

WOLLONGONG CITY COUNCIL

# Traffic Committee Minutes of Electronic Meeting

13 November 2019



**ELECTRONIC MEETING**

**13 November 2019**

**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	Senior Traffic Engineer	15 November 2019
David Wilson	Traffic and Transport Unit Leader	15 November 2019
Mike Dowd	Infrastructure Strategy and Planning – Manager	18 November 2019
Andrew Carfield	Director – Infrastructure and Works	18 November 2019
Name	Title	Date
Greg Doyle	General Manager	19 November 2019

**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.**

PARTICIPANTS	
Lindsay Dunstan - Chair	Wollongong City Council
Rob Gaudiosi	Wollongong City Council
Rebecca Grella	Wollongong City Council
Mel Lausz	Wollongong City Council
Senior Constable Andrew Cotton	NSW Police
Senior Constable Craig Gray	NSW Police
David Cratchley	Premier Illawarra
Les Dion	Dion's Bus Service
Jayd Marsh	Roads and Maritime Services
John Burns	Representing the Member for Keira and Member for Wollongong
Hayden Wilkinson	Cadet Civil Engineer

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## 1 STANDING AGENDA ITEMS

### 1.1 Declarations of Interest

No conflicts of interest were declared.

### 1.2 Confirmation of Minutes Arising from Previous Minutes

#### **COMMITTEE'S RECOMMENDATION:**

The Committee confirmed the previous minutes as an accurate record.

#### **CARRIED UNANIMOUSLY**

## 2 GENERAL BUSINESS

### 2.1 BERKELEY - WARD 3

Flagstaff Road, Berkeley

#### BACKGROUND

The Berkeley School has consulted with the School community about a proposed No Parking area, 20 m in length on Flagstaff Road, immediately east of the No Stopping at the approach to the school crossing. A sketch showing the length and location has been distributed to the school community for comment. A significant proportion of the school community is in favour and once the signs are installed Berkeley PS will be part of the banner program where a banner is displayed on the fence for several weeks, indicating the meaning of No Parking.

#### CONSULTATION

Consultation has been carried out with the community by Berkeley Public School.

#### **COMMITTEE'S RECOMMENDATION:**

A No Parking area be installed, 20 m in length on the southern side of Flagstaff Road and immediately east of the No Stopping restrictions on the approach to the school crossing.

#### **CARRIED UNANIMOUSLY**

## 3 REGULATION OF TRAFFIC

### 3.1 BULLI - WARD 1

Callows Road, Road Closure

#### BACKGROUND

Council has received a request from a resident for a Street Christmas Party on Callows Road Bulli between Cradle Drive and Wallbank Way. The closure is to take place from 3 pm to 8 pm on Saturday 21 December 2019.

The applicant has also provided evidence from adjoining residents that there is no objection to the road closure taking place for this event.

#### CONSULTATION

Consultation with the community is required as a condition of approval for this road closure.

#### **COMMITTEE'S RECOMMENDATION:**

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties attached.

#### **CARRIED UNANIMOUSLY**

### 3.2 CORRIMAL - WARD 1

Angel Street, Road Closure

#### BACKGROUND

Council has received a request from a resident for a Street Christmas Party on Angel Street Corrimal between Yuill Avenue and St Andrews Place. The closure is to take place from 3 pm to 7 pm on Sunday 15 December 2019, and as there is a simple detour around the closure via Tarrawanna Road, the effect on the road network will be minimal.

The applicant has also provided evidence from adjoining residents that there is no objection to the road closure taking place for this event.

#### CONSULTATION

Consultation with the community is required as a condition of approval for this road closure.

#### COMMITTEE'S RECOMMENDATION:

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties attached.

#### CARRIED UNANIMOUSLY

### 3.3 HAYWARDS BAY - WARD 3

Eastpoint Avenue, Haywards Bay

#### BACKGROUND

Council has received a request from a resident for a Street Christmas Party on Eastpoint Avenue Haywards Bay to be held on Saturday 28 December 2019 from 2 pm to 7 pm. The closure will affect the full length of Eastpoint Avenue.

The applicant has also provided evidence from adjoining residents that there is no objection to the road closure taking place for this event.

#### CONSULTATION

Consultation with the community is required as a condition of approval for this road closure.

#### COMMITTEE'S RECOMMENDATION:

The proposed road closure be approved subject to Council's Standard Conditions for Street Parties attached.

#### CARRIED UNANIMOUSLY

### 3.4 UNANDERRA - WARD 2

Central Road, Level Crossing Road Closure

#### BACKGROUND

The company which manages the railway line between Unanderra and the Dendrobium Mine at Mount Kembla has requested a weekend road closure of the level crossing to allow important construction work to be undertaken. The road closure is to take effect from 6 am on Saturday 18 January 2020 until 6 am Monday 20 January 2020. Council officers and the Railway Manager have previously agreed that the work be undertaken in school holidays and preferably over the weekend so that the impact on the road network will be minimized.

There is a detour available via Derribong Drive, Booreea Boulevard and Cordeaux Road. Sufficient notice is available for the bus routes to be rescheduled during this weekend.

#### CONSULTATION

Consultation is required as a condition of approval for this road closure.

#### COMMITTEE'S RECOMMENDATION:

The proposed road closure from 6 am Saturday 18 January 2020 to 6 am Monday 20 January 2020 be approved subject to the submitted Traffic Management Plan CJS0727 and Council's Standard Conditions for Road Closures.

**CARRIED UNANIMOUSLY**

### 3.5 KEMBLA GRANGE - WARD 3

Darkes Road, Road Closure Extension

#### BACKGROUND

The subdivision company involved with the Sanctuary Views project at Kembla Grange has previously been given approval to close Darkes Road until mid-December 2019, between West Dapto Road and Council's Integral Energy Park. It is understood some of the work associated with new services to the subdivision project have delayed the main drainage works. The subdivision manager has requested an extension to Darkes Road closure until 28 February 2020. In the event the work can be completed sooner, Darkes Road will be opened once construction work has been completed in the road reserve.

The traffic management plans for the work have not changed and therefore a new submission of plans was not required.

#### CONSULTATION

Consultation is required as a condition of approval for this road closure.

#### COMMITTEE'S RECOMMENDATION:

An extension from 16 December 2019 until 28 February 2020 to the existing road closure for Darkes Road Kembla Grange be approved subject to the previously approved Traffic Management Plans and Council's Standard Conditions for Road Closures.

**CARRIED UNANIMOUSLY**

The next meeting City of Wollongong Traffic Committee will be held on 29 January 2020 at 9:15am at the Wollongong City Council Administration Building on Level 10.



## **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.

### Standard Conditions 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 (eg)

Temporary Road Closure – Owen Street, Bulli

Date: 6 December 2014

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 **See attached typical road closure set up for a street party – note that vehicles will be required to be parked across the roadway at each closure point.**

Council will endeavour to make available to you the following equipment

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, but these can be obtained at a modest cost from hardware stores. The flashing lights must be fixed to the barriers and operating prior to sunset.

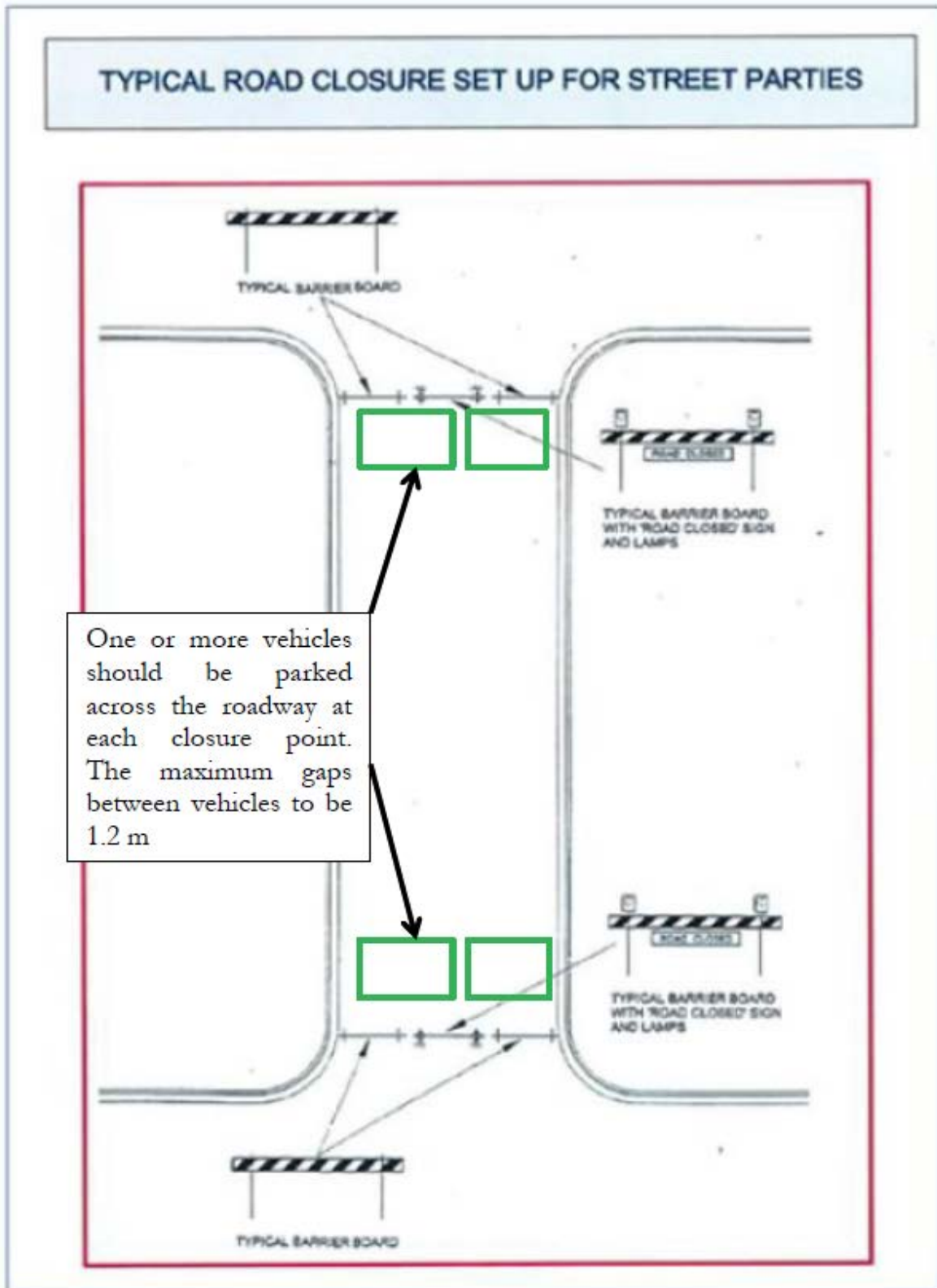
It is your responsibility to collect this equipment from Council's Works Depot Store, Montague Street, North Wollongong, prior to 2.00 pm on the last working day prior to your proposed road closure, and return same on the next working day following the closure. Please ensure you sign a receipt when collecting 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 contact Lee Cramer, Council's Events and Functions Coordinator on 42 277104 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



Plan 1 CJS0727 - Central Road Unanderra, Level Crossing Road Closure

