



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF EXTRAORDINARY MEETING

STREET EVENTS SUBCOMMITTEE

New Lynn Ward

I hereby give notice that the Extraordinary Meeting of the Street Events Subcommittee - New Lynn Ward will be held on:-

DATE: **Thursday, 27 October 2005** **TIME:** **10.45 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.

20 October 2005

Audrey Chan
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8603

MEMBERSHIP:

Mr WD Buchanan (Chairperson)
Service Manager: Transport Assets
Principal Transport Engineer: Design

(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 THE EXTRAORDINARY MEETING OF THE STREET EVENTS
SUBCOMMITTEE – NEW LYNN WARD TO BE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON THURSDAY,
27 OCTOBER 2005 COMMENCING AT 10.45 AM**

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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 Chairperson 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 - Monday, 3 October 2005

RECOMMENDATION

That the minutes of the Meeting of the Street Events Subcommittee - New Lynn Ward held on Monday, 3 October 2005, as circulated, be taken as read and now be confirmed.



4 **GLEN EDEN CHRISTMAS PARADE**

PURPOSE OF THE REPORT

The purpose of this report is to outline an application from the Glen Eden Community Protection Society for a road closure on Saturday, 19 November 2005 as part of the annual Glen Eden Christmas Parade and to seek the New Lynn Street Events Subcommittee's approval to close roads as detailed below.

BACKGROUND

The Glen Eden 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 1:30pm and requires road closures of no more than one 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's strategic objectives in creating strong communities.

ISSUES

Route Details

The parade will begin at the RSA car park on Glendale Road. The parade will exit the car park, turn left into Glendale Road and right into West Coast Road and proceed to Bowers Road. The parade will turn right into Bowers Road, right into Wilson Road, right into Captain Scott Road and then left into Glenmall Place and return to the RSA car park in Glendale Road (see plan provided).

A1 The parade is due to commence at 1:30pm and is expected to finish by 2:15pm and will be held irrespective of weather conditions (see plan attached at page A1).

A2 It is proposed that a portion of Glen Mall Place (both sides of the road) between properties 188 (Keith Nelson and Associates) and 216 (Bank of New Zealand) will be closed to traffic from 2:15 pm to 5:00 pm for community activities, e.g. stage, music, clowns, etc (see plan attached at page A2).

Closure Details

A1 The following road closures are requested between 1:30 pm and 2:15 pm in order to safely carry out the parade (see plan attached at page A1):

- Glendale Road between Oates Road and West Coast Road.
- West Coast Road between Glendale Road and Bowers Road.
- Bowers Road.
- Wilson Road.
- Captain Scott Road between Wilson Road and West Coast Road.
- Glenmall Place.

A2 A further closure is required for Glenmall Place between properties 188 (Keith Nelson and Associates) and 216 (Bank of New Zealand) from 2:15 pm and 5:00 pm (see plan attached at page A2).

The Traffic Management Plan has been provided by Traffic Control Services Limited and approved by Council. Traffic Control Services will be the Site Traffic Management Supervision who will implement the Traffic Management Plan and be responsible for traffic safety and will be assisted by marshals.

Safety Issues

St Johns will be in attendance. Safety issues have been covered by the organisers.

Public Notice

Public Notice of Council's intention to consider road closures has been given, with objections closing on Thursday, 13 October 2005.

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

RECOMMENDATIONS

1. That the Glen Eden Christmas Parade report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
 - Glendale Road between Oates Road and West Coast Road
 - West Coast Road between Glendale Road and Bowers Road
 - Bowers Road
 - Wilson Road
 - Captain Scott Road between Wilson Road and West Coast Road
 - Glenmall Place

from 1:30pm and 2:15pm on Saturday, 19 November 2005; and

- Glenmall Place (both sides of the road) between properties 188 (Keith Nelson and Associates) and 216 (BNZ Bank) from 2:15pm to 5:00pm on Saturday, 19 November 2005

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 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 Roding Engineers and New Zealand Police and to ensure that the applicant's 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 applicant meeting any costs arising from Public Notices arranged by Council.

Report prepared by Edwin Dearham, Principal Transport Engineer: Construction.

