CUMBERLAND
CITY COUNCIL

Local Traffic and Transport Guideline

AUTHORISATION & VERSION CONTROL

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INTRODUCTION

PURPOSE

The Cumberland Local Traffic and Transport Guideline is provided to support the Cumberland Local Traffic and Transport Policy. It informs all stakeholders on Council's requirements to deliver best practice traffic and transport solutions and safety for the benefit of the Cumberland community.

AIMS OF THE GUIDELINE

This Guideline aims to:

a. Support Council's Community Strategic Plan goal to enhance the natural and built environment;
b. Facilitate infrastructure improvements by Council or developers within Cumberland;
c. Support traffic and transport requirements to meet the needs of the Cumberland community. These requirements includes traffic, public and private transport, active transport and pedestrian safety;
d. Improve road safety for the community and road users; and
e. Ensure that the design of infrastructure meets local needs and relevant plans, policies, guidelines and codes.

STRUCTURE OF THE LOCAL TRAFFIC AND TRANSPORT GUIDELINE

This Guideline provides further information on the scope outlined within the Policy regarding Local Area Traffic Management; Pedestrian Crossings; and Permit Parking Scheme.

PART A: LOCAL AREA TRAFFIC MANAGEMENT

A1: MISSION STATEMENT

It shall be the mission of Cumberland City Council to provide traffic calming solutions to road users of streets that adversely impact the neighbourhood quality of life and the safety of the residents in that neighbourhood.

Council will work closely with residents and road users to properly identify the concerns, conduct appropriate studies to quantify any problems and develop options for dealing with the quantified problems.

A2: OBJECTIVE

The objective of this policy is to ensure that a consistent policy is developed of moderating the adverse effects of vehicular traffic on the suburban environment and urban lifestyle of residents in Cumberland LGA and also setting precedence on a formal process in deriving a safe, secure and vibrant City.

The key objectives of Local Area Traffic Management (LATM) schemes are:

- Improve safety and convenience for pedestrian, cyclists, the elderly and other vulnerable road users;
- Reduce noise and air pollution;
- Provide space for non-traffic activities;
- Improve the visual environment;
- Environmentally friendly streets;
- Discourage the use of inappropriate routes by vehicles;
- Create and maintain quality residential environments;
- Facilitate street activity and social interaction at appropriate locations; and
- Reduce traffic space demands so that road geometry can be made less excessive, thus saving on construction costs.

A3: APPROACH TO TRAFFIC CALMING ANALYSIS

Traffic calming is the application of techniques at a specific location which result a reduction in vehicular speeds, traffic volumes, traffic noise and accidents. The techniques may include educational programs, neighbourhood speed watch programs, improvements in traffic signage, increased enforcement, and reduction of speed limits or physical alterations to the roadway to change driving patterns. The support of the residents where traffic calming is being considered is important to the success of any neighbourhood traffic management program and they must therefore be an integral part of any process.

It is the goal of the Cumberland City Council to achieve solutions to traffic related problems in a manner least intrusive to the neighbourhood. To accomplish this goal Council has developed this approach to ensure a systematic and comprehensive framework to each situation.

A3.1 Approach for Standard Traffic Calming Analysis

An analysis is necessary to determine if there is a traffic issue which can be effectively addressed by installing traffic calming practices. The two most common concerns the program addresses are speeding and cut through traffic in residential areas.

An analysis may be initiated by one of the following methods:

- Residents may request for an analysis by Council, or

- The General Manager, Director or Manager may authorise an analysis of a traffic problem area identified by Council officers, or
- Council may direct or request Council officers to conduct an analysis.

Upon receipt of a request or a direction to conduct an analysis, Council officers will make a preliminary site visit and review available data, including crash reports to determine if there is a readily apparent safety problem. Speed studies and traffic volume counts may also be conducted at this time. Should it be determined that the location is not appropriate for a traffic calming project requiring physical alterations to the roadway or that the concerns can be addressed in some other form, a meeting or alternate form of communication will be held with the party initiating the request or, in the case of Council directive or request, a report will be prepared stating the conclusions and recommendations of Council officers.

Any design or works undertaken in response to the outcomes of the analysis are to be undertaken in accordance with the accordance with relevant standards and guidelines.

A3.2 Approach for an Area Wide Traffic Calming Analysis

If there is a justification for an area wide calming project or there is specific direction to proceed with one, the following process will be followed.

Traffic Calming Study

The geographic area that would be impacted by modifications to traffic patterns will be identified.

All residents and property owners within the identified impacted area will be contacted advising them of the traffic calming study and surveyed as to their observation of any specific traffic related problems.

Speed, traffic volume and accident investigations will be conducted, if not done in the preliminary evaluation, to determine the extent of safety problems.

Site surveys will be made to inventory site specific information which may contribute to traffic concerns. Area inventory shall include review of visual obstructions, street grades, street widths, street network, sidewalk network, major thoroughfare plan, sidewalk and bicycle plans, existing traffic control, parking prohibitions, speed limits, school zones, and future projects which may affect the traffic in the study area.

A neighbourhood meeting may be held inviting all persons in the identified area of impact and any neighbourhood associations in the area. The purpose is to present findings of the study and gather input as to desired actions to address concerns.

A preliminary report will be prepared indicating results of studies, surveys, and resident requests. The report will contain staff recommendations for action and cost estimates. The preliminary report will be provided to residents and other impacted parties for review and final comment prior to being submitted to Council.

Report to Council

Based on the outcome of the warrant system, the request for traffic calming may require a report to Council, if it meets the warrant, or a response will be made direct to the person who has made the request.

Upon completion of the report, it will be submitted to Council with a Council officer recommendation. The report will explain the results of the traffic calming study, indicate the presence of safety concerns, and

determine if warrants for installing traffic calming are met.

Traffic Calming Project Design

If a traffic calming project is authorised by Council, the Council officer will work in accordance with relevant standards and guidelines to develop a plan to address the traffic concerns which were warranted by the Traffic Calming Study. Consultation may also be undertaken as part of this work.

A4. CRITERIA AND WARRANTS FOR INSTALLING TRAFFIC CALMING MEASURES

Council's warrants system incorporates the following features:

- A point scoring system which incorporates increments to reflect the magnitude of each criteria to determine priorities for traffic management;
- A higher weighting is given to the more important criteria, typically traffic speed, crashes and adjacent land use activity;
- Different street types and classifications are scored differently for the same data;
- Both individual streets and local traffic areas can be treated and can be prioritised;
- The system is readily understood and completely transparent;
- The system allows for potential projects to be quickly identified or rejected with a cut-off point reflecting budget funding for the candidate sites; and
- The system incorporates flexibility to separately fund traffic management projects as part of street reconstruction streetscape or urban renewal initiatives.

A4.1 Key Warrant Criteria

The essential criteria included in the warrants system include:

- Traffic speed – best represented by the 85th percentile speed;
- Traffic volume – should include both vehicles per day (overall demand) and highest hourly volume (peak hour demand);
- Reported crashes – include fatalities, serious injuries and other crashes as separate criteria; and
- Activity generators – considered in terms of likely pedestrian and bicycle generation, especially by children.

Other criteria that may be considered, subject to the availability of traffic data, includes:

- Through traffic – expressed as a proportion of the total volume; and
- Heavy vehicles – expressed as a proportion of the total volume.

The table below documents the criteria recommended for Cumberland, and the weighting of those criteria using the point scoring values.

Traffic Study Data (60 points)		
Criteria	**Value**	**Points**
Traffic volumes	>2000 vpd	15
	>1000 vpd	10
	> 500 vpd	5
	<500 vpd	0
85th percentile speed	> 10 kph above posted speed	15
	> 7 kph above posted speed	10
	> 5 kph above posted speed	5
	< 5 kph above posted speed	0
Median speed	> 10 kph above posted speed	15
	> 7 kph above posted speed	10
	> 5 kph above posted speed	5
	< 5 kph above posted speed	0
Number of reported crashes in last five years	>5 crashes	15
	Between 3 to 5 crashes	10
	Between 1 to 2 crashes	5
	No crashes	0
Local Characteristics (40 points)		
Criteria	**Value**	**Points**
Parking	Heavy - 80% occupied	4
	Moderate - 50% occupied	2
	Low - 30% occupied	1
	Rarely Occupied	0
Land use and area characteristics	High Density - residential / commercial / industrial / school / town centre	4
	Medium density - residential / commercial / industrial / senior homes / hospitals / nursing homes	2
	Low density - residential / commercial / industrial / sporting complex / parks / car parks	1
	All others	0
Bus routes	Frequent routes - minimum 5 per day	4
	Infrequent routes - less than 5 per day	2
	School bus routes	1
	No bus routes	0
Heavy vehicle restrictions	3T restriction	4
	5T restriction	2
	10T restriction	1
	Others	0
Footpaths	No footpaths	4
	Partial footpath or on one side	2
	Others	0
Pedestrian facilities	Any formal crossing	4
	Any crossing facility (refuges)	2
	Others	0
Road width	Less than 6 m	4
	Between 6m and 10 m	2
	Between 10 m and 15 m	1
	Others	0
Road length	Greater than 500 m	4
	Between 100 m and 500 m	2
	Others	0
Existing traffic calming devices	Heavy	0
	Moderate	1
	Low / none	3

Source of community request	Petition	5
	Elected officials	5
	Ratepayers / residents / businesses	5
Total (maximum=100)		
Percentage		
Rank		

A4.2 Recommended Actions

The following table indicates the recommended action(s) that may be taken according to the points achieved through the assessment matrix shown in the above table. It is noted that some or all of the recommended actions may be considered, based on the outcomes of the assessment and traffic data collected.

Points (out of 100)	**Recommended Action(s)**
61-100	• Report to Cumberland Traffic Committee with a recommendation of providing traffic calming • Report to Cumberland Traffic Committee on linemarking and associated improvements to support traffic calming and road safety as an initial response, subject to technical guidelines • Consider community and stakeholder consultation on potential improvements
41-60	• Monitor and review traffic data after 6 months • Report to Cumberland Traffic Committee on linemarking and associated improvements to support traffic calming and road safety as an initial response, subject to technical guidelines • Consider community and stakeholder consultation on potential improvements
25-40	• Monitor and review traffic data after 12 months • Report to Cumberland Traffic Committee on linemarking and associated improvements to support traffic calming and road safety as an initial response, subject to technical guidelines • Consider community and stakeholder consultation on potential improvements
<25	• Do nothing
Speed	• Regardless of the total points scored, should the 85th percentile speed exceed the posted speed limit by 5km/h, the street is to be referred to the Local Area Command of the NSW Police for monitoring and/or enforcement • Opportunities for linemarking and associated improvements to support traffic calming and road safety to be considered, subject to technical guidelines

PART B: PEDESTRIAN CROSSINGS

B1: PURPOSE

The purpose of this Guideline is to set out criteria to be used for assessing the suitability of a site for the installation of a pedestrian (zebra) crossings on Council managed roads.

B2: CONSIDERATIONS FOR PEDESTRIAN CROSSINGS

B2.1 Initiation of Investigations

The development, review and implementation of pedestrian (zebra) crossings may be commenced through Council initiated analysis, through site specific investigations or through Government programs.

B2.2 Numerical Warrants

The following warrant has been prepared for assessing the need for pedestrian (zebra) crossings on Council managed roads while addressing points of high pedestrian and vehicle interaction.

A pedestrian (zebra) crossing is deemed to meet the numerical warrant for a pedestrian (zebra) crossing if the crossing point meets the following criteria:

- In each of two separate one-hour periods in a typical day, the pedestrian flow per hour crossing the road is or is expected to be equal to or greater than 20, and vehicle volumes be equal to or greater than 200. Where each unaccompanied child, elderly person or mobility impaired pedestrian is counted as two pedestrians.

Where the above numerical warrants are met, Council intends to prioritise the installation of pedestrian crossings at areas of high demand, including schools, community facilities, parks, hospitals, medical facilities, town centres, neighbourhood shops and public transport facilities.

A pedestrian (zebra) crossing may also be considered at locations where there is a deviation from meeting the warrant, such as:

- Where the pedestrian crossing would serve as an essential link to an overall network of pedestrian facilities; or
- Where there is a vulnerable group, such as children, the elderly or mobility impaired; or
- Where the provision of a pedestrian crossing is identified in a Council strategy, plan, policy and/or specification; or
- Where there are strategic considerations for the provision of a pedestrian crossing.

B2.3 Other Considerations

In addition to the numerical warrant, further site assessment may be required to determine the suitability of a pedestrian crossing. This includes consideration of:

- Suitable sight-distance being available for pedestrians and motorists;
- Suitable road geometry, including suitable horizontal and vertical road grade and suitable camber;
- Suitable adjacent footpath connectivity and accessibility;
- Suitable speed profile;
- Suitable location to achieve lighting requirements;
- Suitable traffic volume and number of trafficable lanes;
- Proximity to alternate pedestrian facilities;

- Proximity to pedestrian generators;
- Adverse impact to flooding and drainage conditions;
- Crash history;
- Proportion of heavy vehicle volumes; and
- Impact to traffic with consideration of the Movement and Place Framework.

Typically, pedestrian crossings may be considered on roads where there is a single trafficable lane and where the posted speed limit is 50 kilometres per hour or less.

In exceptional circumstances, a pedestrian (zebra) crossing may be considered at locations where there is a slight deviation from meeting the warrant, provided that the pedestrian crossing would serve as an essential link to an overall network of pedestrian facilities for a vulnerable group such as children, the elderly or mobility impaired.

Design and suitability requirements for the pedestrian (zebra) crossing are to remain the same as detailed in relevant Australian Standards, Austroads Guidelines, TfNSW technical directions or similar and Council specifications. It is further noted that pedestrian accidents may not reduce with the installation of a pedestrian crossing in isolation. Therefore, these pedestrian devices should be considered with supporting 'No Stopping' zones, kerb extensions or installed as a raised pedestrian (zebra) crossing to ensure vehicles approach at appropriate speeds and to improve the visibility of pedestrians.

B2.4 Alternate Pedestrian Facilities

Council may also consider the installation of alternate pedestrian facilities in lieu of a pedestrian (zebra) crossing where a strong pedestrian desire line is identified but where a pedestrian (zebra) crossing may otherwise be unsuitable. These devices include pedestrian refuges, kerb extensions, shared zones, children's crossings outside schools and continuous footpath treatments.

PART C: PERMIT PARKING SCHEME

C1: INTRODUCTION

The Permit Parking Scheme aims to provide Cumberland with a strategically planned and coordinated approach to permit parking areas. It is acknowledged that a resident, who lives in a street where parking is in demand and who has no access to off-street parking, or cannot reasonably provide such facilities, is severely disadvantaged.

A Permit Parking Scheme is a technique to manage the competition for available kerbside parking. It involves designating a proportion of the available kerbside parking space as period parking (i.e. time restricted). This period parking can be established with various time limits and authorised residents can be granted an exemption from the time limit. It should be emphasised that a Permit Parking Scheme does not give special entitlement to parking spaces in any street, but it does allow long term parking in a restricted area without a resident receiving a parking infringement.

A Permit Parking Scheme is established in accordance with the 'Permit Parking Guidelines' by Transport for NSW and relevant legislation.

C2: PURPOSE

The purpose of the Permit Parking Scheme is:

- To facilitate better parking availability for adjacent residents via the permit system; and
- To improve amenity for residents who have limited or no off street parking available.

C3: PRINCIPLES

The Permit Parking Scheme is applicable to the areas which experience high demand for parking due to factors such as:

- Commuter parking;
- Commercial centres;
- Major hospitals;
- Transport terminals; and
- Adjacent to business and industrial areas.

Parking permits are not available:

- For residents of new higher density residential developments constructed after the introduction of the Permit Parking Scheme;
- For the residents who are outside of the permit scheme areas;
- For boats, caravans, buses, trucks and/or vehicles greater than or equal to 4.5 tonnes GVM; and
- For visitors (except in the Granville Area), retailers or business owners.

Resident parking permits are not transferable and are only valid if affixed to the vehicle displaying the same vehicle registration number as shown on the parking permit.

C4: ASSESSMENT OF NEW REQUESTS / APPLICATIONS

The warrant system set for Cumberland is unique to this organisation and based on research carried out by Council officers. It may also be informed by the preparation of a Parking Strategy as outlined in the 'Permit Parking Guidelines'.

The first stage of assessment is to understand the level of interest regarding the introduction of a

Permit Parking Scheme or alternate parking arrangement (eg. timed parking). This assessment will be based on initial technical analysis and consultation in the study area.

Should there be sufficient interest in progressing a parking scheme, the second stage of assessment would provide a more detailed analysis of parking requirements and consultation with the study area on specific proposals.

As part of the second stage of assessment, a Parking Survey will be carried out which seeks to obtain information from residents on car parking and usage requirements. From the above survey, the area needs to meet the criteria identified in the following table in order to qualify for the Permit Parking Scheme.

Survey Analysis	**Result**	**Criteria for Resident Parking Scheme**	**Criterion Met**
A. Number of properties responded to survey	X	> 50% of total number of properties. Only one submission per property (either from the owner or occupier) shall be considered AND	Y/N
B. Total number of vehicles owned, including company vehicles	X		
C. Total number of off-street parking	X		
D. Average vehicles per property (B/A)	X		
E. Average internal parking per property (C/A)	X	Average internal parking per property < 1.0 AND	Y/N
F. Percentage number of properties that do not have any off-street parking	X	Percentage number of properties that cannot provide any off-street parking > 30% AND	Y/N
G. Percentage of residents in favour of Permit Parking Scheme	X	Percentage of residents in favour of Permit Parking Scheme > 50% AND	Y/N
H. Percentage of residents that would qualify for Permit Parking Scheme	X	Percentage of residents that qualify for the Permit Parking Scheme > 50% AND	Y/N
I. Percentage (average) that on-street parking spaces occupied at two normal visits	X	Percentage (average) that on-street parking spaces occupied at two normal visits > 50%	

Once the street is eligible for a Permit Parking Scheme, individual residents will need to meet the eligibility criteria.

The number of permits issued per household and the eligibility criteria will be determined as part of the implementation process.

Should a Permit Parking Scheme be introduced, the following eligibility requirements apply:

- The applicant must be a resident within Council's Permit Parking Scheme area;
- Proof of residency and vehicle registration details are to be submitted;
- Completed application forms are to be submitted; and
- Fees are to be paid in accordance with Council's fees and charges.