



# *Hastings District Council*

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**OPEN**

## **A G E N D A**

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### **TEMPORARY ROAD CLOSURES SUBCOMMITTEE MEETING**

Meeting Date: **Thursday, 6 September 2018**

Time: **8.45am**

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

<b>Subcommittee Members</b>	Chair: Councillor Nixon Deputy Chair: Councillor Watkins Ex Officio: Mayor Hazlehurst Transportation Manager – Mr J Pannu Environmental Consents Manager – Mr M Arnold
<b>Officer Responsible</b>	Group Manager: Asset Management – Mr C Thew
<b>Committee Secretary</b>	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, 6 SEPTEMBER 2018**

**VENUE:** Guilin 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 General Counsel or the Democratic Support Manager (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 23 August 2018.  
*(Previously circulated)*

<b>4.</b>	<b>Temporary Road Closure - Te Onepu Road - 22 September 2018</b>	<b>5</b>
<b>5.</b>	<b>Temporary Road Closures - Moteo Pa Road 23 September 2018</b>	<b>11</b>
<b>6.</b>	<b>Additional Business Items</b>	
<b>7.</b>	<b>Extraordinary Business Items</b>	

**REPORT TO:** TEMPORARY ROAD CLOSURES SUBCOMMITTEE

**MEETING DATE:** THURSDAY 6 SEPTEMBER 2018

**FROM:** TRANSPORTATION OPERATIONS ENGINEER  
TIM BATEMAN

**SUBJECT:** TEMPORARY ROAD CLOSURE - TE ONEPU ROAD - 22  
SEPTEMBER 2018

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## 1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Committee on the following proposed temporary road closure:
- 1.2 **The Hawke's Bay Car Club (HBCC)** – Saturday, 22 September 2018 for a motorsport (Historic Hill Climb) event to be held on Te Onepu Road between RP 135 and RP 456. The road closure will be between 9:00am and 5:30pm.
- 1.3 This request arises 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 road.
- 1.4 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.
- 1.5 The objective of this decision relevant to the purpose of Local Government is to provide for good quality local public services by allowing 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 areas while the activities are being undertaken.
- 1.6 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 Car Club (HBCC)** requiring the temporary road closure of Te Onepu Road between RP 135 and RP 456. This will be the first temporary closure of this road during the 2018 calendar year. Te Onepu Road has been chosen specifically for this hill climb event as part of a HBCC Historic Hill Climb.
- 2.2 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: Te Onepu 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 have been in contact with affected parties / residents. They advise that no issues have been raised regarding the above temporary road closure.
- 5.2 The temporary road closure of Te Onepu has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on: Wednesday, 15 August 2018.
- 5.3 The closing date for submissions was 4:00pm, Monday, 27 August 2018. No submission were received.
- 5.4 If the road closure is approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Friday, 7 September 2018.
- 5.5 The average daily traffic count for Te Onepu Road is 150 vehicles.
- 5.6 As per the requirements of schedule 10, section 11 of the Local Government Act, Emergency Services including NZ 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 closure. 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.
- 6.2 The Council will not accept any liability for damage of any kind caused to any person, vehicles, property or business that occurs within or outside the road corridor arising from the closure of the road corridor and any activities within it.

## 7.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

7.1 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.”*

## 8.0 PREFERRED OPTION/S AND REASONS

8.1 **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.

8.2 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.

## 9.0 RECOMMENDATIONS AND REASONS

**A) That the report of the Transportation Operations Engineer titled “Temporary road closure - Te Onepu Road - 22 September 2018” dated 6/09/2018 be received.**

**B) That, there being no submissions received, the Council approve the temporary road closure of Te Onepu Road between RP 135 and RP 456. The road closure will be between 9:00am and 5:30pm. Saturday, 22 September 2018.**

**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 events with details of the date, locations and time frames.**
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 HBCC Te Onepu Road Closure on 22 September 2018         | TR-8-18-9489 |
| 2 | Overview Plan Map HBCC Te Onepu Road Closure on 22 September 2018 | TR-8-18-9490 |

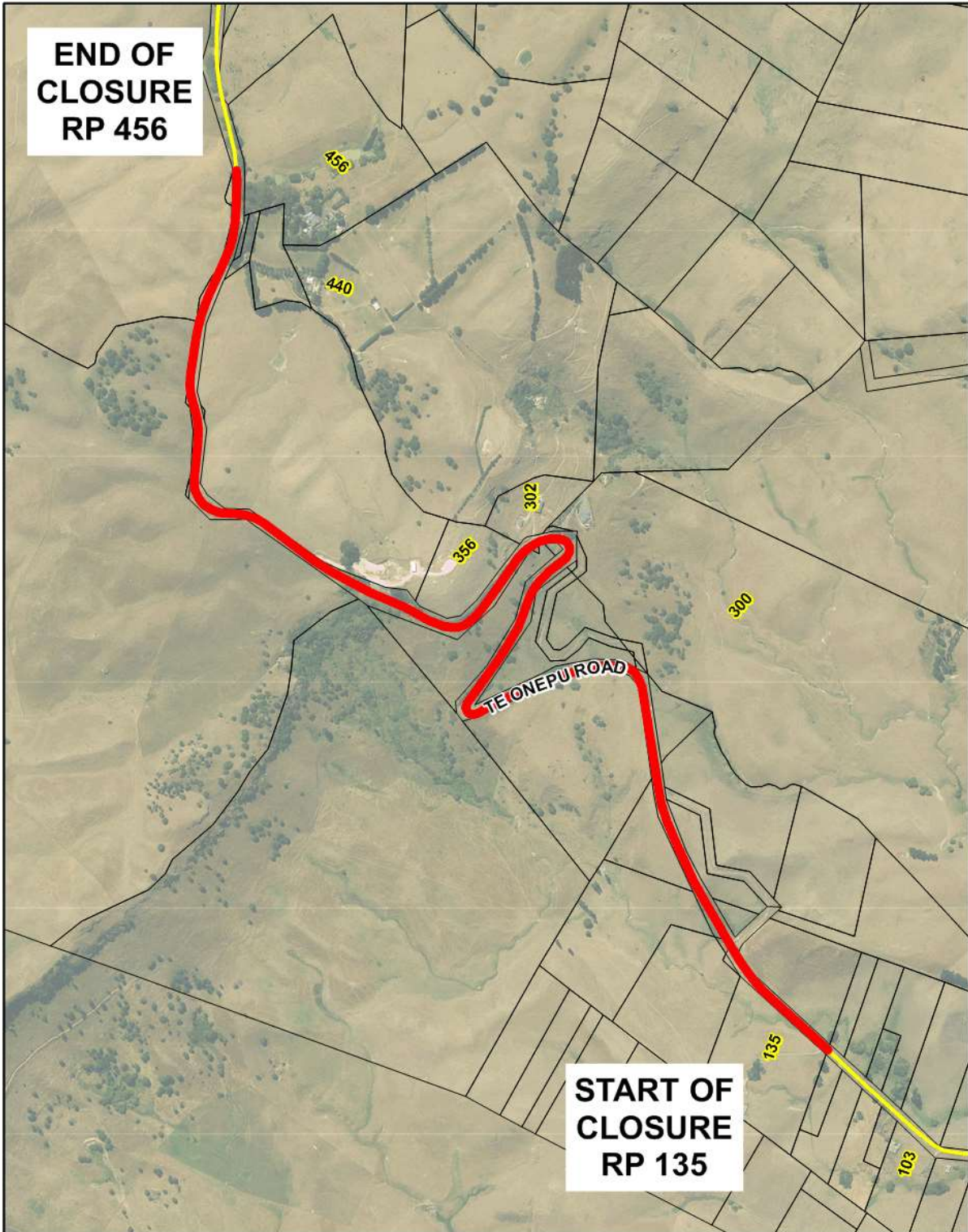


**Temporary Road Closure:**

**HBCC – Saturday 22 September 2018 – 9:00am to 5:30pm**

Te Onepu Road – between RP 135 and RP 456

<b>Items Received:</b>	
Temporary Road Closure Application form	✓
Traffic Management Plan	✓
Road Bond	✓
Event Safety Plan	✓
Resident Visiting Form / Letter	✓



**TE ONEPU ROAD**



Scale 1:10,000  
 0 45 90 180 270 360 450 Metres  
 Projection: NZTM  
 Datum: D\_NZGD\_2000  
 Original Size: A4  
 Date: Monday, 27 August 2018

DATA SOURCE: Cadastral information derived from the Land Information New Zealand's 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.

**REPORT TO:           TEMPORARY ROAD CLOSURES SUBCOMMITTEE**

**MEETING DATE:       THURSDAY 6 SEPTEMBER 2018**

**FROM:                 TRANSPORTATION OPERATIONS ENGINEER**  
**TIM BATEMAN**

**SUBJECT:             TEMPORARY ROAD CLOSURES - MOTEO PA ROAD 23**  
**SEPTEMBER 2018**

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## **1.0   SUMMARY**

- 1.1   The purpose of this report is to obtain a decision from the Committee on the following proposed temporary road closures requested by:
- 1.2   **The Hawke’s Bay Car Club (HBCC)** – Sunday, 23 September 2018 for a motorsport (Historic Hill Climb) event to be held on Moteo Pa Road between RP 265 and the very end. The road closure will be between 9:00am and 5:00pm.
- 1.3   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 roads.
- 1.4   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.
- 1.5   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.
- 1.6   This report concludes by recommending, subject to conditions, the above temporary road closures be approved.

## **2.0   BACKGROUND**

- 2.1   The above event is being undertaken by the **Hawke’s Bay Car Club (HBCC)** requiring the temporary road closure of Moteo Pa Road between RP 265 and the very end. This will be the first temporary closure of this road during the 2018 calendar year. Moteo Pa Road has been chosen specifically for this hill climb event as part of a HBCC Historic Hill Climb.
- 2.2   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: Moteo Pa Road**.

### **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 have been 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: Do not approve** the temporary road closures detailed above.

### **5.0 SIGNIFICANCE AND ENGAGEMENT**

- 5.1 Organisers of the above events have been in contact with affected parties/residents. No issues have been raised regarding the above temporary road closures.
- 5.2 The temporary road closure of Moteo Pa Road has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on: Wednesday, 15 August 2018.
- 5.3 The closing date for submissions was Monday, 27 August 2018. No submissions were received.
- 5.4 If the road closures are approved final formal public notification will be published in the Hawke's Bay today newspaper on Friday, 7 September 2018.
- 5.5 The traffic count for Moteo Pa Road is 225.
- 5.6 As per the requirements of schedule 10, section 11 of the Local Government Act, Emergency Services including NZ 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 closure. 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.
- 6.2 The Council will not accept any liability for damage of any kind caused to any person, vehicles, property or business that occurs within or outside the road corridor arising from the closure of the road corridor and any activities within it.

## 7.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 7.1 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.”*

## 8.0 PREFERRED OPTION/S AND REASONS

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

## 9.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Transportation Operations Engineer titled “Temporary Road Closures - Moteo Pa Road 23 September 2018” dated 6/09/2018 be received.
- B) That, there being no submissions received, the Council approve the temporary road closure of Moteo Pa Road between RP 265 and the very end. The road closure will be between 9:00am and 5:00pm. Sunday, 23 September 2018.
- 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 events with details of the date, locations and time frames.**
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 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) **By allowing the road closures the organisers can undertake their events in a safe and controlled environment with all risks minimised and managed.**

**Attachments:**

- |   |   |              |
|---|---|--------------|
| 1 | Checklist HBCC Moteo Pa Road Closure on 23 September 2018             | TR-8-18-9487 |
| 2 | Overview Plan Map for HBCC Moteo Pa Road Closure on 23 September 2018 | TR-8-18-9488 |

**Temporary Road Closure:**

**HBCC – Sunday 23 September 2018 – 9:00am to 5:00pm**

Moteo Pa Road – between RP 265 and the very end

<b>Items Received:</b>	
Temporary Road Closure Application form	✓
Traffic Management Plan	✓
Road Bond	✓
Event Safety Plan	✓
Resident Visiting Form / Letter	✓

