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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 25 December 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.

2. General Business

ROAD CLOSURES

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 the following event organiser:

Alexander Hill Sealed Hill Climb. This is scheduled to occur on Sunday 20th March 2016 on Alexander Road (Constable Street to Lookout Road) from 6.00am to 4.00pm.

Recommendations

That the Regulatory Processes Committee:

1. Receive the information.
2. Agree to close Alexander Road from Constable Street through to Lookout Road, to vehicles only, for the Alexander Hill Sealed Hill Climb, subject to the following conditions:
 - a) The road closure will start at 6.00 am and finish at 4.00 pm
 - b) The event organiser is to obtain Council approval for the details for a traffic management plan prior to the event.
 - c) The event organiser is to publicly notify the event via newspaper advertisement, letter drop, advanced signage and media releases.
 - d) The event organiser is responsible for safety (pedestrian and traffic) within the closer area.
 - e) The event organiser is to provide marshals at all road closures ends to ensure that public safety (interaction of traffic and spectators) is not compromised.
 - f) The event organiser is to consult and gain approval from the emergency services on the road closure and provide access to emergency vehicles.
3. Note that any amendments to the recommendations in this report will require further consultation with affected parties and verification from the Council's traffic engineer.

Background

3. The Council receives numerous requests throughout the year for public road 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 is one road closure request for an event brought to the Committee. All the information is in the impact report attached (attachment 1).

Attachments

Attachment 1. Impact Report Wellington Car Club

Page 10

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 with. 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 events 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

There are no risks or legal implications.

Climate Change impact and considerations

There are no impacts to climate change or any further considerations.

Communications Plan

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

REGULATORY PROCESSES COMMITTEE

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

PROPOSED TEMPORARY ROAD CLOSURE - IMPACT REPORT

WELLINGTON CAR CLUB - ALEXANDRA ROAD Hill Climb
Sunday 20 March 2016 6.00am to 4.00pm

1. Description of Event

The Wellington Car Club (Inc) has once again applied to run this annual event. The event is sanctioned by Motorsport New Zealand and run under their approval by way of an Event Organisers Permit. The event has been carried out on this section of road, as advised by the club, since the 1960's.

The proposed road closure is: **20 March 2016 6.00am to 4.00pm**

Alexander Road (between Constable Street and the Lookout Road)

Closure points as in past years will be at the intersections of Constable Street, Upoko Road and Lookout Road. Pedestrian and recreational walker access will be controlled via marshalled crossing points, to be detailed in the clubs Traffic Management Plan.

Road closure notifications boards will be placed at each end of the closure at least one week prior to the event. Residents and local sports clubs will receive a letter advising them of the event and the road closures. The Bus and Coach Association and known tour companies will be informed of the proposal and it's affect on Alexander Road. The event will also be advertised in the Wellingtonian in the week preceding the event.

The event will be traffic managed by the Club using an approved traffic management plan. Emergency services will have immediate access to the area if required.

Consultation with the SPCA has been carried out and they are in agreement.

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 advising that the Council is proposing to consider this closure was published in the :

- Dominion Post Saturday 23 January 2016

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 road closure will start at 6.00am and finish at 4.00pm
- The event organiser is to obtain Council approval for the details of a traffic management plan prior to the event.
- The event organiser is to publicly notify the event via newspaper advertisement, letter drop, advanced signage and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshals at all road closures ends to ensure that public safety (interaction of traffic and spectators) is not compromised.
- The event organiser is to consult and gain approval from the emergency services on the road closure and provide access for emergency vehicles.

Signed



Stephen Harte
Programme Manager Transport Network Development

6. Attachments

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

Prepared



Maria Taumaa
Street Activities Coordinator



Warrick Dent
Manager Major Events



Proposal to close roads

The Regulatory Processes Committee will meet on 11 February 2016 to consider the following temporary road closures for events.

Alexander Sealed Hill Climb **20 March 2016**

Road Closures

Alexander Road (Constable Road to Lookout Road) 6am–4pm.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, 5 February 2016.

Please send correspondence to Maria Taumaa, at mailing address below, by fax to 04 801 3009 or by email maria.taumaa@wcc.govt.nz

Wellington City Council

101 Wakefield Street
PO Box 2199, Wellington 6140
Wellington.govt.nz

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Wellington City Council
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PROPOSED ROAD STOPPING - LAND ADJOINING 38 RANDWICK ROAD, NORTHLAND

Purpose

1. The purpose of this report is to recommend that the Council stops approximately 71m² (subject to survey) of unformed legal road (Road Land) adjoining 38 Randwick Road, Northland (Attachment 1).

Summary

2. The owners of 38 Randwick Road, Northland, have applied to stop part of the unformed legal road along the frontage of their property (the Road Land).
3. 38 Randwick Road has two frontages, Randwick Road and West Road. The Road Land forms part of West Road.
4. Utility providers, and the Council's internal business units, have been consulted on the proposed road stopping. All support the proposal subject to standard conditions (where required).
5. Initial consultation letters have been sent to three adjacent neighbours of the Road Land. At the time of writing this report no replies have been received.
6. If the Council agrees with the recommendation of the Regulatory Processes Committee and proceeds with the road stopping then the proposal will be publicly notified. Neighbours and any other member of the public will then have the opportunity to make a submission.

Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Recommends to the Council that it:
 - a. Agrees that approximately 71m² of unformed legal road land in West Road, Northland shown bordered red on Attachment 1 (**the Road Land**) and adjoining 38 Randwick Road, Northland (being Lot 66 DP 1087, CFR WN133/188) is not required for a public work and surplus to requirements.
 - b. Agrees to dispose of the Road Land.
 - c. Delegates to the Chief Executive Officer the power to conclude all matters in relation to the road stopping and disposal of the Land, including all legislative matters, issuing relevant public notices, declaring the road stopped, negotiating the terms of sale or exchange, impose any reasonable covenants, and anything else necessary.
3. Notes that if objections are received to the road stopping and the applicant wishes to continue, a further report will be presented to the Regulatory Processes Committee for consideration.

Background

7. The applicants have resource consent for a three lot subdivision of their existing property, should the road stopping proposal be successful the Road Land would be amalgamated with one of those lots.
8. Increasing the area of this lot provides options for positioning the proposed new dwelling on it, and also for improving pedestrian access.
9. The Road Land is situated on the outside of a 90 degree corner in West Road, it slopes steeply down from the carriageway and is currently covered in grass with some small shrubs (Attachment 2).

Discussion

10. Road Stopping is provided for under Sections 319(1)(h) and 342(1)(a) of the Local Government Act 1074 (LGA).
11. The Council, under section 40 of the Public Works Act 1981 (PWA), 'shall endeavour' to dispose of any land not required for the public work for which it was taken, and which is not required for any other public work.
12. The Transport Team has confirmed the Land is not required for road or access purposes. No other relevant business units of the Council seek to retain the Road Land. The section 40 PWA report will, otherwise, determine whether an offer back obligations exists.

Options

13. The alternative to undertaking the road stopping is to retain the Road Land as unformed legal road. In the long term this will incur maintenance and retention costs on land that Council no longer requires.

Next Actions

14. Conclude a section 40 investigation.
15. Prepare a survey legalisation plan and Sale and Purchase agreement for the Road Land.
16. Initiate the public notification process.

Attachments

- Attachment 1. Proposed Road Stopping - 38 Randwick Road Page 19
Attachment 2. Photo - 38 Randwick Road Page 20

Author	Paul Davidson, Property Advisor
Authoriser	Greg Orchard, Chief Operating Officer

SUPPORTING INFORMATION

Consultation and Engagement

Community

In December 2015 letters were sent to three adjacent neighbours of the West Road Land. At the time of writing this report no replies had been received.

Utility Provider and Council Business Units

The applicant is obliged to obtain comments from utility providers prior to submission of the application. None objected to the road stopping and/or have provided conditional support subject to the creation of relevant easements if necessary.

Several relevant Council business units were consulted: Parks, Sport and Recreation, Transport, District Plan Policy, Planning, Vehicle Access, Urban Design and Heritage, and Wellington Water.

None objected to the road stopping.

Conditional support was given by the Planning Team, who requested amalgamation of the Land with applicant's site. The Transport Team requested that the road stopping be limited to a strip of road land 3.6m wide at its narrowest point, tapering wider parallel with the formed carriageway. Isolation strips were also requested on the two side boundaries.

Treaty of Waitangi considerations

Iwi groups have not been consulted. The land is not located in a Māori Precinct, or other area identified as significant to Māori. The land is not being disposed on the open market, and will not become a standalone allotment (amalgamation is proposed).

Financial implications

There are no significant financial considerations related to this recommendation. Any costs associated with the disposal of the Land are borne by the applicant or subtracted from sale proceeds per the 2011 cost sharing initiative.

In August 2011 a new cost sharing incentives for road stoppings were approved by Council. The rebate amount is determined at the end of the road stopping process when all of the costs are known.

Policy and legislative implications

The recommendations of this report are consistent with policies of the Council; the road stopping is also being undertaken in accordance with legislative requirements.

This is not a significant decision. This report sets out the Council's options under the 2011 Road Encroachment and Sale Policy.

This proposed road stopping has no significant impact on the Long Term Plan.

Risks / legal

The road stopping process is consistent with legislative, and the Council's requirements. Any legal agreement, or action in the Environment Court, will be overseen by the Council's lawyers.

Climate Change impact and considerations

There are no climate change implications for this road stopping.

Communications Plan

Public consultation in accordance with the Tenth Schedule of the LGA will be carried out later in the road stopping process.



Item 2.2 Attachment 1



PROPOSED ROAD STOPPING - LAND ADJOINING 45 ABEL SMITH STREET, TE ARO

Purpose

1. The purpose of this report is to recommend that the Council stops approximately 56m² (subject to survey) of unformed legal road (Road Land) adjoining 45 Abel Smith Street, Te Aro (refer Attachment 1).

Summary

2. The owners of 45 Abel Smith Street, Te Aro have applied to stop part of the unformed legal road along the frontage of their property (the Road Land).
3. The approximately 56m² of Road Land is shown bordered red on the plan in Attachment 1.
4. Utility providers, and the Council's internal business units, have been consulted on the road stopping. All support the proposal subject to standard conditions (where required).
5. Initial advice letters have been sent to four adjacent neighbours of the proposed road stopping area and they will have the opportunity to comment or object at the public consultation stage.
6. If the Council agrees with the recommendation of the Regulatory Processes Committee and proceeds with the road stopping then the proposal will be publicly notified. Neighbours and any other member of the public have the opportunity to make a submission.

Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Recommends to the Council that it:
 - a. Agrees that approximately 56m² of unformed legal road land on Abel Smith Street, Te Aro, shown as land bordered red on the plan in Attachment 1 (the Road Land) and adjoining 45 Abel Smith Street, Te Aro (being Lot 1 DP 17757, CFR WN619/87) is not required for a public work and surplus to requirements.
 - b. Agrees to dispose of the Road Land.
 - c. Delegates to the Chief Executive Officer the power to conclude all matters in relation to the road stopping and disposal of the Road Land, including all legislative matters, issuing relevant public notices, declaring the road stopped, negotiating the terms of sale or exchange, impose any reasonable covenants, and anything else necessary.
3. Notes that if objections are received to the road stopping and the applicant wishes to continue, a further report will be presented to the Regulatory Processes Committee for consideration.

Background

7. The owners currently have an encroachment licence for the Road Land and lease their property to Hire Ace Rentals.
8. The Land is level and sealed with a concrete nib wall fronting onto the footpath. The nib wall would be the approximate new front boundary, if the stopping is successful.
9. If the road stopping is successful it will provide a larger corner site and improve future development options on this corner.

Discussion

10. Road Stopping is provided for under Sections 319(1)(h) and 342(1)(a) of the Local Government Act 1974 (LGA).
11. The Council, under section 40 of the Public Works Act 1981 (PWA), 'shall endeavour' to dispose of any land not required for the public work for which it was taken, and which is not required for any other public work.
12. The Transport Team has confirmed the Land is not required for road or access purposes. No other relevant business units of the Council seek to retain the land. The section 40 PWA report will, otherwise, determine whether an offer back obligation exists.

Options

13. The alternative to undertaking the road stopping is to retain the Land as unformed legal road. In the long term this will incur maintenance and retention costs on land that Council no longer requires.

Next Actions

14. Conclude a section 40 PWA investigation.
15. Prepare a survey legalisation plan and Sale and Purchase agreement for the Land.
16. Initiate the public notification process.

Attachments

- Attachment 1. Proposed Road Stopping - 45 Abel Smith Street Page 25
Attachment 2. Photo - 45 Abel Smith Street Page 26

Author	John Vriens, Senior Property Advisor
Authoriser	Greg Orchard, Chief Operating Officer

SUPPORTING INFORMATION

Consultation and Engagement

Community

Letters were sent to four adjacent neighbours of the Abel Smith Land advising of the road stopping proposal and that they will have the opportunity to comment at the public consultation stage.

Utility Provider and Council Business Units

The applicant is obliged to obtain comment from utility providers prior to submission of the application. None objected to the road stopping and/or have provided conditional support subject to the creation of relevant easements if required.

Several relevant Council business units were consulted: Parks, Sport & Recreation, Transport, District Plan Policy, Planning, Vehicle Access, Urban Design & Heritage, and Wellington Water.

None objected to the road stopping.

Treaty of Waitangi considerations

Iwi groups have not been consulted. The land is not located in a Māori Precinct, or other area identified as significant to Māori. The land is not being disposed on the open market, and will not become a standalone allotment (amalgamation is proposed).

Financial implications

There are no financial considerations related to this recommendation. Any costs associated with the disposal of the Land are borne by the applicant or subtracted from sale proceeds per the 2011 cost sharing initiative.

In August 2011 a new cost sharing incentive for road stoppings was approved by the Council. The rebate amount will be determined at the end of the road stopping process, when all of the costs are known.

Policy and legislative implications

The recommendations of this report are consistent with policies of the Council; the road stopping is also being undertaken in accordance with legislative requirements.

This is not a significant decision. This report sets out the Council's options under the relevant legislation and under the Council's 2011 Road Encroachment and Sale Policy.

This proposed road stopping has no significant impact on the Long Term Plan.

Risks / legal

The road stopping process is consistent with legislative, and the Council's, requirements. Any legal agreement, or action in the Environment Court, will be overseen by the Council's lawyers.

Climate Change impact and considerations

There are no climate change implications for this road stopping.

Communications Plan

Public consultation in accordance with the 10th Schedule of the LGA will be carried out later in the road stopping process.

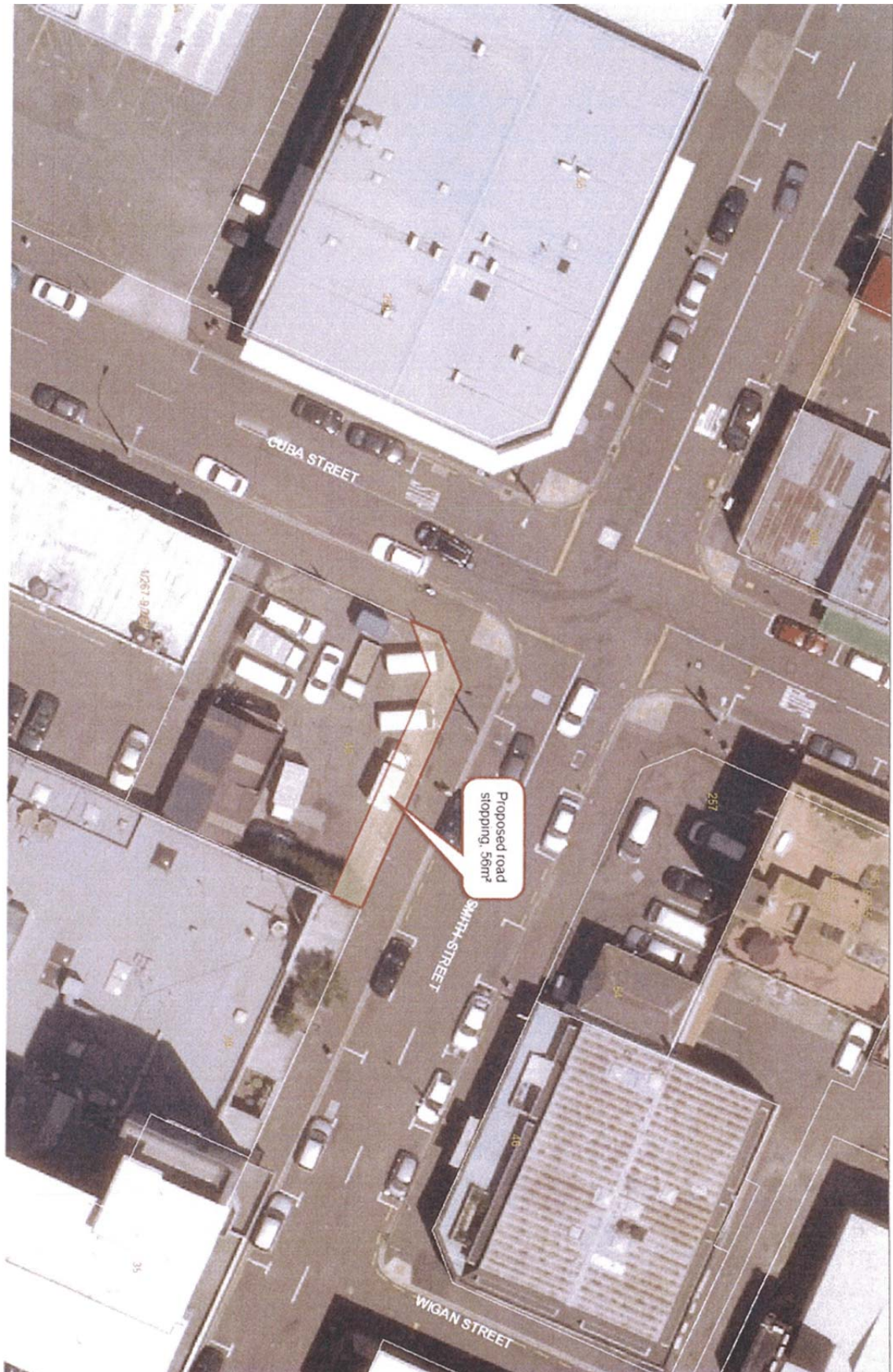


Photo of 45 Abel Smith Street



VIEW of SITE FROM OPPOSITE CORNER

Attachments

PROPOSED ROAD STOPPING - LAND ADJOINING 26 AND 28 RAROA ROAD

Purpose

1. The purpose of this report is to recommend that the Council stops 42m² of unformed legal road adjoining 26 and 28 Raroa Road, Kelburn (refer Attachment 1).

Summary

2. The owners of 26 and 28 Raroa Road, Kelburn have applied to stop part of the unformed legal road along the frontage of their property.
3. The approximately 42m² of legal road to be stopped (the Land) is shown bordered blue on the plan in Attachment 1.
4. Utility providers, and the Council's internal business units, have been consulted on the road stopping. All support the proposal subject to standard conditions (where required).
5. Initial consultation letters have been sent to one adjacent and two adjoining neighbours of the road stopping. At the time of writing this report, no replies had been received.
6. If the Council agrees with the recommendation of the Regulatory Processes Committee, and proceeds with the road stopping, then the proposal will be publicly notified. Neighbours and any other member of the public have the opportunity to make a submission.

Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Recommends to the Council that it:
 - a. Agrees that approximately 42m² of unformed legal road land on Raroa Road, Kelburn, shown as land bordered blue on Attachment 1 (the Land) and adjoining 26 and 28 Raroa Road, Kelburn (being Lot 2 DP 1946 CFR WN47C/100 and Lot 3 DP 1946 CFR WN166/42) is not required for a public work and surplus to requirements.
 - b. Agrees to dispose of the Land.
 - c. Delegates to the Chief Executive Officer the power to conclude all matters in relation to the road stopping and disposal of the Land; including all legislative matters, issuing relevant public notices, declaring the road stopped, negotiating the terms of sale or exchange, impose any reasonable covenants, and anything else necessary.
3. Notes that if objections are received to the road stopping and the applicant wishes to continue, a further report will be presented to the Regulatory Processes Committee for consideration.

Background

7. The properties at 26 and 28 Raroa Road rise steeply from the road to the rear boundary where their respective dwellings are located. The houses are approached by extended walk up access or cable car access from the road frontage.
8. The Land is predominantly level and sealed to the boundaries of the properties. It contains car parking and a cable car platform (Attachment 2).
9. There is a current encroachment licence for the parking and cable car platform. Due to minimum width requirements, if the road stopping is successful, an encroachment licence (albeit for a smaller area) will be necessary.

Discussion

10. Road Stopping is provided for under Sections 319(1)(h) and 342(1)(a) of the Local Government Act 1974 (LGA).
11. The Council, under section 40 of the Public Works Act 1981 (PWA), 'shall endeavour' to dispose of any land not required for the public work for which it was taken, and which is not required for any other public work.
12. The Transport Team has confirmed the Land is not required for road or access purposes. No other relevant business units of the Council seek to retain the land. The section 40 PWA report will, otherwise, determine whether an offer back obligation exists.

Options

13. The alternative to undertaking the road stopping is to retain the Land as unformed legal road. In the long term this will incur maintenance and retention costs on land that Council no longer requires.

Next Actions

14. Conclude a section 40 PWA investigation.
15. Prepare a survey legalisation plan and Sale and Purchase agreement for the Land.
16. Initiate the public notification process.

Attachments

- Attachment 1. Proposed Road Stopping - 26 & 28 Raroa Road Page 30
Attachment 2. Photo - 26 and 28 Raroa Road Page 31

Author	John Vriens, Senior Property Advisor
Authoriser	Greg Orchard, Chief Operating Officer

SUPPORTING INFORMATION

Consultation and Engagement

Community

In January 2015 letters were sent to two adjacent neighbours of the Newlands Road Land. At time of writing no replies had been received.

Utility Provider and Council Business Units

The applicant is obliged to obtain comment from utility providers prior to submission of the application. None objected to the road stopping and/or have provided conditional support subject to the creation of relevant easements.

Several relevant Council business units were consulted: Parks, Sport & Recreation, Transport, District Plan Policy, Planning, Vehicle Access, Urban Design & Heritage, and Wellington Water. None objected to the road stopping.

Treaty of Waitangi considerations

Iwi groups have not been consulted. The land is not located in a Māori Precinct, or other area identified as significant to Māori. The land is not being disposed on the open market, and will not become a standalone allotment (amalgamation is proposed).

Financial implications

There are no financial considerations related to this recommendation. Any costs associated with the disposal of the Land are borne by the applicant or subtracted from sale proceeds per the 2011 cost sharing initiative.

In August 2011 a new cost sharing incentive for road stoppings was approved by the Council. The rebate amount will be determined at the end of the road stopping process, when all of the costs are known.

Policy and legislative implications

The recommendations of this report are consistent with policies of the Council; the road stopping is also being undertaken in accordance with legislative requirements.

This is not a significant decision. This report sets out the Council's options under the relevant legislation and under the Council's 2011 Road Encroachment and Sale Policy. This proposed road stopping has no significant impact on the Long Term Plan.

Risks / legal

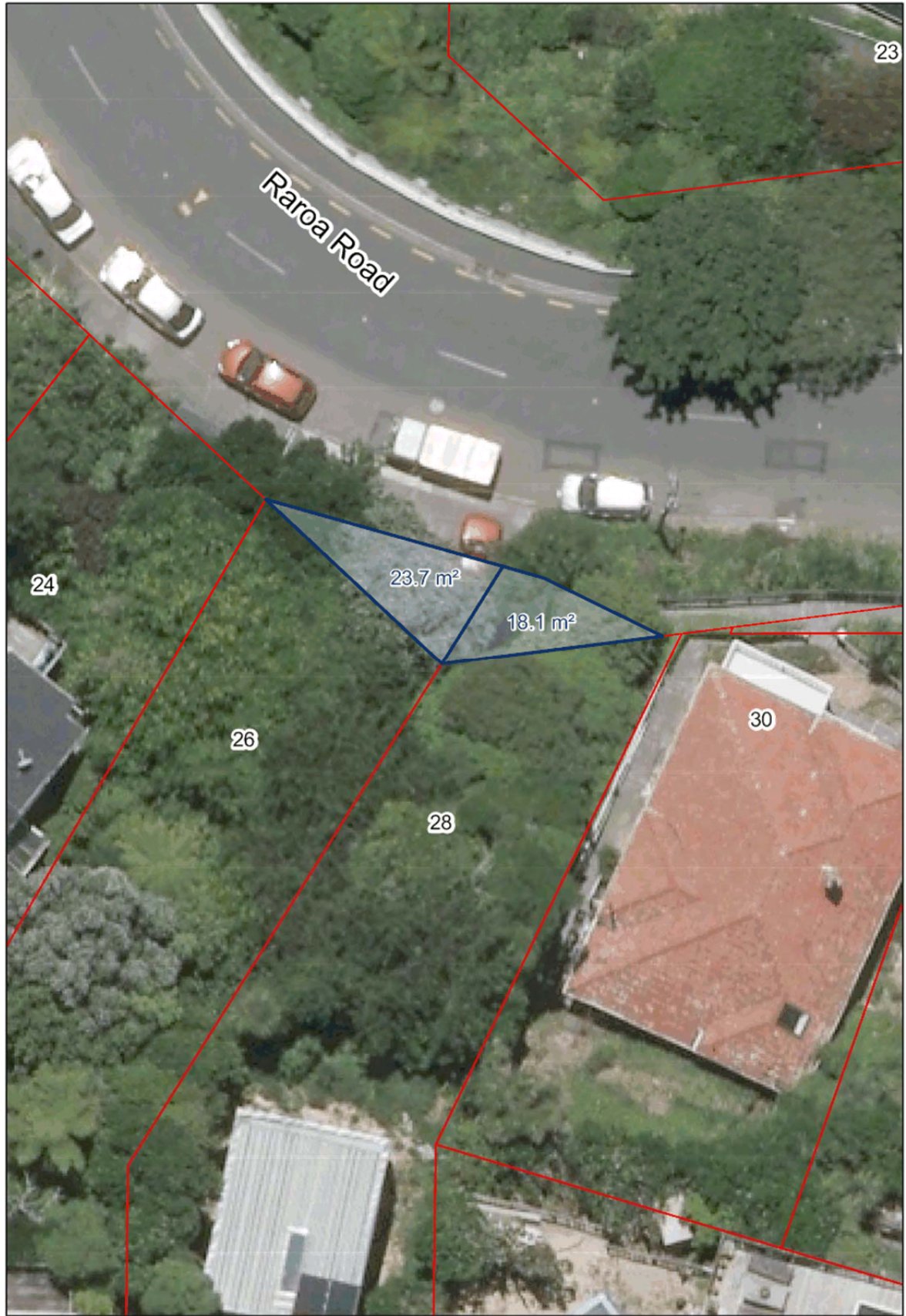
The road stopping process is consistent with legislative, and the Council's, requirements. Any legal agreement, or action in the Environment Court, will be overseen by the Council's lawyers.

Climate Change impact and considerations

There are no climate change implications for this road stopping.

Communications Plan

Public consultation in accordance with the Tenth Schedule of the LGA will be carried out later in the road stopping process.



Photos of 26 and 28 Raroa Road stopping proposal area

