



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

STREET EVENTS SUBCOMMITTEE Waitakere Ward

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

DATE: Friday , 24 November 2006 **TIME:** 4.00 pm

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

to consider the matters within the scope and delegation of the Subcommittee and to take any necessary action connected therewith.

16 November 2006

Nigel Mercur
**PROJECT OFFICER/COMMITTEE
SECRETARY**

Telephone (09) 836 8000 extn 8925

MEMBERSHIP:

Ms MC Davis (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 - WAITAKERE
WARD TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD,
HENDERSON, WAITAKERE, ON FRIDAY, 24 NOVEMBER 2006,
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 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 - Friday, 14 October 2005
Thursday, 19 October 2006

RECOMMENDATION

That the minutes of the Meeting of the Street Events Subcommittee - Waitakere Ward held on Friday, 14 October 2005 and Thursday, 19 October 2006, as circulated, be taken as read and now be confirmed.



4 **SWANSON CHRISTMAS PARADE 2006**

PURPOSE OF THE REPORT

The purpose of this report is to seek the Waitakere Street Events Subcommittee's approval to close roads to allow the Swanson Community Christmas Parade to be held on Friday, 15 December 2006.

BACKGROUND

The Swanson 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 Friday, 15 December 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 at the intersection of O'Neills Road and Swanson Road and proceed west along Swanson Road. The parade will end at the Swanson Railway Station.

The parade is due to commence at 7.00 pm and is expected to finish before 8.00 pm.

Closure Details

The following road closures are requested between 7.00 pm to 8.00 pm in order to safely carry out the parade:

- Swanson Road (between North Candia Road and Christian Road);
- Redlands Grove;
- Swanson Oaks;
- Church Street;
- Knox Road;
- O'Neills Road (between Swanson Road and a point 260 metres south of Swanson Road).

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.

Public Notice

Public notice of Council's intention to consider road closures has been given, with objections closing on Monday, 20 November 2006.

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

RECOMMENDATIONS

1. That the Swanson - Christmas Parade 2006 report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
 - Swanson Road (between North Candia Road and Christian Road);
 - Redlands Grove;
 - Swanson Oaks;
 - Church Street;
 - Knox Road;
 - O'Neills Road (between Swanson Road and a point 260 metres south of Swanson Road).from 7.00 pm to 8.00 pm on Friday, 15 December 2006.
3. That these closures are subject to the following conditions:
 - a) The closures are to be carried out in accordance with the traffic management plan.
 - b) The applicant accepts full responsibility for briefing all applicants, marshalling, control of spectators, public and participant safety requirements, and compliance with any Police and Council officers directions.
 - c) The applicant appoints a qualified site traffic management supervisor to manage traffic and a safety co-ordinator. Both are to liaise with Council roading engineers and New Zealand Police to ensure that the applicants responsibilities are met.
 - d) St John Ambulance or other qualified personnel are to be 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 is to advise all emergency services and bus operators of the road closure details.
 - g) The applicant is to ensure that all litter is cleared up immediately following the event.
 - h) The applicant is to be 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.

