

**AGENDA FOR A MEETING OF THE STREET EVENTS SUBCOMMITTEE - NEW LYNN
WARD TO BE HELD IN THE NEW LYNN ROOM AT WAITAKERE CENTRAL,
6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON
THURSDAY, 29 OCTOBER 2009, COMMENCING AT 9.00 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 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 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



4 CONFIRMATION OF MINUTES

Meeting Minutes - Friday, 7 November 2008

RECOMMENDATION

It is recommended that the Street Events Subcommittee - New Lynn Ward resolve to:

Receive the minutes of the meeting of the New Lynn Community Board held on Friday, 7 November 2008, as circulated, and that they be taken as read and now be confirmed.



5 NEW LYNN CHRISTMAS PARADE 2009

EXECUTIVE SUMMARY

The purpose of this report is to seek the approval of the Street Events Subcommittee - New Lynn Ward to close roads on:

- Great North Road between Veronica Street and Titirangi Road;
- Totara Avenue (between Great North and Veronica Street);
- Memorial Drive;
- Delta Avenue between Reid Road and Great North Road; and
- Hugh Brown Drive;

to allow the New Lynn Christmas Parade to be held on Saturday, 21 November 2009.

RECOMMENDATIONS

It is recommended that the Street Events Subcommittee - New Lynn Ward resolve to:

1. **Receive** the New Lynn Christmas Parade 2009 report.
2. **Approve** to temporarily close and prohibit traffic, from 6.00 am to 3.00 pm on Saturday, 21 November 2009, on:
 - Great North Road between Veronica Street and Titirangi Road;
 - Totara Avenue (between Great North Road and Veronica Street);
 - Memorial Drive;
 - Delta Avenue (between Reid Road and Great North Road); and
 - Hugh Brown Drive.
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. This information should be sent to Donna Skipps (Phone: 8368000, ext: 8743 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 (craig.ackland@arta.co.nz; 3794422 ext: 9029) prior to the event.
- 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. Contact email address for traffic signals is TMCScats@nzta.govt.nz.

BACKGROUND

1. The New Lynn 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, 21 November 2009.

DECISION MAKING

Issues

Route Details

2. The parade will begin in Hugh Brown Drive, proceed into Great North Road, and then into Totara Avenue. It will turn left at the intersection with Memorial Drive, and left again back into Great North Road. It will then proceed along Great North Road, and back into Hugh Brown Drive where it will end.

3. The parade is due to commence at 10.00 am and is expected to finish by 12.00 noon.

Consideration of Community Views

4. Public notice of Council's intention to consider road closures has been given, and objections closed on Tuesday, 29 September 2009 at which time no objections were received.

STRATEGIC CONTEXT

5. 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

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

RESOURCES

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

IMPLEMENTATION ISSUES

8. 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

9. 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.



6 GLEN EDEN CHRISTMAS PARADE 2009

EXECUTIVE SUMMARY

The purpose of this report is to seek the approval of the Street Events Subcommittee - New Lynn Ward to close roads on:

- West Coast Road (between Glendale Road and Bowers Road);
- Bowers Road (between West Coast Road and Wilson Road);
- Wilson Road (between Bowers Road and Captain Scott Road);
- Captain Scott Road (between Oates Road and Glenmall Place); and
- Glenmall Place (between Captain Scott Road and Glendale Road);

to allow the Glen Eden Christmas Parade to be held on Saturday, 28 November 2009.

RECOMMENDATIONS

It is recommended that the Street Events Subcommittee - New Lynn Ward resolve to:

1. **Receive** the Glen Eden Christmas Parade 2009 report.
2. **Approve** to temporarily close and prohibit traffic, from 10.00am to 2.30pm on Saturday, 28 November 2009, on:
 - West Coast Road (between Glendale Road and Bowers Road);
 - Bowers Road (between West Coast Road and Wilson Road);
 - Wilson Road (between Bowers Road and Captain Scott Road);
 - Captain Scott Road (between Oates Road and Glenmall Place); and
 - Glenmall Place (between Captain Scott Road and Glendale 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. This information should be sent to Donna Skipps (836 8000 x8743 or donna.skipps@waitakere.govt.nz).
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BACKGROUND

1. 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. This year the parade is planned for Saturday, 28 November 2009.

DECISION MAKING

Issues

Route Details

2. The parade will begin at the intersection of West Coast Road and Glendale Road, proceed down West Coast Road, and into Bowers Road. It will continue along Bowers, into Wilson Road, turn right into Captain Scott Road then left into Glenmall Place.

3. The parade is due to commence at 10.30 am and is expected to finish by 2.30pm.

Consideration of Community Views

4. Public notice of Council's intention to consider road closures has been given, with objections closing on 20 October 2009 at which time no objections were received.

STRATEGIC CONTEXT

5. 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

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

RESOURCES

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

IMPLEMENTATION ISSUES

8. 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

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Report prepared by: Jane Harris, Transport Technician.

