD Upgrade.

Background:

Council's design team have prepared plans for the upgrade of Central Road CBD. The scope of the project includes new footpaths, vehicle crossings, street trees and furniture, new road surface with line marking and signage. Additionally, there will be threshold treatments at the entrance to Central Road from Princes Highway and Nudjia Road with a new central pedestrian crossing. There will also be two new raised road humps with pedestrian access restricted using RMS pedestrian fences.

The representative from Premier Illawarra Buses asked that Council's construction Manager contact Premier Illawarra with a view to ensuring that road closures are organised to permit buses where possible during construction.

Consultation:

Consultation is part of the design process required for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

Plan 6067 C15 be approved (Attachment 11)

LATE ITEM

- 16 **STANWELL TOPS – WARD 1**
Bald Hill Lookout Car Park – Installation of a Loading Zone.

Background:

A request for a Loading Zone has been received from the kiosk which operates at Bald Hill Lookout Carpark due to the lack of space available for deliveries. The business owner has requested a full time zone be installed as deliveries occur at any point during the day throughout the week.

Consultation:

Consultation with the business has already taken place for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

Install a full time Loading Zone along the length of the indented bay closest to the kiosk on Offord Road and Plan 6324 CO1 A to be approved (Attachment 12)

INFORMAL ITEM

- 17 **WOLLONGONG – WARD 2**
University Traffic Update by Roads and Maritime Services.

Background

Wayne Wilson (Traffic Commander) from RMS gave an update on the traffic detours at the University. The meeting was advised that due to the wet weather traffic congestion has been significant during this third week of detours. The queues have impacted on Northfields Avenue but the detours have worked well along the detour route and therefore taking pressure off the UOW main entrances.

- 18 **WOLLONGONG – WARD 2**
May Day March

Background

It was discussed amongst the Committee Members that at the last May Day March the event was too big an event for traffic management and ultimately did not run smoothly. It was mentioned for this year's event that Sydney Police Command Centre may be assisting with the event for safety issues. At 9.30am Police will implement road closures which won't affect Dion's bus service but will affect Premier Buses. Police have advised that they will use Police cars for vehicle mitigation.

Minutes to be confirmed at the next meeting to be held at **9.15am on 11 April 2018**.

2018 Traffic Committee Meetings		
Wednesday 11 April 2018	Administration Building, Level 10, Rooms 2 and 3	9.15am – 12.00pm
Wednesday 9 May 2018	Administration Building, Level 10, Rooms 2 and 3	9.15am – 12.00pm
Wednesday 13 June 2018	Administration Building Level 9 Function Room	9.15am – 12.00pm
Wednesday 11 July 2018	Administration Building Level 9 Function Room	9.15am – 12.00pm
Wednesday 8 August 2018	Administration Building, Level 10, Rooms 2 and 3	9.15am – 12.00pm
Wednesday 12 September 2018	Administration Building Level 9 Function Room	9.15am – 12.00pm
Wednesday 10 October 2018	Administration Building, Level 10, Rooms 2 and 3	9.15am – 12.00pm
Wednesday 14 November 2018	Administration Building Level 9 Function Room	9.15am – 12.00pm

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 ROAD CLOSURES FOR STREET PARTIES 1 of 2

- 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.

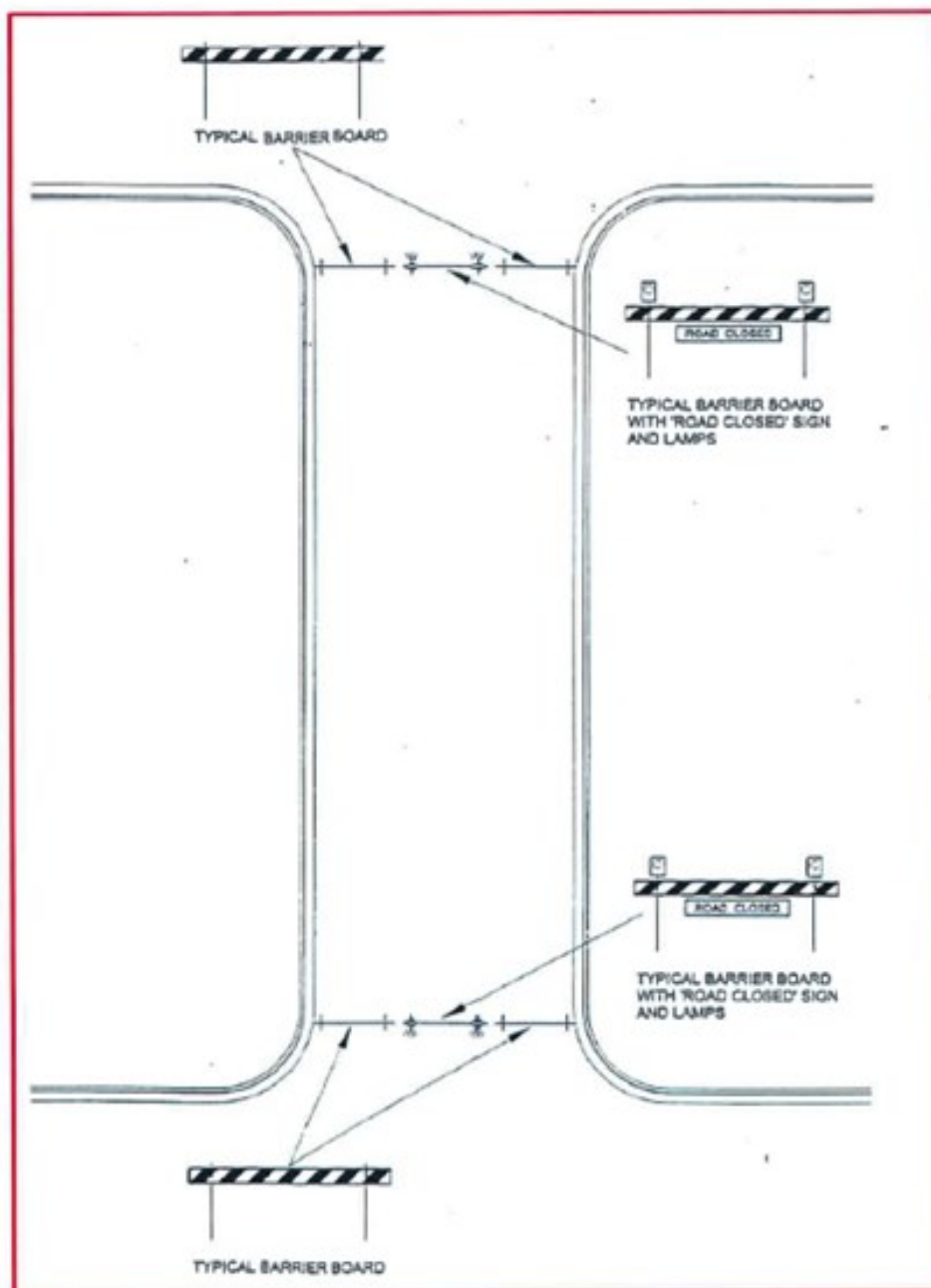
It is your responsibility to collect this equipment from Council's Works Depot Store, Montague Street, North Wollongong, prior to 2.00 pm on the last working day prior to your proposed road closure, and return same on the next working day following the closure. Please ensure you sign a receipt when collecting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

Attachment 2 – Standard Conditions for Street Parties – 2 of 2

TYPICAL ROAD CLOSURE SET UP FOR STREET PARTIES



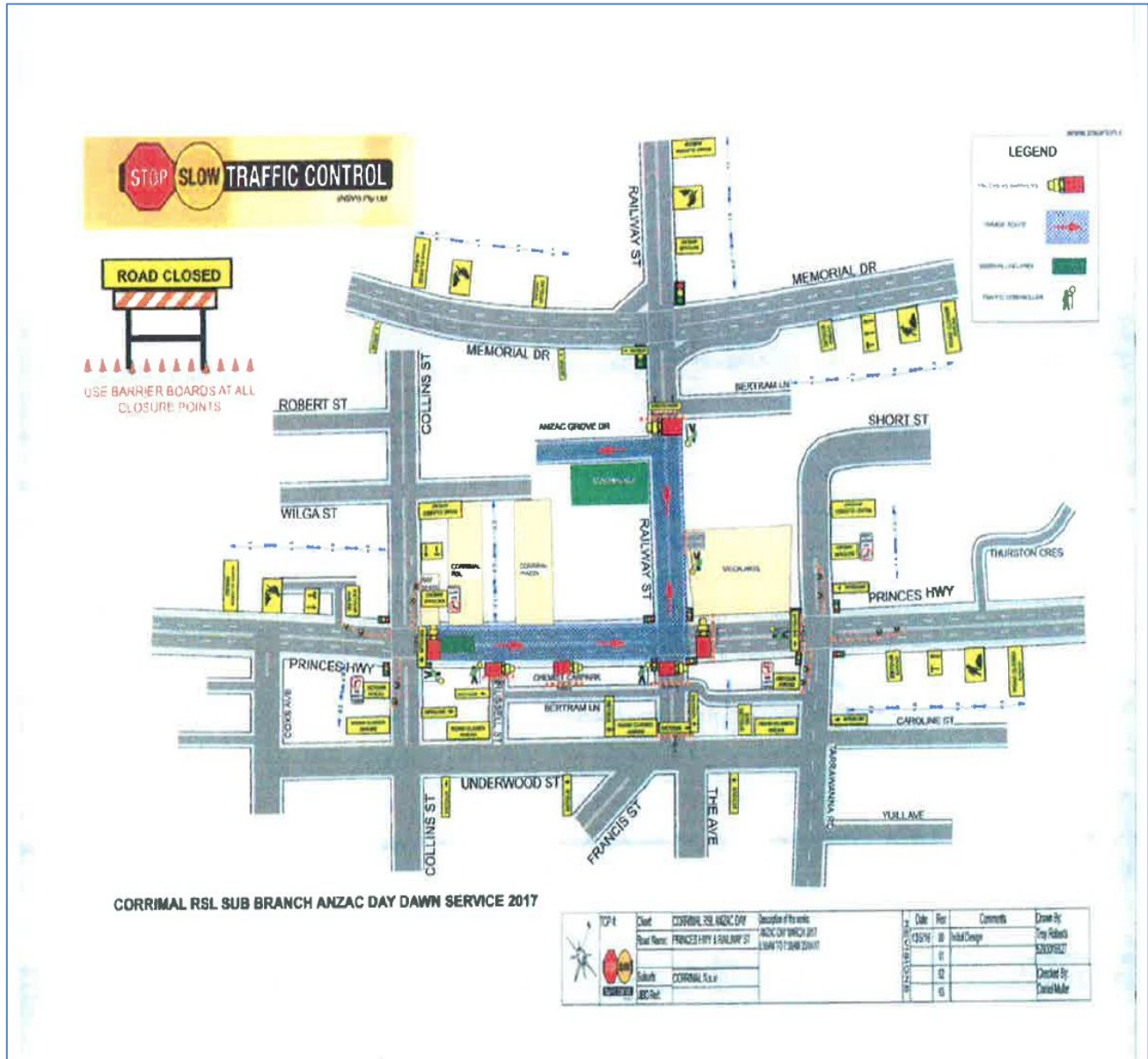
Attachment 6

NAIDOC Street Party – 10 July 2018 – 10am – 1.00pm

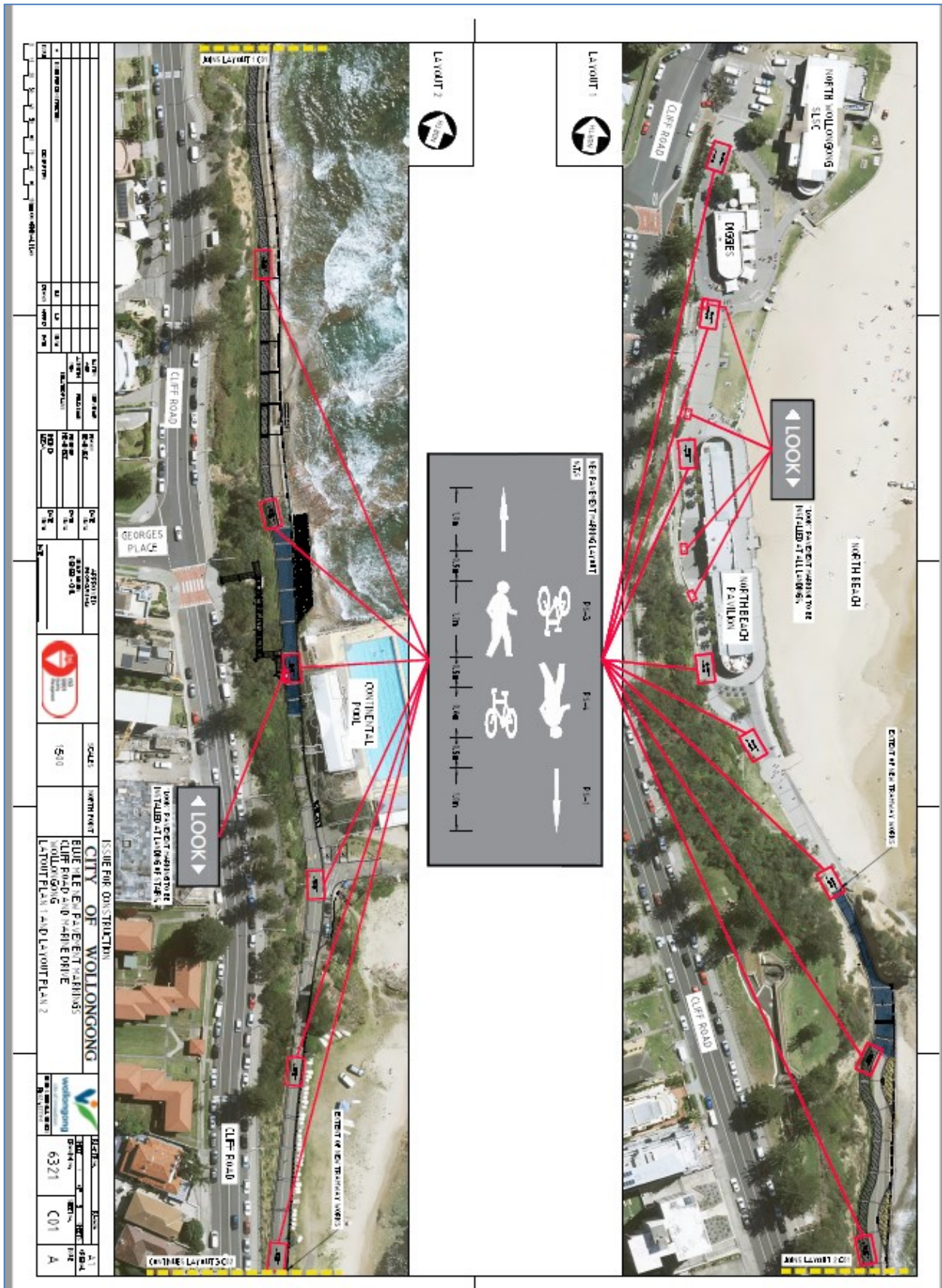


Attachment 7

Corrimal Anzac Day Procession Sunday 22 April 2018

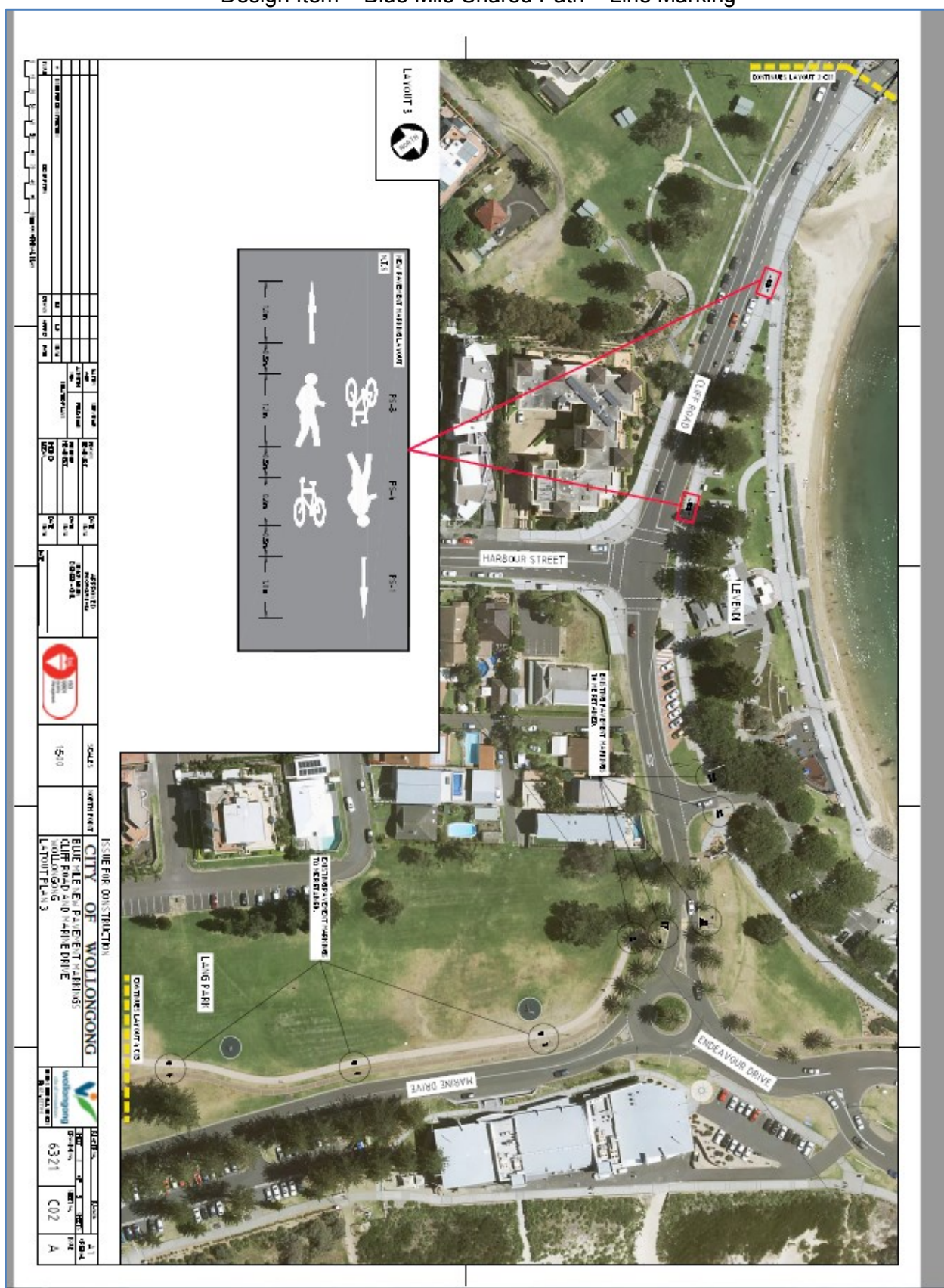


Attachment 8
Design Item – Blue Mile Shared Path – Line Marking

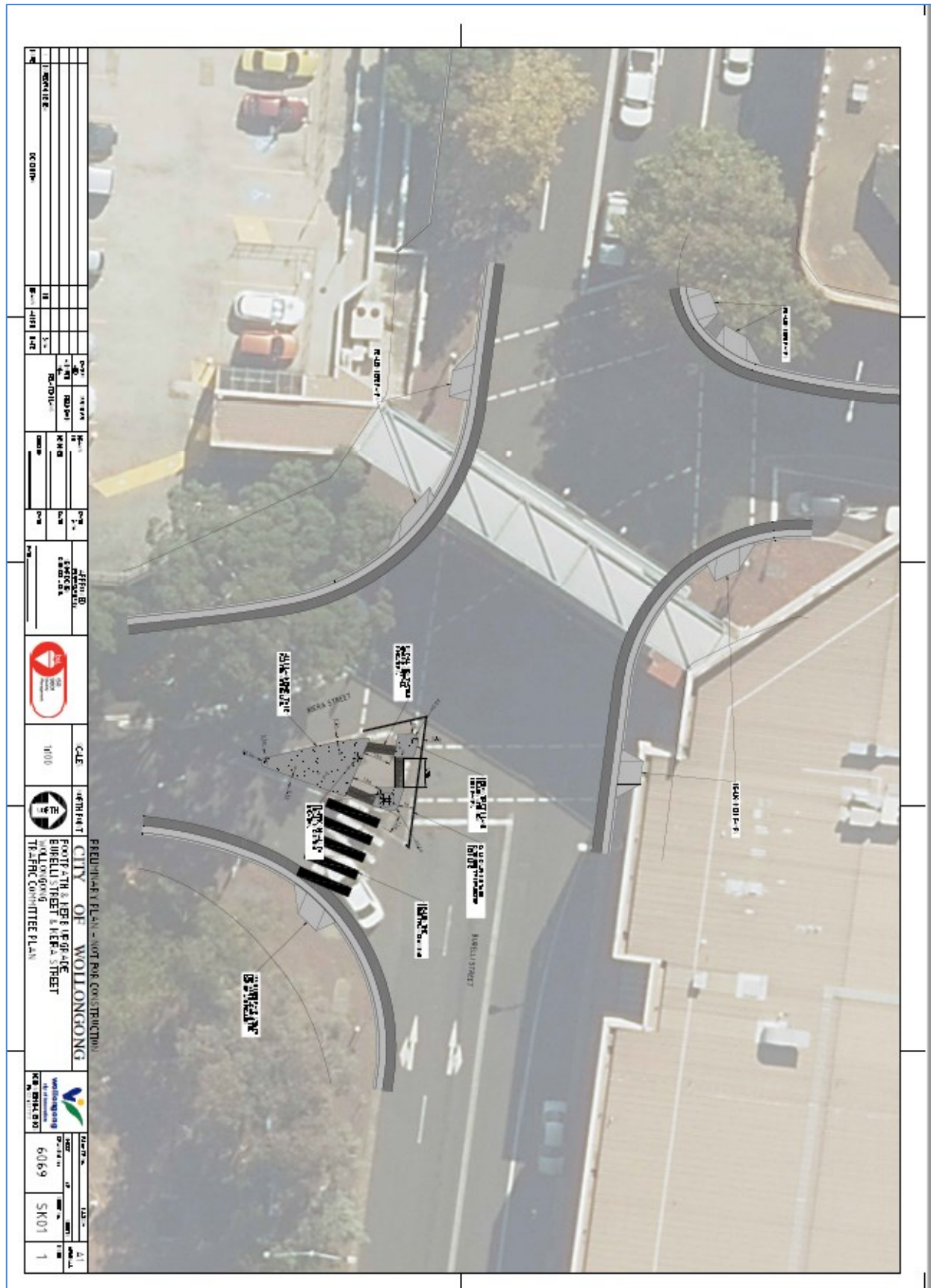


Attachment 8

Design Item – Blue Mile Shared Path – Line Marking



Attachment 9
Design Item – Burelli & Keira Streets – Footpath and Crossing at Intersection

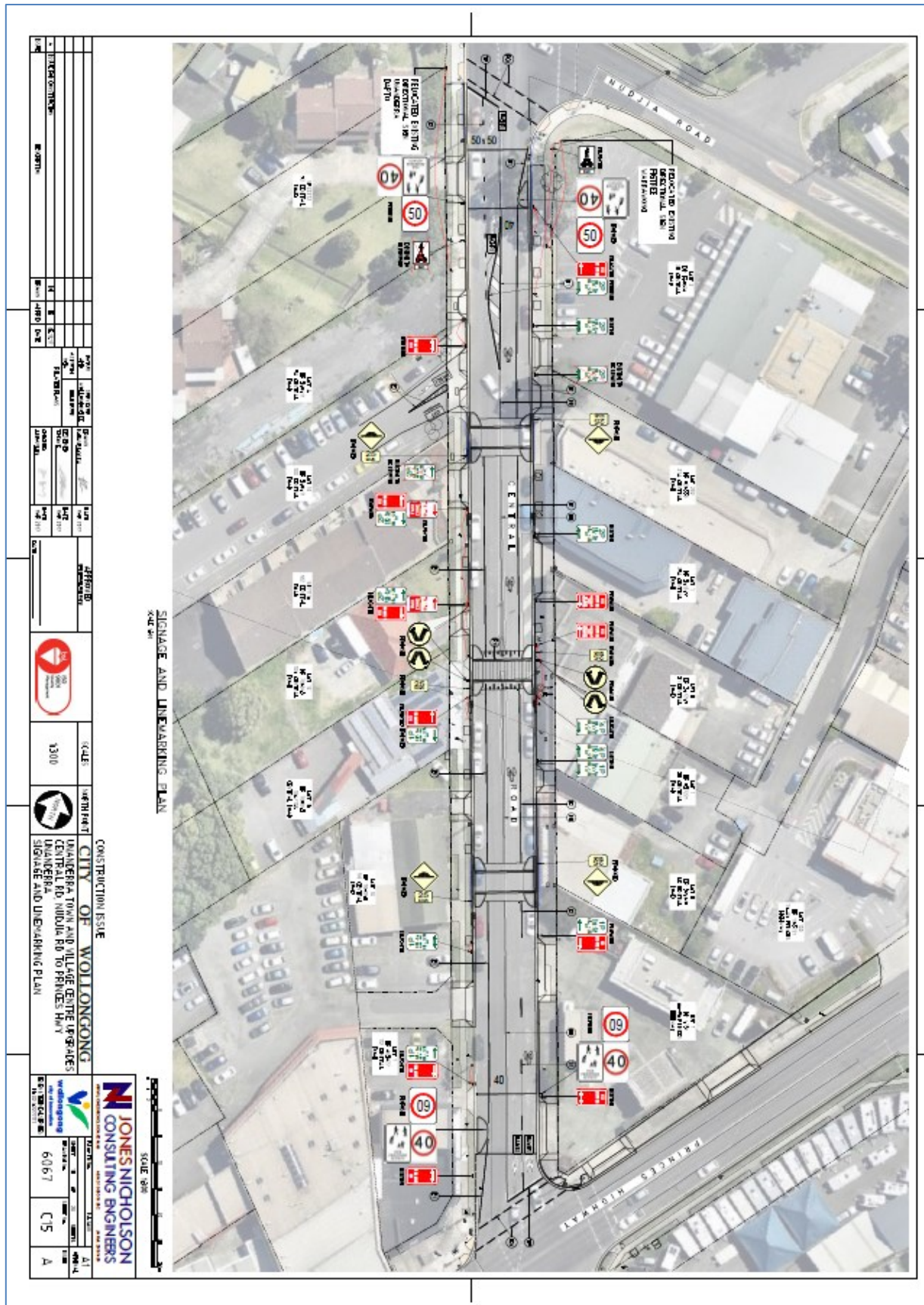


Attachment 10

Design Item: Robsons Road, Gwynneville – Short term (15min) parking zone



Attachment 11
Design Item: Unanderra Central Road – CBD Upgrade



Attachment 12
LATE ITEM Stanwell Tops Bald Hill Lookout Car Park – Installation of a Loading Zone

