

**ORDINARY MEETING**

**OF**

**REGULATORY PROCESSES COMMITTEE**

**AGENDA**

**Time:** 1:00pm  
**Date:** Thursday, 19 March 2015  
**Venue:** Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

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**MEMBERSHIP**

Mayor Wade-Brown

Councillor Ahipene-Mercer (Chair)  
Councillor Foster  
Councillor Lee  
Councillor Pannett  
Councillor Sparrow

**Have your say!**

*You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.*

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## **AREA OF FOCUS**

The Regulatory Processes Committee has responsibility for overseeing Council's regulatory functions.

**Quorum:** 3 members

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**19 MARCH 2015**

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## **1 Meeting Conduct**

### **1.1 Apologies**

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### **1.2 Conflict of Interest Declarations**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

### **1.3 Confirmation of Minutes**

The minutes of the meeting held on 12 February 2015 will be put to the Regulatory Processes Committee for confirmation.

### **1.4 Public Participation**

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

### **1.5 Items not on the Agenda**

The Chairperson will give notice of items not on the agenda as follows:

#### ***Matters Requiring Urgent Attention as Determined by Resolution of the Regulatory Processes Committee.***

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

#### ***Minor Matters relating to the General Business of the Regulatory Processes Committee.***

No resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Regulatory Processes Committee for further discussion.



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## 2. General Business

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### ROAD CLOSURES

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#### Purpose

1. To seek approval of the Regulatory Processes Committee for the temporary closure of roads in Wellington City for events.

#### Summary

2. The Wellington City Council has received an application from each of the following event organisers:
  - Scorchers Team Challenge
  - National War Memorial Park Opening/Anzac Day/Wreath Laying Ceremony 2015

#### Recommendations

That the Regulatory Processes Committee:

1. Receive the information.
2. Note that recommendations in this report should not be amended without first carrying out further consultation with affected parties and verification from the Council's Traffic engineer that the amendment is not likely to cause unreasonable impact on traffic.
3. Agree to close the following roads for the above events to vehicles only, subject to the conditions listed in the Proposed Temporary Road Closure Impact Report:
  - For the Scorchers Team Challenge (7am to 1pm, 19 April 2015):
    - Massey Road (between Scorching Bay and the Northern entrance to former Shelly Bay Defence Base).
  - For the National War Memorial Park Opening (4am to 2pm, 18 April 2015):
    - Tory Street (Haining Street to Memorial Park)
    - Tasman Street (Memorial Park to Rugby Street)
  - For Wellington Anzac Day (4am to 6pm, 25 April 2015):
    - Tory Street (Haining Street to Memorial Park)
    - Tasman Street (Memorial Park to Rugby Street).
  - Wreath Laying Ceremony (9am to 9.45am, 25 April 2015):
    - Molesworth Street (Hill Street to Lambton Quay at Bunny Street Intersection)
    - Lambton Quay (Western side between Molesworth Street and Bowen Street at the Cenotaph).

#### Background

3. The Council receives numerous requests throughout the year for public roads to be closed for events. These requests are processed and a detailed traffic impact report is prepared for each as attached. This report to the Committee has been prepared, in accordance with the procedures that were approved by the Committee on 15 December 2010.

4. Approval is required from the Regulatory Processes Committee to allow the temporary closure of roads in the Wellington District for an event supported by the Wellington City Council. This will ensure that the Wellington City Council is complying with the requirements of the Local Government Act 2002 for the temporary closure of roads within its jurisdiction.

### **Discussion**

5. There are a number of road closure requests for different events being brought to the Committee. All the information is in the impact reports attached.

### **Attachments**

- Attachment 1. Scorcher Team Challenge Page 10  
Attachment 2. National War Memorial Park Opening/Anzac Day/Wreath Laying Ceremony Page 15

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Anthony Wilson, Chief Asset Officer



## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Affected stakeholders were notified of the Council's intention to consider the proposed temporary road closures through an advertisement in the Dominion Post. This advertisement requests the public to make submissions on the proposed road closures.

The New Zealand Police and the Ministry of Transport have also been consulted. Any correspondence received in response to the proposed closures has been included in the attached impact report.

Approval of a traffic management plan for the event will address and show how any objections raised are to be managed.

The City Events Team has assessed the proposed events with regard to their contribution towards Council's strategies and policies. The proposed events support the Council's strategy of being the "events capital" and will contribute to the economic success of the city.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi implications.

### **Financial implications**

The administration of events is managed under project C481. There are no unforeseen costs associated with these events.

### **Policy and legislative implications**

A Council Traffic Engineer has assessed the proposed closures with regard to the expected impact on traffic. The Traffic Engineer has provided a professional opinion as to whether the resulting impact on traffic is likely to be reasonable or unreasonable.

The proposed closures, if implemented according to an approved traffic management plan and in accordance with specific conditions set by the Traffic Engineer, will enable the safe running of the event and minimise the impact on traffic. If, in the opinion of the Council, the closure may impede or does impede traffic unreasonably, any approval granted by the Council may be revoked and the event organiser may be required to open the road at the direction of the Council's Traffic Engineer.

### **Risks / legal**

Nil

### **Climate Change impact and considerations**

N/A

### **Communications Plan**

Road closures will be advertised in the Dominion Post and affected parties will be notified by the event organiser.

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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *SCORCHER TEAM CHALLENGE*

*7AM – 1PM SUNDAY 19 APRIL 2015*

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#### 1. Description of Event

This is a new event for the Scorchers. The event is short and sharp distances in triathlon format Cycle, Swim, Run. The event requires a road closure from Scorching Bay to North End of Shelly Bay (ie all of Massey Road – where there are no businesses or residential homes) from 7am until 1pm.

The proposed closures are from **7am to 1pm on Sunday 19 April 2015.**

The proposed road closures are:

**Massey Road – between Scorching Bay and the Northern entrance to former Shelly Bay Defence Base.**

The event is to be traffic managed by a professional traffic management company. Pedestrian access will not be restricted and emergency services will have immediate access to the area if required. Transport operators have been informed of the proposed closures.

#### 2. Events Directorate Support

The Events Directorate has no connection with, and no objection to, this event.

#### 3. Proposal Notice and Consultation

The public notice advertising that the Council is proposing to consider this closure was published in the following newspaper:

- Dominion Post Saturday 28 February 2015

The New Zealand Police and the Ministry of Transport have also been consulted with.

#### 4. Objections

There have been NO objections to this closure request.

## 5. Traffic Impact Assessment

### Prior Closures

None of the proposed closures for this event will result in a road being closed for an aggregate of more than 31 days in any year.

### Traffic Impact

In the opinion of Stephen Harte Programme Manager Transport Network Development, acting as the Council's Traffic Engineer, the proposed closure, if implemented according to an approved traffic management plan, is not likely to impede traffic unreasonably subject to the conditions listed below. However, the Council reserves the right to modify this opinion at any time. If, in the opinion of the Council, the closure may or does impede traffic unreasonably, any approval granted by the Regulatory Processes Committee may be revoked and the event organiser may be required to open the road at the direction of a suitably qualified Council officer in charge of traffic.

Conditions:

- The event organiser is to publicly notify the event via letter drop, local newspaper advertisement, advanced signage and media releases.
- The event organiser is to ensure that the emergency services (Police, Fire and Ambulance Services) have been consulted with and that the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to provide marshals at all closure ends to ensure that public safety is not compromised.
- The event organiser is to provide further details of the Traffic Management Plan to Council for approval prior to the event.

Signed .....

  
Stephen Harte  
Programme Manager Transport Network Development

## 6. Attachments

- Map of proposed closure
- Copy of proposal notice from the newspaper

Prepared By:   
.....  
Maria Taumaa  
Street Activities Coordinator

Endorsed By:   
.....  
Warrick Dent  
Manager City Events

# Scorcher Team Challenge

## Event details and Road Closure request

Sunday April 19<sup>th</sup> 2015 – Based From Scorching Bay Wellington



### The Idea

#### Teams Challenge

- Teams of three
- All team members do a full (though short) triathlon,
- Combined time is the winner
- Not relay tag format, but rather team members start in different waves 30 minutes apart to reduce the time on course

#### Regular Teams Challenge distance will be a:

- Swim 300m, (or run 1.5k for the duathlon option)
- Cycle 13km, &
- Run 3k

The course is a one lap swim within Scorching Bay, two lap cycle to Shelly Bay and Back, and two lap run North of Scorching Bay into Mahanga Bay around the coast line and back

#### Proposed Start times:

##### Regular Teams

- 8:30am – Wave A
- 9:15am – Wave B
- 10:00am – Wave C

# Proposal to Close Roads

The Regulatory Process Committee Meeting will meet on 19 March 2015 to consider the following Temporary road closures for events.

## **Official Opening Pukeahu (National War Memorial)**

**4am - 2pm, Saturday 18 April 2015**

### **Road Closure**

Tory Street - Haining Street to Memorial Park

Tasman Street - Memorial Park to Rugby Street

## **Wellington Anzac Day**

**4am - 6pm, Saturday 25 April 2015**

Tory Street - Haining Street to Memorial Park

Tasman Street - Memorial Park to Rugby Street

## **Scorcher Team Challenge**

**7am - 1pm, Sunday 19 April 2015**

Massey Road - between Scorching Bay and the northern entrance to former Shelly Bay Defence Base.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, 13 March 2015. Please send correspondence to Maria Taumaa, at mailing address below, by fax to 04 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

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## **PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT**

### ***NATIONAL WAR MEMORIAL PARK OPENING/ANZAC DAY DAWN SERVICE WREATH LAYING CEREMONY 2015***

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#### **1. Description of Event**

The National War Memorial Park Opening, Anzac Day Dawn Service and also the Wreath Laying Ceremony are to be carried out during April to mark Anzac day. The City Council Events Team have requested the closure of the following roads, to vehicle traffic, to safely facilitate these commemorations.

National War Memorial Saturday 18 April 2015

**From 4am to 2pm**

**Tory Street – Haining Street to Memorial Park  
Tasman Street - Memorial Park to Rugby Street**

Wellington Anzac Day Saturday 25 April 2015

**From 4am to 6pm**

**Tory Street - Haining Street to Memorial Park  
Tasman Street – Memorial park to Rugby Street**

Wreath Laying Saturday 25 April 2015

**From 9am to 9.45am**

**Molesworth Street – Hill Street to Lambton Quay at Bunny Street intersection  
Lambton Quay – Western side between Molesworth Street and Bowen Street at the Cenotaph.**

These ANZAC Day ceremonies have become popular events and draw attendance from a large cross-section of the community. The road closures are proposed to safely accommodate the increasing numbers of pedestrians attending these events.

The events will be advertised in the Wellingtonian in the week preceding ANZAC Day. Public Transport Operators have been consulted with and their requirements will be accommodated.

The event is to be traffic managed by a qualified Traffic Management Company. Pedestrian access will not be restricted and emergency services will have immediate access to the area if required.

## **2. City Events Support**

This event is supported by the City Events Business Unit.

## **3. Proposal Notice and Consultation**

The public notice advertising that the Council is proposing to consider this closure was published in the following newspaper:

- Dominion Post Saturday 28 February 2015 and Saturday 7 March 2015.

The New Zealand Police and the Ministry of Transport have also been consulted with.

## **4. Objections**

There have been NO objections to this closure request.

## **5. Traffic Impact Assessment**

### **Prior Closures**

None of the proposed closures for this event will result in a road being closed for an aggregate of more than 31 days in any year.

### **Traffic Impact**

In the opinion of Stephen Harte Programme Manager Transport Network Development, , acting as the Council's Traffic Engineer, the proposed closure, if implemented according to an approved traffic management plan, will impede traffic but subject to the conditions listed below can be managed. However, the Council reserves the right to modify this opinion at any time. If, in the opinion of the Council, the closure may or does impede traffic unreasonably, any approval granted by the Regulatory Processes Committee may be revoked and the event organiser may be required to re-open the road at the direction of a suitably qualified Council officer in charge of traffic.

Conditions:

- The event organiser is to ensure that the closure is publicised via media releases and advanced notification signs to inform the public of the road closures.
- The event organiser is responsible for the ongoing maintenance of the temporary traffic management plan during the road closure.
- The event organiser is to ensure that the emergency services (Police, Fire and Ambulance Services) have been consulted with and that the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to ensure that the affected property owners and businesses along the road closure are consulted with.
- The event organiser is to provide suitably qualified marshals at the road closure points to ensure that public safety (interaction of traffic and attendees) is not compromised.





- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event.
- The event organiser is to provide full details of the Traffic Management Plan to Council for approval no later than two (2) weeks prior to the event.

Signed ..... 

Stephen Harte  
Programme Manager Transport Network Development

**6. Attachments**

- Map of proposed closure
- Copy of proposal notice from the newspaper

Prepared By:  ..... Endorsed By:  .....  
Maria Taumaa  
Street Activities Coordinator  
Warrick Dent  
Manager City Events

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## Scorcher Team Challenge

7am - 1pm, Sunday 19 April 2015

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## Proposal to Close Roads

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### Wreath Laying Ceremony

**9am - 9.45am, Saturday 25 April 2015**

**Molesworth Street** - Hill Street to Lambton Quay at the Bunny Street intersection

**Lambton Quay** - Western side between Molesworth Street and Bowen Street at the Cenotaph

Buses to and from the train station will have access to bus terminals. Fencing will be in place on Lambton Quay between Bowen Street and Bunny Street.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, 13 March 2015. Please send correspondence to Maria Taumaa, at mailing address below, by fax to (04) 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

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Item 2.1 Attachment 2



