LOCAL TRAFFIC COMMITTEE MEETING

Monday, 27 August 2018
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ITEM-1 GET YOUR GROOVE ON EVENT - BELLA VISTA FARM PARK

THEME: Shaping Growth

OUTCOME: 6 Safe, convenient and accessible transport options and a variety of recreational activities that support an active lifestyle.

STRATEGY: 6.1 Strategically plan for the North West Sector growth through the development and construction of transport infrastructure, integrated local roads, parks and other civil infrastructure.

MEETING DATE: 27 AUGUST 2018
LOCAL TRAFFIC COMMITTEE

ELECTORATE: Baulkham Hills

AUTHOR: ROAD SAFETY OFFICER
ANGELA VERNICOS

RESPONSIBLE OFFICER: PRINCIPAL COORDINATOR – TRAFFIC & ROADS MANAGEMENT
STEPHEN BARNES

REPORT
The Hills Shire Council Events team has partnered with Sound Addiction (the Promoter) to host the ‘Get Your Groove On’ event at Bella Vista Farm Park on Saturday 13 October, 2018 from 2.00pm until 10.00pm. This event marketed at the 25 – 45 year old age group with food, alcohol and live performances from four bands. It is a ticketed event with a maximum of 4000 tickets to be sold.

This event will operate with the same road closure and traffic arrangements as other events held at Bella Vista Farm Park and these are outlined in the attached Traffic Management Plan and Traffic Control Plan.

Elizabeth Macarthur Drive will be closed for south-bound traffic turning left or right from Norwest Boulevarde from 1.00pm until 11.00pm on Saturday 13 October. The intention of this partial closure is to reduce the potential risk of cars queuing back from the park entry gate off Elizabeth Macarthur Drive and onto Norwest Boulevarde. To access Bella Vista Farm Park, vehicles will only be able to enter and exit Elizabeth Macarthur Drive via Norbrik Drive off Old Windsor Road. (Figure 1)
Vehicles will also be able to enter Bella Vista Farm Park via Westwood Way. (Figure 1)

Vehicles exiting Bella Vista Farm Park will have to turn left onto Elizabeth Macarthur Drive and exit via Norbrik Drive onto Old Windsor Road or exit via Westwood Way onto Norwest Boulevarde (Figure 2).
General through traffic heading north along Elizabeth Macarthur Drive will still be able to exit onto Norwest Boulevarde for the duration of the events.
Parking on site will be provided for up to 3,500 vehicles and there will be entry and exit gates to parking from Elizabeth Macarthur Drive and Westwood Way. Parking attendants will provide traffic management on site for this event to assist with managing parking inside Bella Vista Farm Park. Variable message signs (VMS) will be in place to direct traffic and advise of the traffic arrangements to enter and exit Bella Vista Farm Park for each of the events.

A copy of the Traffic Management Plan is attached to this report.

**IMPACTS**

**Financial**
All costs associated with the implementation of the Traffic Management Plan will be the responsibility of the event organiser.

**Strategic Plan - Hills Future**
The recommendation of this report demonstrates Council's aim to develop, market and implement vibrant activities that create opportunities for community interaction and visitor attraction

**RECOMMENDATION**

1. The ‘Get Your Groove On’ event at Bella Vista Farm Park to be held on Saturday 13 October, 2018 be classified as a Class 2 event in accordance with the RMS “Guide to Traffic and Transport Management for Special Events”.

2. The Committee endorse the Traffic management Plan as submitted by The Hills Shire Council’s Events Team.

3. The signed Traffic Management Plan be forwarded to RMS and the Police for their concurrence to hold the event.

**ATTACHMENTS**

1. Traffic Management Plan – ‘Get Your Groove On’ event (22 pages)
TRAFFIC MANAGEMENT PLAN

GET YOUR GROOVE ON
Saturday 13 October

Bella Vista Farm Park
Cnr Elizabeth MacArthur Drive & Norwest Boulevarde, Bella Vista NSW 2153
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1. EVENT DETAILS

1.1. Event Summary
The Hills Shire Council (THSC) has partnered with Sound Addiction (promoter) to promote and host *Get Your Groove On* (event) at Bella Vista Farm. The event organisers will engage with an authorised traffic management company to provide traffic management support for the event.

The event details and organisers have been outlined below

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>Get Your Groove On Birds of Tokyo, Pete Murray, Thirsty Merc, Hiaground and</th>
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<tbody>
<tr>
<td>Venue:</td>
<td>Bella Vista Farm Park Cnr of Elizabeth Macarthur Dr and Norwest Blvd, Bella Vista</td>
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<tr>
<td>Date:</td>
<td>Saturday 13 October 2018</td>
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<tr>
<td>Event Operational Time:</td>
<td>1400 – 2200</td>
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| Bump in / out Period: | Bump in: 12/10/2018 – 0700 to 1900  
Bump Out: 14/10/2018 – 2200 to 2400 15/10/2018 – 0700 to 1900 |
| Road Closure: | Saturday 13 October 1300 - 2300 |
| Expected Attendance: | 4,000 |
| Event is off-street, on-street moving, or on-street non-moving: | Off-street |
| Event is held annually/regularly/once off | Once Off |
| Preliminary Classification: | Class 2 (subject to Local Traffic Committee – LTC assessment) |
| Previous Years Attendance: | NA |
| Target Market: | Young individuals and couples 25 to 45 |

1.2. Contact Names

| Event Company: | Sound Addiction |
1.3. Brief Description of the Event

"Get Your Groove On" is an Intimate Concert Event held at the Bella Vista Farm Park (in the middle of Sydney's Norwest area), staged on Saturday 13 October 2018. This is truly the ultimate outdoor experience of food, music and high-standard performances. Music lovers are welcome to immerse themselves in this bohemian gathering, what better way to indulge your senses in sublime food, wine and high-standard variety of music.

"After years of running festivals and concerts in the Hunter Valley, the team behind 'Get Your Groove On' decided it was time to bring a little Hunter Valley cool to Sydney", said GRANT SMITH - SOUND ADDICTION Event Management. "'Get Your Groove On' is all about indulgence in a fun and relaxed atmosphere.

"Think Hunter Valley Wine, Boutique Beers, amazing foods, massage stations, dancing on the grass, lights in the trees, tarot reading, funky stalls, great A-List music and lots, lots more......

It's time to escape the everyday life, "get your groove on", and be transported to someplace special".
1.4. Location Map
1.5. **Site Plan**

Refer to the following pages for the event site plans. These will be updated closer to the event. Should you need a copy of the updated site plan, please contact Event Managers as listed in section 1.2 of this TMP.
2. **WORKPLACE HEALTH & SAFETY**

2.1. **Risk Assessment Plans**
A Risk Management approach is a fundamental part of the planning for any event. The safety risk identification, assessment and control process is a legal obligation (as per the WHS Act and Regulation 2011) and should be aligned with AS/NZS ISO 31000 Risk Management – Principles and Guidelines. Broader event risk management is best practice and a fundamental part of due diligence.

The event organisers as the ground hirers will be the principal risk manager and shall ensure that the risk management methodologies are applied throughout all stages and aspects of the activities. A comprehensive Risk Assessment will be conducted for the event and can be made available by contacting the Event Manager as listed in 1.2 of this TMP.

2.2. **Public Liability Insurance**
Sound Addition has Public Liability Insurance. This policy covers all activities of Sound Addition. Specific event insurance and public liability will be provided closer to the event. Should you need a copy contact the Event Manager as listed in 1.2 of this TMP.

2.3. **Police**
The Hills LAC will be notified 2 weeks prior to the above mentioned event.

2.4. **NSW Fire & Rescue and NSW Ambulance**
NSW Fire & Rescue and NSW Ambulance will be notified 2 weeks prior to the above mentioned event.

3. **TRAFFIC & TRANSPORT MANAGEMENT**

3.1. **The Routes and Location**
A map of the event location is below displaying traffic ingress on arrival. Elizabeth MacArthur Drive from Norwest Boulevard will be closed therefore vehicles will be re-routed to enter BVF via Norbrik Dr, Via Old Windsor Rd.

A traffic control plan will be implemented for the partial closure of Elizabeth Macarthur Drive. Refer to attachment 5.2 for a copy.
3.2. **Ingress & Egress to Venue via Elizabeth Macarthur Drive**

It is proposed to reduce the street parking and manage the first 10m of Elizabeth Macarthur Drive that the current placement of No Stopping signs remains in place. This, in conjunction with the closure of the Elizabeth MacArthur Drive entry lane from Norwest Boulevard, will enable vehicles to make a left turn exit only to continue the flow of traffic.

Inside Bella Vista Farm, the main gravel car parking and driveways to the site will be managed by No Parking signs (on existing sign poles) to ensure the main ingress and egress routes are uninterrupted and to ensure there is a consistent flow of traffic.

An authorised traffic controller will be located at the main entry to monitoring the traffic flow on ingress and egress. Should the traffic flow be a reduced rate, the VMS boards located on Norwest Boulevard will be amended to direct traffic to enter the car park by the rear access gate located off Westwood Way near Bella Vista Oval.

3.3. **Parking**

There will be a number of parking areas for event visitors as well as staff, volunteers and crew. These parking areas are located inside Bella Vista Farm Park with approximately 3,500 car spaces available.

It is expected that the peak period of parking demand will be mid-afternoon. There will be authorised traffic controllers and staff on duty throughout the operational period of the event to monitor and control traffic, parking and pedestrians within the venue. Motorists will be encouraged to keep a continuous and steady flow into the car park to ensure there is no queuing on Norwest Boulevard.

Extra care must be taken by drivers to ensure pedestrian safety. All loading and unloading of pedestrians and equipment will be done within the event site and car parks.

Event visitors, staff, volunteers and crew will access the car parks via –
- Elizabeth MacArthur Drive (via detour along Norbrik Dr), or
- Westwood Way (via the Tennis Courts)

Traffic marshals will direct vehicles to park in designated zones. Refer to attachment 5.4 to see identified zone. Vehicles entering the car parks via Elizabeth MacArthur entry will be directed to park in zone 2 and then zone 1 working from the inside of the car park back. The vehicles entering from Westwood way will be directed to park in zone 3 and then zone 4 working inside of the car park back.

Speed limit on the approach to Bella Vista Farm Park will not need to be reduced.

3.4. **Parking Plan**

A copy of the parking layout map is attached to this TMP. Refer to attachment 5.1.

This map will be amended to fit accordingly with the event boundaries. An updated map can be made available by contacting the Venue Manager as listed in section 1.2 of this TMP.
3.5. **Vehicle Access to the Event Site for Suppliers, Contractors and Staff**

There will be an 8km/h limit inside Bella Vista Farm Park for the duration of the event. There will be parking marshals to direct traffic to the designated parking area and to ensure 8km/r speed limit.

Authorised Vehicles are only allowed to drive on site for the setup of stage, event equipment and stock delivery (outside of event operational times). All cars will be parked in designated areas and only emergency vehicles, amenities management or permitted disability access will be allowed during the operation period of the event.

The event site will be cleared of all moving vehicles 1 hour prior to the event operational time and will not be permitted to re-enter for bump out until the Event Manager has given authority.

3.6. **Impact on Public Transport**

The event is likely to present some increase of demand on bus services, namely route T64 as the main service operating on weekends and public holidays (hourly).

However, the event is unlikely to have major impact on public transport overall, as most patrons are likely to travel by private car and expected to car-pool.

The local public transport companies including Hillsbus, Westbus, Busways, Harris Park Transport Co, State Transit Authority and the NSW Taxi Council will be informed of the event details through written notification 2 weeks prior to the event.

No bus stops will need to be relocated and no additional public transport has been arranged for the event. The authorised traffic controllers at the Elizabeth Macarthur Drive closure will temporarily reopen and close the Elizabeth Macarthur Drive closure to allow the T64 bus to continue on route as per the T64 timetable and map located [https://www.cdcbus.com.au/images/files/timetables/hillsbus/T64_Timetable.pdf](https://www.cdcbus.com.au/images/files/timetables/hillsbus/T64_Timetable.pdf)

Most people that attend the event will park in the designated parking areas or will walk from the nearby residential areas.

3.7. **Reopening Roads after Moving Events**

Elizabeth MacArthur Drive from Norwest Boulevard will have the road closure removed so that vehicles can enter 1 hour after the event operational times per event.

3.8. **Traffic Management Requirements Unique to this event**

There are no unique requirements (as defined on p.55 of the RMS 'Guide to Traffic & Transport for Special Events', Version 3.4, August 2, 2006).

3.8.1. **Transport arrangements**

The following table is intended to provide a travel mode scenario for stakeholder planning consideration:

- Private car – Car park capacity is assessed by The Hills Shire Council Place Management team as up to 3,500 cars. It is expected that visitors will be carpooling due to the event demographic and target market. Observations during previous family orientated events, suggest car-pooling with 4 pax/car. With 4 pax/car the
existing car parking capacity can accommodate more than the maximum event patrons of 10,000. With 3 pax/car, 9,000/10,000 patrons will be catered for.

- Public bus service – THSC have assessed existing public transport options and routes servicing Norwest Blvd. Most services operate on a weekend on a 60mins schedule. It is unlikely to be the patron preferred travel option.

- Taxi and Drop-off/pick-up – Due to the location of the event, it has been observed in previous events held at this venue, there is a very low usage of taxis. Some patrons are likely to opt to be driven to Bella Vista Farm by friends.

3.9. Contingency Plans

3.9.1. Heavy Rain
In the event of heavy rain in the week leading up to the event (30mm or more), it may be necessary to cancel the event pending assessment of the venue. This is due to condition of the ground and parking area at Bella Vista Farm.

3.9.2. Cancellation of Event
Assessment of the need for cancellation will be done by THSC Venue Manager and Event Manager as listed in section 1.2 of this TMP. A decision on the cancellation of the event due to weather would need to be made prior to 06:00hrs on the day of the event. This would allow time to notify all parties involved. The general public will be informed via local radio, social media, Event websites, Sydney Hills Events website and Council’s website.

4. MINISING IMPACT ON THE NON-EVENT COMMUNITY & EMERGENCY SERVICES

4.1. Access for Local Residents, Businesses, Hospitals & Emergency Vehicles
Access for local residents will not be impacted. Local businesses located on Elizabeth MacArthur Drive will be impacted and the Event Managers will be notifying the business 4 weeks prior to the event.

The proposed traffic controller at the Elizabeth MacArthur Drive road closure will be able to monitor the traffic and assist where required, should emergency vehicles need to get through. Traffic Controllers will give propriety to any Ambulance or Patient Transport vehicles by prioritising to allow rapid access through Elizabeth Macarthur Drive.

Emergency service vehicles will have unobstructed access into the event site if required via the northern and southern driveways. Vehicle access paths of width no less than 3.5m will be maintained throughout the event by:

- Parking marshals not allowing vehicles to park in obstruction to the path
- Parking marshals briefed by the event manager at start of shift each day to remain vigilant and keep the access clear. Any cars in the way of emergency vehicles in response will be directed out of the way by traffic controllers
- Signposting of the path – signs applied on entry gates and other infrastructure available
- Event manager will be checking throughout the shift that the paths are not obstructed.
4.2. Advertising Traffic Management Arrangements
The Event Managers will advertise in local print media, social media and on the event website. THSC will also advertise the traffic changed via Sydney Hills Events website and social media platforms.

4.3. Special Event Warning Signs
The event will be erecting vinyl banners at the event site (on the corner of Elizabeth Macarthur Dr and Norwest Blvd) and the Castle Hill banner pole (at the t-intersection of Showground Rd and Gilbert Rd) that advertise the event two weeks before the event.

4.4. Permanent Variable Message Signs [PVMS]
No PVMS support necessary due to the scale of the event.

4.5. Portable Variable Message Signs [VMS]
It is recommended that VMS boards are used. There will be a minimum of two VMS used for the two weeks before the event advertising a week prior to the event as well as directional and safety messages for road users.

An additional five VMS boards will be in place on the event days if required. This will assist with directing vehicles along the correct route into the venue. Note these will be used if the detour signs are not sufficient. The event organisers and THSC will work with Northwest Rapid Transit to minimise the number of VMS on road ways to reduce confusion to road users.

4.5.1. Proposed Ingress messages:

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<td>Frame 1 (3 sec.)</td>
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<tr>
<td>GET Y O U R G R O O V E O N</td>
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<td>1 3 O C T</td>
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<tr>
<td>Frame 2 (3 sec.)</td>
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<td>M U S I C</td>
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| **MSG 2**                                      |
| Frame 1 (3 sec.)                               |
| S P E C I A L                                  |
| E V E N T                                      |
| P A R K I N G                                  |
| Frame 2 (3 sec.)                               |
| E N T R Y V I A                                |
| W E S T W O O D                                |
| W A Y                                        |

| **MSG 3** CONTINGENCY ONLY                    |
| Frame 1 (may be flashing off phase no longer than 2 sec.) |
| R E D U C E                                   |
| S P E E D U S E                                |
| C A U T I O N                                 |

| **MSG 4** CONTINGENCY ONLY                    |
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| C A R P A R K                                  |
| F U L L                                        |
| Frame 2 (3 sec.)                               |
| U S E                                         |
| S T R E E T                                    |
### LOCAL TRAFFIC COMMITTEE  27 AUGUST 2018

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**On Call**

**VMS 2 – Norwest Blvd. green lawn at roundabout. Facing North**

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<td>M U S I C</td>
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**MSG 3**

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**On Call**

**MSG 5**

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**On Call**

**VMS 3 – Norwest Blvd. green median. Facing North**

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### LOCAL TRAFFIC COMMITTEE

**27 AUGUST 2018**

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<th>MSG 5 CONTINGENCY ONLY</th>
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<tr>
<td></td>
<td></td>
<td>Parking</td>
<td></td>
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</tr>
</tbody>
</table>

**VMS 5 – Old Windsor Rd. Green median. Facing East**

<table>
<thead>
<tr>
<th>MSG 1</th>
<th>Frame 1</th>
<th>Event</th>
<th>GET</th>
<th>YOUR</th>
<th>ON</th>
<th>GROOVE</th>
<th>OCT</th>
<th>8:00am 1 October 2018 to 3:00pm 13 October 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>(3 sec.)</td>
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<tr>
<td>Frame 2</td>
<td></td>
<td>Music</td>
<td></td>
<td></td>
<td></td>
<td>Concert</td>
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<td>(3 sec.)</td>
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<tr>
<td>MSG 2</td>
<td>Frame 1</td>
<td>Event</td>
<td>SPECIAL</td>
<td>PARKING</td>
<td></td>
<td></td>
<td></td>
<td>3:00pm 13 October 2018 to 10:00pm 13 October 2018</td>
</tr>
<tr>
<td>(3 sec.)</td>
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<td></td>
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<tr>
<td>Frame 2</td>
<td></td>
<td>Turn</td>
<td></td>
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<td></td>
<td>Right</td>
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<td>(3 sec.)</td>
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<td></td>
<td></td>
<td>At</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MSG 3 CONTINGENCY ONLY</td>
<td>Frame 1</td>
<td>Event</td>
<td>REDUCE</td>
<td>SPEED</td>
<td>USE</td>
<td>CAUTION</td>
<td></td>
<td>On Call</td>
</tr>
<tr>
<td>(may be flashing off phase no longer than 2sec.)</td>
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<tr>
<td>MSG 4 CONTINGENCY ONLY</td>
<td>Frame 1</td>
<td>Event</td>
<td>CAR</td>
<td>PARK</td>
<td>On Call</td>
<td></td>
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<td>(3 sec.)</td>
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<td>Frame 2</td>
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<td>Use</td>
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<td>(3 sec.)</td>
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<td>Street</td>
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<tr>
<td>MSG 5 CONTINGENCY ONLY</td>
<td>Frame 1</td>
<td>Event</td>
<td>CAR</td>
<td>PARK</td>
<td>On Call</td>
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<td>Street</td>
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</tr>
</tbody>
</table>
### 4.5.2. Proposed Egress messages:

<table>
<thead>
<tr>
<th>VMS 1, 2 &amp; 3</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MSG 1</strong></td>
<td></td>
</tr>
<tr>
<td>Frame 1</td>
<td>R E D U C E</td>
</tr>
<tr>
<td>(3 sec.)</td>
<td>S P E E D</td>
</tr>
<tr>
<td></td>
<td>On Call</td>
</tr>
<tr>
<td>Frame 2</td>
<td>C A U T I O N</td>
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<tr>
<td>(3 sec.)</td>
<td>P E O P L E</td>
</tr>
<tr>
<td></td>
<td>A B O U T</td>
</tr>
</tbody>
</table>

VMS Board 4, 5 6 and 7 will be turned off at the completion of each event.
4.6. VMS Placement Map
5. ATTACHMENTS

5.1. Attachment 1: Parking Management Plan
5.2. Traffic Control Plan
5.3. Attachment 2: Get Your Groove On

- Special Event Transport Management Plan

### Special Event Resources

#### Special Event Transport Management Plan Template

Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan.

#### EVENT DETAILS

1.1 Event summary

- **Event Name:** Get Your Groove On
- **Event Location:** Bella Vista Farm
- **Event Date:** 13/10/18
- **Event Start Time:** 2pm
- **Event Finish Time:** 10pm
- **Event Setup Start Time:** 12/10/2018 9am
- **Event Packdown Finish Time:** 15/10/2018 5pm
- **Event is:**
  - [ ] off-street
  - [ ] on-street moving
  - [ ] on-street non-moving
  - [ ] held regularly throughout the year (calendar attached)

1.2 Contact names

- **Event Organiser:** Grant Smith
- **Phone:**
- **Fax:**
- **Mobile:** 0410255055
- **Email:**

- **Event Management Company (if applicable):**
- **Phone:**
- **Fax:**
- **Mobile:**
- **Email:**

- **Police**
- **Phone:**
- **Fax:**
- **Mobile:**
- **Email:**

- **Council**
- **Phone:**
- **Fax:**
- **Mobile:**
- **Email:**

- **Roads & Traffic Authority (if Class 1)**
- **Phone:**
- **Fax:**
- **Mobile:**
- **Email:**

*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

1.3 Brief description of the event (one paragraph)

Get Your Groove On is all about indulgence in a fun and relaxed atmosphere. Think Hunter Valley Wine, Boutique Beers, amazing foods, cheese, massage stations, lights in the trees, dancing on the grass, funky stalls and lots lots more.
## Risk Management - Traffic

<table>
<thead>
<tr>
<th>Risk Management - Traffic</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1 Occupational Health &amp; Safety - Traffic Control</td>
<td></td>
</tr>
<tr>
<td>□ Risk assessment plan (or plans) attached</td>
<td></td>
</tr>
<tr>
<td>2.2 Public Liability Insurance</td>
<td></td>
</tr>
<tr>
<td>□ Public liability insurance arranged. Certificate of currency attached</td>
<td></td>
</tr>
<tr>
<td>2.3 Police</td>
<td></td>
</tr>
<tr>
<td>□ Police written approval obtained</td>
<td></td>
</tr>
<tr>
<td>2.4 Fire Brigades and Ambulance</td>
<td></td>
</tr>
<tr>
<td>□ Fire brigades notified</td>
<td></td>
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<tr>
<td>□ Ambulance notified</td>
<td></td>
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</tbody>
</table>

## Traffic and Transport Management

<table>
<thead>
<tr>
<th>Traffic and Transport Management</th>
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</tr>
</thead>
<tbody>
<tr>
<td>3.1 The route or location</td>
<td></td>
</tr>
<tr>
<td>□ Map attached</td>
<td></td>
</tr>
<tr>
<td>3.2 Parking</td>
<td></td>
</tr>
<tr>
<td>□ Parking organised - details attached</td>
<td></td>
</tr>
<tr>
<td>□ Parking not required</td>
<td></td>
</tr>
<tr>
<td>3.3 Construction, traffic calming and traffic generating developments</td>
<td></td>
</tr>
<tr>
<td>□ Plans to minimize impact of construction activities, traffic calming devices or traffic generating developments attached</td>
<td></td>
</tr>
<tr>
<td>□ There are no construction activities, traffic calming devices or traffic generating developments at the location, route or on the detour routes</td>
<td></td>
</tr>
<tr>
<td>3.4 Trusts, authorities or Government enterprises</td>
<td></td>
</tr>
<tr>
<td>□ This event uses a facility managed by a trust, authority or enterprise. Written approval attached</td>
<td></td>
</tr>
<tr>
<td>□ This event does not use a facility managed by a trust, authority or enterprise</td>
<td></td>
</tr>
<tr>
<td>3.5 Impact on/of Public transport</td>
<td></td>
</tr>
<tr>
<td>□ Public transport plan created - details attached</td>
<td></td>
</tr>
<tr>
<td>□ Public transport not impacted or will not impact event</td>
<td></td>
</tr>
<tr>
<td>3.6 Reopening roads after moving events</td>
<td></td>
</tr>
<tr>
<td>□ This is a moving event - details attached</td>
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</tr>
<tr>
<td>□ This is a non-moving event</td>
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<tr>
<td>3.7 Traffic management requirements unique to this event</td>
<td></td>
</tr>
<tr>
<td>□ Description of unique traffic management requirements attached</td>
<td></td>
</tr>
<tr>
<td>□ There are no unique traffic requirements for this event</td>
<td></td>
</tr>
<tr>
<td>3.8 Contingency plans</td>
<td></td>
</tr>
<tr>
<td>□ Contingency plans attached</td>
<td></td>
</tr>
</tbody>
</table>
6 APPROVAL

TMP Approved by: ________________________________ Event Organiser: __________ Date: __________

7 AUTHORISATION TO "REGULATE TRAFFIC"

Council’s traffic management requirements have been met. Regulation of traffic is therefore authorized for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorized by: ________________________________ Council: __________ Date: __________

The RTA’s traffic management requirements have been met. Regulation of traffic is therefore authorized for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorized by: ________________________________ RTA: __________ Date: __________

* "Regulate traffic" means monitor or prohibit the passage along a road of persons, vehicles, or animals (Roads Act, 1996). Council and RTA require traffic to be regulated as described in the risk management plans with the event staffed under the direction of a qualified person.
ITEM-2 BELLCAST ROAD - PROPOSED WORKS ZONE

THEME: Shaping Growth

OUTCOME: 6 Safe, convenient and accessible transport options and a variety of recreational activities that support an active lifestyle.

STRATEGY: 6.1 Strategically plan for the North West Sector growth through the development and construction of transport infrastructure, integrated local roads, parks and other civil infrastructure.

MEETING DATE: 27 AUGUST 2018
LOCAL TRAFFIC COMMITTEE

ELECTORATE: CASTLE HILL

AUTHOR: ROAD SAFETY OFFICER
ANGELA VERNICOS

RESPONSIBLE OFFICER: PRINCIPAL COORDINATOR – TRAFFIC & ROADS MANAGEMENT
STEPHEN BARNES

SOURCE OF ENQUIRY
A request has been received from DASCO Australia Pty Ltd, the developers of 2 Bellcast Road, Rouse Hill for a temporary ‘Works Zone 7am-5pm Monday-Saturday’ for a six month period during the construction of a residential apartment building of 47 units.

REPORT
The construction of two four storey apartment buildings with a total of 47 units and two levels of basement parking at 2 Bellcast Road, Rouse Hill was approved on 18 February 2016 under DA 983/2016/JP/A (Figure 1).

The site is located on the corner of Bellcast Road, Sanctuary Drive and Picket Place, Rouse Hill and is situated immediately adjoining the Sydney Metro North West skytrain route.

Figure 1: 2 Bellcast Road, Rouse Hill locality plan
Bellcast Road is a 9.5 metre wide local road and Picket Place is a 7.5 metre wide cul-de-sac. At present there is strong demand for on-street parking in both these streets by bus commuters and residents. (Figure 2)

Figure 2: Bellcast Road, Rouse Hill – existing on-street parking

A request has been received from the developer DASCO Australia Pty Ltd for a 10.5 metre section of ‘Works Zone 7am-5pm Monday – Saturday’ to be installed on the western side of Bellcast Road approximately 15 metres from the intersection of Sanctuary Drive for a six month period during construction (Figure 3).

Figure 3: Bellcast Road, Rouse Hill- location of proposed ‘Works Zone’
The ‘Works Zone’ will also encompass the temporary construction access driveway to the site resulting in two car parking spaces being removed.

The applicant has requested the “Works Zone’ on Bellcast Road as it is not possible to access the site via Picket Place due to the deep excavation required for the basement parking at this location. They also cannot access their site from the Sanctuary Drive side as this location would necessitate a reduction in the length of the merging kerbside lane which could impact on the operation of the traffic signals at the intersection of Windsor Road (Figure 3).

A Traffic Control Plan has been prepared by the applicant and is attached (Attachment 1).

**IMPACTS**

**Financial**
Approval of the ‘Works Zone’ will generate fee income in accordance with Council’s adopted Schedule of Fees and Charges. This would amount to $546.00 per week or $14,196 over the six month period.

**Parking**
The installation of 10.5 metres of ‘Works Zone 7am-5pm Monday- Saturday’ on the western side of Bellcast Road, Rouse Hill will remove parking for two vehicles for the period of time it is in operation.

There is currently significant demand for on-street parking in this location due to the presence of a T-way bus stop which can be accessed from the western end of Picket Place. Therefore the two cars displaced will be forced to park further away from the bus stop in the surrounding residential street network in the New Rouse Hill residential development area.

However as the developer has no other option currently available to access their site and to park construction related equipment such as delivery vehicles, concrete pumps etc., the temporary loss of two on-street parking spaces is considered reasonable.

**Strategic Plan - Hills Future**
The recommendation of this report demonstrates Council’s aim of achieving a safer road network through the installation, renewal and modification of traffic facilities.

**RECOMMENDATION**
1. Council approve the installation of 10.5 metres of ‘Works Zone 7am-5pm Monday – Saturday’ restrictions on the western side of Bellcast Road at the development site at 2 Bellcast Road for a period of six months
2. The General Manager be given delegated authority to approve any future request for an extension to the ‘Works Zone’ up to a maximum of two months beyond the initial six month period.

**ATTACHMENTS**
1. 2 Bellcast Road, Rouse Hill – Traffic Control Plan (1 page)
ITEM-3 \hspace{2cm} OLD PITT TOWN ROAD, BOX HILL - MODIFICATION OF LINEMARKING

THEME: \hspace{2cm} Shaping Growth

OUTCOME: \hspace{2cm} 6 Safe, convenient and accessible transport options and a variety of recreational activities that support an active lifestyle.

STRATEGY: \hspace{2cm} 6.1 Strategically plan for the North West Sector growth through the development and construction of transport infrastructure, integrated local roads, parks and other civil infrastructure.

MEETING DATE: \hspace{2cm} 27 AUGUST 2018

LOCAL TRAFFIC COMMITTEE

ELECTORATE: \hspace{2cm} CASTLE HILL

AUTHOR: \hspace{2cm} TRAFFIC ENGINEER

MARTIN JIA

RESPONSIBLE OFFICER: \hspace{2cm} PRINCIPAL COORDINATOR – TRAFFIC & ROAD MANAGEMENT

STEPHEN BARNES

SOURCE OF ENQUIRY
Proposals have been received seeking approval for new linemarking in Old Pitt Town Road, Box Hill between George Street and Andromeda Parkway associated with approved land subdivisions at 178, 180, 184-186 and 188 Old Pitt Town Road. The land subdivisions are located within the Box Hill Development Area.

REPORT
In conjunction with approved subdivision development within the Box Hill Development Area, the applicants have proposed the following modifications to the existing linemarking in Old Pitt Town Road between George Street and Andromeda Parkway (Figure 1 and 2). The works have been approved under various Development Applications as shown in Table 1 below.

<table>
<thead>
<tr>
<th>Location</th>
<th>DA number</th>
<th>Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>178 Old Pitt Town Road</td>
<td>628/2017/ZA</td>
<td>• BB, C1 E1 linemarking in Old Pitt Town Road at George Street</td>
</tr>
<tr>
<td>180 Old Pitt Town Road</td>
<td>681/2017/ZA</td>
<td>• Chevron linemarking on the western side of Old Pitt Town Road outside No.180</td>
</tr>
<tr>
<td>184-186 Old Pitt Town Road</td>
<td>222/2017/ZD</td>
<td>• Dedicated right turn bay in Old Pitt Town Road north of Andromeda Parkway created by painted median island and associated linemarking</td>
</tr>
</tbody>
</table>
| 188 Old Pitt Town Road | 150/2018/ZA | • Chevron and pavement arrow linemarking in Old Pitt Town Road south of Andromeda Parkway  
• TB1 and BB linemarking in Andromeda Parkway |

Table 1 List of works been approved by DAs
Figure 1: Locality Plan

Figure 2: Aerial Photograph
Details of the proposed roadworks are attached (Attachment 1).

**IMPACTS**

**Financial**
This matter has no direct financial impact upon Council’s adopted budget or forward estimates as the entire cost of the works will be funded by the relevant developers.

**Parking**
The proposed roadworks have no impact on the existing on-street parking as no parking spaces will be lost.

**Strategic Plan - Hills Future**
The recommendation of this report demonstrates Council’s aim of achieving a safer road network through the installation, renewal and modification of traffic facilities.

**RECOMMENDATION**
The proposed roadworks and linemarking in Old Pitt Town Road, Box Hill between George Street and Andromeda Parkway be approved in accordance with Attachment 1 to the report.

**ATTACHMENTS**
1. Old Pitt Town Road, Box Hill – Proposed roadworks and linemarking (4 pages)
**ITEM-4**

**PRESIDENT ROAD, KELLYVILLE-PROPOSED PEDESTRIAN REFUGE ISLAND**

**THEME:**
Shaping Growth

**OUTCOME:**
6 Safe, convenient and accessible transport options and a variety of recreational activities that support an active lifestyle.

**STRATEGY:**
6.1 Strategically plan for the North West Sector growth through the development and construction of transport infrastructure, integrated local roads, parks and other civil infrastructure.

**MEETING DATE:**
27 AUGUST 2018

**LOCAL TRAFFIC COMMITTEE**

**ELECTORATE:**
CASTLE HILL

**AUTHOR:**
ROAD SAFETY OFFICER
ANGELA VERNICOS

**RESPONSIBLE OFFICER:**
PRINCIPAL COORDINATOR – TRAFFIC & ROADS MANAGEMENT
STEPHEN BARNES

**SOURCE OF ENQUIRY**
Concerns have been raised by parents of school children walking to Kellyville Public School regarding the lack of pedestrian crossing facilities on President Road, Kellyville. They have requested that a pedestrian facility be provided on President Road near the intersection of Greenwood Road to improve safety for children walking to school.

**REPORT**
President Road is a 1.4 kilometre long 9.5 metre wide major collector road with a 50km/h speed limit which links Green Road to the east and Windsor Road to the west. It has residential development off streets to the northern and southern sides and there are bus stops located along both sides of the road (Figure 1).

![Figure 1: President Road - Location map](image-url)
The annual average traffic over a seven day period in President Road is over 8000 vehicles per day. The back entry gate to Kellyville Public School is located on Annabelle Crescent which is accessed by Greenwood Road off President Road and there are school children walking to school from the residential estates located on the southern side of President Road who have nowhere to cross the road safely.

There are currently no pedestrian facilities located in the 800m section of President Road between York Road and Windsor Road where there are traffic signals. The roundabout at the intersection of Greenwood Road and President Road has no pedestrian refuge islands as the road width of President Road is too narrow at this location to accommodate them.

A pedestrian count undertaken in this section of President Road between Greenwood Road and Malonga Avenue showed 16 pedestrians crossed the road in the period between 8am and 9am.

It is proposed to construct a pedestrian refuge island on President Road between Malonga Road and Glenrowan Avenue as this location would service the two walkways on the northern and southern sides of President Road (Figure 2).

This location is the only location a pedestrian refuge island could fit in this section of President Road due to existing driveways and the narrower road width near Greenwood Road (Photo1 and Figure 3).
The properties at No 24 and 25 President Road will require widening of their driveways to enable all turning movements into and out of their driveways due to the presence of the pedestrian refuge island. In addition the property owner of No 24 President Road has requested that a second driveway to her property be constructed as part of this work. This would maximise off-street parking by allowing her to construct a circular driveway within her property as well as improving access onto President Road. No objections are raised to this request.

Plans showing the turning paths for all vehicle movements into and out of the driveways to Nos. 24 and 25 are attached (Attachment 1).

**IMPACTS**

**Financial**
The estimated cost of the pedestrian refuge island and associated driveway changes is $20,000 which could be funded from the Minor Traffic Facilities project in the 2018/19 Works Program (Project 610011). This project has a budget of $150,000 and to date no expenditure has been incurred.

**Parking**
The construction of the pedestrian refuge island on President Road, Kellyville will require the installation of approximately 30 metres of full time 'No Stopping' restrictions on both sides of President Road as per the RMS Standard. This will result in the loss of parking for about eight vehicles.

There is no demand for on-street commuter parking in this section of President Road. Any kerbside parking displaced from this section of President Road could be readily accommodated elsewhere along the road or in Malonga Avenue.
Strategic Plan - Hills Future
The recommendation of this report demonstrates Council’s aim of achieving a safer road network through the installation, renewal and modification of traffic facilities.

RECOMMENDATION
Council approve the construction of a pedestrian refuge island on President Road, Kellyville between Malonga Avenue and Glenrowan Avenue in accordance with Figure 3 in the report.

ATTACHMENTS
1. President Rd, Kellyville – Vehicle movement turning paths (1 page)
Attachment 1: President Rd, Kellyville – pedestrian refuge island plan
ITEM-5  SYDNEY METRO NORTHWEST - PROPOSED CHANGES TO APPROVED PARKING RESTRICTIONS AT HILLS SHOWGROUND, BELLA VISTA, KELLYVILLE AND ROUSE HILL STATIONS

THEME:  Shaping Growth

OUTCOME:  6 Safe, convenient and accessible transport options and a variety of recreational activities that support an active lifestyle.

STRATEGY:  6.1 Strategically plan for the North West Sector growth through the development and construction of transport infrastructure, integrated local roads, parks and other civil infrastructure.

MEETING DATE:  27 AUGUST 2018
LOCAL TRAFFIC COMMITTEE

ELECTORATE:  CASTLE HILL, BAULKHAM HILLS

AUTHOR:  MANAGER – ASSET MANAGEMENT, TRAFFIC AND PARKS
MICHAEL LATHLEAN

RESPONSIBLE OFFICER:  ACTING GROUP MANAGER – SHIRE STRATEGY, TRANSFORMATION AND SOLUTIONS
STEVE COLEMAN

BACKGROUND
In 2014 the NSW State Government announced that the NRT Consortium had been selected as the preferred operator of the North West Rail Link project (since renamed the Sydney Metro Northwest). NRT is responsible for designing, building, financing and then operating the new rapid transit Sydney Metro railway.

NRT’s responsibilities include the construction of eight new railway stations as well as the adjoining station precincts. Six of those stations – Castle Hill, Hills Showground, Norwest, Bella Vista, Kellyville and Rouse Hill are located within The Hills Shire.

The new station precincts will include modifications to existing roads and intersections as well as the construction of some new roads, transport interchanges, cycling and pedestrian facilities. Commuter parking is also being constructed at Showground, Bella Vista, Kellyville and Rouse Hill stations.

The roadworks associated with these station precincts also includes various traffic facilities such as traffic signals, marked pedestrian crossings, regulatory and advisory signposting and linemarking on both existing and proposed new roads. The majority of these proposed new roads are to be dedicated to Council as public roads. However several roads within the Bella Vista station precinct will be managed by NRT on behalf of Sydney Metro.

After considering reports on these proposed new traffic facilities at its meetings in October 2016 (Hills Showground, Norwest, Bella Vista and Rouse Hill), August 2017 (Kellyville) and November 2017 (Castle Hill), the Local Traffic Committee recommended that they be approved by Council.
The Committee’s recommendations were subsequently adopted by Council at its meetings on 8 November 2016, 10 October 2017 and 12 December 2017 respectively.

REPORT
Correspondence has recently been received from Sydney Metro seeking some minor changes to the approved parking restrictions within the Hills Showground, Bella Vista, Kellyville and Rouse Hill station precincts.

The main purpose of the changes is to support retail activities within the station precincts (e.g. newsagency kiosks, coffee carts etc.) as well as precinct activation initiatives (e.g. markets, public events etc.) outside of peak commuter travelling times.

While not requiring Local Traffic Committee or Council approval, Sydney Metro are also proposing to install additional vehicle access points into several vacant development sites within some of the station precincts. These vehicle access points will assist with precinct activation initiatives as well as for future construction access.

The proposed changes to the approved parking restrictions are as follows:

**Hills Showground**
- convert all 10 of the full time ‘1/2P’ spaces in Andalusian Way to full time ‘2P’;
- convert all 10 of the full time ‘1/2P’ spaces in De Clambe Drive to full time ‘2P’;
- convert two of the full time ‘No Parking’ spaces in Mandala Parade to ‘No Parking 6am to 10am and 3pm to 7pm. Loading Zone All Other Times’;
- convert five of the full time ‘No Parking’ spaces in Mandala Parade to ‘No Parking 6am to 10am and 3pm to 7pm. 2P All Other Times’.

Full details of the regulatory signage changes are provided in Attachment 1.

**Bella Vista**
- convert 11 of the full time ‘1/2P’ spaces in Florey Avenue to ‘2P’
- convert seven of the full time ‘No Parking’ spaces in Florey Avenue to ‘No Parking 6am to 10am and 3pm to 7pm. 2P All Other Times’;
- convert all 12 of the full time ‘1/2P’ spaces in Celebration Dr between Lidwill Avenue (a future road) and Florey Avenue to full time ‘2P’
- convert all six of the ‘1/2P’ spaces in Celebration Drive between Florey Avenue and Unaipon Avenue to full time ‘2P’
- delete one of the full time ‘1/2P’ spaces in Unaipon Avenue and replace with a full time ‘No Parking’ zone adjoining a new vehicle layback and driveway providing access into the adjoining development site.

Full details of the regulatory signage changes are provided in Attachment 2.

**Kellyville**
- convert all 20 of the full time ‘1/2P’ spaces in Decora drive between Wuban Avenue and Darani Avenue to full time ‘2P’;
- delete one of the full time ‘1/2P’ spaces in Darani Avenue and replace with a full time ‘No Parking’ zone adjoining a new vehicle layback and driveway providing access into the adjoining development site;
• replace all 14 remaining full time ‘1/2P’ spaces in Darani Avenue to full time ‘2P’;
• convert six of the full time ‘1/2P’ spaces in Wuban Avenue to ‘2P’;
• convert 14 of the full time ‘1/2P’ spaces in Guragura Street to ‘2P’;
• convert four of the full time ‘1/2P’ spaces in Guragura Street to ‘Loading Zone 10am – 3pm Monday to Friday. 2P All Other Times’.

Full details of the regulatory signage changes are provided in Attachment 3.

Rouse Hill

• convert two of the full time ‘No Parking’ spaces in Tempus Street to ‘No Parking 6am to 10am and 3pm to 7pm. Loading Zone All Other Times’.

Full details of the regulatory signage changes are provided in Attachment 4.

**IMPACTS**

**Financial**
This matter has no direct financial impact upon Council's adopted budget or forward estimates as the cost of all proposed signage changes will be the responsibility of Sydney Metro.

**Parking**
The proposed changes to the approved parking restrictions will have no impact on existing on-street parking as all changes are either on new roads that are not yet available for public use, or are on existing roads where parking has not been available prior to or during construction of the Sydney Metro project. The proposed changes will however improve the operation of the station precincts by assisting with the delivery of goods to retailers and support station activation initiatives.

**Strategic Plan - Hills Future**
The recommendation in this report will demonstrate Council's commitment of support to the Sydney Metro Northwest project.

**RECOMMENDATION**
The proposed changes to approved parking restrictions at Hills Showground, Bella Vista, Kellyville and Rouse Hill station precincts as detailed in Attachments 1, 2, 3 and 4 to the report, be approved.

**ATTACHMENTS**
1. Proposed changes to approved parking restrictions at Hills Showground station precinct (1 page)
2. Proposed changes to approved parking restrictions at Bella Vista station precinct (2 pages)
3. Proposed changes to approved parking restrictions at Kellyville station precinct (3 pages)
4. Proposed changes to approved parking restrictions at Rouse Hill station precinct (1 page)
ATTACHMENT 4.