



Waitakere City Council  
*Te Taiao o Waitakere*

**NOTICE OF EXTRAORDINARY MEETING**

**STREET EVENTS SUBCOMMITTEE**

**Henderson Ward**

Pursuant to Standing Order 14.3, I hereby give notice that an Extraordinary Meeting of the Street Events Subcommittee - Henderson Ward will be held on:-

**DATE:**        **Thursday,    24 January 2008**                      **TIME:**                      **8.30 am**

**VENUE:**        **Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere**

to consider "Summerslamz Event 2008" and to take any necessary action connected therewith.

18 January 2008

Audrey Chan  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8603

**MEMBERSHIP:**

Mr WS Bainbridge (Chairman)  
Transport Assets Operations Manager  
Senior Transport Engineer Planning

(Quorum 2 members)

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(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.)

**AGENDA FOR AN EXTRAORDINARY MEETING OF THE STREET EVENTS  
SUBCOMMITTEE – HENDERSON WARD TO BE HELD AT WAITAKERE  
CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,  
WAITAKERE, ON THURSDAY, 24 JANUARY 2008,  
COMMENCING AT 8.30 AM**

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SUBCOMMITTEE – HENDERSON WARD TO BE HELD AT WAITAKERE  
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**1 APOLOGIES**



**2 URGENT BUSINESS**

Section 46A(7) of the Local Government Official Information 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 Subcommittee by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Subcommittee may make a decision on a matter determined to be urgent.

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



**3 CONFIRMATION OF MINUTES**

Extraordinary Meeting Minutes - Thursday, 15 November 2007.

**RECOMMENDATION**

That the minutes of the Extraordinary Meeting of the Street Events Subcommittee - Henderson Ward held on Thursday, 15 November 2007, as circulated, be taken as read and now be confirmed.



#### 4 **SUMMERSLAMZ STREET EVENT 2008**

##### **PURPOSE OF THE REPORT**

The purpose of this report is to seek the Henderson Street Events Subcommittee's approval to close a road to allow for the Summerslamz Event to be held on Saturday, 16 February 2008.

##### **BACKGROUND**

This event is an annual event that has been held for some years. It is well organised and runs through without problems. This year the parade is planned for Saturday, 16 February 2008.

##### **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's strategic objectives in creating strong communities.

##### **ISSUES**

There are no known issues.

##### **Route Details**

The road closure will be from Te Pai Place where it meets Lincoln Rd, and continue down Te Pai Place to where the tennis club entrance is.

The road closure will start at 6.30 am and remain closed until 8.00 pm at which time the road will be re-opened.

##### **Closure Details**

The following road closure is therefore requested between 6.30 am to 8.00 pm in order to safely carry out this event:

##### **Te Pai Place from Lincoln Road to the tennis club entrance.**

The traffic management plan has been provided by Traffic Management New Zealand and approved by Council. Traffic Management New Zealand will supply a site traffic management supervisor who will implement the traffic management plan and be responsible for traffic safety. The site traffic management supervisor will be assisted by marshals.

##### **Public Notice**

Public notice of Council's intention to consider road closures has been given, objections closed on 3 January 2008.

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

### RECOMMENDATIONS

1. That the Summerslamz Event 2008 report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
  - Te Pai Place from Lincoln Road to the tennis club entrance from 6.30 am to 8.00 pm on Saturday, 16 February 2008.
3. That these closures are subject to the following conditions;
  - a) The closures being carried out in accordance with the traffic management plan.
  - b) The applicant accepting full responsibility for briefing all participants and affected parties, which include marshalling, control of spectators, public and participant safety requirements, and compliance with any Police and Council officers directions.
  - c) The applicant appointing a qualified site traffic management supervisor to manage traffic and a safety co-ordinator. Both are to liaise with Council roading engineers and New Zealand Police to ensure that the applicants responsibilities are met.
  - d) St John Ambulance or other qualified personnel being in attendance at all times.
  - e) The Site Traffic Management Supervisor shall obtain, place, and remove any road cones, detour signs, and any other barriers required by the traffic management plan and as directed by New Zealand Police and/or Council officers. The applicant shall meet all associated costs.
  - f) The applicant advising all emergency services and bus operators of the road closure details.
  - g) The applicant ensuring that all litter is cleared up immediately following the event.
  - h) The applicant being notified that Council accepts no responsibility for incidents, injuries or damage caused by the event. The applicant is advised to take out public liability cover.
  - i) The applicant shall accept responsibility for the cost of repairs to any private or Council property damaged during the event.
  - j) The event organiser and Site Traffic Management Supervisor before shall brief all event participants before the event on their responsibilities.
  - k) The applicant ensuring that all litter is cleared up immediately following the event.
  - l) The applicant is notified that Council accepts no responsibility for incidents, injuries or damage caused by the event. The applicant is advised to take out public liability cover.
  - m) The applicant shall accept responsibility for the cost of repairs to any private or Council property damaged during the event.

- n) The name and a phone number at which the Site Traffic Management Supervisor supervising the traffic control will be able to be reached during the event will be provided to Council's Call Centre. This information should be sent to Donna Skipps (836 8000 x8743 or donna.skipps@waitakere.govt.nz).
- o) The name and a phone number at which the Site Traffic Management Supervisor supervising the traffic control will be able to be reached during the event shall be provided to ARTA (Kate Marris, 379 4422 x9029 or kate.marris@arta.co.nz) prior to the event.
- p) Northcote Traffic Management Centre (ATTOMS) is responsible for the day to day operation of all traffic signals in the Auckland Region. The Site Traffic Management Supervisor shall co-ordinate with ATTOMS regarding any traffic signal installations that are within the event area or are affected by the event. Contact email addresses for traffic signals are TMCScats@transit.govt.nz and Andrew.Hunter@transit.govt.nz.

Report prepared by: Jane Harris, Transport Technician.

