

ITEM 17

CITY OF WOLLONGONG TRAFFIC COMMITTEE - MINUTES OF MEETING HELD ON 10 OCTOBER 2018 AND ELECTRONIC MEETINGS ON 2 AND 7 NOVEMBER 2018

The City of Wollongong Traffic Committee meeting was held on 10 October 2018 and subsequent electronic meetings were held on 2 and 7 November 2018. Items 1 and 4-8 are to be adopted by Council through delegated authority. Items 2-3 and 9-12 must be determined by Council and is recommended to Council for approval for temporary Regulation of Traffic on public roads for works or events by independent parties.

RECOMMENDATION

In accordance with the powers delegated to Council, the Minutes and recommendations of the City of Wollongong Traffic Committee held on 10 October 2018 and the electronic meetings were held on 2 and 7 November 2018 in relation to Regulation of Traffic be adopted.

REPORT AUTHORISATIONS

Report of: Mike Dowd, Manager Infrastructure Strategy + Planning
Authorised by: Glenn Whittaker, Manager Project Delivery

ATTACHMENTS

- 1 Standard Conditions For Road Closures
- 2 Standard Conditions for Road Closures for Street Parties
- 3 Freedom of Entry Commemorative Event
- 4 Bellambi Lane Bellambi Closure of Rail Level Crossing

BACKGROUND

1 BULLI - WARD 1 (ITEM 2 OF THE TRAFFIC COMMITTEE MINUTES)

Gwyther Avenue – Street Party

Background:

The residents of No 20 to 30 Gwyther Avenue have signed an application for a temporary road closure on 24th of December 2018 between 3.30pm to 11.00pm for a Christmas Street Party.

Gwyther Avenue is to be closed between No. 20 to 30 and it is anticipated that there will be minimal effect on traffic flow. Upon request Council will normally supply the required barriers and signs and for that reason a formal Traffic Management Plan is not required from the applicant.

Consultation:

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The road closure proposed for Gwyther Avenue on 24th of December 2018 between 3.30pm to 11.00pm be approved subject to Council's Standard Conditions for street parties (Attachment 2), and the placement of a motor vehicle at each of the closure points

2 WEST WOLLONGONG- WARD 2 (ITEM 3 OF THE TRAFFIC COMMITTEE MINUTES)

Lexburn Avenue – Street Party

Background:

The residents of Lexburn Avenue have signed an application for a temporary road closure on 15th of December 2018 between 5.00pm to 11.30pm for a Christmas Street Party.

Lexburn Avenue is to be closed between Yellagong Street and Euroka Street and it is anticipated there will be minimal effect on traffic flow.

Upon request Council will normally supply the required barriers and signs and for that reason a formal Traffic Management Plan is not required from the applicant.

Consultation:

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The road closure proposed for Lexburn Avenue on 15th December 2018 between 5.00pm to 11.30pm be approved subject to Council's Standard Conditions for street parties (Attachment 2), and the placement of a motor vehicle at each of the closure points.

3 WOLLONGONG- WARD 2 (ITEM 9 OF THE TRAFFIC COMMITTEE MINUTES)

Church and Burelli Streets – Freedom of Entry of Commemorative Event

Background:

The Freedom of Entry event is being held as a commemorative conclusion to the Centenary of Anzac. Freedom of Entry was given to the 4th/3rd Battalion, Royal New South Wales Regiment and they will be exercising their right to march through the streets of Wollongong on this day, Saturday 17 November 2018.

The event will commence in MacCabe Park, where the Battalion will form up at around 1pm, inspected by both the Governor of NSW and his wife, Mrs Linda Hurley and the Lord Mayor. There will be program of short speeches, laying of wreaths and then the Battalion will leave MacCabe Park around 1.30 – 1.45pm heading north on Church Street, crossing Burelli Street, turning left into Globe Lane and then turning right in the Mall.

At the main stage, the Superintendent of Police will ask the parade to HALT. At this point the Battalion will read out their rights to march through the streets of Wollongong, Police will let them proceed, it will be eyes left around Wesley Church to the Governor and the Lord Mayor, they will finish at the end of the Mall at approximately 2.30pm.

Consultation:

The bus representatives were satisfied with the preliminary plan. Any further comments will be discussed at a subsequent meeting with Police, Council and others involved in the march.

PROPOSAL SUPPORTED UNANIMOUSLY

The Freedom of Entry Commemorative Event will be held on Saturday 17th November 2018 from approximately 1pm to 2.30pm. This will require the closure of –

- Church Street between George Street and Globe Lane;
- Burelli Street from Keira Street to Church Street;
- Globe Lane; and
- Crown Street Mall between Keira Street and Kembla Street.

Standard Conditions for Road Closures (Attachment 1) and Attached Plan TCP No: T2305-2099 to be approved. (Attachment 3).

ELECTRONIC MEETING 2 NOVEMBER 2018**REGULATION OF TRAFFIC****4 EAST CORRIMAL - WARD 1 (ITEM 10 OF THE TRAFFIC COMMITTEE MINUTES)**

Station Street East Corrimal – Street Party on 1 December 2018

Background

Subsequent to the meeting on 10 October 2018 a new street party application has been considered by members of the Traffic Committee, via an electronic meeting on 2 November 2018. Residents of Station Street in Corrimal have requested a road closure of Station Street East Corrimal between Duff Parade and Pioneer Road in order to hold an annual street party.

Invitations have been distributed and organisers have received no objections. There is broad support to proceed. This is the 6th year for this street party and previous events have been very successful.

Street Station Street East Corrimal

Date Saturday 1st of December 2018

Time 6PM till 10:30 PM

It is intended to set up some tables and chairs on the roadway of Station Street, and provide assistance should there be a need for any vehicle to enter or leave the closed section of this Street.

Consultation

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties (Attachment 2), and the placement of a motor vehicle at each of the closure points.

5 KEIRAVILLE – WARD 2 (ITEM 11 OF THE TRAFFIC COMMITTEE MINUTES)

Shoobert Crescent, Keiraville – Street Party on Sunday 9th December 2018

Background

Subsequent to the meeting on 10 October 2018 a new street party application has been considered by members of the Traffic Committee, via an electronic meeting on 2 November 2018. Residents of Shoobert Crescent Keiraville have requested a road closure of a short section of Shoobert Crescent between Murphys and Harkness Avenue in order to hold an annual street party.

Invitations have been distributed and organisers have received signatures from the property owners affected by the closure, in support of the proposal. This street party have been held for a number of years and previous events have been very successful.

Street Shoobert Crescent Keiraville

Date Sunday 9th of December 2018

Time:

6.30 PM till 8.30 PM

It is intended to provide assistance should there be a need for any vehicle to enter or leave the closed section of this Street.

Consultation

Consultation with the immediate community has been carried out prior to the application being lodged.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties (Attachment 2), and the placement of a motor vehicle at each of the closure points.

ELECTRONIC MEETING 7 NOVEMBER 2018

REGULATION OF TRAFFIC

6 BELLAMBI – WARD 1 (ITEM 12 OF THE TRAFFIC COMMITTEE MINUTES)

Bellambi Lane Bellambi – Closure of the Level Crossing

Background

Subsequent to the meeting of 10 October 2018 a road closure application has been considered by the Committee via an electronic meeting on the 7th November 2018. Sydney Train through a major contractor has applied for approval to close the Bellambi Lane level crossing from 2 am on Saturday 8 December 2018 to 2 am on Monday 10 December 2018 to take advantage of a South Coast Line rail closure schedule for that weekend.

The diversions are via Memorial Drive, Rothery Street and Pioneer Road Bellambi, and alternatively via Railway Parade and Park Road Woonona. There are no bus routes affected over the weekend. The submitted plans include a number of VMS boards placed to advise the travelling public of the work before the event and for the diversions in place during the weekend.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed closure of Bellambi Lane at the rail level crossing be approved subject to the submitted Traffic Management Plans (Attachment 3) and Council's Standard Conditions for Road Closures (Attachment 1).

PLANNING AND POLICY IMPACT

The report contributes to the delivery of Our Wollongong 2028 goal - *We have affordable and accessible transport*.

It specifically delivers on core business activities as detailed in the Draft Service Plan 2018-19.

Attachment 1 – Standard Conditions for Road Closure

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.

Z16/135267

Attachment 2 – Standard Conditions for Street Parties

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 barbecues, 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.

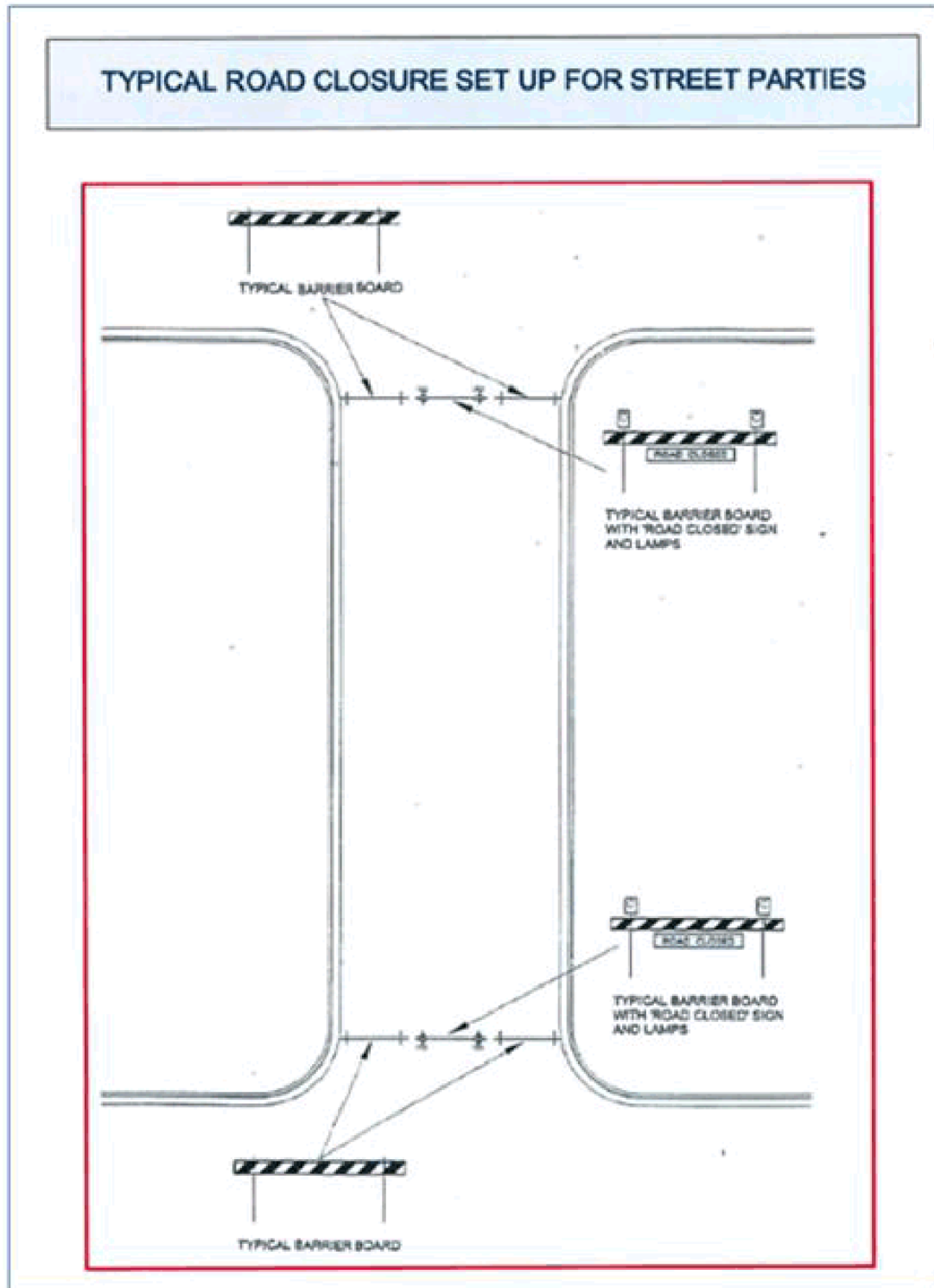
It is your responsibility to collect this equipment from Council's Works Depot Store, Montague Street, North Wollongong, prior to 2.00 pm on the last working day prior to your proposed road closure, and return same on the next working day following the closure. Please ensure you sign a receipt when collecting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

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

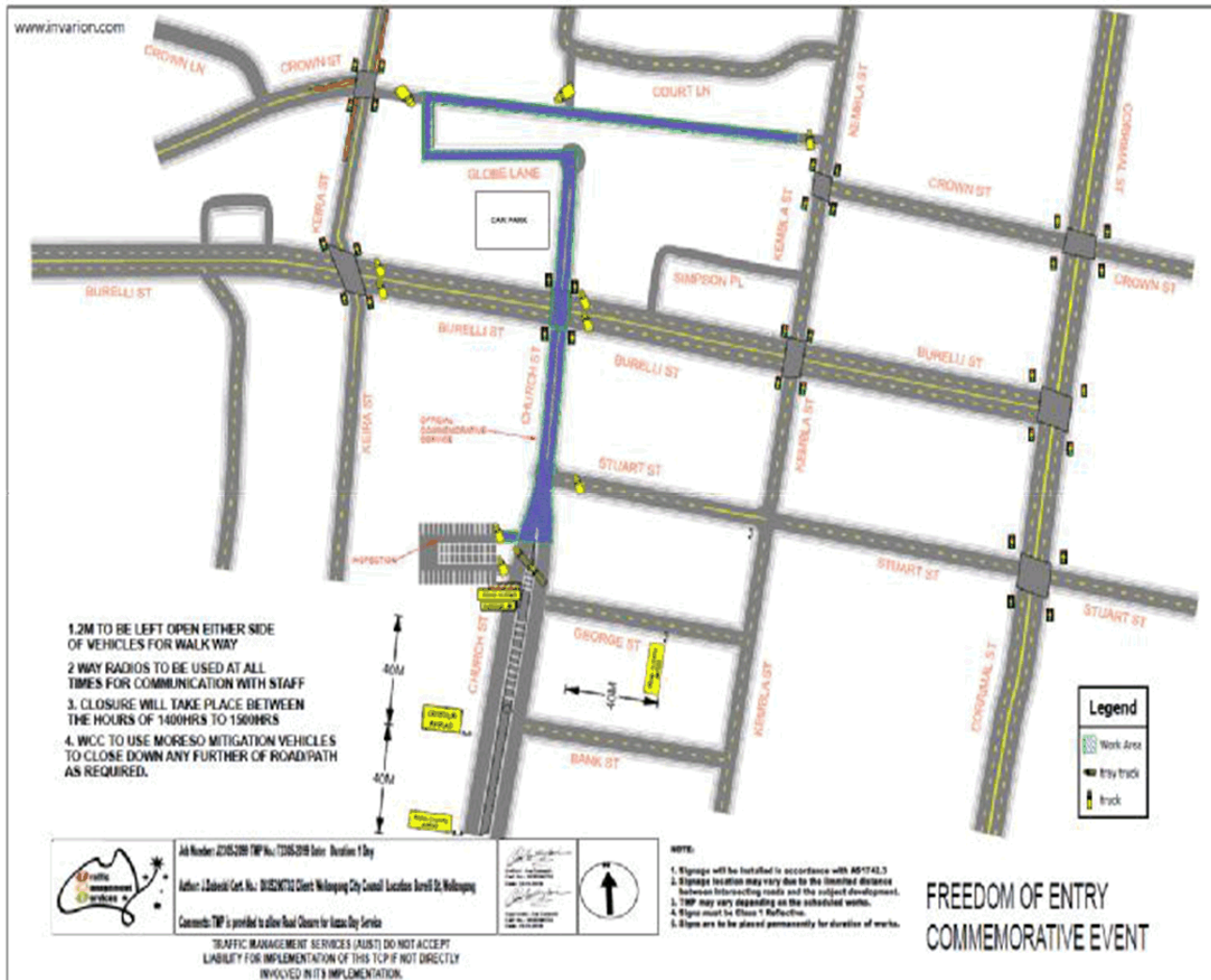
A sufficient number of people (at least 2), together with a vehicle suitable for the purpose of transporting the relevant equipment, are to be provided by the organisers for the loading and unloading of this equipment at the Depot.

- 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



Attachment 3 - Freedom of Entry Commemorative Event



Attachment 3 – Bellambi Road, Bellambi Closure of the Level Crossing



