



# *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, 26 September 2019**

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 Transportation Manager – Mr J Pannu Environmental Consents Manager – Mr M Arnold  Ex Officio: Mayor Hazlehurst
<b>Officer Responsible</b>	Group Manager: Asset Management – Mr C Thew
<b>Democracy &amp; Governance Advisor</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, 26 SEPTEMBER 2019**

**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 12 September 2019.  
*(Previously circulated)*

4. **Temporary Road Closures - Salisbury Road - 5 October, Tangoio Settlement Road - 6 October, Thompson Road (Havelock North) - 20 October and Elwood Road - 25 October 2019**
5. **Additional Business Items**
6. **Extraordinary Business Items**

**REPORT TO:** TEMPORARY ROAD CLOSURES SUBCOMMITTEE

**MEETING DATE:** THURSDAY 26 SEPTEMBER 2019

**FROM:** TRANSPORTATION OFFICER  
LYNN BURDEN

**SUBJECT:** TEMPORARY ROAD CLOSURES - SALISBURY ROAD - 5 OCTOBER, TANGOIO SETTLEMENT ROAD - 6 OCTOBER, THOMPSON ROAD (HAVELOCK NORTH) - 20 OCTOBER AND ELWOOD ROAD - 25 OCTOBER 2019

## 1.0 EXECUTIVE SUMMARY - *TE KAUPAPA ME TE WHAKARĀPOPOTANGA*

1.1 The purpose of this report is to obtain a decision from the Committee in regard to the following temporary road closures as requested below. 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 roads listed below:

- The Hawke’s Bay Car Club (HBCC) **Salisbury Road** - Saturday, 5 October 2019 and **Tangoio Settlement Road** - Sunday, 6 October 2019 detailed below:
  - **Salisbury Road** from Rapid No. 546 to Rapid No. 1013. The road closure will be between 9:30am and 5:30pm, **Saturday, 5 October 2019**. The purpose of this road closure is hold a motorsport event.
  - **Tangoio Settlement Road** from Waipatiki Road to SH2. The road closure will be between 9:00am and 5:00pm, **Sunday, 6 October 2019**. The purpose of this road closure is hold a motorsport event.
- House of Travel Annual Tour of the Bay Fun Ride - **Thompson Road** (Havelock North) from Napier Road to Davidson Road. The road closure will be between 6:00am and 4:00pm, **Sunday, 20 October 2019**. The purpose of this road closure is to hold the Tour of the Bay Fun Ride.
- The Hawke’s Bay A&P Society – **Elwood Road** between SH2 and Otene Road. The road closure will be between 7:00am and 6:00pm, **Friday, 25 October 2019**. The purpose of this road closure is to ensure public safety across Elwood Road during the Hawke’s Bay A&P Show ‘People’s Day’

1.2 This report contributes to the purpose of local government by primarily promoting the cultural and social wellbeing and specifically to the Council’s strategic objectives by promoting the appealing visitor destination and wellbeing of communities in the present and for the future.

1.3 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

these closures can then be minimised and safely managed to Council's satisfaction.

## 2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Committee receives the report titled Temporary Road Closures - Salisbury Road - 5 October, Tangoio Settlement Road - 6 October, Thompson Road (Havelock North) - 20 October and Elwood Road - 25 October 2019 That the Committee approve the following temporary road closures as no submissions have been received in respect of these applications:
- B) The Hawke's Bay Car Club Salisbury Road from Rapid No. 546 to Rapid No. 1013. The road closure will be between 9:30am and 5:30pm, Saturday, 5 October 2019.
- C) The Hawke's Bay Car Club Tangoio Settlement Road from Waipatiki Road to SH2. The road closure will be between 9:00am and 5:00pm, Sunday, 6 October 2019.
- D) House of Travel Thompson Road (Havelock North) from Napier Road to Davidson Road. The road closure will be between 6:00am and 4:00pm, Sunday, 20 October 2019.
- E) The Hawke's Bay A&P Society Elwood Road between SH2 and Otene Road. The road closure will be between 7:00am and 6:00pm, Friday, 25 October 2019.
- F) The Committee approve the above temporary road closures subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:
- i. These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
  - ii. The Traffic Management Plans including provision for appropriate signage are approved by the Traffic Management Coordinator acting under delegated authority.
  - iii. The Traffic Management Plans must be complied with including any specific conditions.
  - iv. Copies of the relevant liability insurance policies are received.
  - v. That the cost of all advertising is met by the event organisers.
  - vi. Emergency Services are contacted regarding the holding of these events with details of the dates, locations and time frames.
  - vii. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access

provided through the sites as required.

- viii. 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 these temporary road closures.
- ix. 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 Plans including any conditions attached.
- x. The Hawke's Bay Car Club events shall be conducted in accordance with the requirements of the Motorsport New Zealand Motor Sport Manual, National Sporting Code and Appendices.

### 3.0 BACKGROUND – *TE HOROPAKI*

- 3.1 This report covers the applications by the HBCC, House of Travel and the Hawke's Bay A&P Society to temporarily close roads so that three sporting events (HBCC) and (House of Travel), along with a cultural event (Hawke's Bay A&P Society) can be held. The preferred option is to allow the closure of the above roads so that the listed events can be undertaken.
- 3.2 The temporary road closures will be managed in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- 3.3 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.
- 3.4 The temporary road closure checklist (**Attachment 1**) details the necessary items that the organisers need to submit as part of their application for the above proposed road closures.
- 3.5 GIS maps showing the area of the temporary road closures are also attached as part of **Attachment 1**: (HBCC) Salisbury Road and Tangoio Settlement Road; (House of Travel) Thompson Road and the (Hawke's Bay A&P Society) Elwood Road.
- 3.6 At the time of writing this report there were no planned road works that will affect or impact the above temporary road closures.

### 4.0 DISCUSSION - *TE MATAPAKITANGA*

- 4.1 The above events are being undertaken by the following organisations:



- The HBCC – **Salisbury Road**. This will be the first temporary closure of the above road during the 2019 calendar year. The above road has been chosen specifically for its suitability for holding motorsport events.
  - The average daily traffic count for Salisbury Road is: 53 vehicles per day.
- The HBCC – **Tangoio Settlement Road**. This will be the first temporary closure of the above road during the 2019 calendar year. The above road has been chosen specifically for its suitability for holding motorsport events.
  - The average daily traffic count for Tangoio Settlement Road is: 34 vehicles per day.
- House of Travel – **Thompson Road**. This will be the first temporary closure of the above road during the 2019 calendar year. The above road has been chosen specifically for its suitability for providing a safe cyclist and pedestrian zone while the cycle rides are being held.
  - The average daily traffic count for Thompson Road is: 550 vehicles per day.
- The Hawke’s Bay A& P Society – **Elwood Road**. This will be the first temporary closure of the above road during the 2019 calendar year. The above road has been chosen specifically for its suitability for providing a safe pedestrian zone while the Hake’s Bay Show is being held.
  - The average daily traffic count for Elwood Road is: 3752 vehicles per day.

**5.0 OPTIONS - NGĀ KŌWHIRINGA (Do not delete this heading -- if there are no options, state “no options” or “not applicable”).**

5.1 Option One - Recommended Option - *Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga*

5.2 **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.

5.3 Temporary road closure options listed below:

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

Advantages: All events can proceed and contribute to the safe use of roads within the district for these proposed events.

Disadvantages: Traffic will be impeded for a short period of time.

- **Option B: Do not approve** the temporary road closures detailed above.

Advantages: Traffic will not be impeded.

Disadvantages: All proposed events will need to be cancelled.

- **Option C: Approve only** one, two, three or four of the temporary road closures detailed above.

Advantages: Only traffic on specific roads will be impeded.

Disadvantages: Depending on which roads are temporarily closed this may result in the cancellation of some or all the proposed events.

## 6.0 NEXT STEPS - TE ANGA WHAKAMUA

6.1 See above for options related to these proposed temporary road closures.

### **SUMMARY OF CONSIDERATIONS - HE WHAKARĀPOPOTO WHAIWHAKAARO**

#### **Fit with purpose of Local Government - E noho hāngai pū ai ki te Rangatōpū-ā-rohe**

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

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.”*

This report contributes to the purpose of local government by primarily promoting the cultural and social wellbeing of the community.

#### **Link to the Council’s Community Outcomes - E noho hāngai pū ai ki te rautaki matua**

This proposal promotes the appealing visitor destination wellbeing of communities in the present and for the future.

**Māori Impact Statement - Te Tauākī Kaupapa Māori**

There are no known impacts for Tangtata Whenua.

**Sustainability - Te Toitūtanga**

There are no known implications for sustainability.

**Financial considerations - Ngā Whaiwhakaaro Ahumoni**

The advertising cost for these events are being met by the event organisers: being the Hawke's Bay Car Club, House of Travel and the Hawke's Bay A&P Society.

**Significance and Engagement - Te Hiranga me te Tūhonotanga**

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

**Consultation – internal and/or external - Whakawhiti Whakaaro-ā-roto, ā-waho**

The organisers of the above events have been in contact with affected parties/residents. They advise that no issues have been raised regarding the above proposed temporary road closures.

The temporary road closure of **Salisbury Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 24 August 2019.

The closing date for submissions for **Salisbury Road** was 4:00pm, Monday, 9 September 2019. No submissions were received.

If the road closures are approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Friday, 4 October 2019.

The temporary road closure of **Tangoio Settlement Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 27 July 2019.

The closing date for submissions for **Tangoio Settlement Road** was 4:00pm, Monday, 9 September 2019. No submissions were received.

If the road closures are approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Saturday, 5 October 2019.

The temporary road closure of **Thompson Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 3 August 2019.

The closing date for submissions for **Thompson Road** was 4:00pm, Monday, 19 August 2019. No submissions were received.

If the road closures are approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Friday, 4 October 2019.

The temporary road closure of **Elwood Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 6 July 2019.

The closing date for submissions for **Elwood Road** was 4:00pm, Monday, 22 July 2019. No submissions were received.

If the road closures are approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Wednesday, 23 October 2019.

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 closures. Council has not received any submissions from emergency services, MoT or NZTA.

**Risks: Legal/ Health and Safety - *Ngā Tūraru: Ngā Ture / Hauora me te Haumarū***

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 applicants' attention to their respective obligations have been provided in the recommendations.

**Rural Community Board - *Ngā Poari-ā-hapori***

There are no implications for the Rural Community Board. They have been advised of the proposed temporary road closures.

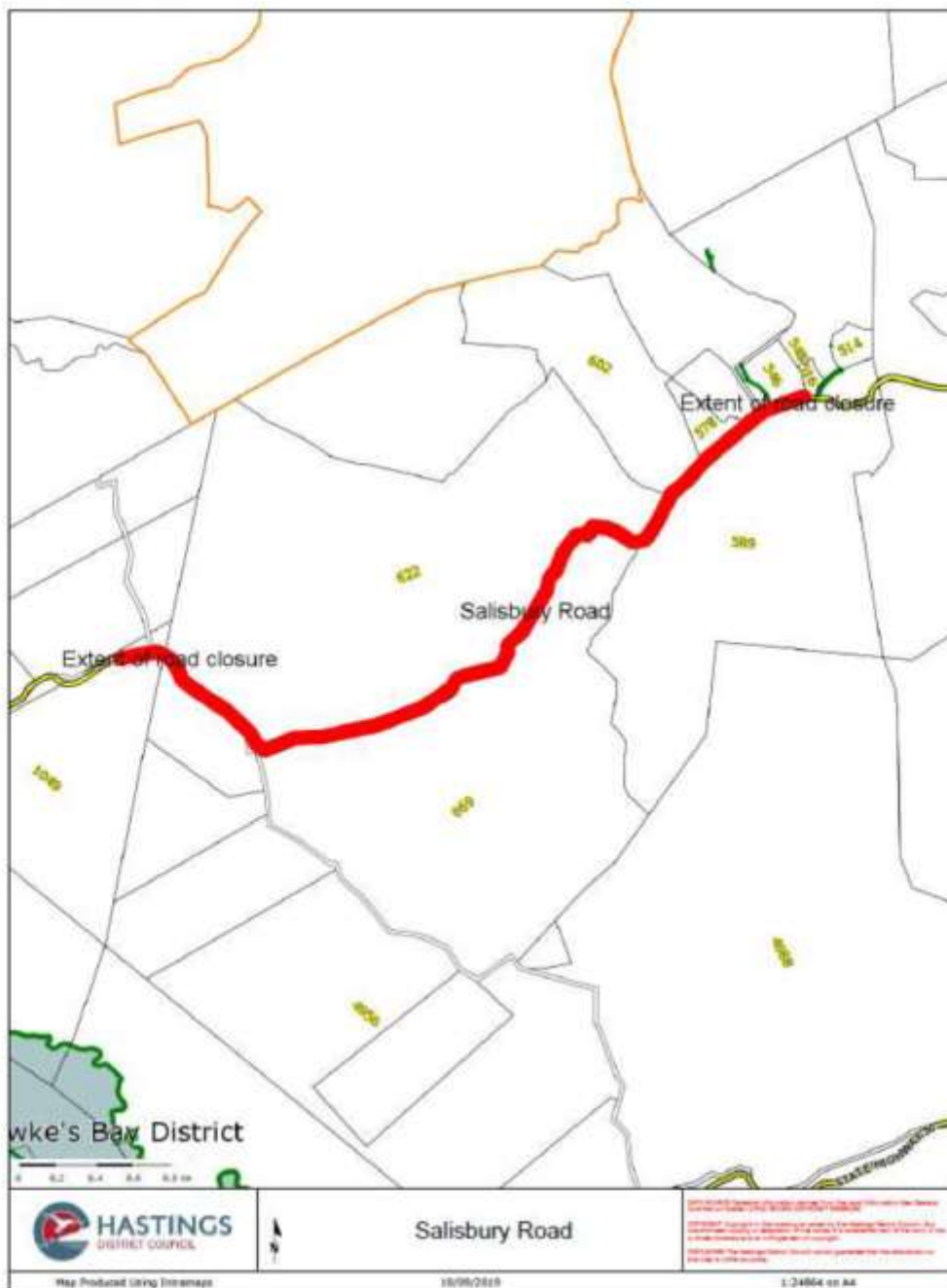
**Attachments:**

- 1 [↓](#) Temporary Road Closures - Checklists and Maps - CG-14-16-00339  
 Salisbury Road - 5 October 2019 Tangoio  
 Settlement Road - 6 October 2019 Thompson Road  
 - 20 October 2019 and Elwood Road - 25 October  
 2019

**Checklists and Maps - Temporary Road Closures:**

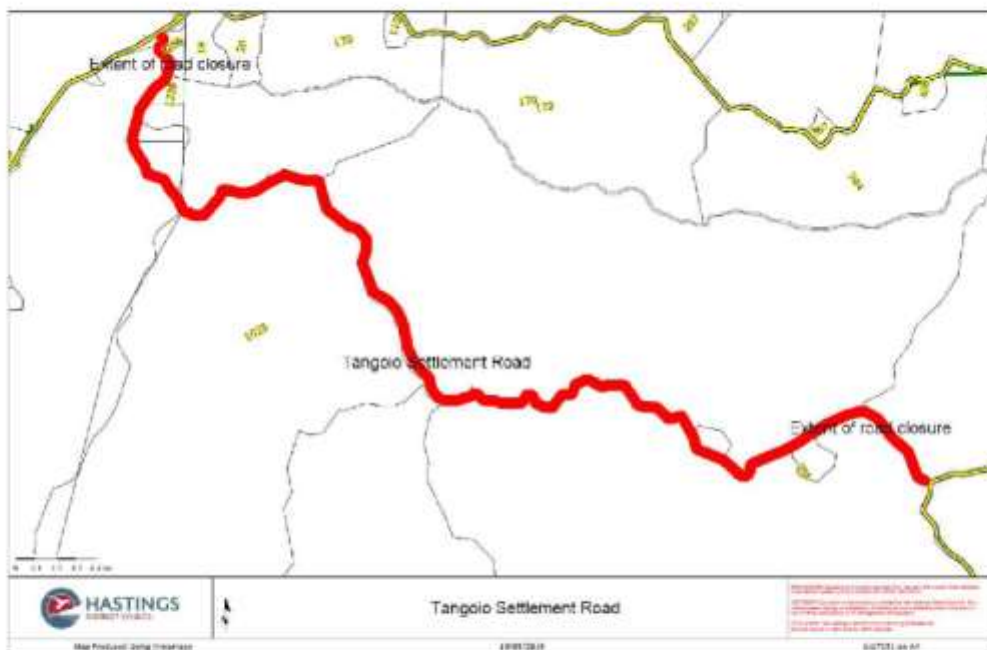
- 1. The Hawke's Bay Car Club (HBCC) - Salisbury Road from Rapid No. 546 to Rapid No. 1013. The road closure will be between 9:30am and 5:30pm, Saturday, 5 October 2019.**

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



2. The Hawke's Bay Car Club (HBCC) - Tangoio Settlement Road from Waipatiki Road to SH2. The road closure will be between 9:00am and 5:00pm, Sunday, 6 October 2019.

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



3. House of Travel - Thompson Road (Havelock North) from Napier Road to Davidson Road. The road closure will be between 6:00am and 4:00pm, Sunday, 20 October 2019.

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





4. The Hawke's Bay A&P Society – Elwood Road between SH2 and Otene Road. The road closure will be between 7:00am and 6:00pm, Friday, 25 October 2019.

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

