
**ORDINARY MEETING
OF
REGULATORY PROCESSES COMMITTEE
AGENDA**

Time: 9:30am
Date: Wednesday, 3 March 2021
Venue: Ngake (16.09)
Level 16, Tahiwi
113 The Terrace
Wellington

MEMBERSHIP

Mayor Foster
Deputy Mayor Free
Councillor Condie
Councillor Matthews
Councillor O'Neill
Councillor Sparrow (Chair)
Councillor Woolf

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 04-803-8334, emailing public.participation@wcc.govt.nz or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about. All Council and committee meetings are livestreamed on our YouTube page. This includes any public participation at the meeting.

AREA OF FOCUS

The Regulatory Processes Committee has responsibility for overseeing the Council's regulatory functions, including responsibility for:

- Approving the list of Resource Management Act Commissioners and the associated Appointment Guidelines
- Objections to classifications under the Dog Control Act
- Fencing of swimming pools
- Road stopping
- Naming places in accordance with the Naming Policy, except for significant naming decisions, which are considered by the Strategy and Policy Committee.
- Traffic resolutions which are not considered by the Strategy and Policy Committee.
- Suburb boundaries
- Development Contributions remissions.
- Approving leases pursuant to Council policies.

To read the full delegations of this Committee, please visit wellington.govt.nz/meetings.

Quorum: 3 members

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1. Meeting Conduct

1.1 Karakia

The Chairperson will open the meeting with a karakia.

Whakataka te hau ki te uru,	Cease oh winds of the west
Whakataka te hau ki te tonga.	and of the south
Kia mākinakina ki uta,	Let the bracing breezes flow,
Kia mātaratara ki tai.	over the land and the sea.
E hī ake ana te atākura.	Let the red-tipped dawn come
He tio, he huka, he hauhū.	with a sharpened edge, a touch of frost,
Tihei Mauri Ora!	a promise of a glorious day

At the appropriate time, the following karakia will be read to close the meeting.

Unuhia, unuhia, unuhia ki te uru tapu nui	Draw on, draw on
Kia wātea, kia māmā, te ngākau, te tinana, te wairua	Draw on the supreme sacredness
I te ara takatū	To clear, to free the heart, the body
Koia rā e Rongo, whakairia ake ki runga	and the spirit of mankind
Kia wātea, kia wātea	Oh Rongo, above (symbol of peace)
Āe rā, kua wātea!	Let this all be done in unity

1.2 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.

1.3 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.

1.4 Confirmation of Minutes

The minutes of the meeting held on 3 February 2021 will be put to the Regulatory Processes Committee for confirmation.

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.

The Chairperson shall state to the meeting:

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.

The item may be allowed onto the agenda by resolution of the Regulatory Processes Committee.

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

The Chairperson shall state to the meeting that the item will be discussed, but 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.

1.6 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 31.2 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.

Requests for public participation can be sent by email to public.participation@wcc.govt.nz, by post to Democracy Services, Wellington City Council, PO Box 2199, Wellington, or by phone at 04 803 8334, giving the requester's name, phone number and the issue to be raised.

2. General Business

PROPOSED ROAD CLOSURES

Purpose

1. This report asks the Regulatory Processes Committee to approve the temporary closure of roads to enable events to take place.

Summary

2. Applications have been made to temporarily close roads for the following events.
 - Radio Active Block Party Saturday 13 March 2021 1.00 pm to 9.00 pm
 - Bangladesh Tour Tuesday 23 March to Saturday 27 March 2021 6.00 am to 9.00 pm

Recommendation/s

That the Regulatory Processes Committee:

1. Receive the information.
2. Agree to close the following roads and sections of the roads for the events (as Listed below) to vehicles and cycles only, subject to the conditions listed in the proposed Road Closures Impact Reports:
 - a. Radio Active Block Party Saturday 13 March 2021 1.00pm to 9.00pm Lukes Lane (Taranaki St end)
 - b. Bangladesh Tour Tuesday 23 March to Saturday 27 March 2021 6.00am to 9.00pm
 - i. Slip Lane (Buckle Street to Kent Terrace)
3. Note that recommendations in this report should not be amended without first carrying out further consultation with affected parties and verification from Council's Traffic Engineer that the amendment is not likely to cause unreasonable impact on traffic.

Background

3. The Council receives numerous requests throughout the year for public roads to be closed for public and private events. In order for the closures to have effect, under Schedule 10 of the Local Government Act 1974, council approval is required.
4. The authority to approve request for road closures, is made under Schedule 10, clause 11e, of the Local Government Act 1974 and the Transport (Vehicular Traffic Road Closure) Regulations 1965. This authority is delegated to the Regulatory Processes Committee.
5. This report has been prepared in accordance with the procedures that we approved by the committee on 15 December 2010. In summary these are:
 - An event organiser applies for a road closure where proposed events require one

- Council officers receive the proposal and assess the merits and need for a road closure
- The council advertised its intention to close the road in the public notice column of the local newspaper and on social media
- Together with the event organiser. Council officers ensure consultation with affected stakeholders are carried out and a communication plans formulated
- Any objections are followed up and resolved as far as practicable
- The event organiser work together with Council officers who modify any plan in response to public submissions and prepare an impact report for the committee
- Council officers recommend any conditions that should apply to the approval
- The committee deliberates on the proposed road closure
- A Council officer notifies the event organiser of the committee's decision

If the proposed closure is approved, Council officers ensure the event organiser follow the agreed communications plan including notifying the public and affected parties. The event is also monitored to ensure the traffic management plan is adhered to, any associated conditions are followed to keep the public safe and avoid any unreasonable impact on traffic.

Discussion

6. Radio Active event is a one off event, Bangladesh tour is part of the cricket season in NZ and the event organisers apply for permission every year.

Public Notification

7. Members of the public have been advised of the road closures and informed of their right to object
8. The public notice advertising that the Council is proposing to consider this closure notified via the following channels:
 - Dominion Post
 - Facebook
 - Twitter
 - Have Your Say

These details on this are part of the Impact Report

9. Event organisers are working with resident groups where applicable, community groups, local retailers and businesses and have advised them of their intention to close the road.
10. Members of the public will again be advised of the road closures prior to the event.
11. Advanced roadside signage
12. Media releases
13. Council website
14. Council social media channels

15. This proposed road closure is subject to the Government Covid-19 guideline announcements (or any subsequent announcements) regarding events of this nature. Government timelines will dictate any postponement date should it be required.

Objections

16. No objections have been received for the proposed events

Impact Assessment

17. A temporary plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
18. Any objections as a result of the road closure will be dealt with before the event.
19. The proposed closures (when implemented according to the approved temporary traffic management plan) are generally considered unlikely to unreasonably impede traffic. A detailed impact report for each event, including conditions placed on the event organiser is attached.













Options

20. Option 1: Agree to the temporary road closures.
21. Option 2: Do not agree to the temporary road closures. If you choose this option, then the events relying on the road closures will not be able to go ahead.

Next Actions

22. If the proposed road closures are approved, the event organiser will issue further public notices advising of the approved closures, implement the approved traffic management plan, run the event, and clean the site. Council officers will monitor the impact of the closures and debrief with the organisers following the conclusion of the event.

Attachments

Attachment 1.	Radio Active Impact  	Page 11
Attachment 2.	Radio Active Advert  	Page 14
Attachment 3.	Radio Active Map  	Page 15
Attachment 4.	Bangladesh Impact  	Page 16
Attachment 5.	Bangladesh Advert  	Page 19
Attachment 6.	Bangladesh Map  	Page 20

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Jacqui Austin, Team Leader Street Activities and Audit Coordination Sean Woodcock, Customer, Compliance and Business Service Manager Tom Williams, Chief Infrastructure Officer

SUPPORTING INFORMATION

Engagement and Consultation

Council intention to consider the proposed temporary road closures was notified through an advertisement in the Dominion Post, Facebook, Twitter and Have Your Say. These advertisements invited the public to make submissions on the proposed road closures. Event organisers have also consulted the following government agencies and associated organisations:

New Zealand Police

NZTA

Fire and Emergency New Zealand

Wellington Free Ambulance

Public Transport Operators

Relevant Council Business Units, e.g. Roading communications, WREDA

Any correspondence received in response to the proposed closures has been included in the attached impact reports.

The City Events team has assessed the proposed events with regards to their contribution towards Council 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 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 officer has assessed the proposed road closures with regard to the expected impact on traffic. This information is part of the impact reports.

Risks / legal

Nil

Climate Change impact and considerations

N/A

Communications Plan

Residents and Retailers affected by the Road Closures will be notified by letter drops or contacted by the event organiser.

Health and Safety Impact considered

Health and Safety is covered by the event management plan submitted to Council for approval prior to the event. This is assessed together with the traffic management plan to ensure the event and associated road closures are managed safely.

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PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

RADIO ACTIVE BLOCK PARTY ***SATURDAY 13 MARCH 2021 1.00 PM TO 9.00 PM***

1. Description of Event

On Saturday 13th March Radio Active would like to hold the Radio Active Block Party in Lukes lane (off Taranaki Street end only) 2.00pm to 8.00pm.

The idea behind the event is to promote local musical talent as well as local businesses, especially those who call Lukes lane and 40 Taranaki Street home. The hope is to breath some extra life into this great laneway right here in the heart of the city whilst enjoying a great summer afternoon and evening.

On the day locally made non-alcoholic options will be available from Six Barrel Soda (who are also hosting a chill zone in the shade) and Peoples coffee, both of whom are situated in Lukes Lane. Food will be available from two great independent Wellington outfits House of dumplings and Two Girls One Taco. Plus, there will be bar serving a list of locally brewed beers and beverages. Music will be supplied by a host of Radioactive DJ's.

The proposed road closures to vehicles and cyclists, are as follows: Radioactive Block Party:
Saturday 13 March 1.00pm to 9.00pm

- Lukes Lane (off Taranaki Street end only)

Please refer to the map attachment for further detail.

Pedestrian access will not be restricted, and emergency services will have immediate access to the area if required. Public transport operators have been notified of the proposed closure

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 notified via the following channels:

- Dominion Post, Saturday 6 February 2021
- Social Media, Tuesday 9 February 2021
- Twitter, Tuesday 9 February 2021
- Facebook, Tuesday 9 February 2021

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- Have your say, Tuesday 9 February 2021

The New Zealand Police and the Ministry of Transport (NZTA) will be advised closer to the event by way of phoning the watch tower at central police station and NZTA will be notified by way of the traffic management.

4. Objections

The event organiser has advised the New Zealand Police and the Ministry of Transport.

There have been no objections to this road closure request.

5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, section 342. Stopping and closing of roads, schedule 10: [Local Government Act 1974, Section 342, Schedule 10](#)

Traffic Impact

Council officers consider that the proposed closure, if implemented according to an approved Traffic Management Plan (TMP), is not likely to impede traffic unreasonably subject to the conditions listed below.

Conditions:

- The road closure is valid from 1.00 pm to 9.30 pm Saturday 13 March 2021.
- The event organiser is to notify the public via letter drop to affected parties, 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 closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the TMP includes all their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.
- The event organiser must have a health and safety plan, which covers how emergency vehicles are required to enter the road closure site if required 10 days before the event.
- The event organiser must have an approved TMP no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an event hazard/risk management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all health and safety risks associated with the event.
- The event organiser is to provide access to all properties affected by the road closures for the parade assembly.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops along the proposed partial and full closures.

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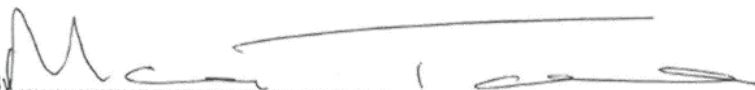
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- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the health and safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- The landowner agrees to alcohol at the Radioactive Block Party on Saturday 13 March 2021. Subject to conditions of Alcohol Licence being obtained.
- This proposed road closure is subject to the government covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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.

Attachments

- Map of proposed closure
- Copy of Dom Post Public notice

Prepared By 
Maria Taumaa
Street Activities Coordinator

Approved By 
Jacqui Austin
Team Leader Street Activities and Audit Coordination

 The Dominion Post | 6 Feb 2021

Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 3 March 2021 to consider the following temporary road closures for events.

Radio Active Block Party Saturday 13th March 2021

1.00pm to 9.00pm

Lukes Lane (Off Taranaki Street End Only)

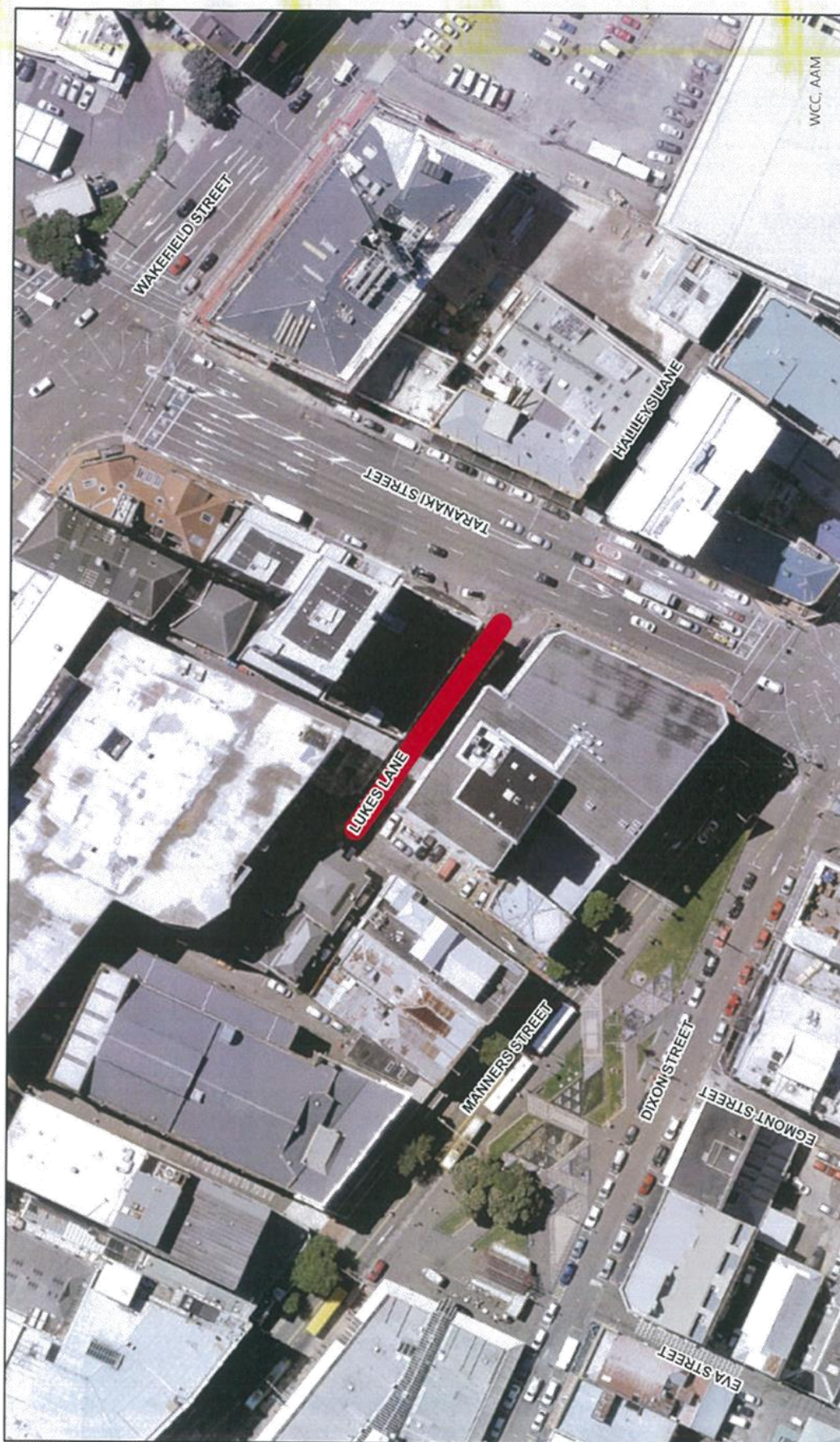
Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 19 February 2021. Please send correspondence to Street Activities at mailing address PO Box 2199 Wellington or by email Street.activities@wcc.govt.nz

This proposed road closure is subject to the Government Covid-19 guidelines regarding events of this nature.

Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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Until: 13/03/2021 9:00:00 pm

From: 13/03/2021 1:00:00 pm

Event Name: Radio Active Block Party

Event Type: Road Closure

Event Details: Taranaki Street End

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PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

BANGLADESH TOUR 2021

TUESDAY 23 MARCH 2021 TO SATURDAY 27 MARCH 2021 6.00 AM TO 9.30 PM

1. Description of Event

There will be both international and domestic cricket matches played at the Basin Reserve throughout the 2020-21 season. This is a date change for the Bangladesh tour originally to have been held Wednesday 17 March to Sunday 21 March 2021, to new dates of 23 March 2021 to 27 March 2021. This is to accommodate quarantine arrangements for the touring team.

The proposed road closures to vehicles and cyclists, are as follows: Bangladesh Tour: Tuesday 23 March to Saturday 27 March 2021 6.00 am to 9.30 pm

Buckle Street Slip Lane (Buckle Street to Kent Terrace)

Pedestrian access will not be restricted, and emergency services will have immediate access to the area if required. Public transport operators have been notified of the proposed closure

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 notified via the following channels:

- Dominion Post, Saturday 6 February 2021
- Social Media, Tuesday 9 February 2021
- Twitter, Tuesday 9 February 2021
- Facebook, Tuesday 9 February 2021
- Have your say, Tuesday 9 February 2021

The New Zealand Police and the Ministry of Transport (NZTA) will be advised closer to the event by way of phoning the watch tower at central police station and NZTA will be notified by way of the traffic management.

4. Objections

The event organiser has advised the New Zealand Police and the Ministry of Transport.

There have been no objections to this road closure request.

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5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, section 342. Stopping and closing of roads, schedule 10: Local Government Act 1974, Section 342, Schedule 10

Traffic Impact

Council officers consider that the proposed closure, if implemented according to an approved Traffic Management Plan (TMP), is not likely to impede traffic unreasonably subject to the conditions listed below.

Conditions: The road closure is valid from Tuesday 23 March 2021 to Saturday 27 March 6.00 am to 9.30 pm.

- The event organiser is to notify the public via letter drop to affected parties, 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 closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the TMP includes all of their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.
- The event organiser must have a health and safety plan, which covers how emergency vehicles are required to enter the road closure site if required 10 days before the event.
- The event organiser must have an approved TMP no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an event hazard/risk management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all health and safety risks associated with the event.
- The event organiser is to provide access to all properties affected by the road closures for the parade assembly.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops along the proposed partial and full closures.
- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the health and safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- The landowner agrees to alcohol at the Bangladesh tour Tuesday 23 March to Saturday 27 March 2021 subject to an Alcohol Licence being obtained.
- This proposed road closure is subject to the government covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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

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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.

Attachments

- Map of proposed closure
- Copy of Dom Post Public notice

Prepared By
Maria Taumaa
Street Activities Coordinator

Approved By
Jacqui Austin
Team Leader Street Activities and Audit Coordination

 The Dominion Post | 6 Feb 2021

Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 3 March 2021 to consider the following temporary road closures for events.

Date Change Only

**Bangladesh Tour Tuesday March 23, 2021 to Saturday
March 27 March 2021**

Road Closure

Buckle Street Slip Lane (Buckle Street to Kent Terrace)

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 19 February 2021. Please send correspondence to Street Activities at mailing address PO Box 2199 Wellington or by email Street.activities@wcc.govt.nz

This proposed road closure is subject to the Government Covid-19 guidelines regarding events of this nature.

Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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Event Name: Bangladesh Tour 2021
Event Type: Road Closure
Event Details:

From: 23/03/2021 6:00:00 am

Until: 27/03/2021 9:30:00 pm

