

Record of Meeting Minutes

Project	Australian Museum Additions and Alterations	Date & Time	7 th August 2018 2.00 – 3.00
Subject	Meeting with Transport for NSW, Roads and Maritime Services and City of Sydney	Pages	2
Location	Level 44, 680 George Street, Sydney	Job No.	151965 TAAA
Attendee(s)	Taylor Thomson Whitting – Paul Yannoulatos (TTW-PY) Taylor Thomson Whitting – Grace Carpp (TTW-GC) Hames Sharley – Oliver Wellings (HS-OW) Australian Museum – Greg Murphy (AM-GM) Transport for NSW – Katherine McCray (TfNSW-KM) Roads and Maritime Services – Mohamed Tita (RMS-MT) City of Sydney – Van Le (CoS-VL)		

Item	Description
1	INTRODUCTION
1.1	Meeting Overview
1.1a	Project team seeking input following receipt of SEARs.
1.1b	This meeting to address Traffic items only.
1.2	Project Overview
1.2a	TTW-PY and HS-OW outlined the site location and proposed works. It was acknowledged that the development forms part of an over-arching master plan. It was noted that the future stage is not yet funded and concept design has not commenced.
1.2b	It was noted that the project will not propose any additional car parking spaces or revised loading access as there is no available space on site.
2	DISCUSSION
2.1	Bus Drop Off
2.1a	HS-OW described the proposal of a bus drop off on William Street at the existing on street parking. TTW-PY described that the bus bay would allow for 14.5m coaches.
2.1b	AM-GM explained that the proposal intends to increase the number of school kids that visit the Museum and that a better facility for coach drop off and pick up would help formalise these movements. It was noted that busy times for this are currently in August and September (Science and Dinosaur festivals).
2.1c	TTW-GC noted that the existing arrangement for coach buses is informal and usually occurs at the drop off shared with Sydney Grammar. AM-GM explained that the Museum communicates with Sydney Grammar with regards to the pick up and drop off area.
2.1d	CoS-VL raised that the impact to street trees and metered parking will need to be addressed. It was requested that more information from the landscape architect be provided regarding removal and replacement of trees. HS-OW explained that these street trees are proposed to be replaced elsewhere along the kerb. The loss of metered parking revenue is not seen as a major obstacle as the development will generate income for CoS.

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2.1e	TfNSW-KM raised that consideration will need to be given to the width of the bus bay given the existing cycle lane on William Street. RMS-MT agreed this would need to be considered. It was requested that an analysis of coach approach from the road network be undertaken.
2.1f	CoS-VL raised that the project team would need to justify the provision of an on street bus bay instead of an internal facility. It was noted that there was no scope of bus parking internally due to site constraints.
2.1g	TfNSW-KM requested that a Coach Management Plan be developed to address the issues with coach parking, drop off and pick up.
2.1h	TfNSW-KM raised that the development should also consider the use of other travel modes to reach the Museum, and public transport be encouraged.
2.2	Loading
2.2a	TTW-PY explained that as part of this stage of the master plan there would be no changes to the loading dock.
2.2b	AM-GM explained that deliveries by smaller vehicles occur frequently at the Museum.
2.3c	TTW-GC noted that smaller vehicles are able to enter and exit the Museum's loading dock in a forward direction, while semi-trailer access requires use of William Street for manoeuvring. No issues were raised with the existing arrangement.
2.3	Construction
2.3a	AM-GM explained that construction is expected to commence mid-2019.
2.3b	TfNSW-KM and RMS-MT discussed the need for a Construction Traffic Management Plan to consider pedestrian and vehicle impacts.
2.4	Traffic Modelling
2.4a	TTW-PY explained that traffic modelling has been conducted of the nearby intersections during the development of the master plan.
2.4b	TTW-GC noted that travel mode surveys had been conducted and the incidence of private vehicle usage was relatively low at approximately 30%.
2.4c	RMS-MT stated that this should be incorporated into the final traffic report.
3	CLOSE OF MEETING
3.1a	TTW-PY summarised the key issues raised during the meeting as follows: - CoS main concern was the impact to street trees and the drop off location. - TfNSW main concern was the bus drop off and sustainable transport measures. - RMS had no main concerns.
3.1b	No further comments or concerns were raised and the meeting was closed out at 3:00pm.

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