



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

STREET EVENTS SUBCOMMITTEE Henderson Ward

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

DATE: Tuesday, 14 September 2010 **TIME:** 8.30 am

MEETING ROOM: Glen Eden Room

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

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

Sharon Simiona .

9 September 2010

Sharon Simiona
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8820

MEMBERSHIP:

Mr WS Bainbridge (Chairman)
Team Leader: Transport Operations
Senior Transport Engineer: Planning

(Quorum 2 Members - including the Community Board Member)

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(Meeting Room could be subject to change)

(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 A MEETING OF THE STREET EVENTS SUBCOMMITTEE - HENDERSON
WARD TO BE HELD IN THE GLEN EDEN ROOM AT WAITAKERE CENTRAL, 6
HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON TUESDAY,
14 SEPTEMBER 2010, COMMENCING AT 8.30 AM**

TABLE OF CONTENTS

<u>ITEM</u>		<u>PAGE NO.</u>
1	APOLOGIES	1
2	URGENT BUSINESS	1
3	CONFIRMATION OF MINUTES	1
4	HENDERSON CHRISTMAS PARADE 2010	1

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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

Meeting Minutes – Thursday, 15 April 2010

RECOMMENDATION

That the minutes of the Meeting of the Street Events Subcommittee - Henderson Ward held on Thursday, 15 April 2010 as circulated, and that they be taken as read and now be confirmed.



4 HENDERSON CHRISTMAS PARADE 2010

EXECUTIVE SUMMARY

The purpose of this report is to seek the Henderson Street Events Subcommittee's approval to close roads on:

- Edsel Street;
- Railside Avenue (between Great North Road and Edsel Street);
- Ratanui Street; and
- Alderman Drive (between Sel Peacock Drive and Great North Road);

to allow the Henderson Christmas Parade to be held on Saturday, 27 November 2010.

RECOMMENDATIONS

It is recommended that the Henderson Street Events Subcommittee resolve to:

1. **Receive** the Henderson Christmas Parade 2010 report.
2. **Approve** to temporarily close and prohibit traffic from 8.00 am to 1.00 pm on Saturday, 27 November 2010, on:
 - Edsel Street;
 - Railside Avenue (between Great North Road and Edsel Street);
 - Ratanui Street; and
 - Alderman Drive (between Sel Peacock Drive and Great North Road).
3. **Approve** that the road closures in resolution 2 above be subject to the following conditions:
 - a) The applicant accepting full responsibility for marshalling, control of spectators, public and participant safety requirements and compliance with directions by New Zealand Police or Council officers;
 - b) The applicant accepts full responsibility to ensure that all involved adhere to the set conditions for the event;
 - c) The applicant appoints a safety co-ordinator to liaise with Council's Transport Engineers and the New Zealand Police, and to ensure that the applicant's responsibilities are met;
 - d) The applicant appointing a qualified Site Traffic Management Supervisor to apply the Traffic Management Plan;
 - e) St John Ambulance or other qualified personnel being in attendance at all times;
 - f) 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;
 - g) All directions of New Zealand Police and/or Council officers in regard to traffic management and public safety shall be complied with by the event organiser and the Site Traffic Management Supervisor;
 - h) New Zealand Police and/or Council officers have the authority to delay the start of the event if the traffic management is not implemented as per the approved plan, and in extreme cases may cancel the event;
 - i) The applicant advising the New Zealand Police and other emergency services of the event;
 - j) The event organiser and Site Traffic Management Supervisor 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;
- 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; and
- p) Northcote Traffic Management Centre 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 Northcote Traffic Management Centre regarding any traffic signal installations that are within the event area or are affected by the event. The contact email address for traffic signals are TMCScats@nzta.govt.nz.

BACKGROUND

1. The Henderson Christmas Parade is an annual event that has been held for many years. It is well organised and carried through without problems. This year the parade is planned for Saturday, 27 November 2010.

DECISION MAKING

Issues

Route Details

2. The parade will begin in the West Wave car parking area, proceed up Alderman Drive onto Ratanui Street, and proceed south until it reaches Railside Avenue. It will then proceed south along Railside Avenue and turn left into Edsel Street. From this point it will follow Edsel Street. The parade will end in the parking area of the Westcity shopping area.
3. The parade is due to commence at 10.00 am and is expected to finish at 1.00 pm.

Consideration of Community Views

4. Public notice of Council's intention to consider road closures has been given with objections closing on 27 August 2010.
5. No objections have been received at the time of the report preparation and any objection received will be tabled at the Henderson Street Events Subcommittee meeting.

STRATEGIC CONTEXT

6. 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.

CONSULTATION

7. As this is an annual community event, consultation was not carried out for the Christmas Parade.

RESOURCES

8. There are no resources required for this event other than staff time.

IMPLEMENTATION ISSUES

9. The traffic management plan has been provided by Action Traffic and approved by the Council. Action Traffic 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.

AUCKLAND COUNCIL TRANSITION ISSUES

10. The decision making proposed in this report is not constrained by section 31 of the Local Government (Tamaki Makaurau Reorganisation) Act 2009, as it does not directly or because of its consequences: significantly prejudice the reorganisation, significantly constrain the powers or capacity of the Auckland Council or any subsidiary of the Auckland Council following the reorganisation, or have a significant negative impact on the assets or liabilities that are transferred to the Auckland Council as a result of the reorganisation.

Report prepared by: Jane Harris, Transport Technician.

