

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



9.15AM ON WEDNESDAY 25 MAY 2016

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	Traffic Engineer		25.5.16
Ted Collins	Traffic Unit Manager		26.5.16
Peter Nunn	Transport and Stormwater Services – Manager		31.5.16
Mike Dowd	Infrastructure Strategy and Planning – Manager		31.5.16
Mike Hyde	Director – Infrastructure and Works		31.5.16

MINUTES ENDORSED BY

Name	Title	Signature	Date
David Farmer	General Manager		1.6.16

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 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 25 MAY 2016



PRESENT	
Lindsay Dunstan – Chairman	Wollongong City Council
Snr Constable Andrew Cotton	NSW Police
Nathan Dal Busco	NSW Roads & Maritime Services
David Cratchley	Premier Illawarra
Naomi Reid – Road Safety Officer	Wollongong City Council
Kaitlin Christlo – Engineering Cadet	Wollongong City Council
Debra Nicholls – Administration Assistant	Wollongong City Council
Neil McCormack	Representing Lee Evans

APOLOGIES	
Les Dion	Premier Illawarra
Reg Jago	Representing Noreen Hay
Jenelle Rimmer	Representing Ryan Park

CONFIRMATION OF MINUTES OF MEETING HELD ON 4 MAY 2016.

GENERAL BUSINESS

	Suburb	Street(s)	Issue
1	HELENSBURGH	Cemetery Road	Install No Stopping Restrictions
2	FAIRY MEADOW	Cabbage Tree Lane	Road Regrading and Intersection Improvements
3	FAIRY MEADOW	Squires Way	'No Stopping – Police Vehicles Excepted'
4	KEMBLA HEIGHTS	Harry Graham Drive	New Line Marking
5	UNANDERRA	Princes Highway	New Median at 191 Princes Highway
6	PORT KEMBLA	Church Street	Review of Timed Parking

REGULATION OF TRAFFIC

	Suburb	Street(s)	Issue
7	BALGOWNIE	Balmoral Street	St Thomas Syro-Malabar Parish Parade – 10 July 2016
8	DAPTO	Jerematta Street	St John's Catholic Scholl Annual Fete – 10 September 2016

DESIGN MATTERS

	Suburb	Street(s)	Issue
9	CORRIMAL	Tarrawanna Road	Improvement to Intersection

LATE ITEMS

	Suburb	Street(s)	Issue
10	WOLLONGONG	Smith Street	Extension of bus zone

INFORMAL ITEMS (TRAFFIC ENGINEERING ADVICE ONLY)

	Suburb	Street(s)	Issue
11	NORTH WOLLONGONG	Cliff Road – Off Street Car Park	'No Parking Restrictions – 10pm to 5am'

The meeting concluded at 12.00 Noon.

GENERAL BUSINESS

1 HELENSBURGH

Cemetery Road – Install No Stopping Restrictions

Background:

The centreline on Cemetery Road was relocated to permit parking against the kerb on the northern side while the unsealed shoulder remains on the southern side adjacent to the narrow westbound traffic lane. There is a transition area where for a short distance vehicles parked against the kerb from the northern side within 3 metres of the double barrier centreline. Cars parked at this location result in other vehicles crossing the double line and it would assist if No Stopping restrictions were to be installed.

PROPOSAL SUPPORTED UNANIMOUSLY

Install No Stopping Restrictions by way of continuous yellow lines and No Stopping signs against the kerb on the northern side of Cemetery Road over the length where the double centreline is within 5 metres of the kerb.

2 FAIRY MEADOW

Cabbage Tree Lane – Road regrading and intersection improvements

Background:

The section of Cabbage Tree Lane west of Dawson Street has recently been re-sheeted with changes to the road profile and the reinstatement of edgelines is required on the northern side of Cabbage Tree Lane to ensure traffic remains clear of the guard rail fencing adjacent to the watercourse.

PROPOSAL SUPPORTED UNANIMOUSLY

Reinstate edgelines on the northern side of Cabbage Tree Lane, west of Dawson Street.

3 FAIRY MEADOW

Squires Way – 'No Stopping Police Vehicles Excepted'

Background:

The NSW Highway Patrol have requested that Council provide an 80m length of 'No Stopping – Police Vehicles Excepted' on the north bound carriageway of Squires Way Fairy Meadow, to be located in the vicinity of the Science Centre on the adjoining Innovation Campus. The restrictions at present are 'No Stopping' and the area proposed by the Highway Patrol would be used for planned random breath testing operations from time to time.

PROPOSAL SUPPORTED UNANIMOUSLY

Install an 80m length of 'No Stopping – Police Vehicles Excepted' on the north bound carriageway of Squires Way, in the vicinity of the Science Centre, Fairy Meadow.

4 KEMBLA HEIGHTS

Harry Graham Drive – New Line Marking

Background:

Council has recently carried out major maintenance work on Harry Graham Drive between the Mt Kembla Motocross Complex driveways and the southern approach to the elbow. Whilst parts of Harry Graham Drive are not wide enough for line marking, this section has adequate width and the travelling public will benefit from centrelines and edgelines.

PROPOSAL SUPPORTED UNANIMOUSLY

Install a double barrier centreline, including raised reflective pavement markers and edgelines; between the northern most driveway to the Mt Kembla Motocross Complex and the end of the new work south of the elbow on Harry Graham Drive.

5 **UNANDERRA**

Princes Highway – New Median at 191 Princes Highway

Background:

The developer at 191 Princes Highway, Unanderra (child care centre) has complied with the consent conditions requiring the installation of a median across the frontage of the property, in order to ensure drivers enter and leave using left turn manoeuvres only. Unfortunately the median was not constructed under Council supervision and accordingly is not delineated in accordance with the standards. In any case, this median is an exception for driveways in the vicinity, where there is no median provided. It is considered appropriate that the original consent (2005) be amended to remove the conditions for the median and that the developer be asked to remove this facility.

PROPOSAL SUPPORTED UNANIMOUSLY

Subject to the development consent being amended, the developer be requested to remove the median on the Princes Highway across the frontage to 191 Princes Highway, Unanderra.

6 **PORT KEMBLA**

Church Street – Review of Timed Parking.

Background:

A trader in Church Street, Port Kembla has asked Council to review the current 2 hour timed parking restrictions. The business concerned would benefit from 30 minute parking on the southern side of Church Street between Military Road and Wentworth Street. The remaining timed parking on the northern side of Church Street and on Wentworth Street is not expected to change.

PROPOSAL SUPPORTED UNANIMOUSLY

Install 30 minute parking to replace the existing 2 hour parking, on the southern side of Church Street between Military Road and Wentworth Street, Port Kembla.

REGULATION OF TRAFFIC

7 **BALGOWNIE**

Balmoral Street – St Thomas Syro-Malabar Parish Parade

Background:

The Secretary of the St Thomas Syro-Malabar Parish has asked Council to consider a road closure of Balmoral Street, Balgownie between Kembra Street and The Parkway on Sunday 10 July 2016 between 12.30 and 1.30pm. This section of Balmoral Street can be closed for a short period as the diversion via Kembra Street, Balgownie Road and The Parkway is straight forward for drivers.

The Church has contacted the residents in Balmoral Street and there are no objections. It is appropriate for this road closure request to be treated in a similar way to a street party where the organisers erect the barriers and signs and where authorised traffic controllers are not required.

PROPOSAL SUPPORTED UNANIMOUSLY

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

8 **DAPTO**

Jerematta Street – St John's Catholic School Annual Fete – Sunday 10 September 2016, 6am to 6pm

Background:

St John's Catholic School Dapto have asked that Council approve the closure of Jerematta Street, Dapto between Mulda and Moombara Streets for the duration of the Annual Fete to be held on Sunday 10 September 2016, from 6am to 6pm. There are a number of residential properties affected by the closure however the school is able to provide access for the residents on request, as has occurred in previous years.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to Council's Standard Conditions for Road Closures (Attachment 1) and the submitted traffic management plan (Attachment 3)

DESIGN MATTERS

9 **CORRIMAL**

Tarrawanna Road – Improvements to Intersection

Background:

In recent years the section of Tarrawanna Road between Angel Street and house No. 30 has seen a number of single vehicle crashes; vehicle out of control. The vehicles involved in crashes are travelling east bound and fail to take the curve safely. A number of improvements have been made to delineate the roadway; however crashes of this kind have occurred subsequently.

Council has prepared plans for the road around the curve to be regraded to improve the superelevation and in conjunction with this roadwork it is proposed to install a traffic island at the intersection of Meadow Street and Tarrawanna Road. It is expected that drivers will need to take care to negotiate the new island and will therefore enter Tarrawanna Road eastbound at lower speeds.

Council's policy is not to install speed humps in residential streets because of the noise nuisance and the treatments proposed here are appropriate additions to the previous delineation work.

PROPOSAL SUPPORTED UNANIMOUSLY

The submitted plan 5692_SK01_4 (Attachment 4) be approved subject to:

- a) Installation of 'Keep Left' signs on the pedestrian refuge island.
- b) Installation of appropriate line marking.

LATE ITEM

10 **WOLLONGONG**

Smith Street - School Bus Zone - Wollongong Public School

Background:

The representative of Premier Illawarra requested that an afternoon bus zone be established on the southern side of Smith Street, on the approach to Church Street. Premier Illawarra provides a school bus service to service a small number of students at Wollongong Primary School using an existing Smith's Hill High School Bus.

It is not possible for this school bus to use the existing bus zone near the intersection of Market and Church Streets at the southern school gate. In order to have a minimal impact on parents using the 15 minute parking on Smith Street, which will be used to make room for the new bus zone it is appropriate that the 15 minute parking be extended 20 metres to the east on the current school frontage.

PROPOSAL SUPPORTED UNANIMOUSLY

Install

- a) A bus zone timed '2.30pm to 4pm School Days Only' and to be 20 metres in length on the southern side of Smith Street on the approach to the Church Street Traffic signals.
- b) An extension of the existing 15 minute parking to a distance of 20 metres on the southern side of Smith Street up to the eastern boundary of No. 67A Smith Street.

INFORMAL ITEM

11 **NORTH WOLLONGONG**

Cliff Road – Review 'No Parking Restrictions - 10pm to 5am' (Off Street Car Park)

Background:

Council at its meeting on 9 May 2016 requested that Council officers review the No Parking Restrictions from 10pm to 5am which currently apply to the off street car park in Cliff Road, North Wollongong, opposite the North Wollongong Surf Club. A number of hospitality businesses in the area have asked for this review in order to provide patrons with additional parking overnight, should there be a need for individuals to have a suitable 'Plan B' for the trip home.

At the conclusion of discussions, the opinion of the Committee was that this is not simply a technical matter, however has the potential for wider community impacts. It is therefore recommended that formal consultation be undertaken with affected residents and NSW Police prior to any Council request for review.

Minutes to be confirmed at the next meeting to be held at 9.15am on **29 June 2016**.

2016 Traffic Committee Meetings		
Wednesday 29 June	Administration Building, Level 10, Rooms 2 and 3	9.15am – 2.00pm
Wednesday 20 July	Administration Building, Level 8 Conference Room	9.15am – 2.00pm
Wednesday 10 August	Administration Building, Level 10, Rooms 2 and 3	9.15am – 2.00pm
Wednesday 14 September	Administration Building, Level 9 Function Room	9.15am – 2.00pm
Wednesday 5 October	Administration Building, Level 10, Rooms 2 and 3	9.15am – 2.00pm
Wednesday 26 October	Administration Building, Level 10, Rooms 2 and 3	9.15am – 2.00pm
Wednesday 16 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 – 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.

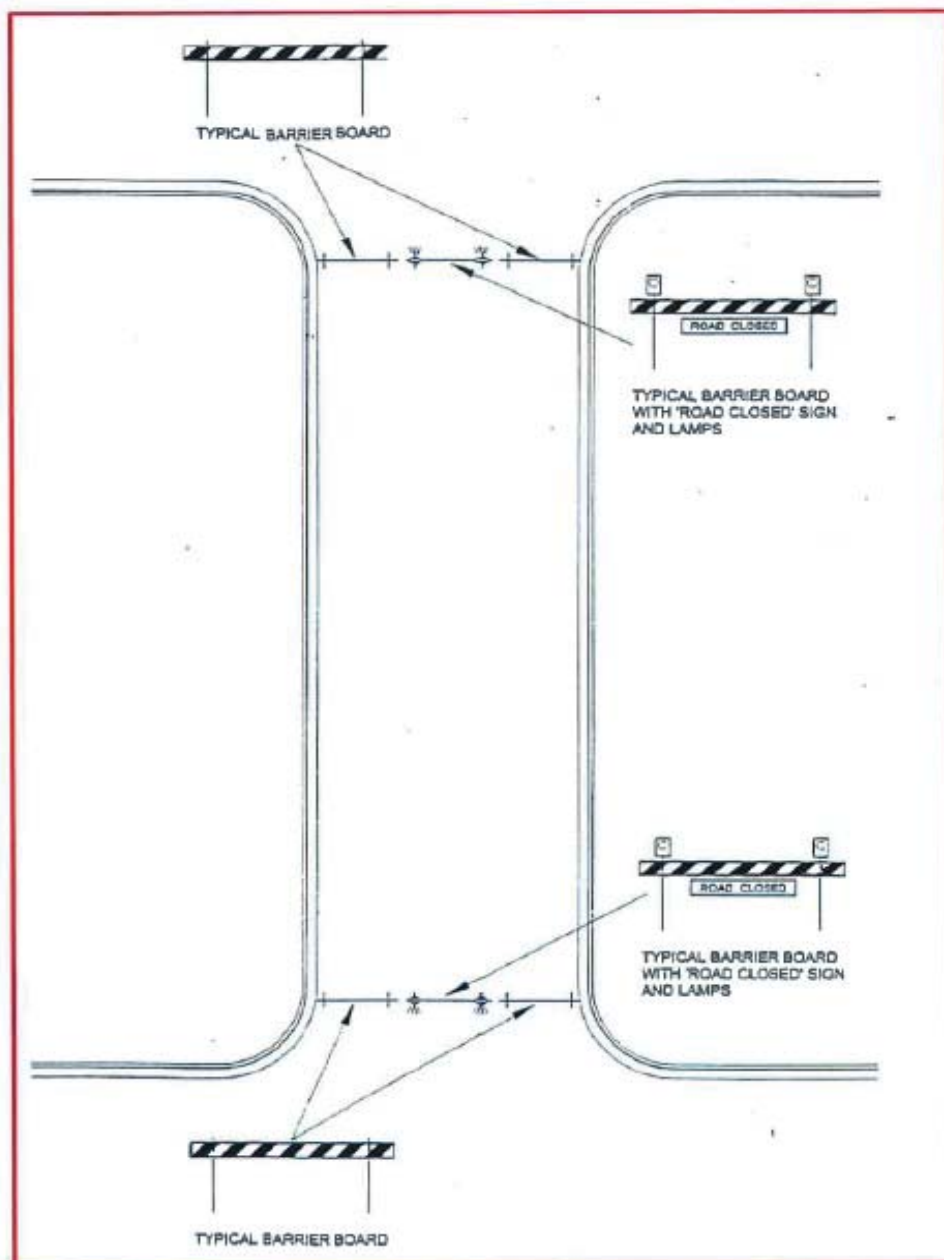
Equipment, which is returned damaged beyond use or not returned at all, will be replaced at your cost.

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 – Traffic Management Plan for St John's Catholic School Fete, Jerematta Street, Dapto

