



Hastings District Council

Civic Administration Building
Lyndon Road East, Hastings

Phone: (06) 871 5000

Fax: (06) 871 5100

WWW.hastingsdc.govt.nz

OPEN

A G E N D A

ROAD CLOSURES SUBCOMMITTEE MEETING

Meeting Date: **Thursday, 11 July 2013**

Time: **8.45am**

Venue: **Green Room
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Subcommittee Members	Chair: Councillor Twigg (Councillor Watkins – Alternate Chair) Transportation Manager – Mr J Pannu Environmental Manager Consents – Mrs K Brunton
Officers Responsible	Group Manager: Asset Management – Mr D Fraser Transportation Officer – Ms L Hardymnt
Committee Secretary	Mrs C Hilton (Ext 5633)

Road Closures Subcommittee

A subcommittee of the Finance and Monitoring Committee

Fields of Activity

The Road Closure Subcommittee is responsible for assisting Council by:

- Reviewing, considering submissions and deciding applications for temporary closure of roads.

Membership

Chairman and Alternate Chair appointed by the Council (who shall be elected members)

Transportation Manager

Environmental Manager Consents

Quorum – 2 members of whom one shall be the Chairman

Delegated Powers

All the Council's powers and functions in respect to temporary prohibition of traffic under Section 342(1)(b) and clause 11(e) of Schedule 10 of the Local Government Act 1974.

The Subcommittee reports to the Finance and Monitoring Committee.

HASTINGS DISTRICT COUNCIL
ROAD CLOSURES SUBCOMMITTEE MEETING

THURSDAY, 11 JULY 2013

VENUE: Green Room
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings

TIME: 8.45am

A G E N D A

1. Apologies

At the close of the agenda no apologies had been received.

2. Conflict of Interest

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or Group Manager Corporate & Customer Services (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

3. Confirmation of Minutes

Minutes of the Road Closures Subcommittee Meeting held 16 May 2013.
(Previously circulated)

**4. Temporary Road Closures - Otene Road - 23 July 2013,
Russell Street South - 26 July 2013**

5. Additional Business Items

6. Extraordinary Business Items

REPORT TO: ROAD CLOSURES SUBCOMMITTEE

MEETING DATE: THURSDAY 11 JULY 2013

FROM: TRANSPORTATION OFFICER
LYNN HARDYMENT

SUBJECT: TEMPORARY ROAD CLOSURES - OTENE ROAD - 23 JULY 2013, RUSSELL STREET SOUTH - 26 JULY 2013

1.0 SUMMARY

1.1 The purpose of this report is to obtain a decision from the Committee for the temporary road closures requested by:

- i) **National Advanced Driver Training School** – on-road driver training 23 July 2013

Otene Road between Elwood Road and Ruahapia Road. The road closure will be from 8:00am until 5:00pm on Tuesday, 23 July 2013.

- ii) **Hastings District Council** – VIP and bus parking for unveiling of Pou in Civic Square – 26 July 2013

Russell Street South between Eastbourne Street and Lyndon Road East. The road closure will be from 4:00am until 10:00am on Friday, 26 July 2013.

1.2 These requests arise from the need to inform and gain Hastings District Council ('the Council') approval in order to comply with the legal process to temporarily close the above roads.

1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

1.4 The objective of this decision relevant to the purpose of Local Government is to allow for the proposed events to take place in controlled environment with the temporary road closure provisions providing safety measures for residents and road users in the particular areas while the activities are being undertaken.

1.5 This report concludes by recommending that the above temporary road closures be approved.

2.0 BACKGROUND

2.1 The above events are being held by the following organisations/people:

2.2 National Advanced Driver Training School – Otene Road between Elwood Road and Ruahapia Road. This is the second temporary closure of this road during this calendar year.

2.3 The Hastings District Council – Russell Street South between Eastbourne Street and Lyndon Road East. This is the second temporary closure of this section of road this calendar year. This section of Russell Street South is to be closed so that buses can be parked and VIPs can safely congregate as part of the official unveiling of the Pou in Civic Square.

*** Attached as **Attachment 1**, in Appendix A, is the Temporary Road Closure check list detailing the necessary items that the organiser needs to submit as part of their application for the above proposed road closures. GIS maps showing the area of the temporary road closures are also attached as: **Attachments 2 and 3**: Otene Road and Russell Street South.

3.0 CURRENT SITUATION

3.1 The temporary road closures will be managed in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (COPTTM).

3.2 Detailed Traffic Management Plans are to be submitted to the Hastings District Council and the Plans will be approved for implementation subject to the temporary road closure applications being approved.

4.0 OPTIONS

4.1 **Option A: Approve** the temporary road closures detailed above.

4.2 **Option B: Approve** only one of the two temporary road closures detailed above.

4.3 **Option C: Do not approve** the temporary road closures detailed above.

5.0 SIGNIFICANCE AND CONSULTATION

5.1 The organisers of the events have been in contact with affected residents. There are no issues regarding the above temporary road closures.

i) John Brown of the National Advanced Driver Training School has been in contact with affected residents regarding the details of the temporary road closure. He was advised of the new requirement to add in the following wording to letters to residents “If you wish to object to this temporary road closure would you please lodge notice of objection in writing to the following: Hastings District Council, Private Bag 9002, Hastings 4156. Attention: Group Manager: Asset Management. Would you also indicate in your letter if you wish to speak to your objection at the Road Closures Subcommittee Meeting”. Unfortunately in this instance John had already been in contact with residents before being contacted by the Transportation Officer. It was decided, in conjunction with the Transportation Operations Engineer, in this instance that the letter John had already sent to residents was sufficient.

ii) Go Bus have been contacted about the temporary removal of their bus parking in Russell Street South. New temporary bus parking will be made available in Lyndon Road East from 4:00am until 10:00am, on Friday 26 July 2013. Maori Wardens will also be positioned at the existing bus stop in Eastbourne Street to discourage people from parking in the bus stop. Drivers will be re-directed to correct alternative parking areas.

- 5.2 Formal public notification has been published in the Hawke's Bay Today newspaper on:
- i) Monday, 15 April 2013 for the temporary closure of Otene Road with the period for objections closing at 4:00pm, Monday, 29 April 2013.
 - ii) No submissions had been received by the closing date of Monday, 29 April 2013.
 - iii) Tuesday, 11 June 2013 for the temporary closure of Russell Street South with the period for objections closing at 4:00pm, Tuesday, 25 June 2013.
 - iv) No submissions had been received by the closing date of Tuesday, 25 June 2013.
- 5.3 The temporary road closure notices have also been posted on the Council website.
- 5.4 Emergency Services including Police, St John Ambulance and the Fire Service have been informed and will be allowed emergency access at all times during the temporary road closures.
- 5.5 If the closures are approved final formal public notification will be published in the Hawke's Bay Today newspaper:
- i) Saturday, 20 July 2013 for the temporary road closure of Otene Road.
 - ii) Saturday, 20 July 2013 for the temporary road closure of Russell Street South.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 The above temporary road closures will be undertaken in accordance with The Local Government Act 1974 Schedule 10, section 11 and section 11(e) which states:
- "11. The council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the Ministry of Transport, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic)."*
- "(e) For a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function:*
- Provided that no road may be closed for any purpose specified in paragraph (e) of this clause if that closure would, in the opinion of the council, be likely to impede traffic unreasonably."*
- 6.2 By allowing the above temporary road closures the organisers can undertake their events in a safe and controlled environment with all risks minimised and managed.
- 6.3 For the Otene temporary road closure, the event organiser is aware that there is an iWay cycle track in the vicinity of the training area. The safety of the cycle track users' needs to be considered (with risk being reasonably minimised,

eliminated and isolated) by the on road driver training organiser. The iWay cycle track is situated behind a row of large oak trees. There is also a large area of berm between the trees and the sealed surface of Otene Road.

- 6.4 The Russell Street South temporary road closure allows for the safe parking of buses and congregation of guests prior to and after the Pou has been unveiled.
- 6.5 It is noted that while that part of “Russell Street South” subject to this request is located on land which is not shown on a deposited survey plan as road, it meets the definition of road as set out in Section 315 of the Local Government Act 1974 that is the definition relevant for this matter.

7.0 PREFERRED OPTION/S AND REASONS

- 7.1 **Option A: Approve** the temporary road closures detailed above.
- 7.2 This option will ensure that the activities are undertaken in a safe and controlled environment. The risks associated with these closures can then be minimised and managed.

8.0 RECOMMENDATIONS AND REASONS

- A) **That the report of the Transportation Officer titled “Temporary Road Closures - Otene Road - 23 July 2013, Russell Street South - 26 July 2013” dated 11/07/2013 be received.**
- B) **That, there being no submissions received, the Council approve the following temporary road closures:**
- i. **National Advanced Driver Training School** – on-road driver training 23 July 2013

Otene Road between Elwood Road and Ruahapia Road. The road closure will be from 8:00am until 5:00pm on Tuesday, 23 July 2013.
 - ii. **Hastings District Council** – VIP and bus parking for unveiling of Pou in Civic Square – 26 July 2013

Russell Street South between Eastbourne Street and Lyndon Road East. The road closure will be from 4:00am until 10:00am on Friday, 26 July 2013.
- C) **That, there being no submissions received, the Council approve the temporary road closures subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:**
1. **These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (COPTTM)**
 2. **The supplied Traffic Management Plans containing appropriate signage are approved.**

3. **Separate copies of the relevant liability insurance policies are received.**
4. **That the cost of all advertising is met by the event organisers.**
5. **Emergency Services are contacted regarding the holding of these events.**
6. **The Advanced Driver Training School organiser is to take appropriate steps to ensure the safety of the users of the iWay cycle track running parallel to Otene Road, including at least the following:**

Drivers participating are to have the location and use of the cycle track drawn to their attention, AND

Drivers participating in the training do so under controlled speeds, AND

Drivers' cars travel from north to south along Otene Road. If an evasive manoeuvre is required participants would normally be expected to swerve left. The cycle track is on the driver's right, at a distance of approximately fifteen metres (edge of seal to edge of cycle track).

With the reasons for this decision being that the objective of the decision will contribute to the good quality infrastructure by:

- i) **That the use of the above listed street/roads for these short periods of time will not unreasonably impede traffic.**
- ii) **Allowing the above temporary road closures the organisers can undertake their events in a safe and controlled environment with all risks minimised and managed.**

Attachments:

- | | | |
|---|---|----------------|
| 1 | Checklist - Temporary Road Closures - Otene Road - 23 July 2013 and Russell Street South - 23 July 2013 | CG-10-3-14-112 |
| 2 | Map - Temporary Road Closure - Otene Road - 23 July 2013 | CG-10-3-14-110 |
| 3 | Map - Temporary Road Closure - Russell Street South - 23 July 2013 | CG-10-3-14-111 |

Appendix A

Temporary Road Closures:

Otene Road between Elwood Road and Ruahapia Road. The road closure will be from 8:00am until 5:00pm on Tuesday, 23 July 2013.

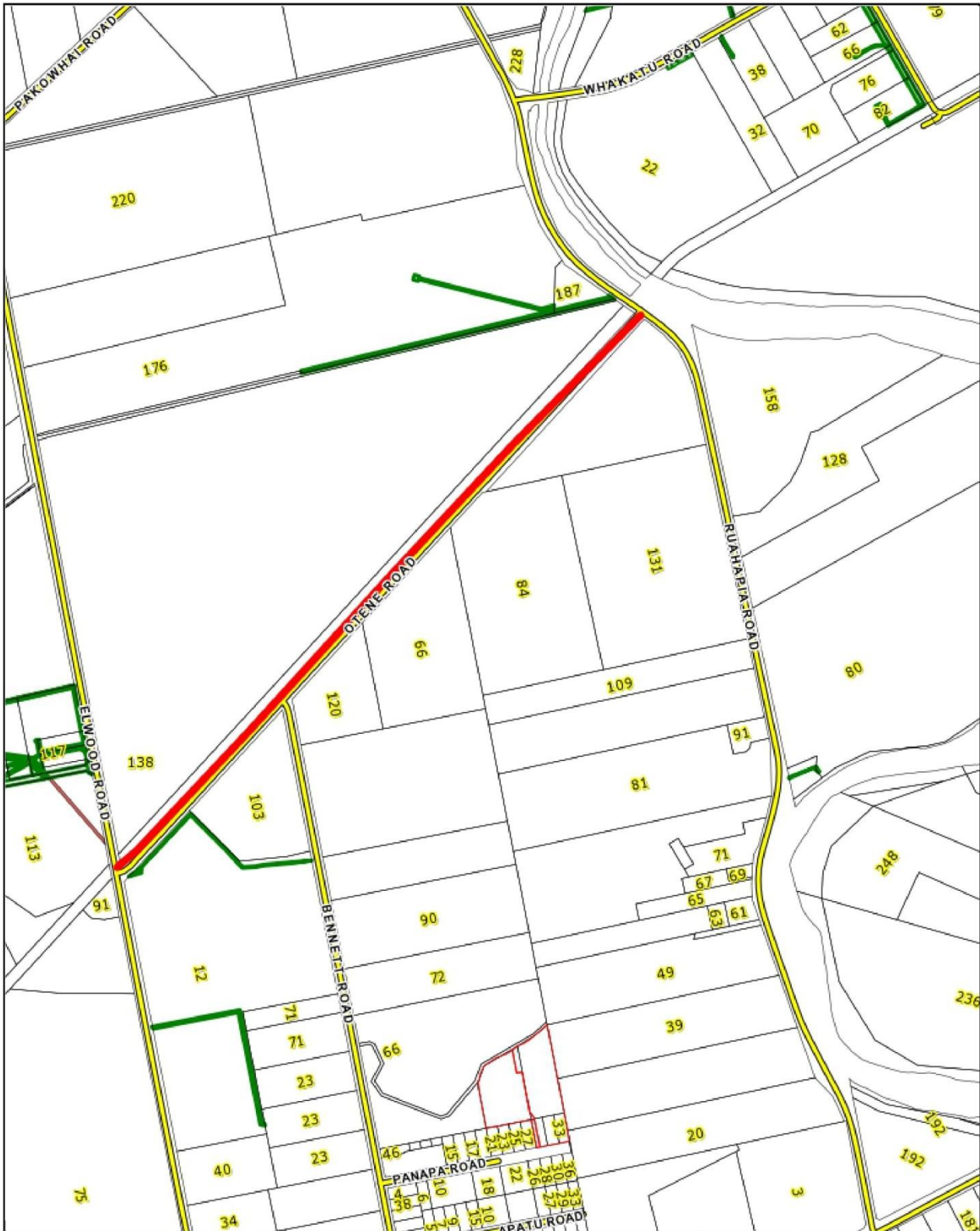
Items Received:	
Temporary Road Closure Application form	✓
Traffic Management Plan	✓
Road Bond	✓
Event Safety Plan	✓
Copy of Resident Visiting letter	✓

Russell Street South between Eastbourne Street and Lyndon Road East. The road closure will be from 4:00am until 10:00am on Friday, 26 July 2013.

Items Received:	
Temporary Road Closure Application form	✓
Traffic Management Plan	✓
Road Bond	N/A
Event Safety Plan	✓
Copy of Resident Visiting form	N/A

Attachment 1

Item 4



Otene Road

DATA SOURCE: Cadastral information derived from the Land Information New Zealand Core Record System (CRS) CROWN COPYRIGHT RESERVED
 COPYRIGHT: Copyright in this drawing is owned by the Hastings District Council. Any unauthorised copying or adaptation of the whole or a substantial part of the work in two or three dimensions is an infringement of copyright.
 DISCLAIMER: The Hastings District Council cannot guarantee that the data shown on this map is 100% accurate.

Map Produced Using Intramaps

Wednesday, 19 June 2013

1:8575 on A4

Item 4

Attachment 2

Attachment 3

Item 4



Russell Street South

DATA SOURCE: Cadastral information derived from the Land Information New Zealand Core Record System (CRS) (CROWN COPYRIGHT RESERVED)
 COPYRIGHT: Copyright in this drawing is owned by the Hastings District Council. Any unauthorised copying or adaptation of the whole or a substantial part of the work, in two or three dimensions is an infringement of copyright.
 DISCLAIMER: The Hastings District Council cannot guarantee that the data shown on this map is 100% accurate.

Map Produced Using Intramaps

Wednesday, 19 June 2013

1:744 on A4