

16 June 2021

Dear Committee Members,

You are kindly requested to attend the **Traffic Committee Meeting** of Wingecarribee Shire Council to be held in the **Nattai Room / by ZOOM, Civic Centre, Elizabeth Street, Moss Vale** on **Thursday 24 June 2021** commencing at **9:30am**.

Yours faithfully

Mr Richard Mooney
Acting Deputy General Manager

DISTRIBUTION:

Agency Representatives

Mr Matthew White, Transport for NSW
Sergeant Mathew Hoffman, Police, Hume Local Area Command
Ms Zoe McInerney - Representing the Member for Wollondilly, Nathaniel Smith MP
Mrs Katherine Wood – Representing the Member for Goulburn, Wendy Tuckerman MP

Informal Advisors

Mr Chris Moule, Berrima Buslines
Mr Laurie Stewart, Southern Highlands Taxis, Hire Cars & Coaches

Council Staff

Mr Richard Mooney, Acting Deputy General Manager
Mrs Rachel Forte, Acting Manager Assets
Mr Naif Ahmed, Coordinator Assets Roads & Traffic
Mr Frank Iacono, Transportation Planning Engineer
Mrs Liz de Graaf, Administration Assistant

cc:

The Member for Goulburn, Wendy Tuckerman MP
The Member for Wollondilly, Nathaniel Smith MP

Business

- 1. WELCOME AND APOLOGIES**
- 2. ACKNOWLEDGEMENT OF COUNTRY**
- 3. ADOPTION OF MINUTES OF PREVIOUS MEETING**
- 4. DECLARATIONS OF INTEREST**

- 5. AGENDA REPORTS**
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Our Mission, Our Vision, Our Values

OUR MISSION

To create and nurture a vibrant and diverse community growing and working in harmony with our urban, agricultural and natural environments

OUR VISION

Leadership: *'An innovative and effective organisation with strong leadership'*

People: *'A vibrant and diverse community living harmoniously, supported by innovative services and effective communication with Council'*

Places: *'Places that are safe, maintained, accessible, sympathetic to the built and natural environment, that supports the needs of the community'*

Environment: *'A community that values and protects the natural environment enhancing its health and diversity'*

Economy: *'A strong local economy that encourages and provides employment, business opportunities and tourism'*

OUR VALUES

Integrity, trust and respect

Responsibility and accountability

Communication and teamwork

Service quality

Acknowledgement of Country

I would like to acknowledge the Traditional Custodians of this land and pay my respect to Elders both past and present. I would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here today.

Declarations of Interest

The provisions of Chapter 14 of the *Local Government Act 1993* regulate the way in which Councillors, Committee Members and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest and the reasons for declaring such interest must be disclosed as soon as practicable after the start of the meeting.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions or voting on that matter and further require that the member vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

Where necessary any Councillor, Committee Member and nominated staff of Council should disclose any interest and the reason for declaring such interest in the matters under consideration at this meeting.

Councillors and Committee Members are requested to complete the appropriate form to be handed up at the Meeting.

5 AGENDA REPORTS

5.1 Local Traffic Committee - revised Terms of Reference

Report Author: Administration Officer
Authoriser: Acting Manager Assets

PURPOSE

The purpose of this report is to receive and note the revised Terms of Reference for the Local Traffic Committee, adopted at the Council meeting on 9 June 2021.

RECOMMENDATION

THAT the revised Terms of Reference for the Local Traffic Committee be received and noted.

REPORT

BACKGROUND

The Terms of Reference which govern the purpose, membership and responsibilities for each committee or group within Council's adopted Committee governance structure are currently contained within Council's Committee Manual 2016–2021.

The existing Terms of Reference for the Local Traffic Committee meetings have been updated to better reflect its role as a technical committee and to incorporate or make reference to relevant provisions of *A guide to the delegation to councils for the regulation of Traffic (including the operation of Traffic Committees)* (the Guidelines) which is published by Transport for NSW.

REPORT

The Minister for Local Government, the Hon Shelley Hancock suspended Wingecarribee Shire Council pursuant to the provisions of Section 438 (I) of the Local Government Act for a period of 3 months and appointed Mr Viv May PSM as the Interim Administrator pursuant to Section 438 (M) of the Act effective from 12 March 2021.

On the 27 May 2021, The Minister for Local Government announced that the appointment of the Interim Administrator had been granted a 3 month extension up to 10 September 2021.

The suspension of the Council has triggered a review of the Terms of Reference of the Local Traffic Committee.

The key changes to the Local Traffic Committee Terms of Reference are summarised as follows:

1. The Council representative and formal voting member is proposed to be the Manager Assets. This is in replacement of a Councillor Chairperson.
2. The convenor of the meeting (formerly known as Chairperson) is proposed to be the Council Traffic Engineer.

AGENDA FOR THE TRAFFIC COMMITTEE MEETING

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3. The Non-Voting members of the Local Traffic Committee are proposed to be expanded to include the Coordinator Regulatory Services (Council Rangers).
4. Further information about the role and administration of the Local Traffic Committee is provided to reflect relevant provisions of the Guidelines published by Transport for NSW.

The key outcomes achieved as a result of these proposed changes are:

- To reinforce the technical nature of the Local Traffic Committee by mandating that the Council Traffic Engineer convenes the meeting and is responsible for ensuring a robust technical discussion around each agenda item. In general, it is the Council Traffic Engineer who is responsible for researching and actioning items on the Traffic Committee agenda. As such he or she is the person best placed to ensure appropriate and relevant discussion of the respective items during the meeting.

Council's Manager Assets is considered sufficiently senior and independent of the Traffic Engineer to exercise Council's voting rights, while still having adequate technical knowledge to make informed judgements in keeping with the nature of the Committee's role.

- To ensure that Council's Parking Rangers are represented on the Local Traffic Committee via the Coordinator Regulatory Services. Rangers are on the frontline dealing with customer parking complaints and enforcement issues on a daily basis, and as such are an invaluable source of local knowledge which will help other Committee members understand the issues at hand. They can provide advice around many parking proposals put before the Committee. Attendance of the Senior Ranger or equivalent at Local Traffic Committee meetings is commonplace in other local government areas.
- To reduce the overall formality of the Local Traffic Committee meetings and to encourage free and open discussion between members in accordance with the Guidelines. This will facilitate a diverse range of views and productive discussion at the Committee meetings which will in turn ensure thoughtful and holistic advice is provided to Council.

Further content has also been added to the Terms of Reference to align it with relevant provisions of the Guidelines. As the Local Traffic Committee is a technical committee established under legislation it is also proposed that references to it be removed from Council's Committee Manual 2016-2021 as this governs advisory committees.

The recommendation adopted at the Council meeting on 9 June 2021 is as follows:

THAT:

1. *Council adopt the revised Terms of Reference for the Local Traffic Committee as provided in Attachment 1, including amendments to section 6.5 Public Participation to allow for meetings to be open to the public and managed in accordance with the section 5.3.4 of 'Transport for NSW's A guide to the delegation of councils for the regulation of traffic including the operation of Traffic Committees'.*
2. *Council's Committee Manual 2016-2021 be amended to remove all references to the Local Traffic Committee.*

AGENDA FOR THE TRAFFIC COMMITTEE MEETING

Thursday 24 June 2021

AGENDA REPORTS



3. *Council's website be updated to include information about the functions of the Local Traffic Committee and how members of the public can apply to address the Committee by agreement of the Committee*

COMMUNICATION AND CONSULTATION

Community Engagement

The Local Traffic Committee can permit members of the public to address it on traffic related matters; however, this process it is not widely known by the community. It is proposed that community engagement be enhanced by updating Council's website with details on the function of the Local Traffic Committee and how members of the public can apply to address the Committee if the Committee so agrees.

Internal Communication and Consultation

- Assets
- Regulatory Services
- Governance

External Communication and Consultation

Transport for NSW have endorsed the proposed changes and have advised that several other regional councils are moving towards a less formal, more technical format at Local Traffic Committee meetings.

SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

The proposed changes to the Local Traffic Committee Terms of Reference are intended to improve the process for resolving traffic and parking matters in the Shire by encouraging a more technical focus and a wider range of viewpoints in Committee meetings

COUNCIL BUDGET IMPLICATIONS

There are no budget implications in relation to this report.

AGENDA FOR THE TRAFFIC COMMITTEE MEETING

Thursday 24 June 2021

AGENDA REPORTS



RELATED COUNCIL POLICY

None.

CONCLUSION

It is recommended that the changes to the Local Traffic Committee Terms of Reference be endorsed to ensure that the Committee operates in accordance with the Guidelines and continues to be fit for purpose in a growing and diverse Shire such as Wingecarribee.

ATTACHMENTS

1. Council Agenda Report - Review of the Local Traffic Committee Terms of Reference
2. Extract from the Council meeting minutes of 9 June 2021 adopting the revised Local Traffic Committee Terms of Reference
3. Local Traffic Committee Terms of Reference v2.0



AGENDA FOR THE ORDINARY MEETING OF COUNCIL
Wednesday 09 June 2021
REPORT ACTING DEPUTY GENERAL MANAGER



10.5 Review of the Local Traffic Committee Terms of Reference

Reference: XXX
Report Author: Acting Manager Assets
Authoriser: Acting Deputy General Manager

PURPOSE

The purpose of this report is to seek the adoption of a revised Terms of Reference for the Local Traffic Committee.

RECOMMENDATION

THAT:

1. Council adopt the revised Terms of Reference for the Local Traffic Committee as provided in Attachment 1.
2. Council's Council's Committee Manual 2016-2021 be amended to remove all references to the Local Traffic Committee.
3. Council's website be updated to include information about the functions of the Local Traffic Committee and how members of the public can apply to address the Committee by agreement of the Committee.

REPORT

BACKGROUND

The Terms of Reference which govern the purpose, membership and responsibilities for each committee or group within Council's adopted Committee governance structure are currently contained within Council's Committee Manual 2016-2021.

The existing Terms of Reference for the Local Traffic Committee meetings have been updated to better reflect its role as a technical committee and to incorporate or make reference to relevant provisions of *A guide to the delegation to councils for the regulation of Traffic (including the operation of Traffic Committees)* (the Guidelines) which is published by Transport for NSW.

REPORT

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On the 27 May 2021, The Minister for Local Government announced that the appointment of the Interim Administrator had been granted a 3 month extension up to 10 September 2021.



AGENDA FOR THE ORDINARY MEETING OF COUNCIL

Wednesday 09 June 2021

REPORT ACTING DEPUTY GENERAL MANAGER



The suspension of the Council has triggered a review of the Terms of Reference of the Local Traffic Committee.

The key changes to the Local Traffic Committee Terms of Reference are summarised as follows:

1. The Council representative and formal voting member is proposed to be the Manager Assets. This is in replacement of a Councillor Chairperson.
2. The convenor of the meeting (formerly known as Chairperson) is proposed to be the Council Traffic Engineer.
3. The Non-Voting members of the Local Traffic Committee are proposed to be expanded to include the Coordinator Regulatory Services (Council Rangers).
4. Further information about the role and administration of the Local Traffic Committee is provided to reflect relevant provisions of the Guidelines published by Transport for NSW.

The key outcomes achieved as a result of these proposed changes are:

- To reinforce the technical nature of the Local Traffic Committee by mandating that the Council Traffic Engineer convenes the meeting and is responsible for ensuring a robust technical discussion around each agenda item. In general, it is the Council Traffic Engineer who is responsible for researching and actioning items on the Traffic Committee agenda. As such he or she is the person best placed to ensure appropriate and relevant discussion of the respective items during the meeting.

Council's Manager Assets is considered sufficiently senior and independent of the Traffic Engineer to exercise Council's voting rights, while still having adequate technical knowledge to make informed judgements in keeping with the nature of the Committee's role.

- To ensure that Council's Parking Rangers are represented on the Local Traffic Committee via the Coordinator Regulatory Services. Rangers are on the frontline dealing with customer parking complaints and enforcement issues on a daily basis, and as such are an invaluable source of local knowledge which will help other Committee members understand the issues at hand. They can provide advice around many parking proposals put before the Committee. Attendance of the Senior Ranger or equivalent at Local Traffic Committee meetings is commonplace in other local government areas.
- To reduce the overall formality of the Local Traffic Committee meetings and to encourage free and open discussion between members in accordance with the Guidelines. This will facilitate a diverse range of views and productive discussion at the Committee meetings which will in turn ensure thoughtful and holistic advice is provided to Council.

Further content has also been added to the Terms of Reference to align it with relevant provisions of the Guidelines. As the Local Traffic Committee is a technical committee established under legislation it is also proposed that references to it be removed from Council's Committee Manual 2016-2021 as this governs advisory committees.

The next meeting date of the Local Traffic Committee is the 24 June 2021.



AGENDA FOR THE ORDINARY MEETING OF COUNCIL

Wednesday 09 June 2021

REPORT ACTING DEPUTY GENERAL MANAGER



COMMUNICATION AND CONSULTATION

Community Engagement

The Local Traffic Committee can permit members of the public to address it on traffic related matters; however, this process it is not widely known by the community. It is proposed that community engagement be enhanced by updating Council's website with details on the function of the Local Traffic Committee and how members of the public can apply to address the Committee if the Committee so agrees.

Internal Communication and Consultation

- Assets
- Regulatory Services
- Governance

External Communication and Consultation

Transport for NSW have endorsed the proposed changes and have advised that several other regional councils are moving towards a less formal, more technical format at Local Traffic Committee meetings.

SUSTAINABILITY ASSESSMENT

• **Environment**

There are no environmental issues in relation to this report.

• **Social**

There are no social issues in relation to this report.

• **Broader Economic Implications**

There are no broader economic implications in relation to this report.

• **Culture**

There are no cultural issues in relation to this report.

• **Governance**

The proposed changes to the Local Traffic Committee Terms of Reference are intended to improve the process for resolving traffic and parking matters in the Shire by encouraging a more technical focus and a wider range of viewpoints in Committee meetings.

COUNCIL BUDGET IMPLICATIONS

There are no budget implications in relation to this report.

RELATED COUNCIL POLICY

None.



AGENDA FOR THE ORDINARY MEETING OF COUNCIL

Wednesday 09 June 2021

REPORT ACTING DEPUTY GENERAL MANAGER



CONCLUSION

It is recommended that the proposed changes to the Local Traffic Committee Terms of Reference be adopted to ensure that the Committee operates in accordance with the Guidelines and continues to be fit for purpose in a growing and diverse Shire such as Wingecarribee.

ATTACHMENTS

1. Draft Local Traffic Committee Terms of Reference



MINUTES OF THE ORDINARY MEETING OF COUNCIL
Wednesday 9 June 2021



10.5 Review of the Local Traffic Committee Terms of Reference

Report Author: Acting Manager Assets
Authoriser: Acting Deputy General Manager

The Acting Manager Assets addressed Council on this item.

OFFICERS' RECOMMENDATION

THAT:

1. Council adopt the revised Terms of Reference for the Local Traffic Committee as provided in Attachment 1.
2. Council's Council's Committee Manual 2016-2021 be amended to remove all references to the Local Traffic Committee.
3. Council's website be updated to include information about the functions of the Local Traffic Committee and how members of the public can apply to address the Committee by agreement of the Committee.

MN 156/21

MOTION moved by Interim Administrator V May PSM

THAT:

1. Council adopt the revised Terms of Reference for the Local Traffic Committee as provided in Attachment 1, including amendments to section 6.5 Public Participation to allow for meetings to be open to the public and managed in accordance with the section 5.3.4 of Transport for NSW's A guide to the delegation to councils for the regulation of traffic including the operation of Traffic Committees.
2. Council's Council's Committee Manual 2016-2021 be amended to remove all references to the Local Traffic Committee.
3. Council's website be updated to include information about the functions of the Local Traffic Committee and how members of the public can apply to address the Committee by agreement of the Committee.

PASSED



Local Traffic Committee Terms of Reference

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1. Objectives

The Local Traffic Committee (the Committee) is established to provide advice to Council which enables Council to meet its responsibilities to Transport for NSW (TfNSW) as part of the powers delegated to it by TfNSW under the *Transport Administration Act 1988*.

The Committee is an independent technical advisory Committee that assists Council to fulfil its responsibilities.

2. Authority

The Committee is established in accordance with *A guide to the delegation to councils for the regulation of Traffic (including the operation of Traffic Committees)* (the Guidelines), published by TfNSW. The Committee is not a committee within the meaning of the *Local Government Act 1993*. Its operating arrangements are detailed in the Guidelines.

Council must refer all traffic related matters to the Committee prior to exercising its delegated functions. The Committee is required to advise Council on matters referred to it by Council and does not have decision-making powers.

3. Composition

The formal composition of the Committee for voting purposes is prescribed by the Guidelines.

3.1 Formal (Voting) Members

The Committee will consist of four formal members. The members are as follows:

- Council – Manager Assets or their sub-delegate
- TfNSW – Southern Region representative
- NSW Police Force – Goulburn Local Area Command representative
- Member of State Parliament (MP) – The local MP for Wollondilly or Goulburn (or their nominee), depending on the location of the issue to be voted upon

3.2 Informal (Non-Voting) Advisors

The Committee can have additional informal (non-voting) advisors who can provide input. These include:

- Council Meeting Convenor – Traffic Engineer
- Council Coordinator Regulatory Services
- Berrima Buslines representative
- Southern Highlands Taxis, Hire Cars and Coaches representative

Other advisors may attend meetings at the request and discretion of the Committee.

4. Roles and Responsibilities

The Committee's responsibilities are set out in the Guidelines. The Committee is primarily a technical review committee which is required to advise Council on matters referred to it which relate to prescribed traffic control devices and traffic control facilities for which Council has delegated authority.



The Committee should consider the technical merits of each proposal and ensure that the proposal meets current technical guidelines.

5. Reporting

As provided for under the Guidelines, Council may sub-delegate to Councillors, the General Manager or an employee of Council certain powers that have been delegated to it by TfNSW.

The recommendations of the Committee will therefore be reported to meetings of the governing body of Council or to Council's sub-delegate (whichever is appropriate) to be considered for formal approval.

6. Administrative Arrangements

6.1 Meetings

The administration of the meetings, including frequency and format, will take place in accordance with the Guidelines.

6.2 Secretariat, Agenda and Minutes

The Manager Assets is to ensure adequate Secretariat support to the Committee is provided. Agendas, minutes and reports are to be prepared in accordance with the Guidelines.

6.3 Quorum

The Guidelines provide that while there is no need for a specific quorum to allow a Committee meeting to proceed, it must be remembered that any advice can only be returned to Council by the Committee if the views of TfNSW and the NSW Police Force have been obtained.

6.4 Conflicts of Interest and Privacy

Council officials must comply with Council's Code of Conduct in carrying out their functions as Council officials. It is the personal responsibility of each Council official to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

Where formal members or informal advisors at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate that they be excused from deliberations on the issue where the conflict of interest may exist. It is the responsibility of each member or advisor to determine if a conflict of interest exists, the nature of that interest and how they will respond to that interest.

Details of any conflicts of interest should be appropriately minuted.

6.5 Public Participation

The role of the Committee is to consider the technical aspects of any proposal and make a recommendation to Council. The Guidelines provide that the merits of the scheme, from a public perspective, is the responsibility of Council and thus residents' views should be taken into account by Council rather than the Committee.

Any decision to allow public participation in a Committee meeting should be made by the Committee in accordance with the Guidelines.

All Committee meetings are open to the public and managed in accordance with the Guidelines. The Committee may at its discretion elect to make decisions in closed Committee.



6.6 Terms of Reference Review

The Committee Terms of Reference will be reviewed whenever the Guidelines are updated or the relevant statutory provisions are amended.

7. Related Documents

- Wingecarribee Shire Council – *Code of Conduct*
- Wingecarribee Shire Council – *Procedures for the Administration of the Code of Conduct*
- Transport for NSW – *A guide to the delegation to councils for the regulation of Traffic (including the operation of Traffic Committees)*

5.2 Police report on recent crashes in the Shire

Report Author: Administration Officer
Authoriser: Coordinator Assets - Roads and Traffic

PURPOSE

Reporting on recent road crashes in the Shire recorded by Police.

RECOMMENDATION

THAT the information be received and noted

REPORT

BACKGROUND

At its meeting on 28 April 2010, Council adopted the recommendation of the Traffic Committee as follows:

THAT the Police report to each Traffic Committee meeting any fatal and serious injury crashes and locations where a pattern of crashes are developing AND THAT these crashes also be reported to Council staff to permit a timely investigation of the road environment.

ATTACHMENTS

There are no attachments to this report.

5.3 Bundanoon Village Pedestrian Crossings

Report Author: Transportation Planning Engineer
Authoriser: Coordinator Assets - Roads and Traffic

PURPOSE

To discuss potential improvements to pedestrian crossing facilities in Bundanoon in response to feedback from NSW Police.

RECOMMENDATION

THAT Wingecarribee Local Traffic Committee consider options to improve pedestrian crossing facilities on Railway Avenue and Church Street in Bundanoon.

REPORT

BACKGROUND

Bundanoon is the 4th largest town in the Wingecarribee Shire. The Bundanoon Town Centre is a vibrant centre that provides the daily shopping and community service requirements of the surrounding population of 2,729 persons (2016 Census). The Bundanoon Railway Station is located within the town centre and provides an at-grade pedestrian level crossing adjacent to the Bundanoon Station platform.

Bundanoon is divided by the Main Southern Railway and significant residential development is taking place, predominantly off Erith Street north of the Main Southern Railway and the Town Centre. There are only three rail crossing locations available to pedestrians. The rail crossing located adjacent and on the eastern side of the Bundanoon Station platform is the central crossing location which provides access to the Town Centre and the local public school (located on the south eastern corner of Church St and Philip St).

Classified Regional Road (MR569), locally named Church St and Railway Ave, passes through the Bundanoon Town Centre. The road is therefore required to service the demands of the combined function of access and movement. Pedestrians accessing the various parts of the Town Centre need to regularly interact with this road. Modifications will need to acknowledge and safely provide for competing functions.

The 5 day traffic volume of Railway Ave (35m east of Osborne St) average is 2,600 vpd and the 7 day average is 2,480 vpd. The 85th percentile speed is 53 km/h and the heavy vehicle component (Class 3 and larger) is 7.6% (based on traffic data collected in June 2019).

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The Town Centre is serviced by Berrima Buslines with bus stops located on Railway Ave east of Bundanoon Station and west of Osborne St.

There are currently no formalised pedestrian crossings of the main street within the town centre.

REPORT

This report summarises discussion between Police, Council's Acting Traffic Engineer and Traffic & Transport Planning Engineer on site on Monday 17 May 2021. The discussion focused on improving pedestrian safety in the Bundanoon Town Centre. The meeting was requested by Police to discuss concerns regarding pedestrian safety crossing Church St – Railway Pde and possible treatments to address the concerns were discussed.

The report also includes possible improvements. Following discussion with TfNSW, the proposal needs consideration of the Traffic Committee and Community engagement. Funding of implementation of the proposal has not yet been considered. Funding opportunities need to be investigated.

Attachment 1 includes relevant site photos of the Bundanoon Town Centre.

Attachment 2 shows a preliminary concept of two possible crossing locations to improve pedestrian safety in the Town Centre.

At the site meeting Council staff and Police observed the following:

1. There are no pedestrian crossing facilities provided in the town centre, leaving pedestrians to cross at a number of uncontrolled locations along Church St/Railway Ave between Osborne Ave and Osborne St (which covers the extent of the town centre).
2. Pedestrians cross at locations that often have minimum sight distance to oncoming traffic and in some locations also have to cross wide pavement areas (mainly adjacent to the 90 degree parking adjacent to the railway station).
3. Church St/Railway Ave is a Classified Regional Road connecting Sutton Forest to the Hume Highway (a few kilometres north of Marulan) via Bundanoon and Penrose and as such has significant through traffic including large vehicles.
4. Even 40 km/h in the town centre environment is considered too fast for elderly and young pedestrians.
5. The Chemist has recently relocated next to the Post Office on the north western corner of Anzac Pde/Church St. This has created a strong desire line between the Soldiers Memorial Hall and the Post Office/Chemist.
6. There is also a strong pedestrian desire line between the shops and the bus stop on Railway Ave which leads to the railway station entrance.
7. Weekend visitation has significantly increased (COVID restrictions in Sydney have likely increased "local traffic" and visitation to the area).
8. Poor compliance of some vehicles not stopping at the STOP sign on Anzac Pde heading east and turning north into Church St is of concern if a pedestrian crossing facility is installed adjacent to the Post Office.
9. The public school is located south east of the intersection of Anzac Pde/Church St and Osborne Ave. There is a strong desire line between the school, Post Office and the pedestrian rail crossing, immediately east of Bundanoon Railway Station platform.

10. The geometry of the town centre road network, on-street parking and high walls located in the footpath area compound sight line issues between crossing pedestrians and approaching vehicles from the east.
11. Ideally pedestrian crossing facilities would be located at location 1 and 3. Following the installation of pedestrian crossing facilities (should they be approved and funded) the school could assist by educating children and informing parents of the safest crossing arrangements.
12. Methods to keep speeds down on Church St/Railway Ave through the town centre would assist in achieving a safer pedestrian environment in the town centre.
13. There is concern that unless improvements are made there will be a pedestrian casualty.

Possible improvements for consideration:

Crossing Location 1:

A possible location within the existing bus zone (location 1) could connect existing kerb ramps and make use of access to the higher footpath level on the southern side. An alternative would be construction of a raised “Wombat” crossing (which incorporates a marked pedestrian crossing). This would require relocation of the bus zone – moving it east of the existing location. There is a sewer access chamber adjacent to the kerb ramp on the southern side that would complicate (and add cost) to achieving a DDA compliant kerb build out. The kerb build out is considered essential to maximise sight lines to pedestrians waiting to cross adjacent to the vertical retaining wall which would need to extend out to the edge of the travel lane. The paved footpath on the northern side would need to be extended east to the end of the relocated bus zone.

There would be a loss of an estimated 3 parking spaces along the northern side and a further 3 parking spaces on the southern side. Details and parking impact would be further assessed through the survey and design process.

Crossing Location 2:

A possible location opposite the Post Office north of the Anzac Pde and Osborne Ave intersection (location 2). Construction of a raised “Wombat” crossing (which incorporates a marked pedestrian crossing).

Approximately 6 on-street parking spaces would be removed (to be confirmed through final survey and design). Associated improvements, aimed to reduce speed on the approach to the proposed crossing, include reinforcing the STOP arrangements on Anzac Ave – western approach to the intersection with Church St by painting a 600mm wide STOP line, replacing the STOP signs with larger signs and painting “STOP” adjacent to the STOP line. Replacing the “GIVEWAY” control with “STOP” control at the intersection of Osborne Ave and Anzac. It is advised that the warrant for STOP control may not be met. An alternative is to undertake the line marking changes and install large “GIVEWAY” signs.

Install approach “zig zag” lines to the proposed “Wombat” crossing.

Assess and upgrade street lighting if required to meet the Australian Standards.

AGENDA FOR THE TRAFFIC COMMITTEE MEETING

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AGENDA REPORTS



In conjunction with the proposed pedestrian crossings a 40 km/h High Pedestrian Activity Area (HPAA) for the Town Centre precinct should be considered. This would extend between (and include) the intersection between Anzac Ave/Church St/Osborn Ave and the intersection of Railway Ave/Osborne St.

Features being considered include:

- Review and upgrade of precinct street lighting to Australian Standard (to ensure adequate illumination of the key treatments).
- Raised intersection paving with contrasting coloured pavement at the intersection of Anzac Ave/Church St/Osborne Ave and Railway Ave/Osborne St.
- Raised “Wombat” crossing (with marked foot crossing) at proposed Location 1.
- Raised “Wombat” crossing (with marked foot crossing) at proposed Location 2.
- Consider extending Bundanoon Public School Zone to include Village Centre.

COMMUNICATION AND CONSULTATION

Community Engagement

Community engagement will be undertaken if the proposed pedestrian crossings are agreed.

Internal Communication and Consultation

Internal consultation will be undertaken if the proposed pedestrian crossing are agreed.

External Communication and Consultation

Consulted with TfNSW with broad support for HPAA treatment.

Initial discussion with Police to determine key local issues and identify need.

SUSTAINABILITY ASSESSMENT

- **Environment**

To be determined at design stage.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

AGENDA FOR THE TRAFFIC COMMITTEE MEETING

Thursday 24 June 2021

AGENDA REPORTS



- **Governance**

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

Wombat crossings are estimated to cost \$150,000 as a standalone construction project. No budget has yet been identified, though greater potential exists for state government funding if school zone could be extended to include village centre.

RELATED COUNCIL POLICY

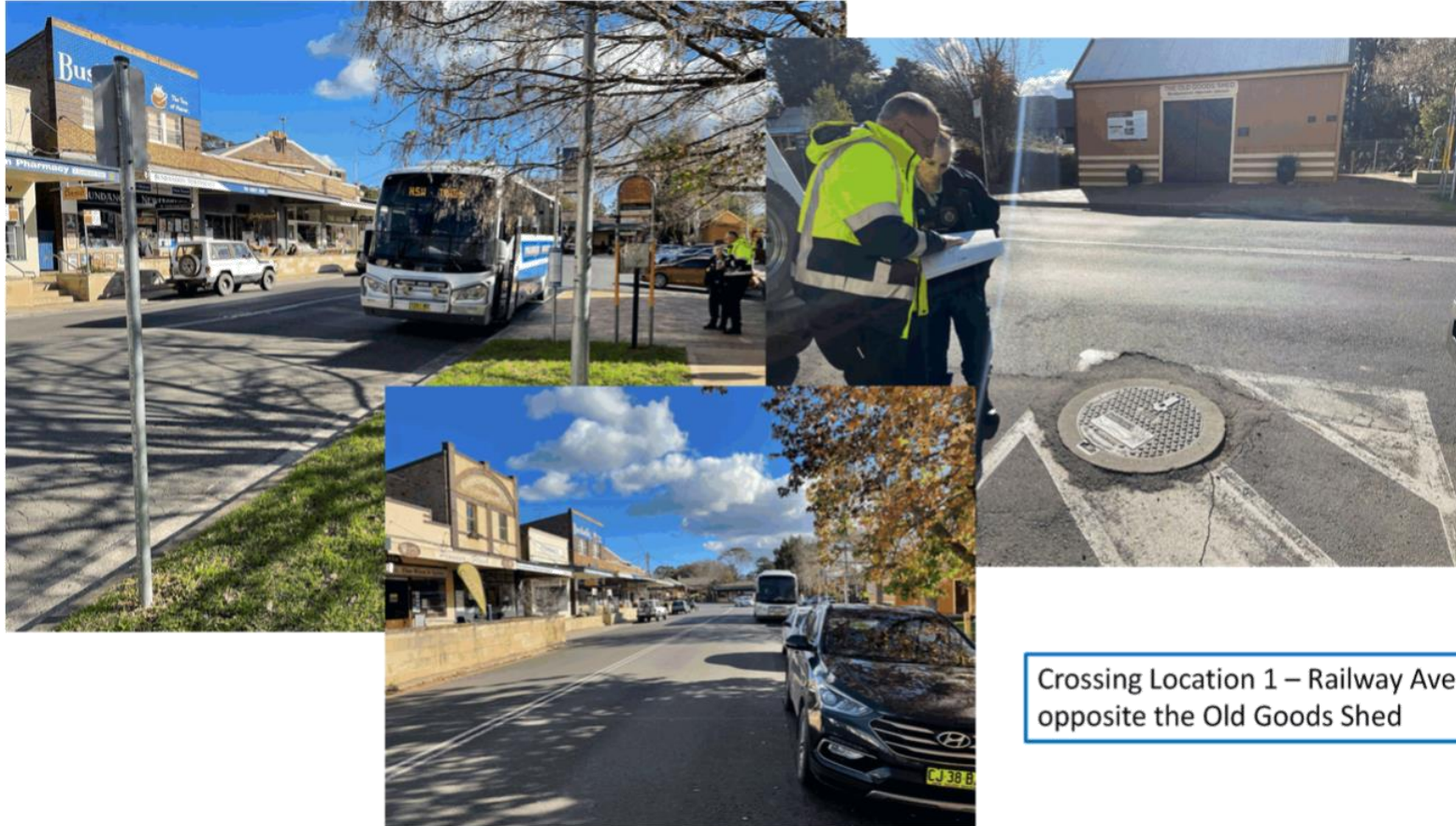
N/A.

CONCLUSION

This report is intended as a first step toward addressing local community concern with pedestrian safety in Bundanoon Village. Options to be further refined in future as design and cost implications are better understood and following more detailed community consultation.

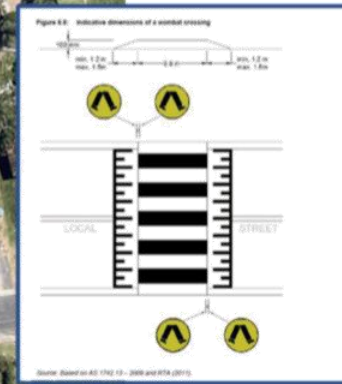
ATTACHMENTS

1. Site Photos
2. Wombat Crossing Concept



Crossing Location 1 – Railway Avenue
opposite the Old Goods Shed





Bundanoon Wombat Crossing Concept

Construct wombat crossings as per AS 1742.13.

5.4 Oxley Mall Car Park Loading Zone

Report Author: Transportation Planning Engineer
Authoriser: Coordinator Assets - Roads and Traffic

PURPOSE

To address a potentially dangerous situation in Oxley Mall car park, Bowral by improving sight lines in the vicinity of the main pedestrian crossing.

RECOMMENDATION

THAT R5-400 No Stopping restrictions be implemented in a small section of the Loading Zone in Oxley Mall car park adjacent to the High Street arcade to improve pedestrian safety.

REPORT

BACKGROUND

Council received a complaint from NSW Police expressing concern about pedestrian safety in Oxley Mall car park. Council staff subsequently investigated the site and this report and attachments document the key findings.

REPORT

The initial request from NSW Police was to remove up to 16 spaces (see **Attachment 1**), to improve sight distance at every crossing location within the car park. On review by Council staff, the most critical location appears to be adjacent to the High St arcade main entrance where the presence of commercial vehicles in the Loading Zone severely obscures the sighting of pedestrians about to enter the roadway (see **Attachment 2**).

Removal of up to 16 spaces would likely have an adverse impact on local business and requires more detailed analysis, however the view of Council staff is that a minor change to the Loading Zone could be done immediately.

The recommended actions are as follows:

- Install No Stopping restrictions as per **Attachment 1** to prevent utes, vans and other commercial vehicles parking right next to the pedestrian walkway.
- Mark formal 90-degree parking bays within the Loading Zone to encourage more efficient use of the parking space.
- Request additional enforcement from Council Rangers to ensure the Loading Zone is being used appropriately. Council staff observed very little loading and unloading activity and vehicles overstaying the permitted 30 mins while on site.
- Monitor effectiveness of above actions and consider other parking restrictions requested by the NSW Police in conjunction with a holistic review of the car park design, operations and usage.

COMMUNICATION AND CONSULTATION

Community Engagement

Nil.

Internal Communication and Consultation

Nil.

External Communication and Consultation

Request received from NSW Police.

SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

Minor costs of new sign and line marking can be accommodated within current budgets.

RELATED COUNCIL POLICY

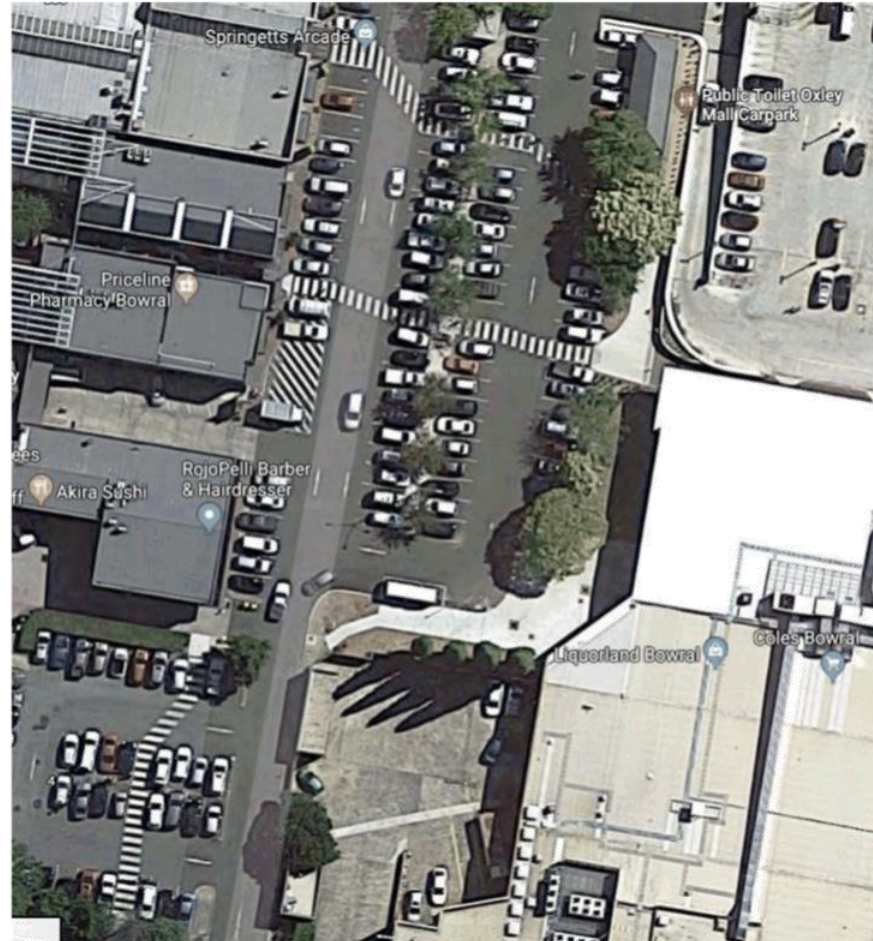
N/A

CONCLUSION

Minor changes to the Loading Zone are recommended initially to address the most pressing road safety issue. Longer term the car park would benefit from a holistic review of design, operations and usage to maintain optimal pedestrian safety.

ATTACHMENTS

1. Correspondence from NSW Police
2. Site Photos











Restricted sight distance (looking north)



Shift Loading Zone 2m and install No Stopping right arrow.



Mark 90 degree Loading Zone bays

5.5 Moss Vale Country Women's Association On-street accessible parking

Report Author: Transportation Planning Engineer
Authoriser: Coordinator Assets - Roads and Traffic

PURPOSE

To provide an on-street accessible parking space on Elizabeth Street Moss Vale adjacent to the Moss Vale Country Women's Association to benefit members of the Association and other members of the community that have Mobility Parking Scheme Permits issued by Transport for NSW.

RECOMMENDATION

THAT:

- 1. One on-street parking space be converted to an accessible parking space.**
- 2. Regulatory signage and on-street parking markings be modified as required to accommodate the accessible parking space.**

REPORT

BACKGROUND

Council received a request from the President of the Moss Vale Country Women's Association to provide an on-street accessible parking space that would benefit some of their members who have Mobility Parking Scheme Permits issued by Transport for NSW.

REPORT

The President of the Moss Vale Country Women's Association approached Council to provide an accessible parking space on Elizabeth Street adjacent to their premises located on the corner of Elizabeth Street and Donkin Avenue.

It was advised by the President that whilst there are a number of accessible spaces in the precinct, most are located across Elizabeth Street and require, often slow moving members to cross against often heavy and what they believe to be fast moving traffic. Many feel that this places them at risk of injury.

The most suitable location for an accessible space is the space south west and adjacent to the Fire Station driveway. This space, whilst suitable for a lead in park is also adjacent to a NBN communications box.

There are three (3) existing on-street parking spaces adjacent to the Country Women's Association property and between Donkin Avenue and the south western Fire Station driveway. The existing "No Stopping" zone between Donkin Ave north eastern kerb line and the start of the existing first parking bay is approximately 14 metres. The mandatory "No Stopping" distance is 10 metres.

The increased "No Stopping" distance was provided when Donkin Avenue operated as a two way street to improve sight lines for traffic turning right out of Donkin Avenue. As

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Donkin Avenue is now a one-way street with no traffic exiting Donkin Avenue to Elizabeth Street the “No Stopping” length can be reduced to the mandatory 10m.

The existing north eastern space is adjacent to an NBN communications box which can be problematic for persons using an accessible space. Through the reduction in the “No Stopping” zone all spaces can be moved 4 metres south west along the kerb line and avoid the conflict with the NBN box and will then make the space south west of the Fire Station driveway suitable to be made an accessible parking space with the unhindered and preferred lead in parking manoeuvre.

COMMUNICATION AND CONSULTATION

Community Engagement

Council was approached by the President of the Moss Vale Country Women’s Association who outlined the issues for some members and requested an on-street accessible parking space.

Internal Communication and Consultation

Nil

External Communication and Consultation

Nil

SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

The recommendation improves equity and access for persons with mobility limitations requiring to access the Moss Vale Country Women’s Association.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

Full compliance to meet Disability Discrimination Act (DDA) requirements will require modifications to the kerb and gutter and construction of a kerb ramp for access between the road pavement and the footpath. The funds to achieve full compliance will need to be

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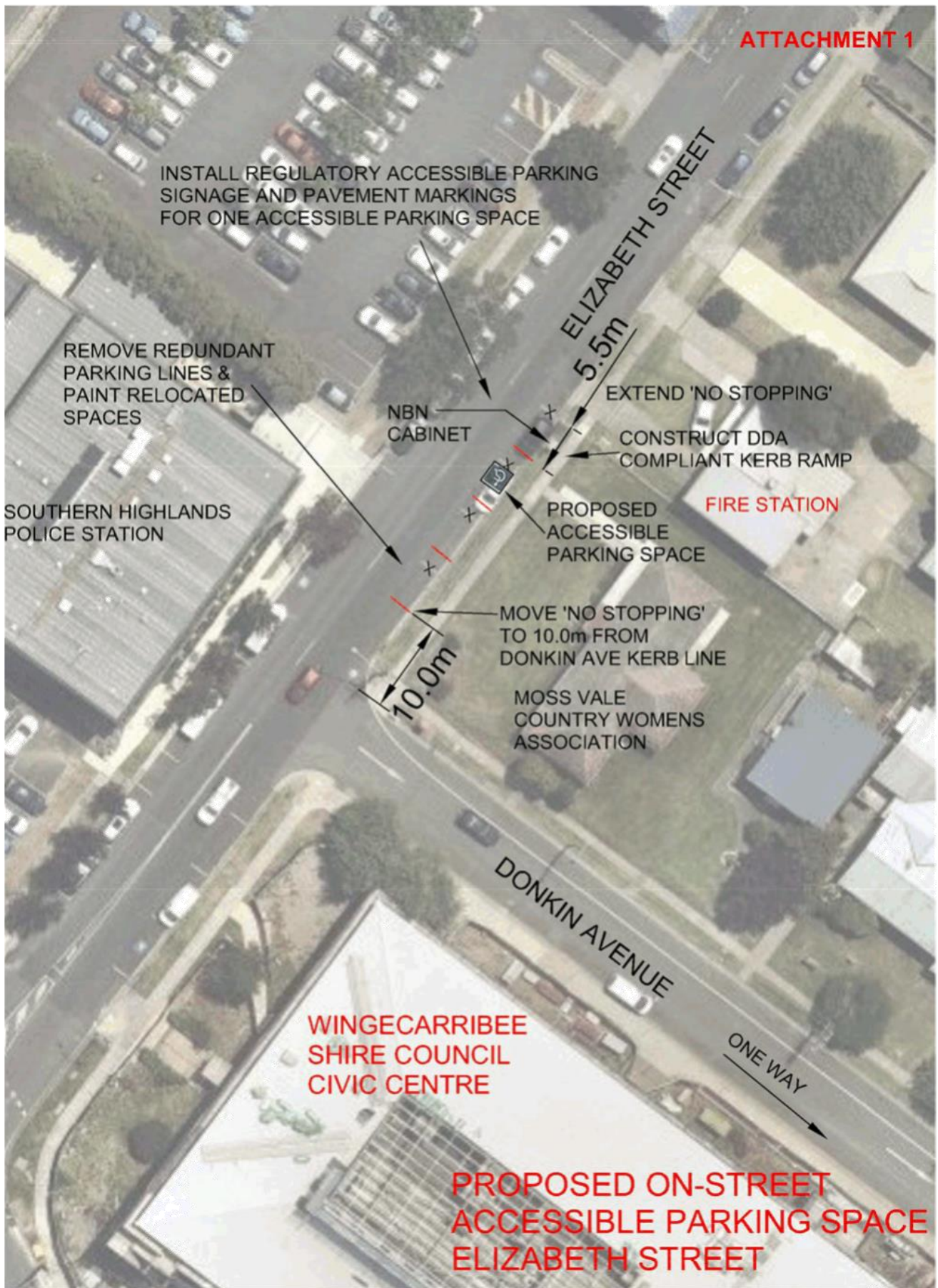
considered against future projects and budgets. The cost of line marking and signage can be accommodated within available traffic facilities funding allocations.

CONCLUSION

The request for an on-street accessible parking space to assist members of the Moss Vale Country Women's Association who have access to the Mobility Parking Scheme Permits is supported by Council staff and recommended for favourable consideration of the Traffic Committee.

ATTACHMENTS

1. Site Map



5.6 **Mona Road Bowral On-street Loading Zone and request for consideration of modifications to on-street parking time restrictions**

Report Author: Transportation Planning Engineer
Authoriser: Coordinator Assets - Roads and Traffic

PURPOSE

To provide an on-street loading zone on Mona Road Bowral for the benefit of various medical and business concerns in Mona Road.

To place before the Traffic Committee, for their consideration, a request from a café to increase the 30 minute ("1/2P") time restriction spaces and extend the duration of all time restrictions in Mona Road.

RECOMMENDATION

THAT:

1. A loading zone be provided on Mona Road, Bowral.
2. The request for the extension of the 30-minute parking spaces and the duration of that restriction is submitted for the consideration of the Traffic Committee.
3. The request for extending the duration of parking restrictions in Mona Road is not supported.

REPORT

BACKGROUND

Loading Zone consideration:

Council has recently completed the changes to the Bowral Hospital road precinct (see **Attachment 3**). These changes included making Ascot Road one-way between Sheffield Road and Mona Road and Mona Road one-way between Ascot Road and Bowral Street.

Both Ascot Road and Mona Road have one travel lane. Whilst the travel lane in Ascot Road is wide, Mona Road is narrower. It is important for vehicles not to double-park, even for short duration, along the length of Mona Road to ensure that travel along the road is not delayed.

It has been verbally advised by the "Hospital Shop" (café) that delivery vehicles, on occasion, stop on the travel lane to deliver to some premises on Mona Road. A dedicated "Loading Zone", located approximately mid-way on Mona Road should negate the need for delivery vehicles to double-park.

Request to extend the 30 minute ("1/2P") parking spaces on Mona Road:

The "Hospital Shop" is a café located on the eastern side of Mona Road. The owner has requested (see **Attachment 1**) that six (6) of the recently created 2 hour restricted spaces on the western side of Mona Road, opposite the café, be changed to 30 minute parking ("1/2P 8:30AM – PM MON-SUN" i.e. seven (7) days) and that the remaining spaces on

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Mona Road have the current restrictions (which are “2P 8:30AM to 6PM MON TO FRI”) extended to “2P 8:30AM to 6PM MON-SUN” i.e. seven (7) days.

There are four (4) existing on-street spaces adjacent to the Hospital Shop that are already “1/2 P 8:30AM – 6PM MON-FRI” and “1/2 P 8:30AM-12:30PM SAT”. These spaces were unaffected by the precinct wide changes other than requiring vehicles to park in the direction of one-way travel towards Bowral Street.

The changes that are now in place, and operational since 13 May 2021, have resulted in an additional 29 on-street parking spaces in the Bowral Hospital precinct:

- Fifteen (15) unrestricted spaces have been added to the Ascot Road angle parking adjacent to the Bowral Hospital (converting the 30 degree spaces to 90 degrees).
- Twenty (20) spaces, restricted to 2 hour parking between 8:30am and 6 pm Monday to Friday, on the western side of Mona Road.
- Six (6) spaces were removed, for safety reasons, on the southern side of Ascot Road between Mona Road and Loseby Street.
- There was a nett gain of 29 spaces (plus 5 motorbike suitable spaces), with nine (9) additional spaces in Ascot Road (unrestricted) and twenty (20) spaces restricted to “2P 8:30AM to 6PM MON-FRI”.

Whilst Mona Road has become one-way, no spaces were added or removed along the eastern side and there were also no changes to the number of accessible spaces nor the four (4) spaces which are restricted to 30 minutes adjacent to the café.

REPORT

Provision of a “Loading Zone” on Mona Road:

The provision of a “Loading Zone” would reduce the need for delivery vehicles to double-park on Mona Road.

Details of the proposed Loading Zone are shown on **Attachment 2**.

In order to create the “Loading Zone” it is proposed to reduce the 2P parking on the western side of Mona Road, south of the Hospital car park driveway, by 6.2 metres and then reduce the “No Stopping” zone (located between south and north of the Hospital car park driveway) by 8.8 metres resulting in a “Loading Zone” of 15.0 metres.

It is also proposed to reduce the “No Stopping” zone on the northern side of the Hospital driveway by 7.0 metres and then extend the “2P” parking zone by 7.0 metres (i.e. there will be no loss in parking).

Inspections have not identified any risk to safety. Should there be a vehicle parked in the “Loading Zone” a vehicle can move into the parking lane and see sufficiently past the vehicle. As all vehicles are required to turn left into a one-way street the reduction of the “No Stopping” zone is not considered to be a compromise in safety.

The length of “No Stopping” zone, south of the Hospital driveway was provided primarily to assist the resident opposite who does not have the ability to turn about on-site and enter and leave in a forward direction. The actual placement of the 2P parking zone has extended across the driveway and no issues of insufficient manoeuvring space have been observed or reported.

As the Loading Zone can only legally be parked by delivery vehicles for up to 30 minutes, it is considered that, for the most part, the additional width provided by the proposed “Loading Zone” will still be available for the reversing manoeuvre of the resident in Mona Road.

Parking time restriction changes requested on Mona Road:

It is recommended that request to increase the number of 30 minute parking spaces and extend the duration of all spaces in Mona Road to a seven (7) day restrictions should give consideration to the following:

- The recent changes in the Bowral Hospital precinct have provided an additional twenty (20) on-street parking spaces in Mona Road. The Hospital Shop is located approximately mid-way on Mona Road. The spaces on the western side of Mona Road are time restricted to “2P 8:30AM to 6PM MON-FRI”.
- It is considered that the pattern of usage has not had time to stabilise and consideration of changes should be deferred until this occurs.
- The provision of on-street parking in this precinct should give consideration to all concerns in the precinct and Mona Road in particular. It was primarily provided to ease demand on parking from the Bowral Hospital. Allocation of time restrictions gave consideration to people attending clinics etc. in the Hospital.
- Council does not extend parking patrol after 12:30PM on a Saturday. Extension of the restriction from a practical consideration would, in effect, be meaningless.

COMMUNICATION AND CONSULTATION

Community Engagement

Council wrote to all relevant stakeholders in the precinct and included details of the changes to the traffic management and parking in Ascot Road and Mona Road. The results of that consultation were previously reported to the Traffic Committee with most feedback supporting the arrangement in place.

Although provided with a proposal, the Hospital Shop did not make a submission nor return a feedback form. Prior to the implementation of the approved precinct changes, Council contacted the owner of the Hospital Shop and provided the business with details of the changes and twelve (12) copies of the plan showing the approved changes.

Internal Communication and Consultation

Nil relevant to this report.

External Communication and Consultation

The issue of the request for a Loading Zone by the Hospital Shop has been acknowledged and addressed by the proposal put before the Traffic Committee for their consideration.

Council officers advised the café shop owner that the request for modification to the parking restrictions would be submitted to the Traffic Committee for consideration.

SUSTAINABILITY ASSESSMENT

• **Environment**

There are no environmental issues in relation to this report.

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- **Social**

The request to increase the number of 30 minute time restricted spaces and extending the restriction of all parking spaces would likely place unnecessary restrictions on staff servicing the Hospital precinct and visitors on the weekend.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

The minor changes associated with signage will be funded by existing budget allocations.

RELATED COUNCIL POLICY

There is no relevant Council policy in relation to this report.

ATTACHMENTS

1. Request for parking time restriction changes on Mona Road Bowral
2. Mona Road Loading Zone Plan
3. Bowral Hospital Road Precinct Parking Implementation Plan

5.6 Mona Road Bowral

On-street Loading Zone and request for consideration of modifications to on-street parking time restrictions

ATTACHMENT 1 Request for parking time restriction changes on Mona Road Bowral



ATTACHMENT 1

Request for changes to parking time restrictions in Mona Road

Dear Frank,

Re: Changes to parking facilities in Mona Road due to it becoming a one way street from Ascot Road to Bowral Street.

Following on from my call requesting changes to Mona Road parking times to be limited to ensure our customers are able to find parking spaces all through the weekend as we are open on Saturdays from 7am to 2.00 pm and Sundays from 8am to 2pm. It is particularly important as many of our customers are elderly... it affects our business, which as you would appreciate, depends on people being able to park nearby – we are not in the High Street and can't rely on passing trade. Complying with the Covid requirements we limit our seating and follow Covid instructions to ensure the safety of our customers whether they order and stay or order and take away which entails waiting sometimes for 15 minutes during peak times.

You have confirmed that the west side (the hospital side) of Mona Road will have 20 new 2 hour spaces + 5 motorbike spaces and that the plans show no changes to the current parking restrictions on the east side (the café side). As discussed we request that the 2 hour (and current 30 minute) parking spots include Saturday from 8.30 to 6pm on **both sides** of the street as the parking available now currently does not and that if possible Sunday be included. Is it possible to change 6 of these 20 x 2 hour spots, on the Western side, to 30 minute spots Monday to Saturday 8:30 to 6pm and Sunday (opposite The Hospital Shop café) on the Western side of the road?

It is difficult to control the timing when there is very little monitoring by Council due to the large area being monitored by few traffic controllers which results in people parking there all day. So often our customers go round and round trying to park and then give up – which equals instant loss of business. Putting a time limit does help which is why some more of the 30 minute spots would be supportive and more monitoring would be greatly appreciated if possible.

Some of the hospital staff have increasingly been parking for the day, and whenever there is building work the workmen find it easier to park on Mona Road. A real issue for us over the period of the new Hospital build; council did try to come more frequently to monitor the road which was appreciated. We do make the effort to ask people in charge if they can ask their people to park further away – sometimes people are helpful, sometimes they are not. Am sure you know what it's like.

Thank you for explaining that the reason why the one way system has been established is to satisfy the bus services, but we still don't understand why... if the one way system were reversed surely they would simply continue on down Ascot Road (one way from Mona) and turn right into Sheffield? Is it so they can park the buses along Loseby Park coming from Sheffield on their way to the school? It would help to be able to understand the logic. I understand that there is to be a meeting in June to go over the new arrangements and would appreciate hearing back from you confirming you have received this letter.

Many thanks for your understanding of our problems – we are moving into unknown territory and this change will undoubtedly take time for all to adjust.

Kind regards,

████████████████████ owners of The Hospital Shop

5.6 Mona Road Bowral

On-street Loading Zone and request for consideration of modifications to on-street parking time restrictions

ATTACHMENT 1 Request for parking time restriction changes on Mona Road Bowral



Response to question regarding the reason for the one-way movement towards Bowral Street towards Bowral Street:

4/05/21
Hi Frank,

Thank you for your prompt response to our letter and for explaining the reasons for the decisions that have been made concerning traffic flow down Mona Road heading from Ascot Road down towards Bowral Street.

Regards,

Babette Hayes

owners of The Hospital Shop

From: Frank Iacono [<mailto:Frank.Iacono@wsc.nsw.gov.au>]
Sent: Tuesday, 4 May 2021 11:42 AM
To: **Subject:** RE: Request for parking times to be extended

Hi Babette,

Thanks for your email it is helpful for the Traffic Committee to understand the reason for your request.

The bus company required the direction of Ascot Rd to flow from Sheffield to Mona. We needed to then have Mona flow towards Bowral St to ensure that the ambulance could get out to Bowral St and also make it logical for people to move around the hospital without having to then travel around Loseby Park.

We could not change the 30 degree parking in Ascot Rd to 90 degree without making it one way to ensure compliance with Australian Standards requirements. 30 degree parking is wasteful, the maximum parking yield is achieved with 90 degrees – which is what we can achieve through the conversion of 1 way. This is where we pick up another 15 spaces plus 5 motorbike spaces. However, as advised we need to remove 6 spaces on Ascot Rd on the southern side between Mona Rd and Loseby St – but the nett gain is 29 spaces plus 5 motorbike spaces.

As advised, I will forward your email to the Acting Traffic Engineer.

Regards,

Frank Iacono Traffic & Transport Planning Engineer

Wingecarribee Shire Council

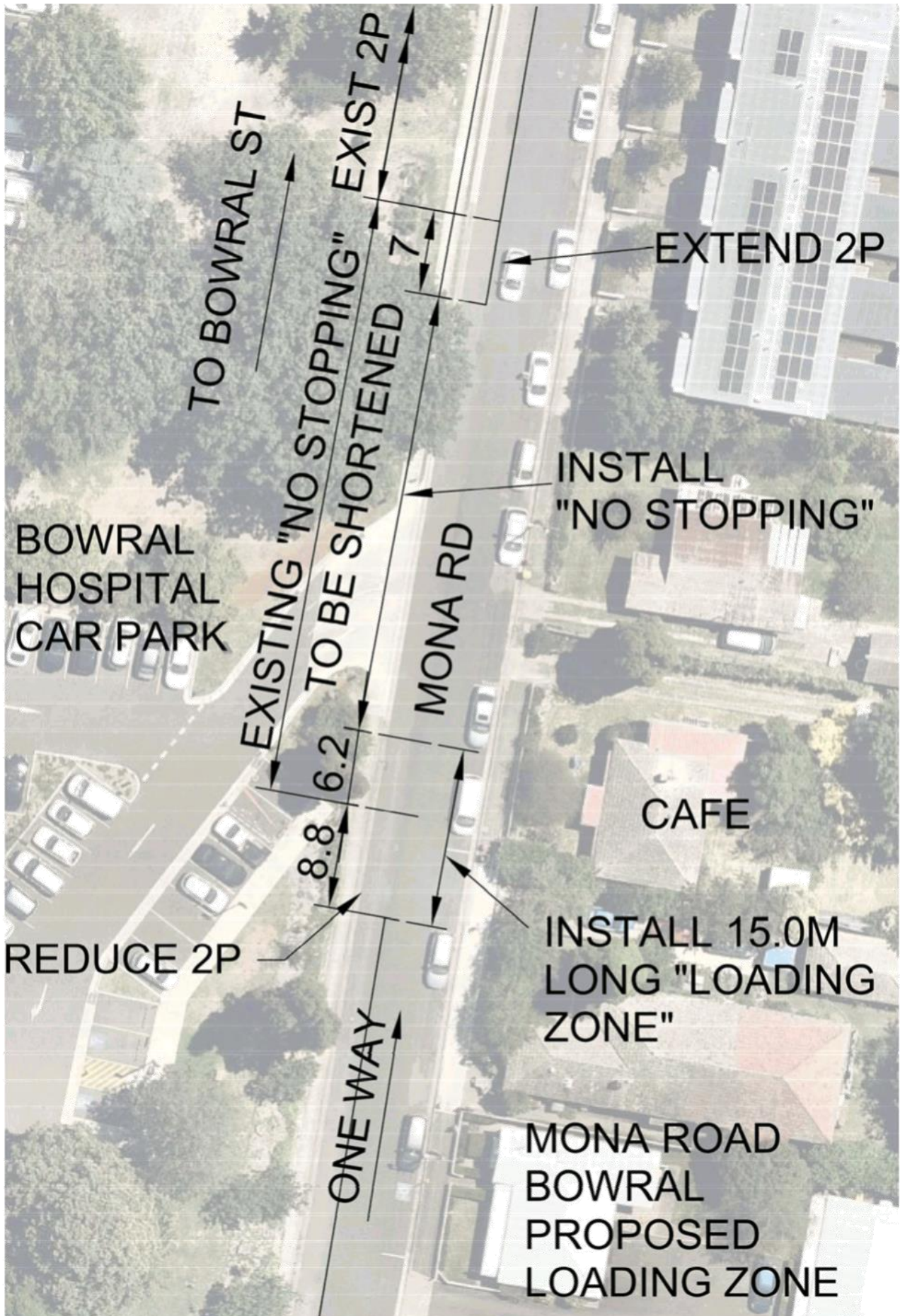
Civic Centre, Elizabeth St. Moss Vale, NSW 2577 | PO Box 141 Moss Vale NSW 2577. DX 4961 Bowral

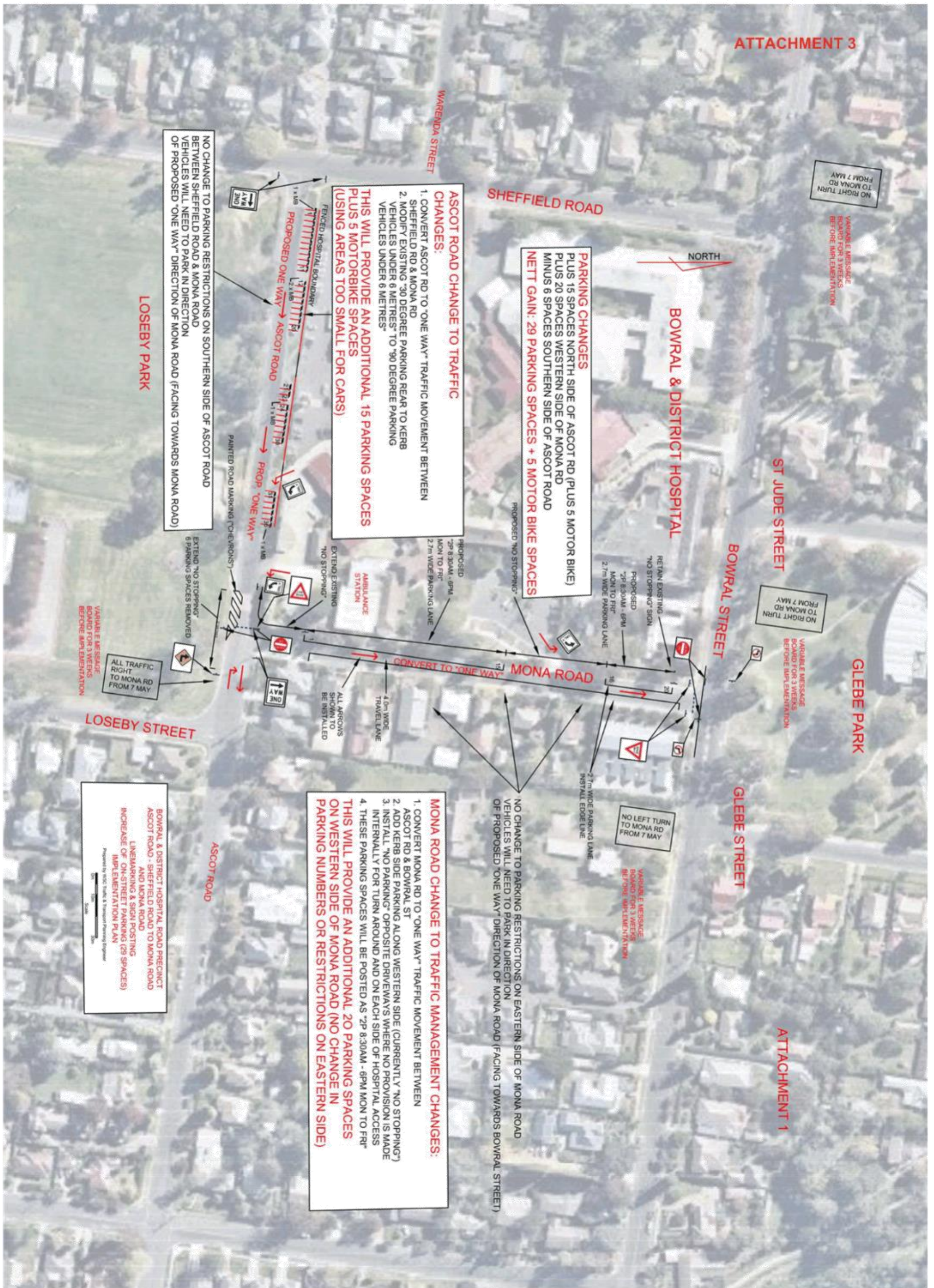
t: (02) 4868 0817 f: (02) 4869 1203 m: 0409 458 667

5.6 Mona Road Bowral

On-street Loading Zone and request for consideration of modifications to on-street parking time restrictions

ATTACHMENT 2 Mona Road Loading Zone Plan





5.7 Bowral Cemetery - Proposed "No Parking" on Kangaloon Road

Report Author: Transportation Planning Engineer
Authoriser: Coordinator Assets - Roads and Traffic

PURPOSE

To address pedestrian road safety concerns on Kangaloon Road relating to mourners walking from their parked vehicles along Kangaloon Road in the vicinity of the Bowral Cemetery extension.

RECOMMENDATION

THAT

1. "No Parking" signage be installed along the western side of Kangaloon Road, north of the Cemetery service vehicle access.
2. Informative community facilities sign "Cemetery" be installed on Kangaloon Road directed to the Cemetery public access gate and at the service vehicle driveway indicating "No Public Access". All signage to be in accordance with Council's Standard Drawing for Street Name Signs SD119A-C.

REPORT

BACKGROUND

A road safety concern has been submitted by a Council officer relating to mourners parking on the western side of Kangaloon Road attending burials at the recently completed extension to Bowral Cemetery.

The road shoulder adjacent to the Cemetery extension on Kangaloon Road is narrow and pedestrians walking between their parked vehicles and the grave site are walking on the edge of the traffic lane. See **Attachment 1**.

Kangaloon Road has a posted speed limit of 70 km/h and has an average daily traffic volume of approximately 7,500 vehicles per day.

REPORT

The concern raised by the Council officer is supported. To deter people from parking adjacent to the Bowral Cemetery extension it is proposed to install "No Parking" signage from the northern side of the service vehicle access to the northern end of the cemetery Bowral, a distance of approximately 70 metres. Details are shown on **Attachment 2**.

Council's Assets Branch (Roads and Traffic) will also work with the Cemeteries Business Service Officer to improve internal signage and signage at the main access driveway on Kangaloon Road aimed to give Cemetery visitors clear direction to the preferred access to the Cemetery.

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COMMUNICATION AND CONSULTATION

Community Engagement

Nil undertaken

Internal Communication and Consultation

Discussion between Assets Branch (Traffic) and the Cemeteries Business Service Officer

External Communication and Consultation

Nil undertaken

SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

The cost of signage will be funded through existing budget allocations.

RELATED COUNCIL POLICY

There are no relevant Council policies relevant to this report.

ATTACHMENTS

1. Kangaollo Rd - road verge condition
2. Kangaloon Road & cemetery access proposed signage





ATTACHMENT 2