

WOLLONGONG CITY COUNCIL

# Traffic Committee Minutes of Meeting

23 October 2019



## MINUTES

## CITY OF WOLLONGONG TRAFFIC COMMITTEE

at 9.15 am

**23 October 2019**

### 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	Date
Lindsay Dunstan	Senior Traffic Engineer	29 October 2019
David Wilson	Traffic and Transport Unit Leader	29 October 2019
Mike Dowd	Infrastructure Strategy and Planning – Manager	29 October 2019
Andrew Carfield	Director – Infrastructure and Works	29 October 2019
Name	Title	Date
Greg Doyle	General Manager	29 October 2019

### 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.**

PRESENT	
Lindsay Dunstan - Chair	Wollongong City Council
Rob Gaudiosi	Wollongong City Council
Rebecca Grella	Wollongong City Council
Mel Lausz	Wollongong City Council
Luke Dean	Wollongong City Council
Timothy Norris	Wollongong City Council
Hayden Wilkinson	Cadet Civil Engineer

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## 1 STANDING AGENDA ITEMS

### 1.1 Welcome

### 1.2 Acknowledgement of Country

An Acknowledgement of Country was presented by the Chairperson Lindsay Dunstan.

### 1.3 Declarations of Interest

No conflicts of interest were declared.

### 1.4 Apologies

John Burns, David Cratchley, Jon Granland, Senior Constable Andrew Cotton, Jayd Marsh

### 1.5 Confirmation of Minutes Arising from Previous Minutes

#### **COMMITTEE'S RECOMMENDATION:**

The Committee confirmed the previous minutes as an accurate record.

#### **CARRIED UNANIMOUSLY**

## 2 GENERAL BUSINESS

### 2.1 FAIRY MEADOW - WARD 1

Proposed No Stopping Restrictions at the intersection of Townsend Avenue and Collaery Avenue

#### **BACKGROUND**

Collaery Avenue is a narrow street approximately 6.5 metres wide with parking restrictions on the northern side of the street up to Townsend Avenue. A resident has contacted Council recently regarding issues accessing their property near the T Junction east of Townsend Avenue. Council is proposing to install 10 metres of No Stopping Restrictions on the north east side of this intersection to improve manoeuvring.

#### **CONSULTATION**

No consultation required

#### **COMMITTEE'S RECOMMENDATION:**

- Install 10 metres of No Stopping by way of unbroken yellow line on the north side of Collaery Avenue east of Townsend Avenue
- Install 10 metres of No Stopping by way of unbroken yellow line on the eastern side of Townsend Avenue, north of Collaery Avenue

#### **CARRIED UNANIMOUSLY**

## 2.2 WOONONA - WARD 1

### Popes Road Woonona – Parking Restrictions

#### BACKGROUND

A resident has discussed a potential traffic hazard with Council staff where east bound drivers on Popes Road are unable to see west bound vehicles approaching because of the crest in Popes Road at the intersection with Woonona Parade. Apparently vehicles were not often parked close to the intersection until the unit complex at 13 Popes Road was occupied.

The proposed No Stopping Restrictions will be on the northern side of Popes Road between the driveway to No. 13 and Woonona Parade. This will provide space for east bound vehicles to pause before proceeding safely towards the Princes Highway as Popes Road often has only one travel lane due to the parked cars on both sides of the street to the east.

#### CONSULTATION

No consultation is required as the proposal only involves the loss of two spaces.

#### **COMMITTEE'S RECOMMENDATION:**

Install No Stopping Restrictions on the northern side of Popes Road between the driveway to No. 13 and Woonona Parade.

#### **CARRIED UNANIMOUSLY**

### 3 REGULATION OF TRAFFIC

#### 3.1 DARKES FOREST - WARD 1

Darkes Forest Road, Road Closures

##### BACKGROUND

The Illawarra Cycle Club has applied to hold a Club Open Road Race to be run on Darkes Forest Road monthly on Saturdays between 7:30am and 10:00am from the first Saturday in December 2019 to 31 December 2020. The Club have negotiated with residents in Darkes Road to permit the road to be closed during each race and for residents and visitors to be permitted under escort between races.

The NSW Police also need to provide a separate approval for this series of races on a public road and it is understood there is a lead time after Council has given this approval to the road closure.

##### CONSULTATION

Consultation is required as a condition of approval for this road closure.

##### COMMITTEE'S RECOMMENDATION:

The proposed road closure be approved subject to the submitted Traffic Management Plans and Council's Standard Conditions for Road Closures.

##### CARRIED UNANIMOUSLY

#### 3.2 WEST WOLLONGONG - WARD 2

Lexburn Avenue, Road Closure

##### BACKGROUND

Council has received a request from a resident for a Street Christmas Party on Lexburn Avenue West Wollongong between Yellagong and Euroka Streets to be held on Friday 20 December 2019 from 5pm to 11:30pm.

The resident has also provided evidence from adjoining residents that there is no objection to the road closure taking place for this event.

##### CONSULTATION

Consultation with the community is required as a condition of approval for this road closure.

##### COMMITTEE'S RECOMMENDATION:

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties attached.

##### CARRIED UNANIMOUSLY

#### 3.3 AVONDALE - WARD 3

Avondale Road, Road Closure

##### BACKGROUND

The Wollongong Sporting Car Club has applied to hold a Huntley Hillclimb Motorsport Event on various dates. The Club wishes to apply for a road closure on the far western end of Avondale Road, west of Avondale Colliery Road between 8:00am to 4:30pm to hold six events in 2020.

The dates are as follows:

1. Sunday February 9 - Multi Club
2. Saturday April 4 and Sunday April 5 - NSW Hillclimb Championship
3. Sunday April 19 - Multi Club and Come and Try Day
4. Sunday July 5 - Multi Club and Ladies Day



5. Sunday September 13 - Multi Club
6. Sunday November 8 - Multi Club plus NSW CAMS Interclub Challenge

As in previous years the Club will permit residents to access their properties between races. The Police need to approve any race on a public road and accordingly the Standard Conditions for Road Closures has a clause to that effect.

#### CONSULTATION

Consultation with the community is required as a condition of approval for this road closure.

#### COMMITTEE'S RECOMMENDATION:

The proposed road closure be approved subject to the submitted Traffic Management Plans and Council's Standard Conditions for Road Closures.

#### CARRIED UNANIMOUSLY

### 4 DESIGN MATTERS

#### 4.1 HELENSBURGH - WARD 1

Intersection of Maidstone Street, Fletcher Street, Junction Street & The Ridge

#### BACKGROUND

New roundabout to improve the layout and safety of the intersection (5-way, non-standard) and reduce the risk for vehicular and pedestrian conflicts. The Project involves a mountable roundabout to allow for buses to enter the pick-up/drop off point at the adjacent Primary School and manage traffic movements through the intersection. Footpath links have also been included to assist pedestrians.

Subsequent to the meeting the NSW Road and Maritime Services representative made some additional comments in relation to a larger warning sign, raised reflective pavement markers to be placed on the main line marking areas, and a white edge line for the perimeter of the central island.

#### CONSULTATION

Consultation is a requirement of the design process.

#### COMMITTEE'S RECOMMENDATION:

Plan 5976\_C10\_4 to be approved subject to the addition of:

- The roundabout warning sign to be a B size sign
- Raised reflective pavement markers to be installed on the painted islands and on the double barrier lines
- A white continuous edge line around the perimeter of the central island

#### CARRIED UNANIMOUSLY

#### 4.2 DAPTO - WARD 3

Marshall St from Elizabeth Street to North of McCabe Street

#### BACKGROUND

As part of the construction for the Fowlers Road to Fairwater Drive road extension including the new bridge over Mullet Creek and the rail corridor, a new deviation has been constructed for continuous traffic along Marshall Street. At the completion of the Marshall street deviation it was identified that a potential safety issue arose for school children commuting between the Dapto Train Station and to the Dapto High School i.e. pedestrian traffic amongst a busy industrial area. The school children are also crossing on Marshall Street without any designated pedestrian crossing.

During the discussion a number of changes will be required to the plans in relation to some of the detail but in principal the proposed pedestrian crossing points can be endorsed.

The comments for this item from NSW Roads and Maritime Services were also received after the meeting and include most of the issues identified at the meeting. The design is currently being redrafted and will be submitted to NSW Roads and Maritime Services for final comment but there should be no need for it to be resubmitted to Traffic Committee.

### CONSULTATION

Consultation is a requirement of the design process.

### COMMITTEE'S RECOMMENDATION:

Plan 5906\_SK330\_03 and 5906\_SK331\_03 to be approved subject to the following additions:

- The road way between the islands at each crossing point to become 3.7m in width
- The kerb ramps at each crossing point need to be extended out to the edge of the travel lane and in line with the edge of the kerb extension.
- Keep left signs to be installed on each end of all three refuge islands
- Single arrow hazard marker signs to be installed on each end of the kerb extensions
- Refuge warning signs to be installed on the approach to each refuge crossing point
- The locations of the No Stopping Restrictions should comply with RMS Technical Directions
- Curve warning signs on the Marshall Street deviation should become right angle signs with a 15 km/hr speed advisory sign
- Consideration to be given to installing unbroken yellow lines to match the No Stopping Restrictions

### CARRIED UNANIMOUSLY

The next City of Wollongong Traffic Committee Meeting will be held on 13 November 2019 at the Wollongong City Council Administration Building on Level 10 Room 2.

## **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.

## **Standard Conditions 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 (eg)

Temporary Road Closure – Owen Street, Bulli

Date: 6 December 2014

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 **See attached typical road closure set up for a street party – note that vehicles will be required to be parked across the roadway at each closure point.**

Council will endeavour to make available to you the following equipment

<b>Regular Street Equipment Requirements</b>		<b>Cul - De - Sac Street Equipment Requirements</b>	
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, but these can be obtained at a modest cost from hardware stores. The flashing lights must be fixed to the barriers and operating prior to sunset.

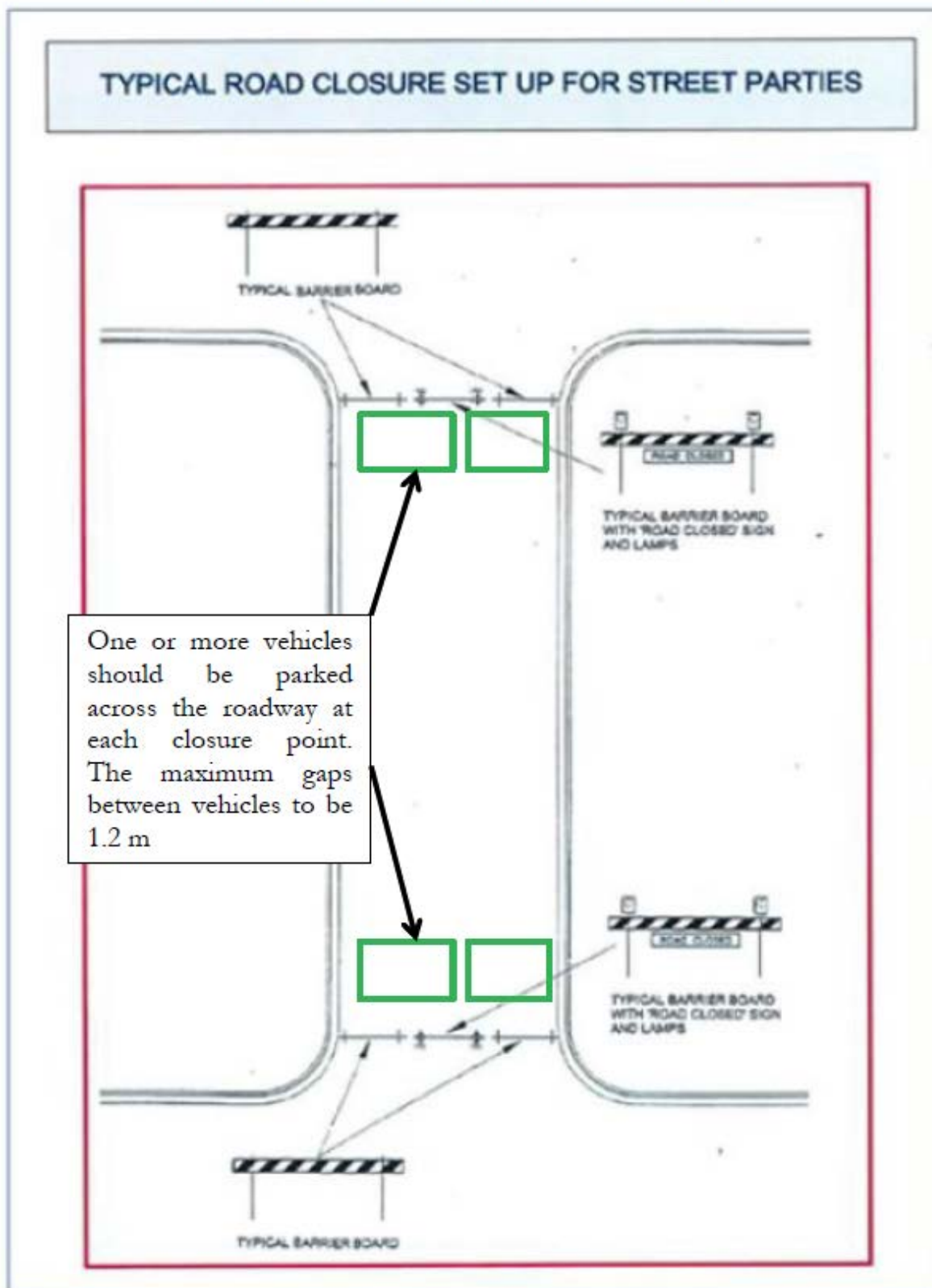
It is your responsibility to collect this equipment from Council's Works Depot Store, Montague Street, North Wollongong, prior to 2.00 pm on the last working day prior to your proposed road closure, and return same on the next working day following the closure. Please ensure you sign a receipt when collecting 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 contact Lee Cramer, Council's Events and Functions Coordinator on 42 277104 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

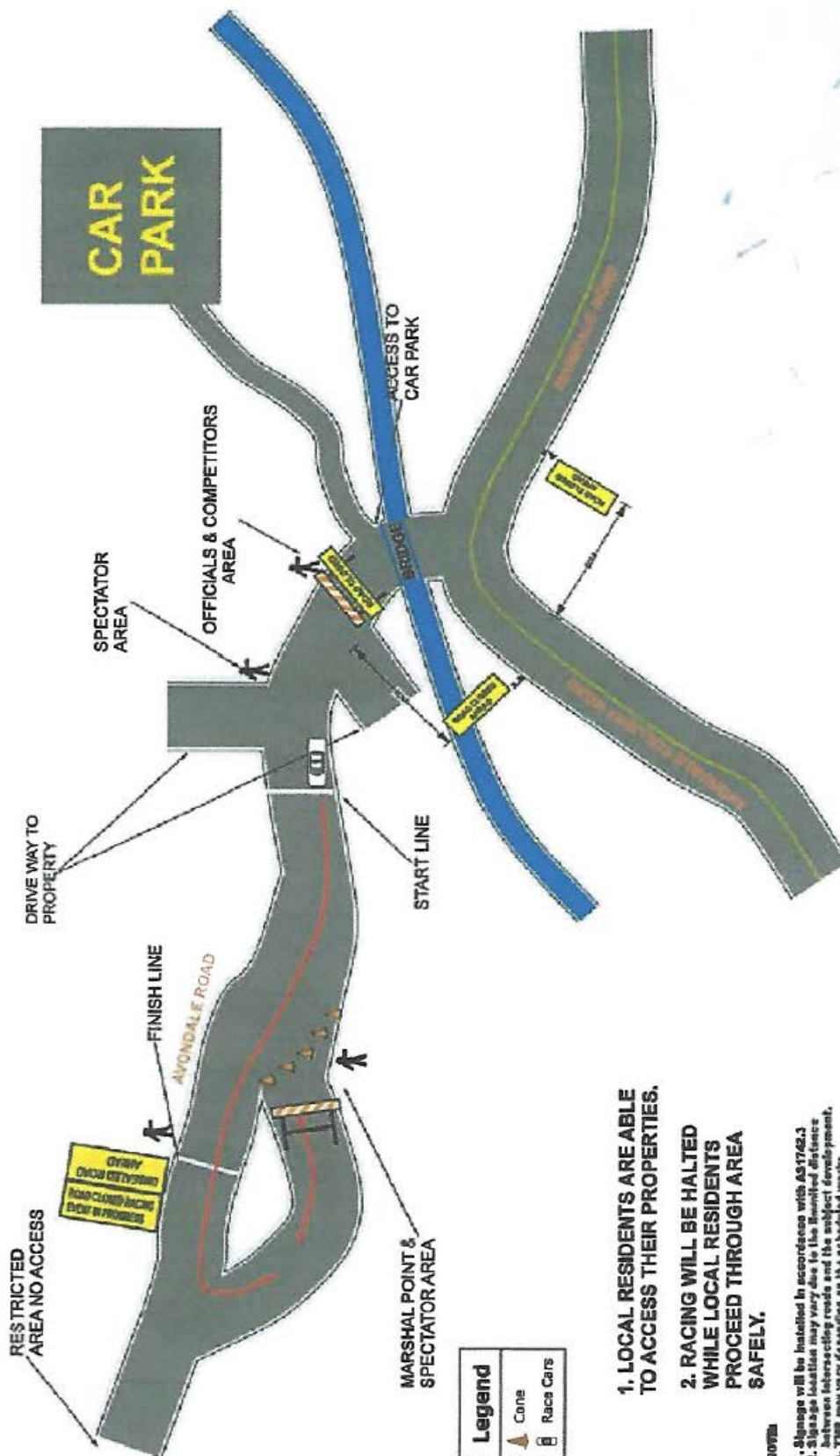


<b>Plan #:</b> TCP-15082019		<b>Location:</b> Darles Forest Road Closure - 12Km Race Growit		<b>Title:</b> Tlawarra Cycle Club	
<b>Notes:</b> 1. This TCP is based on TCAWS Manual 2018 V8 and Australian Standards 1742.3; 2. The TCP is to be setup and packed up by qualified traffic controllers with current Implement Traffic Control Plans ticket. 3. Any modifications to this TCP should be made by qualified personnel with a current Prepare a Work Zone Traffic Management ticket. 4. All modifications to be signed off on this TCP along with certification the Prepare Work Zone Traffic Management ticket number and expiry date. 5. Plan is not to scale				<b>Onsite Contact:</b>  <div> <div>Site Induction:</div> <div>Date Drawn:</div> </div> <div> <div>License #:</div> <div>Date Drawn By:</div> </div>	
<b>Posted Speed:</b> 80km		<b>Reduced Speed:</b> 60km		<b>Revision:</b> 1.0	
		<b>Signature:</b>		<b>Date and Time of Project:</b>	



Plan 1 - Avondale Road, Road Closure

www.invarion.com



1. LOCAL RESIDENTS ARE ABLE TO ACCESS THEIR PROPERTIES.

2. RACING WILL BE HALTED WHILE LOCAL RESIDENTS PROCEED THROUGH AREA SAFELY.

NOTES

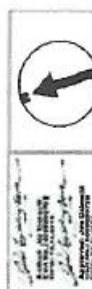
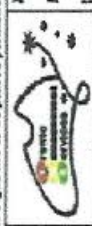
1. Signs will be installed in accordance with AS1742.3
2. Signage locations may vary due to the limited distance between intersecting roads and the subject development.
3. TSP may vary depending on the scheduled works.
4. Signs must be Class 4 Reflective.
5. Signs are to be placed permanently for duration of works.

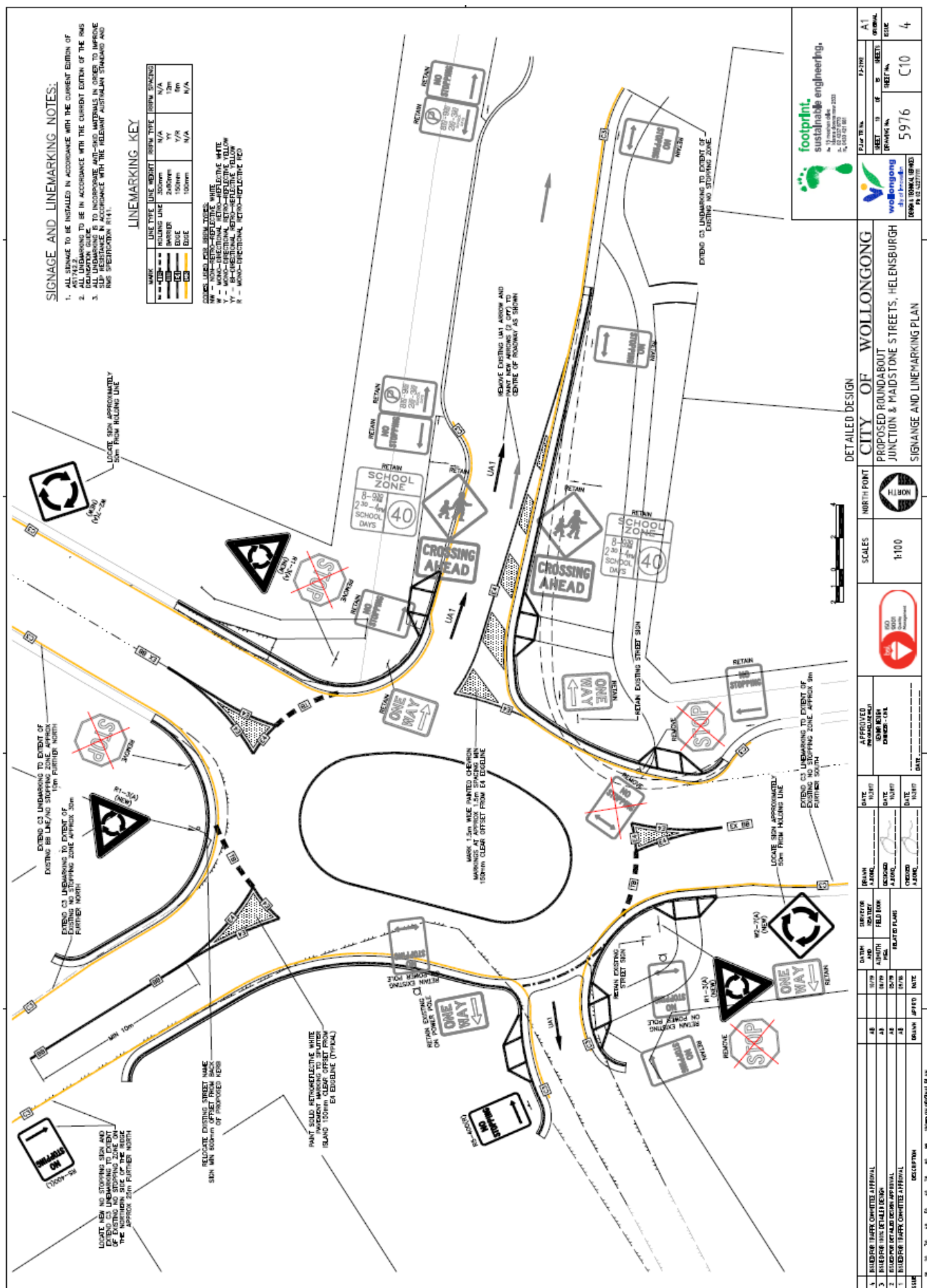
24/10/2019 10:10 AM 10/20/2019 10:10 AM 10/20/2019

John Doherty for 10/20/2019 10:10 AM 10/20/2019 10:10 AM

10/20/2019 10:10 AM 10/20/2019 10:10 AM 10/20/2019 10:10 AM

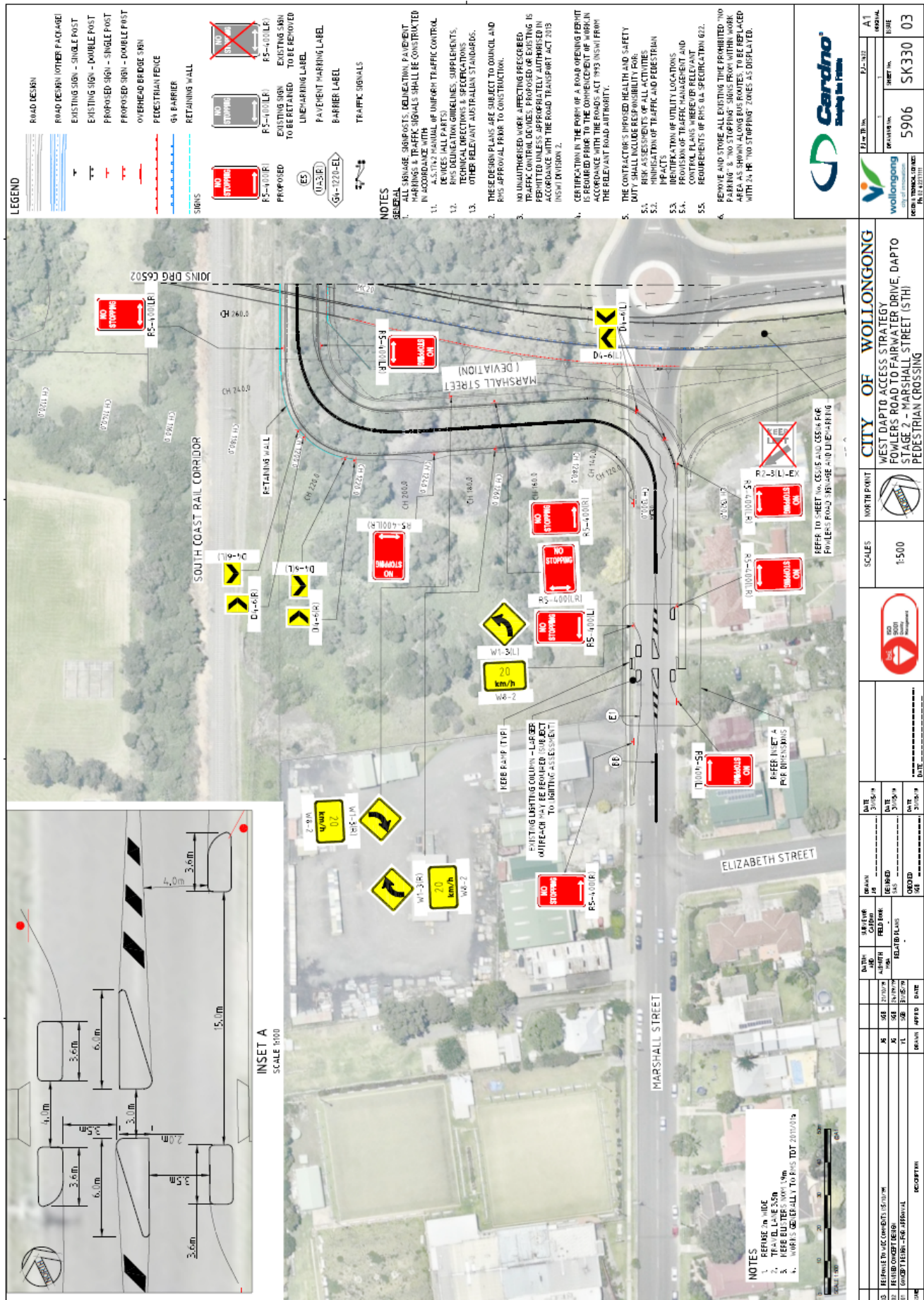
TRAFFIC MANAGEMENT SERVICES (AUST) DO NOT ACCEPT LIABILITY FOR IMPLEMENTATION OF THIS TOP IF NOT DIRECTLY INVOLVED IN ITS IMPLEMENTATION.







Plan 1 of 2 - 5906\_SK330\_03 Marshall St from Elizabeth Street to North of McCabe Street





Plan 2 of 2 - 5906\_SK331\_03 Marshall St from Elizabeth Street to North of McCabe Street

