

EXTRAORDINARY MEETING

OF

REGULATORY PROCESSES COMMITTEE

AGENDA

Time: 2:00pm
Date: Tuesday, 23 September 2014
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

MEMBERSHIP

Mayor Wade-Brown

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

Have your say!

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

AREA OF FOCUS

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

Quorum: 3 members

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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 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.

1.4 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 event organisers for approval of the:
 - NZ Post Commemorative Unveiling

Recommendations

That the Regulatory Processes Committee:

1. Receive the information.
2. Note that recommendations in this report should not be amended without first carrying out further consultation with affected parties and verification from the Council's Traffic engineer that the amendment is not likely to cause unreasonable impact on traffic.
3. Agree to close the following road for the above event to vehicles only, subject to the conditions listed in the Proposed Temporary Road Closure Impact Report:
 - Whitmore Street (between Featherston and Customhouse Quay) from 9am to 2pm on 7th October 2014.

Background

3. The Council receives numerous requests throughout the year for public roads to be closed for events. These requests are processed and a detailed traffic impact report is prepared for each as attached. This report to the Committee has been prepared, in accordance with the procedures that were approved by the Committee on 15 December 2010.
4. Approval is required from the Regulatory Processes Committee to allow the temporary closure of roads in the Wellington District for an event supported by the Wellington City Council. This will ensure that the Wellington City Council is complying with the requirements of the Local Government Act 1974 for the temporary closure of roads within its jurisdiction.

Discussion

5. At the 75th Anniversary to commemorate the service of the NZ Coastwatchers in the Second World War the CEO of New Zealand Post Group, Brian Roche, made a promise to John Jones that after many years of campaigning for a memorial to his comrades, he would make a commitment to unveiling a memorial outside New Zealand Post House in late 2015. Due to the frailty of Mr Johns, now 94 and he being the only

surviving Coastwatcher today, there is a necessity to bring this unveiling forward so that the dedication happens within Mr Jones lifetime.

Attachments

Attachment 1. NZ Post

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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 is no unforeseen costs associated with these events.

Policy and legislative implications

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

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

Risks / legal

Nil

Climate Change impact and considerations

N/A

Communications Plan

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

PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

NZ POST COMMEMORATIVE UNVEILING ***7 OCTOBER 2014***

1. Description of Event

On October 2012 the 75th Anniversary Commemoration to mark the service of the New Zealand Coastwatcher's in the Second World War took place at the National War Memorial in Wellington. The 22 New Zealand Coastwatcher's based in the Gilbert Islands (Kiribati) were brutally beheaded by the Japanese. 17 of the 22 Coastwatcher's were Post and Telegraph employees with the skills required as Radio Operators to support the Coast watch mission. John Jones is the only surviving Coastwatcher today and is now 94.

At the 75th Anniversary the CEO of New Zealand Post Group, Brian Roche made a promise to John Jones that after many years of campaigning for a memorial to his comrades, he would make a commitment to unveiling a memorial outside New Zealand Post House. This was planned to take place with the completion of renovations to New Zealand Post House in late 2015. Due to the fragility of Mr Johns there is a necessity to bring this date forward so that the memorial can be unveiled and dedicated within Mr Jones lifetime and so that the promise made by Brian Roche is seen through.

To enable this event to take place and accommodate the expected dignitaries and visitors it is proposed to close:

- **Whitmore Street (between Featherston and Customhouse Quay) from 9am to 2pm on 7th October 2014**

Road closure notification signs will be placed at each end of the assembly closure at least one week prior to the event.

Residents and local businesses will receive a letter drop advising them of the road closure and the parking restrictions. The closure is also to be advertised in the Our Wellington Page of the Dominion Post in the week preceding the parade. The event will be managed by a qualified traffic management company. Pedestrian access will not be restricted and emergency services will have immediate access to the area if required.

2. 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 on 6 September 2014

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 9am and finish at 2pm
- The event organiser is to obtain Council approval on the details of a traffic management plan prior to the event.(in particular the Whitmore Street closure)
- The event organiser is to notify the public 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 By: 
Maria Taumaa
Street Activities Coordinator

Endorsed By: 
Warrick Dent
Manager City Events



PROPOSAL TO CLOSE ROADS

An Extraordinary Committee Meeting will be held on Tuesday 23 September 2014 to consider the following proposed temporary road closures for events:

NZ Post unveiling a Plaque for the last Postman of WW1
8.30am–2pm, 7 October 2014

Whitmore Street - between Featherston Street and Customhouse Quay

Any person objecting to a proposed road closure must contact the City Council in writing before 4.00pm 19 September 2014. 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

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

