



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

TEMPORARY ROAD CLOSURES SUBCOMMITTEE MEETING

Meeting Date: **Thursday, 11 April 2019**

Time: **8.45am**

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

Subcommittee Members	Chair: Councillor Nixon Deputy Chair: Councillor Watkins Transportation Manager – Mr J Pannu Environmental Consents Manager – Mr M Arnold Ex Officio: Mayor Hazlehurst
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, 11 APRIL 2019

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 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 28 February 2019.
(Previously circulated)

4. Temporary Road Closures - ANZAC DAY - Hastings and Havelock North - 25 April 2019

5

5. Additional Business Items

6. Extraordinary Business Items

REPORT TO: TEMPORARY ROAD CLOSURES SUBCOMMITTEE

MEETING DATE: THURSDAY 11 APRIL 2019

FROM: TRANSPORTATION OFFICER
LYNN BURDEN

SUBJECT: TEMPORARY ROAD CLOSURES - ANZAC DAY -
HASTINGS AND HAVELOCK NORTH - 25 APRIL 2019

1.0 SUMMARY

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

1.2 **Clubs Hastings Incorporated** – ANZAC Day Commemorative Services – 25 April 2019 to be held in the following locations:

Hastings 5:00am and 6:15am

1. **Eastbourne Street East** from Karamu Road to Russell Street South between 5:00am and 6:15am
2. **Russell Street** from Queen Street West to Lyndon Road East from 5:00am and 6:15am

Havelock North 8:30am and 10:30am

1. **Te Mata Road** from Columba Way to the central roundabout between 8:30am and 10:30am
2. **Middle Road** from the bank corner to the central roundabout between 8:30am and 10:30am
3. **Te Aute Road** from Porter Drive to the central roundabout between 8:30am and 10:30am
4. **Havelock Road** from the motel entrance to the central roundabout between 8:30am and 10:30am
5. **Napier Road** from Columba Way to the central roundabout between 8:30am and 10:30am
6. **Joll Road** from the service lane to the central roundabout between 8:30am and 10:30am
7. **The central roundabout** between 8:30am and 10:30am

1.3 This request arises from 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 that, subject to conditions, the above temporary road closures be approved.

2.0 BACKGROUND

- 2.1 The above annual ANZAC Day events (Hastings and Havelock North) are being arranged by the **Club Hastings Incorporated**. Due to this being an annual event the temporary road closures and organisation of the event are managed in a consistent way each year.
- 2.2 This will be the first instance of these sections of roads being temporarily closed during the 2019 calendar year.
- 2.3 The temporary road closure **check list** detailing the necessary items that the organiser needs to submit as part of their application, along with the **GIS maps** showing the area of the temporary road closures in Hastings and Havelock North is attached (**Attachment 1**).
- 2.4 At the time of writing this report work is being undertaken on Eastbourne Street between Karamu Road and Russell Street South. Discussions have been undertaken with Club Hastings whereby the ANZAC Day march will not be held in Eastbourne Street, instead participants will be doing a loop around Russell Street.

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 being submitted to the Hastings District Council and the Plans 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 closures detailed above.
- 4.2 **Option B: Do not approve** the temporary road closures detailed above.
- 4.3 **Option C: Approve only** the temporary road closures in either Hastings or in Havelock North (ANZAC Day).

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The organisers of the above event have been in contact with affected parties/residents and there are no issues regarding the above temporary road closures.
- 5.2 Due to the nature of the ANZAC Day services whereby only walkers will be using the closed sections of road no road bond is required.
- 5.3 The temporary road closures for the ANZAC Day services have been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 16 February 2019.
- 5.4 The closing date for submissions was 4:00pm, Monday, 4 March 2019. No submissions were received.
- 5.5 If the ANZAC Day temporary road closures are approved final formal notification will be published in the Hawke's Bay Today newspaper on Saturday,
- 5.6 The average daily traffic count for the affected roads in Hastings and Havelock North is shown in the table below:

Hastings:
Eastbourne Street East - Karamu Road to Russell Street South – 5669 vehicles per day
Russell Street South – Queen Street West to Lyndon Road East – 2046 vehicles per day
Havelock North:
Te Mata Road – Columba Way to the central roundabout – 4600 vehicles per day
Joll Road – from the service lane (remains open) to the central roundabout – 3429 vehicles per day
Middle Road – from the bank corner to the central roundabout – 5000 vehicles per day
Te Aute Road – Porter Drive to the central roundabout – 688 vehicles per day
Havelock Road – from the motel entrance (remains open) to the central roundabout – 5000 per day
Napier Road – Columba Way to the central roundabout – 6474 vehicles per day
The central roundabout – not recorded.

- 5.7 As per the requirements of Schedule 10, Clause 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 either MoT, NZTA, emergency services 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 have been provided in the recommendations.

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 closures detailed above, subject to conditions that will ensure public safety is maintained.
- 8.2 Given that there are no submissions in opposition to the closures and that subject to the recommended conditions the activity 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 Officer titled "Temporary Road Closures - ANZAC DAY - Hastings and Havelock North - 25 April 2019" dated 11/04/2019 be received.
- B) That, there being no submissions received, the Council approve the temporary road closures for the ANZAC Day commemorative services is Hastings and Havelock North:

Hastings

1. Eastbourne Street East from Karamu Road to Russell Street South - 5:00am until 6:15am

- 2. Russell Street South from Queen Street West to Lyndon Road East - 5:00am until 6:15am**

Havelock North

- 1. Middle Road from the bank corner to the central roundabout – 8:30am until 10:30am**
- 2. Te Aute Road from Porter Drive to the central roundabout – 8:30am until 10:30am**
- 3. Havelock Road from the motel entrance (remains open) to the central roundabout – 8:30am until 10:30am**
- 4. Napier Road from Columba Way to the central roundabout – 8:30am until 10:30am**
- 5. Te Mata Road from Columba Way to the central roundabout – 8:30am until 10:30am**
- 6. Joll Road from the service lane to the central roundabout – 8:30am until 10:30am**
- 7. The central roundabout – 8:30am until 10:30am**

- 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 Plans including provision for appropriate signage are approved by the Traffic Management Coordinator acting under delegated authority.**
- 3. The Traffic Management Plans 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 organiser.**
- 6. Emergency Services are contacted regarding the holding of these events with details of the dates, 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. 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.**
- 9. 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.**

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 closures the organiser can undertake their event in a safe and controlled environment with all risks minimised and managed.**

Attachments:

- 1 Temporary Road Closures - Checklist and Maps - CG-14-16-00313
ANZAC Day - Hastings and Havelock North - 25
March 2019

**Checklist and Maps - Temporary Road Closures:
Clubs Hastings Incorporated – ANZAC Day Hastings and Havelock North -
25 April 2019**

Hastings

1. **Eastbourne Street East** from Karamu Road to Russell Street South
2. **Russell Street** from Queen Street West to Lyndon Road East

The road closures will be between 5:00am and 6:15am

Havelock North

1. **Te Mata Road** from Columba Way to the central roundabout
2. **Middle Road** from the bank corner to the central roundabout
3. **Te Aute Road** from Porter Drive to the central roundabout
4. **Havelock Road** from the motel entrance to the central roundabout
5. **Napier Road** from Columba Way to the central roundabout
6. **Joll Road** from the service lane to the central roundabout
7. **The central roundabout**

The temporary road closures will be between 8:30am and 10:30am

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



