

MINUTES

CITY OF WOLLONGONG TRAFFIC COMMITTEE



9.15AM ON WEDNESDAY 16 NOVEMBER 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 | Traffic Engineer | 22.11.16 |
| Ted Collins | Traffic Unit Manager | 23.11.16 |
| Peter Nunn | Transport and Stormwater Services – Manager | 25.11.16 |
| Mike Dowd | Infrastructure Strategy and Planning – Manager | 24.11.16 |
| Greg Doyle | Director – Infrastructure and Works | 24.11.16 |

| Name | Title | Date |
|--------------|-----------------|----------|
| David Farmer | General Manager | 25.11.16 |

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 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 16 NOVEMBER 2016

| | |
|--|-------------------------------|
| PRESENT | |
| Lindsay Dunstan – Chairman | Wollongong City Council |
| Mike Dowd – Manager Infrastructure Strategy & Planning | Wollongong City Council |
| Debra Nicholls – Administration Officer | Wollongong City Council |
| Senior Constable Andrew Cotton | NSW Police |
| Kristian Pinochet | NSW Roads & Maritime Services |
| David Cratchley | Premier Illawarra |
| Les Dion | Dion's Bus Service |
| Neil McCormack | Representing Lee Evans MP |
| Councillor Jill Merrin | Representing Ward 1 |
| Krista Spiers – Strategic Business Analyst | Wollongong City Council |

| | |
|----------------------------------|-------------------------|
| APOLOGIES | |
| Naomi Reid - Road Safety Officer | Wollongong City Council |
| Councillor Michelle Blicavs | Representing Ward 2 |
| Stephen Burridge | Busabout |

| | |
|-------------------------|---------------------------|
| ABSENT | |
| Councillor Vicki Curran | Representing Ward 3 |
| Melanie Haskew | Representing Ryan Park MP |

CONFIRMATION OF MINUTES OF MEETING HELD ON 26 OCTOBER 2016.

BUSINESS ARISING – None.

GENERAL BUSINESS

| | Suburb | Street(s) | Issue |
|---|------------|----------------------------|-----------------------------|
| 1 | THIRROUL | Carpark off Phillip Street | Adjustment to timed parking |
| 2 | WOLLONGONG | Geards Place | Parking Restrictions |
| 3 | WOLLONGONG | Queens Parade | Parking Restrictions |
| 4 | WOLLONGONG | Denison Street | Parking Proposal |
| 5 | MANGERTON | Colleen Grove | Stop Sign and Line Marking |

REGULATION OF TRAFFIC

| | Suburb | Street(s) | Issue |
|---|------------|-------------------|---|
| 6 | WOLLONGONG | Church Street | Installation of Tower Crane 15 December 2016 |
| 7 | WOLLONGONG | Church Street | Carols in the Mall 17 December 2016 |
| 8 | WOLLONGONG | Strathearn Avenue | Christmas Street Party 24 December 2016 |
| 9 | DAPTO | Avondale Road | Wollongong Sporting Car Club - Events for 2017 |

LATE ITEMS

| | Suburb | Street(s) | Issue |
|----|----------|----------------|---|
| 10 | WOONONA | Royal Crescent | Community Street Party – 31 December 2016 |
| 11 | CORRIMAL | Ruddock Street | Crane Lift – December 13 th , 14 th or 15 th 2016 |

INFORMAL ITEMS - (TRAFFIC ENGINEERING ADVICE ONLY)

| | Suburb | Street(s) | Issue |
|----|------------|------------|---|
| 12 | WOLLONGONG | Cliff Road | On road traffic facilities during closure of Tramway Shared Path |

The meeting concluded at 11.35am

GENERAL BUSINESS

1 THIRROUL - WARD 1

Off Phillip Street – Adjustment to timed parking

Background:

Wollongong City Council operates a 4 hour parking area at the Thirroul District Community Centre and Library and there have been difficulties in visitors observing the 4 hour parking limit. The manager of the facility has requested a change to a 2 hour parking limit with the provision that permits can be issued for visitors who need to stay longer. It is understood the 2 hour limit is easier for Council Rangers to administer.

In order to assist the Council courier, a Loading Zone was originally installed near the entrance to the library. Unfortunately this does not permit library users to stop briefly and return library books; and accordingly the facility manager has asked for a 5 Minute Parking area to replace the existing Loading Zone. The signs at the entrance to the carpark indicate that Council vehicles are exempt from parking restrictions, enabling the Council courier to utilise a 5 Minute Parking space as required.

PROPOSAL SUPPORTED UNANIMOUSLY

Replace:

- a) The existing 4 hour restriction with a 2 hour restriction at the entrance to the Thirroul District Community Centre and Library.
- b) The existing 'Loading Zone' with a '5 Minute Parking' area adjacent to the entrance to the Thirroul Library.

2 WOLLONGONG - WARD 2

Geards Place – Parking Restrictions

Background:

Geards Place is a narrow cul-de-sac where parking can be permitted on both sides of the street providing drivers do not park opposite a driveway or opposite another parked vehicle, as the street is about 6.5m wide between kerbs. Parents attending events or collecting children from the nearby Illawarra Grammar School have been reported parking without considering the needs of other drivers and residents have requested that parking restrictions be installed on the western side of Geards Place.

PROPOSAL SUPPORTED UNANIMOUSLY

Install 'No Stopping' restrictions on the western side of Geards Place.

3 WOLLONGONG - WARD 2

Queens Parade – Replace 'No Parking' with 'Loading Zone'

Background:

There is an existing 'No Parking' area in Queens Parade adjacent to a motor vehicle dealership where the area has been used for delivery of new cars. The 'No Parking' restriction does not permit vehicles to stand for more than a few minutes and the manager has requested that a 'Loading Zone' be installed to replace the 'No Parking' zone. Under the NSW Road Rules other vehicles may also use a loading zone as a drop off and pick up area.

PROPOSAL SUPPORTED UNANIMOUSLY

Replace the existing 'No Parking' zone in Queens Parade (western side) with a 'Loading Zone'.

4 WOLLONGONG - WARD 2
Denison Street - Parking Proposal

Background:

In the adjoining cul-de-sac of New Dapto Road there is a pre-school centre which does not have adequate onsite parking and the provision of additional parking will take some time to arrange. As a short term solution, the centre manager has requested that four 30 minute parking spaces be provided in Denison Street which will permit parents to bring the children into the centre by existing footpaths. Whilst such off site arrangements are not ideal for pre-schools, parents are currently queuing in the cul-de-sac to use the limited onsite spaces.

During inspections it became obvious that the traffic volumes on Denison Street made its use unsuitable as a drop off area for parents attending the pre-school. As an alternative the committee agreed that four unrestricted parking spaces would be more appropriate. As the pre-school is an early opening centre, the spaces could be used by staff leaving the pre-school car park free for parents to use.

The area proposed for the additional parking is currently covered by 'No Stopping' restrictions on the approach to the traffic signals at Throsby Drive. The length of 'No Stopping' appears to be more than required and utilising part of this space for parking is reasonable under the circumstances.

PROPOSAL SUPPORTED UNANIMOUSLY

Install four additional parking spaces on the western side of Denison Street immediately north of the existing 'No Stopping' sign and south of the Throsby Drive intersection.

5 MANGERTON - WARD 2
Colleen Grove - Stop Sign and Line Marking

Background:

A resident has requested that Council provide a Stop Sign, Stop Line and Double Barrier Lines in Colleen Grove at the junction with Rowland Avenue, in order to encourage drivers to keep to the correct side of the road when entering and leaving the side street. During inspections Committee members advised that the 'Give Way' sign is still appropriate but that the addition of double barrier lines would assist.

PROPOSAL SUPPORTED UNANIMOUSLY

Install Double Barrier Lines at the existing 'Give Way' sign for a distance of 10m in Colleen Grove at the intersection with Rowland Avenue.

REGULATION OF TRAFFIC

6 WOLLONGONG – WARD 2
Church Street – Installation of Tower Crane between Gipps and Edward Streets for building work

Background:

A contractor has requested that Council agree to a full road closure of Church Street between Gipps and Edward Streets, to allow the installation of a tower crane at a new development; 28 – 30 Church Street, Wollongong.

The contractor has nominated Thursday 15th December as the date for the tower crane installation with a backup date of Friday 16th December 2016. The road closure will take effect from 7am to 5pm and arrangements have been made to permit access for residents. The closure will involve a relocation of bus route 65 for the duration, and adjustments to the bus zones in Keira Street to accommodate the Smiths Hill High School bus services.

There is a simple diversion in place for through traffic via Edward Street, View Street and Gipps Street (Gipps Street between Church and View Streets is two way.)

PROPOSAL SUPPORTED UNANIMOUSLY

The submitted traffic management plans (Attachment 3) be approved subject to:

- Council's Standard Conditions for Road Closures (Attachment 1)
- The school bus zones in Keira Street being extended by 30 Metres (outside Smith's Hill High School)
- The supply of a traffic controller by the Applicant, to be located at the school bus zones in Keira Street from 7am to 9am and 2pm to 3.30pm
- Notification to the bus companies by Applicant to confirm the date of works.

- 7 WOLLONGONG – WARD 2
Church Street – Christmas Carols in the Mall – 17 December 2016

Background:

Council is proposing a road closure for Church Street between Market Street and the Mall, as well as limited traffic movement in Court Lane, to permit a Christmas Carols event to be held in the Church Street part of the Mall. The closure is requested from 4pm to 10pm on Saturday 17th December 2016. The traffic control plans are to be tabled at the meeting.

PROPOSAL SUPPORTED UNANIMOUSLY

The submitted traffic management plans (Attachment 4) be approved subject to Council's Standard Conditions for Road Closures (Attachment 1).

- 8 WOLLONGONG – WARD 2
Strathearn Avenue – Christmas Street Party – 24 December 2016

Background:

Council has received a request for a road closure of Strathearn Avenue between Lauder Avenue and Union Street for a street party. The closure is requested from 4pm to 12am on Saturday 24th December 2016. The organiser has provided a comprehensive list of signatures from residents affected by the closure. Should access be required, the organisers have agreed to escort vehicles through the closed road as needed. It should be noted that the section of street being closed is south of the Number 24 bus route.

PROPOSAL SUPPORTED UNANIMOUSLY

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

- 9 DAPTO – WARD 3
Avondale Road – Wollongong Sporting Car Club – Events for 2017

Background:

The Wollongong Sporting Car Club has proposed a program of Huntley Hill Climb events for 2017 at the end of Avondale Road as has been approved in previous years. The course and the race program have been approved by the relevant racing authority and permission is currently being sought from the NSW Police. The races take place in the form of a time trial where one vehicle at a time traverses the course. This allows residents to be guided through the road closure as required.

| Huntley Hillclimb Motorsport Events for 2017 | |
|--|-------------|
| Sunday | 12 February |
| Saturday | 1 April |
| Sunday | 2 April |
| Sunday | 18 June |
| Sunday | 20 August |
| Sunday | 22 October |
| Sunday | 26 November |

PROPOSAL SUPPORTED UNANIMOUSLY

The submitted traffic management plans be approved (Attachment 5) subject to Council's Standard Conditions for Road Closures (Attachment 1).

LATE ITEMS

- 10 WOONONA – WARD 1
Royal Crescent – Street Party – 31st December 2016

Background:

Subsequent to the meeting, Council has received a request from the community of Royal Crescent who have proposed a road closure between 37 and 45 Royal Crescent to allow a street party to be held on New Year's Eve 2016 for the purpose of fundraising to meet medical costs for a young resident with a chronic illness. The organisers have provided a full list of signatures supporting the event from residents affected by the road closure.

This section of Royal Crescent is opposite Woonona East Public School and there is a simple diversion via Dorrigo Avenue and Robertson Road. The area is also subject to a local 40 kph speed limit and the road closure will have little impact on the street network, for the period of the closure from 4.30pm till Midnight.

PROPOSAL SUPPORTED UNANIMOUSLY

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

- 11 CORRIMAL – WARD 1
Ruddock Street – Crane Lift – 13th 14th or 15th December 2016 (One day only)

Background:

Subsequent to the meeting, Council has received a request from a building contractor who has proposed a road closure of Ruddock Street, Corrimal to permit a crane to lift equipment into an industrial complex at No 20 Ruddock Street. Arrangements have been made to permit residents and other businesses in the area to have access to their properties during the closure.

The T junction of Railway Street and Ruddock Street restricts traffic entering Ruddock Street to left only, due to the proximity of the rail level crossing. The detour available around the closure is specified in the traffic control plans. As crane work is weather dependant, the contractor has proposed one day for the work, being either 13th 14th or 15th December 2016.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure of Ruddock Street between 7am until 5pm on the chosen date (13th 14th or 15th December 2016) be approved subject to the submitted traffic management plans (Attachment 6) and Council's Standard Conditions for Road Closures (Attachment 1).

INFORMAL ITEM

- 12 WOLLONGONG – CLIFF ROAD
On road facilities for traffic during the closure of the Tramway Shared Path between North Beach and Belmore Basin

Background:

Council is proposing to close the Tramway Shared Path between North Beach and Belmore Basin for a period of 12 – 18 months beginning in March 2017 to allow for reconstruction of the path. The shared path is currently used by large numbers of cyclists who access recreational areas north and south of the Wollongong CBD and it is necessary to divert the cyclists to Cliff Road for the duration. Preliminary plans were presented for comment as part of Council's Community Consultation process.

After the recent Councillor briefing, the current proposal is a minimalist approach with additional signs and lines and relocatable speed cushions to be installed on Cliff Road. The additional speed cushions are designed to slow traffic at the critical uphill grades to allow cyclists to travel safely in the normal travel lane but at lower speeds.

The NSW Police representative questioned the use of bicycle symbol pavement markings when the carriageway hasn't the width to provide a separate cycle lane. It was also suggested that more parking could be removed at the slow points to improve traffic flows and safety for cyclists.

The bus operators advised that there could be delays to Gong Shuttle Services as a result of the additional traffic and speed cushions.

The Ward 1 Councillor representative expressed concern that the proposal would not adequately cater for cyclists.

Council staff noted all feedback from Committee members and advised that arrangements could be changed on site to address any issues if they eventuate.

Minutes to be confirmed at the next meeting to be held at 9.15am on 18 January 2017.

| 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 8 March | Administration Building, Level 10, Rooms 2 and 3 | 9.15am – 2.00pm |
| <i>NB: As of 12.10.16, there are no further Council Meetings scheduled in the Council Calendar for 2017.</i> | | |

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.

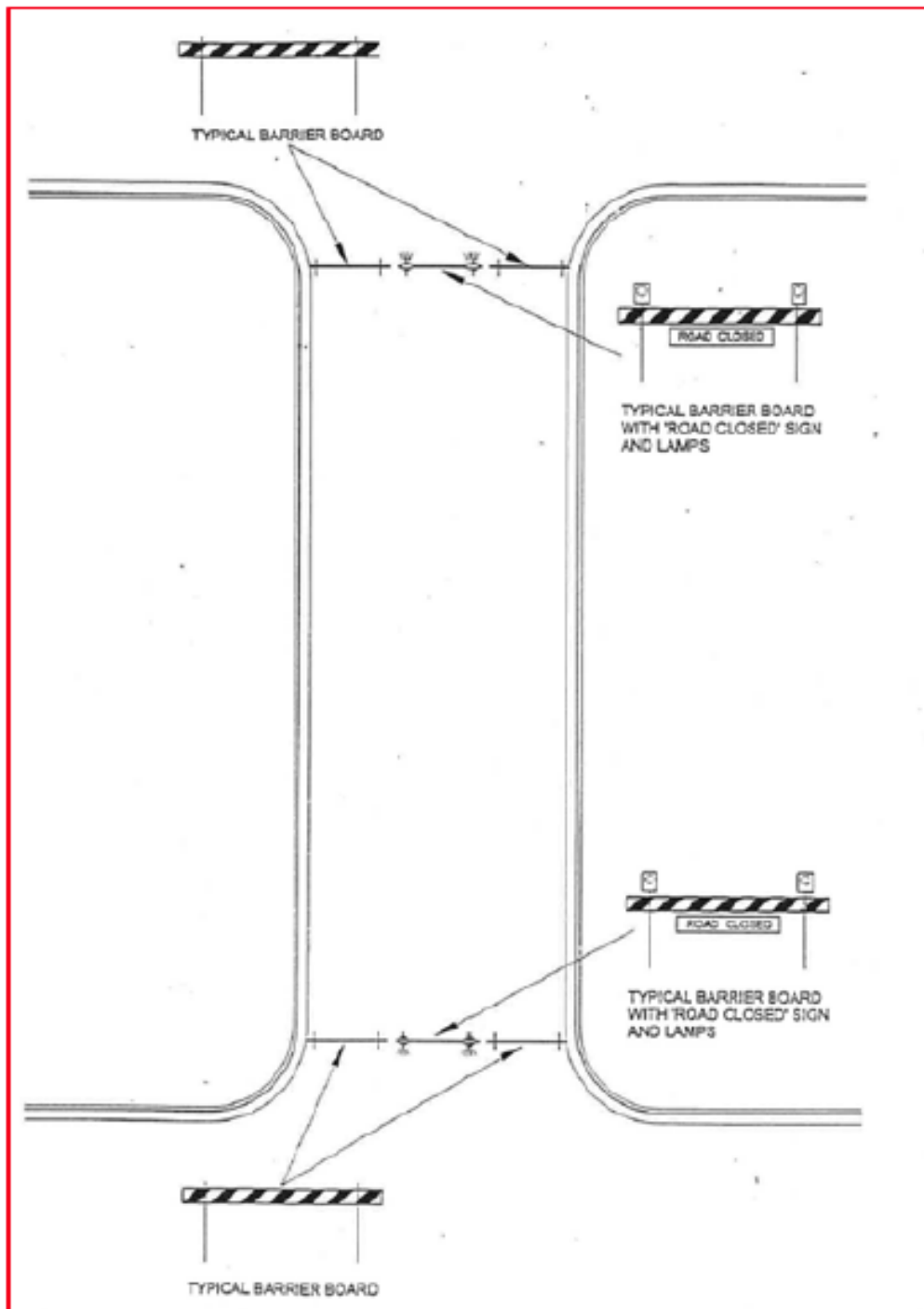
Equipment, which is returned damaged beyond use or not returned at all, will be replaced at your cost.

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.

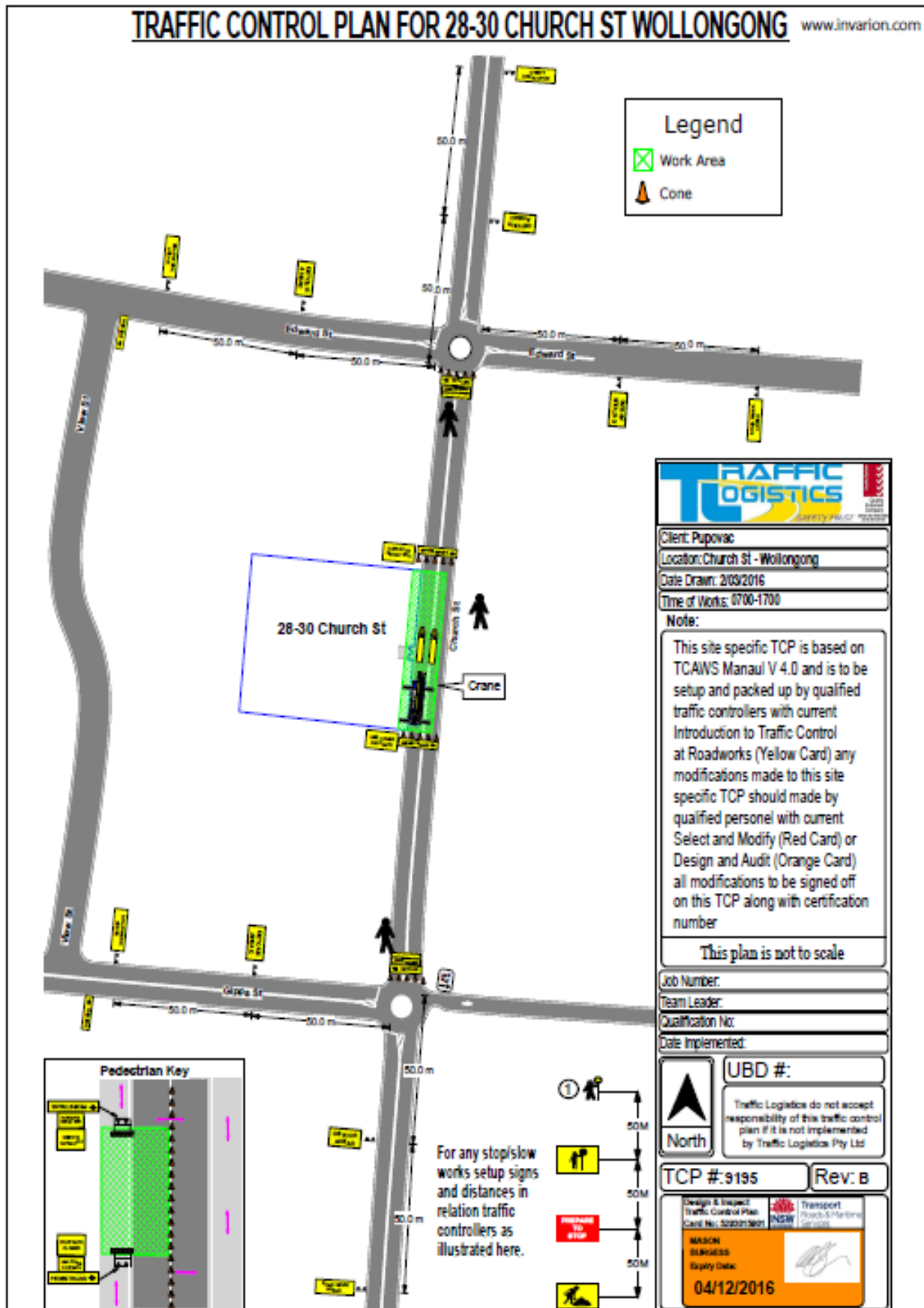
- 7 You are requested to email Council's Events and Functions Coordinator events@wollongong.nsw.gov.au two weeks prior to pick-up to ensure availability of the equipment.
- 8 If Council's Store does not have sufficient equipment to lend, you are to obtain equipment from another source (e.g. hire firm),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

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

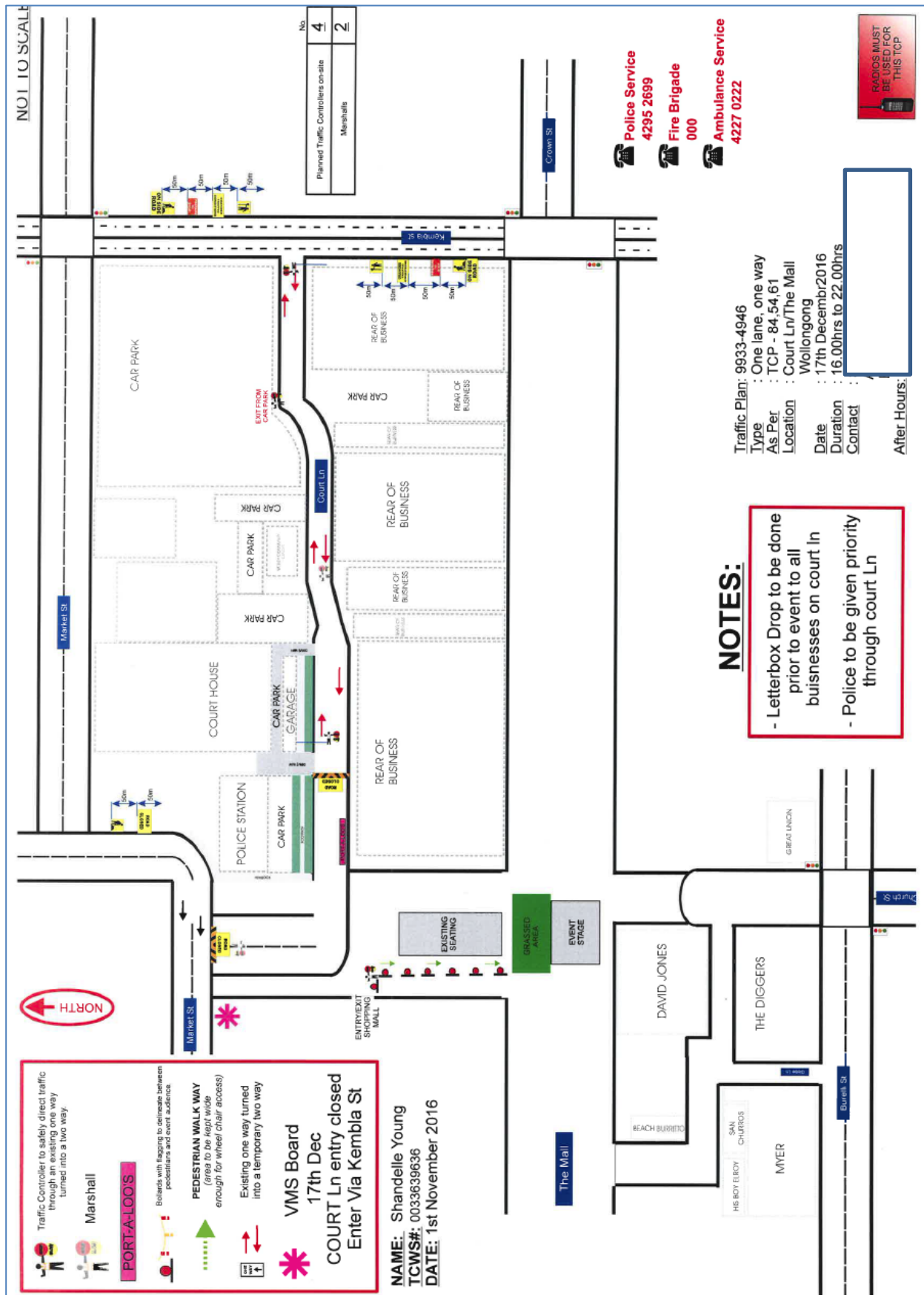
TYPICAL ROAD CLOSURE SET UP FOR STREET PARTIES



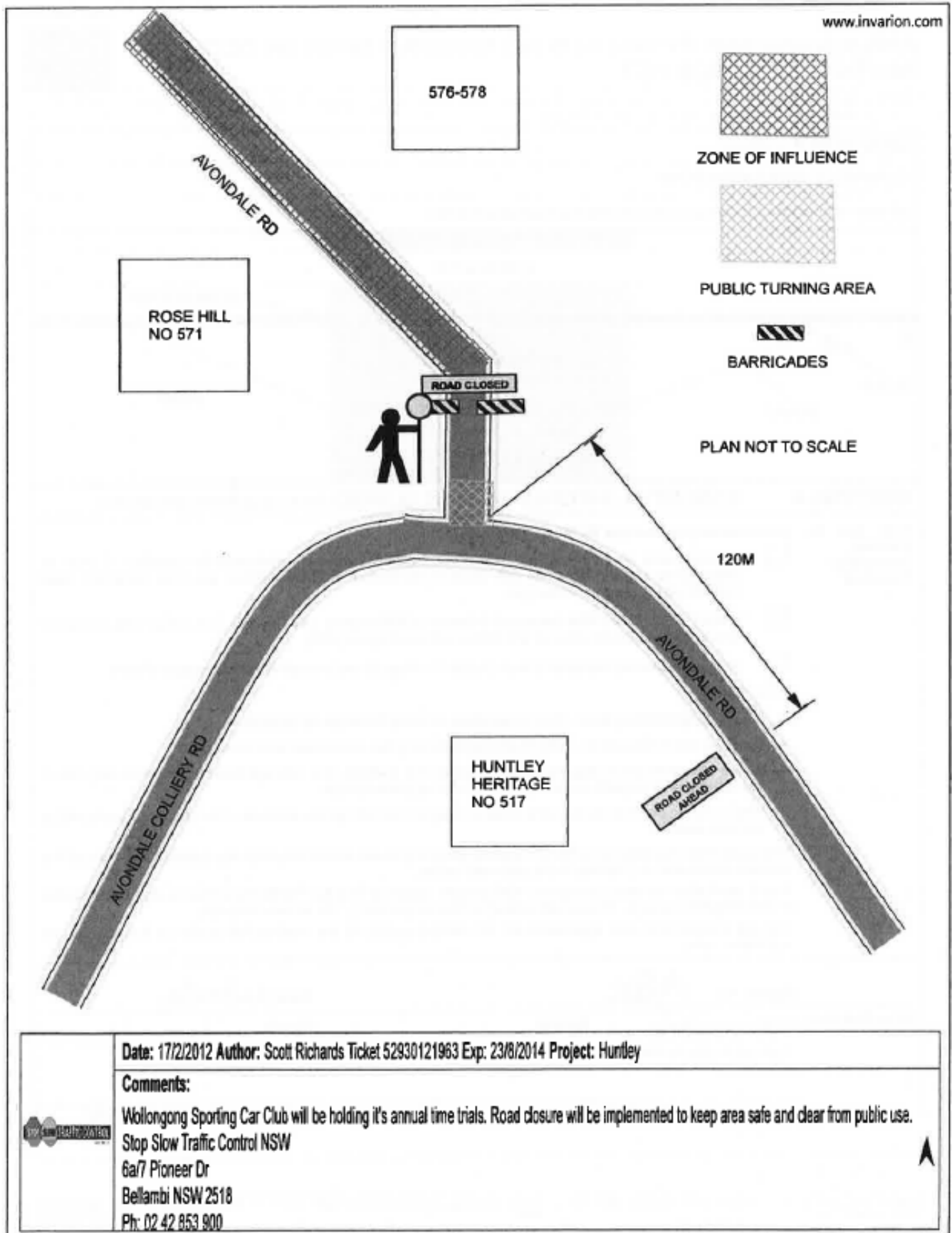
Attachment 3 - Tower Crane - Church Street Wollongong



Attachment 4 – Christmas Carols in the Mall – Church Street, Wollongong



Attachment 5 – Wollongong Sporting Car Club



Attachment 6 – Crane Lift – Ruddock Street, Corrimal

