



# *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, 8 February 2018**

Time: **8.45am**

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

<b>Subcommittee Members</b>	Chair: Councillor Watkins Deputy Chair: Councillor Lyons 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, 8 FEBRUARY 2018**

**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 25 January 2018.  
*(Previously circulated)*

<b>4.</b>	<b>Glengarry Road - 17 February 2018; Pohokura Road - 18 February 2018; and Mokamoka Road - 11 March 2018 - HB Car Club - Temporary Road Closure</b>	<b>5</b>
<b>5.</b>	<b>Temporary Road Closures - 21 February 2018 - Go By Bike To Work</b>	<b>15</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 8 FEBRUARY 2018

**FROM:** TRANSPORTATION OFFICER  
SIMON ROBSON

**SUBJECT:** GLENGARRY ROAD - 17 FEBRUARY 2018; POHOKURA ROAD - 18 FEBRUARY 2018; AND MOKAMOKA ROAD - 11 MARCH 2018 - HB CAR CLUB - TEMPORARY ROAD CLOSURE

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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** – Saturday, 17 February 2018 for a motorsport (hill climb) event to be held on Glengarry Road, Rissington, between Rapid No 604 and Rapid No 1232. The road closure will be between 9:00am and 6:00pm. Saturday, 17 February 2018.
- 1.3 **The Hawke's Bay Car Club** – Sunday, 18 February 2018 for a motorsport (hill climb) event to be held on Pohokura Road Te Pohue between Rapid No 2046 and the Bridge at Mohaka River. The road closure will be between 10:00am and 6:00pm. Sunday, 18 February 2018.
- 1.4 **The Hawke's Bay Car Club** – Sunday, 11 March 2018 for a motorsport (hill climb) event to be held on Mokamoka Road between Rapid No 100 and Rapid No 900. The road closure will be between 9:00am and 6:00pm. Sunday, 11 March 2018.
- 1.5 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.
- 1.6 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.
- 1.7 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.
- 1.8 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** – Saturday, 17 February 2018 for a motorsport (hill climb) event to be held on Glengarry Road, Rissington, between Rapid No 604 and Rapid No 1232. This will be the first temporary closure of this road during the 2018 calendar year.
- 2.2 The above event is being undertaken by the **Hawke's Bay Car Club** –for a motorsport (hill climb) event to be held on Sunday, 18 February 2018 on Pohokura Road, Te Pohue between Rapid No 2046 and the Bridge at Mohaka River. This will be the first temporary closure of this road during the 2018 calendar year.
- 2.3 The above event is being undertaken by the **Hawke's Bay Car Club** – Sunday, 11 March 2018 for a motorsport (hill climb) event to be held on Mokamoka Road. This will be the first temporary closure of this road during the 2018 calendar year.
- 2.4 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.
- 2.5 A GIS maps showing the areas for the temporary road closures are also attached – as **Attachment 2**: Glengarry Road, Pohokura Road, and Mokamoka 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 for Glengarry Road, Pohokura Road, and Mokamoka Road have been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on: Saturday, 16 December 2018.
- 5.3 The closing date for submissions was 4.00pm, Monday, 8 January 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 **Saturday, 3 February 2018 for**

## **Glengarry Road, and Pohokura Road, Saturday, 3 March 2018 for Mokamoka Road.**

- 5.5 The average daily traffic count for Glengarry Road is 120 vehicles.
- 5.6 The average daily traffic count for Pohokura Road is 80 vehicles.
- 5.7 The average daily traffic count for Mokamoka Road is 55 vehicles.
- 5.8 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.

### **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 Officer titled “Glengarry Road - 17 February 2018; Pohokura Road - 18 February 2018; and Mokamoka Road - 11 March 2018 - HB Car Club - Temporary Road Closure” dated 8/02/2018 be received.
- B) That, there being no submissions received, the Council approve the temporary road closure for Glengarry Road, Pohokura Road, and Mokamoka Road. The road closure will be between 9:00am and 6:00pm. Saturday, 17 February 2018, Sunday 18 February 2018, and Sunday 11 March 2018 respectively.
- 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 - Hawke's Bay Car Club Hill Climb         | CG-14-16-00175 |
| 2 | Glengarry Road, Pohokura Road and Mokamoka Road Map | CG-14-16-00170 |

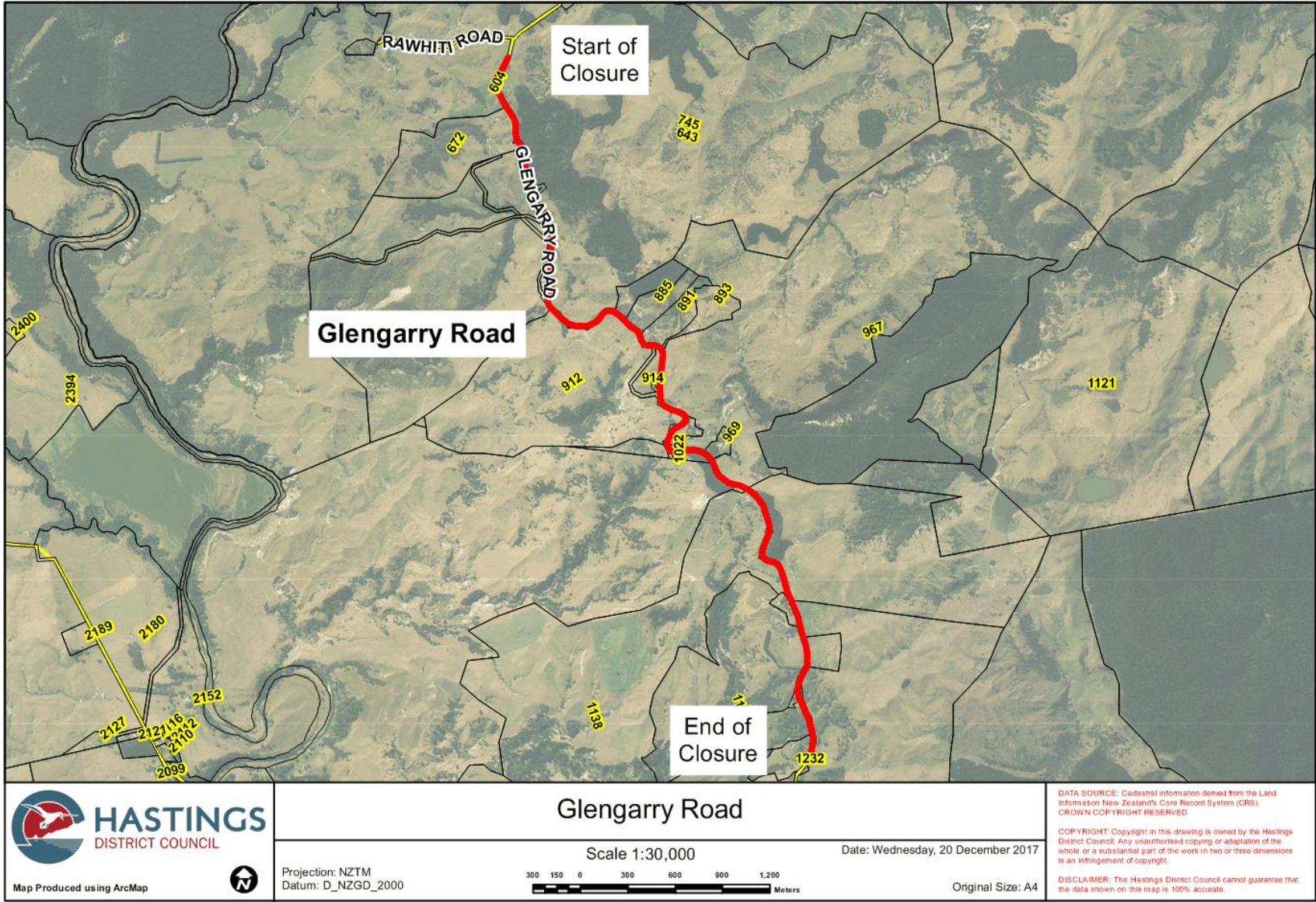
**1. Temporary Road Closure: For Hawkes Bay Car Club three Sprint Hill Climbs:**

**Glengarry Road, Rissington:** between Rapid No 604 and Rapid No 1232. The road closure will be between 9:00am and 6:00pm. Saturday, 17 February 2018.

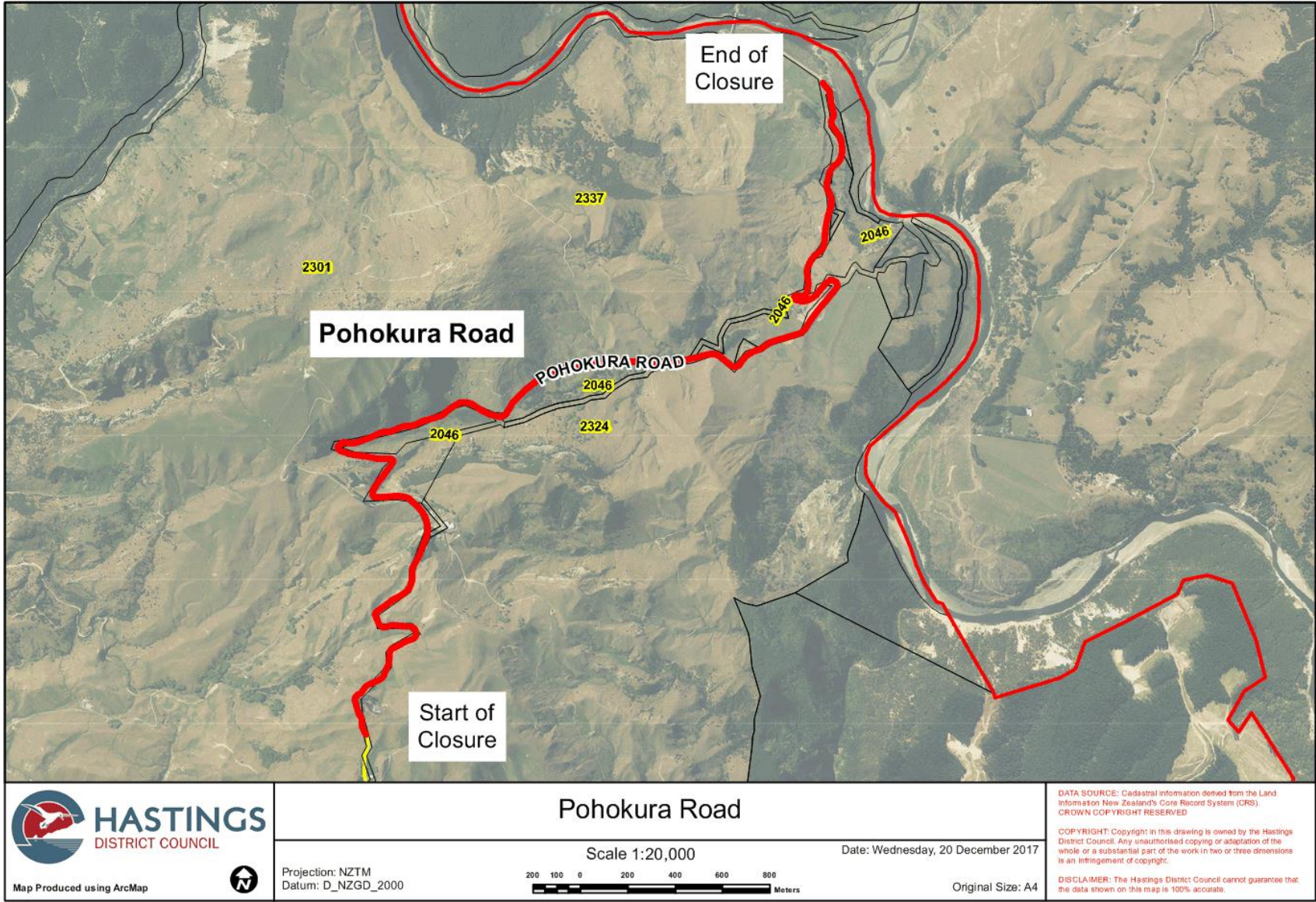
**Pohokura Road, Te Pohue:** between Rapid No 2046 and the Bridge at Mohaka River. The road closure will be between 10:00am and 6:00pm. Sunday, 18 February 2018.

**Mokamoka Road, Tutira:** between Rapid No 100 and Rapid No 900. The road closure will be between 9:00am and 6:00pm. Saturday, 11 March 2018.

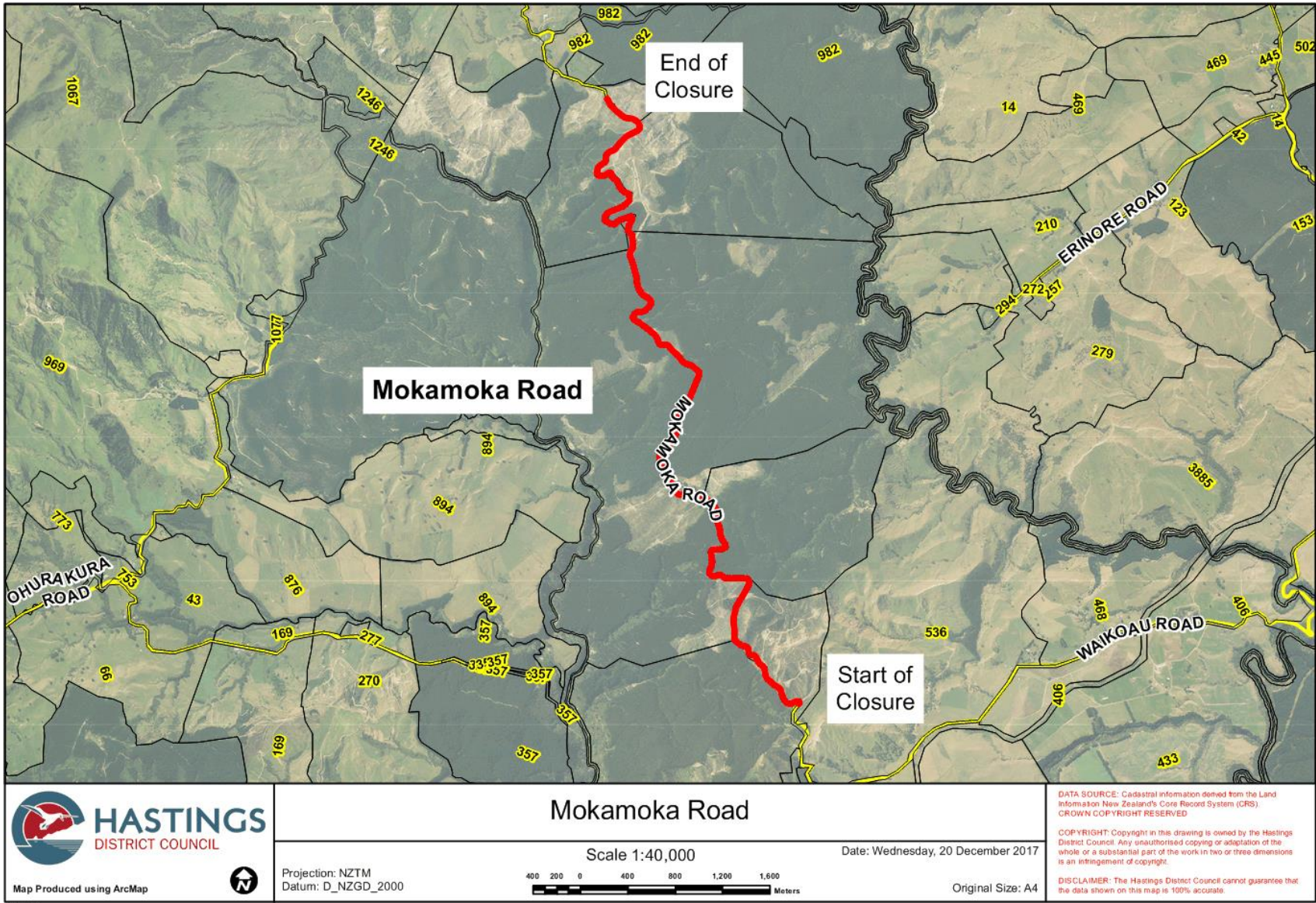
<b>Items Received:</b>	
Temporary Road Closure Application form	✓
Traffic Management Plan	✓
Road Bond	✓
Event Safety Plan	✓
Resident Visiting Form/Letter	✓













**REPORT TO:** TEMPORARY ROAD CLOSURES SUBCOMMITTEE

**MEETING DATE:** THURSDAY 8 FEBRUARY 2018

**FROM:** TRANSPORTATION OFFICER  
SIMON ROBSON

**SUBJECT:** TEMPORARY ROAD CLOSURES - 21 FEBRUARY 2018 -  
GO BY BIKE TO WORK

## 1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Committee for the temporary road closure requested by:
- 1.2 **The Hastings District Council 'Go by Bike Day'** – Karamu Road South between Eastbourne Street East and Heretaunga Street East – from 6:00am until 10:00am, Wednesday, 21 February 2018. The purpose of this temporary road closure is to encourage cyclist to ride to work and school more frequently.
- 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 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 that the above temporary road closure be approved.

## 2.0 BACKGROUND

- 2.1 The above event is being held by the **Hastings District Council** who seek to close Karamu Road South between Eastbourne Street East and Heretaunga Street East – from 6:00am until 10:00am, Wednesday, 21 February 2018. There has been no other road closure of this section of road this calendar year. .
- 2.2 The purpose of the above temporary road closure is so that the Hastings District Council can hold this annual event. Karamu Road South has been chosen for its suitability for holding the above event.

- 2.3 A condition in the Traffic Management Plan requiring the organisers to keep the footpath open continuously for pedestrians.
- 2.4 The temporary road closure checklist (**Attachment 1**) details the necessary items that the organiser needs 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**: Karamu Road South.
- 2.5 At the time of writing this report there will not be any road works that will affect or impact the above temporary road closure

### 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 is to be submitted to the Hastings District Council and the Plan 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 Organisers of the wine auction have 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 Hastings Street South has been posted on the Council website and formal public notification was been published in the Hawke's Bay Today newspaper on Saturday, 13 January 2018.
- 5.3 The closing date for submissions was 4:00pm, Friday 2 February 2018. No submissions was received.
- 5.4 If the road closure is approved, final formal notification will be published in the Hawke's Bay Today newspaper on, Saturday, 10 February 2018.
- 5.5 The average daily traffic count for Karamu Road South between Eastbourne Street East and Heretaunga Street East is: 4000
- 5.6 The Council will not accept any liability for damage of any kind caused to any person, vehicle, property or business that occurs within or outside the road corridor arising from the closure of the road corridor and any activities within it.
- 5.7 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 closure. Council has not received any submissions from the 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 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."*

- 7.2 While the closure is for four days, it will not cause significant disruption to traffic as there are alternative routes available for local traffic to use. In addition, as no submissions have been received, Council can be confident that local businesses and residents are comfortable with the closure.

## 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.
- 8.2 Given that there are no submissions in opposition to the closure 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 and will not be likely to impede traffic unreasonably.

## 9.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Transportation Officer titled "Temporary Road Closures - 21 February 2018 - Go By Bike To Work" dated 8/02/2018 be received.
- B) That, there being no objections received, the Council approve the following temporary road closure subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:

**That Karamu Road South between Eastbourne Street East and Heretaunga Street East be closed from 6:00am until 10:00am, Wednesday, 21 February 2018.**

- 1. This event is conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).**
- 2. The supplied Traffic Management Plan, containing appropriate signage be approved.**
- 3. The footpath along the eastern side of Hastings Street will remain open to allow continuous pedestrian access.**
- 4. That the cost of all advertising is met by the Hastings District Council.**
- 5. Emergency Services are contacted regarding the holding of this event.**

**(Note): As per the Traffic management Plan provisions - all emergency services will be accommodated and access provided through the site as required.**

- 6. 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. (i) The applicants are responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with these activities and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.**
  - (ii) And, the applicants have 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 plans.**

**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 | Checklist - Temporary Road Closure 21 February 2018                   | CG-14-16-00171 |
| 2 | Map - Temporary Road Closure - Hastings Street South 21 February 2018 | CG-14-16-00172 |

CG-14-16-00171

**1. Temporary Road Closure: Go By Bike Day:**

Karamu Road South between Eastbourne Street East and Heretaunga Street East – from 6:00am until 10:00am, Wednesday, 21 February 2018.

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

