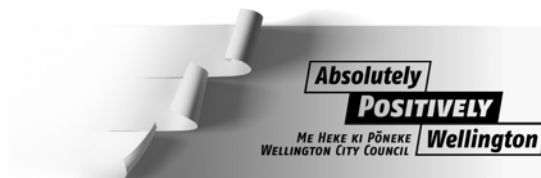


# REGULATORY PROCESSES COMMITTEE

21 August 2013



REPORT 2  
(1215/53/IM)

## PROPOSED ROAD CLOSURES - AUGUST 2013 TO MARCH 2014

### 1. Purpose of report

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

### 2. Executive summary

The Wellington City Council has received applications from event organisers for approval to hold events involving temporary road closures. Details of each event and the expected impact on traffic are attached to this report as appendices.

- Shelly Bay Motor Sport – Sunday 15 September 2013 (Appendix 1)
- Carless Day – Sunday 22 September 2013 (Appendix 2)
- Kirkcaldie & Stains Charity Street Party – Saturday 23 November 2013 (Appendix 3)
- Northern Wellington Festival – Saturday 30 November 2013 (Appendix 4)
- Thorndon Fair – Sunday 1 December 2013 (Appendix 5)
- Santa Parade – Sunday 8 December 2013 (Appendix 6)

### 3. Recommendations

Officers recommend that the Regulatory Processes Committee:

1. *Receive the information.*
2. *Agree to close the following roads for the events as shown, to vehicles only, subject to the conditions listed in the Proposed Temporary Road Closure Impact Reports:*
  - (a) *For the Shelly Bay Motor Sport Sunday 15 September 2013 7am to 6pm:*
    - (i) *Massey Road – between Scorching Bay Reserve and the Northern entrance to the former Shelly Bay Defence Base.*
  - (b) *For the Carless Day Sunday 22 September 2013 1pm to 4pm*
    - (i) *Dixon Street – Between Taranaki Street and Victoria Street.*
    - (ii) *Cuba Street – between Manners Street and Wakefield Street.*
  - (c) *For the Kirkcaldie & Stains Charity Street Party Saturday 23 November 2013 5am to 6pm*
    - (i) *Brandon Street – between Featherston and Lambton Quay.*

- (d) *For the Northern Wellington Festival Saturday 30 November 2013.*  
*Wanaka Street – 6am to 4pm*  
*Dr Taylor Terrace – 6am to 1.30pm*  
*Moorefield Road – between the Haumia and Johnsonville Road*  
*roundabouts 11am to 12.30pm*  
*Moorefield Road – between the Johnsonville Road and Middleton Road*  
*roundabouts, 11am to 12.30pm*  
*Rotoiti Street – Closed to through traffic, 11am to 12.30pm*  
*Broderick Road – Phillip Street to Johnsonville Road 11am to 12.30pm*  
*Johnsonville Road – Between Fraser Avenue and Moorefield Road*  
*roundabouts 11am to 12.30pm*  
*Frankmoore Avenue – Between Earp Street and Moorefield Road 11am to*  
*12.30pm*
- (e) *For the Thorndon Fair Sunday 1 December 2013 7.30am to 5.30pm*  
 (i) *Tinakori Road – between Bowen Street and Harriet Street*  
 (ii) *Hill Street – between Tinakori Road and Selwyn Terrace*
- (f) *For the Santa Parade - Sunday 8 December 2013*  
*Closures 7am to 3pm*  
 (i) *Ballance Street – between Lambton Quay and Featherston Street*  
 (ii) *Stout Street – between Lambton Quay and Whitmore Street*  
 (iii) *Maginnity Street – between Waring Taylor Street and Ballance*  
*Street Closures 10am to 5pm*  
*Lambton Quay – between Whitmore Street and Willis Street*  
*Willis Street – between Lambton Quay and Manners Street*  
*Customhouse Quay – between Willis Street and Victoria Street*  
*Willeston Street – between Willis Street and Victoria Street*  
*Mercer Street*  
*Victoria Street – between Harris Street and Dixon Street*  
*Bond Street – between Victoria Street and Willis Street*  
*Lombard Street - All*  
*Cornhill Street - All*  
*Wakefield Street – between Mercer Street and Cuba Street (Michael*  
*Fowler Car Park)*  
*Cuba Street – between Wakefield Street and Manners Street*  
*Manners Street – between Willis Street and Taranaki Street*
3. *Note that the 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.*

#### **4. Background**

The Council has received a number of requests for public roads to be closed for events (as detailed in the impact reports attached). These requests have been processed, and this report to the Regulatory Processes Committee has been prepared, in accordance with the procedures that were approved by the Committee on 15 December 2010.

## **5. Discussion**

### **5.1 Consultation and Engagement**

Affected stakeholders were notified in advance of the Council advertising in the Dominion Post the proposed temporary 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 reports. The Traffic management plans to be approved for each event will take into consideration any objections raised on how each road closure is to be managed.

### **5.2 Financial considerations**

There are no significant financial considerations to be addressed in regards to the proposed closures.

### **5.3 Traffic Impact Assessment**

The Programme Manager Transport Network acting as the Council's Traffic Engineer, has assessed the proposed closures with regard to 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 the proposed traffic management plans and in accordance with any specific conditions set by the Traffic Engineer, should not result in unreasonable impact on traffic. If, in the opinion of the Council, the closure may 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.

### **5.4 Long-term plan considerations**

The City Services and Events Directorate have assessed each of the proposed events with regard to their contribution towards the Council's strategies and policies. The proposed events support the Council's strategy to be the "events capital" of the country and will contribute to the economic success of the city.

## **6. Conclusion**

Approval is required from the Regulatory Processes Committee to allow for the temporary closure of roads in Wellington City for events supported by the Wellington City Council. This will ensure that the Wellington City Council is complying with the requirements of the Local Government Act 1974 for the temporary closure of roads within its jurisdiction.

Contact Officer: *Maria Taumaa – Street Activities Co-ordinator*

## SUPPORTING INFORMATION

### 1) Strategic fit / Strategic outcome

Temporary road closures for events contribute to the council's desire to be the events capital of New Zealand. Specific council strategies that are supported by this include:

- More liveable – through prudent management of the road network.
- More eventful – some events may not be possible without temporary road closures.
- More actively engaged – affected stakeholders will have the opportunity to provide feedback on proposed closures.
- Better connected – through better management of traffic flows. Conversely road closures could sever key transport routes.
- More prosperous – the film industry relies on road closures, and other types of events increase commercial activity.

### 2) LTP/Annual Plan reference and long term financial impact

Administration of the proposed closures is budgeted for under Annual Plan Project C481 Network Activity Coordination. There will be no long term financial impact to the Council resulting from these closures.

### 3) Treaty of Waitangi considerations

No significant Treaty implications.

### 4) Decision-making

This is not considered to be a significant decision.

### 5) Consultation

#### a) General consultation

Key event organisers and other stakeholders (such as public transport and emergency services) have been consulted with to determine whether they would be impacted by the proposed closures, and where appropriate any traffic management plans have been modified accordingly.

#### b) Consultation with Maori

No specific consultation with Maori was carried out.

### 6) Legal implications

The process used to consider the proposed closures for approval is in accordance with the advice provided by the council's lawyers.

### 7) Consistency with existing policy

The plans for the proposed closures and this report have been prepared in accordance with the Code of Practice for Temporary Traffic Management and the process approved by the Regulatory Processes Committee.

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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *WELLINGTON CAR CLUB – SHELLY BAY SEALED SPRINT SUNDAY 15 SEPTEMBER 2013*

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#### 1. Description of Event

The Wellington Car Club wish to run a Motorsport New Zealand sanctioned race, under their approval by way of an Event Organisers Permit. The regulations and other relevant documentation are endorsed by the Motorsport New Zealand Area Steward. This event has been held for a number of years on its current course, which is approximately 2.6km long.

It is proposed to close **Massey Road** (at Scorching Bay Reserve, and the northern entrance to the former Shelly Bay Defence Base) **from 7:00am to 6:00pm on Sunday 15 September 2013**, with the start line located at Point Gordon.

Public notification signage will be erected at least 10 days prior to the event. Marshals (15 in total over the entire closure), with detour maps available, will be in place at the intersection of Miramar Ave and Shelly Bay Road, and at the intersection of Awa/Karaka Bay Roads and Marine parade. Marshals will assist traffic by redirecting them with maps if required. Emergency access will be from either Shelly Bay Road or Karaka Bay Road and will be assisted by marshals. Where main walking tracks meet the event, road and pedestrian crossings will be controlled by marshals. The event is to be traffic managed by the Club's approved traffic management and event safety plan.

Residents and businesses directly affected by the road closure (those within the closed area or directly adjacent to the closed area) will be notified by letter drop prior to the event. The road closures will be advertised in the Our Wellington Page of the Dominion Post the Tuesday before the event.

#### 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 that the Council is proposing to consider this closure was published in the following newspaper:

- Dominion Post Saturday 13 July 2013

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 the plans provided, is not likely to impede traffic unreasonably subject to the conditions stated 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 Temporary Road Closures Subcommittee 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 provide adequate advanced notification signage at key locations and publicity to ensure that the public is advised of this rally and the road closures.
- The event marshals are to ensure safety is not compromised at locations where pedestrians and the sprint race event are in conflict.

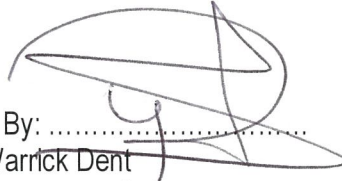
Signed .....  .....

Stephen Hart  
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



Proposed Temporary Closure

FINISH

Kau Bay

Mahanga Bay

Shelly Bay

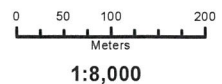
Scorching Bay

START

Massey Rd

Massey Rd

**2013 SHELLY BAY BENT SPRINT (MASSEY ROAD) 2013  
HEALTH AND SAFETY PLAN  
EVENT MAP**



Property boundaries, 20m Contours, road names, rail line, address & title points sourced from Land Information NZ. Crown Copyright reserved. Property boundaries accuracy: +/-1m in urban areas, +/-30m in rural areas. Census data sourced from Statistics NZ. Postcodes sourced from NZ Post. Assets, contours, water and drainage information shown is approximate and must not be used for detailed engineering design. Other data has been compiled from a variety of sources and its accuracy may vary, but is generally +/- 1m.

MAP PRODUCED BY:  
Wellington City Council  
101 Wakefield Street  
WELLINGTON, NZ

ORIGINAL MAP SIZE: A4  
AUTHOR: catter2c  
DATE: 1/07/2013  
REFERENCE:





# APPENDIX 1

THE DOMINION POST | SATURDAY, JULY 13, 2013



## PROPOSAL TO CLOSE ROADS

The Regulatory Processes Committee will meet on Wednesday 21 August to consider the following proposed temporary road closures for events.

### **Wellington Car Club Sealed Sprint 7am–6pm, Sunday 15 September 2013**

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

### **Northern Wellington Festival and Christmas Parade – Saturday 30 November 2013 – parade starts at 11am**

**Wanaka Street** – 6am–4pm

**Dr Taylor Terrace** – 6am–1.30pm

**Moorefield Road** – 10.45am–12.30pm, between Haumia Street and Johnsonville Road roundabouts

**Moorefield Road** – 11am–12.30pm, between Johnsonville Road and Middleton Road roundabouts

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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *CAR-LESS DAY – OPEN STREET EVENT SUNDAY 22 SEPTEMBER 2013*

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

Living Streets Aotearoa in conjunction with Greater Wellington Regional Council are looking to hold Wellingtons first open street event, planned for Sunday 22 September 2013 between 1 and 4pm. The concept of Open Streets puts people before traffic , encouraging recreation, community activity and most of all fun.

It is proposed to close the following streets to vehicles to facilitate this event:

- Dixon Street (between Taranaki and Victoria Streets)
- Cuba Street (between Manner and Wakefield Streets)

The closed streets will become home to a range of community and business supported activities.

Public notification signage will be erected at least 10 days prior to the event. Marshals will assist traffic by redirecting them at the intersection of Taranaki/Dixon/Manners street.

Residents and businesses directly affected by the road closure (those within the closed area or directly adjacent to the closed area) will be notified by letter drop prior to the event. The road closures will be advertised in the Our Wellington Page of the Dominion Post the Tuesday before the event.

The main traffic network concerns relate to limiting non bus vehicle traffic along Manners Street (between Taranaki and Victoria Streets), and the relocation of the taxi stand on Dixon Street

#### **2. City Events Support**

This event has no connection to, but is supported by City Events..

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

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

- Dominion Post Saturday 3 August 2013

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**

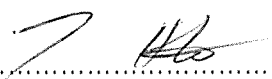
None of the proposed closures for this event will result in a road being closed for an aggregate of more than 31 days in any year.

**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 the plans provided, 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 ensure that the event is publicised via media releases and notification signs to inform the public of the road closures.
- The event organiser is to consult and gain approval from the emergency services on the road closure and provide access for emergency vehicles.
- All vehicular accesses to the car parking entrances are to be marshal controlled to ensure public safety is not compromised.

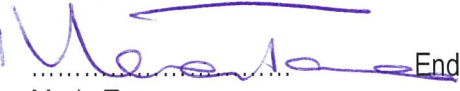
Signed .....  .....

Stephen Harte  
Programme Manager Transport Network Development

**Attachments**

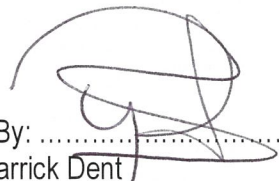
- Map of proposed closure
- Copy of proposal notice from the newspaper

Prepared By:



.....  
Maria Taumaa  
Street Activities - Coordinator

Endorsed By:



.....  
Warrick Dent  
City Events - Manager



# APPENDIX 2

THE DOMINION POST | SATURDAY, AUGUST 3, 2013

## Public Notices



## PROPOSED ROAD CLOSURES

The Regulatory Processes Committee will meet on Wednesday 21 August 2013 to consider the following proposed temporary road closures for events:

### **Carless Day**

**1-4pm, Sunday 22 September 2013**

**Dixon Street** – between Taranaki Street and Victoria Street

**Cuba Street** – between Manners Street and Wakefield Street

### **Santa Parade**

**Sunday 8 December 2013**

**Proposed closures 7am-3pm**

**Ballance Street** – between Lambton Quay and Featherston Street

**Stout Street** – between Lambton Quay and Whitmore Street

**Maginnity Street** – between Waring Taylor Street and Ballance Street

**Proposed closures 10am-5pm**

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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *KIRKCALDIES CHARITY STREET PARTY SATURDAY 23 NOVEMBER 2013*

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#### 1. Description of Event

This is the seventh Kirkcaldie & Stains charity street party event and it is proposed to be held on Saturday 23 November 2013. It was a popular and busy event again last year, with money raised going towards Arthritis New Zealand. This year the charity benefiting will be Wellington Children's Hospital.

Whilst the event starts at 11.00am, it is necessary to have the road closed from 5.00am until 6:00pm to enable the erection of a marquee and other set-up and take-down tasks. The proposed closure is of **Brandon Street**, between Lambton Quay and Featherston Street, with no parking within the area and managed access to the two building parking entrances within the closure.

Affected businesses and residents in Brandon Street have received notification of the proposed event by Council approved letter drop. A further information notice will be given two weeks before the actual closure as a reminder. Road closure information sign boards will be in place at least 10 days prior to the closure. The event and road closures will be advertised in the Public Notices section of the Our Wellington Page of the Dominion Post the Tuesday before the event.

The event will be managed by a qualified temporary traffic management company. Pedestrian access will not be restricted and emergency services will have immediate access to the area if required.

#### 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 that the Council is proposing to consider this closure was published in the following newspaper:

- Dominion Post Saturday 20 July 2013

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 the plans provided, 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 ensure that the event is publicised via media releases and notification signs to inform the public of the road closures.
- The event organiser is to consult and gain approval from the emergency services on the road closure and provide access for emergency vehicles.
- All vehicular accesses to the car parking entrances are to be marshal controlled to ensure public safety is not compromised.

Signed .....  .....

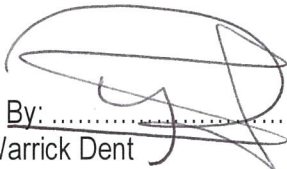
Stephen Harte  
Programme Manager Transport Network Development

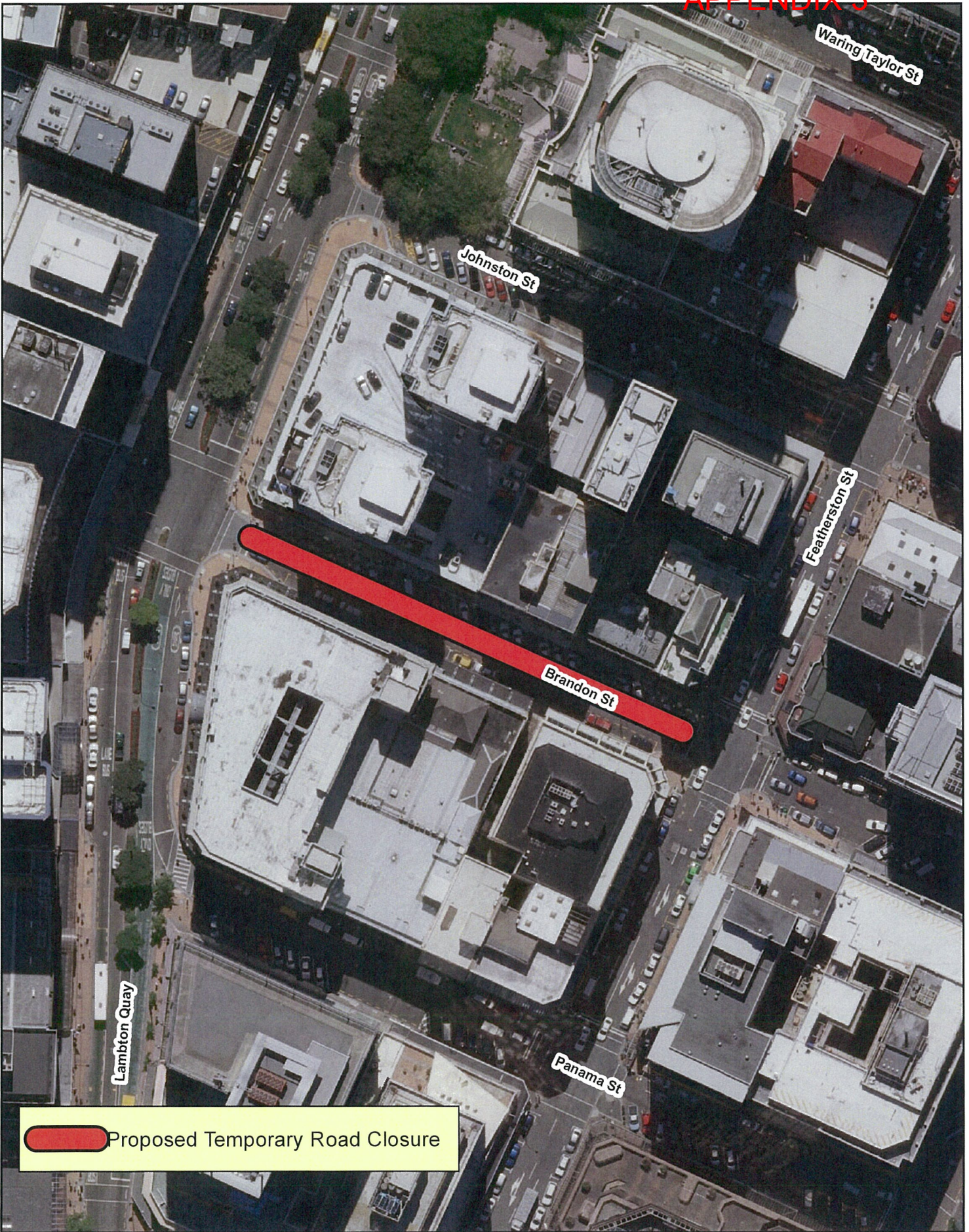


6. Attachments

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

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

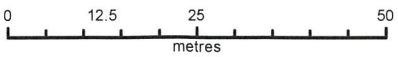
Endorsed By:   
.....  
Warrick Dent  
Manager City Events



 Proposed Temporary Road Closure

**Kircaldies Charity Street Party:  
Proposed Temporary Road Closure  
Sat 23 Nov 2013**

Property boundaries, 20m Contours, road names, rail line address & title points sourced from Land Information NZ Crown Copyright reserved. Property boundaries accuracy +/-1m in urban areas, +/-30m in rural areas. Census data sourced from Statistics NZ. Postcodes sourced from NZ Post Assets, contours, water and drainage information shown is approximate and must not be used for detailed engineering design. Other data has been compiled from a variety of sources and its accuracy may vary, but is generally +/- 1m.



Scale 1:1,000

MAP PRODUCED BY:  
Wellington City Council  
101 Wakefield Street  
WELLINGTON, NZ

ORIGINAL MAP SIZE: A4  
AUTHOR: catter2c  
DATE: 9/08/2013  
REFERENCE:



Filepath: E:\Infrastructure\Planning and Assets\City\Case Management\1002 Projects\Road closures\1011 Kircaldies Charity Street Party.mxd

THE DOMINION POST | SATURDAY, JULY 20, 2013

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## Public Notices



## PROPOSAL TO CLOSE ROADS

The Regulatory Processes Committee is scheduled to meet at 9am, Wednesday 21 August in Te Mahanga Room (Committee room 1), ground floor, Council Offices, 101 Wakefield Street to consider the following proposed temporary road closures for events:

### **Kirkcaldie & Stains Charity Street Party** **5am – 6pm, Saturday 23 November**

**Brandon Street** – between Featherston Street and Lambton Quay

Any person objecting to a proposed road closure must contact Wellington City Council

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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *NORTHERN WELLINGTON FESTIVAL & CHRISTMAS PARADE SATURDAY 30 NOVEMBER 2013*

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#### 1. Description of Event

The Northern Wellington Festival (currently in its 18<sup>th</sup> year) will this year be held on the 30 November. The highlight of the weekend of events is always considered to be the Lions Club of Johnsonville Christmas Parade – proposed this year to be held on Saturday 30 November. This non-profit event is similar to that run in previous years and seeks to bring the community together in an enjoyable pre-Christmas celebration. The event is well supported by the community, including local businesses and the local Police. The Johnsonville Lions Club has a core of very dedicated members, organisers and marshals who put a large amount of un-paid time and effort into this event. The Club has some organisational issues to overcome this year - but plan to push ahead with the planning and permissions process for the parade anyway. The Christmas Parade itself attracts thousands of spectators and involves many local participants and floats. The proposed road closures are required for the parade set-up, the parade itself and for the temporary traffic detour route.

The proposed road closures are:

- **Wanaka Street** (6am to 4pm)
- **Dr Taylor Terrace** (6am to 1:30pm)
- **Moorefield Road** (between Haumia Street and Johnsonville Road roundabouts – 10.45am to 12:30pm)
- **Moorefield Road** (between Johnsonville Road and Middleton Road roundabouts - 11am to 12:30pm)
- **Rotoiti Street** (closed to through traffic - 11am to 12:30pm)
- **Broderick Road** (Phillip Street to Johnsonville Road - 11am to 12:30pm)
- **Johnsonville Road** (from Fraser Avenue intersection to Moorefield Road roundabout – 11am to 12:30pm)
- **Frankmoore Avenue** (between Earp Street and Moorefield Road - 11am to 12:30pm).

**No Parking 6.30am to 3pm** - Moorefield Road (western side from Wanaka Street to Frankmoore Avenue).

**No Parking 7am to 1pm** - Bannister Avenue, Broderick Road (Bannister Avenue to Phillip Street), Phillip Street, Frankmoore Avenue (Phillip Street to Earp Street), Earp Street.

**Detour Route** - Johnsonville Road, Fraser Avenue, Haumia Street, Bannister Avenue, Broderick Road, Phillip Street, Frankmoore Avenue, Earp Street, Ironside Road, Middleton Road and State Highway 1.

The event does cause some disruption to traffic in the area for a period of approximately 2 hours. There are also extensive no parking areas to allow for the traffic detour route, the parade route and the parade set-up. The temporary road closures, no parking areas, detour route and the Parade itself will be managed by a combined team of the local Police, Lions Club marshals, a registered traffic management company and ParkWise wardens. Council officers work with the organisers to identify

areas of the event that need improvement from year to year. Pedestrian access will not be restricted and emergency services will have immediate access to the area if required.

Approved public information signage will be in place well ahead of the event. Residents affected by the road closures, detour and no parking areas will be notified by way of letter drops and notification signage. Buses are diverted and a temporary bus stop will be erected outside the Post Office to replace the Railway Station stop (the same arrangement as previously used).

## **2. Events (Business Development) Support**

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

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

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

- Dominion Post Saturday 13 July 2013

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 the plans provided, is likely to impede traffic flows on a major route. The proposed conditions below will mitigate some of the expected traffic congestion during the road closures. The expected congestion during the road closures is part of facilitating a public event and ensuring safety for the general public. 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:

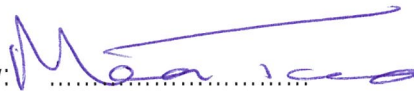
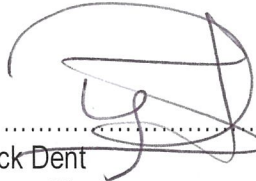
- The road closures for the parade route only will start at 10:30am and finish at 1:00pm.
- The detour route is to be clearly signed during road closures.
- No public vehicular traffic will be allowed within the road closure area to ensure public safety is not compromised.
- The event organiser will publicise the event via media releases, letter drops and advanced signage to notify the public of the road closures.
- The event organiser is responsible for the ongoing maintenance of the temporary traffic management plan during the road closures.
- The event organiser is responsible for maintaining public safety within the road closure area.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops.
- 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.

Signed ..... 

Stephen Harte  
Programme Manager Transport Network Development

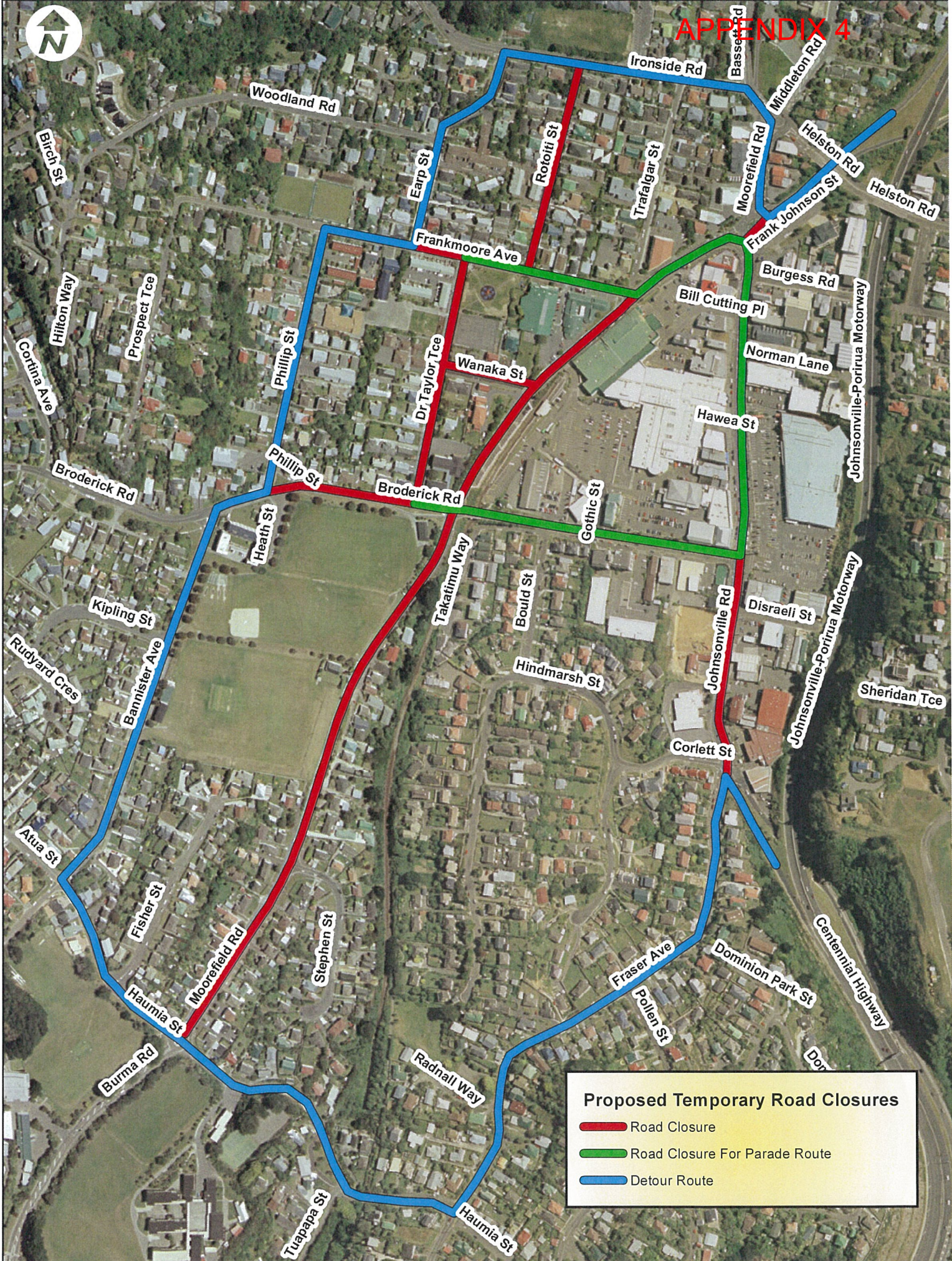
**6. Attachments**

- 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



**Proposed Temporary Road Closures**

- Road Closure
- Road Closure For Parade Route
- Detour Route

**DATA STATEMENT**  
 Property boundaries  
 Land Information NZ  
 Licence W100453472  
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 Accuracy in urban areas +/-1m  
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**Northern Festival Christmas Parade:  
 Temporary Road Closures  
 Saturday 30th November 2013**

Public Notices

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## PROPOSAL TO CLOSE ROADS

The Regulatory Processes Committee will meet on Wednesday 21 August to consider the following proposed temporary road closures for events.

### Wellington Car Club Sealed Sprint 7am–6pm, Sunday 15 September 2013

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

### Northern Wellington Festival and Christmas Parade – Saturday 30 November 2013 – parade starts at 11am

**Wanaka Street** – 6am–4pm

**Dr Taylor Terrace** – 6am–1.30pm

**Moorefield Road** – 10.45am–12.30pm, between Haumia Street and Johnsonville Road roundabouts

**Moorefield Road** – 11am–12.30pm, between Johnsonville Road and Middleton Road roundabouts

**Rotoiti Street** – 11am–12.30pm, closed to through traffic

**Broderick Road** – 11am–12.30pm, between Phillip Street and Johnsonville Road

**Johnsonville Road** – 11am–12.30pm, between Fraser Avenue and Moorefield Road

**Frankmoore Avenue** – 11am–12.30pm, between Earp Street and Moorefield Road

#### Parking restrictions – 7am–1pm unless specified.

**Moorefield Road** – 6.30am–3pm, western side between Wanaka Street and Frankmoore Avenue

**Bannister Avenue**

**Broderick Road** – between Bannister Avenue and Phillip Street

**Phillip Street**

**Frankmoore Avenue** – between Phillip Street and Earp Street

**Earp Street**

**Detour route:** Johnsonville Road, Fraser Avenue, Haumia Street, Bannister Avenue, Broderick Road, Phillip Street, Frankmoore Avenue, Earp Street, Ironside Road, Middleton Road and State Highway 1

### Thorndon Fair 7.30am–5.30pm, Sunday 1 December 2013

**Tinakori Road** – between Bowen Street and Harriet Street

**Hill Street** – between Tinakori Road and Selwyn Terrace

Any person objecting to a proposed road closure must contact Wellington City Council in writing before 4pm Friday 26 July. Please send correspondence to Maria Taumaa at the mailing address below, by fax to 04 801 3009 or by email to [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

**Wellington City Council, 101 Wakefield Street,  
PO Box 2199, Wellington 6140 | [Wellington.govt.nz](http://Wellington.govt.nz)**



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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *THORNDON FAIR SUNDAY 1 DECEMBER 2013*

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#### 1. Description of Event

Thorndon School have organised this popular event with stallholders, shopkeepers, arts and crafts enthusiasts and entertainers for over 25 years. The fair is the major fund raising vehicle for the school and is held each year on the first Sunday in December. This year's fair is proposed for Sunday 1 December 2013. As in previous years, the organisers wish to close **Tinakori Road** (between Bowen and Harriet Streets) and **Hill Street** (between Tinakori Road and Selwyn Terrace), from 7:30am until 5:30pm.

Approved public information signage will be in place well ahead of the event, with the organisers planning to advertise the Fair via media releases on radio and television, bus postering, community papers, a web site, bridge banners, posters and signs. Residents and local businesses will receive several letter drops (beginning in late October, then mid November, 1 week out from the event and a car drop on both the last two Saturdays before the fair advising them of the event, the parking restrictions involved and, if necessary, actions taken to assist them.

As in previous years, a qualified temporary traffic management company will provide the traffic management plan and site supervision.

The organising committee will be providing a large number of suitably briefed marshals.

ParkWise staff will assist with the parking restrictions.

Pedestrian access will not be restricted and emergency services will have immediate access to the closure area if required.

#### 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 that the Council is proposing to consider this closure was published in the following newspaper:

- Dominion Post Saturday 13 July 2013

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 the plans provided, is not likely to impede traffic unreasonably subject to the conditions stated 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 Temporary Road Closures Subcommittee 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 road closure will start at 7.30am and end at 5.30pm.
- No vehicular traffic will be allowed within the road closure area, except for marshalled stallholders travelling at no more than walking speed (3km/h), to ensure public safety is not compromised.
- The event organiser will publicise the event via media releases, letter drops and advanced signage to notify the public of the road closure.
- The event organiser is responsible for the maintenance of the temporary traffic management plan during the road closure.
- The event organiser is to consult and gain approval from the emergency services on the road closure and provide access for emergency vehicles.
- The detour route is to be clearly signed during road closures.

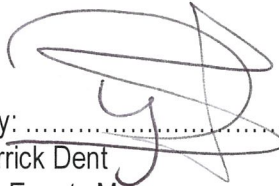
Signed .....

  
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  
City Events Manager



Proposed Temporary Road Closure

**Thorndon Fair:  
Proposed Temporary Road Closure  
Sunday 1 December 2013**

1:2,000

**Absolutely  
POSITIVELY  
Wellington**

**DATA STATEMENT**  
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### Thorndon Fair 7.30am – 5.30pm, Sunday 1 December 2013

**Tinakori Road** – between Bowen Street and Harriet Street

**Hill Street** – between Tinakori Road and Selwyn Terrace

Any person objecting to a proposed road closure must contact Wellington City Council in writing before 4pm Friday 26 July. Please send correspondence to Maria Taumaa at the mailing address below, by fax to 04 801 3009 or by email to [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

**Wellington City Council, 101 Wakefield Street,  
PO Box 2199, Wellington 6140 | Wellington.govt.nz**

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## PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

### *SANTA PARADE SUNDAY 8 DECEMBER 2013*

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#### 1. Description of Event

Wellington City Council Events team and Crackerjack Promotions (with the major sponsor yet to be confirmed) are again organising this year's Santa Parade proposed for Sunday 8 December. The event is the major Christmas parade in Wellington City and has been organised successfully in this format since the Manners Street changeover. The Parade attracts thousands of spectators from the Wellington region and involves many participants and floats.

The proposed road closures are:

From 7am to 4pm (to allow for the formation of parade)

- **Ballance Street** (Lambton Quay to Featherston Street)
- **Stout Street** (Lambton Quay to Whitmore Street)
- **Maginnity Street** (Waring Taylor Street to Ballance Street)

From 10am to 5pm

- **Lambton Quay** (Whitmore Street to Willis Street)
- **Willis Street** (Lambton Quay to Manners Street)
- **Customhouse Quay** (Willis Street to Hunter Street)
- **Willeston Street** (Willis Street to Victoria Street)
- **Mercer Street**
- **Victoria Street** (Harris Street to Dixon Street)
- **Bond Street** (Victoria Street to Willis Street)
- **Lombard Street**
- **Cornhill Street**
- **Wakefield Street** (Mercer Street to Cuba Street/MFC Centre)
- **Cuba Street** (Wakefield Street to Manners Street)
- **Manners Street** (Willis Street to Taranaki Street) – End of parade

The parade starts at the corner of Lambton Quay and Ballance Street and proceeds via Lambton Quay, Willis Street, Mercer Street, Victoria Street and Manners Street to the disembark area on Manners Street just before the Taranaki Street intersection.

There will be no parking on the majority of the above closed roads, especially on the formation area and the parade route itself, from midnight Saturday 7 December through to 5pm Sunday 8 December. Temporary bus stops will be in place on Customhouse Quay (2) and Jervois Quay (2).

Traffic management will be undertaken by Fulton Hogan, as in previous years, in accordance with an approved Traffic Management Plan. Information signage will be erected at least 7 days before the event on the effected streets and there will be extensive public notification via the various media outlets

and by letter drops. Assistance has been sought from the Police to provide points persons at the disembark area at the intersection of Manners St and Taranaki St (an identified traffic hazard area). Pedestrian marshals and fencing at various points will be provided by the organiser and emergency services will have immediate access to the area if required.

## **2. Events (Business Development) Support**

The event attracts tens of thousands of spectators to the inner city and surrounding areas, shops and the waterfront. The event is seen as an important part of the build up to the major retail period in the CBD. It is supported by the Events Business Unit.

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

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

- Dominion Post Saturday 3 August 2013

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 the plans provided, will minimise the duration of the traffic impacts, mitigate issues of local access and address public safety concerns. 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 event is publicised via media releases and advanced notification signs to inform the public of the road closures.

- The event marshals are to ensure that public safety is not compromised.
- 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.
- Consultation with the public transport providers is required to ensure adequate alternatives are provided to these essential services.
- The event organiser is responsible for the ongoing maintenance of the temporary traffic management plan during the road closures.

Signed ..... 

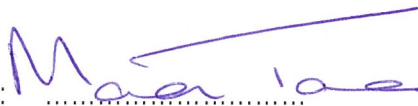
Stephen Harte

Programme Manager Transport Network Development

**6. Attachments**

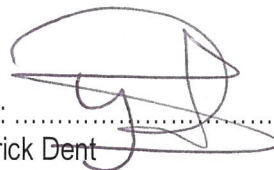
- Map of proposed closure
- Copy of proposal notice from the newspaper

Prepared By:



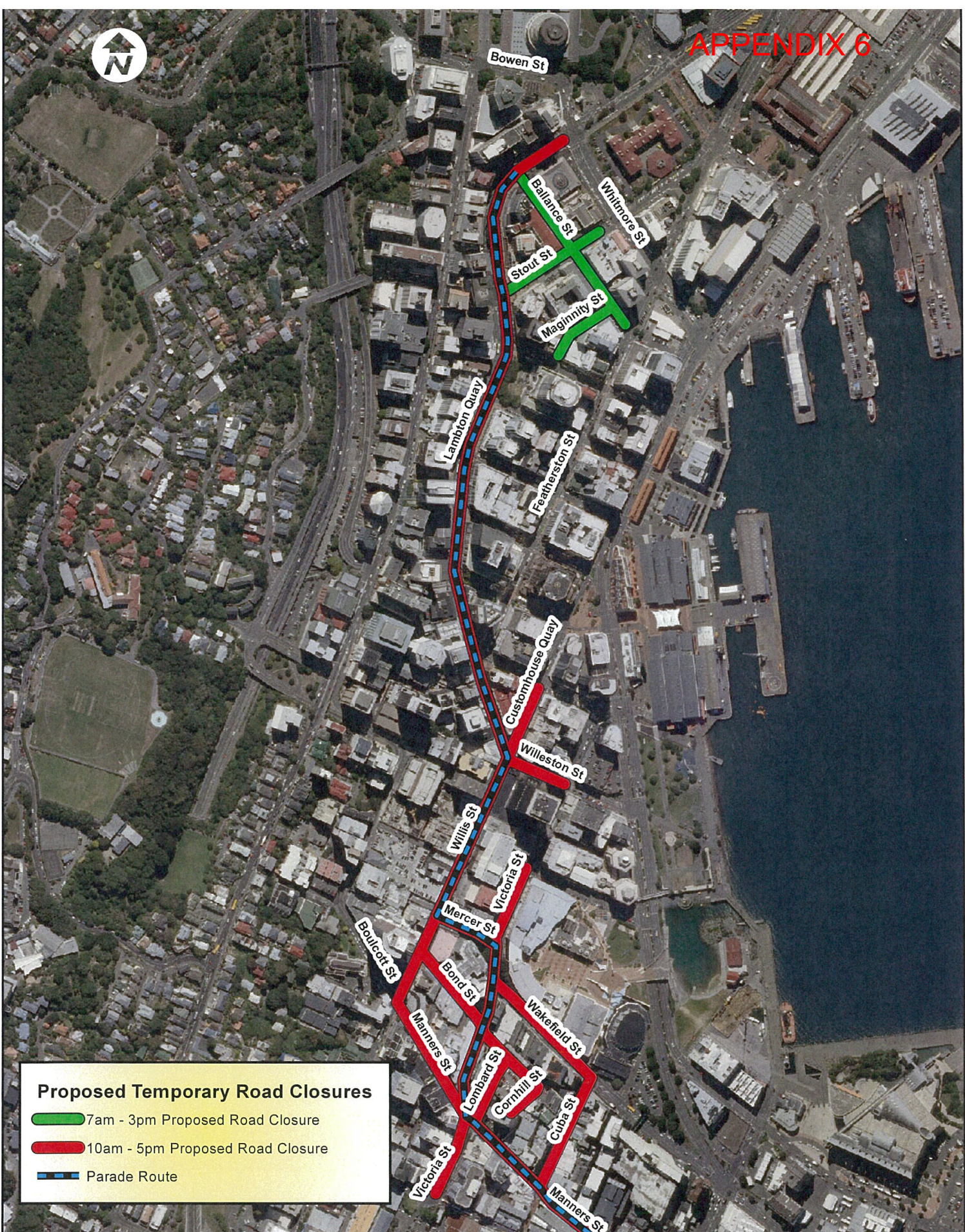
Maria Taumaa  
Street Activities Coordinator

Endorsed By: .....



Warrick Dent  
Manager City Events





**Proposed Temporary Road Closures**

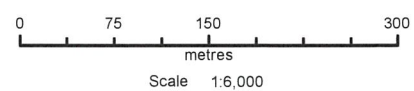
- 7am - 3pm Proposed Road Closure
- 10am - 5pm Proposed Road Closure
- Parade Route

**Santa Parade:  
Proposed Temporary Road Closures  
Sunday 8th December 2013**

Property boundaries, 20m Contours, road names, rail line, address & title points sourced from Land Information NZ. Crown Copyright reserved. Property boundaries accuracy +/-1m in urban areas, +/-30m in rural areas. Census data sourced from Statistics NZ. Postcodes sourced from NZ Post. Assets, contours, water and drainage information shown is approximate and must not be used for detailed engineering design. Other data has been compiled from a variety of sources and its accuracy may vary, but is generally +/- 1m.

MAP PRODUCED BY:  
Wellington City Council  
101 Wakefield Street  
WELLINGTON, NZ

ORIGINAL MAP SIZE: A4  
DATE: 12/08/2013  
AUTHOR: catter2c  
REFERENCE:





## PROPOSED ROAD CLOSURES

The Regulatory Processes Committee will meet on Wednesday 21 August 2013 to consider the following proposed temporary road closures for events:

### Carless Day

**1–4pm, Sunday 22 September 2013**

**Dixon Street** – between Taranaki Street and Victoria Street

**Cuba Street** – between Manners Street and Wakefield Street

### Santa Parade

**Sunday 8 December 2013**

**Proposed closures 7am–3pm**

**Ballance Street** – between Lambton Quay and Featherston Street

**Stout Street** – between Lambton Quay and Whitmore Street

**Maginnity Street** – between Waring Taylor Street and Ballance Street

**Proposed closures 10am–5pm**

**Lambton Quay** – between Whitmore Street and Willis Street

**Willis Street** – between Lambton Quay and Manners Street

**Customhouse Quay** – between Willis Street and Victoria Street

**Willeston Street** – between Willis Street and Victoria Street

**Mercer Street**

**Victoria Street** – between Harris Street and Dixon Street

**Bond Street** – between Victoria Street and Willis Street

**Lombard Street**

**Cornhill Street**

**Wakefield Street** – between Mercer Street and Cuba Streets (Michael Fowler Car Park)

**Cuba Street** – between Wakefield Street and Manners Street

**Manners Street** – between Willis Street and Taranaki Street

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm 9 August 2013. Please send correspondence to Maria Taumaa, at the mailing address below, by fax to 04 801 3009 or by email to [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

## EXTRAORDINARY MEETING

This is to advise that an extraordinary meeting of the Grants Subcommittee has been scheduled as follows:

**Date:** Tuesday 13 August 2013

**Time:** 9.15am

**Venue:** Committee Room 1, ground floor, Council Offices, 101 Wakefield Street

**Business:** The Grants Subcommittee will be considering applications for the Business Improvements Districts Development Fund at this meeting

**Wellington City Council, 101 Wakefield Street,  
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WAYS TO