



NOTICE OF MEETING

STREET EVENTS SUBCOMMITTEE Henderson Ward

I hereby give notice that an Ordinary Meeting of the Street Events Subcommittee - Henderson Ward will be held on:-

DATE: **Thursday, 20 November 2003** **TIME:** **9.00 am**

VENUE: **Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City**

to consider the matters within the scope and delegation of the subcommittee and to take any necessary action connected therewith.

17 November 2003

Charlie Inggs
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Mr DB Shaw, JP (Chairperson)
Service Manager: Transport Assets
Transportation Engineer Asset Development

(Quorum 2 members)

(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

WAITAKERE CITY COUNCIL



**AGENDA FOR AN ORDINARY MEETING OF THE STREET EVENTS SUBCOMMITTEE -
HENDERSON WARD TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE,
LINCOLN, WAITAKERE CITY, ON THURSDAY, 20 NOVEMBER 2003,
COMMENCING AT 9.00 AM.**

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) and (7A) of the Local Government Official Information Act and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the item is a minor matter; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



3 CONFIRMATION OF MINUTES

Special - Friday, 15 November 2002

RECOMMENDATION

That the minutes of the Special Meeting of the Street Events Subcommittee - Henderson Ward held on Friday, 15 November 2002, as circulated, be taken as read and now be confirmed.



4 **HENDERSON CHRISTMAS PARADE**

PURPOSE OF THE REPORT

This report outlines an application from the Rotary of Henderson for a road closure on Saturday 29 November 2003 as part of the annual Henderson Christmas Parade and seeks the Henderson Street Events Subcommittee's approval to close roads as detailed below.

BACKGROUND

The Henderson Christmas Parade is an annual event that has been held for many years. It is well organised and carried through without problems. The parade starts at 11.00 am and requires road closures of no more than an hour to complete the parade route.

STRATEGIC CONTEXT

Street events provide quality and friendly activities for the community to be part of. They support the development of community identity and create community spirit, giving a sense of belonging. As such they contribute to the Council strategic objectives in creating strong communities.

ISSUES

The parade will be held irrespective of weather conditions.

Route Details

A1-A2

The parade will begin at the Fall Hotel Car Park and exits via Sel Peacock Drive. A left turn is made into Alderman Drive, left into Ratanui Street, straight on into Rail Side Avenue and left into Edsel Street ending in the Westfield Cap Park, plan attached at pages A1 to A2.

The parade is due to commence at 11.00 am and is expected to finish by 12.00 am.

Closure Details

The following road closures are requested in order to safely carry out the parade:

- Sel Peacock Drive between Alderman Drive and Edmonton Road.
- Alderman Drive between Sel Peacock Drive and Ratanui Street.
- Ratanui Street.
- RAILSIDE AVENUE between Great North Road and Edsel Street.
- Edsel Street.

The Henderson Police Strategic Traffic Unit will provide staff for point duty at the major intersections. The police will also provide lead and tail vehicles for the parade. Henderson Rotary will provide marshals to manage crowd safety and provide traffic control at minor intersections and car park entrances along the route.

The Traffic Management Plan, based on previous closures, has been developed by the Police, the organisers and Council roading staff.

Falls Hotel Car Park

The Service Manager Transport Assets has given permission for the Falls hotel Car Park to be used as an assembly point. The car park will be closed 7.00 am to 11.30 am.

Public Notice

Public notice of Council's intention to consider road closures has been given, with any objections to be received by Thursday, 13 November 2003.

No objections have been received at the time of report preparation and any objection received will be tabled at the committee meeting.

RECOMMENDATIONS

- 1, That the information be received.
2. That pursuant approval be granted to temporarily close and prohibit traffic on the following roads from 11.00 am to 12.00 noon on Saturday, 29 November 2003 on:
 - Sel Peacock Drive between Alderman Drive and Edmonton Road.
 - Alderman Drive between Sel Peacock Drive and Ratanui Street.
 - Ratanui Street.
 - Railside Avenue between Great North Road and Edsel Street.
 - Edsel Street.

Subject to:

- a. The closures being carried out in accordance with the traffic management plan.
- b. The Applicant accepting full responsibility for marshalling, control of spectators, public and participant safety requirements and compliance with any Police directions.
- c. The applicant appointing a traffic management and safety co-ordinator to liaise with Council Roading engineers and New Zealand Police, and to ensure that the applicant's responsibilities are met.
- d. The applicant shall obtain permission from Stagecoach Bus Company for the closure.
- e. St John Ambulance or other qualified personnel being in attendance at all times.
- f. The applicant shall obtain, place and remove any road cones, detour signs and any other barriers in accordance with the traffic management plan and as directed by New Zealand Police and/or Council officers. The applicant shall meet all associated costs.
- g. The applicant advising all emergency services and Bus operators of the road closure details.
- h. The applicant ensuring that all litter is cleared up immediately following the event.

- i. The applicant being notified that Council accepts no responsibility for incidents, injuries or damage caused by the event.
- j. The applicant accepting responsibility for the cost of repairs to any Council property damaged during the event.
- k. The applicant meeting any costs arising from Public Notices arranged by Council.

Report prepared by: Edwin Dearham, Principal Transportation Engineer, Planning.



5 **TE ATATU CHRISTMAS PARADE**

PURPOSE OF THE REPORT

This report outlines an application from the Te Atatu Community Christmas Committee for a road closure on Saturday, 13 December 2003 as part of the annual Te Atatu Christmas Parade and seeks the Henderson Street Events Subcommittee's approval to close roads as detailed below.

The parade will be held on Saturday, 13 December 2003 irrespective of weather conditions.

BACKGROUND

The Te Atatu Christmas Parade is an annual event that has been held for many years. It is well organised and carried through without problems. The parade starts at 11.00 am and requires road closures of no more than an hour to complete the parade route. The only exception to this hour closure is Pringle Road that will be closed for four hours where the parade will end and entertainment will be provided to the community.

STRATEGIC CONTEXT

Street events provide quality and friendly activities for the community to be part of. They support the development of community identity and create community spirit, giving a sense of belonging. As such they contribute to the Council strategic objectives in creating strong communities.

ISSUES

Route Details

The parade will begin at the back entrance of Te Atatu Intermediate School in Hereford Street. It will then turn left into Te Atatu Road, travelling down the main centre around the roundabout and travelling through the main shopping centre, then turning left into Beach Road, finishing in Pringle Drive.

The parade is due to commence at 11.00 am and is expected to finish by 12.00 noon. The only exception to this hour closure is Pringle Road that will be closed for four hours where the parade will end and entertainment will be provided to the community.

Closure Details

The following road closures are requested in order to safely carry out the parade:

- Pringle Road Closed from 10.00 am to 2.00 pm.
- Beach Road from 11.00 am to 12.00 noon.
- Te Atatu Road between Hereford Street and Beach Road from 11.00 am to 12.00 noon.
- Hereford Street from 1.00 am to 12.00 noon.

The Henderson Police Strategic Traffic Unit will provide staff for point duty at the major intersections. The Auckland Fire Police will provide marshals to manage crowd safety and provide traffic control at minor intersections and car park entrances along the route.

The Traffic Management Plan, based on previous closures, has been developed by the Police, the organisers and Council roading staff.

Public Notice

Public notice of Council's intention to consider road closures has been given, with any objections to be received by Tuesday, 18 November 2003.

No objections have been received at the time of report preparation and any objection received will be tabled at the committee meeting.

RECOMMENDATIONS

1. That the information be received.
2. That pursuant approval be granted to temporarily close and prohibit traffic on Beach Road, Te Atatu Road between Hereford Street and Beach Road, and Hereford Street from 11.00 am to 12.00 noon and Pringle Road from 10.00 am to 2.00 pm on Saturday, 13 December 2003 subject to:
 - a. The closures being carried out in accordance with the traffic management plan.
 - b. The applicant accepting full responsibility for marshalling, control of spectators, public and participant safety requirements and compliance with any Police directions.
 - c. The applicant appointing a traffic management and safety co-ordinator to liaise with Council Roding engineers and New Zealand Police, and to ensure that the applicant's responsibilities are met.
 - d. The applicant shall obtain permission from Stagecoach Bus Company for the closure.
 - e. St John Ambulance or other qualified personnel being in attendance at all times.
 - f. The applicant shall obtain, place and remove any road cones, detour signs and any other barriers in accordance with the traffic management plan and as directed by New Zealand Police and/or Council officers. The applicant shall meet all associated costs.

- g. The applicant advising all emergency services and bus operators of the road closure details.
- h. The applicant ensuring that all litter is cleared up immediately following the event.
- i. The applicant being notified that Council accepts no responsibility for incidents, injuries or damage caused by the event.
- j. The applicant accepting responsibility for the cost of repairs to any Council property damaged during the event.
- k. The applicant meeting any costs arising from Public Notices arranged by Council.

Report prepared by: Edwin Dearham, Principal Transportation Engineer: Planning.

