

ITEM 23

CITY OF WOLLONGONG TRAFFIC COMMITTEE - MINUTES OF MEETINGS HELD
16 AUGUST AND 13 SEPTEMBER 2017

Two meetings of the City of Wollongong Traffic Committee Meetings were held on 16 August and 13 September 2017. Items 1-9 and 11-15 from the August meeting, and items 1-4 from the September meeting have been adopted by Council through delegated authority.

Item 10 from the August Meeting and Item 5 from the September meeting must be determined by Council and are recommended to Council for approval for the 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 Meeting Held on 16 August and 13 September 2017 in relation to the Regulation of Traffic be adopted.

REPORT AUTHORISATIONS

Report of: Mike Dowd, Manager Infrastructure Strategy and Planning

Authorised by: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

- 1 Standard Conditions for Road Closures
- 2 Standard Conditions for Road Closures for Street Parties
- 3 Camp Quality Convoy 2017

BACKGROUND

REGULATION OF TRAFFIC

- 1 **BULLI – WARD 1** (Item 10 of 16 August Traffic Committee Meeting)
Owen Street – Street Party – 2 December 2017

Background:

The community of Owen Street, Bulli have requested approval for a road closure to hold a street party on Saturday 2 December 2017. The closure will take effect from 2pm to 7pm on the day for the section of Owen Street between Waterloo Street and Franklin Avenue. The party has been successfully held without incident in previous years in accordance with Council's Standard Conditions of Street Parties. As in previous years, the organisers have provided a petition from affected residents indicating their approval.

Consultation:

No consultation was required for this Agenda item.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure for the Owen Street party on Saturday 2 December, 2017 between 2pm to 7pm be approved subject to Council's Standard Conditions for Street Parties (Attachment 2).

- 2 **BULLI TOPS – WARD 1** (Item 5 of 13 September Traffic Committee Meeting)
Princes Highway – Camp Quality Convoy 2017 - Sunday 19 November 2017

Background:

Subsequent to the meeting the organisers for the Camp Quality on Sunday 19 November 2017 have proposed a closure of the Old Princes Highway between Bulli Tops and Helensburgh as occurred in 2016. This section of the Highway is to be used for mustering the convoy participants and the closure will take effect from 5.00am to 11.00am.

The organisers have arranged for access to Darkes Road, residents on the Highway and visitors to the Golf facilities, from the Helensburgh end of the closure. For those travelling from the south, drivers remain on the M1 until the Helensburgh exit and then proceed south through the highway closure.

It should be noted the event is after the scheduled re-opening of Bulli Pass on 3 November 2017.

PROPOSAL

The road closure be approved subject to the submitted Traffic Management Plans (Attachment 3) and Council's Standard Conditions for Road Closures (Attachment 1).

Attachment 1 – WCC Standard Conditions

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.

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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.

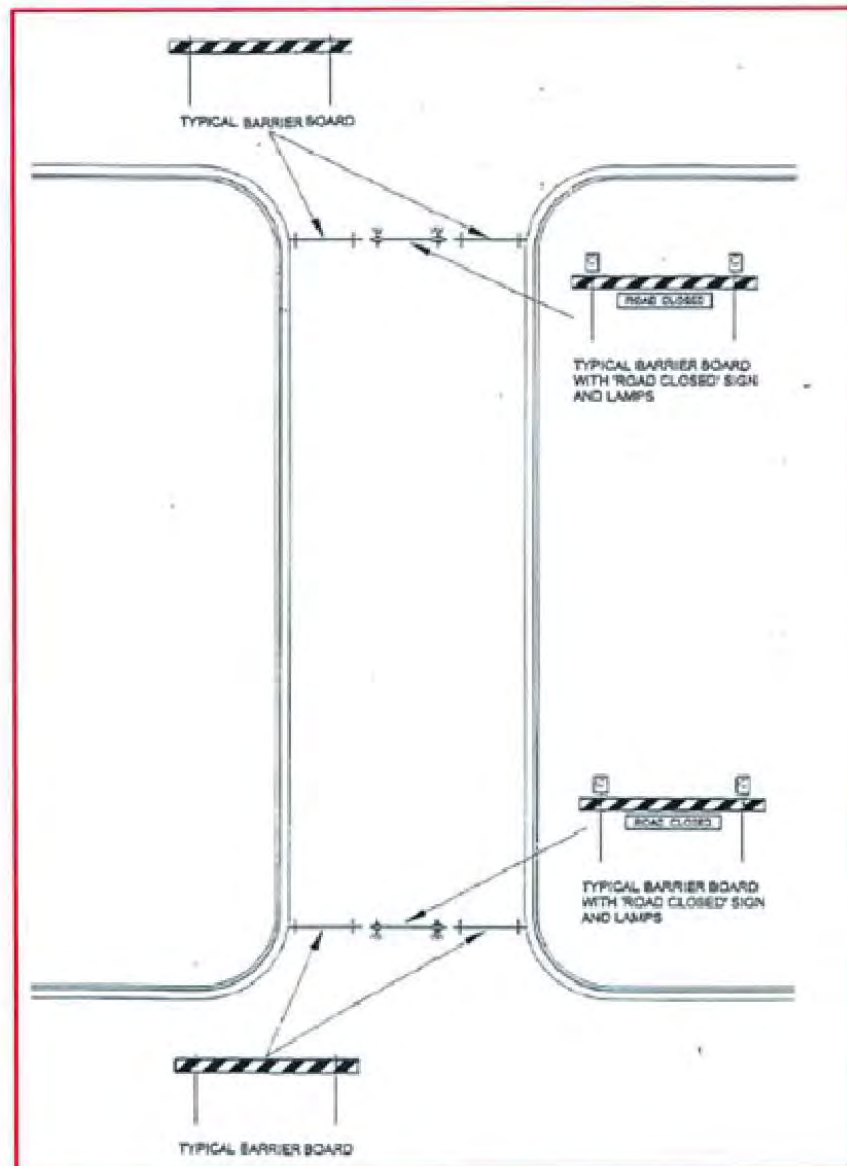
Equipment, which is returned damaged beyond use or not returned at all, will be replaced at your cost.

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



www.invarion.com

PRINCES HWY, HELENSBURGH

Trucks Parking

**TRAFFIC CONTROL
SIGHT SAFETY RULES**

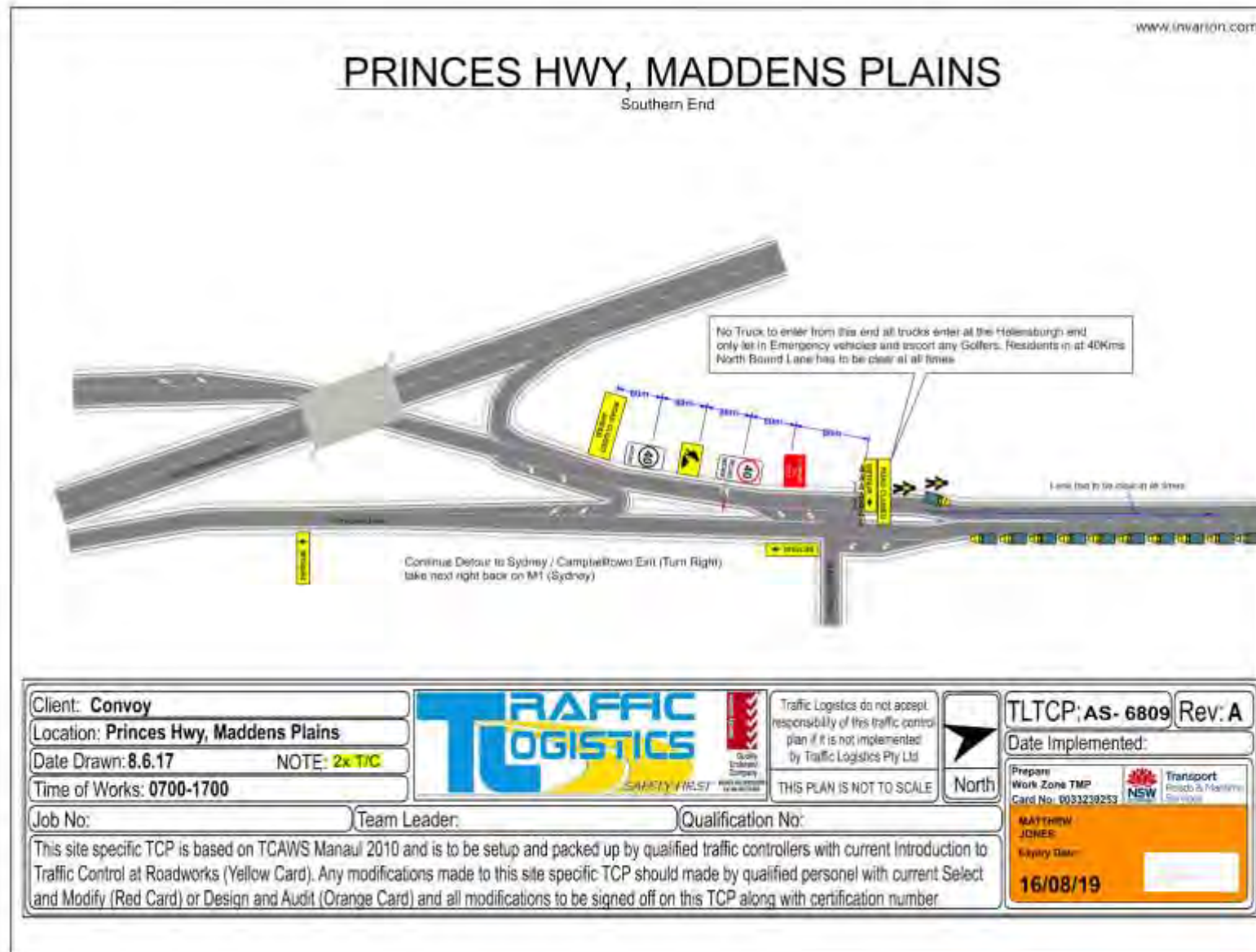
1. No pedestrians on carriageway (no exceptions)
2. Vehicles parked single file for access by emergency vehicles
3. Traffic must be slowed to 40 km/ph at all times
4. Trucks as far off shoulders as possible
5. Police and emergency vehicles have right of way at all times

Cover all speed signs replace with 40Km

Walk with trucks to park up as much to the side as you can

Pick up all signs after the last truck even 198fm Signs and bring back to the yard

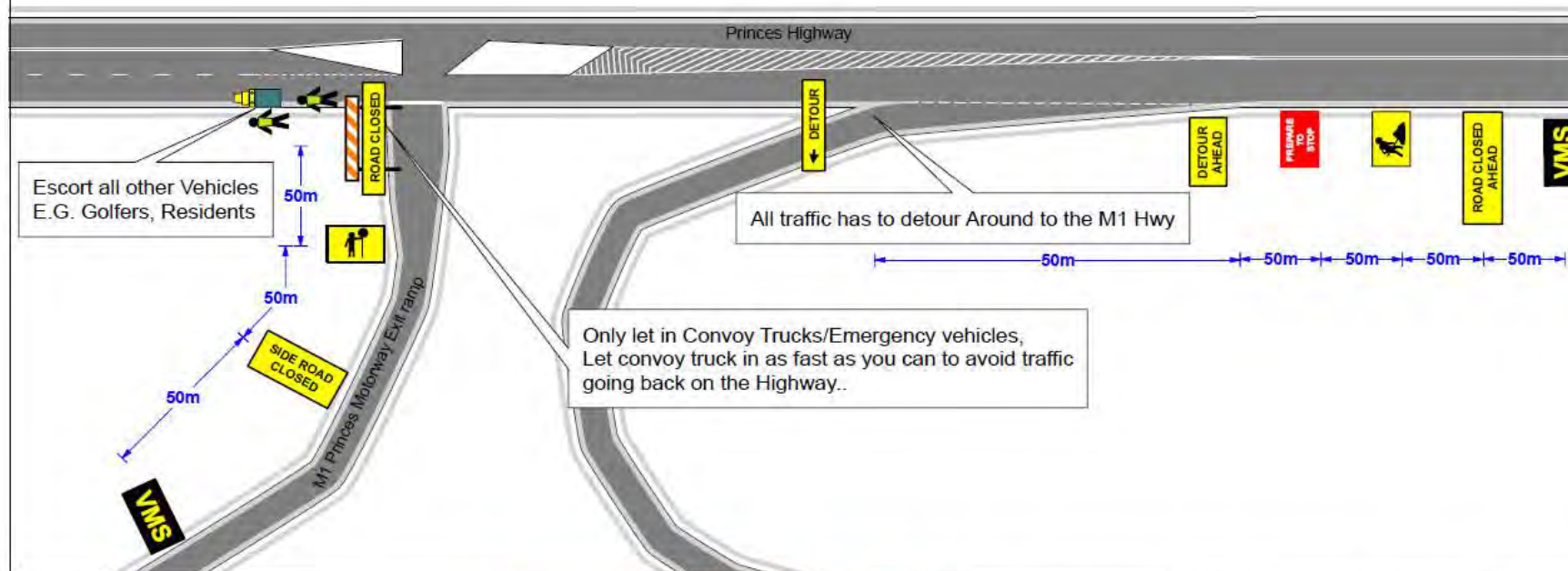
Client: Convoy		 <small>SAFETY FIRST</small>	Traffic Logistics do not accept responsibility of this traffic control plan if it is not implemented by Traffic Logistics Pty Ltd THIS PLAN IS NOT TO SCALE	 North	TLTCP: AS- 6809 Rev: A
Location: Princes Hwy, Helensburgh					Date Implemented:
Date Drawn: 8.6.17 NOTE: 3x T/C					Prepare Work Zone TMP Card No: 0033239253
Time of Works: 0700-1700					MATTHEW JONES Expiry Date: 16/08/19
Job No:	Team Leader:	Qualification No:	This site specific TCP is based on TCAWS Manual 2010 and is to be setup and packed up by qualified traffic controllers with current Introduction to Traffic Control at Roadworks (Yellow Card). Any modifications made to this site specific TCP should be made by qualified personnel with current Select and Modify (Red Card) or Design and Audit (Orange Card) and all modifications to be signed off on this TCP along with certification number		



PRINCES HWY, HELENSBURGH

Northern End

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Client: Convoy		 <p>TRAFFIC LOGISTICS</p> <p><i>SAFETY FIRST</i></p> <p>Quality System Quality Endorsed Company MEMBER OF THE GROUP TRAFFIC LOGISTICS PTY LTD</p>	Traffic Logistics do not accept responsibility of this traffic control plan if it is not implemented by Traffic Logistics Pty Ltd		 North	TLTCP: AS- 6809 Rev: A	
Location: Princes Hwy, Helensburgh						Date Implemented:	
Date Drawn: 8.6.17 2x T/C						Prepare Work Zone TMP Card No: 0033239253  Transport Roads & Maritime Services	
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