

**MINUTES OF AN ORDINARY INAUGURAL MEETING OF THE STREET EVENTS
SUBCOMMITTEE - MASSEY WARD HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON
TUESDAY, 16 MARCH 2004, COMMENCING AT 9.00 AM.**

PRESENT: Mr RF Jessopp
Transportation Engineer Asset Development

IN ATTENDANCE: Transportation Engineer, Planning: E Dearham
Committee Secretary: S Simiona

The Committee Secretary opened the meeting and undertook the proceedings of the meeting.

1 APOLOGIES

428/2004

MOVED by RF Jessopp, seconded A Moller:

That an apology from R Hill for absence be received and sustained.

CARRIED

2 ELECTION OF CHAIRPERSON

429/2004

MOVED by A Moller, seconded RF Jessopp:

1. That the information be received.
2. That the Street Events Subcommittee - Massey Ward elects one member to be Chairperson of the Street Events Subcommittee - Massey Ward.

CARRIED

The Committee Secretary called for nominations for the position of Chairperson.

NOMINATED by A Moller, seconded RF Jessopp:

That RF Jessopp be appointed as Chairperson of the Street Events Subcommittee - Massey Ward.

430/2004

There being no further nominations the Committee Secretary **DECLARED** RF Jessopp appointed as Chairperson of the Street Events Subcommittee - Massey Ward.

9.04 am The Committee Secretary vacated the Chair and RF Jessopp assumed the Chair.

3 URGENT BUSINESS

There was no Urgent Business.

4 WESTGATE SOAPBOX DERBY

431/2004

MOVED by RF Jessopp, seconded A Moller:

1. That the Westgate Soapbox Derby report be received.
2. That approval be granted to temporarily close and prohibit traffic on Westgate Drive within Waitakere City between Don Buck Road and 200 metres east of Fernhill Drive on Sunday, 21 March between the hours of 8.00 am to 6.00 pm, 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 applicants responsibilities are met.
 - d) St John Ambulance or other qualified safety personnel be 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 property including Council property damaged during the event.
 - j) The applicant meeting any costs arising from Public Notices arranged by Council.

CARRIED

9.08 am

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE RECORD.

DATE:.....

CHAIRPERSON:.....

CHIEF EXECUTIVE:.....