

**Minutes of the Traffic Committee Meeting  
of Shellharbour City Council held in the Ground Floor Training Room  
on Wednesday, 1 November 2023 commencing at 9:30 AM**

**Attendance**

**Present:**

Cr John Davey	Shellharbour City Council (Chair)
Craig Gray	NSW Police
Justin Miles	Transport for NSW
Cr Maree Duffy-Moon	Representative for the Member for Shellharbour
Daniel Hicking	Representative for the Member for Kiama

**In Attendance:**

Matthew Apolo	Acting Executive Director Infrastructure Services
Wayne Wilson	Manager Floodplain and Transport (Acting)
Stephanie Luo	Senior Transport Engineer (Acting)
Jake Richards	Civil Engineer – Cadet
Jenny Davies	Road Safety Officer
Mark Miller	Manager Compliance and Regulation
Allison Bonaz	Corporate Meetings Officer (Minute Taker)

**1 Acknowledgement to Country**

Shellharbour City Council acknowledges the Traditional Custodians of the Dharawal Country and recognise their continued connection to the land we meet on today. We pay our respects to Elders past, present and emerging and the contribution they make to the life of this city and this region and extend our recognition to their descendants who continue to live on country.

## **2 Apologies**

An apology was tendered on behalf of Andy Gaudiosi from Transport for NSW.

## **3 Leave of Absence**

Nil

## **4 Confirmation of Minutes**

### **4.1 Traffic Committee Meeting - 6 September 2023**

That the Minutes of the Traffic Committee Meeting held on 6 September 2023 as circulated be taken as read and confirmed as a correct record of proceedings.

## **5 Disclosure of Interest**

Nil

## **6 Addresses to Committee**

Nil

## **7 Presentations**

Nil

## **8 Reports**

### **8.1 Barrack Avenue, Barrack Heights - Conversion of Bus Stop to Timed Bus Zone**

That Council approve the installation of one timed restricted 'Bus Zone' along the southern alignment of Barrack Avenue, Barrack Heights (as shown in Attachment 2).

**8.2 Keross Avenue, Warilla - No Parking 8:00-9:30am and 2:30-4:00pm School Days**

That Council approve the installation of a 'No Parking' zone '8:00-9:30 and 2:30-4:00 School Days', along the northern alignment of Keross Avenue, Warilla, between Sammat Avenue and Shellharbour Road (as shown on Attachment 1).

**8.3 McCabe Street, Warilla North Public School - Removal of Flag Crossing**

That Council approve the removal of the Flag Crossing facility and associated linemarking on McCabe Street, north of Hill Street, Warilla (as shown on Attachment 1).

**8.4 Reddall Parade, Lake Illawarra - Installation of No Stopping Zone**

That Council approve the proposed installation of a 'No Stopping' zone and associated linemarking along Reddall Parade, Lake Illawarra (as shown in Attachment 2).

**8.5 Central Avenue at Fisher Street, Oak Flats- Proposed Parking Amendments.**

That Council approve the proposed amendments to the kerbside parking on Central Avenue and Fisher Street, Oak Flats (as shown on Attachment 1) subject to the installation of a footpath to be constructed on the south-west section of Fisher Street to support the proposed loading zone.

## **Late Item**

### **8.6 Allens Lane, Shellharbour Village Carpark-Temporary Partial Closure for Sewer Diversion Works (Attachment 1)**

That Council approve the temporary partial closure of the Allen's Lane carpark subject to the following conditions:

1. The applicant must inform all residents/businesses who may be impacted by this temporary closure, including all businesses within the Shellharbour Village bounded by Addison, Mary and Wentworth Streets, at least seven days and then one day before the closure via a letterbox drop. This letter box drop should be extended to the local nearby school.
2. The applicant must supply and erect any barriers and traffic signs necessary for the road closure as stipulated by the approved Traffic Control Plan (TCP) and remove them at the completion of the works.
3. A suitable Vehicle Movement Plan must be submitted to Council prior to any works commencing to ensure no trucks enter the eastern end of the carpark. All truck must also avoid the low tree canopy at all times.
4. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$20,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.
5. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
6. Shellharbour City Council reserves the right to cancel this approval at any time.
7. Should the temporary closure not occur on the approved date due to extenuating circumstances, Council's Executive Manager Technical and Recreational Services be authorised to alter the approved date.

## **9 Items for Information**

### **9.1 Police Matters**

The items for information were formally NOTED by the Committee.

## **10 General Business**

Manager Floodplain and Transport (Acting), Wayne Wilson, brought a late matter to the committee.

- Included as Item 8.6 (see Attachment 1).

Manager Floodplain and Transport (Acting), Wayne Wilson, provided for information, the proposed mobility access for the intersection of Central Ave and Kingston Street, Oak Flats.

Representative for the Member for Kiama, Daniel Hicking, mentioned the 'No Stopping' on Tongarra Road and questioned the possibility of widening the road between Terry and Russell Streets to provide 'parking bays' and provide 2 clear traffic lanes.

Representative for the Member for Kiama, Daniel Hicking, asked about the possibility of an improved connection between council areas along Marshall Mount Road and Yallah Road.

- This matter is being investigated by both Council's currently.

Representative for the Member for Kiama, Daniel Hicking, has received a request from a business to stop parking during school times along Russell Street down to Tongarra Road (to turn left) Albion Park.

- Council will consider and undertake the appropriate consultation.

Acting Executive Director Infrastructure Services, Matthew Apolo, received a request from Gareth Ward's office to consider cross hatching at the Russell Street and Tongarra Road intersection.

- Transport for NSW to pass on the feedback to staff.

Acting Executive Director Infrastructure Services, Matthew Apolo, received a request from the SES to have 'Keep Clear' area placed at the front of their access.

- Transport for NSW have raised a works order to undertake the works and will provide an update to the next meeting.

Representative for the Member for Shellharbour, Cr Maree Duffy-Moon, has received some complaints from residents of O'Gorman Street Albion Park about speeding along the street and asked for something to be done.

- Council will investigate if there is more that can be done, other than the speed humps that are already there.

**11 Next Meeting**

Wednesday, 6 December 2023

**Meeting Closed:** 10:31am

## Late Item

### 8.6 Allens Lane, Shellharbour Village Carpark - Temporary Partial Closure for Sewer Diversion Works

#### To the Chief Executive Officer

**Directorate:** Infrastructure Services  
**Business Unit:** Technical and Recreational Services

**Author:** Wayne Wilson - Manager Floodplain and Transport (Acting)  
**Approver:** Matthew Apolo - Acting Executive Director Infrastructure Services

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#### Summary

The purpose of this report is to seek approval from the Committee for the temporary partial closure of the Allens Lane carpark at the rear of 31-35 Addison Street, Shellharbour, to allow for a sewer connection (as shown on **Attachment 1**), for a period of 2 weeks commencing in November 2023.

#### Background

Harbour Cove Developments have submitted a Construction and Site Management Plan for the construction of a multi-story shop top housing development at 31-35 Addison Street, Shellharbour, where all construction for this site is proposed from the rear of the site using the Allens Lane carpark.

Due to site constraints within the carpark, the proposed construction plan will require the temporary removal of approximately 12 parking spaces within the carpark. Furthermore, due to site constraints at the eastern end of the carpark and the low tree canopy at the south/east side of the carpark, a Vehicle Movement Plan may necessitate the removal of 3 additional car parking spaces to allow a U Turn movement within the carpark so as to avoid these restrictions (as shown in **Attachment 2**). This will result in a total loss of 15 parking spaces while the temporary closure is operational.

It should be noted that in 2024, a similar closure will be required to facilitate construction works for the shop top multi-story residential development at

this site. Council has been advised that this closure maybe required for 12 months.

While alternate access to the carpark is available via Wickham Lane, this access is not suitable for truck movements, and all trucks movements will be prohibited to access the eastern end of the carpark due to swept path restrictions and the southern side of the carpark has tree canopy restrictions.

Therefore, so as to ensure these interim sewer works can be done safely during November 2023, it is recommended that the request for the proposed temporary closure be approved by Council, subject to the following conditions:

1. The applicant must inform all residents/businesses who may be impacted by this temporary closure, including all businesses within the Shellharbour Village bounded by Addison, Mary and Wentworth Streets, at least seven days and then one day before the closure via a letterbox drop. This letter box drop should be extended to the local nearby school.
2. The applicant must supply and erect any barriers and traffic signs necessary for the road closure as stipulated by the approved Traffic Control Plan (TCP) and remove them at the completion of the works.
3. A suitable Vehicle Movement Plan must be submitted to Council prior to any works commencing to ensure no trucks enter the eastern end of the carpark. All truck must also avoid the low tree canopy at all times.
4. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$20,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.
5. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
6. Shellharbour City Council reserves the right to cancel this approval at any time.
7. Should the temporary closure not occur on the approved date due to extenuating circumstances, Council's Executive Manager Technical and Recreational Services be authorised to alter the approved date.



## **Financial / Resources Implications**

If approved, works will be carried out and funded by the developer.

## **Legal and Policy Implications**

Nil

## **Public / Social Impact**

Nil

## **Link to Community Strategic Plan**

This report supports the following objectives, strategies and actions of the Community Strategic Plan:

### **1.2 We are a liveable community**

1.2.1 Inclusive, accessible and safe spaces for our entire community

1.2.1.09 Ensure that regulatory and compliance standards and local laws

## **Consultations**

### **Internal**

- Manager Compliance and Regulation
- Road Safety Officer
- Senior Transport Engineer

### **External**

Nil

## **Political Donations Disclosure**

Not Applicable

## **Committee Recommendation**

**That Council approve the temporary partial closure of the Allens Lane carpark subject to the following conditions:**

- 1. The applicant must inform all residents/businesses who may be impacted by this temporary closure, including all businesses within the Shellharbour Village bounded by Addison, Mary and Wentworth Streets, at least seven days and then one day before the closure via a letterbox drop. This letter box drop should be extended to the local nearby school.**
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## **Attachments**

- 1. Construction and Site Management Plan**
- 2. Recommended Vehicle Movement Plan Concept**



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EXISTING LEVEL  
RELATIVE LEVEL  
STRUCTURAL FINISH LEVEL  
FLOOR DATUM LEVEL 0.00M  
ABOVE FLOOR DATUM LEVEL  
FINISH FLOOR LEVEL  
STRUCTURAL SOFFIT LEVEL  
TYPICAL BEAM



Construction Vehicle Movement Plan for 31-35 Addison Street, Shellharbour

