

# Road Closures for Motor Sport Events

## Policy

Policy Owner:	Transport Manager
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### 1 Introduction

- 1.1 Waikato District Council (Council) receives applications to use roads owned and/or managed by Council (District Roads) for motor sport events (such as rallies).

### 2 Purpose

- 2.1 This policy outlines the matters which Council may consider when deciding whether or not to approve an application to temporarily close District Roads for a motor sport event, using any powered vehicles.

### 3 Application

- 3.1 This policy only applies to roads that are owned and/or managed by Council.

### 4 Applications for Temporary Road Closures

- 4.1 Applications for temporary road closure of District Roads for a motorsport event must:
- a) be made by an affiliated member of Motorsport New Zealand, or a motor sport body of similar standing;
  - b) be received by Council at least 90 days (three months) prior to the proposed event;
  - c) be within the period of 1 October to 30 June of each year inclusive for unsealed roads;
  - d) include the application fee for road closure(s), as per Council's Fees and Charges.

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<sup>1</sup> Updates made, in November 2025, to delegations as a result of the adoption of the Governance Structure

- 4.2 A Corridor Access Request (CAR) must be submitted at least four weeks prior to the proposed event, and must include:
- a) a Traffic Management Plan (TMP);
  - b) a Communications Plan;
  - c) a Health and Safety Management Plan, or Event Specific Safety Plan relevant to the use of the proposed road(s), for the motor sport event;
  - d) a copy of the applicant's public liability insurance certificate; and
  - e) the bond for road closure(s), as per Council's Fees and Charges; and
  - f) If an event permit has been obtained from Motorsport New Zealand, a copy of an Event Permit provided by Motorsport New Zealand (or a sporting body of similar standing) should be submitted

## **5 Public Notification**

- 5.1 Proposed temporary closure of District Roads must be publicly notified by Council. If Council makes a decision to temporarily close the District Roads then this decision is also publicly notified.
- 5.2 Upon receipt of the application, Council will advertise any proposed road closure(s). This will allow affected parties the opportunity to make a submission on the proposed closure.
- 5.3 The applicant will give written notification to the adjoining residents, property owners and other affected parties of the proposed road closure (with a copy, and distribution area, being sent to Council).
- 5.4 A second public notification is required from the applicant to affected parties, including all required information about the event, following any decision made by Council's Roding Subcommittee.

## **6 Guiding Principles**

- 6.1 Allowing the use of District Roads for motor sport events will be dependent on:
- a) the suitability of the road for that purpose;
  - b) the size, duration, and nature of the event;
  - c) the impacts of the event on the roading network;
  - d) the impacts on residents and the affected communities; and
  - e) the potential benefits to local communities and the District.

## **7 Assessing Applications**

- 7.1 When assessing applications for temporary closures of District Roads for motor sport events, Council will consider the following:
- a) The potential impact(s) on the roading network in the vicinity of the proposed closure;

- b) The effect on any proposed roading capital and maintenance work in the area;
- c) The risk to Council of damage occurring to the affected roads;
- d) The availability of alternative routes for motorists
  - I. Council may not approve a temporary road closure(s) if such a closure is likely to unreasonably impede traffic;
  - II. If alternative routes do not exist then Council will not permit the event unless the organiser provides a strategy for accommodating controlled passage through the event area when it is safe to do so
- e) The potential impact(s) on adjoining landowners i.e., potential effects on rural businesses or stock movements;
- f) Timeframes around local farming activities, e.g., lambing and calving;
- g) If the road closures can be carried out in such a way as to minimise the impacts and inconveniences to residents, adjoining property owners, road users and other stakeholders;
- h) That school operations and school bus routes should not be adversely affected by the road closure(s);
- i) The frequency of use of any individual road(s) used for motor sport events, and/or access to such events (this will generally not exceed one event per calendar year for unsealed roads and two per year on sealed roads), however Council has the discretion to approve more events per calendar year provided such road closures do not exceed 31 days in any year as prescribed by the Local Government Act 1974);
- j) The maximum period of closure of any road for a motor sport event (this will generally be six hours, between 8am and 6pm, however Council has the discretion to approve a longer road closure up to the maximum amount permitted by the Transport (Vehicular Traffic Road Closure) Regulations 1965); and
- k) Any submissions received via the public notification process.
- l) Council's Climate Action Plan and sites of significance identified in the District Plan.

7.2 Days of the year when motor sport events cannot be held on District Roads without specific approval from the Roding Subcommittee (or subcommittee as per 9.2):

- a) Waitangi Day
- b) Good Friday and Easter Sunday
- c) ANZAC Day
- d) Matariki
- e) "Gypsy Day" (1 June)
- f) 1 July – 30 September (Farming activities, e.g., lambing and calving)

- g) Christmas Day and Boxing Day

## **8 Application Approved**

- 8.1 Applications for the temporary road closures for motorsports events must be approved by the Council's Roading Subcommittee (or other Council committee).
- 8.2 If the application is approved by Council, then:
- a) Agreement: Where required by Council the applicant will enter into an agreement with Council for the temporary use of the District Roads for a motor sport event on terms and conditions acceptable to Council.
  - b) Inspections: These will be undertaken before and after the event, to identify the road condition. The post event inspection is to identify any damage caused by the event.
  - c) Review: A post event review will be undertaken by Council staff, to consider the impact of the event on both the roading network and the affected community.
  - d) Road Repairs: The applicant is responsible for meeting all costs involved in the repair of the District Roads for any damage identified. Once any damage has been repaired, and actual costs recovered from the applicant, the bond will then be released.
  - e) Damage to Third Party Property: In the event of damage being caused to any fence, or any other private or public property, the applicant will identify the property owner/occupier within 48 hours and work with them to carry out the repairs. All repairs shall be carried out at the applicants cost to the satisfaction of the affected property owner.

## **9 Application Declined – Right of Appeal**

- 9.1 In the event that, as a result of public submissions or non-compliance with the requirements of this policy, an application for road closure for a motor sport event is declined by Council's Roading Subcommittee the applicant may, within five (5) days of receiving written notice from Council, appeal in writing for a review of this decision.
- 9.2 This appeal shall be presented to the Roading Subcommittee for consideration, or if insufficient time is available for the next committee meeting, the appeal shall be decided by a sub-committee consisting of the Mayor, the Chair of the Assets and Infrastructure Committee, the Chair of the Roading Subcommittee, the General Manager Assets and Infrastructure and the Transport Manager.

## **10 Policy review**

- 10.1 This policy shall be reviewed at five yearly intervals, or as otherwise required by the Transport Manager.