

## NOTICE OF MEETING

# STREET EVENTS SUBCOMMITTEE Waitakere Ward

I hereby give notice that an Ordinary Meeting of the Street Events Subcommittee - Waitakere Ward will be held on:-

**DATE:**        **Monday,        16 February 2004**                    **TIME:**                **9.30 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.

3 February 2004



Owena Schuster  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8864

### **MEMBERSHIP:**

Mr KP Healy  
Service Manager: Transport Assets  
Transportation Engineer Asset Development

(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 AN ORDINARY MEETING OF THE STREET EVENTS SUBCOMMITTEE -  
WAITAKERE WARD TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE,  
LINCOLN, WAITAKERE CITY, ON MONDAY, 16 FEBRUARY 2004  
COMMENCING AT 9.30 AM.**

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**1 APOLOGIES**



**2 URGENT BUSINESS**

Section 46A(7) and (7A) of the Local Government Official Information Act 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 item is a minor matter; 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, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting; and
- (iii) the Committee resolves to deal with the item.

No resolution, decision, or recommendation may be made in respect of the item except to refer the item to a subsequent meeting for further discussion.

**NOTE:** Urgent Business need not be dealt with now and may be delayed until later in the meeting.



**3 CONFIRMATION OF MINUTES**

Ordinary - Friday, 12 December 2003  
Tuesday, 25 November 2003

**RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Street Events Subcommittee - Waitakere Ward held on Tuesday, 25 November 2003 and Friday, 12 December 2003, as circulated, be taken as read and now be confirmed.



#### 4 LAINGHOLM PRIMARY SCHOOL GALA

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

This report outlines an application from the Laingholm Primary School for a road closure on Saturday, 28 February 2004 as part of their annual Gala Day and seeks the Waitakere Street Events Subcommittee's approval to close a road as detailed below.

##### **BACKGROUND**

The Laingholm Primary School Gala is an annual event that has been held for many years. It is well organised and carried through without problems. The gala starts at 10:00 am and ends at 3.30 pm.

##### **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 strategic objectives in creating strong communities.

##### **ISSUES**

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

The following road closure is requested in order to safely carry out the gala:

- Victory Road between Lookout Drive and Tane Road from 10.00 am to 3.30 pm.

The Police Strategic Traffic Unit has agreed to the road closure. The Fire Station staff will implement the closure and be present at the event.

The Traffic Management Plan, has been developed by the Police, the organisers and Council roading staff.

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

Public notice of Council's intention to consider road closures has been given, with any objections to have been received by Friday, 13 February 2004.

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 Laingholm Primary School Gala report be received.
2. That pursuant approval be granted to temporarily close and prohibit traffic on Victory Road between Lookout Drive and Tane Road from 10.00 am to 3.30 pm on Saturday, 28 February 2004 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 directions.

- c) The applicant appointing a traffic management and safety co-ordinator to liaise with Council Roading 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 applicant shall obtain, place and remove any road cones, detour signs and any other barriers in accordance with 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.
- i) The applicant accepting responsibility for the cost of repairs to any 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 Transportation Engineer: Planning.

