

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



9.15AM ON WEDNESDAY 5 OCTOBER 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.

Author's Name	Author's Title	Date
Lindsay Dunstan	Chairman - Senior Traffic Engineer	20.10.16
Ted Collins	Traffic Unit Manager	20.10.16
Peter Nunn	Transport and Stormwater Services Manager	20.10.16
Mike Dowd	Manager - Infrastructure Strategy and Planning	20.10.16
Greg Doyle	Director – Infrastructure and Works (Acting)	20.10.16

Name	Title	Date
David Farmer	General Manager	25.10.16

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 5 OCTOBER 2016

PRESENT	
Lindsay Dunstan - Chairman	Wollongong City Council
Tania Martin - Administration Officer	Wollongong City Council
Naomi Reid - Road Safety Officer	Wollongong City Council
Brett Williams – Traffic Engineer	Wollongong City Council
Senior Constable Andrew Cotton	NSW Police - Wollongong Local Area Command
Kristian Pinochet	Roads & Maritime Services
Neil McCormack	Representative – Office of Lee Evans MP

APOLOGIES	
David Cratchley	Premier Illawarra
Melanie Haskew	Representative - Office of Ryan Park MP

CONFIRMATION OF MINUTES OF MEETING HELD ON 14 SEPTEMBER 2016.

BUSINESS ARISING: None

GENERAL BUSINESS

	Suburb	Street(s)	Issue
1	WOONONA	Hopetoun Street	Additional Mobility Parking
2	CONISTON	Bridge Street	Review of No Stopping Restrictions
3	UNANDERRA	Old Five Islands Road	Parking Restrictions
4	UNANDERRA	Cummins Street & Coachwood Drive	Right Turn Restrictions
5	WARRAWONG	Shellharbour Road	Relocating Heavy Vehicle Driver Applicant Parking
6	WARRAWONG	Cowper Street	Adjust Bus Zones

REGULATION OF TRAFFIC

	Suburb	Street(s)	Issue
7	BULLI TOPS	Princes Highway	Camp Quality Convoy 2016 Road Closure

DESIGN MATTERS

	Suburb	Street(s)	Issue
8	WOLLONGONG	Queens Parade	Line Marking

LATE ITEMS – REGULATION OF TRAFFIC

	Suburb	Street(s)	Issue
9	WEST WOLLONGONG	Lexburn Avenue	Christmas Street Party 17 December 2016
10	WOLLONGONG	Harbour Street WIN Entertainment Centre	Kids Wish Christmas Party 24 November 2016

The meeting concluded at 11.00am.

GENERAL BUSINESS

1 **WOONONA**

Hopetoun Street – Mobility Parking

Background:

The Woonona Medical Centre has arranged to construct adequate kerb ramps to allow people in wheelchairs to access the entrance to the building. Council have agreed that with suitable ramps in place, it would be possible to increase the number of suitable parking spaces in Hopetoun Street in front of the Medical Centre. At the time of meeting the new ramps have yet to be constructed.

PROPOSAL SUPPORTED UNANIMOUSLY

Install one additional mobility parking space on Hopetoun Street in front of the Medical Centre upon completion of the new ramps.

2 **CONISTON**

Bridge Street – Review of Parking Restrictions

Background:

Council has advised residents following a previous Traffic Committee Meeting, that 'No Stopping' restrictions would be installed around the curve in Bridge Street near the aged care facility. The roadway has double barrier centre lines to ensure drivers keep to the correct side of the road; however complaints have been received that vehicles continue to park in the area and some drivers cross the centre line when negotiating the curve.

When residents received the notification about the 'No Stopping' restrictions, Council received a number of objections. There appears to be sufficient room for vehicles to park three metres from the centre line on the approaches to the curve and residents argued that the presence of parked vehicles tends to result in lower traffic speeds. An analysis of the crash history shows that there have been no crashes recorded which relate to a roadway made narrow by parked vehicles, however, there were two instances of speed related single vehicle crashes. (Both more than ten years ago)

In conclusion, the argument regarding parked vehicles reducing traffic speeds is considered reasonable and the previously approved parking restrictions are unnecessary.

PROPOSAL SUPPORTED UNANIMOUSLY

Council not proceed with the installation of 'No Stopping' restrictions as previously approved.

3 **UNANDERRA**

Old Five Islands Road – Double Barrier Centre Lines

Background:

Old Five Islands Road is in an Industrial environment where vehicles are currently parked around a curve where sight distances are limited to approaching traffic. The roadway is wide enough for two lanes of traffic around the curve providing parking is restricted on one side.

PROPOSAL SUPPORTED UNANIMOUSLY

Install 'No Stopping' restrictions around the curve on the South Eastern side of Old Five Islands Road.

4 **UNANDERRA**

Cummins Street & Coachwood Drive – Right Turn Restriction

Background:

There is a significant dip in Coachwood Drive immediately north of the T Junction with Cummins Street which increases the risks for drivers making a right turn from Cummins Street to Coachwood Drive. There are options for drivers to divert to the left at Coachwood Drive and proceed around the block towards Staff Street as an alternative. Although a right turn ban for drivers entering Coachwood Drive was approved by Council previously no action was taken, and to date the crashes recorded remain low.

The safety of the intersection was reviewed by Committee members during the site inspections and advance warning signs for the intersection ahead on Coachwood Drive will assist in reducing the risks, rather than proceeding with a right turn ban.

PROPOSAL SUPPORTED UNANIMOUSLY

Council install intersection warning signs in Coachwood Drive on both approaches to Cummins Street.

5 **WARRAWONG**
Cowper Street – Adjust Bus Zone

Background:

Council has received a request from Premier Illawarra to adjust a bus zone in Cowper Street, Warrawong east of the shopping centre. The bus zone has been removed recently and needs to be reinstated as it is a regular stopping point for several bus routes.

PROPOSAL SUPPORTED UNANIMOUSLY

Reinstate the bus zone adjacent to the bus shelter in Cowper Street to the east of the Warrawong Shopping centre.

REGULATION OF TRAFFIC

6 **BULLI TOPS**
Princes Highway – Camp Quality Convoy 2016 – Road Closure

Background:

The organisers for the Camp Quality Convoy on Sunday 20 November 2016 have proposed a closure of the Old Princes Highway between Bulli Tops and Helensburgh as occurred in 2015. 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 in the period of the closure of Bulli Pass and NSW RMS have indicated the event would be approved, notwithstanding the Bulli Pass closure. (Attachment 3)

PROPOSAL SUPPORTED UNANIMOUSLY

The Road Closure be approved subject to the submitted Traffic Management Plans and Council's Standard Conditions for Road Closure (Attachment 1)

DESIGN MATTERS

7 **WOLLONGONG**
Queens Parade – Line Marking

Background:

Council has prepared plans for new line marking in Queens Parade at the T Junction of Market Street, to compliment footpath and road reconstruction work in this area.

PROPOSAL SUPPORTED UNANIMOUSLY

Plan 5801-C15B be approved subject to the through movement pavement arrow leading from Market Square being amended to include a left arrow towards Queens Parade (Attachment 4).

LATE ITEMS – REGULATION OF TRAFFIC

8 WEST WOLLONGONG

Lexburn Avenue – Christmas Street Party, Saturday 17 December 2016

Background:

Council has received an application, signed by all the residents, for a Road Closure of Lexburn Avenue, West Wollongong to permit a community Christmas Party on Saturday, 17 December 2016. The closure is to take effect from 5.30pm – 11.30pm and will be established between Yellagong & Euroka Streets.

PROPOSAL SUPPORTED UNANIMOUSLY

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

9 WOLLONGONG

Harbour Street – Kidz Wish Christmas Party, Thursday 24 November 2016

Background:

Council has received an application from WIN Sports and Entertainment Centres to close Harbour Street, Wollongong for the annual Kidz Wish Christmas Party. The closure will take effect between Stewart and Burelli Streets from 10.00am to 2.00pm on the day. The proposal includes temporary control of traffic on the Harbour Street frontage to the Entertainment Centre to replace the existing 15 minute parking with a drop off and pick up area.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed Road Closure be approved subject to the submitted traffic management plans (Attachment 5) and Council’s Standard Conditions for Road Closure (Attachment 1)

Minutes to be confirmed at the next meeting to be held at 9.15am on 26 October 2016.

2016 Traffic Committee Meetings		
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
2017 Traffic Committee Meetings		
Wednesday 18 January	Administration Building, Level 10, Rooms 2 and 3	9.15am – 2.00pm
Wednesday 15 February	Administration Building, Level 10, Rooms 2 and 3	9.15am – 2.00pm
Wednesday 1 March	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.

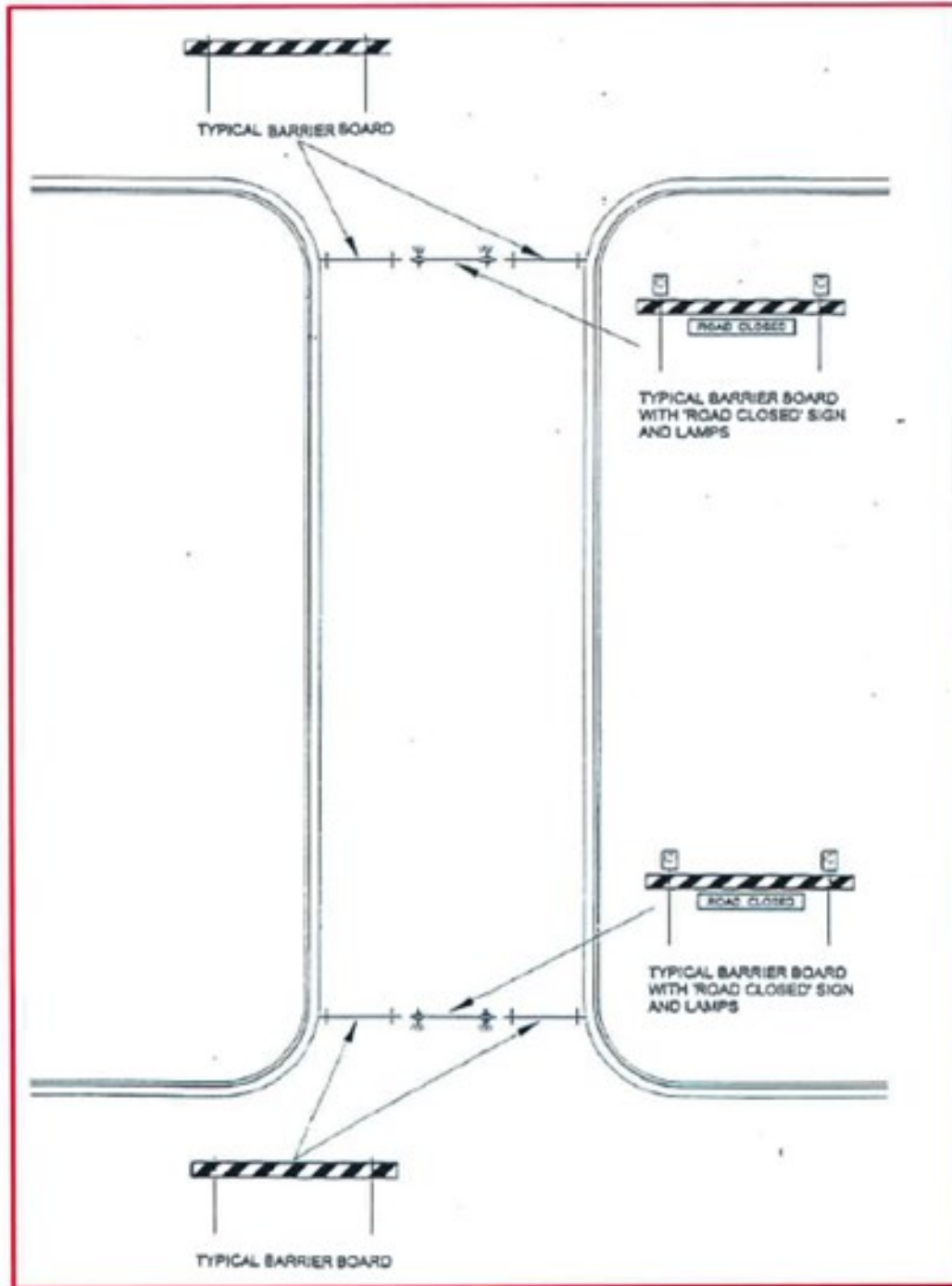
Equipment, which is returned damaged beyond use or not returned at all, will be replaced at your cost.

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.

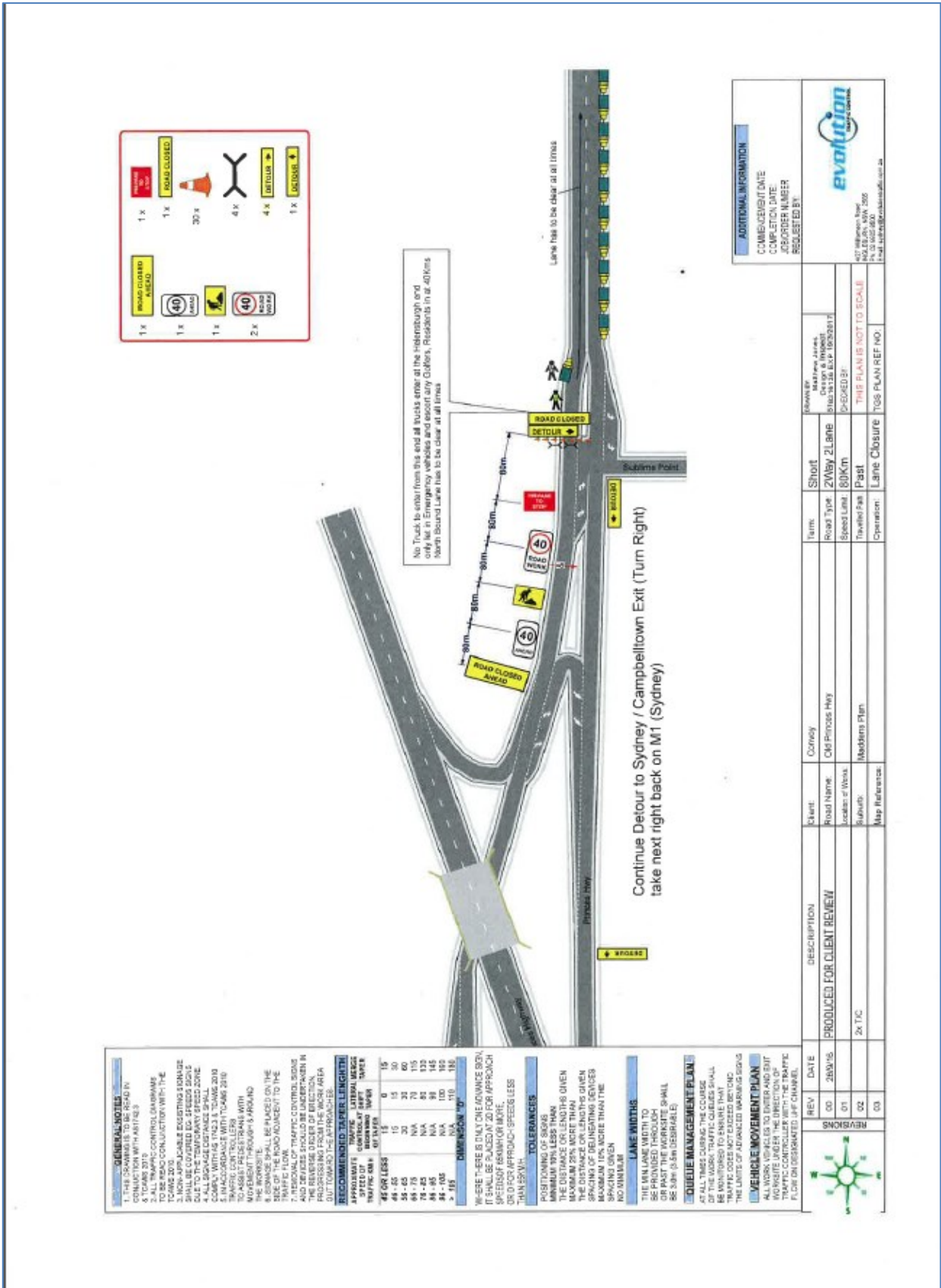
- 7 You are requested to email Council's Events and Functions Coordinator events@wollongong.nsw.gov.au **two weeks prior to pick-up** to ensure availability of the equipment.
- 8 If Council's Store does not have sufficient equipment to lend, you are to obtain equipment from another source (e.g. hire firm), at your expense.

Attachment 2 – Standard Conditions for Street Parties – 2 of 2

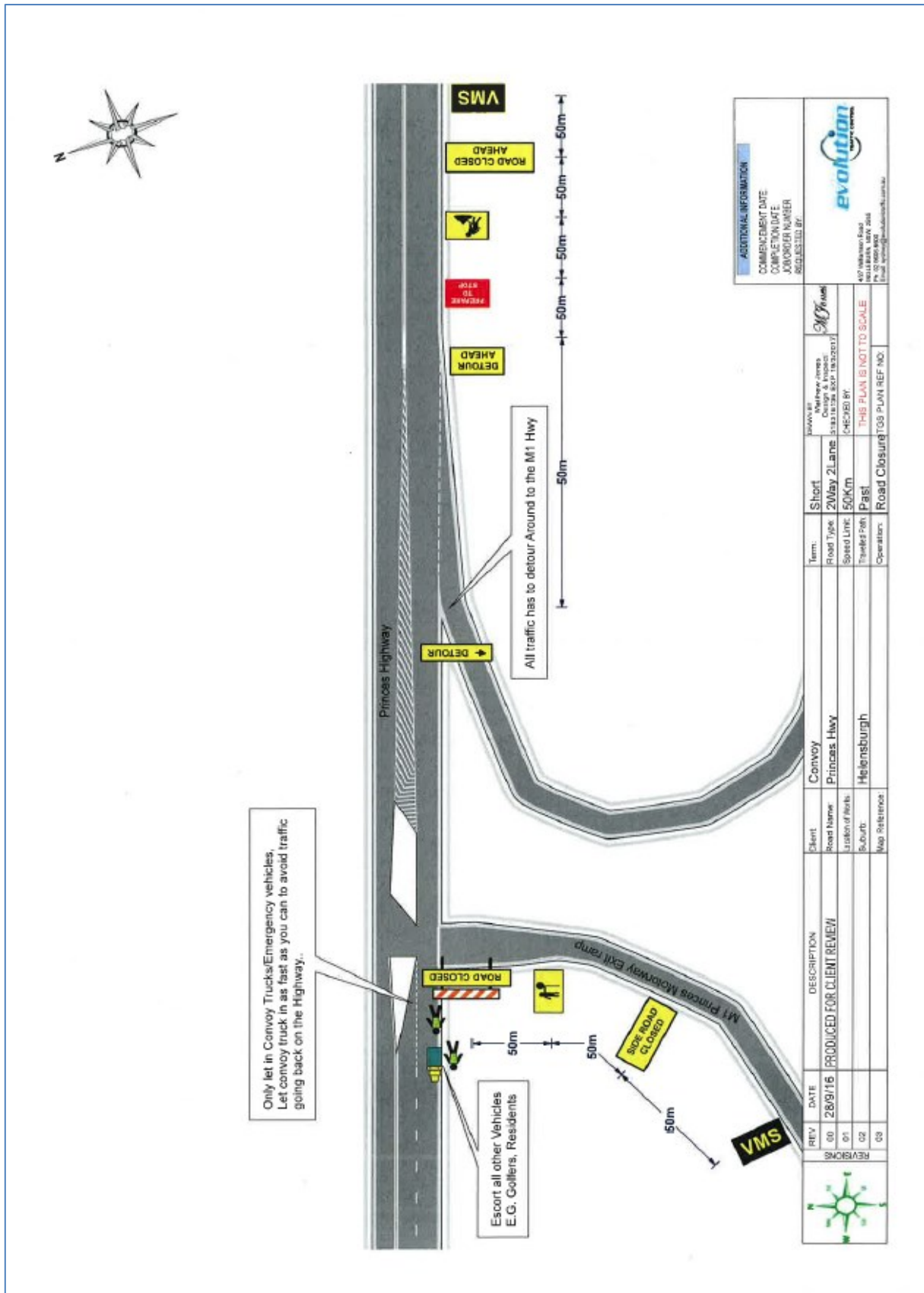
TYPICAL ROAD CLOSURE SET UP FOR STREET PARTIES



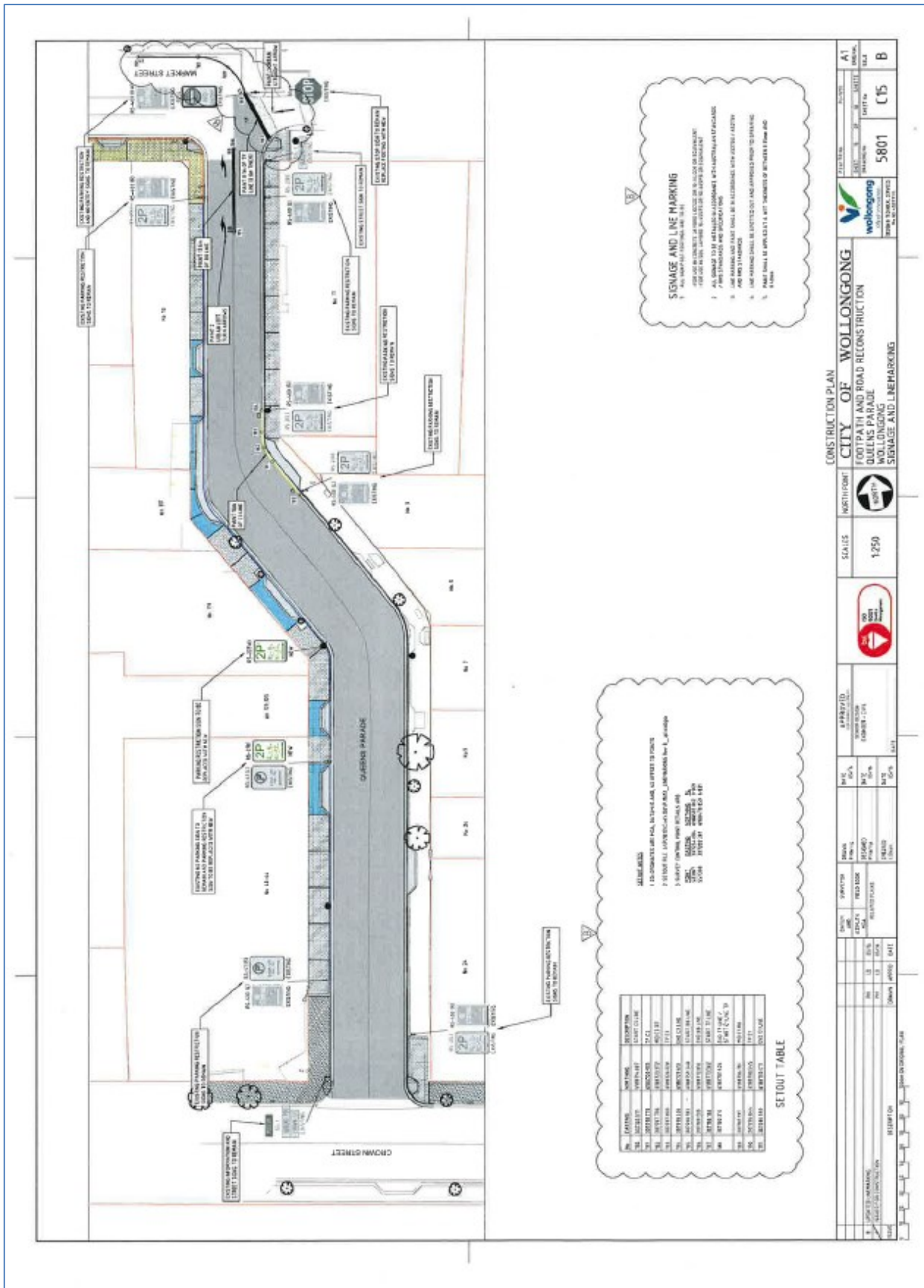
Attachment 3 – Camp Quality Convoy 2016 – 1 of 2



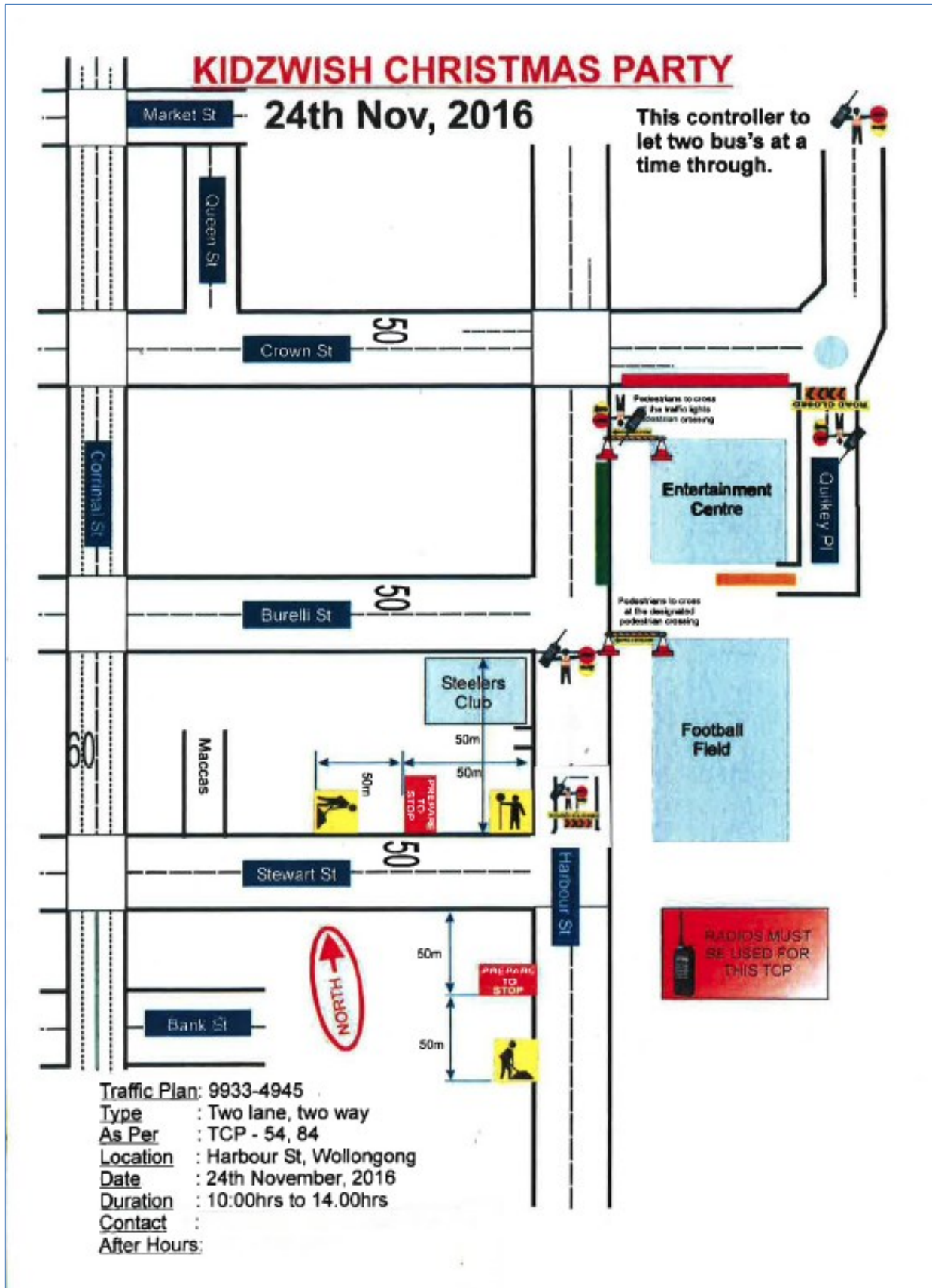
Attachment 3 – Camp Quality Convoy 2016 – 2 of 2



Attachment 4 – Line Marking - Queens Parade, Wollongong



Attachment 5 – Annual Kidz Wish Christmas Party – Harbour Street, Wollongong



Traffic Plan: 9933-4945
Type : Two lane, two way
As Per : TCP - 54, 84
Location : Harbour St, Wollongong
Date : 24th November, 2016
Duration : 10:00hrs to 14.00hrs
Contact :
After Hours: