



Waitakere City Council  
*Te Taiao o Waitakere*

**NOTICE OF EXTRAORDINARY MEETING**

**STREET EVENTS SUBCOMMITTEE**

**New Lynn Ward**

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

**DATE:            Tuesday,            14 November 2006            TIME:            9.30 am**

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

to consider the following Christmas Parades:

- New Lynn, Saturday 18 November 2006;
- Glen Eden, Saturday 18 November 2006;

and to take any necessary action connected therewith.

13 November 2006

Audrey Chan  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8603

**MEMBERSHIP:**

Mr WD Buchanan (Chairman)  
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 - NEW LYNN  
WARD TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD,  
HENDERSON, WAITAKERE, ON TUESDAY, 14 NOVEMBER 2006  
COMMENCING AT 9.30 AM**

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**AGENDA FOR A MEETING OF THE STREET EVENTS SUBCOMMITTEE - NEW LYNN  
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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, 27 October 2005.

**RECOMMENDATION**

That the minutes of the Meeting of the Street Events Subcommittee - New Lynn Ward held on Thursday, 27 October 2005, as circulated, be taken as read and now be confirmed.



#### 4 **NEW LYNN CHRISTMAS PARADE 2006**

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

The purpose of this report is to seek the New Lynn Street Events Subcommittee's approval to close roads to allow the New Lynn Lions and Lynnmall Santa Parade to be held on Saturday, 18 November 2006.

##### **BACKGROUND**

The New Lynn Lions and Lynnmall Santa 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, 18 November 2006.

##### **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 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 back into Hugh Brown Drive where it will end.

The parade is due to commence at 10.00 am and is expected to finish before 11.30 am.

###### **Closure Details**

The following road closures are requested between 9.30 am to 12.00 noon in order to safely carry out the parade:

- Great North Road (between Titirangi Road and Veronica Street);
- Memorial Drive;
- Totara Avenue (between Memorial Drive and a point 90 metres east of Memorial Drive);
- Hugh Brown Drive;
- Delta Avenue (between Great North Road and Hugh Brown Drive).

The Traffic Management Plan has been provided by Action Traffic and approved by 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.

###### **Public Notice**

Public Notice of Council's intention to consider road closures has been given, with objections closing on Monday, 13 November 2006.

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

### RECOMMENDATIONS

1. That the New Lynn - Christmas Parade 2006 report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
  - Great North Road (between Titirangi Road and Veronica Street);
  - Memorial Drive;
  - Totara Avenue (between Memorial Drive and a point 90 metres east of Memorial Drive);
  - Hugh Brown Drive;
  - Delta Avenue (between Great North Road and Hugh Brown Drive);from 9:30 am to 12.00 noon on Saturday, 18 November 2006.
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, 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 Rooding Engineers and the 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.

Report prepared by Paul Schischka –Transport Engineer



## 5 GLEN EDEN CHRISTMAS PARADE 2006

### **PURPOSE OF THE REPORT**

The purpose of this report is to seek the New Lynn Street Events Subcommittee's approval to close roads to allow the Glen Eden Christmas Parade to be held on Saturday, 18 November 2006.

### **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. This year the parade is planned for Saturday, 18 November 2006.

### **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 in the parking area located behind the shops on the southwest corner of West Coast Road and Glendale Road, proceed into West Coast Road and head east to the intersection with Bowers Road. From this point the parade will enter Bowers Road, then Wilson Road, turn right into Captain Scott Road and then left into Glenmall Place. The parade will then travel west along Glenmall Place then into Glendale Road, where the parade will end.

The parade is due to commence at 1.30 pm and is expected to finish before 2.30 pm.

#### **Closure Details**

The following road closures are requested between 1.30 pm to 2.30 pm in order to safely carry out the parade:

- Glenmall Place;
- Bowers Road;
- Wilson Road;
- Glendale Road (between West Coast Road and Oates Road);
- West Coast Road (between Bowers Road and a point 100m east of Glendale Road);
- Captain Scott Road.

The Traffic Management Plan has been provided by TCS Ltd and approved by Council. TCS Ltd 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, with objections closing on Monday, 13 November 2006.

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

**RECOMMENDATIONS:**

1. That the Glen Eden - Christmas Parade 2006 report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
  - Glenmall Place;
  - Bowers Road;
  - Wilson Road;
  - Glendale Road (between West Coast Road and Oates Road);
  - West Coast Road (between Bowers Road and a point 100m east of Glendale Road);
  - Captain Scott Road.from 1.30 pm to 2.30 pm on Saturday, 18 November 2006.
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, 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 the New Zealand Police 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.

Report prepared by Paul Schischka –Transport Engineer

