

ITEM 23

CITY OF WOLLONGONG TRAFFIC COMMITTEE - MINUTES OF MEETING HELD ON 18 OCTOBER 2017

A meeting of the City of Wollongong Traffic Committee was held on 18 October 2017.

Items 1 – 4 and 10 have been adopted by Council through delegated authority.

Items 5 – 9 of the 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 18 October 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 Macedonian Orthodox Church Procession
- 4 Queens Baton Relay

BACKGROUND

REGULATION OF TRAFFIC

1 WOLLONGONG – WARD 2 (Item 5 of the Traffic Committee Minutes)

Macedonian Orthodox Church Procession – Friday 19 January 2018

Background:

To celebrate a major event in the Macedonia Orthodox Church calendar the local congregation has proposed a procession from the church in Stewart Street to the Wollongong Harbour on Friday 19 January 2018. The event will involve a short road closure of Stewart Street at the corner of Harbour Street, Wollongong to commence at 11am and be completed by 12 Noon. The procession will then follow the footpaths until a controlled crossing on Crown Street at the WIN Entertainment Centre and then a final crossing off Cliff Road at the entrance to the Harbour.

Amended Traffic Management Plans were presented at the meeting and it's understood the organisers will follow the recommendations made by the Police and Council at a recent meeting.

Consultation:

Community Engagement managed by the organiser is a condition of this approval

PROPOSAL SUPPORTED UNANIMOUSLY

The road closure on Friday 19 January 2018 at 11.00am – 12 Noon be approved subject to the submitted Traffic Management Plans 14105 be approved (Attachment 3) and Councils Standard Conditions for Road Closures (Attachment 1)

2 WOLLONONG – WARD 2 (Item 6 of the Traffic Committee Minutes)

Queens Baton Relay – Monday 5 February 2018 from 9am – 11.45am

Background:

The Queens Baton relay (QBR) has been the traditional curtain raiser to the Commonwealth Games since the 1950's. Wollongong Council is hosting one leg of the relay on Monday 5 February 2018. The event will begin at 9.00am with activities in Stuart Park prior to the relay and concluding activities are planned for Crown Street Mall at 11.15am.

The relay involves a runner and a number of vehicles which will travel from Stuart Park to Endeavour Drive where road closures will be in place between 10.45am and 11.15am. The relay will then commence from Endeavour Drive to Crown Street Mall from 11.15am to 11.45am with the proposed road closures for the second section of the relay.

Bus services have been advised of some minor delays but the bus operators have confirmed that bus schedules will not be affected significantly. The traffic controllers will move the closure equipment to keep ahead of the relay. In this regard buses will be permitted to access the Marine Drive bus terminus as late as possible. Amended plans are to be forwarded to the bus operators for confirmation of this arrangement.

Once the relay reaches Kembla Street most of the vehicles will divert to McCabe Park and the relay participants will move through the centre of the Mall. Following the completion of the event in the Mall participants will then join the vehicles in McCabe Park.

Consultation:

Residents and businesses along the route will be contacted by Council's Community Engagement Team as part of Council's communication strategy for this event.

PROPOSAL SUPPORTED UNANIMOUSLY

The event held on Monday 5 February 2018 from 9am – 11.45am be approved subject to the submitted Traffic Management Plans (Attachment 4) and Council's Standard Conditions for Road Closures (Attachment 1)

3 WEST WOLLONGONG – WARD 2 (Item 7 Of the Traffic Committee Minutes)

Lexburn Avenue – Street Party – Saturday 16 December 2017

Background:

The residents of Lexburn Avenue, West Wollongong have requested approval for a road closure to hold a street party on Saturday 16 December 2017. The closure will take effect from 5.00pm to 11.30pm on the day for the section of Lexburn Avenue between Yellagong Street and Euroka Street. The party has been held without incident in previous years in accordance with Council's Standard Conditions for Street Parties.

Consultation:

The residents affected have indicated their agreement to the road closure.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure on Saturday 16 December 2017 at 5.00pm – 11.30pm be approved subject to Council's Standard Conditions for Street Parties (Attachment 2)

4 BERKELEY– WARD 3 (Item 8 of the Traffic Committee Minutes)

Hunt Place – Street Party – Sunday 31 December 2017

Background:

Residents of Hunt Place, Berkeley have requested approval for a road closure to hold a street party on Sunday 31 December 2017. The closure will take effect from 1.00pm – 12.00am on the day. All the residents affected by the closure have indicated their agreement to the event being held.

Consultation:

The residents affected have indicated their agreement to the road closure.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure on Saturday 16 December 2017 at 5.00pm – 11.30pm be approved subject to Councils Standard Conditions for Street Parties (Attachment 2)

5 KEIRAVILLE – WARD 2 (Item 9 of the Traffic Committee Minutes)

Shoobert Crescent – Street Party – Friday 8 December 2017 at 6pm – 8.30pm

Background:

Subsequent to the Traffic Committee meeting a resident group of Shoobert Crescent, Keiraville have requested approval for a road closure to hold a street party on Friday 8 December 2017. The closure will take effect from 6.00pm to 8.30pm on the day for the section of Shoobert Crescent from Murphys Avenue to Harkness Avenue.

The party has been held without incident in previous years in accordance with Councils Standard Conditions of Street Parties. The proposal has been circulated to Committee members and no objections have been received.

Consultation:

The residents affected have indicated their agreement to the road closure.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure on Friday 8 December 2017 at 6.00pm – 8.30pm be approved subject to Councils Standard Conditions for Street Parties (Attachment 2).

6 CORRIMAL – WARD 1 (Late item of the Traffic Committee Minutes)

Station Street – Street Party – Saturday 9 December 2017 – 6pm – 10.30pm

Background:

Subsequent to the Traffic Committee Meeting on 18 October 2017, an application has been received to close Station Street Corrimal for a Street Party on Saturday 9 December 2017 from 6 pm to 10.30 pm. The organiser has provided evidence that the residents affected by the closure from No. 5 to No. 15 Station Street (and the homes opposite from 10 to 16) have consented to the closure.

Arrangements have been made to allow residents access if required under supervision during the event. There is little through traffic but the detour via Murray Road/Gregory Street to the north or south and Duff Parade to the west is straight forward. There are no bus routes in Station Street and similar events were held in December 2015 and 2016 without incident. It should be noted that Station Street is wide at 12.5 m between kerbs and drivers can make a U turn safely should a

vehicle enter the street during the closure.

The proposal has been circulated to the Members of the Traffic Committee and no objections have been received.

Consultation:

The residents affected have indicated their agreement to the road closure.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure on Saturday 9 December 2017 at 6.00pm – 10.30pm be approved subject to Councils Standard Conditions for Street Parties (Attachment 2)

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal under the objective Community Goal 6 – *We have sustainable, affordable and accessible transport.*

It specifically delivers on core business activities as detailed in the Transport Services Plan 2017-18.

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



















