

**ORDINARY MEETING**

**OF**

**REGULATORY PROCESSES COMMITTEE**

**AGENDA**

Time: 9:30am  
Date: Wednesday, 19 June 2019  
Venue: Ngake (16.09)  
Level 16, Tahiwī  
113 The Terrace  
Wellington

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**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 04-803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about.*

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## **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

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**19 JUNE 2019**

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## 1. Meeting Conduct

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### 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 15 May 2019 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](mailto: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.



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## 2. General Business

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### PROPOSED ROAD STOPPING - LAND ADJOINING 6 GREENVIEW WAY, MIRAMAR

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#### Purpose

1. This report asks the Regulatory Processes Committee to recommend that the Council stops and sells approximately 126m<sup>2</sup> (subject to survey) of unformed legal road adjoining 6 Greenview Way, Miramar. Refer to Attachment 1 for location plan.

#### Summary

2. The owners of 6 Greenview Way, Miramar have applied to purchase the area outlined in red on Attachment 2 (the Land).
3. Utility providers and relevant Council business units have been consulted. All support the proposal, subject to conditions (where relevant).
4. Initial consultation letters were sent to adjoining and adjacent neighbours and, at the time of writing the report, one reply had been received by phone but no details of the concern were provided.
5. If the Council agrees with the recommendations of the Regulatory Processes Committee the road stopping will then be publically notified. At that time any neighbours, organisations, or any other members of the public will have the opportunity to make a submission.

#### Recommendation/s

That the Regulatory Processes Committee:

1. Receives the information.
2. Recommends to the Council that it:
  - a) Agrees that approximately 126m<sup>2</sup> of unformed legal road on Totara Road, Miramar, shown as the land bordered red on the plan in Attachment 2 (the Land) and abutting 6 Greenview Way, Miramar (being Lot 2 DP 10332, ROT WN431/57), is not required for a public work and is surplus to requirements
  - b) Agrees to dispose of the land.
  - c) Delegates to the Chief Executive Officer the power to conclude all matters in relation to the road stopping and disposal of the Land, including all legislative matters, issuing of relevant public notices, declaring the road stopped, negotiating the terms of sale or exchange, imposing any reasonable covenants and anything else necessary.
3. Notes that if objections are received to the road stopping, and the applicant wishes to continue with the process, a further report will be presented to the Regulatory Processes Committee for consideration.

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## Background

1. 6 Greenview Way comprises a circa 1930s residence on land of mixed levels.
2. The Land is set back approximately six meters from the kerbface and is moderate in the front rising steeply at the rear to the formed carriageway and footpath. The Land contains mixed plantings and scrub, and established trees. Refer to Attachment 3 for street views.
3. Should the road stopping proposal be successful the Land would be amalgamated with 6 Greenview Way.
4. The applicant is interested in purchasing the Land to increase their options for future subdivision and development.

## Discussion

6. Road stopping is provided for under sections 319(1)(h) and 342(1)(a) of the Local Government Act 1974 (the **LGA**).
7. Council, under section 40 of the Public Works Act 1981 (the **PWA**), 'shall endeavour' to dispose of any land not required for the public work for which it was taken and which is not required for any other public work.
8. The Transport Network Team has confirmed the Land is not required for road or access purposes in the foreseeable future. Isolation strips would be required on the extensions of the 121 Totara Road /6 Greenview Way and 6 Greenview Way/133 Totara Road side boundaries as shown in green on Attachment 2.
9. No other relevant business units of the Council seek to retain the Land for other purposes.
10. As is normal practise in the early stages of the road stopping process officers have written to the five immediate neighbours notifying them that Council had received this road stopping application. At the time of preparing this report one reply had been received, with that party noting they had concerns but they were not given when asked for in writing, these owners will be consulted again when the formal public consultation is carried out later in the road stopping process.
11. The section 40 PWA report will, otherwise, determine whether any offer back obligations exist.

## Options

12. The alternative to undertaking the road stopping is to retain the Land in Council ownership as unformed legal road. In the long term this will incur maintenance and retaining costs on land that Council no longer requires or intends to use.
13. An encroachment licence could be issued for the Land if it is not stopped. Such a licence provides less certainty of tenure for the adjacent landowner and limits the scope for better utilisation of the land by these owners.

## Next Actions

14. Conclude a section 40 PWA acquisition history investigation.
15. Prepare a survey legalisation plan and agreement for the Land.
16. Initiate the public notification process.



## Attachments

Attachment 1.	Location Plan	Page 11
Attachment 2.	Aerial	Page 12
Attachment 3.	Street View	Page 13

Author	Sarah-Jane Still, Property Advisor
Authoriser	Wendy O'Neill, Property Services Manager Siobhan Procter, Manager, Transport and Infrastructure Moana Mackey, Acting Chief City Planner

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## SUPPORTING INFORMATION

### Engagement and Consultation

In March 2019 letters were sent to five immediate neighbours of the land proposed to be stopped. At the time of writing this report only one reply had been received, with that party noting they had concerns but they were not given when asked for in writing.

These owners will be consulted again when the formal public consultation is carried out later in the road stopping process.

### Treaty of Waitangi considerations

Iwi groups have not been consulted. The proposal does not conflict with the principles of the Treaty of Waitangi nor is the land located within a Māori Precinct or an area identified as significant to Māori.

As sale to, and amalgamation with, the adjacent parcel is a condition of the stopping the Land is unlikely to be made available for purchase by iwi or the public in general.

### Financial implications

Costs associated with the disposal of the Land will be recovered from the applicant, and the proceeds of the sale are directed towards the general fund.

As of August 2011 a new cost sharing initiative for road stoppings was approved by the Council. The rebate amount is a percentage of the sale price, so is determined at the end of the process when these costs are known.

### Policy and legislative implications

The recommendations of this report are consistent with the policies of the Council. The road stopping is also undertaken in accordance with relevant legislation.

This is not a significant decision. This report sets out the Council's options under the relevant legislation and under the Council's Road Encroachment and Sale Policy 2011.

### Risks / legal

The road stopping process will be undertaken in accordance with legislative and Council, requirements. Any legal agreement, or action in the Environment Court, will be overseen by the Council's lawyers.

### Climate Change impact and considerations

There are no climate change implications arising from this road stopping.

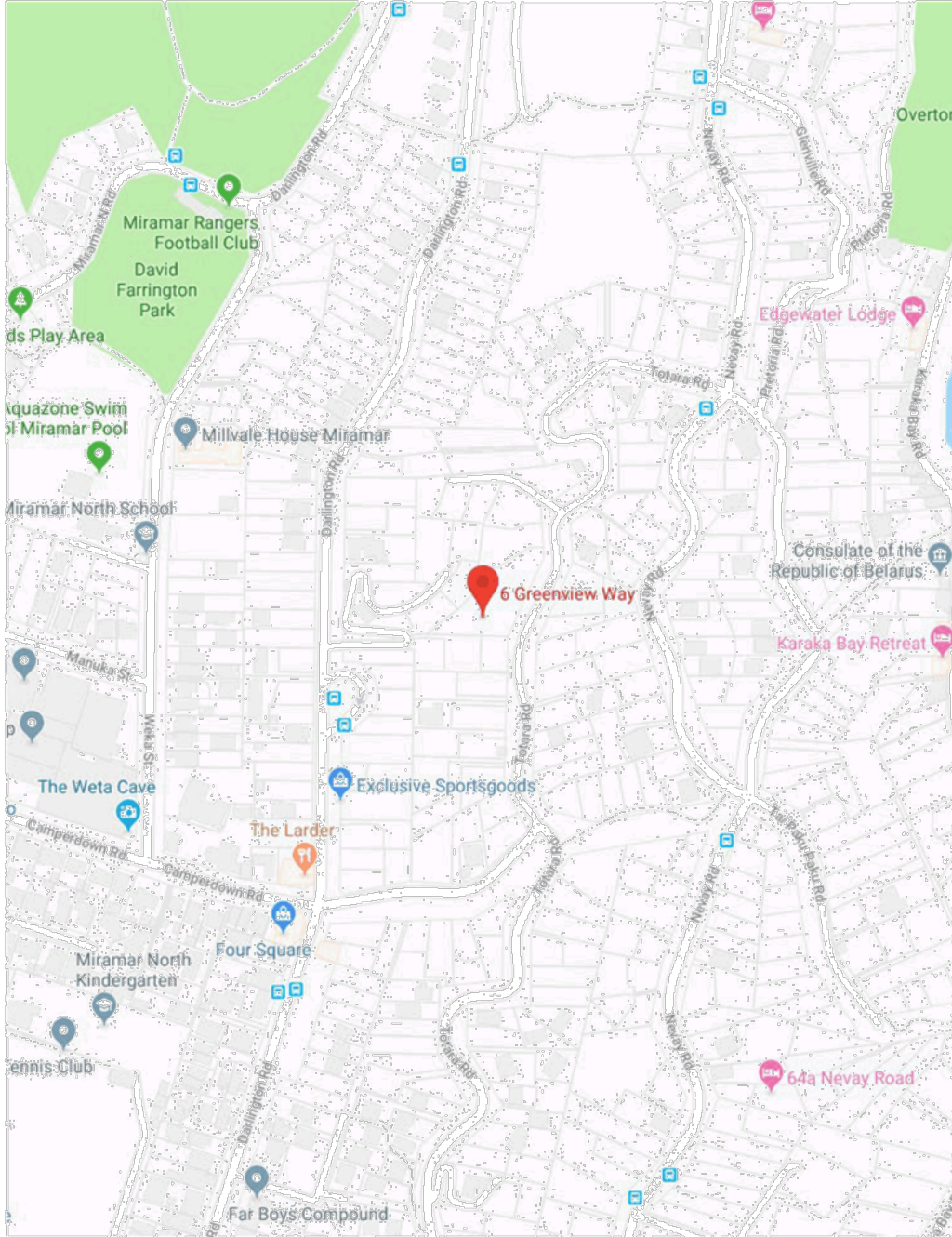
### Communications Plan

Public consultation in accordance with the Tenth Schedule of the LGA will be carried out later in the road stopping process.

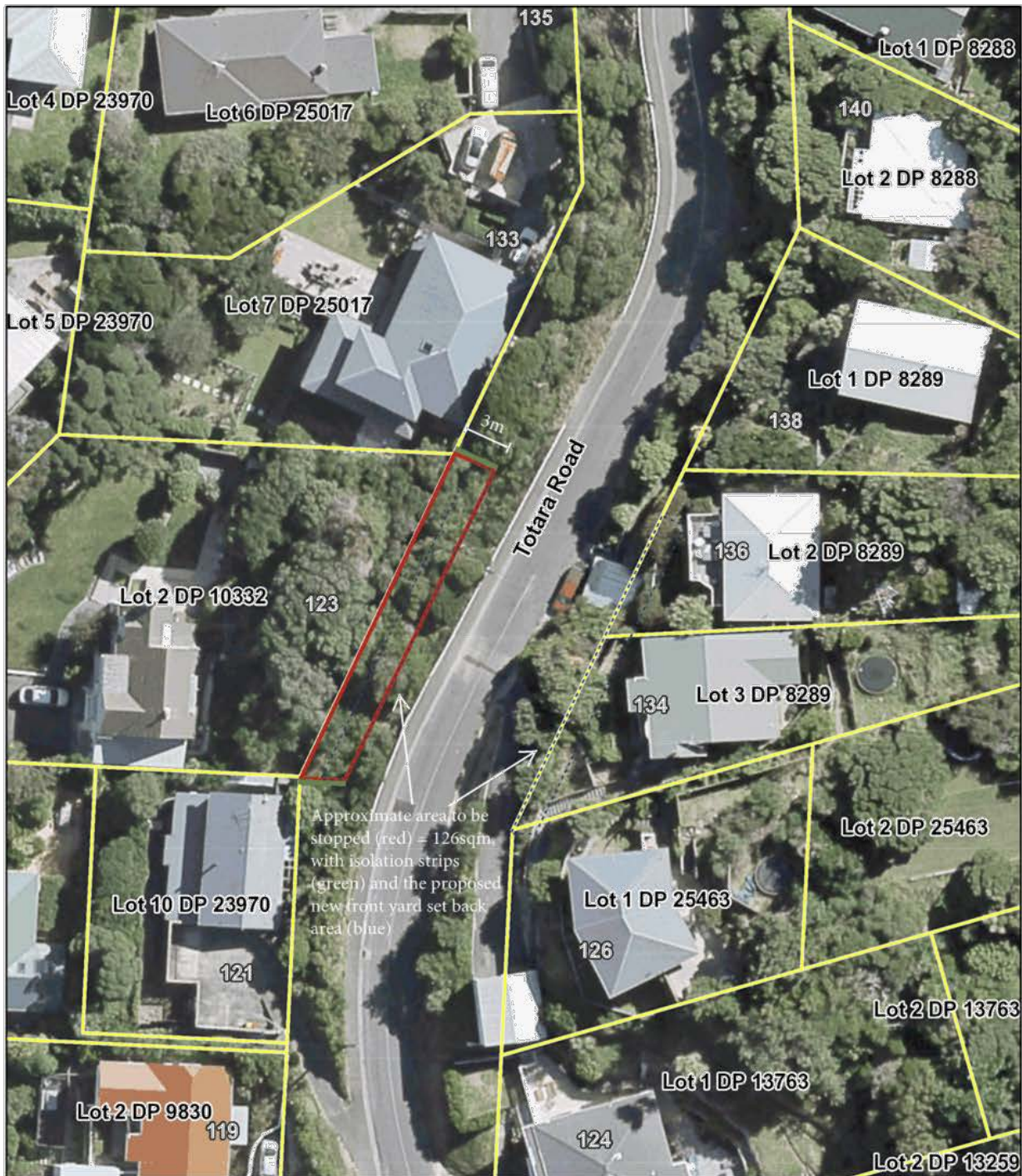
### Health and Safety Impact considered

The road stopping is a minimal risk to health and safety. The work is almost entirely administrative and a normal operational function of Council Officers.

Location Plan



LocalMaps Print



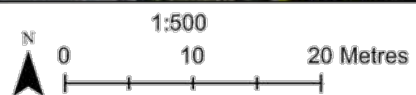
December 20, 2018

**Disclaimer:**  
The use of any land or property information in OneMap is entirely at the user's own risk and discretion. Wellington City Council does not give any warranty that any information contained is accurate or complete. The Council does not accept any responsibility or liability for any action taken, or omission made, in reliance on information obtained from OneMap.

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

**Property Boundaries Accuracy:**  
+/-1m in urban areas  
+/-30m in rural areas

**Data Source:**  
Census data - Statistics NZ.  
Postcodes - NZ Post.



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Street View





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## ROAD CLOSURES

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### Purpose

1. This report asks the Regulatory Processes Committee to approve the temporary closures of roads to enable events to take place.
2. Applications have been made to temporarily close roads for the:
  - Capital City Duathlon on Sunday, 25 August 2019 from 6am to 12pm;
  - Wellington Car Club – Shelly Bay Sealed Sprint on Sunday, 6 October 2019 from 7am to 9pm;
  - Thorndon Fair on Sunday, 1 December 2019 from 6am to 6pm;
  - Spring into Tawa on Saturday, 19 October 2019 from 5am to 5pm;
  - A Very Welly Christmas on Friday, 22 November from midnight to Sunday, 24 November 2019 midnight;
  - Newtown Festival on Sunday, 8 March 2020 from 5.00am to 9.00pm.

### Summary

#### 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 the Council's Traffic Engineer that the amendment is not likely to cause unreasonable impact on traffic.
3. Agrees to close the following roads and sections of the roads for the events (as listed below) to vehicles and cycles only, subject to the conditions listed in the proposed Temporary Road Closures Impact Reports:

**Capital City Duathlon on Sunday, 25 August 2019 from 6am to 12pm:**

- *Massey Road* (Scorching Bay to Northern entrance to Shelly Bay Base).

**Wellington Car Club – Shelley Bay Sealed Sprint on Sunday, 6 October 2019 from 7am to 6pm:**

- *Massey Road* (Scorching Bay to Northern entrance to Shelley Bay Base).

**Thorndon Fair on Sunday, 1 December 2019 from 6am to 6pm:**

- *Tinakori Road* (between Bowen Street and Harriett Street).
- *Hill Street* (between Tinakori Road and approximately 100 meters east).

**Spring into Tawa on Saturday, 19 October 2019 from 5am to 5pm:**

- *Main Road* (between Lyndhurst Road intersection and Surrey Street roundabout).

**A Very Welly Christmas on Friday, 22 November from midnight to Sunday 24 November 2019 midnight:**

- *Lambton Quay* (Whitmore Street to Willis Street);
- *Ballance Street* (Old Bailey side entrance to Lambton Quay);
- *Stout Street* (Ballance Street to Lambton Quay);
- *Waring Taylor Street* (Intersection Maginnity and Waring Taylor to Lambton Quay);
- *Johnson Street* (Wilson Carpark to Lambton Quay);
- *Brandon Street* (Halfway on Brandon Street to Lambton Quay).

**Newtown Festival on Sunday 8 March, 2020 from 5.00am to 9.00pm:**

- *Arney Street* (All);
- *Colombo Street* (for approximately 100 east of Riddiford Street).

**Note:** The Colombo begins on Saturday, 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020:

- *Riddiford Street* (between Mein Street and Rhodes Street);
- *Rintoul Street* (between Riddiford Street and Millward Street);
- *Newtown Avenue* (for approximately 100m east of Riddiford Street);
- *Normanby Street* (for approximately 80m east of Riddiford Street);
- *Donald McLean Street* (for approximately 150m east of Riddiford Street);
- *Ferguson Street* (for approximately 60 m south of Donald McLean Street);
- *Gordon Street* (All);
- *Gordon Place* (All);
- *Florence Street* (All).

## Background

3. The Council receives numerous requests throughout the year for public roads to be closed for public and private events. In order for the closures to have effect, under Schedule 10 of the Local government Act 1974, council approval is required.

The authority to approved request for road closures is made under Schedule 10, clause 119e), of the Local Government Act 1974 and the Transport (Vehicular traffic Road closure) Regulations 1965. This authority is delegate to the Regulatory Processes Committee.



This report has been prepared in accordance with the procedures that were approved by the Committee on 15 December 2010. In summary, these are:

- a) 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.
- b) The Council advertises its intention to close the road in the public notice column of the local newspaper and on social media.
- c) Together with the event organiser, Council officers ensure consultation with affected stakeholders is carried out and a communication plan is formulated.
- d) Any objections are followed up and resolved as far as practical.
- e) The event organiser works together with Council officers ensure consultation with affected stakeholders is carried out and a communication plan is formulated.
- f) Any objections are followed up and resolved as far as practical.
- g) The event organiser works together with Council officers who modify any plans in response to public submissions and prepare an impact report for the Committee.
- h) Council officers recommend any conditions that should apply to the approval.
- i) The Committee deliberates on the proposed road closure.
- j) A Council officer notifies the event organiser of the Committee's decision.
- k) If the proposed closure is approved, Council officers ensure the event organisers follow the agreed communications plan including notifying the public and affected parties. The event is also monitored to ensure the traffic management plan is adhered to and any associated conditions are followed to keep the public safe and to avoid any unreasonable impact on traffic.

## Discussion

4. These are Annual events that are held every year and have associated Traffic Management plans. These are re-submitted for approval within one month of the event taking place. They are assessed by the Compliance and Customer team.

## Options

5. Event organisers will be advised of the road closure not being approved.

## Next Actions

6. If the road closure is approved, event organisers will be notified with the conditions and what Council requires before the event date.

## Attachments

Attachment 1.	Capital City Duathlon - Impact Report	Page 21
Attachment 2.	Capital City Duathlon - Map	Page 25
Attachment 3.	Wellington Car Club Shelly Bay Sprint - Impact Report	Page 26
Attachment 4.	Wellington Car Club Shelly Bay Sprint - Map	Page 30
Attachment 5.	Spring into Tawa - Impact Report	Page 31
Attachment 6.	Spring into Tawa - Map	Page 35
Attachment 7.	Thorndon Fair - Impact Report	Page 36
Attachment 8.	Thorndon Fair - Map	Page 40
Attachment 9.	A Very Welly Xmas - Impact Report	Page 41
Attachment 10.	A Very Welly Xmas - Map	Page 45
Attachment 11.	Newtown Festival - Impact Report	Page 46

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Jacqui Austin, Street Activities Officer Siobhan Procter, Manager, Transport and Infrastructure Moana Mackey, Acting Chief City Planner

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## SUPPORTING INFORMATION

### Engagement and Consultation

Council's intention to consider the proposed temporary road closures was notified through an advertisement in the Dominion Post on 18 May 2019, Have Your Say 23 May 2019, Facebook 23 May 2019. These advertisements invited the public to make submissions on the proposed road closures.

Event organisers have also consulted the following government agencies and associated organisations:

- New Zealand Police
- Ministry of Transport
- Fire and Emergency New Zealand
- Wellington Free Ambulance
- Public Transport Operators
- Relevant Council Business units, e.g. Reading, communications, WREDA.

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

The City Events Team has assessed the proposed events with 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 event 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 road closures with regard to the expected impact on traffic. This information is part of the impact reports.

### Risks / legal

Nil

### Climate Change impact and considerations

N/A

### Communications Plan

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

Event organisers will continue to work with Residents Associations, Community groups and local businesses to address any outstanding issues if the proposed road closures are approved.

**Health and Safety Impact considered**

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

## REGULATORY PROCESSES COMMITTEE

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### PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

#### CAPITAL CITY DUATHLON SUNDAY 25<sup>TH</sup> AUGUST 2019 6AM TO 12PM

#### 1. Description of Event

Capital City Triathlon was formed in 2017 after Scorching Events ended their 13 year event series in Wellington. Duathlon and triathlon events are run in association with the Wellington Triathlon Club to ensure that Wellington triathletes have access to local races. The events are designed to be low key and informal to ensure that new and/or nervous athletes can participate in a relaxed, unimposing and friendly environment. They cater for all abilities and the aim is to encourage more people to participate, as well as allowing those with a triathlon on their "bucket-list" to take part. It is a repeat event that happens every year, and to date there has been no issues.

The proposed road closure is: Sunday 25 August 2019 6am to 12pm

- Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

The above road closure is required to accommodate this event.

Road closure notification boards will be placed at each end of the closure at least 10 working days prior to the event. Residents and retailers will receive a letter or be contacted in person, to advise 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 18 May 2019.
- Have Your Say 23/5/2019
- Facebook 23/5/2019

There were no issues from the debrief session that occurred after the 2018 Duathlon.

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 Jacqui Austin, Team Leader Street Activities and Audit, 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 must have a Health and Safety plan, which covers how Emergency vehicles are required to enter the road closure site if required.
- The road closure is valid from 6am to 12pm.
- It is the event organiser that is responsible for the maintenance of the temporary traffic management plan during the road closure.
- The event organiser is to ensure that the affected property owners along the road closures are consulted with (in particular Retailers and Residents with the road closure area).
- The event organiser is to ensure a debrief session is held shortly after the event.

Signed .....  
Jacqui Austin  
Team Leader Street Activities and Audit

6. Attachments

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

Prepared By:

Maria Taumaa

Street Activities Coordinator



## **Proposal to Close Roads**

The Regulatory Processes Committee will meet on Wednesday 19 June 2019 to consider the following temporary road closures for events.

### **Capital City Duathlon**

**Sunday 25 August 2019 6am to 12pm**

Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

### **Wellington Car Club Shelley Bay Seal Sprint**

**Sunday 6 October 2019 7.00am to 6.00pm**

Massey Road (North end of Scorching Bay Reserve to Northern entrance of Shelly Bay Defence Base)

### **Spring into Tawa**

**Saturday 19 October 2019 5am to 5pm**

Main Road (Lyndhurst/Cambridge Street Roundabout to Surrey Street Roundabout)

### **A Very Welly Christmas**

**Midnight Friday 22nd of November 2019 to Midnight**

**Monday 25th November 2019**

Lambton Quay (Whitmore Street to Willis Street)

Ballance Street (Old Bailey side entrance to Lambton Quay)

Stout Street (Ballance Street to Lambton Quay)

Waring Taylor Street (Intersection Maginnity and

Waring Taylor to Lambton Quay)

Johnston Street (Wilson carpark to Lambton Quay)

Brandon Street (Half way on Brandon Street to

Lambton Quay)

### **Thorndon Fair**

**Sunday 1 December 2019 6am to 6pm**

Tinakori Road (between Bowen Street and Harriett Street)

Hill Street (between Tinakori Road and Guilford Terrace)

### **Newtown Festival**

**Sunday 8 March 2020 5.00am to 9.00pm**

Arney Street (ALL)

Colombo Street (for approximately 100m east of Riddiford Street - **Note:** the Colombo closure begins on Saturday 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020)

Riddiford Street (between Mein Street and Rhodes Street)

Rintoul Street (between Riddiford Street and Millward Street)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Constable Street (between Riddiford Street and Daniell Street)

Hall Street (for approximately 30m west of Riddiford Street)

Emmett Street (all of Emmett Street)

Green Street (all of Green Street)

Wilson Street (for approximately 100 Metres east of Riddiford Street and including the off-street public carpark - **Note:** the Wilson closure extends to 11.30pm)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Normanby Street (for approximately 80m east of Riddiford Street)

Donald McLean Street (for approximately 150m east of Riddiford Street)

Ferguson Street (for approximately 60m south of Donald McLean Street)

Gordon Street (all of Gordon Street)

Gordon Place (all of Gordon Place)

Florence Street (all of Florence Street)

Any person objecting to a proposed road closure must Contact the City Council in writing before 4pm, Friday 28 May 2019. Please send correspondence to Maria Taumaa at mailing address below, by fax 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

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**REGULATORY PROCESSES COMMITTEE**Absolutely Positively  
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Me Heke Ki Pōneke**PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT****WELLINGTON CAR CLUB – SHELLY BAY SEALED SPRINT SUNDAY 6 OCTOBER  
2019 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.

The Proposed road closures are as follows: Sunday 6 October 2019 7am to 6pm

- **Massey Road** (Scorching Bay Reserve to Northern entrance to the former Shelly Bay Defence Base)
- Start line located at Point Gordon

Public notification signage will be erected to advise of Road Closure 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 has been advertised in the Dominion Post.

**2. Events Directorate Support**

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

**3. Proposal Notice and Consultation**

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

- Dominion Post Saturday 18 May 2019
- Have Your Say 23/5/2019
- Facebook 23/5/2019

There were no issues from the debrief session that occurred after the 2018 Shelley Bay Sealed Sprint.

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 Jacqui Austin Team Leader Street Activities and Audit, 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:**

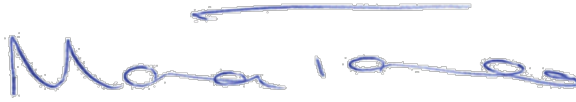
- The road closure be in place from 7am to 6.00pm
- The event organiser is to advise the Shelly Bay retailers and residents
- The event organiser is to provide adequate advanced notification signage at key locations and publicity to ensure that the public is advised of this rally and the, associated 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.
- The event organiser must have a Health and Safety plan which covers how Emergency vehicles are required to enter the road closure site if required.
- The event organiser is to ensure a debrief session is held shortly after the event

Signed .....  
Jacqui Austin  
Team Leader, Street Activities and Audit

Signed   
Jacqui Austin  
Team Leader, Street Activities and Audit

6. Attachments

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

Prepared By:   
Maria Taumaa  
Street Activities Coordinator

## Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 19 June 2019 to consider the following temporary road closures for events.

### Capital City Duathlon

Sunday 25 August 2019 6am to 12pm

Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

### Wellington Car Club Shelley Bay Seal Sprint

Sunday 6 October 2019 7.00am to 6.00pm

Massey Road (North end of Scorching Bay Reserve to Northern entrance of Shelly Bay Defence Base)

### Spring into Tawa

Saturday 19 October 2019 5am to 5pm

Main Road (Lyndhurst/Cambridge Street Roundabout to Surrey Street Roundabout)

### A Very Welly Christmas

Midnight Friday 22nd of November 2019 to Midnight

Monday 25th November 2019

Lambton Quay (Whitmore Street to Willis Street)

Ballance Street (Old Bailey side entrance to Lambton Quay)

Stout Street (Ballance Street to Lambton Quay)

Waring Taylor Street (Intersection Maginnity and Waring Taylor to Lambton Quay)

Johnston Street (Wilson carpark to Lambton Quay)

Brandon Street (Half way on Brandon Street to Lambton Quay)

### Thorndon Fair

Sunday 1 December 2019 6am to 6pm

Tinakori Road (between Bowen Street and Harriett Street)

Hill Street (between Tinakori Road and Guilford Terrace)

### Newtown Festival

Sunday 8 March 2020 5.00am to 9.00pm

Arney Street (ALL)

Colombo Street (for approximately 100m east of Riddiford Street - Note: the Colombo closure begins on Saturday 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020)

Riddiford Street (between Main Street and Rhodes Street)

Rintoul Street (between Riddiford Street and Millward Street)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Constable Street (between Riddiford Street and Daniell Street)

Hall Street (for approximately 30m west of Riddiford Street)

Emmett Street (all of Emmett Street)

Green Street (all of Green Street)

Wilson Street (for approximately 100 Metres east of Riddiford Street and including the off-street public carpark - Note: the Wilson closure extends to 11.30pm)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Normanby Street (for approximately 80m east of Riddiford Street)

Donald McLean Street (for approximately 150m east of Riddiford Street)

Ferguson Street (for approximately 60m south of Donald McLean Street)

Gordon Street (all of Gordon Street)

Gordon Place (all of Gordon Place)

Florence Street (all of Florence Street)

Any person objecting to a proposed road closure must Contact the City Council in writing before 4pm, Friday 28 May 2019. Please send correspondence to Maria Taumaa at mailing address below, by fax 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

Wellington City Council  
PO Box 2199, Wellington 6140  
[Wellington.govt.nz](http://Wellington.govt.nz)

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## REGULATORY PROCESSES COMMITTEE

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### PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

**SPRING INTO TAWA**  
**SATURDAY 19 OCTOBER 2019 5AM TO 5PM**

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#### 1. Description of Event

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

The event is also an opportunity to showcase all the activities that are on offer in the community – includes swimming, music, entertainment, gymnastics and recreation. The festival is a key fundraising opportunity for many of the community groups and organisations and is well supported by local schools and early childhood education providers.

The Council provides great support for the event through the Tawa Community Centre and Library, held in Tawa, the event has reached its limit in terms of the space available on the footpath and the plaza area - also the community organisers would like to see it grow, with more space to enjoy activities. Therefore, it is proposed to close a small section of Main Road to provide a larger space for the event to grow and spread out.

**The proposed road closure is as follows: Saturday 19 October 2019 5am to 5pm**

- **Main road** (between Lyndhurst Road intersection and Surrey Street roundabout)

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 signs will be place at each end of the closure at least 10 working 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 is to be 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

- A public notice advising that the Council is proposing to consider this closure was published in
- Dominion Post Saturday on 18 May 2019
- Have Your Say 23/5/2019
- Facebook 23/5/2019
- Tawa Retailers, Community Groups, Local Schools, Kindergartens. Community Group
- Retailers and Residents have also been notified of the intention to hold this event.

This is a regular yearly event and in 2018 there were no issues.

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 Jacqui Austin, Team Leader Street Activities and Audit, 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 resident, retailers, and the public that are affected by the road closures by 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 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 5am to 5pm.
- It is the event organiser's responsibility to ensure the Traffic Management Company follow the approved Temporary Traffic Management Plan.
- The event organiser is responsible for the maintenance of the temporary traffic management plan during the road closure.
- The event organiser is to ensure that the Public Transport Operators, Police, Fire and Ambulance Services have been consulted with and that the Traffic Management Plan includes all of their specific requirements.
- The detour route must be provided and clearly signed during the road closure.
- The event organiser is to ensure there a debrief session is held shortly after the event.





Signed  
Jacqui Austin  
Team Leader, Street Activities and Audit

6. Attachments

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

Prepared By  
Maria Taumaa  
Street Activities Coordinator



## Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 19 June 2019 to consider the following temporary road closures for events.

### Capital City Duathlon

Sunday 25 August 2019 6am to 12pm

Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

### Wellington Car Club Shelley Bay Seal Sprint

Sunday 6 October 2019 7.00am to 6.00pm

Massey Road (North end of Scorching Bay Reserve to Northern entrance of Shelly Bay Defence Base)

### Spring into Tawa

Saturday 19 October 2019 5am to 5pm

Main Road (Lyndhurst/Cambridge Street Roundabout to Surrey Street Roundabout)

### A Very Welly Christmas

Midnight Friday 22nd of November 2019 to Midnight

Monday 25th November 2019

Lambton Quay (Whitmore Street to Willis Street)

Ballance Street (Old Bailey side entrance to Lambton Quay)

Stout Street (Ballance Street to Lambton Quay)

Waring Taylor Street (Intersection Magninity and

Waring Taylor to Lambton Quay)

Johnston Street (Wilson carpark to Lambton Quay)

Brandon Street (Half way on Brandon Street to

Lambton Quay)

### Thorndon Fair

Sunday 1 December 2019 6am to 6pm

Tinakori Road (between Bowen Street and Harriett Street)

Hill Street (between Tinakori Road and Guilford Terrace)

### Newtown Festival

Sunday 8 March 2020 5.00am to 9.00pm

Arney Street (ALL)

Colombo Street (for approximately 100m east of Riddiford Street - Note: the Colombo closure begins on Saturday 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020)

Riddiford Street (between Main Street and Rhodes Street)

Rintoul Street (between Riddiford Street and Millward Street)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Constable Street (between Riddiford Street and Daniell Street)

Hall Street (for approximately 30m west of Riddiford Street)

Emmett Street (all of Emmett Street)

Green Street (all of Green Street)

Wilson Street (for approximately 100 Metres east of Riddiford Street and including the off-street public carpark - Note: the Wilson closure extends to 11.30pm)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Normanby Street (for approximately 80m east of Riddiford Street)

Donald McLean Street (for approximately 150m east of Riddiford Street)

Ferguson Street (for approximately 60m south of Donald McLean Street)

Gordon Street (all of Gordon Street)

Gordon Place (all of Gordon Place)

Florence Street (all of Florence Street)

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 28 May 2019. Please send correspondence to Maria Taumas at mailing address below, by fax 801 3009 or by email [maria.taumas@wcc.govt.nz](mailto:maria.taumas@wcc.govt.nz)

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C20 The Dominion Post Saturday, May 18, 2019



**Spring into Tawa**  
Saturday 19 October 2019 5am to 5pm



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MAP PROVIDED BY  
WELLINGTON CITY COUNCIL  
100 Waiwairua Street  
WELLINGTON

ORIGINAL MAPS BY  
DATE 17/03/2019  
AUTHOR: NICKY  
REVISIONS:

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## Regulatory Processes Committee

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Wellington City Council  
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### PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

*THORNDON FAIR SUNDAY 1 DECEMBER 2019 6AM TO 6PM*

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#### 1. Description of Event

Thorndon School have organised this popular event with stallholders, shopkeepers, arts and craft enthusiasts and entertainers for over 25 years. The fair is the major fund raising vehicle for the school and is held each year on the first Sunday in December. This year's fair is proposed for Sunday 1 December 2019. As in previous years, the organisers wish to close Tinakori Road (between Bowen Street and Harriet Streets) and Hill Street (between Tinakori Road and 100 metres east).

Approved public information signage will be in place well ahead of the event, with the organisers planning to advertise the Fair via media releases on radio and television, community papers, a web site, bridge banners, posters and signs. Residents and local businesses will receive several letter drops (beginning in late October, then middle of November, 1 week out from the event) and a letter drop on cars the last two Saturday's before the fair advising them of the event.

The proposed road closures are as follows; Sunday 1<sup>st</sup> December 2019 6am to 6pm

- Tinakori Road (between Bowen Street and Harriett Street)
- Hill Street (between Tinakori Road and approximately 100 meters east)

#### 2. Events Directorate Support

The Event 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

- Dominion Post on Saturday 18 May 2019
- Posted on Social Media: Facebook 23/5/2019
- Have Your Say 23/5/2019

It is a repeat event that happens every year and 2018 had no issues

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 Impact Traffic 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 Jacqui Austin, Team Leader Street Activities and Audit, acting as the Council's Traffic engineer, the proposed closure, if implemented according to the plans provided is not likely to impede traffic unreasonably subject to the conditions listed below. However, the Council reserves the right to modify this opinion at any time. If, in the opinion of the Council, the closure may or does impede traffic unreasonably, any approval granted by the Regulatory Processes Committee may be revoked and the event organiser may be required to open the road at the direction of a suitably qualified Council officer in charge of traffic.

## 6 Conditions:

- The road closure will be in place from 6.00am to 6.00pm.
- The land owner agrees to alcohol at the Thorndon Fair on 1 December 2019, between 6am and 6pm, subject to any conditions applied to the special licence.
- The event organiser is to provide a detailed Traffic Management Plan for approval by Council prior to the event. (The event organiser is responsible for safety pedestrian and traffic within the closed area.)
- The event organiser is to ensure that the Public Transport Operators, Police, Fire and Ambulance Services have been consulted with and that the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to ensure that the affected property owners along the road closures are consulted with (in particular Retailers and Residents within the road closure area.)
- The event organiser is to provide marshals at all road closures ends to ensure that public safety (interaction of traffic and event goers) is not compromised.
- The detour route is to be provided and clearly signed during the road closures.
- The event organiser is responsible for the maintenance of the temporary traffic management plan during the road closure.
- The event organiser will publicise the event via media releases, letter drops and advanced signage to notify the public of the road closures.
- 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 event organiser is to ensure a debrief session is held shortly after the event.



Signed  
Jacqui Austin  
Team Leader Street Activities and Audit

**7 Attachments**

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

Prepared By  
Maria Taumaa  
Street Activities Coordinator



## Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 19 June 2019 to consider the following temporary road closures for events.

### Capital City Duathlon

Sunday 25 August 2019 6am to 12pm

Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

### Wellington Car Club Shelley Bay Seal Sprint

Sunday 6 October 2019 7.00am to 6.00pm

Massey Road (North end of Scorching Bay Reserve to Northern entrance of Shelly Bay Defence Base)

### Spring into Tawa

Saturday 19 October 2019 5am to 5pm

Main Road (Lyndhurst/Cambridge Street Roundabout to Surrey Street Roundabout)

### A Very Welly Christmas

Midnight Friday 22nd of November 2019 to Midnight Monday 25th November 2019

Lambton Quay (Whitmore Street to Willis Street)  
Ballance Street (Old Bailey side entrance to Lambton Quay)  
Stout Street (Ballance Street to Lambton Quay)  
Waring Taylor Street (intersection Maginnity and Waring Taylor to Lambton Quay)  
Johnston Street (Wilson carpark to Lambton Quay)  
Brandon Street (Half way on Brandon Street to Lambton Quay)

### Thorndon Fair

Sunday 1 December 2019 6am to 6pm

Tinakori Road (between Bowen Street and Harriett Street)  
Hill Street (between Tinakori Road and Guilford Terrace)

### Newtown Festival

Sunday 8 March 2020 5.00am to 9.00pm

Arney Street (ALL)  
Colombo Street (for approximately 100m east of Riddiford Street - Note: the Colombo closure begins on Saturday 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020)  
Riddiford Street (between Mein Street and Rhodes Street)  
Rintoul Street (between Riddiford Street and Millward Street)  
Newtown Avenue (for approximately 100m east of Riddiford Street)  
Constable Street (between Riddiford Street and Daniell Street)  
Hall Street (for approximately 30m west of Riddiford Street)  
Emmett Street (all of Emmett Street)  
Green Street (all of Green Street)  
Wilson Street (for approximately 100 Metres east of Riddiford Street and including the off-street public carpark - Note: the Wilson closure extends to 11.30pm)  
Newtown Avenue (for approximately 100m east of Riddiford Street)  
Normanby Street (for approximately 80m east of Riddiford Street)  
Donald McLean Street (for approximately 150m east of Riddiford Street)  
Ferguson Street (for approximately 60m south of Donald McLean Street)  
Gordon Street (all of Gordon Street)  
Gordon Place (all of Gordon Place)  
Florence Street (all of Florence Street)

Any person objecting to a proposed road closure must Contact the City Council in writing before 4pm, Friday 28 May 2019. Please send correspondence to Maria Taumaa at mailing address below, by fax 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

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C20 The Dominion Post Saturday, May 18, 2019





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**REGULATORY PROCESSES COMMITTEE**

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**PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT**

***A VERY WELLY CHRISTMAS***

***FRIDAY 22 NOVEMBER MIDNIGHT SUNDAY 24 NOVEMBER 2019 MIDNIGHT***

---

**1. Description of Event**

The Wellington Christmas Festival is to take place on the weekend of November 23/24 2019. This festival is seen as an effective way to celebrate Christmas in the capital.

Key Stakeholders, Santa Parade participants, local retailers, the Chamber of Commerce, the general public have been involved with the development of the festival concept which has generated considerable excitement and support.

Organisations involved in supporting the festival include Wreda, Museums Wellington, Capital E, and Greater Wellington Regional Council. Performers likely to be at the festival are the NZSO, Orchestra Wellington and the Rodger Fox Band.

The Christmas festival will extend the length of Lambton Quay, which will run from 12pm to 8pm on Saturday 23 November and 12pm to 6pm on Sunday 24 November 2019.

Vehicular access to retail outlets for restocking within the road closure times will be managed. A Northbound access-way on Lambton Quay between 10pm Saturday and 8am Sunday will enable this.

The Bus service will be relocated to run Southbound on Featherston and Northbound on Customhouse Quay.

Elements featured in the festival will include the arrival of Santa and a procession to his grotto, carols concert, creative and interactive activities for children and families, main stage entertainment, strolling costumed characters and acts, storytelling, face painting and costumed photo opportunities. For these two days of Christmas, the downtown area will become a place of community celebration, creativity and retail engagement.

The proposed road closures are as follows: Friday 22 November 2019, Midnight to Sunday 24 November 2019 Midnight

- **Lambton Quay (Whitmore Street to Willis Street)**
- **Ballance Street (Old Bailey side entrance to Lambton Quay)**
- **Stout Street (Ballance Street to Lambton Quay)**
- **Waring Taylor Street (Intersection Maginnity and Waring Taylor to Lambton Quay)**
- **Johnson Street (Wilson Carpark to Lambton Quay)**
- **Brandon Street (Half way on Brandon Street to Lambton Quay)**

Road closure notifications boards will be placed at each end of the road closure 7 working days prior to the event. Resident and local businesses will receive a letter drop advising them of the road closures and the parking restrictions. The road closures will be managed by a qualified traffic management company.

Emergency services will have immediate access to the area if required.

## 2. Events Directorate Support

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

## 3. Proposal Notice and Consultation

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

- Dominion Post Saturday on 18 May 2019.
- Posted on Social Media,
- Facebook 23/5/2019
- Have Your Say 23/5/2019

This is a repeat yearly event 2018 had no issues

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

## 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 Jacqui Austin Team Leader Street Activities and Audit, 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 traffic management plan prior to the event including details of detour routes.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshalled vehicle access to all properties affected by the closures.
- The event organiser is to work with the Public Transport operators to provide alternative transport routes and bus stops.
- The event organiser is to ensure that the affected property owners and businesses along the road closures are consulted with and access options are arranged for affected parties.

- The event organiser is to consult with emergency services and ensure the traffic management plan includes all of their special requirements.
- The event organiser is to provide Variable Message Signs on major routes to advise drivers of the road closures.
- 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.
- Event organiser is to ensure there is a debrief sessions held shortly after the event.



Signed  
Jacqui Austin  
Team Leader and Street Activities and Audit

#### 6. Attachments

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

Prepared By:  
Maria Taumaa  
Street Activities Coordinator



## Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 19 June 2019 to consider the following temporary road closures for events.

### Capital City Duathlon

**Sunday 25 August 2019 6am to 12pm**

Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

### Wellington Car Club Shelley Bay Seal Sprint

**Sunday 6 October 2019 7.00am to 6.00pm**

Massey Road (North end of Scorching Bay Reserve to Northern entrance of Shelly Bay Defence Base)

### Spring into Tawa

**Saturday 19 October 2019 5am to 5pm**

Main Road (Lyndhurst/Cambridge Street Roundabout to Surrey Street Roundabout)

### A Very Welly Christmas

**Midnight Friday 22nd of November 2019 to Midnight Monday 25th November 2019**

Lambton Quay (Whitmore Street to Willis Street)  
Ballance Street (Old Bailey side entrance to Lambton Quay)  
Stout Street (Ballance Street to Lambton Quay)  
Waring Taylor Street (Intersection Maginnity and Waring Taylor to Lambton Quay)  
Johnston Street (Wilson carpark to Lambton Quay)  
Brandon Street (Half way on Brandon Street to Lambton Quay)

### Thorndon Fair

**Sunday 1 December 2019 6am to 6pm**

Tinakori Road (between Bowen Street and Harriett Street)  
Hill Street (between Tinakori Road and Guilford Terrace)

### Newtown Festival

**Sunday 8 March 2020 5.00am to 9.00pm**

Arney Street (ALL)  
Colombo Street (for approximately 100m east of Riddiford Street - Note: the Colombo closure begins on Saturday 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020)  
Riddiford Street (between Mein Street and Rhodes Street)  
Rintoul Street (between Riddiford Street and Millward Street)  
Newtown Avenue (for approximately 100m east of Riddiford Street)  
Constable Street (between Riddiford Street and Daniell Street)  
Hall Street (for approximately 30m west of Riddiford Street)  
Emmett Street (all of Emmett Street)  
Green Street (all of Green Street)  
Wilson Street (for approximately 100 Metres east of Riddiford Street and including the off-street public carpark - Note: the Wilson closure extends to 11.30pm)  
Newtown Avenue (for approximately 100m east of Riddiford Street)  
Normanby Street (for approximately 80m east of Riddiford Street)  
Donald McLean Street (for approximately 150m east of Riddiford Street)  
Ferguson Street (for approximately 60m south of Donald McLean Street)  
Gordon Street (all of Gordon Street)  
Gordon Place (all of Gordon Place)  
Florence Street (all of Florence Street)

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 28 May 2019. Please send correspondence to Maria Taumaa at mailing address below, by fax 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

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## REGULATORY PROCESSES COMMITTEE

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## PROPOSED TEMPORARY ROAD CLOSURE - IMPACT REPORT

## NEWTOWN FESTIVAL

Sunday 8 March 2020 5.00am to 9.00pm

## 1. Description of Event

The Annual Newtown Festival and Fair is a successful community event attracting very large crowds.

The proposed road closures, to vehicular traffic only, are for **Sunday 8 March 2020**, from 5.00am to 9.00pm.

The proposed road closures are as follows;

- Arney Street (All)
- Colombo Street (Saturday 7 March 2020 at 7am to 11.30pm)
- Constable Street (between Riddiford Street and Daniell Street)
- Donald Mclean Street (between Riddiford Street and Ferguson Street)
- Emmett Street (All)
- Ferguson Street (for approximately 60m south of Donald McLean Street)
- Florence Street (All)
- Gordon Place (All)
- Gordon Street (All)
- Green Street (All)
- Hall Street (30 metres West of Riddiford Street)
- Newtown Avenue (Riddiford Street and 100 metres east)
- Normanby Street (Riddiford Street and 80 metres east).
- Riddiford Street (between Mein Street and Rhodes Street)
- Rintoul Street (Riddiford Street to Millward Street)
- Wilson Street (Riddiford Street to number 17 including off street public carpark. Wilson Street will be closed till 11.30pm to facilitate the removal of fair infrastructure)

Proposed temporary one-way traffic scheme to bypass the fair:

**Daniell Street** (One-way south from Mein Street to Constable Street)

**Owen Street** (one-way from Mein Street to Constable Street)

Parking restrictions are proposed on the above and some surrounding streets. A one-way system for Eastern and some Southern bus services will operate on Daniell Street and Owen Street via Mein Street, which remains two-way at all times. Buses to and from Island Bay will be diverted to the number 4 route which runs via Adelaide Road. The traffic diversion, emergency procedures and the fair footprint are an established format that Council officers, the local community emergency services and the traffic management company have collectively reviewed and used on previous occasions.

Road closure notification signs will be in place at least 10 working days prior to the event, as well as electronic variable message boards on the event day. Residents and local businesses will receive a letter drop advising them of the event, the road closures and the parking restrictions.

The event is also extensively advertised by posters in local shops, a variety of other media in the week preceding the fair. The event is to be traffic managed by a qualified traffic management company and emergency services will have immediate access to the area if required. Public transport operators have been notified and consulted with over the road closures. Agreement has been reached on suitable temporary bus stops and detour routes for the event with Greater Wellington Regional Council.

## **2. Events Directorate Support**

The Newtown Festival is a long running community event and is regarded as the most successful festival of its type in the city. Wellington City Council provides support for the event through a community Festivals Grant and additional funding from the Events Business Unit.

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

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

Dominion Post Saturday 8 May 2019 and posted on Social Media via:

- Facebook
- Have Your Say
- Newtown Resident's Association
- It is a repeat event that happens every year and to date there have been no issues.

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 Jacqui Austin, Team Leader, Street Activities and Audit, acting as the Council's Traffic engineer, the proposed closure, if implemented according to the plans provided, will impede traffic flows on several major routes. The proposed conditions below will go some way to mitigate the expected traffic congestion during the road closures. The expected congestion during the road closures is considered acceptable to facilitate a public event and ensure the safety of the general public. An approved traffic management plan is required and will attempt to minimise disruption. Further conditions listed below will also be required to be adhered to assist in managing the event.

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 organizer may be required to open the road at the direction of a suitably qualified Council officer in charge of traffic.

**Conditions:**

- The event organizer is to publicly notify the event via letter drop, newspaper advertisement, advanced signage and media release.
- The event organizer is to ensure that the emergency services (Police, Fire, and Ambulance Services) have been consulted with and that the Traffic Management Plan includes all of their specific requirements.
- The event organizer is to ensure that the affected property owners and businesses along the road closures are consulted with and access options are arranged for affected parties.
- The event organizer is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised (in particular the road closures at the ends of Riddiford Street, Constable Street and Rintoul Street).
- Detour routes are to be provided and clearly signed during the road closure period.
- The event organizer is to work with the public transport operators to provide alternative public transport routes and bus stops.
- The event organizer is to provide further details of the Traffic Management Plan to Council for approval prior to the event, including details of detour routes.
- The event organizer is to provide Variable Message Signs on major routes to advise drivers of the road closures, in particular routes between the CBD and the Airport and the Regional Hospital.
- Event Information signs must be installed 10 working days before the event.
- The event organizer 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 organizer will manage all the Health & Safety risks associated with the event.
- The event organizer is to ensure a debrief session is held shortly after the event.

Signed 

Jacqui Austin

Team Leader Street Activities and Audit

**6. Attachments**

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

Prepared  
Maria Taumaa

Street Activities Coordinator





## Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 19 June 2019 to consider the following temporary road closures for events.

### Capital City Duathlon

Sunday 25 August 2019 6am to 12pm

Massey Road (Scorching Bay to Northern entrance to Shelley Bay Base)

### Wellington Car Club Shelley Bay Seal Sprint

Sunday 6 October 2019 7.00am to 6.00pm

Massey Road (North end of Scorching Bay Reserve to Northern entrance of Shelly Bay Defence Base)

### Spring into Tawa

Saturday 19 October 2019 5am to 5pm

Main Road (Lyndhurst/Cambridge Street Roundabout to Surrey Street Roundabout)

### A Very Welly Christmas

Midnight Friday 22nd of November 2019 to Midnight

Monday 25th November 2019

Lambton Quay (Whitmore Street to Willis Street)

Ballance Street (Old Bailey side entrance to Lambton Quay)

Stout Street (Ballance Street to Lambton Quay)

Waring Taylor Street (Intersection Maginnity and

Waring Taylor to Lambton Quay)

Johnston Street (Wilson carpark to Lambton Quay)

Brandon Street (Half way on Brandon Street to

Lambton Quay)

### Thorndon Fair

Sunday 1 December 2019 6am to 6pm

Tinakori Road (between Bowen Street and Harriett Street)

Hill Street (between Tinakori Road and Guilford Terrace)

### Newtown Festival

Sunday 8 March 2020 5.00am to 9.00pm

Arney Street (ALL)

Colombo Street (for approximately 100m east of Riddiford Street - Note: the Colombo closure begins on Saturday 7 March 2020 at 7am and extends to 11.30pm on Sunday 8 March 2020)

Riddiford Street (between Mein Street and Rhodes Street)

Rintoul Street (between Riddiford Street and Millward Street)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Constable Street (between Riddiford Street and Daniell Street)

Hall Street (for approximately 30m west of Riddiford Street)

Emmett Street (all of Emmett Street)

Green Street (all of Green Street)

Wilson Street (for approximately 100 Metres east of Riddiford Street and including the off-street public carpark - Note: the Wilson closure extends to 11.30pm)

Newtown Avenue (for approximately 100m east of Riddiford Street)

Normanby Street (for approximately 80m east of Riddiford Street)

Donald McLean Street (for approximately 150m east of Riddiford Street)

Ferguson Street (for approximately 60m south of Donald McLean Street)

Gordon Street (all of Gordon Street)

Gordon Place (all of Gordon Place)

Florence Street (all of Florence Street)

Any person objecting to a proposed road closure must Contact the City Council in writing before 4pm, Friday 28 May 2019. Please send correspondence to Maria Taumaa at mailing address below, by fax 801 3009 or by email [maria.taumaa@wcc.govt.nz](mailto:maria.taumaa@wcc.govt.nz)

Wellington City Council  
PO Box 2199, Wellington 6140  
Wellington.govt.nz

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke



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## NEW PREMISES LEASE FOR ALEX MOORE PARK SPORT AND COMMUNITY INCORPORATED AND EXTENSION OF LEASE PERIOD FOR THE LYALL BAY SURF LIFE SAVING CLUB INCORPORATED

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### Purpose

1. This report asks the Regulatory Processes Committee to approve a new premises lease for the Alex Moore Park Sport and Community Incorporated Society, and extend the lease period for the Lyall Bay Surf Life Saving Club, under the Reserves Act 1977.

### Summary

2. The *Leases Policy for Community and Recreation Groups* (available at <https://wellington.govt.nz/your-council/plans-policies-and-bylaws/policies/leases-policy-for-community-and-recreational-groups>) sets out the Council's role in granting leases and licences on Council-owned land and/or buildings.
3. Under the Council's Delegations Policy (available at <http://staffnet.net.ad.wcc.govt.nz/tools-and-policies/policies/delegations-policy/>) all leases and licences on reserve land must be approved by the Regulatory Processes Committee.
4. The construction of the Alex Moore Park Hub Facility is currently underway and a Partnering Agreement is being finalised with the Council and the Alex Moore Park Sport and Community Incorporated (AMPSCI). The building is due to be completed at the end of 2020, however AMPSCI require the security of a lease now to pursue funding for its contribution to the project.
5. Based on Officers' assessment it is recommended that, under the Reserves Act 1977, a premises lease is granted to AMPSCI (the "**Society**") following completion of the Hub Facilities, and provided the Society has made the requisite payments and it not being in breach of any provision in the Partnering Agreement. Officers' recommend a lease term of eleven years with two rights of renewal of eleven years.
6. The Regulatory Processes Committee approved a ten year lease with one right of renewal for the Lyall Bay Surf Life Saving Club Incorporated on 14 November 2012. Now the building is almost complete the Club has requested extending the lease period to the maximum allowable term under the Reserves Act 1977 of eleven years with two rights of renewal of eleven years. Given the significant investment of the Club, Officers support the request for a longer term.

### Recommendation/s

That the Regulatory Processes Committee:

1. Receives the information.
2. Agrees to grant a premises leases for an eleven year term with two renewal terms of eleven years to the Alex Moore Park Sport and Community Incorporated (AMPSCI) for:
  - a. The hub building which will be located at Alex Moore Park, Bannister Avenue, Johnsonville and the land is legally described as Lot 17- 20 on Deposited Plan 2107 and contained within Records of Title WN600/20 and WN507/94.

- b. The leased area will be 470m<sup>2</sup> and will include the entire upstairs area, foyer, lift and stairwell.
  - c. Notes that the lease will be executed following completion of the Hub Facilities, and provided AMPSCI has made the requisite payments and it not being in breach of any provision in the extant Partnering Agreement between the Council and AMPSCI.
  - d. Notes that the Society will submit its ten-year maintenance plan and up-to-date health and safety policy and procedures prior to the lease being executed.
3. Agrees to extend the, already approved, ground lease period for the Lyall Bay Surf Life Saving Club Incorporated to eleven years, with two rights of renewal of eleven years. The leased area is 418.6m<sup>2</sup> and is legally described as Part Lot 3, Deposited Plan 2456 and is contained in Record of Title WN428/268.
  4. Notes that approval to grant the lease and extend the lease period on Reserve land is conditional on:
    - a. Appropriate iwi consultation
    - b. Public notification as required under sections 119 and 120 of the Reserves Act
    - c. No sustained objections resulting from the above notification
    - d. Legal and advertising costs being met by the Lessees (where applicable).

## Background

### Alex Moore Park Sport and Community Incorporated

7. The Council owns and manages Alex Moore Park, held as recreation reserve under the Reserves Act 1977.
8. The Council have partnered with the Alex Moore Park Sport and Community Incorporated (AMPSCI) to establish a sport, community and recreational hub facility at Alex Moore Park.
9. The AMPSCI Board represents the following six local recreation and community foundations clubs:
  - a) Johnsonville Cricket Club Incorporated
  - b) Johnsonville Rugby Football Club Incorporated
  - c) North Wellington Football Club Incorporated
  - d) North Wellington Junior Football Club Incorporated
  - e) Olympic Harrier & Athletic Club Incorporated
  - f) Wellington Deaf Society Incorporated
10. The Council will procure the design, build and development of the Hub Facilities and AMPSCI (the "Society") will contribute money to the project, in accordance with the 2019 Partnering Agreement. The Council will be the sole owner of the Hub Facilities, neither the Society nor any of the Clubs will have any ownership interest in the Hub Facilities.
11. Detail regarding the project to design and build the Hub Facilities has previously been provided to City Strategy Committee on 6 Dec 2018. The project remains largely unchanged with an estimated completion date at the end of 2020. An update on the project will be provided to all councillors at a workshop on 20 June.
12. The building will be located at Alex Moore Park, Bannister Avenue, Johnsonville and the land is legally described as Lot 17- 20 on Deposited Plan 2107 and contained

within Records of Title WN600/20 and WN507/94. The leased area will be 470m<sup>2</sup> (see **Attachment 1** for site map); it will include the entire upstairs area, foyer, lift and stairwell.

13. On completion of the project, Officers' recommend to lease the premises in the Hub Facilities to AMPSCI. AMPSCI will license or otherwise make the premises available to the six foundation Clubs, as well as other local sport and recreation clubs. AMPSCI will also make the premises available for casual hire at reasonably affordable rates. Note that such use must be permitted under the Reserves Act 1977 and any relevant Council reserve management plan.
14. AMPSCI is considering setting up a café to operate from the premises. If this eventuates note that under the Reserves Act 1977, Committee approval will be required for such activity.
15. The Society is currently applying for funding to contribute to the project; however it needs the security of a lease to be considered for funding.
16. Officer's assessment of the AMPSCI's lease application meets the criteria in the Leases Policy and accordingly this paper requests Committee approval to lease the premises to AMPSCI for an eleven year term with two renewal periods of eleven years each. This is the maximum term permissible under the Reserves Act 1977 and is being recommended due to the significant investment from AMPSCI.

#### **Lyllall Bay Surf Life Saving Club Incorporated**

17. The Regulatory Processes Committee previously approved a ground lease for the new purpose built building to the Lyall Bay Surf Life Saving Club Incorporated on 14 November 2012 for a term of ten years with one right of renewal of ten years.
18. The building is near completion and the lease terms are currently being negotiated. As part of the negotiation the Club have requested that given its significant investment, the lease term be extended to eleven years and two additional right of renewal periods of eleven years, which is the maximum term under the Reserves Act 1977.
19. Officers support the Club's request and ask the Committee to approve the extension of the lease period.
1. Note that the land is classified as fee simple but is treated by Council as local purpose reserve and managed under the South Coast Management Plan and the Reserves Act 1977. The land is currently in process of being classified as local purpose reserve.

#### **Discussion**

2. Under the Leases Policy, new leases and licences are considered against seven criteria:
  - a. Strategic fit;
  - b. Group's organisation structure;
  - c. Membership sustainability;
  - d. Financial and maintenance obligations;
  - e. Optimal use of resources;
  - f. Environmental impact; and
  - g. Demonstrated need from the community.

**Alex Moore Park Sport and Community Incorporated**

3. The Society was assessed as performing satisfactorily under each of these above criteria:

**A. Strategic fit** – *The group's purpose and activities must be consistent with the Council's strategic direction to promote healthy lifestyles and build strong communities.*

4. Established in 2009, AMPSCI is the legal entity representing the six foundation clubs for the development and subsequent management of a sports and recreation hub.

5. The purpose of the hub aligns with the Council's strategy to promote healthy and strong communities. The Society was formed to foster the participation, promotion and development of sport and recreation for all ages and ability levels in the Johnsonville area, particularly in relation to the following sports: cricket, football, rugby football, harriers and athletics. Additionally the Society promotes and advocates for the wellbeing of the Wellington deaf community.

**B. Group's organisation structure** – *The group must be an incorporated society or Trust.*

6. AMPSCI is an incorporated society established in 2009. The AMPSCI Board comprises eight representatives, five appointed and three elected by the foundation member Clubs. The Board representatives include both club members and independent community members.

7. AMPSCI, to date, has relied entirely on services provided by volunteers.

**C. Membership sustainability** – *The group must be sustainable in terms of membership and/or users of the services for the term of the lease.*

8. As above, the AMPSCI Board represents the following six local recreation and community foundations clubs:

- g) Johnsonville Cricket Club Incorporated
- h) Johnsonville Rugby Football Club Incorporated
- i) North Wellington Football Club Incorporated
- j) North Wellington Junior Football Club Incorporated
- k) Olympic Harrier & Athletic Club Incorporated
- l) Wellington Deaf Society Incorporated

9. The total membership of all six clubs is approximately 2,000 people.

**D. Financial and maintenance obligations** – *The group must be in a financial position to fulfil its lease obligations for the term of the lease, including but not exclusive to rent, insurance and building and grounds maintenance.*

**Financial**

10. As at YE March 2017, the main sources of revenue for AMPSCI are grants and contributions from member clubs by way of capitation fees.

11. AMPSCI's total accumulated funds as at March 2017 are \$108,014.

12. As a contribution towards the project costs AMPSCI will pay to the Council, the greater of: 50% of the project costs; or \$2 million – plus GST (if any).

13. The Society will procure that Johnsonville Cricket Club Incorporated and Olympic Harrier and Athletic Club Incorporated will transfer the titles to their clubrooms to the Council for a purchase price of \$1 (payable by the Council).

14. The annual lease fee for the 470m<sup>2</sup> is \$664.00 +GST. The Society will pay the Council the maintenance fee for half the footprint of the building (235m<sup>2</sup>) because the ground floor of the facility is for public use. The annual maintenance fee is \$8,314.91 +GST. Note that both the lease fee and maintenance fee are subject to review.

**Maintenance**

15. The Society will be responsible for the internal maintenance of the upstairs area, foyer, lift and stairwell. The Society will provide the Council a ten year maintenance plan prior to this lease being executed. The Society is responsible for contents and public liability insurance and its own utilities.
16. The Council's consent will be required for any alterations or major work beyond standard maintenance (to be given or withheld at its discretion).
17. The Council is responsible for exterior maintenance, weather tightness, compliance and services to the building.

**E. Optimal use of resources – *The land and/or buildings must be utilised to the fullest extent practicable.***

18. The six foundation Clubs will all access and use the Hub Facilities pursuant to any licence agreement negotiated with the Society. The Clubs all currently use various clubrooms and the fields at Alex Moore Park; however this use will be transferred to the Hub Facilities on completion of the project. As above there is a combined membership base of approximately 2000 from the six foundation Clubs. Additional clubs and/or community organisations in or around the Johnsonville area will also use the Hub facilities.
19. Alex Moore Park is considered a significant recreation facility for Johnsonville and wider Wellington, and the Hub Facilities will continue to foster the promotion of sport, recreation and community cohesion in the Johnsonville area.
20. This significant level of community interest and support in the Alex Moore Hub Facilities gives affirmation that they will be well utilised.

**F. Environmental impact – *The activity cannot have the potential to adversely affect open space values or other legitimate activities.***

21. The footprint of the new building is 470m<sup>2</sup>, and it will be built on the same site as the existing Johnsonville Cricket Club and Olympic Harrier and Athletics Club. The Cricket Club building will be demolished, and the new building will be connected to the existing structures of the Olympic Harrier building. As the new building footprint will replace the two existing buildings, it is therefore likely to have minimal effect on the surrounding reserve.
22. All sport, recreation and community use of the facility will be compliant with the Suburban Reserves Management Plan and the Reserves Act.
23. Note that the development is subject to a Resource Consent, which the application is currently underway.

**G. Demonstrated need from the community – *There must be demonstrated support and need within the community for the activity.***

24. The Alex Moore Hub Facility proposal has been through significant community stakeholder consultation and feasibility studies. As above, the Hub Facility has been led by the community, and on completion it will continue to be supported by the

Johnsonville and wider Wellington communities. The proposal to lease the premises to AMPSCI will enable full community use of the facility.

## Conclusion

### **Alex Moore Park Sport and Community Incorporated**

25. On the basis of the above assessment, the following terms are recommended:
- An eleven year premises lease with two rights of renewal for eleven years each for Alex Moore Park Sport and Community Incorporated. The term is the maximum allowable under the Reserves Act 1977 and is being recommended due to the significant investment into the Hub project by AMPSCI.
  - Notes that the lease will be executed following completion of the Hub Facilities, and provided the Society has made the requisite payments and it not being in breach of any provision in the Partnering Agreement.
  - Notes that the Society will submit its ten-year maintenance plan and up-to-date health and safety policy and procedures prior to the lease being executed.

### **Lyll Bay Surf Life Saving Club Incorporated**

26. The Committee has previously approved a ten year lease with one ten year right of renewal period to the Lyll Bay Surf Life Saving Club Incorporated on 14 November 2012. The assessment of the Club's application to lease the area was also detailed in this paper.
27. The shell of the building has been completed and the Club are presently raising funds to complete the internal fit out. The lease document is currently being negotiated and as part of that negotiation the Club has requested extending the lease period to the maximum term allowable on reserve of eleven years, plus two right of renewal periods of eleven years. Officers support the Club's request to extend the term due to the significant investment of the Club.

## Options

### **Alex Moore Park Sport and Community Incorporated**

28. The Alex Moore Park Hub building is due to be completed by the end of 2020. The Society is applying for funding to contribute to the project; however it needs the security of a lease to be considered for funding. If Officers' recommendations are rejected, and the lease is not secured, the Society will undoubtedly face significant difficulty in securing funding.

### **Lyll Bay Surf Life Saving Club Incorporated**

29. The Committee has previously approved a ten year term, with one right of renewal of ten years. If the recommendation to extend this term is agreed, the Surf Club will have more security of tenure which is reasonable given the building has a 50 year life and required major capital investment. The two renewal dates still present the opportunity for both parties to discuss the lease and any compliance issues, and indeed between those times.

## Next Actions

30. If the recommendations in this report are accepted the following will occur:



- Public notification / consultation of the proposed lease and extended term of the Lyall Bay Surf Club lease, in line with the Reserves Act 1977.
- Detail of any objections will be reported back to Committee.
- Negotiate and sign the lease documentation for Alex Moore Park Sport and Community Incorporated and the Lyall Bay Surf Life Saving Club Incorporated.

## Attachments

Attachment 1. Proposed leased area for AMPSCI

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Authors	Kristine Ford, Community Recreation Leases Lead Nia Afoa, Sport and Club Partnership Lead
Authoriser	Sarah Murray, Customer and Community Partnerships Manager Paul Andrews, Manager Parks, Sport and Recreation Barbara McKerrow, Chief Operating Officer

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## SUPPORTING INFORMATION

### Engagement and Consultation

Public consultation will be undertaken on both the proposed AMPSCI lease and the extension of the term of the Lyall Bay Surf Life Saving Club lease, as required under sections 119 and 120 of the *Reserves Act 1977* and section 6 of the *Leases Policy for Community and Recreation Groups*.

A Public Notice will be put in the Dominion Post and full details regarding the leases will be included in the “Have your Say” section of the Council website. A 30-day consultation will be carried out with Te Runanga o Toa Rangatira Incorporated, Port Nicholson Block Settlement Trust, nearby neighbouring properties (by way of a letter drop), and the Residents’ Associations.

All submissions received will be taken into account.

### Treaty of Waitangi considerations

There are no Treaty of Waitangi considerations.

### Financial implications

There are no significant financial considerations.

### Policy and legislative implications

The recommendations in this report are consistent with relevant Council Policy – the *Leases Policy for Community and Recreation Groups* and legislation – the *Reserves Act*.

### Risks / legal

The risks to the Alex Moore Hub Project have all been outlined in the 6 December City Strategy Committee report. Additionally the Partnering Agreement and Heads of Agreement documents detail the mitigating measures to control the risks.

If the Partnering Agreement has been breached, the Lease will not be executed.

### Climate Change impact and considerations

There are no specific climate change impacts and considerations.

### Communications Plan

Not applicable.

### Health and Safety Impact considered

AMPSCI and Lyall Bay Surf Life Saving Club must provide suitable health and safety policies and procedures for members and users of the building before either lease is executed.

Attachment One: Proposed site and leased area for Alex Moore Park Sport and Community Incorporated



Key	
	Alex Moore Park
	Proposed Hub Facilities building site
	Cricket Club Rooms
	Olympic Harrier & Athletic Club Clubrooms

AMPSCI Leased area: 470m<sup>2</sup>



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## APPROVAL OF NAME FOR A NEW RIGHT-OF-WAY IN JOHNSONVILLE

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### Purpose

1. This report asks the Regulatory Processes Committee to approve a name for a new right-of-way in Johnsonville, as shown on F Plan 3105 (Attachment 1 refers).

### Summary

2. A subdivision off Fairburn Grove in Johnsonville has resulted in a new right-of-way which now needs to be named.

### Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Approves the name *Silvereye Way* to be allocated to the new right-of-way created as a result of a recent subdivision in Johnsonville, as shown on F Plan 3105.

### Background

3. A subdivision accessed via Fairburn Grove in Johnsonville has resulted in a new right-of-way created to provide access to a number of properties

### Discussion

4. A new right-of-way off Fairburn Grove in Johnsonville has been created as result of subdivision. Under the Australasian Addressing Standard AS/NZS 4819.2011, right-of-ways serving five or more properties should be named. This right-of-way will give access to more than nine properties.
5. Officers have suggested the name *Silvereye Way* for this private right-of-way and the developer supports the use of this name.
6. Greater Wellington Regional Council has previously approved and reserved the use of the name *Silvereye Way* in Wellington city.
7. At the meeting of the Regulatory Processes Committee (the Committee) on 18 April 2019, the name *Silvereye Way* was proposed for a small private right-of-way in Crofton Downs. At that time, however, a decision on the name was deferred in view of further development in the area. A number of te reo names were instead considered at a subsequent meeting of the Committee.
8. The new roads in the Crofton Downs subdivision were eventually named according to the te reo names for native flora and fauna.
9. The name *Silvereye Way* is consequently still available for use. The right-of-way for which it was originally proposed has been named *Pihipihi Way*, the te reo name for the silvereye bird.

10. Council officers consider the name *Silvereye Way* to be suitable for use in Johnsonville where there is no precedent for naming streets following any particular theme.
11. The Council's Tira Poutama, Iwi Partnerships Team has been approached for feedback. They have no objection to use of the name *Silvereye Way* for this private right-of-way.
12. The Johnsonville Community Association has not provided any feedback regarding the proposed name.

### Recommended Names

13. Council officers recommend the name *Silvereye Way* be approved for the private right-of-way off Fairburn Grove shown on F Plan 3105.

### Attachments

Attachment 1. F Plan 3105 - Silvereye Way

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Authors	Carline Thomas, Advisor, Land, Customer and Property Information Michael Brownie, Team Leader Land, Customer and Property Information
Authoriser	Toni Thompson, Manager Information Centre Moana Mackey, Acting Chief City Planner

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## SUPPORTING INFORMATION

### Engagement and Consultation

Consultation on this proposal has taken place with the developers, local iwi through the Council's Tira Poutama, Iwi Partnerships Team, and the Johnsonville Community Association.

The name *Silvereye Way* has been checked for duplication, similarity and suitability by the Greater Wellington Regional Council.

### Treaty of Waitangi considerations

Tira Poutama, Iwi Partnerships has been consulted and has advised the name is suitable for use in this area.

### Financial implications

There are no financial implications.

### Policy and legislative implications

Allocation of street names is a statutory function under Section 319A of the Local Government Act 1974.

Under the Australasian Addressing Standard AS/NZS 4819.2011 right-of-ways serving five or more properties should be named. This right-of-way will give access to more than nine properties.

### Risks / legal

There are no risks or legal implications associated with the selection of the proposed name. The Australasian Addressing Standard AS/NZS 4819.2011 provides that right-of-ways serving five or more properties should be named.

### Climate Change impact and considerations

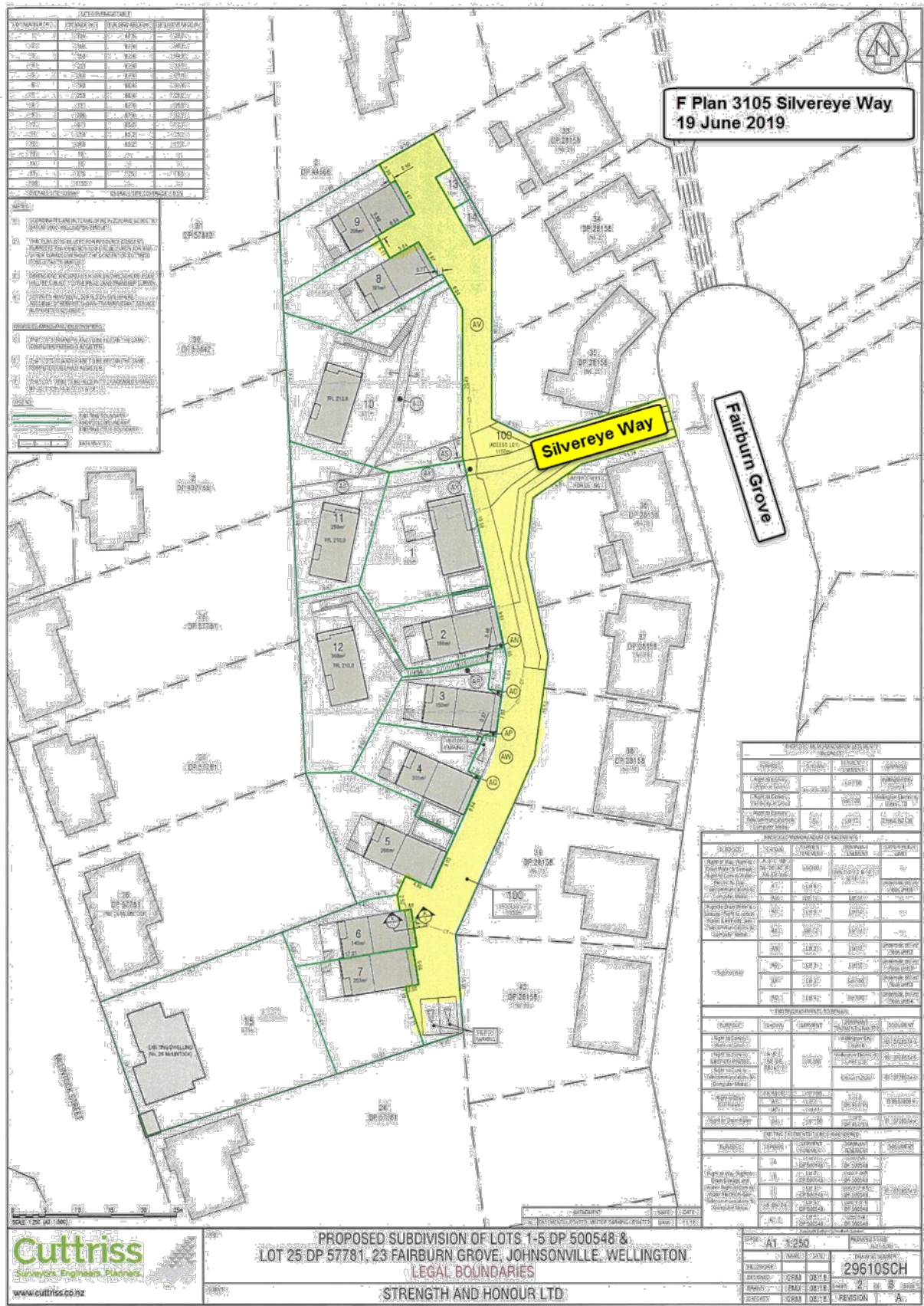
There are no climate change impacts or considerations.

### Communications Plan

An extensive communication plan provides for all appropriate agencies and people to be advised of the name of the right-of-way, including emergency services, NZ Post, and Land Information New Zealand,

### Health and Safety Impact considered

Naming this right-of-way means that emergency services such as fire and ambulance will be able to more readily attend any emergencies in this right-of-way.





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## APPROVAL OF NAME FOR NEW RIGHT-OF-WAY IN ISLAND BAY

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### Purpose

1. This report asks the Regulatory Processes Committee to approve a name for a newly created right-of-way in Island Bay as shown on F Plan 3106 (Attachment 1 refers).

### Summary

2. This is a proposal to name a right-of-way created as a result of redevelopment of the Erskine College site in Island Bay. The proposed name is *Dobson Way*.

### Recommendations

That the Regulatory Processes Committee:

1. Receives the information.
2. Agrees to approve the name *Dobson Way* to be allocated to the right-of-way created as a result of redevelopment of the Erskine College site in Island Bay, as shown on F Plan 3106.

### Background

3. The Erskine College site in Island Bay is being redeveloped. As a consequence, a new right-of-way now needs to be named in accordance with the Council's Road Naming Procedures (August 2002) and the Addressing Standard (AS/NZS 4819:2011). The right-of-way is in Stage 1A, shown on F Plan 3106, and is nearing completion.

### Discussion

4. The Erskine College site in Island Bay is currently undergoing redevelopment. Part of this redevelopment is now nearing completion.
5. Owners of properties accessed from the right-of-way created in Stage 1A will soon be moving into their properties. The right-of-way now needs to be named to allow addresses to be assigned to these properties. Naming the right-of-way will mean the new owners will be able to have services connected and mail delivered. Visitors and emergency services will also be able to locate properties at the site.
6. The developer's heritage architect has consulted with Heritage New Zealand and the Save Erskine College Trust (SECT) in selecting a number of names proposed for roads and right-of-ways to be constructed on the site.
7. From this list, Council officers consider the name *Dobson Way* to be the most appropriate for the right-of-way. Selection of this name is based on the information provided by the heritage architect and the provisions of the Council's current Road Naming Procedures.
8. As advised by the developer's agents: Mother Mary Jane Dobson (1842-1938) was appointed as the first Superior of the Island Bay Sacred Heart Convent in 1905, having

previously been the Superior of the Sacred Heart Convent in Timaru. She was involved in choosing the land upon which Erskine College was subsequently constructed. In 1905, she arrived from Timaru to oversee the building of the college with six nuns, also from Timaru. Leaving in 1907, Mother Dobson was also later appointed as a Superior in Auckland. She passed away in 1938 at the age of 96.

9. The relevant provisions of the Council's current Road Naming Procedures are that road names should preferably be unique, not excessive in length, unlikely to be mistaken for another road name already in use, unlikely to cause offence, and have some local content or meaning, reflecting an historical person or event.
10. The Council's Tira Poutama, Iwi Partnerships Team has been consulted and raised no objection to the proposed name. Due to the short timeframe involved in naming this first right-of-way in the development, there has been little time available for iwi to consider the proposal. There will be more time for iwi to consider names for the other right-of-ways and roads in this development.
11. The Council's Heritage Team was invited to comment. Feedback from a Wellington City Libraries local and New Zealand history specialist indicates that Sister Mary Jane Dobson seems to have had a relatively minor profile in the local community beyond establishing the College. As this right-of-way only serves seven properties, however, the name *Dobson Way* is still appropriate.
12. The owners of the properties accessed from this right-of-way have been consulted and raised no objection.
13. The Island Bay Residents' Association has been consulted. They have advised that they are unable to submit on the proposed name on this occasion due to the short timeframe involved.

## Recommended Names

14. Council officers recommend the name *Dobson Way* be approved for the right-of-way created as a result of redevelopment of the Erskine College site, as shown on F Plan 3106. Officers feel this name is the most appropriate based on consultation undertaken with stakeholders and historical association of the name with Erskine College.

## Attachments

Attachment 1. F Plan 3106 Dobson Way

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

Consultation on the proposed name has taken place with the developer's agents who are assisting with the process of naming of roads and right-of-ways at the site. They have liaised with the Save Erskine College Trust and Heritage New Zealand.

The Island Bay Residents' Association has been consulted and have made no comment in this instance due to the timeframe involved. There will be time for the Association to more properly consider names proposed for the remainder of the roads and right-of-ways in the development. The Council's Tira Poutama, Iwi Partnerships Team and Heritage Team have also been consulted. Feedback has been received from the Wellington City Libraries' team.

The name has been checked for duplication, similarity and suitability by the Greater Wellington Regional Council.

### **Treaty of Waitangi considerations**

The Council's Tira Poutama, Iwi Partnerships Team has been consulted. No objection was received, however, it is acknowledged that the timeframe for consultation was short in this instance. Future proposals for names of roads and right-of-ways in the redevelopment will be accompanied by longer consultation periods.

### **Financial implications**

There are no financial implications.

### **Policy and legislative implications**

Allocation of street names is a statutory function under Section 319A of the Local Government Act 1974. The proposed name meets the relevant requirements of the Council's current Road Naming Procedures (2002).

### **Risks / legal**

Nil.

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

Nil.

### **Communications Plan**

There is a notification list which includes Land Information New Zealand, New Zealand Post, and emergency services, such as the Fire Service.

### **Health and Safety Impact considered**

Health and safety for residents and visitors will be facilitated by the naming of this right-of-way since emergency services will be able to more easily locate the site of any emergency at this location.

