



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: **Friday, 28 October 2005** **TIME:** **4.00 pm**

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.

25 October 2005

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Mr WS Bainbridge (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 A MEETING OF THE STREET EVENTS SUBCOMMITTEE - HENDERSON
WARD TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON FRIDAY, 28 OCTOBER 2005, COMMENCING AT 4.00 PM.**

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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 - Thursday, 6 October 2005

RECOMMENDATION

That the minutes of the Meeting of the Street Events Subcommittee - Henderson Ward held on Thursday, 6 October 2005, as circulated, be taken as read and now be confirmed.



4

CHARTER PARADE

PURPOSE OF THE REPORT

The purpose of this report is to outline an application for a road closure on Friday, 11 November 2005 as part of the Charter Parade (Armistice Commemoration) and seeks the Henderson Street Events Subcommittee's approval to close roads as detailed below.

BACKGROUND

The Charter Parade (Armistice Commemoration) is an annual event that has been held for a number of years. It is well organised and carried through without problems. The parade is on Friday, 11 November 2005 and starts at 10:20am and requires road closures of 40 minutes on the initial march and 20 minutes on the return march.

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 to the Gunner Placements on Provence Esplanade will begin at the Te Atatu RSA on Pringle Road. The parade will form on Pringle Road at 10.20 am, proceed across Gunner Drive on to Provence Esplanade ending outside Gunner Placements at 11.00 am.

A service will be held on the grass area next to the Gunner Placements on Provence Esplanade.

The parade will again form on Provence Esplanade next to the Gunner Placements at 11.40 am turn left into Gunner Drive, turn right into Te Atatu Road, right into Harbour View Road and right into Pringle Road where it will end outside the Te Atatu RSA by 12:00noon.

Closure Details

The following road closures are requested between 10:20am and 11:40am in order to safely carry out the parade:

- Pringle Road.
- Gunner Drive.
- Provence Esplanade.

The following road closures are requested between 11.40 am and 12.00 noon in order to safely carry out the parade:

- Provence Esplanade.
- Gunner Drive.
- Te Atatu Road between Gunner Drive and Harbour View Road.
- Harbour View Road between Te Atatu Road and Pringle Road.
- Pringle Road.

A1-A2

The Traffic Management Plan, as attached at pages A1 to A2, has been provided by Quality Traffic Services and approved by Council. Quality Traffic Services 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.

Safety Issues

St John Ambulance Service 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, 20 October 2005.

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

RECOMMENDATIONS

1. That the Charter Parade report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
 - Pringle Road.
 - Gunner Drive.
 - Provence Esplanade.

from 10.20 am to 11.00 am on Friday, 11 November 2005 and a further temporary close and prohibiting traffic on:

- Provence Esplanade.
- Gunner Drive.
- Te Atatu Road between Gunner Drive and Harbour View Road.
- Harbour View Road between Te Atatu Road and Pringle Road.
- Pringle Road.

from 11.40 am to 12.00 noon on Friday, 11 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 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 applicant meeting any costs arising from Public Notices arranged by Council.

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



5 TE ATATU CHRISTMAS PARADE

PURPOSE OF THE REPORT

The purpose of this report is to outline an application from the Te Atatu Community Christmas Parade for a road closure on Saturday, 3 December 2005 as part of the annual Te Atatu Christmas Parade and seeks the Henderson Street Events Subcommittee's approval to close roads as detailed below.

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 is on Saturday, 3 December 2005 and starts at 11.00 am 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

A3

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, as indicated on the plan attached at page A3.

The parade is due to commence at 11.00 am and is expected to finish by 12.00 noon and will be held irrespective of weather conditions.

Closure Details

The following road closures are requested between 11:00 am to 12:00 noon in order to safely carry out the parade:

- Pringle Road;
- Beach Road;
- Te Atatu Road between Hereford Street and Beach Road;
- Hereford Street.

The Traffic Management Plan has been provided by Quality Traffic Services and approved by Council. Quality Traffic Services 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.

Safety Issues

St John Ambulance Service 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 any objections to have been received by Tuesday, 25 October 2005.

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 Te Atatu Christmas Parade report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
 - Pringle Road;
 - Beach Road;
 - Te Atatu Road between Hereford Street and Beach Road;
 - Hereford Street;

from 11.00 am to 12.00 noon on Saturday, 3 December 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 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 applicant meeting any costs arising from Public Notices arranged by Council.

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

