

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



MEETING HELD AT 9.15AM ON WEDNESDAY 9 MAY 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	17 May 2018
Ted Collins	Traffic Unit Manager	Ted Collins	17 May 2018
Peter Nunn	Transport & Stormwater Services Manager	Peter Nunn	17 May 2018
Mike Dowd	Manager - Infrastructure Strategy and Planning	Mike Dowd	21 May 2018
Greg Doyle	Director - Infrastructure and Works	Greg Doyle	21 May 2018

Name	Title	Signature	Date
David Farmer	General Manager	David Farmer	22 May 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 9 MAY 2018

PRESENT	
Lindsay Dunstan (Chair)	Wollongong City Council
Rob Gaudiosi (Traffic Engineer)	Wollongong City Council
Tania Martin (Administration Officer – Acting)	Wollongong City Council
David Cratchley	Premier Illawarra
Senior Constable Andrew Cotton	NSW Police
Danny Benedetti	RMS
Amanda Priestly	RMS

APOLOGIES	
Deb Nicholls (Road Safety Officer – Acting)	Wollongong City Council
Les McMahon	Representing Paul Scully MP, Anna Watson MP, and Ryan Park MP
Les Dion	Dion's Bus Service
Stephen Burrige	(Busabout)

CONFIRMATION OF MINUTES OF MEETING HELD ON 11 April 2018

BUSINESS ARISING: NONE

GENERAL BUSINESS

	Suburb	Street	Issue
1	WOLLONGONG	Swan Street	No Parking (Trucks & Buses Excepted)
2	WOLLONGONG	Richardson Lane	No Stopping Lines
3	WOLLONGONG	Keira Street	Removal of Bus Zone
4	TOWRADGI	Pioneer Road	Timed Parking south of Lake Avenue

REGULATION OF TRAFFIC

5	HELENSBURGH	Fletcher Street	Primary School Fete 26 October 2018 from 3.30pm to 9.30pm
6	BALGOWNIE	Balmoral Street	The Syro Malabar Church St Thomas Feast Day 15 July 2018
7	KOONAWARRA	Yallah Bay Road	Kembla Joggers Half Marathon Sunday 1 July 2018 from 7.30am until 10.00am

LATE ITEM

8	BELLAMBI	Cawley Street	Reconciliation Walk from Holy Spirit College to Bellambi Public School on 1 June 2018
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INFORMAL ITEM

9	AUSTINMER	Balfour Road	No Stopping Signs
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GENERAL BUSINESS

1 **WOLLONGONG – WARD 2**

Swan Street – No Parking (Trucks and Buses Excepted)

Background:

Council has received a request to install a facility for trucks to pull over to utilise the amenities at JJ Kelly Park. Council has proposed to install 27m of No Parking (Trucks and Buses Excepted) on the south side of Swan Street from the driveway to the Illawarra Dog Training Club to the Power Pole (across from Evans Street). These restrictions will be in place from Monday to Friday 6am to 3pm

Consultation:

Consultation with the Illawarra Dog Training Club will take place prior to installation of the signs.

PROPOSAL SUPPORTED UNANIMOUSLY

Install No Parking (Trucks and Buses Excepted 1 hour Limit) on the south side of Swan Street (across from Evans Street) between the power pole and the driveway to the Illawarra Dog Training Club. The restriction will be from 6am to 3pm Monday to Friday.

2 **WOLLONGONG – WARD 2**

Richardson Lane – No Stopping Lines

Background:

A representative from the GPT shopping centre management has requested a review of parking along Richardson Lane. GPT have reported that vehicles are parked on the northern side of Richardson Lane, inhibiting the movement of through traffic along the lane, especially larger vehicles.

The southern side of Richardson Lane is currently signposted No Stopping and Richardson Street is also signposted No Stopping with some 15 minute parking. The No Stopping signs on Richardson Street and Richardson Lane are also proposed to be supplemented with yellow lines.

Consultation:

Consultation has been carried out with GPT.

PROPOSAL SUPPORTED UNANIMOUSLY

- Install No Stopping Restrictions on Northern side of Richardson Lane by way of continuous yellow lines.
- Install continuous yellow lines to match existing No Stopping Restrictions in Richardson Street and Richardson Lane.

3 **WOLLONGONG – WARD 2**

Keira Street – Removal of School Bus Zone.

Background:

A customer has contacted Council advising that there is a bus stop outside the family home on the western side of Keira Street that has not been used recently. The school bus now picks up from the eastern side of Keira Street.

Consultation:

Consultation has been carried out for this agenda item with Bus Operators and Smiths Hill High School.

PROPOSAL SUPPORTED UNANIMOUSLY

Remove the unused school bus zone on the Western side of Keira Street and allow unrestricted parking.

4 **TOWRADGI – WARD 3**
Pioneer Road Towradgi – Timed Parking South of Lake Avenue

Background:

The incidence of cars being advertised for sale on Pioneer Road, Towradgi has expanded in recent months and can cover from Lake Parade to a point south of the Towradgi Creek Bridge. The large number of vehicles of 20 or more in one place has the potential to be distracting to other drivers. Council is working towards a solution to restrict vehicles for sale without requiring any new parking restrictions.

The section of Pioneer Road near Lake Parade is opposite a take away food outlet on the corner of Gregory Street and timed parking on the stop frontage and on the eastern side of Lake Parade is desirable to allow spaces for short term visitors.

There is a bus stop on the eastern side of the Pioneer Road which would benefit from a formal Bus Zone, and No Stopping restrictions are also needed at the intersections.

Consultation:

Residents have previously supported the installation of Timed Parking.

PROPOSAL SUPPORTED UNANIMOUSLY

Install:

1. A Bus Zone 25 metres in length to replace the bus stop on the eastern side of Pioneer Road, 70 metres south of Lake Parade.
2. 1 hour timed parking on the Gregory Street and Pioneer frontages of the take away outlet, and between the Bus Zone and Lake Parade, the parking to be 7 days per week and timed 8.30am to 6.00pm.
3. Standard 10 metres lengths of No Stopping restrictions at the intersection of Pioneer Road and Gregory Street and on Pioneer Road immediately south of Lake Parade.

REGULATION OF TRAFFIC

5 **HELENSBURGH – WARD 1**
Fletcher Street – Road Closure for School Fete – 26 October 2018 - 3.30pm – 9.30pm.

Background:

The Helensburgh Public School is arranging the fete to be held on 26 October 2018 and have proposed a closure of Fletcher Street at the school. The closure will take effect from 3.30pm to 9.30pm on the day and arrangements have been made with residents to access their properties.

Police Representative advised that the Public School should utilise the Self-Assessment Tool on the web to ascertain their score for vehicle mitigation.

Consultation:

Consultation has been carried out with affected residents prior to the application being made.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved for 26 October 2018 from 3.30pm to 9.30pm subject to Council's Standard Conditions for Street Parties (Attachment 2).

6 **BALGOWNIE – WARD 2**

Balmoral Street – Road Closure for the Syro Malabar Church 15 July 2018 at 1.00pm to 2.15pm

Background:

The Syro Malabar Church located in Balmoral Street has requested a street party style road closure to permit a short parade on 15 July 2018. Balmoral Street will be closed between Kembla Street and the Parkway from 1.00pm to 2.15pm on the day. The church has provided a signed petition from residents in the area indicating that they support this event.

Police Representative advised that the Church should utilise the Self-Assessment Tool on the web to ascertain their score for vehicle mitigation

Consultation:

Consultation has been carried out prior to the application being made.

PROPOSAL SUPPORTED UNANIMOUSLY

The Proposed road closure be approved for 15 July 2018 from 1.00pm to 2.15pm subject to submitted traffic management plans (Attachment 3) and Council's Standard Conditions for Street Parties (Attachment 2).

7 **KOONAWARRA – WARD 3**

Yallah Bay Road – Kembla Joggers Half Marathon Sunday 1 July 2018 from 7.30am to 10.00am

Background:

As part of the Kembla Joggers 2018 Winter Race Series events, the club's Half Marathon Championship is scheduled to be held on Sunday 1 July 2018 commencing at 8.00am with an estimated total of 50 runners. The new course is primarily on the public bicycle/walking track at Kanahooka/Koonawarra area as per the attached Traffic Management Plans.

However, the course shows the runners will traverse Yallah Bay Road for 3 kilometres in both directions. As this is a public road, permission is necessary from Wollongong City Council to use the road as part of the race. The proposed road closure will take effect from 7.30am until 10.00am on the day; should the runners be clear of Yallah Bay Road before 10.00am the road will be opened as soon as it is safe for participants.

Police Representative advised that Kembla Joggers should utilise the Self-Assessment Tool on the web to ascertain their score for vehicle mitigation.

Consultation:

Consultation is a requirement for this Agenda Item.

PROPOSAL SUPPORTED UNANIMOUSLY

The closure of Yallah Bay Road on Sunday 1 July 2018 from 7.30am until 10.00am be approved subject to the submitted Traffic Management Plans (Attachment 4) and Council's Standard Conditions for Road Closures (Attachment 1).

LATE ITEM (Electronic Meeting held on 14 May 2018)

8 BELLAMBI – WARD 2

Cawley Street – Reconciliation Walk from Holy Spirit College to Bellambi Public School on 1 June 2018

Background:

The Bellambi Public School in cooperation with the local aboriginal community are holding the annual reconciliation walk between Holy Spirit College and Bellambi Public School. The walk has been held in previous years under the supervision of the NSW Police. As the event planned for 1 June 2018 involves up to 2,500 participants, the scale of the event planned for this year requires a road closure of one carriage way of Cawley Street and traffic controls at end cross street en-route.

The closures will take place from 8.00am until 9,30am on the day and private traffic controllers will be engaged. It is understood the Police will provide assistance with respect to managing the crowd numbers.

Consultation:

Consultation is a requirement for this Agenda Item.

PROPOSAL SUPPORTED UNANIMOUSLY

The Proposed road closure be approved for 1 June 2018 from 8.00am to 9.30am subject to Council's Standard Conditions for Road Closures (Attachment 1).

INFORMAL ITEM

9 AUSTINMER – WARD 1

Balfour Road – No Stopping Signs

Background:

Council has received a request to install a No Stopping zone for northbound vehicles travelling around the curve on Balfour Road between house 36 and 42. The request is due to parked vehicles on Balfour Road narrowing the carriageway and increasing the chances of a collision occurring.

Subsequent to the meeting after consultation with the affected residents it was decided by Council that No Stopping restrictions would not be implemented due to loss of resident parking.

The curve warning sign and a narrow lane sign will be installed as proposed.

Minutes to be confirmed at the next meeting to be held at **9.15am on 13 June 2018**.

2018 Traffic Committee Meetings		
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 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.

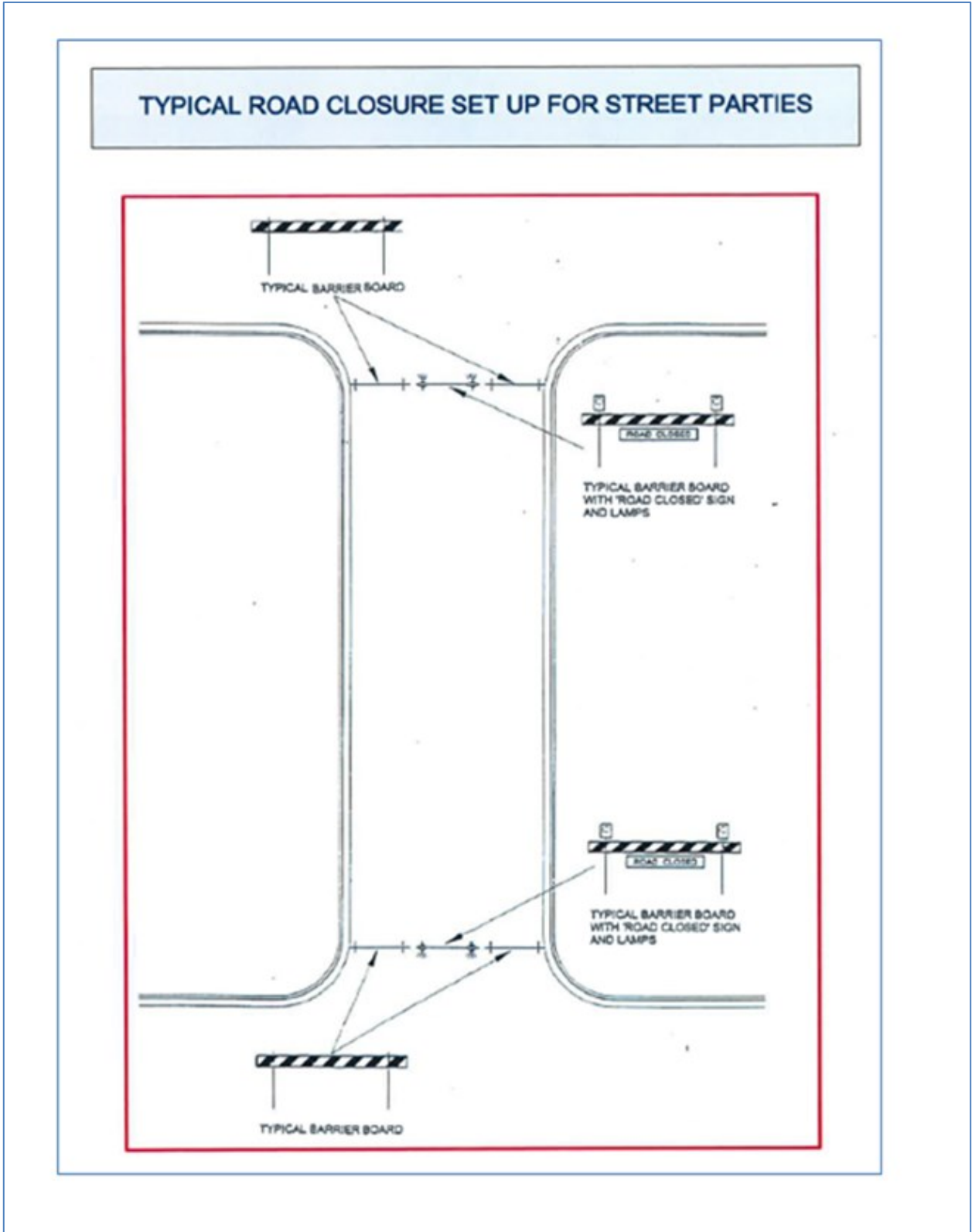
It is your responsibility to collect this equipment from Council's Works Depot Store, Montague Street, North Wollongong, prior to 2.00 pm on the last working day prior to your proposed road closure, and return same on the next working day following the closure. Please ensure you sign a receipt when collecting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

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

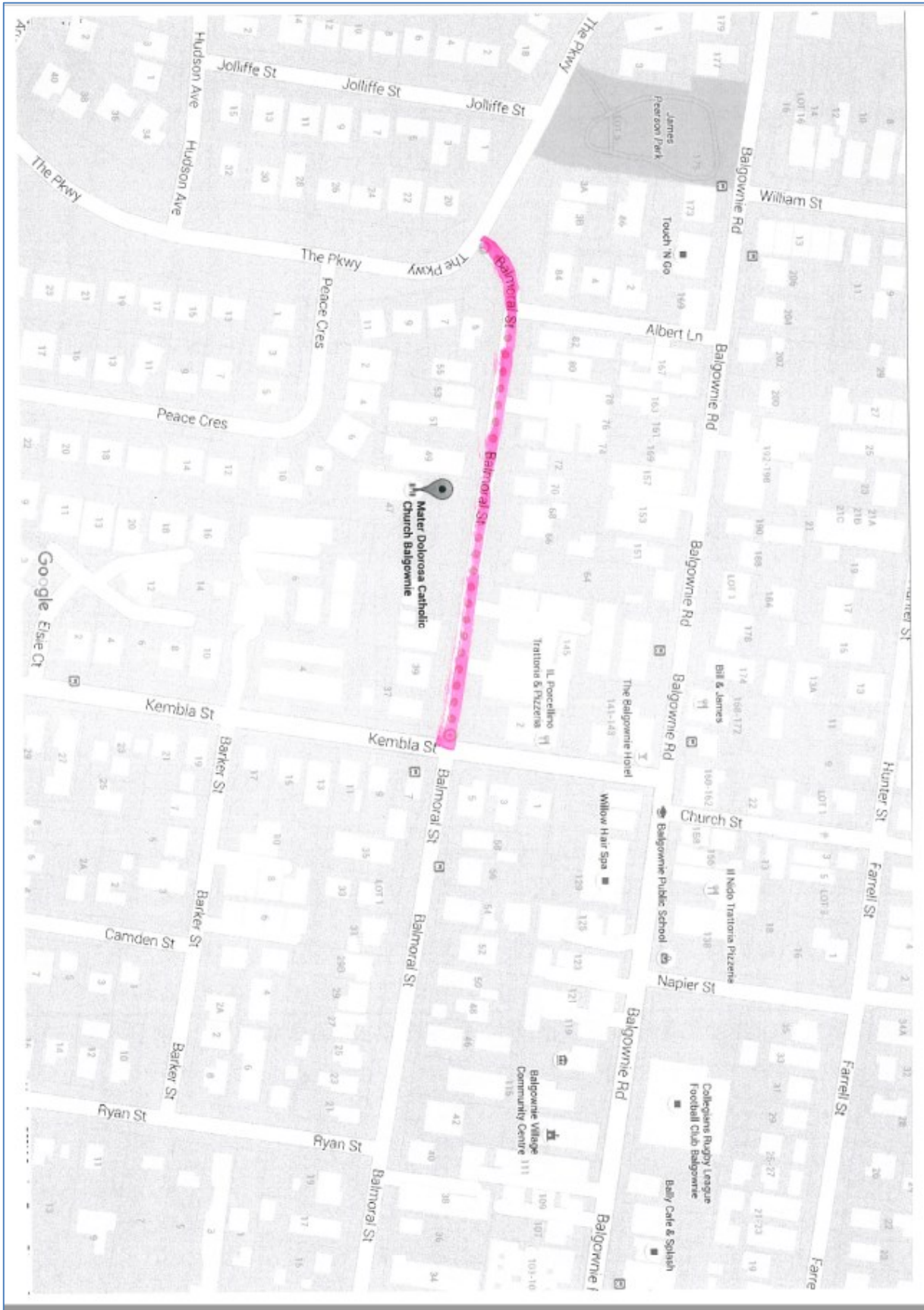
A sufficient number of people (at least 2), together with a vehicle suitable for the purpose of transporting the relevant equipment, are to be provided by the organisers for the loading and unloading of this equipment at the Depot.

- 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



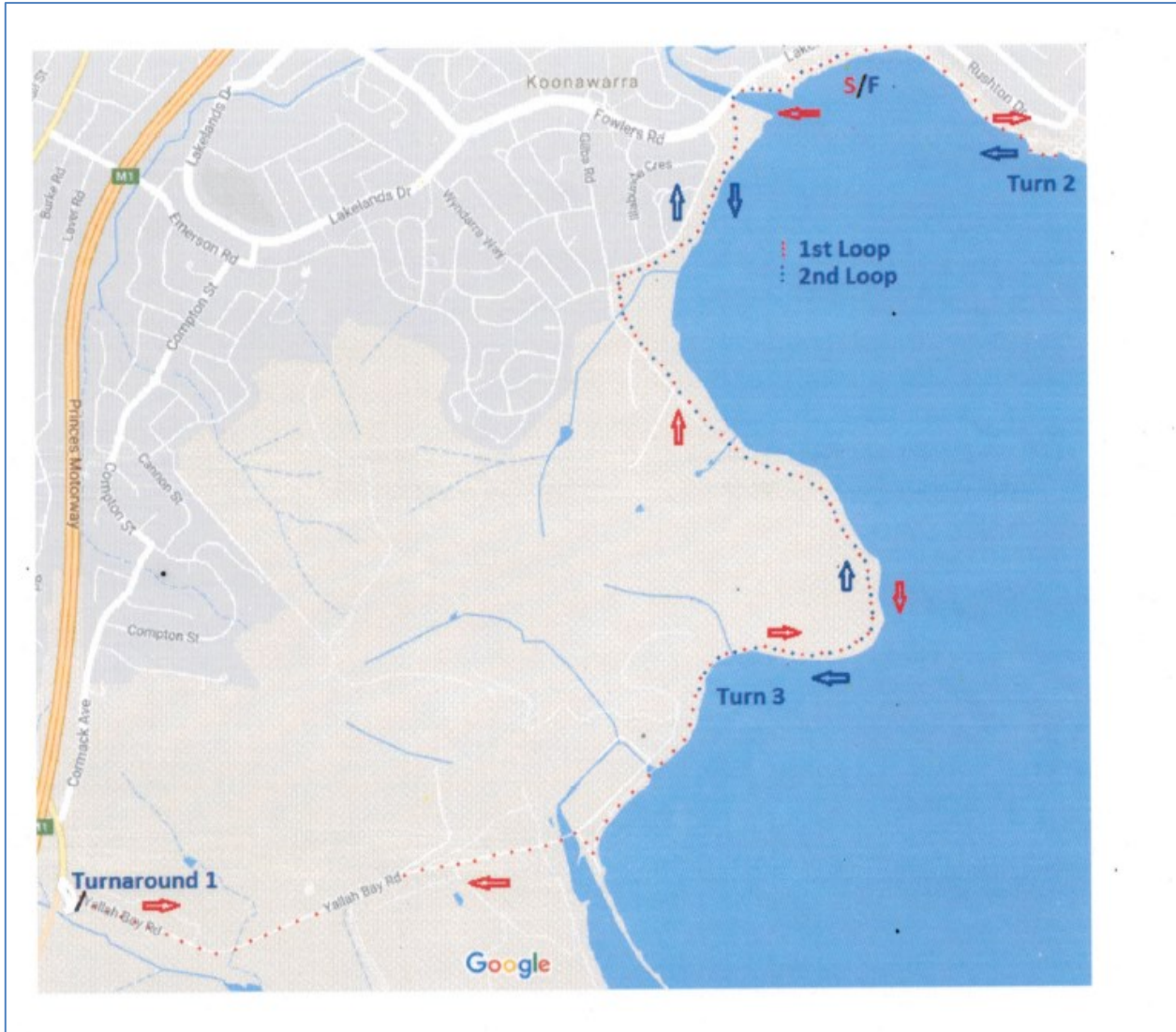
Attachment 3 – The Syro Malabar Church Street Procession
Balmoral Street, Balgownie 15 July 2018



Attachment 4

Kembla Joggers Half Marathon – Yallah Bay Road, Koonawarra

Sunday 1 July from 7.30am to 10.00am



Attachment 4

Kembla Joggers Half Marathon – Yallah Bay Road, Koonawarra

Sunday 1 July from 7.30am to 10.00am

