



# KIAMA LOCAL TRAFFIC COMMITTEE MEETING

To be held at 9.00am on

**Tuesday 1 June 2021**

Council Chambers

11 Manning Street, KIAMA NSW 2533

## **Order of Business**

- 1 Apologies
- 2 Acknowledgement of Traditional owners
- 3 Confirmation of Minutes of Previous Meeting
- 4 Business Arising From The Minutes
- 5 Report of RMS delegated formal items
- 4 general business
- 5 Closure

## **Members**

His Worship the Mayor  
Councillor M Honey  
(Chairman)  
Mr A Gaudiosi  
Senior Constable C Gray  
Mr D Clingan

26 May 2021

To the Chairman, Councillors and Committee Members:

**NOTICE OF KIAMA LOCAL TRAFFIC COMMITTEE MEETING**

You are respectfully requested to attend an **Kiama Local Traffic Committee Meeting** of the Council of Kiama, to be held in the **Council Chambers**

**11 Manning Street, KIAMA NSW 2533** on **Tuesday 1 June 2021** commencing at **9.00am** for the consideration of the undermentioned business.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D. Dowd', written in a cursive style.

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	<b>APOLOGIES</b> .....	4
2	<b>ACKNOWLEDGEMENT OF TRADITIONAL OWNERS</b> .....	4
3	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> .....	5
3.1	Kiama Local Traffic Committee Meeting on Tuesday 4 May 2021 .....	5
4	<b>BUSINESS ARISING FROM THE MINUTES</b> .....	10
5	<b>REPORT OF RMS DELEGATED FORMAL ITEMS</b> .....	11
5.1	No Parking zone – Myamba Street Gerringong .....	11
5.2	Kiama Public School Road Safety .....	14
5.3	Meehan Drive and Alexander Avenue Intersection .....	16
5.4	Traffic matters - Gerroa.....	18
5.5	Speed humps - Bong Bong Street .....	21
5.6	Destination Kiama – Ignite Kiama Winter Festival 2021 – Traffic Management Plan .....	25
4	<b>GENERAL BUSINESS</b> .....	40
5	<b>CLOSURE</b> .....	40

**AGENDA FOR THE  
KIAMA LOCAL TRAFFIC COMMITTEE MEETING OF KIAMA  
MUNICIPAL COUNCIL  
TUESDAY 1 JUNE 2021**

**1 APOLOGIES**

**2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

*"I would like to acknowledge the traditional owners of the land on which we meet, the Wadi Wadi people of the Dharawal nation, and pay my respect to Elders past and present."*

### **3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

#### **3.1 Kiama Local Traffic Committee Meeting on Tuesday 4 May 2021**

##### **Attachments**

- 1 Minutes - Kiama Local Traffic Committee - 04/05/21 - PDF

##### **Enclosures**

Nil

#### ***RECOMMENDED***

That the Minutes of the Kiama Local Traffic Committee Meeting held on Tuesday 4 May 2021 be received and accepted.



# MINUTES OF THE KIAMA LOCAL TRAFFIC COMMITTEE MEETING

commencing at 9.00am on

## TUESDAY 4 MAY 2021

Council Chambers  
11 Manning Street, KIAMA NSW 2533

---

**MINUTES OF THE KIAMA LOCAL TRAFFIC COMMITTEE**

**4 MAY 2021**

---

**MINUTES OF THE KIAMA LOCAL TRAFFIC COMMITTEE**

**HELD IN THE COUNCIL CHAMBERS, KIAMA**

**ON TUESDAY 4 MAY 2021 AT**

**PRESENT:** Councillor M Honey (Mayor) (Chairman), Craig Gray (NSW Police Representative), Darrell Clingan (Local Member's Representative), Mark Way (Councillor), Darren Brady (Acting Director Engineering and Works), Rob Ingold (Council Ranger) and Alyson Hodgekiss (Minutes)

**1 APOLOGIES**

Andy Gaudiosi (Transport for NSW Representative), Janelle Burns (Kiama Council Road Safety Officer), Billy Wang (Acting Manager Design and Development)

**2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The Mayor declared the meeting open and acknowledged the traditional owners:

*"On behalf of those present, I would like to show my respect and acknowledge the traditional owners of the Land, of Elders past and present, on which this meeting takes place, and extend that respect to other Aboriginal and Torres Strait Islander people present."*

**3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**3.1 Kiama Local Traffic Committee Meeting on Tuesday 6 April 2021**

[21/017LTC](#)

**Resolved** that the Minutes of the Kiama Local Traffic Committee Meeting held on 6 April 2021 be received and accepted.

(Member Darrell Clingan and Member Craig Gray)

**4 BUSINESS ARISING FROM THE MINUTES**

Nil

**5 REPORT OF RMS DELEGATED FORMAL ITEMS**

**5.1 Permanent loading zone Blowhole Point Road, Kiama**

[21/018LTC](#)

---

**MINUTES OF THE KIAMA LOCAL TRAFFIC COMMITTEE**

**4 MAY 2021**

---

**Resolved** that approval be given to converting the current temporary Loading Zone fronting the Visitor Information Centre on Blowhole Point Road, Kiama into a permanent Loading Zone.

(Member Darrell Clingan and Member Craig Gray)

**5.2 Proposed No parking Zone Manning Street Kiama**

**21/019LTC**

**Resolved** that the Committee endorse the revised signage plan provide in Attachment 1 of this report for a no parking zone to be created from 5am to 8.30am Monday to Friday for frontage of 48 Manning Street, Kiama.

(Member Craig Gray and Member Darrell Clingan)

**6 GENERAL BUSINESS**

**6.1 Traffic safety at the corner of Bridges Road and Rowllins Road, Gerringong**

DC advised that he has received an email from a resident in 55 Bridges Road, regarding the corner of Bridges Road and Rowllins Road Gerringong. It is claimed that drivers heading north along Rowllins Road onto Bridges Road, are wandering to the wrong side of the road. The resident advised that the signage at the intersection is extremely faded, but the line marking is fine.

DC advised that the issue appears to be driver behaviour, and that traffic need to stay legally on the left hand side of the road. DC is to forward the email to Council, and also send in a request to upgrade the current signage.

**6.2 Request for No Parking for Ritchie Place, Minnamurra**

MW requested that Ritchie Place become a 'no parking zone', near the entrance to Bike Skills track. RI advised that children that are being dropped off to the bike track, will be dropped off in the actual car park, not in Ritchie Place. DB will investigate this proposal and report in future meetings.

**6.3 Intersection at Federal Street and Charles Avenue, Minnamurra -**

MH referred to a cyclist accident that occurred on Federal Street and Charles Avenue, Minnamurra in February 2021. DB advised that Council are deploying traffic counters to collect speed data, before investigating options for this intersection. RI advised that narrowing the southern lane of the road could cause more safety issues for vehicles, as it is already quite a tight turn to get into Federal Street from Charles Avenue. MH advise to wait for the data before a decision is made.



---

**MINUTES OF THE KIAMA LOCAL TRAFFIC COMMITTEE**

**4 MAY 2021**

---

**6.4 Police presence - Kiama Primary School**

RI asked CG if there is a possibility of more police being present at Kiama Primary School, at drop off and pickup time, and when the police will be doing their information day at the school. CG advised that rangers need to book the education day in. DB advised that JB has had a meeting recently with the School P & C, and has a detailed report from one of the members, with ideas of how to overcome the current issues. RI and DB agreed that 'no parking' zones within school hours will help to alleviate the issues, and will allow a better flow of traffic. Council is reviewing the report at the moment, with a report expected to go to the June Committee Meeting.

**7 CLOSURE**

There being no further business the meeting closed at 9.33am

These Minutes were confirmed at the Ordinary Meeting of Council held on 1 June  
2021

.....  
.....  
Mayor

Director Engineering & Works

**4 BUSINESS ARISING FROM THE MINUTES**

## 5 REPORT OF RMS DELEGATED FORMAL ITEMS

### 5.1 No Parking zone – Myamba Street Gerringong

CSP Objective: 1.0 A healthy, safe and inclusive community

CSP Strategy: 1.3 We live in a safe community

Delivery Program: 1.3.3 Undertake local community safety initiatives

#### Summary

Consideration for the implementation of a 'No Parking' & 'No Stopping' zone, to be created in Myamba Street, Gerringong.

#### Attachments

- 1 Plan - No Parking zone - Myamba Street Gerringong

#### Enclosures

Nil

### **RECOMMENDATION**

That the Committee approve a 'No Parking' and 'No Stopping' zones, in Myamba Street, Gerringong, with the installation of regulatory signage and line marking.

### **BACKGROUND**

Council has received reports from residents in Myamba Street, Gerringong who have concerns with pedestrian and traffic issues in this location.

Myamba Street is short but very narrow and is a steep, two-way street which allows traffic to 'exit' mainly from the busy Noble Street. Inspections have shown that when vehicles are parked on both sides of the street it is difficult for vehicles to pass safely.

Apartment buildings along Noble Street are now completed, and visitor parking is at a premium with a two hour parking limit.

Council has been advised that parking issues are exacerbated when events are held in nearby Old School Park (particularly Markets). Reports have been received of sight lines issues for motorists turning into Myamba Street from the west, limited passing room for a vehicles and pedestrian activity on the roadway.

It is proposed that the installation 'No Parking' and 'No Stopping' zones with the introduction of regulatory signage and line marking in Myamba Street and at the Noble Street intersection, will provide the following road safety benefits:

- Improve traffic congestion and pedestrian safety
- Reduce possible of collisions.
- Improve parking compliance with the NSW road rules.

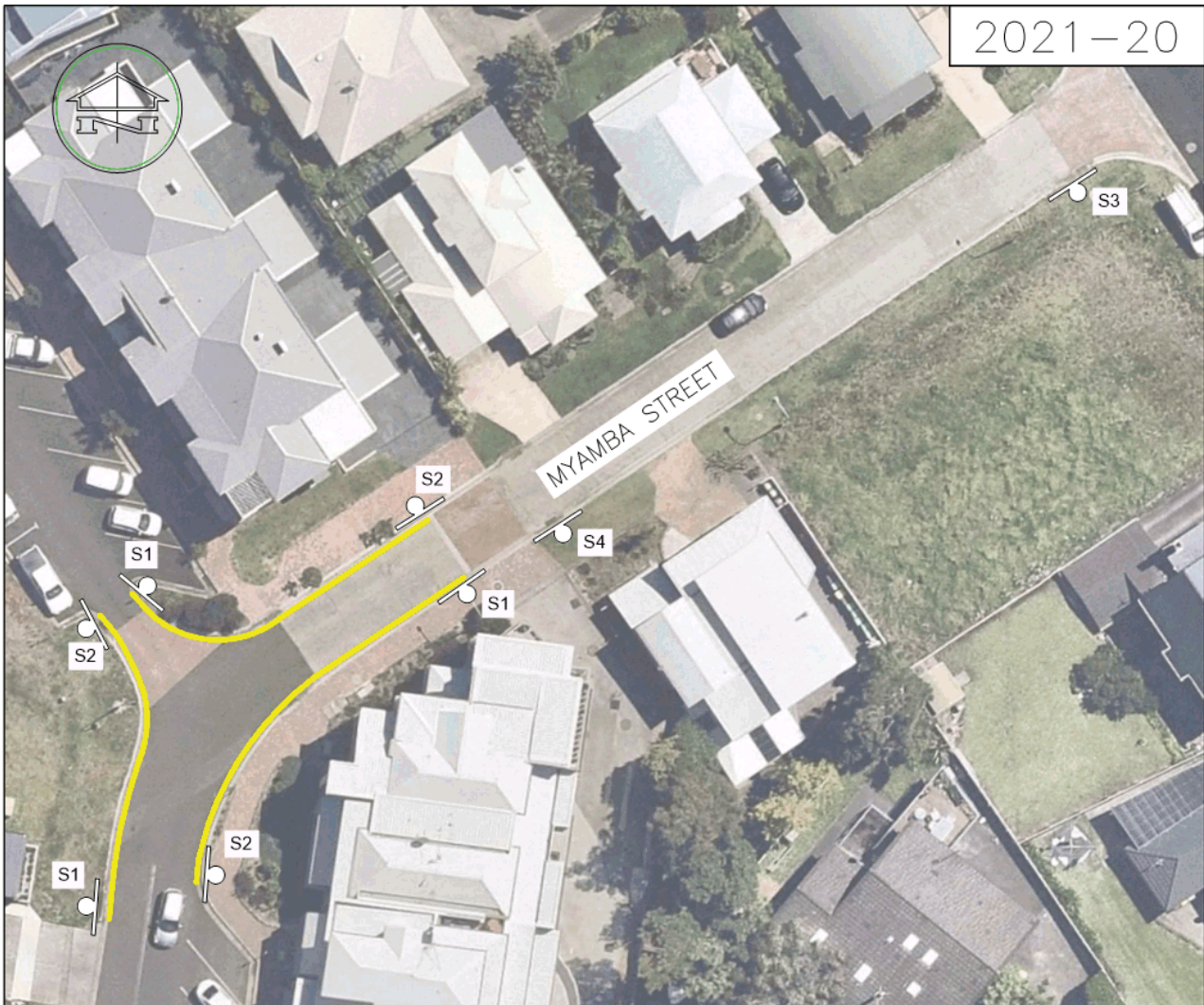
Report of RMS delegated formal items

5.1 No Parking zone – Myamba Street Gerringong (cont)

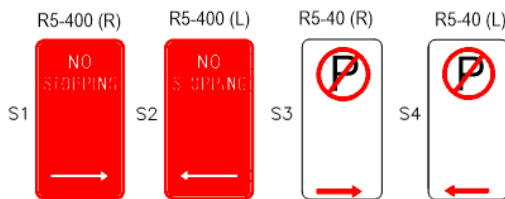
---

A copy of the proposed signage and linemarking plan is attached

**Item 5.1**



SIGNAGE DETAILS



- NOTES:  
 1. REGULATORY SIGNAGE TO BE INSTALLED IN POSITIONS AS SHOWN.  
 2. ALL SIGNS SHALL BE IN ACCORDANCE WITH THE AS1742.1.  
 3. REGULATORY LINEMARKING TO BE INSTALLED TO BE INSTALLED IN ACCORDANCE WITH 1742.2

NEW SIGN AND POST

SIGNAGE SCHEDULE	
CODE	QTY
R5-40(R)	1
R5-40(L)	1
R5-400(R)	1
R5-400(L)	1

LINE SCHEDULE	
CODE	QTY
C3 EDGE LINE	50m

REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER 2021-20	MYAMBA STREET, GERRINGONG	 KIAMA MUNICIPAL COUNCIL
PLAN N.T.S SECTIONS	NO STOPPING SIGNAGE & LINEMARKING	
DESIGNED ZH DRAWN ZH DATE MAY-21 CHECKED BW	PLAN VIEW	SHEET 1 OF 1 FILE: J/Engineering Services/Traffic/337s

## 5.2 Kiama Public School Road Safety

CSP Objective: 1.0 A healthy, safe and inclusive community

CSP Strategy: 1.3 We live in a safe community

Delivery Program: 1.3.3 Undertake local community safety initiatives

### Summary

A report has been prepared in response to correspondence received by Council from the Kiama Public School P & C sub-committee relating to traffic matters and road safety around the school.

### Attachments

Nil

### Enclosures

Nil

### **RECOMMENDATION**

That the Committee endorse for Council to apply for grant funding from Transport for NSW, in order to engage a traffic consultant to prepare a comprehensive Pedestrian Access and Mobility Plan around Kiama Public School..

### **BACKGROUND**

Following the receipt by Council of correspondence from Kiama Public School P&C sub-committee relating to traffic matters and road safety around the school, a meeting was held on site with Council's Road Safety Officer, Ms Janelle Burns and Transport for NSW (TfNSW) representatives, including Mr Andy Gaudiosi and the Kiama Public School Principal, Ms Natalie Marshall on Wednesday 21 April 2021.

The concerns raised by the School's P&C sub-committee and the more than thirty recommendations contained in the correspondence were acknowledged and discussed. Further on-site meeting and discussions have taken place with members of the School P & C, since that time.

After reviewing the recommendations put forward by the P&C to address road safety concerns from the school community, Council is proposing to engage a traffic consultant to undertake a comprehensive evaluation of traffic issues around the school precinct, including the P&C recommendations. It is envisaged this study will develop a systematic pedestrian infrastructure and road safety improvement plan for Council to implement.

While Council currently has no budget for the traffic consulting works, TfNSW currently has an extensive program of measures in place focusing on the safety of children and young people. The School Zone Infrastructure program is part of the \$540 million

Report of RMS delegated formal items

5.2 Kiama Public School Road Safety (cont)

---

Federal Stimulus NSW Road Safety Program, which was announced on 4 March 2021. Council is eligible to seek funding for a Pedestrian Access Mobility Plan under this program.

Council will actively seek funding through the NSW school zone infrastructure program to undertake the traffic safety consulting works.

**Item 5.2**

**5.3 Meehan Drive and Alexander Avenue Intersection**

CSP Objective: 1.0 A healthy, safe and inclusive community

CSP Strategy: 1.3 We live in a safe community

Delivery Program: 1.3.3 Undertake local community safety initiatives

**Summary**

Consideration for the implementation of cross hatching to act as a visual deterrent on the corner of Meehan drive and Alexander Avenue, Kiama Downs to highlight NSW Road Rules that prohibit vehicles parking within 10 metres from an intersection.

**Attachments**

- 1 Plan - Hatched No Parking Area - Meehan Drive.pdf

**Enclosures**

Nil

**RECOMMENDATION**

That the Committee approve cross hatching to be installed on the eastern corner of the intersection of Meehan Drive and Alexander Avenue, Kiama Downs, to prevent vehicles parking close to the corner.

**BACKGROUND**

Council has received correspondence outlining concerns in relation to the danger of vehicles turning right from Alexander Avenue into Meehan Drive, Kiama Downs.


A number of near misses have been reported to Council due to reports of poor sight distance when vehicles are parked on the southern side of Meehan Drive near the intersection. Sight distance at this location is further impacted for vehicles exiting Alexander Avenue onto Meehan Drive, due to a crest located 120 metres east of the intersection.

To improve road safety, it is proposed to install cross hatching on the eastern corner of the intersection to reinforce the NSW Road Rules that prohibit parking within 10 metres of an intersection without traffic lights. A plan of the proposal is attached for the Committee's consideration and approval.





REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER 2021-19	MEEHAN DRIVE, KIAMA DOWNS HATCHED 'NO PARKING' AREA PLAN VIEW	 KIAMA MUNICIPAL COUNCIL
SCALES PLAN N.T.S. SECTIONS DESIGNED ZH DRAWN ZH DATE MAY-21 CHECKED BW		SHEET 1 OF 1 FILE: J/Engineering Services/Traffic/337s

## 5.4 Traffic matters - Gerroa

CSP Objective: 1.0 A healthy, safe and inclusive community

CSP Strategy: 1.3 We live in a safe community

Delivery Program: 1.3.3 Undertake local community safety initiatives

### Summary

This report provides a progress update on traffic matters in Gerroa.

### Attachments

- 1 Town Entry Treatment - Cobargo

### Enclosures

Nil

## RECOMMENDATION

That the Committee support the proposal for the implementation of a Town Entry Treatment at the southern and northern entrances to Gerroa.

## BACKGROUND

An on-site meeting was held with Council and members of the Gerroa Community Association GCA on Tuesday 30 March 2021. The GCA raised various road safety concerns and suggestions to reduce the speed limits on various streets in Gerroa, including reducing Crooked River Road from 60kph to 50kph.

The request for a 40kph speed limit for all streets in Gerroa was not considered appropriate unless supported by traffic calming devices and associated traffic management infrastructure to reduce existing travel speeds to 40kph or below. Council will undertake future investigation of traffic issues raised by the GCA including traffic counts to determine what engineering treatments (if any) are required for Gerroa streets.

Transport for NSW (TfNSW) advised that factors considered in the establishment of a speed limit review include roadside development, road alignment, road condition and crash history. After completing an initial assessment of this section of the Crooked River Road, the existing 60kph limit question was found to be appropriate for the prevailing road environment and was not previously supported.

Council has been working with TfNSW regarding a proposal to install a town entry treatment implementing a high to low speed transition at the Southern and Northern entrances to Gerroa. A township entry treatment is a speed management measure that involves providing new signs and line marking at the point of transition from a high speed rural environment to a lower speed environment to coincide with entering a township.

Report of RMS delegated formal items

5.4 Traffic matters - Gerroa (cont)

---

This treatment has been implemented in areas such as Cobargo and examples of other Council areas that have nominated for the Rural Gate-Way treatments are listed below:

- Goulburn Council nominated Braidwood Road, Tarago – 100km/h down to 50km/h.
- Queanbeyan Council nominated Bungendore Rd, Bungendore – 100km/h to 50km/h.
- Bega Shire Council Pambula Road – 100km/h to 50km/h.

On this basis the implementation of a town entry treatment at the Gerroa township entries would provide a speed reduction for vehicles travelling from a high speed rural environment into an urban environment. The speed limit is currently 80km/h entering Gerroa from the southern and northern entrance.

Treatments may include:

- Special speed limit signs that include the name of the town on both sides of the road
- Narrow lane widths
- Red pavement surface
- Painted road shoulder markings

TfNSW currently has funding opportunities available to Councils under the Safer Roads Program which close at the end of July 2021. Determining factors for funding will be based on crash data and whether the town has a speed limit transition of at least 20km/h.



Item 5.4

Attachment 1

## 5.5 Speed humps - Bong Bong Street

CSP Objective: 1.0 A healthy, safe and inclusive community

CSP Strategy: 1.3 We live in a safe community

Delivery Program: 1.3.3 Undertake local community safety initiatives

### Summary

Consideration for the removal of the existing speed hump and the installation of an alternative traffic treatment in Bong Bong Street Kiama.

### Attachments

- 1 Plan - Hatched No Parking Area - Meehan Drive.pdf

### Enclosures

Nil

## **RECOMMENDATION**

That the existing speed hump in Bong Bong Street west of Railway Street be removed and replaced with an alternative traffic treatment with the aim to maintain speed limit compliance and pedestrian safety and minimize noise impacts in the Railway Station precinct.

## **BACKGROUND**

Council has received correspondence from a number of residents in Bong Bong Street Kiama outlining the negative impacts generated by the existing speed cushions after installation.

The rubberised speed cushions installed in Bong Bong Street Kiama were designed in accordance with Austroads Guide to Traffic Management and endorsed by Kiama Local Traffic Committee at its December 2019 meeting.

After the public consultation conducted in April/May 2020, the speed humps and additional linemarking were installed in Bong Bong Street with the view to improving speed limit compliance.

Although a reduction in speed has been recorded in evidence shown in speed data analysis (as a result the speed humps being installed there was a reduction in 85th percentile speeds from 52/49 km/h to 40/35 km/h respectively) there has been continued community concern reported to Council stating that the installation of the speed humps are considered inappropriate, particularly in regard to noise generation.

Council has recently collaborated with TfNSW to carry out further investigations to develop an alternative traffic management solution which will maintain speed limit compliance and associated pedestrian safety at this location and minimise noise

Report of RMS delegated formal items

5.5 Speed humps - Bong Bong Street (cont)

---

impacts. An alternate concept proposal for the intersection is shown below, that consists of:

- Replacing the western speed hump in Bong Bong Street, with a road narrowing slow point (similar to that existing near the Bong Bong / Shoalhaven Streets intersection);
- A raised marked pedestrian crossing near the railway station exit;
- Duplication of the existing speed cushion for westbound traffic, east of the railway bridge.
- Associated linemarking and signposting.

A mini roundabout at the intersection has also been included in the concept, however this will need further investigation and has been excluded from the initial implementation.

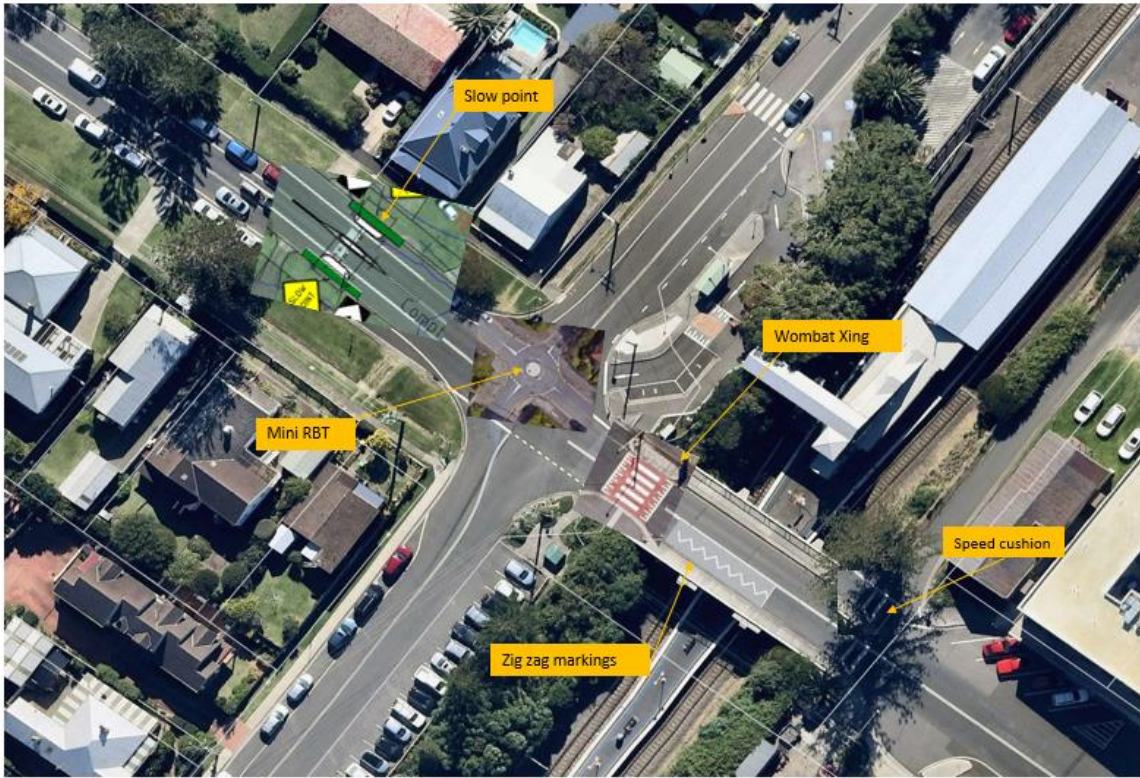
The proposed pedestrian crossing will provide the most direct route for pedestrian crossing of Bong Bong Street to the carparking to the south. Previous concerns with a pedestrian crossing at this location due to perceived sight distance limitations for westbound traffic due to the railway overbridge, have been investigated and confirmed as complying with Austroads guides for a 50kph road. However it should be noted that the existing speed cushion to the east of the overbridge has substantially reduced vehicle speeds on this approach

Council will seek grant funding from TfNSW to improved Train / Pedestrian activity to improve connectivity around railway stations and is seeking support of the Committee on the intersection proposal

Report of RMS delegated formal items

5.5 Speed humps - Bong Bong Street (cont)


Traffic Management Bong Bong Road, Kiama



Item 5.5



REGISTER OF INSTALLATION OF REGULATORY SIGNS

REGISTER NUMBER 2021-19	MEEHAN DRIVE, KIAMA DOWNS HATCHED 'NO PARKING' AREA PLAN VIEW	 KIAMA MUNICIPAL COUNCIL
SCALES PLAN N.T.S. SECTIONS		
DESIGNED ZH DRAWN ZH DATE MAY-21 CHECKED BW		SHEET 1 OF 1 FILE: J/Engineering Services/Traffic/337s



**5.6 Destination Kiama – Ignite Kiama Winter Festival 2021 – Traffic Management Plan**

CSP Objective: 1.0 A healthy, safe and inclusive community

CSP Strategy: 1.3 We live in a safe community

Delivery Program: 1.3.3 Undertake local community safety initiatives

**Summary**

Consideration of the road closures required for the Ignite Kiama Winter Festival on Saturday 19 June 2021 is required.

**Attachments**

- 1 Traffic Management Plan - Ignite Kiama Winter Festival 2021

**Enclosures**

Nil

**RECOMMENDATION**

That the Committee recommend that the IGNITE Kiama Winter Festival for Sunday 19 June 2021, be approved subject to organisers and suitably qualified traffic controllers complying with the following conditions:

- 1) the road closures to be undertaken by organisers in compliance with the Traffic Management Plan Nos. KIA-1 Licence no. 1627484 prepared by CATO Location Services 14/05/2021.
- 2) notification of this closure be given to Police, Local Emergency Services, businesses and residents effected by the closure;
- 3) an advertisement be placed in the local media advising of the closure; and
- 4) proof of public liability insurance complying with the Australian Prudential Regulatory Authority (APRA) being provided to Council prior to the event.
- 5) subject to public health orders at the time

**BACKGROUND**

Council have received notification from the Destination Tourism advising of the proposed Ignite Kiama Winter Festival on Sunday 19 June 2021.

The Ignite Kiama Winter Festival is a community celebration of winter – through fire, rhythm and feast

Report of RMS delegated formal items

5.6 Destination Kiama – Ignite Kiama Winter Festival 2021 – Traffic Management Plan (cont)

---

Showcasing the magnificent Kiama foreshore and taking place in the lead up to the shortest day of the year the Winter Solstice (and the countdown back to summer), the festival is for one day only.

The festival will be staged at the Old School Flat Kiama commencing at 3.00pm until 8.00pm on Saturday 19 June 2021.

This is an inaugural event with the aim to be an annual event with an expected attendance of up to 5000 people.

The event is being promoted as a family friendly event targeted at the local community. Large family crowds including children may be expected, which would pose significant disruption with the possibility of high pedestrian activity on the road and surrounds.

Subsequently, Destination Tourism have engaged a consultant to prepare a Traffic Management Plan outlining Road Closures – Saturday 19th June 2021, from 12.30pm - 10.00pm in Shoalhaven Street, from Minnamurra Street intersection and on the western side of the overhead Railway Bridge. Local business houses in Shoalhaven Street opposite the Old School Flat, comprising of the Sebel Hotel and Penny Whistlers Cafe have been advised

Traffic management plans for this event have been prepared by CATO Location Services and a Road Occupancy Licence has been obtained from TfNSW as shown attached. The road closures will be undertaken by suitably qualified Council staff and traffic controllers in compliance with the Traffic Management Plans.



Item 5.6

## TRAFFIC MANAGEMENT PLAN

(DRAFT)

for

**IGNITE KIAMA WINTER FESTIVAL**

Presented by DESTINATION KIAMA

AND

KIAMA MUNICIPAL COUNCIL

Saturday 19<sup>th</sup> June, 2021

Kiama Harbour Foreshore

Attachment 1

Prepared by Event Coordinator at Kiama Municipal Council

17<sup>th</sup> May, 2021



### **1. Event Details**

- a. Event Date: Saturday 19<sup>th</sup> June, 2021
- b. Event Times: 1500 - 2000
- c. Event Locations:
  - i. Old School Flat, Kiama NSW
- d. Expected Attendance: up to 5,000
- e. Target Market: Local community, family friendly event
- f. Frequency: Inaugural, annual event
- g. Bump-In:
  - i. Friday 18<sup>th</sup> June 2021 1200 – 2000
  - ii. Saturday 19<sup>th</sup> June 2021 0700 – 1200
- h. Bump-Out: Saturday 19<sup>th</sup> June 2021 2000 - 2200
- i. Road Closures – Saturday 19<sup>th</sup> June 2021
  - i. 1230 - 2200 – Shoalhaven Street, from Minnamurra Street intersection and on the western side of the overhead Railway Bridge.

### **2. Key Event Contacts**

- a. Event Organiser: Destination Kiama (Kiama Municipal Council)
- b. Event Manager: Sophie Campbell / Sally Bursell
- c. Event Manager Phone: 0419 724 104 / 0491 051 572
  
- d. Police: Lake Illawarra Police
- e. Police Contact: Sergeant Ellen Jackson
- f. Police Phone: 4232 1444 / 4232 5599
  
- g. RMS Contact:
- h. RMS Phone:
  
- i. Traffic Control: CATO Location Services
- j. Traffic Control Contact: Kieran Cato
- k. Traffic Control Phone: 0473 956 997
  
- l. Security: Cato Location Services
- m. Security Contact: Kieran Cato
- n. Security Phone: 0473 956 997



### 3. Event Venue



### 4. Notifications to Emergency Services

Event organisers have been engaging with Police in the planning stages of the event. A notification will be sent to all emergency services such as the Police, NSW Fire & Rescue, RFS and NSW Ambulance 4 weeks prior to the event.

- a. [eventplanning@ambulance.nsw.gov.au](mailto:eventplanning@ambulance.nsw.gov.au)



5. Ingress and Egress Maps

- a. Once the road closure has been implemented, any vehicle movement on to this road

**must:**

- Have a reason for moving their vehicle
- Be approved by the Traffic Logistics Manager, Kieran Cato
- Have their hazard lights on
- Be escorted by event or trained traffic personnel wearing a hi-vis vest
- Be driving no faster than walking pace
- Be mindful of the shared zone with pedestrians
- Only exiting via the south western exit

- b. Ingress and Egress Maps of event staff and contractor vehicles

- i. Ingress of event staff and contractor vehicles (from 0800 and via traffic controlled access after road closure at 1230)



- ii. Egress of event staff and contractor vehicles (once roads reopen at 2200)



**6. Event Vehicles, Access for Staff, Suppliers, Contractors**

**a. Service Vehicles**

Service vehicles such as garbage trucks will be located onsite during the event and parked in the garbage compound located on the map below. These vehicles will not be permitted to move during the event.





Key

 Garbage Compound

**b. Event vehicles**

There will be one Kiama Municipal Council event vehicle located at the headquarters tent. This will be used as lockable storage for the Kiama Municipal Council events team and will not be moved throughout the duration of the event.



Key

 KMC Staff car





**c. Food vendors**

Food vendors stationed on Shoalhaven Street will have access to drop equipment and setup between the hours of 1230 - 1430. This access will be via Terralong Street.

**d. Contractors**

The fireworks contractor will have a vehicle onsite at the helipad during the event.

The audio-visual production technician will have a vehicle onsite during the bump in and bump out of the event.

Each food vendor will have a vehicle onsite during the bump in and bump out of the event.

**7. Parking**

Parking for attendees of the event is outlined as per the map below.



**8. Impacts on Public Transport**

- a. Kiama Coaches – <https://www.kiamacoaches.com.au/timetables/> service will not be impacted based on schedule as at 17 May 2021. Contact to be made to advise of potential delays due to traffic. [admin@kiamacoaches.com.au](mailto:admin@kiamacoaches.com.au) 4232 3466
- b. Sydney Trains – Acting Station Manager, Paul Brunt (phone 0400 085 200, email [PAUL.BRUNT@transport.nsw.gov.au](mailto:PAUL.BRUNT@transport.nsw.gov.au)) has advised Sydney Trains have scheduled track work and are running a buses Bomaderry and Wollongong on 19<sup>th</sup> June, 2021.

**9. Pedestrian Safety**

Pedestrian safety throughout the event site is of paramount importance. There will be water filled vehicle barriers (WFB) located at all possible points of contact as identified during a site visit with CATO Location Services.

- 4 x barriers on pedestrian area at the intersection of Minnamurra and Shoalhaven Street (outside Yves)
- 4 x barriers on the pedestrian area under the Railway Bridge on Shoalhaven Street

These WFB will be placed at a 45-degree angle as to not impede on pedestrian thoroughfare.

MINNAMURRA & SHOALHAVEN ST – CLOSURE FROM 1230



- 1 x KMC vehicle (Shoalhaven Street – adjacent to Sebel Car Park Entrance to allow KMC vehicle to easily provide access to Emergency Vehicles if required)
- 1 x KMC vehicle (Under Railway Bridge on Shoalhaven Street, western side of pedestrian crossing)
- 1 x Traffic Controller at each end



**Placement brief**

- Footpath crossing the road is to be kept open
- Vehicles are to be placed in centre of road
- Water filled vehicle rated barriers are to be placed on a 45 degree angle to allow for pedestrian access. A pram and wheelchair must be able to fit between gap
- Black & yellow 'road closed' horses are to be placed as per red lines



### 10. Access for Local Residents and Businesses

There is one residential carpark located on Shoalhaven Street. Local residents who can **provide proof of address** such as their Drivers Licence will have access to the car parks located on Shoalhaven Street as per the map below. The access will be provided only in the case that it is safe to do so and only via the south western (via Terralong Street) blocked access. This will be managed by

- 1 x Traffic Controller – managing detour and access at Corner of Terralong and Shoalhaven Street.



There is one business carpark servicing the Sebel Hotel and Penny Whistlers Café.

The SEBEL Harbourside Kiama, General Manager, Craig Hardy has been made aware of the road closure and subsequent effect to accessing the driveway circle and Shoalhaven Street carpark.

Penny Whistlers Café. Proprietor, Pete 0401 225 269 has been made aware of the road closure and subsequent effect to accessing the front of the premises via vehicle as well as the Shoalhaven Street carpark.

### 11. Access for Emergency Vehicles

Emergency vehicle access will be accommodated through all road closure locations. There will be a CATO Traffic Controller at each location to facilitate this as quickly as possible and as required.



Event/traffic personnel should meet the ambulance at the road closure to escort them safely through the event site.

12. Advertising Traffic Management

a. Portable Variable Message Signs (VMS)

There will be two VMS signs installed from Friday 11<sup>th</sup> June 2021. The VMS boards will be located:

- Sth Kiama Drive near to Princes Hwy (old petrol station site for north bound traffic)
- Princes Highway – near to Riddell Street (south bound traffic)

**CA+O**  
NSW + QLD + SA + ACT

**VMS PLAN FOR EVENT**

Local Government  
KIAMA COUNCIL

NOTE: Cato Location Services Pty. do not accept responsibility of any traffic guidance, signage or the traffic management is not implemented by Cato Location Services Pty.

INSTALL DATE: 05/06/2021  
DE INSTALL DATE: 20/06/2021  
LOCATION: STH KIAMA DR NEAR PRINCES HWY  
AKA - THE OLD SERVICE STATION  
TEXT: SEE BELOW

**KIAMA WINTERFEST FESTIVAL "FIREWORKS"**  
**ROAD CLOSURES 19 JUN SHOALHAVEN ST**  
**FROM 12PM MORE INFO KIAMA.COM.AU**

INSTALL DATE: 05/06/2021  
DE INSTALL DATE: 20/06/2021  
LOCATION: PRINCES HWY - NEAR RIDDELL ST  
TEXT: SEE BELOW

**KIAMA WINTERFEST FESTIVAL "FIREWORKS"**  
**ROAD CLOSURES 19 JUN SHOALHAVEN ST**  
**FROM 12PM MORE INFO KIAMA.COM.AU**

**NOTES:**  
1. THIS TRAFFIC GUIDANCE SCHEME HAS BEEN DRAWN IN ACCORDANCE WITH AS 1923 AND TRAFFIC CONTROL BY SIGNPOSTS, SIGNS, BARRIERS, ETC.  
2. SIGNS & SERVICES ARE TO BE PLACED IN ACCORDANCE WITH THE TOL MODIFICATION MAY BE MADE BY PERSONS HOLDING A NEW PERSONAL SIGNING PERMISSION ONLY.  
3. ALL SIGNS AND SERVICES USED MUST COMPLY WITH AUSTRALIAN STANDARDS AS STIPULATED IN THE TOL MODIFICATION.  
4. THIS DOCUMENT IS COPYRIGHT PROPERTY OF CATO LOGISTICS PTY LTD. THIS DOCUMENT SHALL ONLY BE USED FOR THE PURPOSE FOR WHICH IT IS INTENDED. UNAUTHORIZED USE OF THIS DRAWING IS PROHIBITED.

COUNCIL	DRIVEN BY	APPROVED BY	DATE	PROJECT	PLAN NO.
KIAMA	MICHAEL PARKER	KIERAN CATO	20/05/2021	"WINTER FEST - KIAMA"	KIA-2
APPROVAL REQUIRED	CERT	CERT		CLIENT	URGENT
LOCAL	X	TCT 0050831	TCT 0040880	KIAMA COUNCIL	(A)
STATE	X			CONTRACT	TYPE
OTHER				SOPHIE CAMPBELL	REV
				PHONE	2.0
				02 4322 0444	

© COPYRIGHT

b. Signs on roads

Council Outdoor team will erect road closure signs at

- Terralong Street, Shoalhaven Street intersection
- Collins Street, Minnamurra Street intersection



Signs will be posted on the poles within 500m of the festival site advising of the upcoming road closures and parking restrictions.

As per the example below. These will be installed before Friday 18<sup>th</sup> June, 2021.



SPECIAL EVENT  
KIAMA WINTER FESTIVAL  
SATURDAY 19 JUNE



NO PARKING  
FROM 10:00AM



13. Road Occupancy Licence Obtained:

ROAD OCCUPANCY LICENCE



LICENCE NO : 1627484

ROADS & MARITIME SERVICES (RMS)

Phone: 1300 656 371 Monday To Friday 8.30 AM - 4.30 PM

To activate and deactivate your approved work shift(s) on your Road Occupancy Licence, please visit: [myrol.transport.nsw.gov.au](http://myrol.transport.nsw.gov.au). This licence is for the occupation of the road space only. If you are unable to access [myrol.transport.nsw.gov.au](http://myrol.transport.nsw.gov.au), please call TMC on 1800 679 782. For further assistance, please refer to the proponent's user manual here: [myrol.transport.nsw.gov.au/help.pdf](http://myrol.transport.nsw.gov.au/help.pdf)

<b>SPECIAL EVENT - CLASS 2</b>		<b>LOCATION</b>	
Project:	Not Applicable	Subject Road:	SHOALHAVEN ST
This Activity :	Event - Winterfest by Destination Kiama.	From:	TERRALONG ST, KIAMA
		To:	MINNAMURRA ST, KIAMA
		Council:	KIAMA
<b>LICENSEE</b>		<b>ONSITE CONTACT</b>	
Organisation:	CATO Location Services	Name:	kieran cato
Ref No:		Phone:	0412413200
Name:	Michael Parker		
Phone:	0473966907		
<b>TRAFFIC MANAGEMENT</b>		<b>LICENCE DURATION</b>	
Flow Management:	Detour (other roads)	From:	19-Jun-2021
Closure Type:	All lanes both directions	To:	19-Jun-2021
Closure Lane(s):	Shoulder		
Direction(s):	All Directions		

<b>LICENCE CONDITIONS</b>	<b>APPROVED DATES &amp; TIMES</b>												
<ol style="list-style-type: none"> <li>YOU MUST USE SHIFT ACTIVATION WEB ADDRESS <a href="https://myrol.transport.nsw.gov.au">https://myrol.transport.nsw.gov.au</a> TO ACTIVATE AND DEACTIVATE YOUR APPROVED ROAD OCCUPANCY LICENCE(S). (TO CHANGE TRAFFIC CONTROL SIGNALS TO FLASHING YELLOW OR TO ACTIVATE PERMANENT VARIABLE MESSAGE SIGNS DIAL 1800 679 782)</li> <li>THIS LICENCE IS NOT AN APPROVAL OF THE PROPONENT'S TRAFFIC CONTROL PLAN. PLEASE NOTE WORKCOVER REQUIRES THAT TRAFFIC CONTROL PLANS COMPLY WITH AS1742.3</li> <li>ALL MATTERS RELATING TO NOISE GENERATION OR OTHER ENVIRONMENTAL FACTORS ON SITE ARE UNDER THE JURISDICTION OF THE LOCAL COUNCIL AND/OR THE ENVIRONMENTAL PROTECTION AUTHORITY.</li> <li>SHOULD THE PROPOSED WORKS INVOLVE UNDERBORING OR EXCAVATION OF STATE ROAD ASSETS OR THE REMOVAL OF KERB AND GUTTER, DETAILS OF WORKS MUST BE APPROVED BY THE RMS'S ASSET MANAGEMENT BRANCH.</li> <li>NOTIFICATION TO AFFECTED BUSINESSES, RESIDENTS AND OTHER STAKEHOLDERS MUST BE UNDERTAKEN AT LEAST 5 BUSINESS DAYS PRIOR TO WORKS COMMENCING</li> <li>THIS ROL GIVES THE APPROVAL TO OCCUPY THE ROAD RESERVE ON THE PRINCES HWY FOR THE DEPLOYMENT OF THE IDENTIFIED PORTABLE VMS.</li> <li>CONCURRENCE OF SHOALHAVEN COUNCIL AND POLICE AND COMPLIANCE WITH POLICE INSTRUCTIONS ON THE DAY REQUIRED</li> </ol>	<table border="1"> <thead> <tr> <th colspan="2">From Shift</th> <th colspan="2">To Shift</th> </tr> <tr> <th>From</th> <th>To</th> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>Sat 19 Jun 12:30</td> <td>-</td> <td>Sat 19 Jun 22:00</td> <td></td> </tr> </tbody> </table>	From Shift		To Shift		From	To	From	To	Sat 19 Jun 12:30	-	Sat 19 Jun 22:00	
From Shift		To Shift											
From	To	From	To										
Sat 19 Jun 12:30	-	Sat 19 Jun 22:00											

All pages of this Road Occupancy Licence and associated Speed Zone Authorisation(s) must be available on site at all times and must be produced for inspection when requested by representatives of NSW Police, Roads & Maritimes Services, Transport for NSW and other Government Agencies.





**4 GENERAL BUSINESS**

**5 CLOSURE**