

ORDINARY MEETING

OF

REGULATORY PROCESSES COMMITTEE

AGENDA

Time: 2:00 pm
Date: Wednesday, 10 June 2020
Venue: Via Zoom

MEMBERSHIP

Mayor Foster
Councillor Condie
Councillor Free
Councillor Matthews
Councillor O'Neill
Councillor Sparrow (Chair)
Councillor Woolf

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 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. All Council and committee meetings are livestreamed on our YouTube page. This includes any public participation at the meeting.

AREA OF FOCUS

The Regulatory Processes Committee has responsibility for overseeing the Council's regulatory functions, including responsibility for:

- Approving the list of Resource Management Act Commissioners and the associated Appointment Guidelines
- Objections to classifications under the Dog Control Act
- Fencing of swimming pools
- Road stopping
- Naming places in accordance with the Naming Policy, except for significant naming decisions, which are considered by the Strategy and Policy Committee.
- Traffic resolutions which are not considered by the Strategy and Policy Committee.
- Suburb boundaries
- Development Contributions remissions.
- Approving leases pursuant to Council policies.

To read the full delegations of this Committee, please visit wellington.govt.nz/meetings.

Quorum: 3 members

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1. Meeting Conduct

1.1 Karakia

The Chairperson will open the meeting with a karakia.

Whakataka te hau ki te uru,	Cease oh winds of the west
Whakataka te hau ki te tonga.	and of the south
Kia mākinakina ki uta,	Let the bracing breezes flow,
Kia mātaratara ki tai.	over the land and the sea.
E hī ake ana te atākura.	Let the red-tipped dawn come
He tio, he huka, he hauhū.	with a sharpened edge, a touch of frost,
Tihei Mauri Ora!	a promise of a glorious day

At the appropriate time, the following karakia will be read to close the meeting.

Unuhia, unuhia, unuhia ki te uru tapu nui	Draw on, draw on
Kia wātea, kia māmā, te ngākau, te tinana,	Draw on the supreme sacredness
te wairua	To clear, to free the heart, the body
I te ara takatū	and the spirit of mankind
Koia rā e Rongo, whakairia ake ki runga	Oh Rongo, above (symbol of peace)
Kia wātea, kia wātea	Let this all be done in unity
Āe rā, kua wātea!	

1.2 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.

1.3 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.

1.4 Confirmation of Minutes

The minutes of the meeting held on 19 May 2020 will be put to the Regulatory Processes Committee for confirmation.

1.5 Items not on the Agenda

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

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

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.

1.6 Public Participation

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

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

2. General Business

PROPOSED ROAD CLOSURES

Purpose

1. This report asks the Regulatory Processes Committee to approve the temporary closure of roads to enable events to take place.

Summary

2. Applications have been made to temporarily close roads for the following events:
 - Gazley Volkswagen Wellington Marathon Sunday 30 August 6.00 am to 1.00 pm
 - Spring into Tawa Saturday 17 October 2020 5.00 am to 5.00 pm
 - Polish Christmas Market Saturday 14 November 2020 6.00 am to 11.30 pm
 - Rain Day Sunday 15 November 2020 6.00 am to 11.30 pm
 - Newtown Festival Street Fair Sunday 7 March 2021 5.00 am to 9.00 pm

Recommendation/s

That the Regulatory Processes Committee:

1. Receive the information
2. Agree 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 Road Closures Impact Reports:
 - **Gazley Volkswagen Wellington Marathon** Sunday 30 August 2020 6.00 am to 1.00 pm
 - Seaward lane closure (2 lanes) 6.00 am to 10.00 am Sky Stadium traffic lights along Waterloo Quay, Custom House Quay and Jervois Quay to Cable Street.
 - Seaward lane closure (1 Lane) 10.00 am to 1.00 pm Sky Stadium traffic lights, along Waterloo Quay, Customhouse Quay, Jervois Quay, to Cable Street. This is for outward section of all races using two of the three lanes until Jervois Quay, where it will gradually funnel down to one lane at Cable Street. Marshalls will help residents access Herd Street from 7.30 am to 11.30 am. Residents, business owners, Te Papa visitors and market goers will have controlled access.
 - Seaward lane Closure 6.00 am to 1.00 pm Cable Street to Oriental Parade 6.00 am to 10.00 am
 - Oriental Parade to Evans Bay between Cable Street and Cobham. Full road closure would be in place between 6.00 am to 12.00 noon. Landward lane for normal westbound traffic would be open by approximately 11.00 am. Residents and business owners would have controlled access.
 - Shelly Bay Road between Miramar Avenue and Scorching Bay 7.00 am to 11.30 am. Residents and business owners will have controlled

access. Road closure ends North of Scorching Bay so public access to Cafe, playground and car parking are unaffected.

- **Spring into Tawa** Saturday 17 October 2020 5.00 am to 5.00 pm
 - Main Road (between Lyndhurst Road intersection and Surrey Street roundabout)
 - **Polish Christmas Market** Saturday 14 November 2020 6.00 am to 11.30 pm
(Rain Day Sunday 15 November 2020 6.00 am to 11.30 pm)
 - Rhodes Street (between Riddiford Street and Ferguson Street)
 - Arney Street (Riddiford Street to the End)
 - **Newtown Festival Street Fair** Sunday 7 March 2021 5.00 am to 9.00 pm
 - Hall Street (between Riddiford Street and Hall Avenue)
 - Riddiford Street (between Mein Street and Rhodes Street)
 - Rintoul Street (between Riddiford Street and Millward Street). The Rintoul Street Closure (between Riddiford Street and Colombo Street) begins on Saturday 6 March 2021 at 6.00 pm and runs until 11.30 pm
 - Colombo Street (west of Rintoul Street up to & including number 9). The Colombo Street (closure begins on Saturday 6 March 2021 7.00 am and extends to 11.30 pm Sunday 7 March 2021)
 - Emmett Street (All)
 - Green Street (All)
 - Wilson Street (east of Riddiford Street up to & including number 15)
 - Constable Street (between Riddiford Street and Daniell Street)
 - Newtown Avenue (east of Riddiford Street up to & including number 21)
 - Normanby Street (east of Riddiford Street up to & including number 14)
 - Donald McLean Street (east of Riddiford Street up to & including number 31)
 - Donald McLean Laneway (at 5 Donald McLean). Closure of all the laneway begins on Saturday 6 March 2021 at 7.00 am and extends to 11.30 pm Sunday 7 March 2021
 - Ferguson Street (South of Donald McLean Street up to & including number 15)
 - Arney Street (All of Arney Street)
 - Gordon Street (All of Gordon Street)
 - Gordon Place (All of Gordon Place). The Gordon Place closure from number 3 to the end of Gordon Place begins on Saturday 6 March 2021 at 7.00 am and extends to 11.30 pm Sunday 7 March 2021
 - Florence Street (All of Florence Street)
3. 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.

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.

4. The authority to approve requests for road closures is made under Schedule 10, clause 11e), of the Local Government Act 1974 and the Transport (vehicular Traffic Road Closure) Regulations 1965. This authority is delegate to the Regulatory Processes Committee.
5. This report has been prepared in accordance with the procedures that were approved by the Committee on 15 December 2010. In summary, these are:
 - An event organiser applies for a road closure where a proposed event requires one.
 - Council officers receive the proposal and assess the merits and need for a road closure.
 - The Council advertised its intention to close the road in the public notice column of the local newspaper and on social media.
 - Together with the event organiser, Council officers ensure consultation with affected stakeholders is carried out and a communication plan is formulated.
 - Any Objections are followed up and resolved as far as practical.
 - The event organiser works together with Council officers who modify any plan in response to public submissions and prepare an impact report for the Committee.
 - Council officers recommend any conditions that should apply to the approval.
 - The Committee deliberates on the proposed road closure.
 - A Council officer notifies the event organiser of the Committee's decision.
 - 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

6. These events are held annually and the event organisers apply for permission every year.

Public Notification

7. Members of the public have been advised of the road closures and informed of their right to object
8. The public notice advertising that the Councils is proposing to consider this closure was notified via the following channels:
 - Dominion Post
 - Facebook
 - Twitter
 - Have Your SayThe details on this are part of the Impact Report
9. Event organisers are working with resident groups where applicable, community groups, local retailers and businesses and have advised them of their intention to close the road.
10. Members of the public will again be advised of the road closures prior to the event via:
 - Advanced roadside signage
 - Media releases
 - Council website
 - Council social media channels

11. This proposed road closure is subject to the Government Covid-19 guideline announcements (or any subsequent announcements) regarding events of this nature. Government timelines will dictate any postponement date should it be required.

Objections

12. No objections have been received for the proposed events

Impact Assessment

13. A temporary plan will be prepared by a Council approved traffic management company for approval by Council prior to the event.
14. Any objections as a result of the road closure will be dealt with before the event.
15. The proposed closures (when implemented according to the approved temporary traffic management plan) are generally considered unlikely to unreasonably impede traffic. A detailed impact report for each event, including conditions placed on the event organiser is attached.

Options

16. Option 1: Agree to the temporary road closures.
17. Option 2: Do not agree to the temporary road closures. If you choose this option then the events relying on the road closures will not be able to go ahead.

Next Actions

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

Attachments

Attachment 1.	20201017 Spring into Tawa ↓ 	Page 12
Attachment 2.	May 16 Advert ↓ 	Page 15
Attachment 3.	Spring into Tawa 2020 ↓ 	Page 17
Attachment 4.	20201114 Polish Xmas Market ↓ 	Page 18
Attachment 5.	Polish Xmas Map ↓ 	Page 21
Attachment 6.	20210307 Newtown Festival Street Fair ↓ 	Page 22
Attachment 7.	Newtown Festival Map ↓ 	Page 26
Attachment 8.	Gazley Marathon Impact Report 2020 ↓ 	Page 27
Attachment 9.	Gazley Marathon Map 2020 ↓ 	Page 31
Attachment 10.	Gazley Marathon Advert March 7 2020 ↓ 	Page 32
Attachment 11.	Gazley Marathon Advert 6 May 2020 ↓ 	Page 33

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Jacqui Austin, Team Leader Street Activities and Audit Coordination Sean Woodcock, Customer, Compliance and Business Service Manager, Transport Infrastructure Siobhan Procter, Manager, Transport and Infrastructure Moana Mackey, Acting Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Council intention to consider the proposed temporary road closures was notified through an advertisement in the Dominion Post, Facebook, Twitter, Have Your Say. 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
- NZTA
- Fire and Emergency New Zealand
- Wellington Free Ambulance
- Public Transport Operators
- Relevant Council Business units, e.g. Roding, 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 events is managed under Project C481. There are no unforeseen costs associated with these events.

Policy and legislative implications

A Council Traffic engineer has assessed the proposed 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.

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.

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PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

SPRING INTO TAWA
*SATURDAY 17 OCTOBER 2020 5AM TO 5PM***1. Description of Event**

"Spring into Tawa" is Tawa's annual spring festival. It is held in Main Road, Tawa, and provides 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 – including 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 event has reached its limit in terms of the space available on the footpath and the plaza area and 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: Saturday 17 October 2020 5am to 5pm

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

Please refer to map Attachment 1 for further details

Parking restrictions will be in place to relocate Taxi Stand and Bus Stops.

The road closure is to be carried out under an approved temporary traffic management plan.

Road closure notifications signs 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 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

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The public notice advertising that the Council is proposing to consider this closure notified via the following channels.

- Dominion Post, 16 May 2020
- Facebook, 20 May 2020
- Have Your Say, 20 May 2020
- Twitter, 20 May 2020

Tawa retailers, community groups, local schools, kindergartens & Tawa business incorporated group do participate in the Spring into Tawa. Due to Covid 19 the April 2020 communication letter drop didn't go ahead. Letter drop will be done week of 25th – 31st May, a reminder letter drop will be sent late September 2020 and the final communication will be done early October 2020 before the event.

This is a regular annual event and in 2019 there were no issues.

4. Objections

The event organiser has advised the New Zealand Police and the Ministry of Transport, no objections have been received.

There have been no objections to this proposed closure from the public.

5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, Section 10. Stopping and closing of roads, Schedule 10: [Local Government Act 1974, Section 342, Schedule 10](#)

Traffic Impact

Council officers consider that, 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

Conditions:

- The road closure is valid from 5am to 5pm on Saturday 17 October 2020
- The event organiser is to notify the public via letter drop to affected parties, advanced signage and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.
- 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 10 days before the event.

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- The event organiser is to provide full details of the Traffic Management Plan to Council for approval no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an Event Hazard/Risk Management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all Health and Safety risks associated with the event.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops along the proposed partial and full closures.
- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the Health and Safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- This proposed road closure is subject to the Government Covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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.

Attachments

- Attachment 1 - Map of proposed closure
- Attachment 2 - Copy of the Dom Post Public notice

Prepared By*Maria Taamaa*.....
Maria Taamaa
Street Activities Coordinator

Approved By*Sean Woodcock*.....
Sean Woodcock
Customer, Compliance & Business Service Manager

The Dominion Post Saturday, May 16, 2020

Proposal to Close Roads

The Regulatory Processes Committee will meet on Wednesday 10 June 2020 to consider the following temporary road closures for these events.

Spring into Tawa Saturday 17 October 2020 5am to 5pm

Main Road (from Roundabout Lyndhurst Road and Roundabout Cambridge Street North and Surrey Street).

The bus stop and mobility parks will be relocated.

Polish Christmas Market Saturday 14 November 2020 6am to 11.30pm

Rain Day Sunday 15 November 2020 6am to 11.30pm

Rhodes Street (Between Riddiford Street and Ferguson Street)

Arney Street (All)

Outdoor market closes at 8.30pm

NO PARKING OUTSIDE 255 AND 257 Riddiford street (being used as a dropoff zone for stall holders and performers)

Newtown Festival Street Fair - Sunday 7 March 2021 - from 5.00am to 9.00pm

Hall Street (between Riddiford Street and Hall Avenue)

Riddiford Street (between Mein Street and Rhodes Street)

Rintoul Street (between Riddiford Street and Millward Street)

The Rintoul Street closure (between Riddiford Street and Colombo Street) begins on Saturday 6 March 2021 at 6pm and runs till 11.30pm

Colombo Street (west of Rintoul Street up to & including number 9)

The Colombo St closure begins on Saturday 6 March 2021 at 7am and extends to 11.30pm Sunday 7 March 2021

Emmett Street (all of Emmett Street)

Green Street (all of Green Street)

Wilson Street (east of Riddiford Street up to & including number 15)

Constable Street (between Riddiford Street and Daniell Street)

Newtown Avenue (east of Riddiford Street up to & including number 21)

Normanby Street (east of Riddiford Street up to & including number 14)

Donald McLean Street (east of Riddiford Street up to & including number 31)

Donald McLean Laneway (at 5 Donald McLean) closure of all of the laneway begins on Saturday 6 March 2021 at 7am and extends to 11.30pm Sunday 7 March 2021

Ferguson Street (south of Donald McLean Street up to & including number 15)

Arney Street (all of Arney Street)

Gordon Street (all of Gordon Street)

Gordon Place (all of Gordon Place)

The Gordon Place closure from number 3 to the end of Gordon Place begins on Saturday 6 March 2021 at 7am and extends to 11.30pm Sunday 7 March 2021

Florence Street (all of Florence Street)

PROPOSED TEMPORARY ONE WAY TRAFFIC

5.00am to 9.00pm

During the Newtown Festival closure:

Daniell Street - from Constable St to Mein St becomes ONE WAY North (as the Festival Bypass towards the city)

Owen Street - from Mein St to Constable St becomes ONE WAY South (as the Festival Bypass from the city)

Mein Street (No Parking both sides from Riddiford Street to top of Hill)

These proposed road closures are subject to the Government Covid-19 guideline announcements regarding events of this nature. Government timelines will dictate any postponement date should it be required.

Any person objecting to a proposed road closure must

Contact the City Council in writing before 4pm, Friday 29 May 2020. Please send correspondence to Maria Taumaa at mailing address below, PO Box 2199 Wellington 5011, email

maria.taumaa@wcc.govt.nz

Wellington City Council

PO Box 2199, Wellington 6140
Wellington.govt.nz

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PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

POLISH CHRISTMAS MARKET
SATURDAY 14 NOVEMBER 2020 6AM TO 11.30PM
RAIN DAY SUNDAY 15 NOVEMBER 2020 6AM TO 11.30PM

1. Description of Event

The Polish Christmas market has been held in the Dom Polski (Polish House), 257 Riddiford Street, Newtown since 1956. Last year there was overwhelming support for this market, so to cater for the growing number of participants an application has been made to hold it on the street this year.

Dom Polski has an extensive frontage along the Riddiford Street end of Rhodes Street and it is therefore proposed to use this section of Rhodes Street through to Ferguson Street, and also nearby Amey Street to hold the Christmas Market this year. If this is a success, the organisers will look at continuing to use Rhodes Street and Amey Street in the future.

Please refer to the map on Attachment 1 for details of the proposed road closures.

It is expected the market will add to the on street vibrancy in Newtown. It is supported by the Newtown Residents Association, an organisation with extensive experience in organising events such as the annual Newtown Festival.

The proposed road closures will apply to vehicles and cyclists, and is scheduled for:
Saturday 14 November 2020, 6am to 11.30pm
Rain Day Sunday 15 November 2020, 6am to 11.30pm

- **Rhodes Street** (between Riddiford Street and Fergusson Street)
- **Arney Street** (Riddiford Street to the End)
- **Outdoor Market opens at 8.00am and closes at 8.30pm**

Road closure notification boards will be placed at each end of the closure at least 10 working days prior to the event.

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

2. Events Directorate Support

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

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3. Proposal Notice and Consultation

The public notice advertising that the Council is proposing to consider this closure was notified via the following channels:

- Dominion Post, Saturday 16 May 2020
- Have Your Say, 20 May 2020
- Facebook, 20 May 2020
- Twitter, 20 May 2020
- Newtown Resident Association, are helping organise this market because they have the experience.<<add date when they were informed for consistency>>

The New Zealand Police and the Ministry of Transport (NZTA) will be advised closer to the event by way of phoning the Watch Tower at central police station and NZTA will be notified by way of Traffic Management

4. Objections

The Event Organisers has advised the New Zealand Police and the Ministry of Transport, no objections have been received.

There have been no objections to this proposed closure.

5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, Section 10. Stopping and closing of roads, Schedule 10.: [Local Government Act 1974, Section 342, Schedule 10](#)

Traffic Impact

Council officers consider that, 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.

Conditions:

- The road closures are valid from 6am to 11.30pm on Saturday 14 November 2020 Rain day is Sunday 15 November 2020 6.00am to 11.30pm.
- The event organiser is to notify the public via letter drop to affected parties, advanced signage and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.

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- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.
- 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 ten (10) days before the event.
- The event organiser is to provide full details of the Traffic Management Plan to Council for approval no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an Event Hazard/Risk Management Plan at least ten (10) working days prior to the event that describes in full how the event organiser will manage all Health and Safety risks associated with the event.
- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the Health and Safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- This proposed road closure is subject to the Government Covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

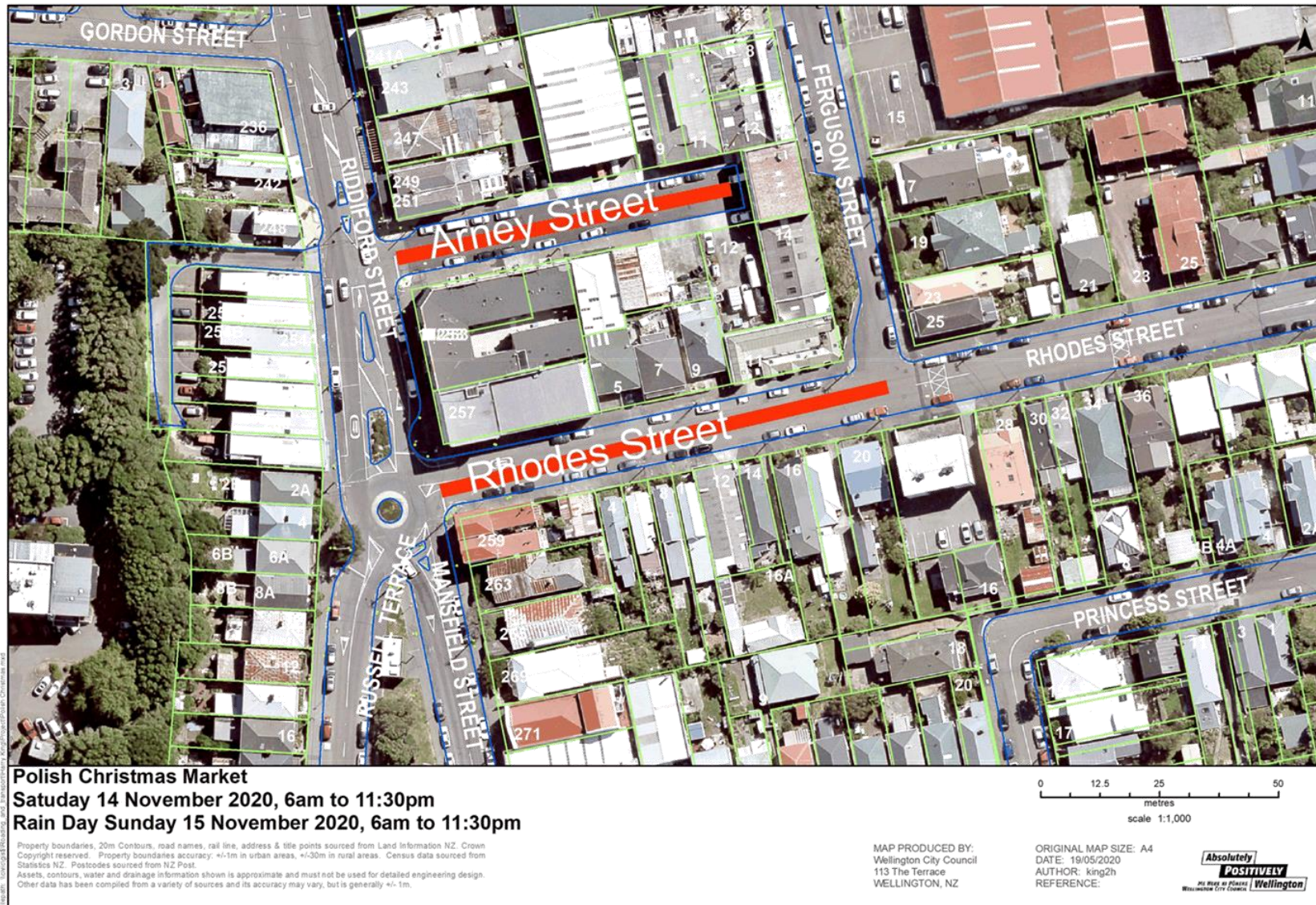
However, the Council reserves the right to modify this opinion at any time. If, in the opinion of the Council, the closure may or does impede traffic unreasonably, any approval granted by the Regulatory Processes Committee may be revoked and the event organiser may be required to open the road at the direction of a suitably qualified Council officer in charge of traffic.

Attachments

- Attachment 1 - Map of proposed closure
- Attachment 2 - Copy of the Dom Post Public notice

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

Approved*Sean Woodcock*.....
Sean Woodcock
Customer, Compliance & Business Service Manager



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PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

**NEWTOWN FESTIVAL STREET FAIR
SUNDAY 7 MARCH 2021 5.00AM TO 9.00PM****1. Description of Event**

The annual Newtown Festival and Fair is a successful community event attracting very large crowds. Newtown Festival started over 10 years ago as a small community fair and has grown to include 12 stages and over 420 stalls. It is held on the first Sunday in March every year.

This event is run by the Newtown Festival Community that involves retailers, residents, community groups and over 200 volunteers are involved.

The proposed road closures to vehicles and cyclists, are as follows:

Newtown Festival Street Fair: Sunday 7 March 2021 5.00am to 9.00pm

- Hall Street (between Riddiford Street and Hall Avenue)
- Riddiford Street (between Mein Street and Rhodes Street)
- Rintoul Street (between Riddiford Street and Millward Street)
- The Rintoul Street closure (between Riddiford Street and Colombo Street) begins on Saturday 6 March 2021 at 6pm and runs till 11.30pm)
- Columbo Street (west of Rintoul Street up to & including number 9)
- The Colombo Street closure begins on Saturday 6 March 2021 at 7am and extends to 11.30pm Sunday 7 March 2021)
- Emmett Street Green Street (all of Green Street)
- Wilson Street (east of Riddiford Street up to & including number 15)
- Constable Street (between Riddiford Street and Daniell Street)
- Newtown Avenue (east of Riddiford Street up to & including number 21)
- Normanby Street (east of Riddiford Street up to & including number 14)
- Donald Mclean Street (east of Riddiford Street up to & including number 31)
- Donald Mclean Laneway (at 5 Donald McLean) closure of all the laneway begins on Saturday 6 March 2021 at 7am and extends to 11.30pm Sunday 7 March 2021
- Ferguson Street (south of Donald Mclean Street up to & including number 15)
- Arney Street (all of Arney Street)
- Gordon Street (all of Gordon Street)
- Gordon Place (all of Gordon Place)
- The Gordon Place closure from 3 to the end of Gordon Place begins on Saturday 6 March 2021 at 7am and extends to 11.30pm Sunday 7 March 2021
- Florence Street (all of Florence Street)

Proposed Temporary One Way Traffic 5.00am to 9.00pm

Daniell Street – from Constable Street to Mein Street becomes ONE WAY NORTH (as the Festival bypass towards the city)

Owen Street – from Mein Street to Constable Street become ONE WAY SOUTH (as the Festival bypass from the city)

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Mein Street (Parking will be removed both sides from Riddiford Street to top of the Hill)

Please refer to the map on Attachment 1 for further detail.

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, local community, emergency services and the traffic management company have collectively reviewed and used on previous occasions.

Pedestrian access will not be restricted and emergency services will have immediate access to the area if required. Public transport operators have been notified of the proposed closure,

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

This event is also extensively advertised by posters in local shops and a variety of other media in the week preceding the festival. The traffic during the event is to be managed by a qualified traffic management company. 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 advertising that the Council is proposing to consider this closure was notified via the following channels:

- Dominion Post, 16 May 2020
- Twitter, 20 May 2020
- Facebook, 20 May 2020
- Have Your Say, 20 May 2020

The New Zealand Police and the Ministry of Transport (NZTA) will be advised closer to the event by way of phoning the Watch Tower at central police station and NZTA will be notified by way of the Traffic Management.

4. Objections

There have been no objections to this closure request.

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5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, Section 10. Stopping and closing of roads, Schedule 10: [Local Government Act 1974, Section 342, Schedule 10](#)

Traffic Impact

Council officers consider that, 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.

Conditions:

- The road closure is valid from 5am to 9pm on Sunday 7 March 2021.
- The event organiser is to notify the public via letter drop to affected parties, advanced signage and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the Traffic Management Plan includes all of their specific requirements.
- The event organiser is to ensure that the affected Property and Business owners along the road closures are advised and consulted with.
- 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 10 days before the event.
- The event organiser is to provide full details of the Traffic Management Plan to Council for approval no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an Event Hazard/Risk Management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all Health and Safety risks associated with the event.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops along the proposed partial and full closures.
- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the Health and Safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- This proposed road closure is subject to the Government Covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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.

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Attachments

- Attachment 1 - Map of proposed closure
- Attachment 2 - Copy of proposal notice from the newspaper

Prepared By*Maria Taumaa*.....

Maria Taumaa
Street Activities Coordinator

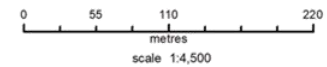
Approved BY*Sean Woodcock*.....

Sean Woodcock
Customer, Compliance & Business Service Manager



Newtown Festival
5am to 9pm. Sunday 7th March 2021
Colombo Street 7am to 11.30pm

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



MAP PRODUCED BY:
Wellington City Council
113 The Terrace
WELLINGTON, NZ

ORIGINAL MAP SIZE: A4
DATE: 20/05/2020
AUTHOR: king2h
REFERENCE:



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PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

**GAZLEY VOLKSWAGEN WELLINGTON MARATHON
SUNDAY 30 AUGUST 2020 6AM TO 1.00PM**

1. Description of Event

Established in 1986, the Wellington Marathon is one of New Zealand's leading running events. It is organised by the Wellington Marathon Clinic. The event involves the classic 42.2 km full marathon, half marathon 21.1 km, 10 km, 5 km and a kid's magic mile with approximately 5,000 runners and walkers taking on these events.

Since 2003, when the event shifted to Westpac Stadium venue and current route, the Wellington Marathon has seen greater than 400 percent growth rate.

It is now a member of New Zealand's "Big Five" marathon events, alongside the Auckland, Queenstown, Rotorua and Christchurch marathons. The event attracts more than 2,000 visitors every year, and is regarded as Wellington region's major winter event.

In 2020 the event will follow the same route and be managed in the same way as the last three years.

The proposed event will follow a scenic route commencing from Sky Stadium along Waterloo and Jervis Quays, Cable Street, Oriental Parade, Evans Bay Parade, Cobham Drive, Shelly Bay and Massey Road, returning via the Wellington Waterfront.

A full Traffic Management Plan (TMP) will be required as part of the events approval. A qualified traffic management provider will prepare the TMP and manage the controls on race day.

Additional marshals will be used to further ease any impact on the public. Herd Street, being a private access road, will be managed separate to the rest of the course. Public awareness of the event will be raised earlier this year by

- Earlier delivery of letters to residents and businesses.
- Improved utilisation of WCC website and social media avenues.

As for previous years the event has the support of Sky Stadium, Wellington City Council Events office and the Oriental Bay Residents' Association and we continue to work with all stakeholders to reduce any inconvenience. In the past three years increased resource around course management, traffic management and public notices has seen the event minimise any disruption on the public. The course will only be closed for a few hours, and will re-open by 1.00pm.

The following proposed road closures are required on: Sunday 30th August 2020 from 6.00am to 1.00pm

- Seaward lane closure (2 lanes) 6.00am to 10.00am
- Sky Stadium traffic lights along Waterloo Quay, Custom House Quay and Jervis Quay to Cable Street.

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- Seaward lane closure (1 lane) 10.00am to 1.00pm
- Sky Stadium traffic lights, along Waterloo Quay, Customhouse Quay, Jervois Quay, to Cable Street. This is for outward section of all races using two of the three lanes until Jervois Quay, where it will gradually funnels down to one lane at Cable Street.
- Marshalls will help residents access Herd Street from 7.30am to 11.30am. Residents, business owners, Te Papa visitors and market goers will have controlled access.
- Seaward lane closure 6.00am to 1.00pm
- Cable Street to Oriental Parade 6.00am to 10.00am
- Oriental Parade to Evans Bay between Cable Street and Cobham. Full road closure would be in place between 6.00am to 12.00noon.
- Landward lane for normal westbound traffic would be open by approx. 11.00am. Residents and business owners would have controlled access.
- Shelly Bay Road between Miramar Avenue and Scorching Bay 7.00am to 11.30am. Residents and business owners will have controlled access.
- Road closure ends North of Scorching Bay so public access to cafe, playground and car parking are unaffected.

Please refer to the attached map for further detail.

To safely manage the start of the event. We propose closing the left-hand lane of Waterloo Quay (just south of the stadium overbridge) through Customhouse and Jervois Quays to Cable Street. We will also close left-hand lane along the entire length of Cable Street. This worked well last year. These lane closures help accommodate runners until they reach Oriental Parade. The organisers are currently in consultation with both the Harbour side market, Te Papa and Wellington Waterfront to manage suitable site access for market stallholders, market goers, businesses and public.

The full length of Shelly Bay Road between Miramar Avenue and Scorching Bay will be closed because sections of this road are narrow and has blind corners making it difficult to safely manage traffic without closing it. This has been necessary in past years and worked well.

As well as the road closures listed above, there will be a one-way traffic system along Oriental and Evans Bay Parade which has worked successfully for the last four years. This will mean that the entire seaward traffic lane along Oriental and Evans Bay parades will be closed from Herd Street to Cobham Drive. General vehicular traffic will operate via a one way system along the landward side lane from the eastern suburbs to the city.

Event marshals will provide access to residents along the route balanced against the safety of participants.

A full TMP (to be approved by a qualified Council Officer) will be required for the event, including the single lane closures and associated parking restrictions. Additional traffic management will be in place (as for previous years) on Cobham Drive and this will require approval from NZTA.

Public notification signs will be placed at strategic points along the course at least 10 days prior to the event to advertise the proposed one way system and closures. The event is to be managed by qualified traffic management company employing suitably qualified personnel. Emergency services will have immediate access to all areas if required.

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2. Events Directorate Support

This annual sporting and community event is supported by the City Events Team.

3. Proposal Notice and Consultation

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

- Dominion Post, Saturday 7 March 2020
- Social Media, 7 May 2020
- Twitter, 7 May 2020
- Facebook, 7 May 2020
- Have your say, 7 May 2020

4. Objections

The Event Organisers has advised the New Zealand Police and the Ministry of Transport, no objections have been received.

There have been no objections to this closure request.

5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, section 10. Stopping and closing of roads, schedule 10: [Local Government Act 1974, Section 342, Schedule 10](#)

Traffic Impact

Council officers consider that 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.

Conditions:

- The road closure will be in place from 6am to 1pm on Sunday 30th August 2020
- The event organiser is to notify the public via letter drop to affected parties, advanced signage and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.
- The event organiser is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where road closures transition from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the TMP includes all of their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.

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- 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 10 days before the event.
- The event organiser is to provide full details of the TMP to Council for approval no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an event hazard/risk management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all health and safety risks associated with the event.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops along the proposed partial and full closures.
- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the Health and Safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- This proposed road closure is subject to the Government Covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

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.

Attachments

- Map of proposed closure
- Copy of 2 Dom Post Public notices

Prepared By*Maria Taumaa*.....Maria Taumaa
Street Activities CoordinatorApproved By*Jacqui Austin*.....Jacqui Austin
Team Leader, Street Activities and Audit Coordination



Proposal to Close Roads

The Regulatory Processes Committee will meet on **Wednesday 15 April 2020** to consider the following temporary road closures for events.

Anzac Day Pukeahu Park

Saturday 25 April 2020

Road Closed from 3am to 2.00pm

Tory Street (Vivian Street to Memorial Park)
Tasman Street (Memorial Park to Rugby Street)
Frederick Street (No Through Traffic)
Martin Square (South to North)
Parking Restriction will be in Place

Gazley Volkswagen Wellington Marathon

Sunday 5th July 2020

Seaward Lane Closure 2 Lanes 6.00am to 10.00am

Sky Stadium Traffic Lights, along Waterloo Quay,
Custom House Quay, Jervois Quay to Cable Street.

Seaward Lane closure 1 Lane 10.00am to 1.00pm

Sky Stadium Traffic Lights, along Waterloo Quay,
Custom House Quay, Jervois Quay to Cable Street.

NB: This is for outward section of all races using two of the three lanes until Jervois Quay, where it will gradually funnel down to one lane at Cable Street.

NB: Residents. Business owners, Te Papa visitors and market goers will have controlled access.

Seaward Lane Closure 6.00am to 1.00pm

Cable Street to Oriental Parade 6.00am to 10.00am
Oriental Parade to Evans Bay Parade between Cable Street and Cobham. Full Road Closure would be in place between 6.00am to 12.00noon.

NB: Landward Lane for normal westbound traffic would be open by approx. 11.00am

NB: Residents and business owners would have controlled access

Shelly Bay Road between Miramar Avenue and Scorching Bay 7.00am to 11.30am

NB: Residents and Business owners will have controlled access.

NB: Road closure ends North of Scorching Bay so public access to Café, playground and car parking are unaffected. Marshals will help residents access Herd Street from 7.30am to 11.30am

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm Friday 20th March 2020. Please write correspondence to Maria Taumaa at mailing address below, or email maria.taumaa@wcc.govt.nz

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

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C12 The Dominion Post Saturday, March 7, 2020

The Dominion Post | 6 May 2020

Proposal to Close Roads

The Regulatory Processes Committee will meet on Tuesday 19 May 2020 to consider the following proposed temporary road closure for an event.

Gazley Volkswagen Wellington Marathon

Sunday 5th July 2020

Seaward Lane Closure 2 Lanes 6.00am to 10.00am

Sky Stadium Traffic Lights, along Waterloo Quay, Custom House Quay, Jervis Quay to Cable Street.

Seaward Lane closure 1 Lane 10.00am to 1.00pm

Sky Stadium Traffic Lights, along Waterloo Quay, Custom House Quay, Jervis Quay to Cable Street

NB: This is for outward section of all races using two of the three lanes until Jervis Quay, where it will gradually funnel down to one lane at Cable Street.

NB: Residents, Business owners, Te Papa visitors and market goers will have controlled access.

Seaward Lane Closure 6.00am to 1.00pm

Cable Street to Oriental Parade 6.00am to 10.00am

Oriental Parade to Evans Bay Parade between Cable Street and Cobham. Full Road Closure would be in place between 6.00am to 12.00noon.

NB: Landward Lane for normal westbound traffic would be open by approx. 11.00am

NB: Residents and business owners would have controlled access

Shelly Bay Road between Miramar Avenue and Scorching Bay 7.00am to 11.30am

NB: Residents and Business owners will have controlled access.

NB: Road closure ends North of Scorching Bay so public access to Café, playground and car parking are unaffected. Marshals will help residents access Herd Street from 7.30am to 11.30am

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm 15 May 2020. Please email maria.taumaa@wcc.govt.nz

This proposed road closure is subject to the Government Covid-19 guideline announcements (May 11th or any subsequent announcements) regarding events of this nature. Government timelines will dictate any postponement date should it be required.

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