

ORDINARY MEETING

OF

REGULATORY PROCESSES COMMITTEE

AGENDA

Time: 9:30am
Date: Wednesday, 15 August 2018
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

MEMBERSHIP

Mayor Lester
Councillor Calvert
Councillor Calvi-Freeman
Councillor Lee
Councillor Sparrow (Chair)

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 the Council's regulatory functions.

The committee will have responsibility for:

- Resource Management Act (RMA) Commissioners – Approve List and Appointment Guidelines
- Dog Objections and Fencing of Swimming Pools
- Road Stopping
- Temporary Road Closures
- Liquor Ban Bylaw Appeals
- Development Contributions Remissions.
- Approving leases under the “Leases Policy for Community and Recreation Groups”
- Suburb boundary amendments

Quorum: 3 members

TABLE OF CONTENTS
15 AUGUST 2018

Business	Page No.
1. Meeting Conduct	5
1.1 Apologies	5
1.2 Conflict of Interest Declarations	5
1.3 Confirmation of Minutes	5
1.4 Items not on the Agenda	5
1.5 Public Participation	5
2. General Business	7
2.1 Development Contributions remission for 29 Glanmire Rd and 3A Hillview Crescent	7
2.2 Development Contributions remission for 12 Plymouth Street	19
2.3 Road Closures	31
2.4 Road Closure - Te Reo Parade	55
2.5 Amendment to Suburb Boundary: Island Bay and Southgate	65
3. Public Excluded	75
3.1 Recommendation for Appointment of District Licensing Committee Members 2018	75

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 20 June 2018 will be put to the Regulatory Processes Committee for confirmation.

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.

The Chairperson shall state to the meeting:

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

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

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

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Regulatory Processes Committee for further discussion.

1.5 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.

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

2. General Business

DEVELOPMENT CONTRIBUTIONS REMISSION FOR 29 GLANMIRE RD AND 3A HILLVIEW CRESCENT

Purpose

1. This report provides advice on the Development Contribution (DC) fee remission application received from George Sproule, owner of 29 Glanmire Rd (SR 405128) and 3A Hillview Crescent (SR 408034 & 408217).

Summary

2. The owner is planning two separate developments, subdividing 29 Glanmire Road into five lots and 3A Hillview Crescent into two lots with a new house on each lot.
3. Council officers have assessed the DC fees at \$15,000.60 and \$3,750.15 respectively.
4. The owner has applied for a full remission of the stormwater and wastewater components of the DC fees owing for these developments.
5. These components total \$4,636.80 for 29 Glanmire Road and \$1,159.20 for 3A Hillview Crescent.
6. DCs are required to help pay for Council-funded capital works resulting from growth associated with the provision of the water supply, wastewater, stormwater, road infrastructure and reserves.
7. The Policy allows the Council to remit DCs at its complete discretion. This authority is delegated to the Regulatory Processes Committee.
8. Officers recommend declining the request for the remission of stormwater and wastewater.

Recommendation/s

That the Regulatory Processes Committee:

1. Receives the information.
2. Declines the application for a remission of development contributions and confirms that development contributions will be payable by the owner.

Background

Development and the assessment

29 Glanmire Road

9. The owner plans to subdivide an existing lot into 5 lots and build four 4 bedroom homes and one 3 bedroom home on these lots.
10. The DCs have been assessed at 4 EHU's which equates to \$15,000.60. The stormwater and wastewater component of this fee totals \$4,636.80.

3A Hillview Crescent

11. The owner plans is to subdivide an existing lot into 2 lots and build a 3 bedroom home on each lot.
12. DCs have been assessed at 1 equivalent household unit (EHU) which equates to \$3,750.15. The stormwater and wastewater component of this fee totals \$1,159.20.

Development Contributions Policy

13. The Policy provides Council with a method to obtain contributions to fund infrastructure required as a result of growth.
14. Council believes it is appropriate that DCs fund additional capacity in infrastructure as the benefits of this additional capacity mainly accrue to new households (EHUs) and businesses generating the demand for that capacity.
15. The Policy provides that any development associated with an application for building consent, resource consent or service connection lodged on or after 1 July 2005, will be required to pay a contribution under the Policy (see clause 1.4.2 of the Policy).
16. Section 1.2.2 of The Policy states:
 - 1.2.2 *The Council will not require development contributions where:*
 - *It has imposed a condition on a resource consent in relation to the same development for the same purpose under section 108(2)(a) of the Resource Management Act 1991; or*
 - *The developer will fund or otherwise provide for the same local network infrastructure or reserve in agreement with the Council (and citywide fees will still apply); or*
 - *The Council has received, or will receive, funding from a third party.*
17. The Committee can only consider exercising its discretion upon consideration of a remission application as described under section 2.6 of the Policy below.
 - 2.6 *Remission and Postponement*
 - 2.6.1 *The Council may postpone payment or grant a remission on development contributions at its complete discretion.*
 - 2.6.2 *Applications made under this part will be considered on their own merits and any previous decisions of the Council will not be regarded as creating precedent or expectations.*
 - 2.6.3 *An application for remission must be made before any development contributions payment is due to the Council. The Council will not allow remissions retrospectively.*
 - 2.6.4 *An application must be made in writing and set out the reasons for the request*
 - 2.6.5 *Green Building Remission ... (not applicable in the instance)*
 - 2.6.6 *Other remissions - the Council will only consider exercising its discretion in exceptional circumstances. Other remissions will only be granted by resolution of the Council (or a Committee or Subcommittee acting under delegated authority).*
18. In terms of the Policy, DCs are payable for the number of equivalent household unit (EHUs) created by the development.
19. EHUs are applied as follows:

Type of development	EHU assessment based on:
Residential development	1 EHU per household unit

	0.7 EHU per one-bedroom household unit
Fee simple subdivision	1 EHU per allotment
Non-residential development	1 EHU for every 42m ² of gross floor area (gfa)

Discussion

Officers' assessment of remission application

20. The owner applied to have the wastewater and stormwater components of the DCs waived in full (see **Attachment 1**). They have put forward two arguments, which are assessed below.

A The owner will be installing infrastructure which will lessen the impact on Council's stormwater and wastewater networks

3A Hillview Crescent

21. Stormwater – The owner proposes to install a 1000 litre tank to collect the water from the roof and discharge this collected water through an 18mm orifice. This arrangement will work if subsequent storms arrive after the water level in the tank is below the tank's overflow level. However during continuous rain and heavy down pours it is likely the tank will overflow and flow into the public stormwater network through the private sump. This scenario is likely to happen during the rainy season. Furthermore the field drains and run off from the sealed areas are directed to the property's yard sumps. These yard sumps are connected to a private sump which is connected to the public stormwater network.
22. The above reasoning and stormwater disposal arrangement proposed for the development shows that the development will be imposing additional load on the stormwater network. As such there is no justification to give a remission for the stormwater component of DCs.
23. Wastewater – The developer plans to install a Sanicubic1 WP pumping unit to deliver wastewater into the public wastewater network. The delivered wastewater will be treated by the publicly owned wastewater treatment plant.
24. This means that the development will be imposing additional load on the wastewater network and there is no justification to give remission for the wastewater component of development contribution.

29 Glanmire Road

25. Stormwater – The owner proposes to install 1885 litre tanks in each unit and release the stored stormwater through a 17mm diameter orifice with right of way providing free discharge. The discharged stormwater and surface run off are directed to a newly constructed stormwater main which connects to the public stormwater network. This arrangement is expected to work if the water level in the tank from the previous rain event is below the overflow level. During continuous rain and heavy down pours it is likely the tank will overflow and water will reach the public network via the overland flow. This situation is most likely to happen during the rainy season.
26. This means that the development will be increasing the load on the public stormwater network and as such there is no justification to give a remission for the stormwater component of the DCs.
27. Wastewater – The owner is proposing to relocate the current public sewer main sufficiently away from the buildings and connect the newly formed lots to the new main. Wastewater from one lot will be pumped into a new manhole which will be constructed

in the current public sewer network. The floor level of this lot is below the level of the public wastewater main. The wastewater from all the lots will be treated by publicly owned treatment plant.

28. Because the development will be adding load onto the wastewater network there is no justification to give remission for wastewater component of development contribution.

B By providing this infrastructure the owner will be providing a lasting cross-subsidy to other users of this stormwater and wastewater network by bearing the costs associated with delaying (and reducing the magnitude of) future capacity upgrades, whilst paying the same amount as these existing users in rates.

29. Stormwater and wastewater infrastructure built for both the developments facilitate the developments to function and they are a requirement of their resource consent. Both developments are imposing additional loads on stormwater and wastewater networks which is contra to the statement made by the developer that he is providing a lasting cross subsidy to other users of stormwater and wastewater networks. It shall be noted that the retention tanks and wastewater pumps installed in the newly created lots will have ongoing maintenance cost to future owners/occupiers.
30. The Policy enables remissions of development contributions to be granted in exceptional circumstances at the Council's discretion and states that these decisions will not be regarded as creating precedent or expectations. The Regulatory Processes Committee has delegated authority and responsibility for making decisions on applications for remissions under the Policy.



Options

31. The Committee has two options:
- To remit the wastewater and stormwater components of the development contributions excluding city wide fees estimated at \$5,796.00 in part or in full or;
 - To decline the request for a remission and invoice the owner \$18,750.75 if the project goes ahead.
32. Council officers recommend option b.

Next Actions

33. The Committee is to notify Council officers of their decision and the owner will be notified accordingly.

Attachments

- Attachment 1. [DC Remission Request for 29 Glanmire & 3A Hillview Crescent](#)  Page 12
- Attachment 2. [DC Summary for 29 Glanmire and 3A Hillview Crescent](#)  Page 14

Author	Nicole Tydda, Business Services Manager
Authoriser	Mark Pattemore, Manager City Consenting and Compliance David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Not applicable

Treaty of Waitangi considerations

Not applicable

Financial implications

If the remission is granted Councils debt will increase by \$5,796.00.

Policy and legislative implications

The recommendations are considered to be compliant with the Development Contributions Policy.

Risks / legal

The Policy enables remissions of development contributions to be granted in exceptional circumstances at the Council's discretion and states that these decisions will not be regarded as creating precedent or expectations. However there is a risk that these decisions will set precedence.

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

Not applicable

Nicole Tydda

Subject: DC Remission Application Hillview Cres, Glanmire Rd SR 408034,408217,405128

From: George Sproule [<mailto:gsproule@hotmail.com>]

Sent: Tuesday, 29 May 2018 3:41 p.m.

To: Mari North

Subject: Remission Application

Hello Mari

Thanks for your email.

I'm seeking a remission of the stormwater and wastewater components of my development contributions levies for:

1. 3 Hillview Crescent (SR 408034) & (SR 408217); and
2. 29 Glanmire Rd (SR 405128)

on the basis that for some of the new dwellings in these developments I will be installing infrastructure such as pumps/tanks which will substantially lessen the impact of these developments on the requirements for capacity upgrades in the local stormwater and wastewater networks .

By providing this infrastructure (which will cost more than the entire development contributions), effectively I will be providing a lasting cross-subsidy to other users of this stormwater and wastewater network by bearing the costs associated with delaying (and reducing the magnitude of) future capacity upgrades, whilst paying the same amount as these existing users in rates.

Given my new dwellings will widen the ratepayer base, whilst not significantly contributing to the requirements for capacity upgrades in the local stormwater and wastewater networks, I consider it reasonable that development contributions be remitted to reflect this.

I look forward to receiving your response.

Many thanks

George

Development Contribution Summary

Property

WUFI: 1035819 **Property Type:** Survey
Address: 29 Glanmire Road **Status:** Current
Legal Description: LOT 1 DP 13180

Service Requests with Development Contribution Items

SR Code: 405128 **SR Type:** RC - a Res.Con LU & SDV
SR Item Description: 2. Subdivision and Land Use: Five lot subdivision five new dwellings

DC Attribute Type	Actual Value	Calculation Value	Calculation Value Change Reason
Year	2015-2016	2015-2016	
Base SR Number	405128	405128	
Base Assessment	Yes	Yes	
No. of Existing Dwellings	0	0	
Final No. of Dwellings	0	0	
No. of Existing Lots	1	1	
Final No. Lots	5	5	
No. of Existing Units	0	0	
Final No. of Units	0	0	
Existing Square Metres	0	0	
Final Total Square metres	0	0	
Max EHU per Level	4.00	4.00	
Zone (Locality)	L - Newlands	L - Newlan	
Development Contribution	15000.60	15000.60	
Equivalent Household Unit	4.00	4.00	
Equivalent Household Unit - Residential	4.00	4.00	
EquivHousehold Unit - Non Residential	0.00	0.00	

Development Contribution Fees Breakdown

Type	Rate (GST Inclusive)	EHU	Total Fee (GST Exclusive)	Gst	Total Fee (GST Inclusive)
ZoneL Dev Contr City - Reserves	522.10	4	1816.00	272.40	2088.40
ZoneL Dev Contr City - Rooding	1508.80	4	5248.00	787.20	6035.20
ZoneL Dev Contr City - StormWater	189.75	4	660.00	99.00	759.00
ZoneL Dev Contr City - WasteWater	139.15	4	484.00	72.60	556.60
ZoneL Dev Contr City - WaterSupply	387.55	4	1348.00	202.20	1550.20
ZoneL Dev Contr - Reserves	0	4	0.00	0.00	0.00
ZoneL Dev Contr - Rooding	0	4	0.00	0.00	0.00
ZoneL Dev Contr - WasteWater	830.30	4	2888.00	433.20	3321.20
ZoneL Dev Contr - WaterSupply	0	4	0.00	0.00	0.00
ZoneL Dev Contr City - Com_Infra_Str	0	4	0.00	0.00	0.00
ZoneL Dev Contr City - Com_OpenSpace	172.50	4	600.00	90.00	690.00
Total:					15000.60

Assessment updated date: 3/04/2018 16:16:01

Development Contribution Summary

Property

WUFI: 1919302 **Property Type:** Survey
Address: 3A Hillview Crescent **Status:** Current
Legal Description: LOT 2 DP 499727

Service Requests with Development Contribution Items

SR Code: 408034 **SR Type:** aBLDG CONSENT Online
SR Item Description: R2 - New two storey dwelling.

DC Attribute Type	Actual Value	Calculation Value	Calculation Value Change Reason
Year	2015-2016	2015-2016	
Base SR Number	408034	408034	
Base Assessment	Yes	Yes	
No. of Existing Dwellings	1	1	
Final No. of Dwellings	2	2	
No. of Existing Lots	0	0	
Final No. of Lots	0	0	
No. of Existing Units	0	0	
Final No. of Units	0	0	
Existing Square Metres	0	0	
Final Total Square metres	0	0	
Max EHU per Level	1.00	1.00	
Zone (Locality)	L - Newlands	L - Newlan	
Development Contribution	3750.15	3750.15	
Equivalent Household Unit	1.00	1.00	
Equivalent Household Unit - Residential	1.00	1.00	
EquivHousehold Unit - Non Residential	0.00	0.00	

Development Contribution Fees Breakdown

Type	Rate (GST Inclusive)	EHU	Total Fee (GST Exclusive)	Gst	Total Fee (GST Inclusive)
ZoneL Dev Contr City - Reserves	522.10	1	454.00	68.10	522.10
ZoneL Dev Contr City - Roading	1508.80	1	1312.00	196.80	1508.80
ZoneL Dev Contr City - StormWater	189.75	1	165.00	24.75	189.75
ZoneL Dev Contr City - WasteWater	139.15	1	121.00	18.15	139.15
ZoneL Dev Contr City - WaterSupply	387.55	1	337.00	50.55	387.55
ZoneL Dev Contr - Reserves	0	1	0.00	0.00	0.00
ZoneL Dev Contr - Roading	0	1	0.00	0.00	0.00
ZoneL Dev Contr - WasteWater	830.30	1	722.00	108.30	830.30
ZoneL Dev Contr - WaterSupply	0	1	0.00	0.00	0.00
ZoneL Dev Contr City - Com_Infra_Str	0	1	0.00	0.00	0.00
ZoneL Dev Contr City - Com_OpenSpace	172.50	1	150.00	22.50	172.50
Total:					3750.15

Development Contribution Summary (cont.)

Property

WUFI: 1919302
Address: 3A Hillview Crescent
Legal Description: LOT 2 DP 499727

Property Type: Survey
Status: Current

Service Requests with Development Contribution Items

SR Code: 408217 SR Type: aBLDG CONSENT Online
SR Item Description: R2 - New two storey dwelling with driveway.

DC Attribute Type	Actual Value	Calculation Value	Calculation Value Change Reason
Year	2015-2016	2015-2016	
Base SR Number	408217	408217	
Base Assessment	Yes	Yes	
No. of Existing Dwellings	1	1	
Final No. of Dwellings	2	2	
No. of Existing Lots	0	0	
Final No. of Lots	0	0	
No. of Existing Units	0	0	
Final No. of Units	0	0	
Existing Square Metres	0	0	
Final Total Square metres	0	0	
Max EHU per Level	1.00	1.00	
Zone (Locality)	L - Newlands	L - Newlan	
Development Contribution	3750.15	3750.15	
Equivalent Household Unit	1.00	1.00	
Equivalent Household Unit - Residential	1.00	1.00	
EquivHousehold Unit - Non Residential	0.00	0.00	

Development Contribution Fees Breakdown

Type	Rate (GST Inclusive)	EHU	Total Fee (GST Exclusive)	Gst	Total Fee (GST Inclusive)
ZoneL Dev Contr City - Reserves	522.10	1	454.00	68.10	522.10
ZoneL Dev Contr City - Roading	1508.80	1	1312.00	196.80	1508.80
ZoneL Dev Contr City - StormWater	189.75	1	165.00	24.75	189.75
ZoneL Dev Contr City - WasteWater	139.15	1	121.00	18.15	139.15
ZoneL Dev Contr City - WaterSupply	387.55	1	337.00	50.55	387.55
ZoneL Dev Contr - Reserves	0	1	0.00	0.00	0.00
ZoneL Dev Contr - Roading	0	1	0.00	0.00	0.00
ZoneL Dev Contr - WasteWater	830.30	1	722.00	108.30	830.30
ZoneL Dev Contr - WaterSupply	0	1	0.00	0.00	0.00
ZoneL Dev Contr City - Com_Infra_Str	0	1	0.00	0.00	0.00
ZoneL Dev Contr City - Com_OpenSpace	172.50	1	150.00	22.50	172.50
			Total:		3750.15

Assessment updated date: 17/04/2018 16:41:26

DEVELOPMENT CONTRIBUTIONS REMISSION FOR 12 PLYMOUTH STREET

Purpose

1. The report provides advice on the development contribution fee remission application received from the owners of 12 Plymouth Street.

Summary

2. The Owners of 12 Plymouth Street want to convert the ground floor of their house into a self-contained one bedroom unit by installing a kitchen, laundry and a bedroom within the existing footprint.
3. As outlined in the Development Contribution Policy (the Policy), any additional household units created will be charged development contributions.
4. A residential Equivalent Household Unit (EHU) is a household unit that has more than one bedroom. One-bedroom or studio households are charged 70% of an EHU.
5. Therefore based on the Policy, the development has been assessed as 70% of an EHU. The development contributions charge has been calculated as \$5,263.10 (GST inclusive).
6. The Owners have applied to the Committee to remit this charge in full.
7. The Policy allows the Council to remit development contributions at its complete discretion. This authority is delegated to the Regulatory Processes Committee.
8. Officers recommend declining the request for the full remission

Recommendation/s

That the Regulatory Processes Committee:

1. Receives the information.
2. Declines the application for a remission of development contributions and confirms that development contributions will be payable by the owners.

Background

Development

9. The Owners applied for a building consent to convert the ground floor of their home into a self-contained one bedroom unit. They are creating this unit by adding a kitchen, laundry and bedroom. They are not increasing the floor area of the overall house (see floor plans in Attachment 2). They are also reconfiguring the layout of the top floor apartment.
10. Based on the existing plans before renovations, the ground floor consisted of a large bedroom, storage and a bathroom.

Development Contributions Policy

11. The Policy provides Council with a method to obtain contributions to fund infrastructure required as a result of growth.

12. Council believes it is appropriate that development contributions fund additional capacity in infrastructure as the benefits of this additional capacity mainly accrue to new households (EHUs) and businesses generating the demand for that capacity.
13. The Policy provides that any development associated with an application for building consent, resource consent or service connection lodged on or after 1 July 2005, will be required to pay a contribution under the Policy (see clause 1.4.2 of the Policy).
14. The Committee can only consider exercising its discretion upon consideration of a remission application as described under section 2.6 of the Policy below.

2.6 Remission and Postponement

2.6.1 The Council may postpone payment or grant a remission on development contributions at its complete discretion.

2.6.2 Applications made under this part will be considered on their own merits and any previous decisions of the Council will not be regarded as creating precedent or expectations.

2.6.3 An application for remission must be made before any development contributions payment is due to the Council. The Council will not allow remissions retrospectively.

2.6.4 An application must be made in writing and set out the reasons for the request

2.6.5 Green Building Remission ... (not applicable in the instance)

2.6.6 Other remissions - the Council will only consider exercising its discretion in exceptional circumstances. Other remissions will only be granted by resolution of the Council (or a Committee or Subcommittee acting under delegated authority).

15. In terms of the Policy, residential developments are assessed on the basis of the number of equivalent household units (EHUs) created by the development.
16. EHUs are applied as follows:

Type of development	EHU assessment based on
Residential development	1 EHU per household unit of two or more bedrooms 0.7 EHU per studio or one-bedroom household

17. A one-bedroom household unit means a household unit that has not more than two rooms excluding a kitchen, laundry, bathroom, toilet or any room used solely as an entranceway, passageway or garage . This includes studio apartments.

Development Contributions assessment

18. Council officers applied the current 2015/16 Policy to the development and assessed that the conversion of the house increases the current number of EHUs from 1 to 1.7 EHUs.
19. The development contribution charge for this additional 0.7 of an EHU is \$5,263.10 (GST inclusive).

Discussion

Officers' assessment of remission application

20. The Owners have applied to have their development contributions waived in full (see **Attachment 1**). They have put forward three arguments, which are assessed below.

A. No additional people can be accommodated at this property therefore there will be no additional demand on council services

21. The owners have stated that they believe their conversion will not increase the demand on Council infrastructure.
22. Their argument is that the property will house the same number of people as the existing house does, therefore there will be no increase in demand on Council services.
23. The Policy defines a household as any self-contained unit that includes "*kitchen and bathroom facilities of any nature*". Further to the definition, section 11.1.2 of the Policy states "*EHUs will be applied uniformly for each lot regardless of size for reasons of administrative simplicity and lot size is not considered to have a material impact on demand*".
24. The consistent application of policy is central to good governance and equity. Given that the Policy does not determine household units by the number of bedrooms this application should not be treated any differently. In addition, it is important to note the cumulative impact of even seemingly minor infrastructure demand.
25. As such it is recommended to decline the application.

B. Intention of use

26. The owners have stated that they intend to use the flat for elderly relatives.
27. Development contributions calculated under the policy reflect the fact that the development has created potential demand for growth related infrastructure investment and it is on the basis of this potential that the development contribution is calculated.
28. The Council has to plan and build its infrastructure based on the highest potential demand created, it cannot build infrastructure based on current usage as this can change at any time, and as such it is recommended to decline the application.

C. Credit for existing use and development contributions are a high proportion of the total development cost

29. As stated in section A above, development contributions are calculated on the number of household units created and not on the number of bedrooms, except in the cases where the household unit has one bedroom or less.
30. Credit was not given for the removal of the ground floor bedroom as it did not decrease the number of bedrooms in the original house to 1 or less.
31. After the renovations the upstairs household unit will have 4 bedrooms (1 EHU) and the downstairs household unit will have 1 bedroom (0.7 EHUS), therefore no credits are due.
32. Development contributions are based on budgeted infrastructure that will need to be put into place because of the increased demand. Council has resolved that it is fair to pass on some of these cost to the people who have caused and will benefit from this growth, rather than on charge it to all rate-payers who do not benefit directly.
33. While it is acknowledged that Wellington will benefit from better housing, the owners will also benefit from the use of the additional household unit or at the time they sell both houses therefore it is fair that they contribute to the cost of the growth related infrastructure.




Options

34. The Policy enables remissions of development contributions to be granted in exceptional circumstances at the Council's discretion and states that these decisions will not be regarded as creating precedent or expectations.
35. The Regulatory Processes Committee has delegated authority and responsibility for making decisions on applications for remissions under the Policy.
36. The Committee has two options:
- a. To remit the development contributions estimated at \$5,263.10 in full or;
 - b. To decline the request for a remission and invoice the owner \$5,263.10 if the project goes ahead.
37. As stated above, the recommended option is option b.

Next Actions

38. The Committee is to notify Council officers of their decision and the owner will be notified accordingly.

Attachments

- Attachment 1. DC Remission Request [↓](#)  Page 24
- Attachment 2. Current and Proposed Plans [↓](#)  Page 26
- Attachment 3. DC Summary [↓](#)  Page 29

Author	Nicole Tydda, Business Services Manager
Authoriser	Mark Pattemore, Manager City Consenting and Compliance David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Not applicable

Treaty of Waitangi considerations

Not applicable

Financial implications

If the remission is granted Councils debt will increase by \$5,263.10.

Policy and legislative implications

The recommendations are considered to be compliant with the Development Contributions Policy.

Risks / legal

The Policy enables remissions of development contributions to be granted in exceptional circumstances at the Council's discretion and states that these decisions will not be regarded as creating precedent or expectations. However there is a risk that these decisions will set precedence.

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

Not applicable

Nicole Tydda

Subject: FW: Development Contributions REMISSION REQUEST 12 Plymouth St - SR 387421
Attachments: Plymouth St DC Assmt.pdf

From: Blair Bradley [<mailto:Blair.Bradley@kiwibank.co.nz>]
Sent: Saturday, 21 July 2018 10:37 a.m.
To: Mari North
Cc: 'Shelley Hobson'
Subject: Remission Request

Hi Mari,

Below are the points I would like to be considered by Councillors as part of the Remission request.

In summary, we believe there are number of reason why this additional 0.7 EHU charged to this address is unfair. We believe this charge goes against the intention of the provision for credit allowed in the Development Contribution policy. We believe this charge discourages alternate living solutions being made available to Wellingtonians, at a time when growing and aging population should be encouraging this. The points a detailed below:

- In reality this change does not mean any additional people can be accommodated on this property, and therefore additional council resources are unlikely to be consumed.
- The space was previously damaged and is now a desirable residence. This improves the quality of the building stock and living spaces in Wellington and this should be encouraged by WCC.
- There will be no increase in the number of people at this address.
- The Development Contribution fee is a very high proportion of the total costs for this project. An entire new house would attract 1 Equivalent Household Unit (EHU) with building costs at least. \$500,000 and this flat attracts 0.7 EHU with a far reduced building budget. The premise of charging per household unit is inequitable for those forming 'granny flats'. This is not a fair situation. It is reasonable to expect that WCC wants desirable alternate living solutions to be available for our vibrant changing population. The Development Contribution levy puts the financial viability of this project at risk.
- This flat was renovated with the future needs of elderly family members in mind. The unfair application of this development charge discourages normal Wellington ratepayers from coming up with adaptable and better quality living solutions at a time when aging population and growing populations suggest it should be encouraged.
- The existing property when we purchased it, prior to the renovation work which this application for code of compliance applies, already had a unit in the downstairs area for which we are being assessed for the extra 0.7 EHU. It already had an existing bedroom, showers, toilets, wash area & washing machine.
- Section 2.3.2 of the Development Contributions Policy is applied unfairly. The development does not enable an increase in the number of people living at the address – i.e. an addition 0 EHU has been built. Yet we have been assessed a having additional 0.7 EHU. Section 2.3.2 states "Credit is given....where...uses on the site mean that the development being assessed will not contribute to growth to the extent that the assessed number of housing units of demand implies". Is this not a situation where this section applies? I believe section 2.3.2 was created exactly for situations like these. Awarding an additional 0.7 EHU for these renovation is contrary to the intention of this section of the policy and is unfair.
- A separate household unit is defined as a home or residence that:
 - Is a self-contained unit; and
 - Includes kitchen and bathroom facilities of any nature; and
 - Is physically separated, or capable of being separated, from any other household unit.

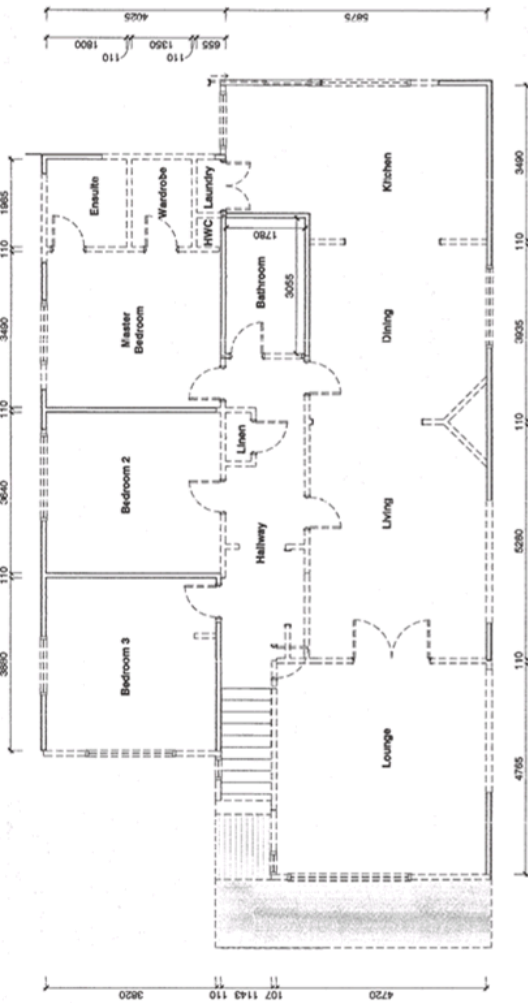
Prior to the renovation, this unit was all of the above except the kitchen facility. How does the addition of a sink and oven constitute an 0.7 EHU increase? Especially where 1.0 EHU in this case is 4 bedrooms, 2 bathrooms, 2 living rooms, a dining area, a laundry and an internal garage?

- No credit has been given for the removal of the downstairs flat from the existing 1.0 EHU assessed for this property prior to the renovation. Prior to the renovation, the existing downstairs flat was considered to be part of the existing 1.0 EHU. Subsequent to the renovation, this assessment considers this downstairs flat to be a separate unit, which effectively takes away from the existing housing unit. However the existing house is still assessed as 1.0 EHU, the same as prior to the renovation, yet it does not have the downstairs flat available as part of its use and has not been given credit for this. Failure to give credit for this, plus the addition of a separate 0.7 EHU for the downstairs flat, is completely unfair.

- Why are Granny flats assessed at 0.7 EHU when some 5 bedroom houses can be four or 5 times the size, yet only be assessed as having 0.3 additional EHUs? Again, this unfair.

2.3.2 A credit is given for the number of EHUs assessed for the development or use existing at the time the application is assessed for the development contribution payable, to recognise situations where existing structures on the site or uses on the site mean that the development being assessed will not contribute to growth to the extent that the assessed number of units of demand implies.

Regards
Blair and Rochelle Bradley
12 Plymouth St
021 02664760



	INLINE DESIGN & BUILD LTD www.inlinedesign.co.nz RHYE DOESBURG e: rhye@inlinedesign.co.nz 021 781 001 MATT TOPPINS e: matt@inlinedesign.co.nz ph: 027 699 2293	Date: 12.08.2017 Rev: 0 Description: For Building Consent	Issued: MDT	PROJECT: 1041 ADDRESS: 12 Plymouth St, Karori CONSULTANTS: Blair & Shelley Bradley EXISTING: Existing Demo Plan	SCALE & DATE: 1:50
	GENERAL NOTES Do not take these drawings as a contract. The contractor must verify all dimensions on site and confirm with the architect. All dimensions are in millimeters unless otherwise stated. All work must be approved prior to construction.	0	0	0	0

WALL FRAMING SELECTIONS

All timber framed walls have been designed under NZS 3604.
Wind Zone: VERY HIGH

Location	Stud Height	Stud Selection	Stud Centres	Insulation
Int'l Staircase floor (LB)	2.7m	90x50 H1.2 SGB	600mm	R2.5 (90mm)
Internal Walls (LB)	2.7m	90x50 H1.2 SGB	600mm	R2.5 (90mm)
Internal Walls (Non-LB)	2.7m	90x45 H1.2 SGB	400mm	-

WALL BRACING
Refer bracing schedules for bracing requirements and locations.

INTERNAL LININGS
Lining as per Interior Wall Finishes Schedule, unless otherwise noted on plan.

PROPOSED EXTENSION EXTERNAL WALLS

Wind: VERY HIGH
Insulation 90mm Wall: Autex Greenstuf F2.5 (90mm)
Cavity Eather: H3.1 ember cavity battens - vertical over studs
Building Wrap: Thermakraft Covertec 403 Plus
Cladding: 150mm Bevel-back weatherboards, painted.

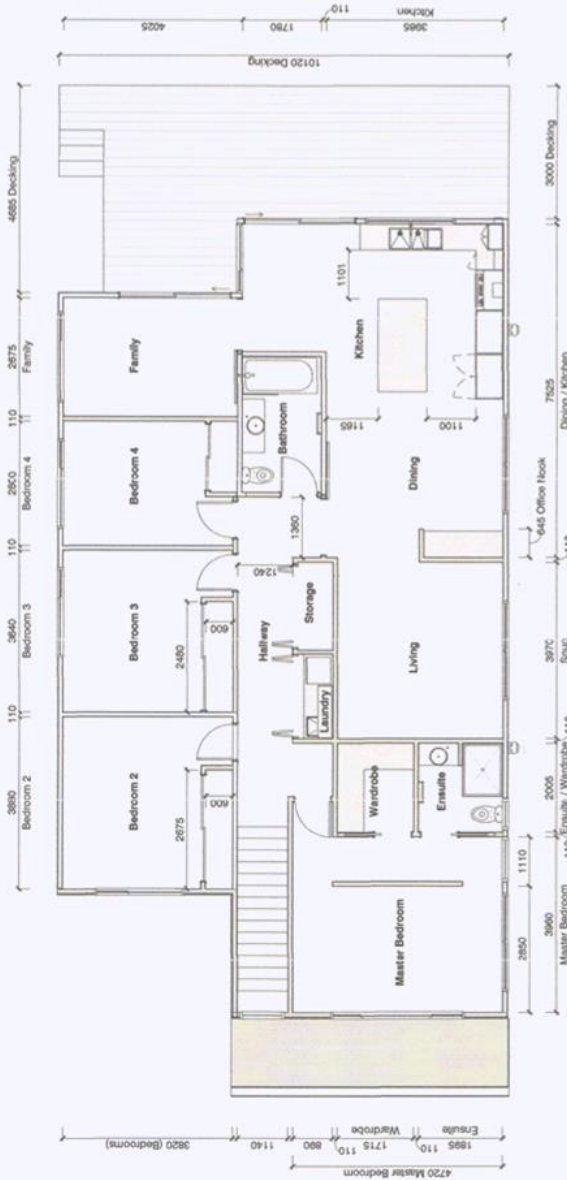
EXISTING WALLS - MAKE GOOD

Wind: VERY HIGH
Framing: Refer stud selections
Insulation 90mm Wall: Autex Greenstuf F2.5 (90mm)
Building Wrap: Thermakraft Covertec 403 Plus
Cladding: 150mm Bevel-back weatherboards, painted.

CLADDING FIXINGS:

75mm Stainless Steel Rose Head. Minimum 30mm stud penetration.

FLASHINGS
Pre-finished galvanized MAXX flashings. Folded steel 0.65BMT flashings to suit requirements of NZBC E2. Refer details.

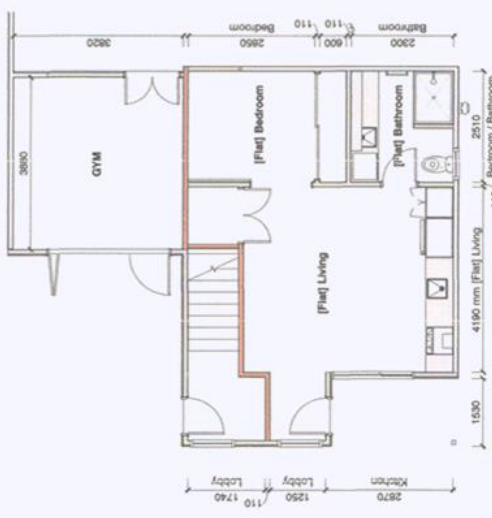


C1: FIRE SAFETY

Multi-unit dwellings
1.3.5 Multi-unit dwellings are purpose group SR. For low-rise buildings, having no more than two levels (one household unit above and one below the ground level), the fire safety requirements are similar to those for purpose group SH (see Paragraphs 1.3.3 and 1.3.4) provided that each household unit:
a) Has a separate escape route, and
b) Is separated from other household units with fire separations having a FRR of no less than 30/30/30.

FIRE RATED WALLS
Use GB Fire Rated System: GBTL 30
Timber framed wall with 1x 10mm GB Plyline each side.
Install in accordance with GB Fire Rated Systems manual.

FIRE RATED CEILING
Use GB Fire Rated System: GBFC 45
Timber joists with 1x 10mm GB Plyline. Install in accordance with GB Fire Rated Systems manual.



INTERIOR FINISHES SCHEDULE

Name	Area	Wall Finish	Ceiling Finish	Floor Finish
Kitchen	22 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Polished floorboards
Family	15 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Carpet
Dining	14 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Polished floorboards
Living	15 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Polished floorboards
Hallway	16 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Polished floorboards
Storage	2 m²	10mm GB Aqualine - painted	13mm GB Aqualine - Painted	Carpet
Laundry	5 m²	10mm GB Aqualine - painted	13mm GB Aqualine - Painted	Polished floorboards
Bathroom 1	5 m²	10mm GB Aqualine - painted	13mm GB Aqualine - Painted	Tiles
Bathroom 2	15 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Carpet
Bathroom 3	14 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Carpet
Bathroom 4	11 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Carpet
Master Bedroom	19 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Carpet
Wardrobe	3 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Carpet
Ensuite	4 m²	10mm GB Aqualine - painted	13mm GB Aqualine - Painted	Tiles
GYM	15 m²	10mm GB Standard - painted	13mm GB Standard - Painted	Rubber matting
[FRR] Living	22 m²	10mm GB Standard - painted (Fire Rated)	13mm GB Standard - Painted (Fire Rated)	Carpet
[FRR] Bedroom	9 m²	10mm GB Standard - painted	13mm GB Standard - Painted (Fire Rated)	Carpet
[FRR] Bathroom	6 m²	10mm GB Aqualine - painted	13mm GB Aqualine - Painted (Fire Rated)	Tiles

GENERAL NOTES
Do not scale these drawings.
Contractor must verify all dimensions on site.
Contractor must verify all materials and workmanship are being delivered. Contractor must verify all materials and workmanship are being delivered. Contractor must verify all materials and workmanship are being delivered.
Contractor must verify all materials and workmanship are being delivered. Contractor must verify all materials and workmanship are being delivered. Contractor must verify all materials and workmanship are being delivered.

Project	1041
Client	12 Plymouth St, Karori
Architect	Blair & Shelley Bradley
Contract	Dimension Plans
Scale	As Indicated
Revision	A205
Quantity	0

INLINE DESIGN & BUILD
www.inline.co.nz
e: inline@inlinedesign.co.nz
p: 021 222 845

MATT TOPKINS
e: matt@inlinedesign.co.nz
p: 027 699 2290

WALL FRAMING SELECTIONS

All timber framed walls have been designed under NZS 3604.
Wind Zone: VERY HIGH

Location	Stud Height	Stud Selection	Stud Centres	Insulation
Internal Staircase (LB)	2.7m	90x60 H1.2 S08	600mm	R2.5 (90mm)
Internal Walls (LB)	2.7m	90x60 H1.2 S08	600mm	R2.5 (90mm)
Internal Walls (Non-LB)	2.7m	90x45 H1.2 S08	400mm	-

WALL BRACING

Refer bracing schedules for bracing requirements and locations.

INTERNAL LININGS

Linings as per Interior Wall Finishes Schedule, unless otherwise noted on plan.

PROPOSED EXTENSION EXTERNAL WALLS

Framing: Refer stud selections
Wind: VERY HIGH
Insulation 90mm Wall: Auxix Greenstuf R2.5 (90mm)
Cavity Balcony: H3.1 timber cavity battens - vertical over studs
Building Wrap: Thermaclad Covatec 400 Plus
Cladding: 150mm Beve-back weatherboards, painted.

EXISTING WALLS - MAKE GOOD

Wind: VERY HIGH
Framing: Refer stud selections
Insulation 90mm Wall: Auxix Greenstuf R2.5 (90mm)
Cladding: 150mm Beve-back weatherboards, painted.

CLADDING EXTENSIONS

75mm Stainless Steel Rose Head. Minimum 30mm stud penetration.

FLASHINGS

Pre-finished colorsteel MAXX flashings. Folded steel 0.568MT flashings to suit requirements of NZBCE2. Refer details.

NZS 3604 - FIXINGS TABLE

Top Plate Fixing to Studs (NZS 3604 - Table 6.19)
2.90 x 3.15 skew nails + 2 wire dode or equivalent 4N18 fixing.

Latent Fixing to Studs (NZS 3604 - Fig 8.12)
3.0mm strap with 600 x 2.0mm nails into both steel and stud.

Bottom Plate Fixing (NZS 3604 - Fig 8.12)
25x1mm strap with 600 x 2.5mm nails into blocking or stud, CR 7.5M1 (tension) connection.

Bottom Plate Fixings for Bracing
SL-H: External walls to timber floor to NZS3604 plus GB HandSic and 12x150 coachscrew with 50x50x3mm washer, located within 100mm of each end of bracing element.

Fixing Selections (Exposure Zone C)
All metal fixings exposed to weather, or in contact with H3, H4.

C1: FIRE SAFETY

Multi-unit dwellings
1.3.5 Multi-unit dwellings are purpose group SR. For low-rise buildings, having no more than two levels (one household unit above another) and containing only SR purpose group, the fire safety requirements are similar to those for purpose group SR (see paragraphs 1.3.3 and 1.3.4) provided that each household unit:

- a) Has a separate escape route, and
- b) Is fire separated from other household units with fire separations having a FRR of no less than 30/30/30.

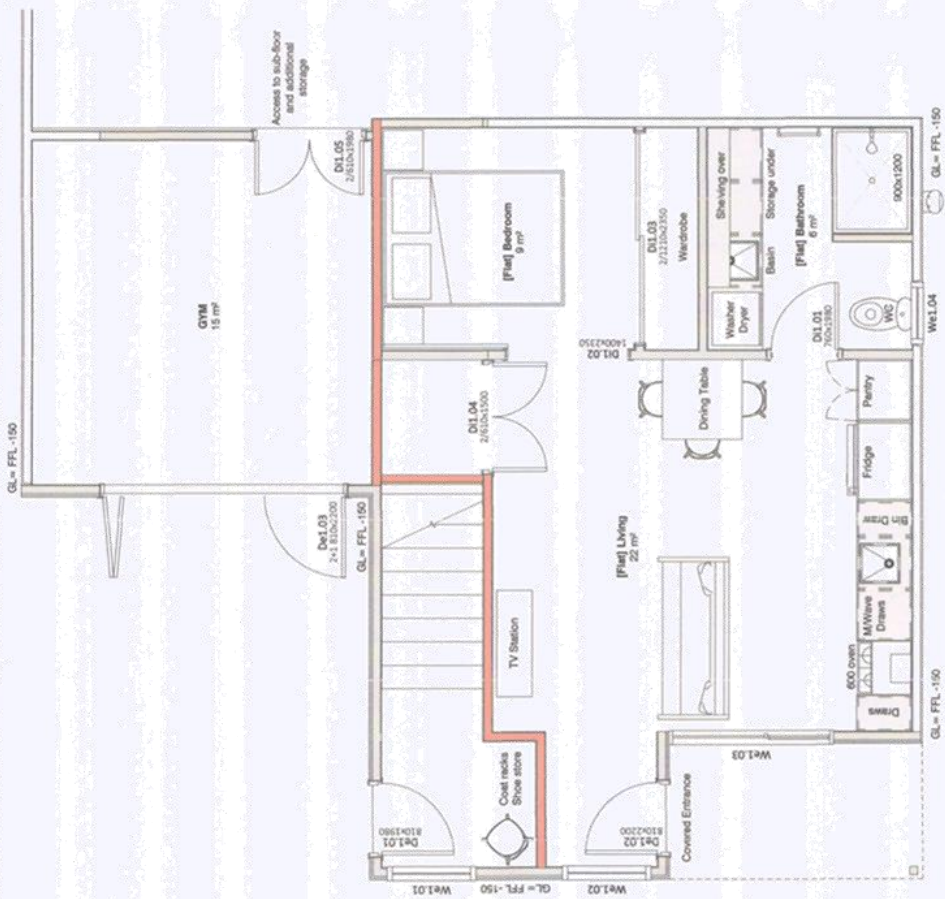
FIRE RATED WALLS

Use GB Fire Rated System: GBTL 30
Timber framed wall with 1x 10mm GB Plyline each side. Install in accordance with GB Fire Rated Systems manual.

FIRE RATED CEILING

Use GB Fire Rated System: GBFC 45
Timber joist with 1x 15mm GB Plyline. Install in accordance with GB Fire Rated Systems manual.

INDICATES LOCATIONS OF FIRE RATING



INTERIOR FINISHES SCHEDULE

Name	Area	Wall Finish	Ceiling Finish	Floor Finish
Kitchen	22 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Polished floorboards
Family	10 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Dining	14 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Polished floorboards
Living	15 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Polished floorboards
Hallway	15 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Polished floorboards
Storage	2 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Laundry	5 m²	10mm GB Aqualine - painted	15mm GB Aqualine - Painted	Polished floorboards
Bedroom 2	15 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Bedroom 3	14 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Bedroom 4	11 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Master Bedroom	19 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Wardrobe	3 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
Ensuite	4 m²	10mm GB Aqualine - painted	15mm GB Aqualine - Painted	Carpet
GYM	15 m²	10mm GB Standard - painted	15mm GB Standard - Painted	Carpet
[Fitted] Living	22 m²	10mm GB Standard - painted (Fire Rated)	15mm GB Standard - Painted (Fire Rated)	Rubber matting
[Fitted] Dining	14 m²	10mm GB Standard - painted (Fire Rated)	15mm GB Standard - Painted (Fire Rated)	Carpet
[Fitted] Bedroom	9 m²	10mm GB Standard - painted (Fire Rated)	15mm GB Standard - Painted (Fire Rated)	Carpet
[Fitted] Bathroom	6 m²	10mm GB Aqualine - painted (Fire Rated)	15mm GB Aqualine - Painted (Fire Rated)	Carpet

Project No	1041
Client	12 Plymouth St, Karori
Architect	Blair & Shelley Bradley
Contract No	A200
Issue No	0

GENERAL NOTES

Do not build these structures without the approval of the Council. All structures must comply with the Building Act 2004 and the Building Regulations 2004. All structures must be designed and constructed in accordance with the approved plans for these structures.

INLINE DESIGN & BUILD

RYNE DOEBURG
r.doeburg@inlinedesign.co.nz
027 659 2293

MATT TOPPING
m.topping@inlinedesign.co.nz
027 659 2293

Development Contribution Summary

Property

WUFI: 1020115	Property Type: Survey
Address: 12 Plymouth Street	Status: Current
Legal Description: LOT 22 DP 1603	

Service Requests with Development Contribution Items

SR Code: 387421	SR Type: aBLDG CONSENT Regular Under
SR Item Description: C1 - Additions and alterations to existing two storey dwelling. Additional house hold unit created.	

DC Attribute Type	Actual Value	Calculation Value	Calculation Value Change Reason
Year	2015-2016	2015-2016	
Base SR Number	387421	387421	
Base Assessment	Yes	Yes	
No. of Existing Dwellings	1	1	
Final No. of Dwellings	1.7	1.7	
No. of Existing Lots	0	0	
Final No. of Lots	0	0	
No. of Existing Units	0	0	
Final No. of Units	0	0	
Existing Square Metres	0	0	
Final Total Square metres	0	0	
Max EHU per Level	0.70	0.70	
Zone (Locality)	B - Karori	B - Karori	
Development Contribution	5395.92	5395.92	
Equivalent Household Unit	0.70	0.70	
Equivalent Household Unit - Residential	0.70	0.70	
EquivHousehold Unit - Non Residential	0.00	0.00	

Development Contribution Fees Breakdown

Type	Rate (GST Inclusive)	EHU	Total Fee (GST Exclusive)	Gst	Total Fee (GST Inclusive)
ZoneB Dev Contr City - Reserves	522.10	0.7	317.80	47.67	365.47
ZoneB Dev Contr City - Roading	1508.80	0.7	918.40	137.76	1056.16
ZoneB Dev Contr City - StormWater	189.75	0.7	115.50	17.32	132.82
ZoneB Dev Contr City - WasteWater	139.15	0.7	84.70	12.70	97.41
ZoneB Dev Contr City - WaterSupply	387.55	0.7	235.90	35.38	271.28
ZoneB Dev Contr - Reserves	0	0.7	0.00	0.00	0.00
ZoneB Dev Contr - Roading	0	0.7	0.00	0.00	0.00
ZoneB Dev Contr - WasteWater	2806.00	0.7	1708.00	256.20	1964.20
ZoneB Dev Contr - WaterSupply	1982.60	0.7	1206.80	181.02	1387.82
ZoneB Dev Contr City - Com_Infra_Str	0	0.7	0.00	0.00	0.00
ZoneB Dev Contr City - Com_OpenSpace	172.50	0.7	105.00	15.75	120.75
Total:					5395.92

Assessment updated date: 3/10/2017 09:53:42

Less stormwater - 132.82

NEW TOTAL \$5,263.10

MP North 3/10/2017

ROAD CLOSURES

Purpose

1. This report seeks approval for the temporary closure of roads for the following events:
 - **Khandallah Fair**, Sunday 9 December 2018, 6.00am to 6.00pm
 - **Wellington Car Club Shelly Bay Sealed Sprint**, Sunday 1 October 2018, 7.00am to 6.00pm
 - **Open Spaces**, Sunday 28 October 2018, 6.00am to 3.00pm

Summary

2. Applications have been made to temporarily close roads for the following events:
 - Khandallah Fair
 - Wellington Car Club Shelly Bay Sealed Sprint
 - Open Spaces
3. Under Schedule 10 of the Local Government Act 1974, the Council is required to approve these closures in order for these to be effective. Authority to grant these approvals is delegated to the Regulatory Processes Committee.

Recommendation/s

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 and sections of the roads for the following events to vehicles and cycles only, subject to the conditions listed in the proposed Temporary Road Closure Impact Reports:
 - a. **Khandallah Fair** on Sunday 9 December 2018, from 6.00am to 6.00pm, consisting of **Ganges Road** (from Agra Crescent to Dekka Street).
 - b. **Wellington Car Club – Shelly Bay Sealed Sprint** on Sunday 1 October 2018, from 7:00am to 6:00pm, consisting of **Massey Road** (Scorching Bay to Northern entrance to Shelly Bay Base).
 - c. **Open Spaces** on Sunday 28 October 2018, from 6:00am to 3:00pm, consisting of:
 - **Taranaki Street** (between Jessie Street and Dixon Street)
 - **Dixon Street** (between Taranaki Street and Cuba Street)
 - **Cuba Street** (between Manners Street and Wakefield Street)
 - **Wakefield Street** (between Cuba Street and Victoria Street)
 - **Victoria Street** (between Wakefield Street and Hunter Street)
 - **Hunter Street** (between Jervois Quay and Customhouse Quay)
 - **Customhouse Quay** (between Hunter Street and Grey Street)
 - **Ghuznee Street** (between Taranaki Street and Egmont Street).

Background

4. The Council receives numerous requests throughout the year for public roads to be closed for public and private events. Under Schedule 10 of the Local Government Act 1974, the Council is required to approve these closures for them to be effective.
5. The authority to approve requests for road closures is made under Schedule 10, clause 11(e) of the Local Government Act 1974 and the Transport (Vehicular Traffic Road Closure) Regulations 1965. This authority is delegated to the Regulatory Processes Committee.
6. The report has been prepared in accordance with the procedures that were approved by the Committee on 15 December 2010. In summary, these are:
 - An event organiser applies for a road closure where a proposed event requires one.
 - Council officers receive the proposal and assess the merits and need for a road closure.
 - If required, The Council advertises its intention to close the road in the public notice column of the local newspaper and social media.
 - Together with the event organiser Council officers ensure consultation with affected stakeholders is carried out and a communication plan is formulated.
 - Any objections are followed up and resolved as far as practical.
 - The event organiser works together with Council officers to modify any plans in response to public submissions and prepares an impact report for the Committee recommending any conditions that should apply to the approval.
 - The committee deliberates on the proposed road closure.
 - Council officers notify the event organiser of the Committee's decision. If the proposed closure is approved, Council officer ensure the event organisers follow the agreed communication plan including notifying the public, and affected parties.
 - The event is also monitored to ensure the traffic management plan is adhered to and any associated conditions are followed to keep the public safe and to avoid any unreasonable impact on Traffic.

Khandallah Fair

7. Khandallah Fair organiser, Rotary Kaukau, have requested the closure of the following roads to vehicle traffic and cyclists to safely facilitate the Khandallah Fair:
 - **Ganges Road** (from Agra Crescent to Dekka Street), 9 December 2018, 6am to 6pm.

Public notification, consultation and engagement

8. Members of the public have been advised of the road closure and informed of their right to object.
 - A public notice advising that the Council is proposing to consider this closure was published in the Dominion Post newspaper on Saturday 16 June 2018.

- The same notice was published on Neighbourly – Ngaio, Khandallah, and Crofton Downs on 26 June 2018 and also on Twitter.
 - Event organisers will contact resident's associations if applicable, community groups and local retailers and advise them of their intention to close the road.
9. Event organisers will also consult with the following government agencies and associated organisations:
- New Zealand Police
 - Fire and Emergency New Zealand
 - Wellington Free Ambulance
 - Public Transport Operators
10. Members of the public will again be advised of the road closures prior to the event through:
- Advance road side signage
 - Media releases
 - Council Social Media

Objections

11. No objections have been received

Impact Assessment

12. A temporary traffic management plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
13. Any objections as a result of the road closure will be dealt with before the event.
14. The proposed closure (when implemented according to the approved temporary traffic management plan) is considered not like to unreasonably impede traffic. A detailed impact report, including conditions placed on the event organiser, is attached as **Attachment 1**.

Wellington Car Club – Shelly Bay Sealed Sprint

15. Wellington Car Club have requested the closure of the following road to vehicle traffic and cyclists to facilitate the Shelly Bay Sealed Sprint:
- **Massey Road** (Scorching Bay Reserve, to the northern entrance to the former Shelly Bay Defence Base), **1 October 2018, 7am to 6pm**.
16. This event has been well established over the years on Shelly Bay.

Public notification, consultation and engagement

17. Members of the public have been advised of the road closures and informed of their right to object.

A public notice advising that the Council is proposing to consider this closure was published in the Dominion Post newspaper on Saturday, 16 June 2018.

Information was provided on Social Media through Facebook on 26 June 2018.

Event organisers will also contact relevant residents and local retailers and advise them of their intention to close the road.

Objections

18. No objections have been received.
19. Event organiser will also consult with the following government agencies and associated organisations.
 - New Zealand Police
 - Fire and Emergency New Zealand
 - Wellington Free Ambulance
 - Public Transport Operators

Impact Assessment

20. A temporary traffic management plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
21. Any objections as a result of the road closure will be dealt with before the event.
22. The proposed closure (when implemented according to the approved temporary traffic management plan) is considered not like to unreasonably impede traffic. A detailed impact report, including conditions placed on the event organiser, is attached as **Attachment 2**.

Open spaces

23. Wellington City Council has applied for a road closure to run Open Spaces on Sunday, 28 October 2018, 6am to 3pm. Open Spaces is an initiative that gives residents the opportunity to explore their city in a safe, fun and family friendly way. Streets are temporarily closed to vehicle traffic and opened up for people to walk, bike, skate, scoot, and play.

Emphasis is placed on active participation and transit (rather than audience and destination) it is different from other street fairs or festivals by closing urban streets to vehicle traffic we open them to reveal a new experience of public places for a wide range of thoroughfare and activity. Streets affected are:

- **Taranaki Street** (between Jessie Street and Dixon Street)
- **Dixon Street** (between Taranaki Street and Cuba Street)
- **Cuba Street** (between Manners Street and Wakefield Street)
- **Wakefield Street** (between Cuba Street and Victoria Street)
- **Victoria Street** (between Wakefield Street and Hunter Street)
- **Hunter Street** (between Jervois Quay and Customhouse Quay)
- **Customhouse Quay** (between Hunter Street and Grey Street)
- **Ghuznee Street** (between Taranaki Street and Egmont Street).

Public notification, consultation and engagement

24. Members of the public have been advised of the road closure and informed of their right to object.
 - A public notice advising that the Council is proposing to consider this closure was published in the Dominion Post newspaper on Saturday, 2 June 2018.
 - The same notice was published on Social Media through Facebook on 6 July 2018.
 - Event organisers will contact resident's associations if applicable, community groups and local retailers and advise them of their intention to close the road.

25. Event organisers will also consult with the following government agencies and associated organisations:
- New Zealand Police
 - Fire and Emergency New Zealand
 - Wellington Free Ambulance
 - Public Transport Operators.
26. Members of the public will again be advised of the road closures prior to the event through:
- Advance road side signage
 - Media releases
 - Council Social Media

Objections

27. Three objections have been received. In summary:

Peter	<p><i>I object to these proposed street closures for so called “fun” activities we have our parks and open spaces, that is what parks are for.</i></p> <p><i>Streets are for cars and buses used by many citizens to access the city.</i></p> <p><i>There are commercial and service vehicles used to keep commerce alive. Streets should not be closed unnecessarily.</i></p> <p><i>There is a tendency amongst bureaucrats to regard cars as a nuisance, when in fact they are a vital part of the economy and essential for many people.</i></p>
Marlon	<p><i>The proposal to close Wakefield Street and Customhouse Quay is I believe unreasonable as they are one of the two major exits out of the city and with the Sunday Markets operating on this day as well will create traffic mayhem.</i></p> <p><i>Makes this proposal look more like an Anti motorist rally rather than an inclusive well thought out fun event.</i></p>
Ewan	<p><i>Some of the roads are ok but I object to closing Taranaki Street and Victoria Street and Hunter Streets. As a Brooklyn resident. These are the main North/South routes to get in and out of the city and across town. This will create traffic chaos and there is Sunday morning sport to consider which usually adds to traffic volume. Please reconsider closing these roads.</i></p>

28. Event organiser Hugh Wilson provided the following reply to the objectors.
- We understand that there will be certain road users that will be detoured by these closures. We have designed the route to have as small an impact on the city as possible while still making it possible to achieve the goals of the event.*
- If the road closure is approved we will develop comprehensive traffic management plans and advertise the best way for road users to navigate the city on event day.*
29. One submission was made in support
- Business not less and public transport will be available for those who are travelling in. Please look at turning it into a monthly event.*

Open streets sounds like a really great chance to transform how we use this car-dominated space. The route is a practical choice given the desire not to close the golden mile bus route, I wish to support this event.

Impact Assessment

30. A temporary traffic management plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
31. Any objections as a result of the road closure will be dealt with before the event.
32. The proposed closure (when implemented according to the approved temporary traffic management plan) is considered not like to unreasonably impede traffic. A detailed impact report, including conditions placed on the event organiser, is attached as **Attachment 3**.

Next steps

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

Attachments

Attachment 1.	Khandallah Fair ↓ 	Page 39
Attachment 2.	Wgtn Car Club ↓ 	Page 44
Attachment 3.	Open Streets ↓ 	Page 49

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Stephen Harte, Implementation Manager, Network Improvements David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Affected stakeholders will be notified by way of the letter drop, social media, advertising. Council's intention to consider the proposed temporary road closures was notified through an advertisement in the Dominion Post. This advertisement invited the public to make submissions on the proposed road closures. Affected stakeholders will be notified by way of letter drop, social media, and advertising.

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 the attached impact reports.

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. This information is part of the impact reports attached.

Risks / legal

Nil

Climate Change impact and considerations

N/A

Communications Plan

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

Event organisers will contact resident's associations, community group and local businesses to advise them of the proposed closure and address any issues raised.

Event organisers will also consult with the following government agencies and associated organisations:

- New Zealand Police
- Fire and Emergency New Zealand
- Wellington Free Ambulance
- Public Transport Operators

Health and Safety Impact considered

Health and safety is covered by the event management plan submitted to Council for approval prior to the event. This is assessed together with the traffic management plan for the proposed road closures.

REGULATORY PROCESSES COMMITTEE

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

KHANDALLAH FAIR
SUNDAY 9 DECEMBER 2018

1. Description of Event

Rotary Kaukau is Wellington's newest Rotary club. Chartered in 2016 Rotary Kaukau is a progressive, family-friendly Rotary club focussed on helping both the local community and wider international Rotary causes. The club members are dedicated professionals who share a passion for community service.

The club's aim for the year is "to become connected and relevant to both our members and the community we support". They are therefore extremely excited to be putting this event together for their local community and would love to see as many people there as possible.

They envisage the Khandallah Village Street Fair being held annually as the club's flagship fundraising event.

To hold the event it is proposed to close **Ganges Road (from Agra Crescent to Dekka Street), on Sunday 9 December 2018, from 6.00am to 6.00pm.**

Road closure notification boards will be installed at least one week prior to the event.

Residents and local businesses will receive two letter drops (one letter in November and one letter in early December) advising them of the event and the road closure.

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

Dominion Post on Saturday 16 June 2018
Neighbourly 26 June 2018

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

The proposed road closure for this event will not result in the 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 closures will start at 6.00am and finish at 6.00pm.
- 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.
- 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 closures.
- The event organiser is to ensure the traffic management plan is followed during the road closure.
- The event organiser is to advise emergency services of the road closure and provide access for emergency vehicles if required.

Signed 

Stephen Harte
Implement Manager Network Improvements

Attachments

- Map of proposed closure

- Copy of proposal notice from the newspaper

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





C18 The Dominion Post Saturday, June 16, 2018

Classifieds

Public Notices

Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 15 August 2018 to consider the following temporary road closures for events.

Khandallah Village Fair

Sunday 9 December 2018, 6am to 6pm

Ganges Road (Agra Crescent to Dekka Street)

Shelly Bay Sealed Sprint

Sunday 7th October 2018, 7am to 6pm

Massey Road (Scorching Bay Reserves to Northern entrance to the former Shelly Bay Defense Base)

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 29 June 2018. Please send correspondence to Maria Taumaa at mailing address below, or by email maria.taumaa@wcc.govt.nz

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

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

REGULATORY PROCESSES COMMITTEE

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

*WELLINGTON CAR CLUB – SHELLY BAY SEALED SPRINT
SUNDAY 1 OCTOBER 2018 7AM TO 6PM***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, to the northern entrance to the former Shelly Bay Defence Base) **from 7:00am to 6:00pm on Sunday 7 October 2018**, 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), 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 16 June 2018
- Facebook/Twitter 25 June 2018

- Miramar Business Development

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, associated 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.
- The event organiser is to ensure the traffic management plan is followed during the road closure.

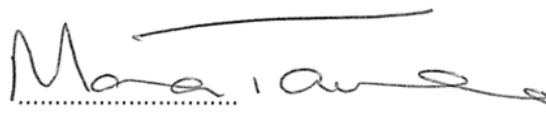
Signed 

Stephen Harte
Implement Manager Network Improvements

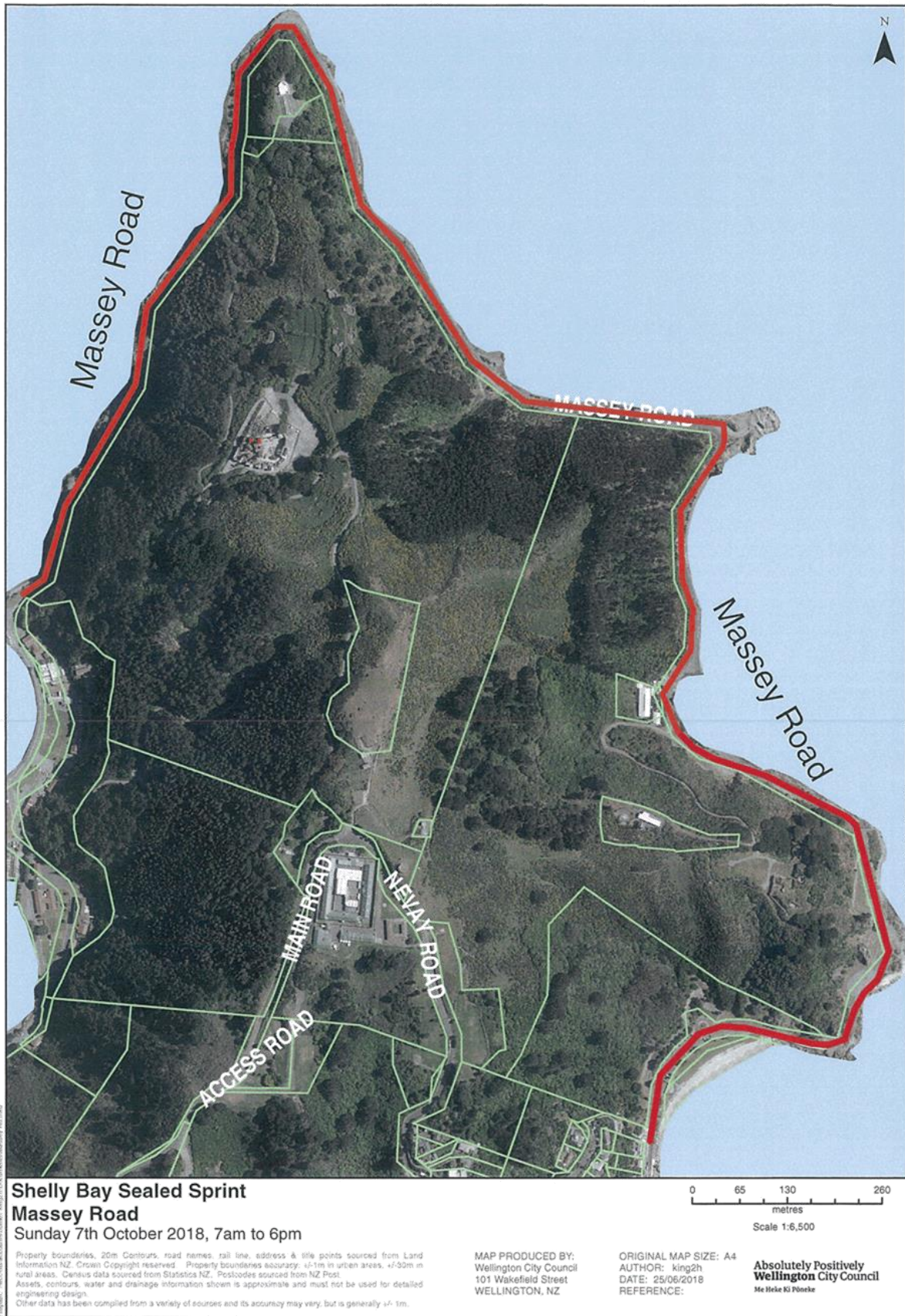
6. Attachments

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

Prepared By:



.....
Maria Taumaa
Street Activities Coordinator



C18 The Dominion Post Saturday, June 16, 2018

Classifieds

Public Notices

Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 15 August 2018 to consider the following temporary road closures for events.

Khandallah Village Fair**Sunday 9 December 2018, 6am to 6pm**

Ganges Road (Agra Crescent to Dekka Street)

Shelly Bay Sealed Sprint**Sunday 7th October 2018, 7am to 6pm**

Massey Road (Scorching Bay Reserves to Northern entrance to the former Shelly Bay Defense Base)

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 29 June 2018. Please send correspondence to Maria Taumaa at mailing address below, or by email maria.taumaa@wcc.govt.nz

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

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

REGULATORY PROCESSES COMMITTEE

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

OPEN STREETS
SUNDAY 28 OCTOBER 2018 6AM TO 3PM

1. Description of Event

Open Streets is about temporarily closing major urban streets to vehicle traffic and opening them up for people to walk, bike, skate, scoot, and play. Open streets gives residents the opportunity to explore their city in a safe, fun and family friendly way. With its emphasis on active participation and transit (rather than audience and destination) it is different from other street fairs or festivals. By closing urban streets to vehicle traffic we open them to reveal a new experience of public places for a wide range of thoroughfare and activity. Once cars are removed, other possibilities open up to enable people to see their city in an entirely new way.

The proposed road closures are: Saturday 28 October 2018 6am to 3pm

- Taranaki Street (between Jessie St and Dixon St)
- Dixon Street (between Taranaki St and Cuba St)
- Cuba Street (between Manners St and Wakefield St)
- Wakefield Street (between Cuba Street and Victoria Street)
- Victoria Street (between Wakefield Street and Hunter Street)
- Hunter Street (between Jervis Quay and Customhouse Quay)
- Customhouse Quay (between Hunter St and Grey St)
- Ghuznee Street (between Taranaki Street and Egmont Street)

Parking Restrictions will be in place.

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

Road closure notifications boards will be placed at each end of the closure at least 10 days prior to the event. Residents and retailers will receive a letter advising them of the event and the road closures and parking restrictions at the same time.

The road closure will be managed by a qualified traffic management company.

2. Events Directorate Support

The Events Directorate has no connection with and no objection to this event.

3. Proposal Notice and Consultation

A public notice advising that the Council is proposing to consider this closure was published in the

Dominion Post Saturday on 2 June 2018

Social Media - Facebook 6 July 2018

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

4. Objections

There have been 3 objections to this closure request.

I object to these proposed street closures for so called "fun" activities we have our parks and open spaces, that is what parks are for.

Streets are for cars and buses used by many citizens to access the city.

There are commercial and service vehicles used to keep commerce alive. Streets should not be closed unnecessarily.

There is a tendency amongst bureaucrats to regard cars as a nuisance, when in fact they are a vital part of the economy and essential for many people.

Peter

The proposal to close Wakefield Street and Customhouse Quay is I believe unreasonable as they are one of the two major exits out of the city and with the Sunday Markets operating on this day as well will create traffic mayhem.

Makes this proposal look more like an Ant motorist rally rather than an inclusive well thought out fun event.

Marlon

Some of the roads are ok but I object to closing Taranaki Street and Victoria Street and Hunter Streets. As a Brooklyn resident. These are the main North/South routes to get in and out of the city and across town. This will create traffic chaos and there is Sunday morning sport to consider which usually adds to traffic volume. Please reconsider closing these roads.

Ewan

Reply to objectors from event organiser Hugh Wilson.

We understand that there will be certain road users that will be detoured by these closures. We have designed the route to have as small an impact on the city as possible while still making it possible to achieve the goals of the event.

If the road closure is approved we will develop comprehensive traffic management plans and advertise the best way for road users to navigate the city

On event day.

Your email and the following correspondence will be included in the report to committee on the 15th August 2018

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 Implementation 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 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 closure 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.
- The event organiser must have a Health and Safety plan, which covers how Emergency vehicles are to enter the road closure site if required.
- The road closure is valid from approximately 6am to 2pm
- It is the event organisers responsibility to ensure the Traffic Management Company follow the approved Temporary Traffic Management Plan.
- The event organisers are to ensure the Traffic Management company follows the traffic management plan.

Signed 

Stephen Harte
Implementation Manager, Network Improvements

6. Attachments

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

Prepared By: 
Maria Taumaa
Street Activities Coordinator

Path:\Reports\Accounts\Home\img\2\ Documents\Open Streets.mxd



Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 15 August 2018 to consider the following temporary road closures for events.

Open Streets

Sunday 28 October 2018, 6am to 2pm *3pm*

Taranaki Street (between Jessie Street and Dixon Street)

Dixon Street (between Taranaki Street and Cuba Street)

Cuba Street (between Manners Street and Wakefield Street)

Wakefield Street (between Cuba Street and Victoria Street)

Victoria Street (between Wakefield Street and Hunter Street)

Hunter Street (between Jervois Quay and Customhouse Quay)

Customhouse Quay (between Hunter Street and Grey Street)

Ghuznee Street (between Taranaki Street and Egmont Street)

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 15 June 2018.

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

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

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

C18 The Dominion Post Saturday, June 2, 2018

ROAD CLOSURE - TE REO PARADE

Purpose

1. This report asks the Regulatory Processes Committee to approve a temporary closure of roads for the following event:
 - Te Reo Parade, Monday, 10 September 2018, 11.00am to 1.00pm.

Summary

2. An application has been made to temporarily close the following roads for the Te Reo Parade event:
 - Ballance Street between Stout Street and Lambton Quay, to allow floats to set up for the parade.
3. Under Schedule 10 of the Local Government Act 1974, the Council is required to approve these closures in order for these to be effective. Authority to grant these approvals is delegated to the Regulatory Processes Committee.

Recommendation/s

That the Regulatory Processes Committee:

1. Receives 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 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 Te Reo Parade to vehicles and cycles only, subject to the conditions listed in the proposed Temporary Road Closure Impact Reports:
 - **Ballance Street** (between Stout Street and Lambton Quay) from 11:00am to 1:00pm.

Background

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

- Council officers receive the proposal and assess the merits and need for a road closure.
- If required, the Council advertises its intention to close the road in the public notice column of the local newspaper and on social media.
- Together with the event organiser Council officers ensure consultation with affected stakeholders is carried out and a communication plan is formulated.
- Any objections are followed up and resolved as far as practical.
- The event organiser works with Council officers to modify any plans in response to public submissions and prepares an impact report for the Committee recommending any conditions that should apply to the approval.
- The Committee deliberates on the proposed road closure.
- Council officers notify the event organiser of the Committee's decision. If the proposed closure is approved, Council officer ensure the event organisers follow the agreed communication plan including notifying the public, and affected parties.
- The event is also monitored to ensure the traffic management plan is adhered to and any associated conditions are followed to keep the public safe and to avoid any unreasonable impact on traffic.

Te Reo Parade

7. Te Taura Whiri I te Reo Maori (Maori Language Commission) has requested the closure of Ballance Street (from Stout Street to Lambton Quay) on 10 September 2018, from 11.00am to 1.00pm, to vehicle traffic and cyclists to safely facilitate the setup of floats for the parade.
8. The parade itself will travel from Parliament along Lambton Quay, Willis Street and Mercer Street to Civic Square. These roads will remain open to traffic during the period of the parade so no further closures are required.

Public notification, consultation and engagement:

9. Members of the public have been advised of the road closure and informed of their right to object.
 - A public notice advising that the Council is proposing to consider this closure was published in the Dominion Post newspaper on Saturday 11 August 2018.
 - Information was provided on social media through Facebook 8 August 2018.
 - Event organisers will also contact relevant residents and local retailers and advise them of their intention to close the road.
10. Members of the public will again be advised of the road closures prior to the event through:
 - Advance road side signage
 - Media releases
 - Council Social Media.

Objections

11. Any objections received as a result of notifying the road closure will be dealt with before the event.
12. Event organiser will also consult with the following government agencies and associated organisations.
 - New Zealand Police
 - Fire and Emergency New Zealand
 - Wellington Free Ambulance
 - Public Transport Operators.

Impact Assessment

13. A temporary traffic management plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
14. The proposed closure (when implemented according to the approved temporary traffic management plan) is considered not likely to unreasonably impede traffic. A detailed Impact report, including conditions placed on the event organiser, is attached as **Attachment 1**.

Attachments

Attachment 1. Te Reo Parade [↓](#) 

Page 60

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Stephen Harte, Implementation Manager, Network Improvements David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Affected stakeholders will be notified by way of letter drop, social media, advertising. Council's intention to consider the proposed temporary road closures was notified through an advertisement in the Dominion Post. This advertisement invited the public to make submissions on the proposed road closures. Affected stakeholders will be notified by way of letter drop, social media, and advertising.

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 reports.

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 plenty of Treaty considerations/obligations for this road closure. All positive for partnership with iwi/Māori and cultural is benefits for all.

The recent Maihi Karauna - Crown Strategy consultation release for Te Reo revitalisation particularly focussing on the public sector and the national decision making capital city.

Iwi fully support Council's Te Reo policy and celebrating and revitalising Te Reo.

90% of written feedback and all oral presentations in response to Te Tauihu supported Te Reo being seen, heard and felt - everywhere!

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. This information is part of the impact report attached.

Risks / legal

Nil

Climate Change impact and considerations

N/A

Communications Plan

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

Event organisers will contact resident's associations, community group and local businesses to advise them of the proposed closure and address any issues raised.

Event organisers will also consult with the following government agencies and associated organisations:

- New Zealand Police
- Fire and Emergency New Zealand

-
- Wellington Free Ambulance
 - Public Transport Operators.

Health and Safety Impact considered

Health and safety is covered by the event management plan submitted to Council for approval prior to the event. This is assessed together with the traffic management plan for the proposed road closures.

REGULATORY PROCESSES COMMITTEE

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

*TE REO MAORI PARADE**MONDAY 10 SEPTEMBER 2018***1. Description of Event**

This parade is an Annual event but the route of the parade is being slightly changed this year because the crossing of two main arterial roads Wakefield Street and Cable Street last year that held up traffic. This year participation is expected to be higher than the last parade, but the changes to the route are designed to minimise any inconvenience to members of the public and public transport.

The proposed road closure is: Monday 10 September 2018 11am to 1pm

- Ballance Street (between Stout Street and Lambton Quay)
- Rolling road closure (Parliament, Lambton Quay, Willis Street, Mercer Street, Civic Square).

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

Road closure notification signs will be placed at each end of the 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 road closure is 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 via

Dominion Post Saturday 11 August 2018.
Social Media Facebook on Wednesday 8th August 2018.

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

4. Objections

There has not been enough time for objections to be received before this report went to print, any objections received before the 15th August 2018, will be presented at the meeting on the 15th August 2018.

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 Implementation 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 will be in place from 11am to 1pm
- 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.
- The event organiser is to work with the public transport providers to provide alternative public transport routes and bus stops if required.
- The event organiser is to consult and work with emergency services to provide access for emergency vehicles.
- The event organiser is to provide Council with an Event Hazard/Risk management plan 10 working days prior to the event that describes in full how the event organiser will manage all the Health and Safety risks associated with the event.

Signed

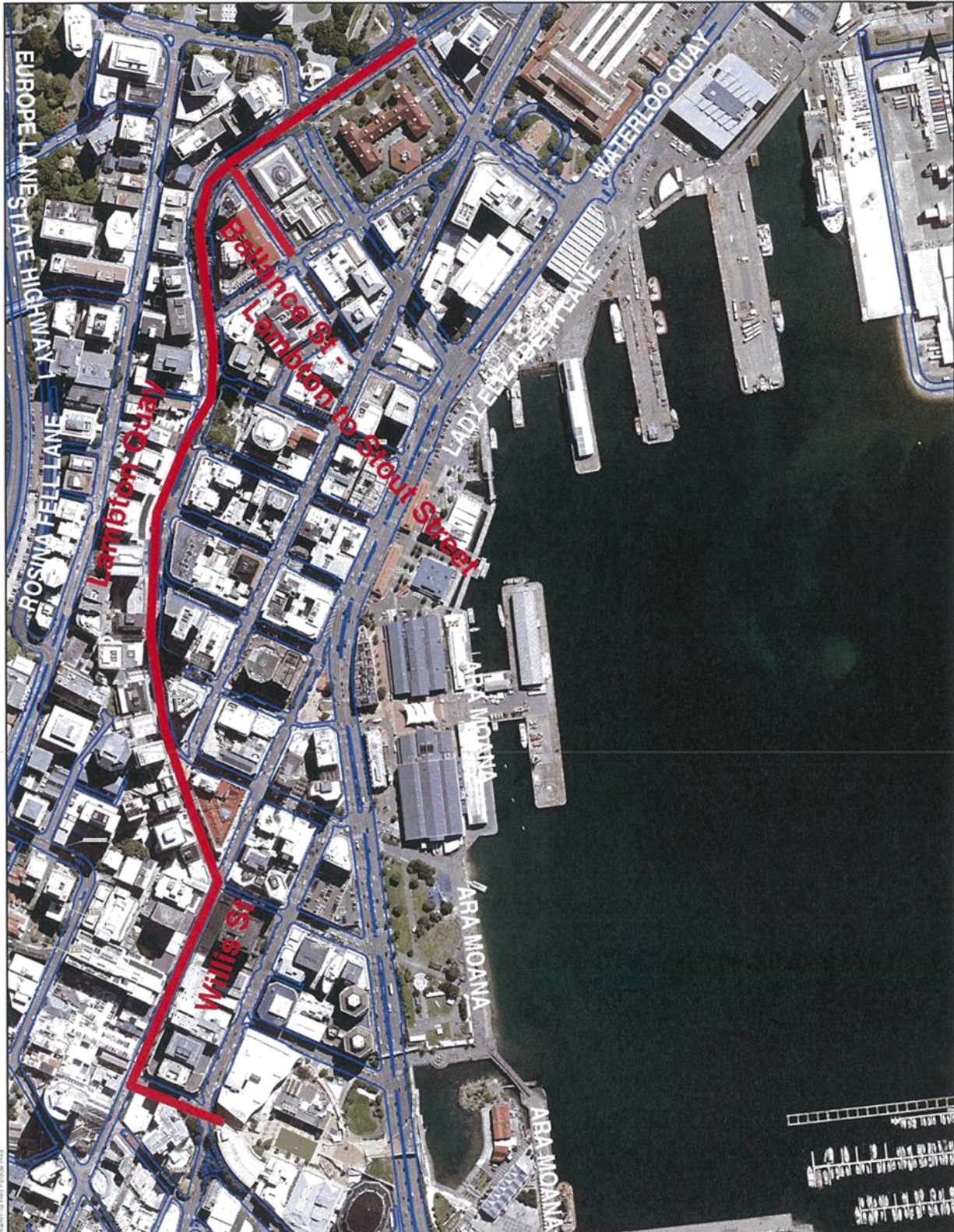


Stephen Harte
Implement Manager Network Improvements

6. Attachments

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

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



Te Reo Maori Parade 11am to 1pm
Monday 10 September 2018

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: king2h
DATE: 7/08/2018
REFERENCE:

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

Absolutely Positively
Wellington City Council

Me Heke Ki Pōneke

Public notice request form

BUS: Ad Bookings

Date notice is to run	Saturday 11 August 2018
Publication	<input type="checkbox"/> The Wellingtonian <input checked="" type="checkbox"/> The Dominion Post <input type="checkbox"/> Not sure – quotes required
Purchase order #	
Re-run job number	
Approver	

Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 15 August 2018 to consider the following temporary road closures for events.

Te Reo Parade Monday 10 September 2018

Road Closure 11.00am to 1.00pm

Ballance Street (between Stout Street and Lambton Quay)

Rolling Road Closure

Lambton Quay, to Willis Street, to Mercer Street, to Civic Square.

Any objections received after Committee meeting will still be dealt with before the event.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 24 August 2018. Please send correspondence to Maria Taumaa at mailing address below, by fax 801 3009 or by email maria.taumaa@wcc.govt.nz

AMENDMENT TO SUBURB BOUNDARY: ISLAND BAY AND SOUTHGATE

Purpose

1. This report seeks approval for a minor realignment of the suburb boundary between Island Bay and Southgate following subdivision, as shown in green on F Plan 3093 (**Attachment 1** refers).

Summary

2. This is a proposal to realign the suburb boundary between Island Bay and Southgate due to a change to land parcels. The realignment will mean that properties accessed from Melrose Road in Southgate have addresses that are contiguous with each other.

Recommendations

That the Regulatory Processes Committee:

1. Receive the information.
2. Approve the suburb boundary realignment between Island Bay and Southgate as shown in green on F Plan 3093.

Background

3. When Southgate was created as a suburb in 2003 following feedback from local residents, an adjacent property (subdivided prior to 2003) to those discussed here was allocated a Southgate address for the part of that subdivision subsequently accessed from Melrose Road. The part of the subdivision accessed from Witham Street retained an Island Bay address. At that time, Council felt that properties accessed from this part of Melrose Road should be allocated Southgate addresses.
4. The current suburb boundary between Southgate and Island Bay, shown in red on F Plan 3093, now needs a further minor adjustment as a result of the recent subdivision of a property which lies between Witham Street and Melrose Road.

Discussion

5. Access to two new properties created by the subdivision of a larger property – formerly accessed from Witham Street in Island Bay – is now from Melrose Road, within the suburb of Southgate. Consequently a minor adjustment to the current suburb boundary between Southgate and Island Bay is needed. The proposed realignment of the suburb boundary between Southgate and Island Bay is shown in green on F Plan 3093.
6. The developer was informed In December 2014, prior to actual subdivision, that the proposed new sections had been allocated Southgate addresses and the suburb boundary would be realigned:

“There are approved criteria for determining the location of suburb boundaries. One of the criteria says “is one part of the area accessible to another without passing through another suburb?” Your section does not meet this criteria [sic] as the only way to get to your property from the main part of Island Bay, is to go through part of Southgate. It will be confusing for emergency



services and anyone trying to locate your property if it is not in the same suburb as all the other properties in the same part of the street.”

7. The new owners of the sections affected by the realignment were subsequently contacted by officers in the Land, Customer and Property Information team, however, they have advised their opposition to this proposed realignment of the suburb boundary. The new owners have said they were unaware of the proposed realignment prior to purchase. One owner commented: “I would like to remain as island bay [sic]”, and the other has stated: “I bought it because it is in Island Bay and doesn’t [sic] want to change the suburb”. The latter owner requested that his email opposing the change be attached to this report (**Attachment 2** refers).
8. Officers feel it would create confusion if these two properties in this part of Southgate are given Island Bay addresses when the access point lies within the suburb of Southgate, particularly since all other properties in this section of Melrose Road have Southgate addresses.
9. Minor suburb boundary adjustments such as this are able to be approved by a nominated senior Council officer and the Chair of the Regulatory Processes Committee under delegated authority, where the adjustment is not contentious (refer resolution 2.3.3 of the Council on 30 May 2018). Under resolution 2.3.2 of the same Council meeting on 30 May 2018, the Regulatory Processes Committee was delegated the authority to make decisions on proposed suburb boundary adjustments where the adjustment is in contention, such as in this instance.

Conclusion

10. Council officers recommend realignment of the suburb boundary between Island Bay and Southgate, as shown in green on F Plan 3093.

Attachments

- Attachment 1. F Plan 3093 [↓](#)  Page 68
- Attachment 2. Consultation Feedback: Nimal Perera [↓](#)  Page 69

Authors	Carline Thomas, Advisor, Land, Customer and Property Information Michael Brownie, Team Leader Land, Customer and Property Information
Authoriser	Alison McGray, Team Leader City Records David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

The developer of Lots 1, 2 and 3 Deposited Plan 429115 was contacted by a Council officer in December 2014 upon approval of the subdivision and advised of the proposed new addresses, including the proposed suburb change. There was no objection to the assigned addresses at that time. The two properties created with access off Melrose Road were purchased by the present owners in July and August 2015.

The purchasers of the affected newly created lots have advised that they do not support the suburb boundary adjustment. Their preference is to remain in the suburb of Island Bay.

The Island Bay Residents' Association Inc. has been contacted and raised no objection to this proposed realignment of the suburb boundary.

Fire and emergency services support the proposed suburb boundary adjustment.

Treaty of Waitangi considerations

There are no Treaty of Waitangi considerations.

Financial implications

Not applicable.

Policy and legislative implications

Authority to approve suburb boundary changes has been delegated to the Regulatory Processes Committee by Council resolution 2.3.2, 30 May 2018.

Risks / legal

Should the proposed boundary adjustment not occur, there is a risk that emergency services could experience undue delay when responding to an emergency at either Lot 2 or 3 DP 479115, known as 86 and 88A Melrose Road respectively.

Climate Change impact and considerations

Nil.

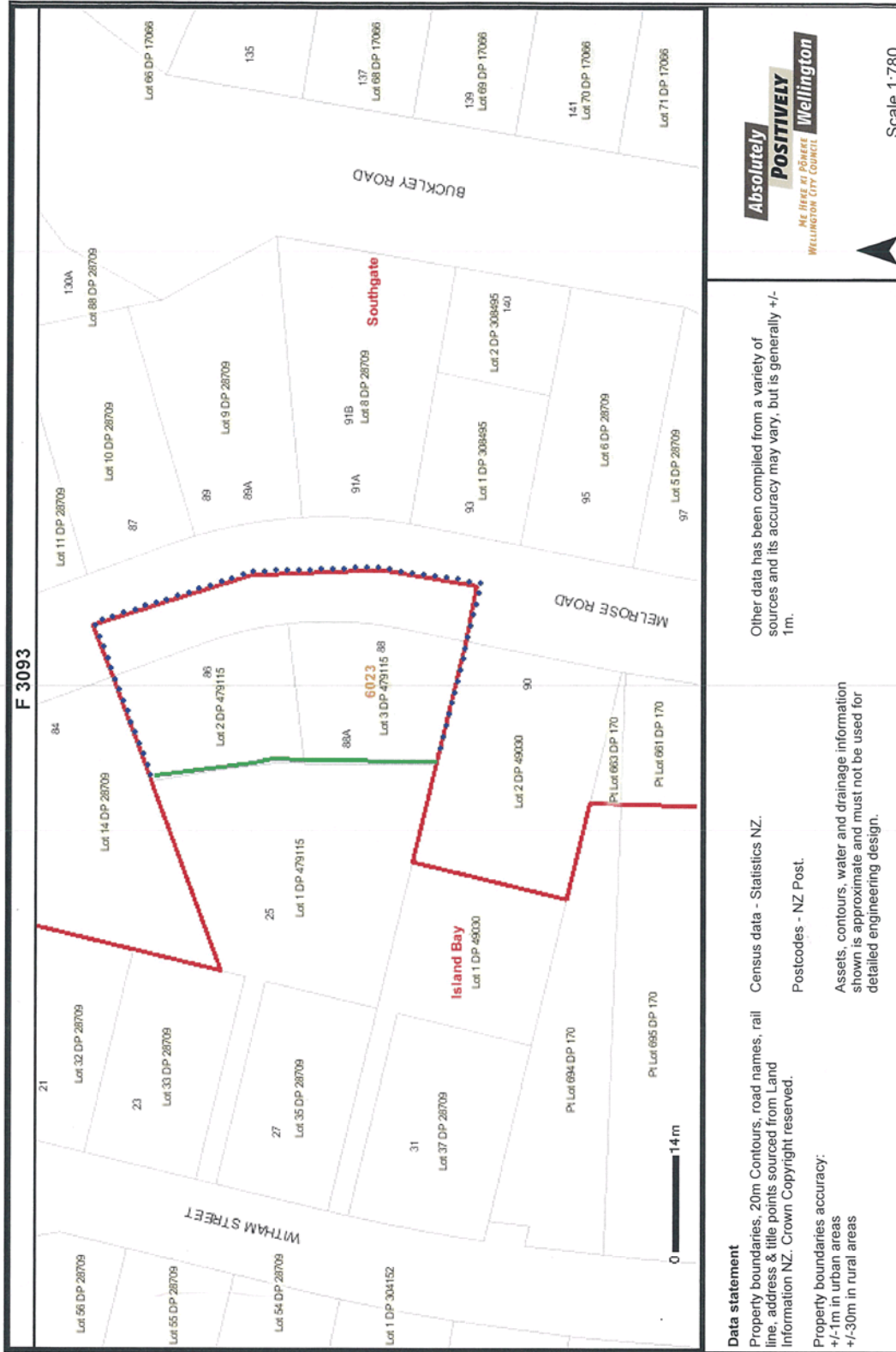
Communications Plan

There is an extensive notification list which includes Land Information New Zealand and emergency services.

Health and Safety Impact considered

As previously noted, should the proposed boundary adjustment not occur, there is a risk that emergency services could experience undue delay when responding to an emergency at either Lot 2 or 3 DP 479115, known as 86 and 88A Melrose Road respectively, by seeking to access the properties concerned from Witham Street.

F 3093



Data statement
Property boundaries, 20m Contours, road names, rail line, address & title points sourced from Land Information NZ. Crown Copyright reserved.
Postcodes - 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.

Manjeet Kaur

From: nimal perera <nimalp299@gmail.com>
Sent: Friday, 16 February 2018 4:45 p.m.
To: Manjeet Kaur
Subject: Re: SUBURB BOUNDARY ADJUSTMENT

Many thanx for the detailed explanation. Please include my email in the report to the Council.

Cheers!

On Fri, Feb 16, 2018 at 1:47 PM, Manjeet Kaur <Manjeet.Kaur@wcc.govt.nz> wrote:

Good Afternoon Mr Perera

Thank you for your quick response to my email.

We agree with you that your property is currently in the suburb of Island Bay but we now need to adjust the suburb boundary so that it comes in Southgate.

Your property was a part of a larger area of land previously known as Lot 3 DP 479115 that had primary access from Witham Street in Island Bay. At the time of the subdivision, Council allocated addresses to the new lots and these said the new lots would have Southgate addresses. The addresses #86 & 88 Melrose Road, Southgate were recorded in Council's database when new titles were issued on 6th May 2015 for Lots 2 & 3 DP 479115.

The formal suburb change had not occurred, but it was expected that a change from Island Bay to Southgate would happen as soon as a report could be prepared for Council. It is surprising that anyone from Council would have told you that the land would stay in Island Bay when the developer had been told before the subdivision was completed, that the new sections 2 & 3 would have Southgate addresses.

At the time of subdivision, the developer was sent a proposed address allocation document on 4 December 2014 (copy attached) and was advised "*would you please ensure this is forwarded on to new owners/occupiers as this will help to avoid the confusion that can occur if they start using incorrect addresses.*" The new lots 2 & 3 only have access from Melrose Road and all the other properties in Melrose Road above #70, are in Southgate.

There are approved criteria for determining the location of suburb boundaries. One of the criteria says "is one part of the area accessible to another without passing through another suburb?" Your section does not meet this criteria as the only way to get to your property from the main part of Island Bay,

is to go through part of Southgate. It will be confusing for emergency services and anyone trying to locate your property if it is not in the same suburb as all the other properties in the same part of the street.

In 2003, there was an extensive review of Wellington suburb names & boundaries. This included consultation with residents and emergency services etc.

Council considered all the submissions and confirmed the current suburb boundary. Your property was regarded as part of Island Bay at that stage, because it had not been subdivided and got access from Witham Street. As your property no longer has access to Witham Street, Council needs to consider a change to the suburb boundary.

While many people in Southgate wanted to be part of Island Bay, the majority wanted Southgate as a separate suburb (i.e. of 132 responses, 78 wanted area to be Southgate).

The NZ Police, Fire Services and Wellington Free Ambulance wanted Southgate as a separate suburb due to access to the area and uniqueness of character.

Minor changes to suburb boundaries, can be approved by Councillors. However, if we receive any objections, then a recommendation will be made to a formal Council meeting. Councillors are given a copy of a recommendation from Council officers and a full copy of any objections received. In this case, it can be a copy of your email or any additional written information you may like included. At the start of Council meetings, there is an opportunity for the public to speak, so you can verbally tell Councillors why you do not support the change. A verbal submission is not necessary, but your choice. You would be able to see the Council Officer report before the meeting.

Please let us know if you would like us to include your email in the report to Council or would you like time to prepare a more detailed submission.

Kind Regards

Manjeet Kaur

Senior Land & Customer Information Advisor

Land, Customer & Property Information

Wellington City Council

Tel: 801 3560

From: nimal perera [mailto:nimalp299@gmail.com]
Sent: Wednesday, 7 February 2018 6:14 p.m.
To: Manjeet Kaur
Subject: Re: SUBURB BOUNDARY ADJUSTMENT

Dear Manjeet,

Many thanx for the information.

This plot, Lot 2 DP 479115, was a part of property 25, Witham Street before it was subdivided and sold. I bought it because it is in Island Bay and doesn't want to change the suburb.

I suggest that boundary line between Island Bay and Southgate should be moved further Eastward to Melrose Road, which is a major road, upto plot 38. Then the entire Melrose Road will stay in island Bay. I am sure owners of plts 72 - 90 will also agree with me.

Your kind consideration of this matter is greatly appreciated.

Thank you.

Cheers!!!

Nimal Perera

On Wed, Jan 31, 2018 at 3:42 PM, Manjeet Kaur <Manjeet.Kaur@wcc.govt.nz> wrote:

Hi there

I work for Wellington City Council and I am writing you to consult with you regarding the adjustment of the suburb boundary.

It has recently come to our attention that your property Lot 2 DP 479115, is in the Suburb of **Southgate** but is shown in Island Bay on the maps. We wish to fix this anomaly and get the suburb maps updated.

We hope it is acceptable to you, otherwise please let me know your views by email or phone so that we can get it fixed.

Look forward to hearing from you.

Kind Regards

Manjeet Kaur

Senior Land & Customer Information Advisor

Land, Customer & Property Information

Wellington City Council

Tel: 801 3560

3. Public Excluded

Recommendation

That the Regulatory Processes Committee:

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
3.1 Recommendation for Appointment of District Licensing Committee Members 2018	7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.