

**ORDINARY MEETING**

**OF**

**REGULATORY PROCESSES COMMITTEE**

**AGENDA**

Time: 01:00 pm  
Date: Thursday, 4 August 2016  
Venue: Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

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**MEMBERSHIP**

Mayor Wade-Brown  
Councillor Ahipene-Mercer (Chair)  
Councillor Foster  
Councillor Lee  
Councillor Pannett  
Councillor Sparrow

**Have your say!**

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

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## **AREA OF FOCUS**

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

**Quorum:** 3 members

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**4 AUGUST 2016**

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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 23 June 2016 will be put to the Regulatory Processes Committee for confirmation.

### 1.4 Public Participation

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

### 1.5 Items not on the Agenda

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

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

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

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

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



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## 2. General Business

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### ROAD CLOSURES

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#### Purpose

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

#### Summary

2. The Wellington City Council has received an application for the following events:
  - a) Thorndon Fair Sunday 4 December 2016
  - b) Johnsonville Parade Saturday 3 December 2016
  - c) Shelly Bay Sprint Sunday 2 October 2016
  - d) Night Market 6 August 2016 to 7 August 2017 Saturday's Only
  - e) Tawa Spring Festival 15 October 2016

#### Recommendations

That the Regulatory Processes Committee:

1. Receive the information.
2. Note that recommendations in this report should not be amended without first carrying out further consultation with affected parties and verification from the Council's Traffic engineer that the amendment is not likely to cause unreasonable impact on traffic.
3. Agree to close the following roads for the above event to vehicles only, subject to the conditions listed in the Proposed Temporary Road Closure Impact Report:
  - a) **Thorndon Fair Sunday 2 December 2016 6am to 6pm**
    - i. Tinakori Road (between Bowen Street and Harriet Street)
    - ii. Hill Street (between Tinakori Road and approximately 100 meter east)
  - b) **Northern Wellington Festival & Christmas Parade Saturday 6 December 6am to 1.30pm**
    - i. Wanaka Street (6am to 1.30pm)
    - ii. Dr Taylor Terrace (6am to 1.30pm)
    - iii. Moorefield Road (between Haumia Street and Johnsonville Road roundabouts from 10.45am to 12.00pm)
    - iv. Moorefield Road (between Johnsonville Road and Middleton Road roundabouts from 11am to 12.30pm)
    - v. Rotoiti Street (closed to through traffic – 11am to 12.30pm)
    - vi. Broderick Road (Phillip Street to Johnsonville Road 11am to 12.30pm)
    - vii. Johnsonville Road (from Fraser Avenue intersection to Moorefield Road roundabout – 11am to 12.30pm)

- viii. Frankmoore Avenue (between Earp Street and Moorefield Road – 11am to 12.30pm)
- c) **Shelly Bay Sealed Sprint Sunday 2 October 2016 7am to 6pm**
  - i. Massey Road (at Scorching Bay Reserve, and the northern entrance to the Former Shelly Bay Defence Base)
- d) **Wellington Night Market Saturdays only from 8 August 2016 to 7 August 2017 3pm to 11.30pm**
  - i. Manners Street (Between Taranaki Street and Cuba Street)
  - ii. Cuba Street (between Manners Street and Wakefield Street)
- e) **Spring into Tawa Saturday 15 October 2016 8.30am to 3.00pm**
  - i. Main Road Tawa (Cambridge Street/Lyndhurst Street roundabout to Essex Street intersection)

## Background

- 3. The Council receives numerous requests throughout the year for public roads to be closed for events. These requests are processed and a detailed traffic impact report is prepared for each as attached. This report to the Committee has been prepared in accordance with the procedures that were approved by the Committee on 15 December 2010.
- 4. Approval is required from the Regulatory Processes Committee to allow the temporary closure of roads in the Wellington District for an event supported by the Wellington City Council. This will ensure that the Wellington City Council is complying with the requirements of the Local Government Act 2002 for the temporary closure of roads within its jurisdiction.

## Discussion

- 5. A number of road closure requests for different events are brought to the Committee for approval. All the information for this proposed closure is in the attached impact report.

## Attachments

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Attachment 2.	Wellington Car Club	Page 15
Attachment 3.	Wellington Night Market	Page 20
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Author	Maria Taumaa, Street Activities Coordinator
Authoriser	David Chick, Chief City Planner



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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

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

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

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

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

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi implications.

### **Financial implications**

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

### **Policy and legislative implications**

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

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

### **Risks / legal**

There are no risks or legal implications.

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

There are no climate change impacts or considerations.

### **Communications Plan**

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

## Regulatory Committee

**Absolutely Positively**  
**Wellington City Council**  
Me Heke Ki Pōneke

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### PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

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*THORNDON FAIR SUNDAY 4 DECEMBER 2016 6AM TO 6PM*

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#### 1. Description of Event

Thorndon School have organised this popular event with stallholders, shopkeepers, arts and craft 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 4 December 2016. As in previous years, the organisers wish to close Tinakori Road (between Bowen Street and Harriet Streets) and Hill Street (between Tinakori Road and British Embassy) from 6.00am to 6.00pm

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, community papers, a web site, bridge banners, posters and signs. Residents and local businesses will receive several letter drops (beginning in late October, then middle of November, 1 week out from the event) and a letter drop on cars the last two Saturday's before the fair advising them of the event.

**The proposed road closures are as follows; 6am to 6pm**

**Tinakori Road** (between Bowen Street and Harriett Street)

**Hill Street** (between Tinakori Road and approximately 100 meters east)

#### Events Directorate Support

The Event directorate has no connection with, and no objection to, this event.

#### 2. Proposal Notice and Consultation

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

- Dominion Post Saturday 18 June 2016

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

**3. Objections**

There have been NO objections to this closure request.

**4. 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 Implement Manager Network Improvements, 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 road closure will start at 6.00am to 6.00pm.
- The event organiser is to provide a detailed Traffic Management Plan for approval by Council prior to the event. (The event organiser is responsible for safety pedestrian and traffic within the closed area.)
- The event organiser is to ensure that the Public Transport Operators, Police, Fire and Ambulance Services have been consulted with and that the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to ensure that the affected property owners along the road closures are consulted with (in particular Retailers and Residents within the road closure 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 detour route is to be provided and clearly signed during the road closures.
- The event organiser is responsible for the maintenance of the temporary traffic management plan during the road closure.
- The event organiser will publicise the event via media releases, letter drops and advanced signage to notify the public of the road closures.

Signed ..... 

Stephen Harte  
Implement Manager Network Improvements

5. Attachments

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

Prepared By:



.....  
Maria Taumaa  
Street Activities Coordinator

## Road Closures

The Regulatory Committee will meet on Thursday 4 August 2016 to consider the following proposed temporary road events:

### **Shelly Bay Sealed Sprint Sunday 2 October 2016, 7am - 6pm**

Massey Road (between Scorching Bay Reserve and the Northern entrance to Shelly Bay).

### **Johnsonville Christmas Parade Saturday 3 December 2016**

#### Road Closures

Wanaka Street 6am - 1.30pm

Dr Taylor Terrace 6am - 1.30pm

Moorefield Road, (between Haumia Street and Johnsonville Road roundabouts 10.45am - 12noon)

Moorefield Road (between Johnsonville Road and Middleton Road roundabouts 11am - 12.30pm)

Rotoiti Street (closed to through traffic 11am - 12.30pm)

Broderick Street (Phillip Street to Johnsonville Road 11am - 12.30pm)

Johnsonville Road (from Fraser Avenue intersection to Moorefield Road roundabout 11am - 12.30pm)

Frankmoore Avenue (between Earp Street and Moorefield Road 11am - 12.30pm)

#### Parking Restrictions

6.30am - 3pm unless specified

Moorefield Road, Western sided 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 7am - 1pm

#### Christmas Parade 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 6am - 6pm Sunday 4 December 2016**

Tinakori Road between Bowen Street and Harriett Street.

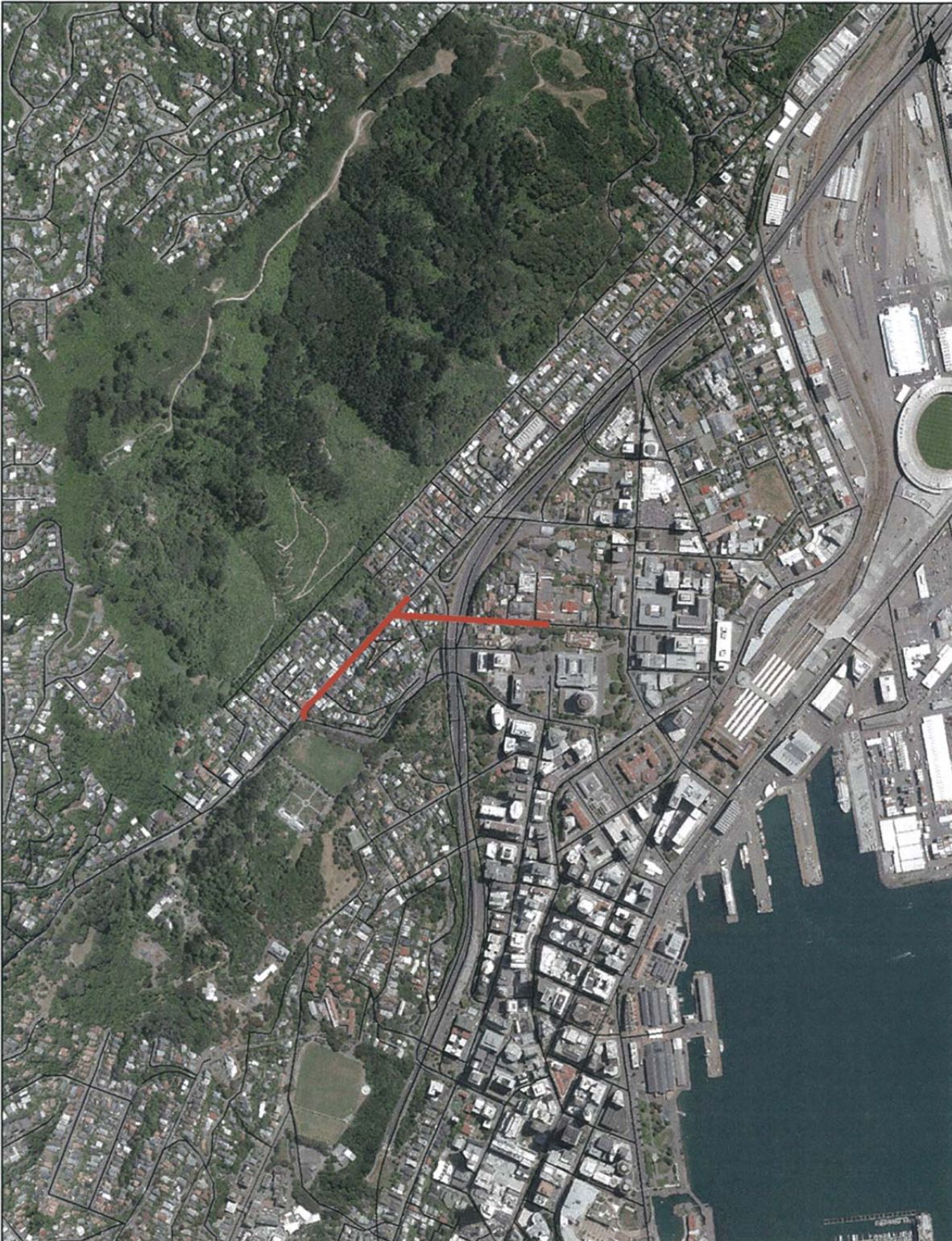
Hill Street between Tinakori Road and approximately 100 metres past Selwyn Terrace towards Molesworth Street.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, 1 July 2016. Please send correspondence to Maria Taumaa at the mailing address below, by fax 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

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Thorndon Fair  
2 December 2016 6am to 6pm

0 110 220 440  
metres  
Scale 1:10,910

Property boundaries, 25m contours, road names, car lots, setbacks & site points sourced from Land Information NZ. Crown Copyright reserved. Property boundaries accuracy +/- 1m in urban areas, +/- 5m in rural areas. Crown Data sourced from Statistics NZ. Polygons sourced from NZ Post. Rivers, coastline, 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 is variable, but is generally +/- 1m.

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

ORIGINAL MAP SIZE: A4  
AUTHOR: taumaa2m  
DATE: 20/07/2016  
REFERENCE

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Wellington City Council  
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**REGULATORY PROCESSES COMMITTEE**

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**PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT**

***WELLINGTON CAR CLUB – SHELLY BAY SEALED SPRINT***  
***SUNDAY 2 OCTOBER 2016 7AM TO 6PM***

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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 the Shelly Bay 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 2 October 2016**, 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. Marshalls will control where the main walking tracks meet the road and at pedestrian crossings points. The event is to be traffic managed using a Council approved traffic management plan which will be based on the Club's own 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 closure will be advertised in the Dominion Post.

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

- Dominion Post Saturday 18 June 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 Implement Manager Network Improvements, 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 be in place from 7am to 6.00pm
- The event organiser is to advise the Shelly Bay retailers and residents
- 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 and for generally maintaining public safety within the Road Closure area.
- The event organiser is to obtain Council approval on the details of a traffic management plan prior to the event.
- The event organiser will publicise the event via media releases, letter drops and advanced signage to notify the public of the road closures.

Signed ..... 

Stephen Harte  
Implement Manager Network Improvements



6. Attachments

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

Prepared By:



Maria Taumaa  
Street Activities Coordinator

## Road Closures

The Regulatory Committee will meet on Thursday 4 August 2016 to consider the following proposed temporary road events:

### Shelly Bay Sealed Sprint Sunday 2 October 2016, 7am - 6pm

Massey Road (between Scorching Bay Reserve and the Northern entrance to Shelly Bay).

### Johnsonville Christmas Parade Saturday 3 December 2016

#### Road Closures

Wanaka Street 6am - 1.30pm

Dr Taylor Terrace 6am - 1.30pm

Moorefield Road, (between Haumia Street and Johnsonville Road roundabouts 10.45am - 12noon)

Moorefield Road (between Johnsonville Road and Middleton Road roundabouts 11am - 12.30pm)

Rotoiti Street (closed to through traffic 11am - 12.30pm)

Broderick Street (Phillip Street to Johnsonville Road 11am - 12.30pm)

Johnsonville Road (from Fraser Avenue intersection to Moorefield Road roundabout 11am - 12.30pm)

Frankmoore Avenue (between Earp Street and Moorefield Road 11am - 12.30pm)

#### Parking Restrictions

6.30am - 3pm unless specified

Moorefield Road, Western sided 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 7am - 1pm

#### Christmas Parade 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 6am - 6pm Sunday 4 December 2016

Tinakori Road between Bowen Street and Harriett Street.

Hill Street between Tinakori Road and approximately 100 metres past Selwyn Terrace towards Molesworth Street.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, 1 July 2016. Please send correspondence to Maria Taumaa at the mailing address below, by fax 04 801 3009 or by email to maria.taumaa@wcc.govt.nz

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**REGULATORY COMMITTEE**

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**PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT**

**WELLINGTON NIGHT MARKET**

**6 AUGUST 2016 TO 7 AUGUST 2017**

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**1. Description of Event**

The Coolest Street in Wellington, in the Coolest Capital of the World.

This event has already been running for the last 12 months and has received a lot of support from residents, retailers and members of the public. The organisers would like to extend the Wellington Night Markets success through to 2017.

It is a popular place where people can come every week, to find something new, to try something different to eat, to shop, to play and to enjoy.

Generally businesses and residents support the ongoing operation of a night market.

The proposed road closure is for **Manners Street** (between Taranaki Street and Cuba Street except buses)

**Cuba Street** (between Manners Street and Wakefield Street)

**Saturday's 6 August 2016 to 7 August 2017 from 3pm to 11.30pm** including set up and break down.

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

The event will be managed by a qualified temporary traffic management company. Pedestrians 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 advertising that the Council is proposing to consider this closure was published in the following newspaper:

- Dominion Post Saturday 9 July 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**

Lower Cuba Street has been closed each Saturday from 3pm to 11.30pm for the passed year to accommodate the night market. This has caused little disruption to traffic and buses have not been interrupted by this activity.

Lower Cuba Street, at its inception, was designed as a place for events, street markets and the like. Lower Cuba Street is not regarded as an important link in the city's roading network and merely provides access to local parking and servicing. In this regard Lower Cuba Street can be closed more frequently that is anticipated by clause 11(e), section 10 of the LGA 1974.

So using clause 11(d) of this section we are recommending that traffic be diverted from Lower Cuba Street and Manners Street (between Taranaki and Cuba Street) on Saturdays for the next year. The exception being buses. This will be reviewed in a years time.

In giving approval to the Night Market we are not excluding events like Cub Dupa, Jazz Festival, Film Festival which will take priority if they require the use of the street.

##### **Traffic Impact**

In the opinion of Stephen Harte Implementation Manager Network Improvements, 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 closures will start at 3pm and finish at 11.30pm each Saturday. The event organiser is to obtain Council approval on the details of a traffic management plan prior to the event.
- The detour route is to be clearly signed during road closures.
- Only authorised vehicles will be allowed within the road closure area, 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 closures. The event organiser is responsible for the ongoing maintenance of the temporary traffic management plan during the road closures.
- The event organiser is to ensure buses are able to enter Manners St during the road closure timeframe.
- The event organiser is responsible for maintaining public safety within the Road closure area.
- 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  
Implementation Manager Network Improvements

**6. Attachments**

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

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

Item 2.1 Attachment 3

Applications close on Friday 29th July 2016  
at 5.00pm.

# Proposed Road Closures

The Regulatory Committee will meet on Thursday 4 August 2016 to consider the following proposed temporary road closures:

## Spring into Tawa

**Saturday 15 October 2016, 8.30am to 3pm**

Main Road Tawa  
(from Cambridge Street/Lyndhurst Street Roundabout to Essex Street intersection)

## Wellington Night Market

**Saturdays Only 6 August 2016 to 25 March 2017, 3pm to 11.30pm**

Road closure Manners Street (Taranaki Street to Cuba Street)  
Manners Street (Taranaki Street to Cuba Street)  
Cuba Street (Manners Street to Wakefield Street)  
Saturday's only, with exception of Buses

Any person objecting to a proposed road closure must contact the City Council in writing before Friday 22 July 2016. Please send correspondence to Maria Taumaa at the mailing address below, by fax 04 801 3009 or by email to [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

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Absolutely Positively  
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**REGULATORY PROCESSES COMMITTEE**

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**PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT**

***SPRING INTO TAWA***

***SATURDAY 15 OCTOBER 2016 8.30AM TO 3.00PM***

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**1. Description of Event**

Spring into Tawa is Tawa's annual spring festival. Held in Main Road, Tawa, it's an opportunity for local businesses, community groups, organisations, education providers and families to gather together. The event features stalls selling a range of products – including baking, crafts, gifts and household items.

The event is also an opportunity to showcase all the activities that are on offer in the community - includes swimming, music, entertainment, gymnastics and recreation. The festival is a key fundraising opportunity for many of the community groups and organisations and is well supported by local schools and early childhood education providers. The Council provides great support for the event through the Tawa Community Centre and library. Held in Main Road, Tawa, the event has reached it's limit in terms of the space available on the footpath and the plaza area – and the community have told the organisers they'd like to see it bigger and with more space to enjoy. Therefore, it is proposed to close a small section of Main Road to provide for growth and a lovely big space for the event to spread out.

**The proposed road closure is:**

- **Main Road Tawa (from Cambridge Street/Lyndhurst Street roundabout to Essex Street intersection)**

The road closure is to be carried out under a temporary traffic management plan - the details of which will be approved prior to the event.

Road closure notification signs will be placed at each end of the assembly area 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 road closure and the street parade are to be traffic managed by a qualified traffic management company. 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 9 July 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 Implement Manager Network Improvements, 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 be in place from 8.30am to 3pm
- The event organiser is to notify the public via newspaper advertisement, letter drop, advanced signage and media releases.
- The event organiser is to obtain Council approval on the details of a traffic management plan prior to the event.
- 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 provide marshalled vehicle access to all properties affected by the closure for the parade assembly.

Signed .....  .....

Stephen Harte  
 Implement Manager Network Improvements

**6. Attachments**

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

Prepared By:   
Maria Taumaa  
Street Activities Coordinator

Applications close on Friday 22 July 2016  
at 5.00pm.

# Proposed Road Closures

The Regulatory Committee will meet on Thursday 4 August 2016 to consider the following proposed temporary road closures:

## **Spring into Tawa**

**Saturday 15 October 2016, 8.30am to 3pm**

Main Road Tawa

(from Cambridge Street/Lyndhurst Street Roudabout to Essex Street intersection)

## **Wellington Night Market**

**Saturdays Only 6 August 2016 to 25 March 2017, 3pm to 11.30pm**

Road closure Manners Street (Taranaki Street to Cuba Street)

Manners Street (Taranaki Street to Cuba Street)

Cuba Street (Manners Street to Wakefield Street)

Saturday's only, with exception of Buses

Any person objecting to a proposed road closure must contact the City Council in writing before Friday 22 July 2016. Please send correspondence to Maria Taumaa at the mailing address below, by fax 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

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**Spring into Tawa**  
 Saturday 15 October 2016 8.30am to 3.00pm

0 15 30 60  
 metres  
 Scale 1:1,500

Property boundaries, 50m contours, road names, full line address & 10m 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: taumaa2m  
 DATE: 25/07/2016  
 REFERENCE:

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## REGULATORY PROCESSES COMMITTEE

### PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

#### *NORTHERN WELLINGTON FESTIVAL & CHRISTMAS PARADE SATURDAY 3 DECEMBER 2016*

##### 1. Description of Event

The Northern Wellington Festival will this year be held on the 3 December 2016. 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 3 December 2016. 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 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 1.30pm)
- **Dr Taylor Terrace** (6am to 1:30pm)
- **Moorefield Road** (between Haumia Street and Johnsonville Road roundabouts – 10.45am to 12:00pm)
- **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 will be diverted to the bus stop 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 18 June 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 Implement Manager Network Improvements, 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  
Implement Manager Network Improvements

**6. Attachments**

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

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



## Road Closures

The Regulatory Committee will meet on Thursday 4 August 2016 to consider the following proposed temporary road events:

### Shelly Bay Sealed Sprint Sunday 2 October 2016, 7am - 6pm

Massey Road (between Scorching Bay Reserve and the Northern entrance to Shelly Bay).

### Johnsonville Christmas Parade Saturday 3 December 2016

#### Road Closures

Wanaka Street 6am - 1.30pm

Dr Taylor Terrace 6am - 1.30pm

Moorefield Road, (between Haumia Street and Johnsonville Road roundabouts 10.45am - 12noon)

Moorefield Road (between Johnsonville Road and Middleton Road roundabouts 11am - 12.30pm)

Rotoiti Street (closed to through traffic 11am - 12.30pm)

Broderick Street (Phillip Street to Johnsonville Road 11am - 12.30pm)

Johnsonville Road (from Fraser Avenue intersection to Moorefield Road roundabout 11am - 12.30pm)

Frankmoore Avenue (between Earp Street and Moorefield Road 11am - 12.30pm)

#### Parking Restrictions

6.30am - 3pm unless specified

Moorefield Road, Western sided 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 7am - 1pm

#### Christmas Parade 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 6am - 6pm Sunday 4 December 2016

Tinakori Road between Bowen Street and Harriett Street.

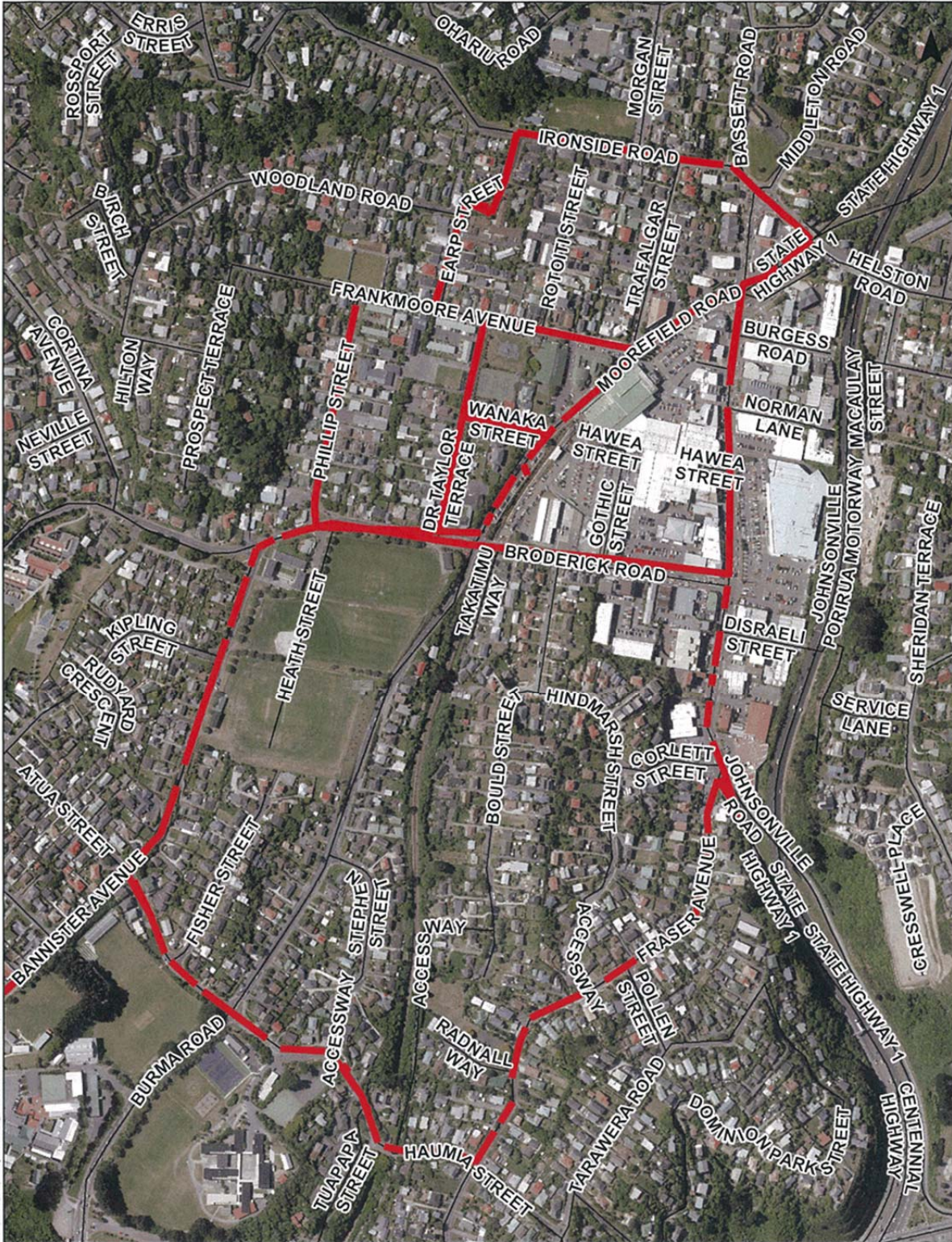
Hill Street between Tinakori Road and approximately 100 metres past Selwyn Terrace towards Molesworth Street.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, 1 July 2016. Please send correspondence to Maria Taumaa at the mailing address below, by fax 04 801 3009 or by email to maria.taumaa@wcc.govt.nz

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**Northern Festival**  
 Saturday 3 December 2016

Property boundaries, 20m Contours, real names, rail line, address & title events 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.

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