



Hastings District Council

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OPEN

A G E N D A

TEMPORARY ROAD CLOSURES SUBCOMMITTEE MEETING

Meeting Date: **Thursday, 28 September 2017**

Time: **8.45am**

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

Subcommittee Members	Chair: Councillor Watkins Deputy Chair: Councillor Lyons Transportation Manager – Mr J Pannu Environmental Consents Manager – Mr M Arnold
Officer Responsible	Group Manager: Asset Management – Mr C Thew
Committee Secretary	Mrs C Hilton (Ext 5633)

Temporary Road Closures Subcommittee

A subcommittee of the Works and Services 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 appointed by the Council (who shall be an elected member)

Deputy Chairman appointed by the Council (who shall be an elected member)

Transportation Manager

Environmental Manager Consents

Quorum – 2 members of whom one shall be the Chairman or the Deputy 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 Works and Services Committee.

HASTINGS DISTRICT COUNCIL
TEMPORARY ROAD CLOSURES SUBCOMMITTEE
MEETING

THURSDAY, 28 SEPTEMBER 2017

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.

At the close of the agenda no requests for leave of absence 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 Executive Advisor/Manager: Office of the Chief Executive (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 Temporary Road Closures Subcommittee Meeting held
Thursday 14 September 2017.
(Previously circulated)

4. Temporary road closure - Prospect Road - 7 October 2017 **5**

5. Additional Business Items

6. Extraordinary Business Items

REPORT TO: TEMPORARY ROAD CLOSURES SUBCOMMITTEE

MEETING DATE: THURSDAY 28 SEPTEMBER 2017

FROM: TRANSPORTATION OFFICER
LYNN BURDEN

SUBJECT: TEMPORARY ROAD CLOSURE - PROSPECT ROAD - 7
OCTOBER 2017

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Committee on the following temporary proposed temporary road closure requested by:
- 1.2 **The Hawke's Bay Racing Club - Prospect Road** between Royston Hospital and King Street South. The road closure will be between 6:00am and 7:00pm, Saturday, 7 October 2017. The purpose of this road closure is to hold the annual horse racing Spring Carnival.
- 1.3 The closure of this section of Prospect Road is to provide a safe area for pedestrians to cross the road and access / exit the race course.
- 1.4 This request arises from the need to inform and gain Hastings District Council ('the Council') approval in order to comply with legal process to temporarily close the above road.
- 1.5 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.
- 1.6 The objective of this decision relevant to the purpose of Local Government is to allow for the proposed events to take place in a controlled environment with the temporary road closure provisions providing safety measures for residents and road users in the particular area while the activity is being undertaken.
- 1.7 This report concludes by recommending the above temporary road closure be approved, subject to conditions.

2.0 BACKGROUND

- 2.1 The above event is being undertaken by the **Hawke's Bay Racing Club (HBRC)** requiring the temporary road closure of Prospect Road between Royston Hospital and King Street South. This will be the first temporary road closure of this section of road this calendar year.
- 2.2 The purpose of the above temporary road closure is so that the Hawke's Bay Racing club can ensure the safe passage of patrons to and from the racecourse.

- 2.3 The temporary closure check list (**Attachment 1**) details the necessary items that the organiser need to submit as part of their application for the above proposed road closure. A GIS map showing the area of the temporary road closure is also attached – as **Attachment 2: Prospect Road**.

3.0 CURRENT SITUATION

- 3.1 The temporary road closure will be managed in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- 3.2 A detailed Traffic Management Plan (TMP) has been submitted to the Hastings District Council and the TMP will be approved for implementation subject to the temporary road closure application being approved.

4.0 OPTIONS

- 4.1 **Option A: Approve** the temporary road closure detailed above.
- 4.2 **Option B: Do not approve** the temporary road closure detailed above.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The organiser of the above event has been in contact with affected parties/residents. No issues have been raised regarding the above temporary road closure.
- 5.2 The temporary road closure of Prospect Road has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on: Saturday, 29 July 2017.
- 5.3 The closing date for submissions was 4:00pm, Monday, 14 August 2017. No submissions were received.
- 5.4 If the temporary road closure is approved final formal public notification will be published in the Hawke's Bay today newspaper on Saturday, 30 September 2017.
- 5.5 The traffic count for Prospect Road is 570 vehicles per day.
- 5.6 As per the requirements of schedule 10, section 11, Emergency Services including Police, St John Ambulance, Ministry of Transport (MoT), New Zealand Transport Agency (NZTA) and the Fire Service have been informed and will be allowed emergency access at all times during the temporary road closures. Council has not received any submissions from MoT, NZTA or the NZ Police.

6.0 HEALTH AND SAFETY

- 6.1 As per the requirements of the Health and Safety at Work Act 2015, the applicant is required to include a Health and Safety Plan with their temporary road closure application. Additionally, conditions drawing the applicant's attention to their obligations, including compliance with the Health and Safety Plan, have been provided in the recommendations.

7.0 ALCOHOL

- 7.1 Council's Consolidated Bylaw - Chapter 4, states that Prospect Road is prohibited for the consumption, bringing into, or possession of alcohol within the ban area on the first Saturday in October between 7.00am and 11.00pm, therefore a liquor ban is in operation.

8.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 8.1 The above temporary road closure 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."

9.0 PREFERRED OPTION/S AND REASONS

- 9.1 **Option A** is the preferred option. It recommends the Committee approve the temporary road closure detailed above, subject to conditions that will ensure public safety is maintained.
- 9.2 Given that there are no submissions in opposition to the closure and that subject to the recommended conditions the activities can proceed and be undertaken in a safe and controlled environment, the risks associated with this closure can then be minimised and safely managed to Council's satisfaction.

10.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Transportation Officer titled "Temporary road closure - Prospect Road - 7 October 2017" dated 28/09/2017 be received.**
- B) That, there being no submissions received, the Council approve the temporary road closure of Prospect Road between Royston Hospital and King Street South. The road closure will be between 6:00am and 7:00pm, Saturday, 7 October 2017.**
- C) The Council approve the above temporary road closure subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:**

1. This event is conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
2. The Traffic Management Plan including provision for appropriate signage are approved by the Traffic Management Coordinator acting under delegated authority.
3. The Traffic Management Plan must be complied with including any specific conditions.
4. A copy of the relevant liability insurance policy is received.
5. That the cost of all advertising is met by the event organisers.
6. Emergency Services are contacted regarding the holding of this event with details of the date, location and time frame.
7. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the site as required.
8. (i) The applicant is responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during this temporary road closure.

(ii) And, the applicant has in place at all times, appropriate Health and Safety measures (to prevent harm to any persons), including (but not limited to) any measures provided for in the submitted Health and Safety Plan including any conditions attached in the plan.

With the reasons for this decision being that the objective of the decision will contribute to the good quality local 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 closure the organisers can undertake their event in a safe and controlled environment with all risks minimised and managed.

Attachments:

- | | | |
|---|---|----------------|
| 1 | Checklist - Temporary Road Closure - Prospect Road - 7 October 2017 | CG-14-16-00138 |
| 2 | Map - Temporary Road Closure - Prospect Road - 7 October 2017 | CG-14-16-00139 |

- 1. Temporary Road Closure:** – Prospect Road between Royston Hospital and King Street South. The road closure will be between 6:00am and 7:00pm, Saturday, 7 October 2017.

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

