

## NOTICE OF SPECIAL MEETING

# STREET EVENTS SUBCOMMITTEE Waitakere Ward

I hereby give notice that pursuant to Standing Order 14.1 (b)(i) a Special Meeting of the Street Events Subcommittee - Waitakere Ward will be held on:-

**DATE:**        **Tuesday,        19 November 2002**        **TIME:**        **1.00 pm**

**VENUE:**        **Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City**

to confirm the minutes of the Special Meeting held on Thursday, 19 July 2001 and to consider :

1.        The Swanson Christmas Parade

and to take any necessary action connected therewith.

19 November 2002



Owena Schuster  
**COMMITTEE SECRETARY**

Telephone (09) 836 8000 extn 8864

### **MEMBERSHIP:**

Mr Kevin Patrick 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 A SPECIAL MEETING OF THE STREET EVENTS SUBCOMMITTEE -  
WAITAKERE WARD TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE,  
LINCOLN, WAITAKERE CITY, ON TUESDAY, 19 NOVEMBER 2002,  
COMMENCING AT 1.00 PM.**

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**1 APOLOGIES**



**2 CONFIRMATION OF MINUTES**

Special - Thursday, 19 July 2001

**RECOMMENDATION**

That the minutes of the Special Meeting of the Street Events Subcommittee - Waitakere Ward held on Thursday, 19 July 2001, as circulated, be taken as read and now be confirmed.



**3 SWANSON CHRISTMAS PARADE**

**PURPOSE OF THE REPORT**

This report outlines a request from the Swanson Residents and Ratepayers Association for a road closure on Friday, 6 December 2002 as part of the Swanson Christmas Parade and seeks the Waitakere Street Events Subcommittee approval to close roads as detailed below.

The parade will be held on Friday, 6 December 2002 irrespective of weather conditions. No alternate date is proposed.

**BACKGROUND**

The Swanson Christmas Parade was first held last year and it is proposed to continue to hold this parade as an annual event.

**ISSUES**

**Route Details**

The parade will begin at the Swanson Returned Services Association car park on Swanson Road. The parade will exit the car park turning right onto Swanson Road and proceed through the Swanson main street. The parade will terminate at the Swanson Railway Station car park.

The parade is due to commence at 7.00 pm and is expected to finish by 7.30 pm.

### **Closure Details**

The following road closures are requested in order to safely carry out the parade.

- Swanson Road between O'Neills Road and Christian Road.

The two main road closures at each end of the closed section of Swanson Road will be staffed by the Ranui Community Constable and additional officers from Henderson Police. Traffic wishing to travel along Swanson Road will be detoured via O'Neills Road and Christian Road for the duration of the parade. Marshalls from the Lions Club will provide crowd supervision and closure of minor side roads along the parade route.

The Traffic Management Plan has been developed by the Police, following discussions with the organisers and Council Roding staff.

### **Public Notice**

Public notice of Council's intention to consider road closures has been given, with any objections to have been received by Tuesday, 12 November 2002.

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 information be received.
2. That approval be granted to temporarily close and prohibit traffic on the following road on Friday, 6 December 2002. (Pursuant to Clause 11(e) in the Tenth Schedule of the Local Government Act 1974).

From 7.00 pm to 7.30 pm:

- Swanson Road between O'Neills Road and Christian Road

3. That approval be subject to:
  - a) The closures being carried out in accordance with the agreed traffic management plan.
  - b) The Applicant accepting full responsibility for marshalling, control of spectators, public and participant safety requirements, and complying with any Police directions.
  - c) The applicant appointing a traffic management and safety co-ordinator to liaise with Council Roding 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 obtaining, placing and removing 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 and meeting 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: Adam Moller, Transport Engineer: Transport Assets.

