

**MINUTES OF THE FIRST MEETING OF THE 2004 - 2007 STREET EVENTS SUBCOMMITTEE  
- MASSEY WARD HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,  
WAITAKERE CITY, ON WEDNESDAY, 2 MARCH 2005,  
COMMENCING AT 9.03 AM.**

---

**PRESENT:** RF Jessopp (Chairperson)  
Principal Transport Engineer Design

**IN ATTENDANCE:** Principal Transport Engineer Construction  
Democracy Support and Sister City Officer

In accordance with Clause 21 (4) of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, the meeting was chaired by the Chief Executive Officer's nominee the Democracy Support and Sister City Officer until the election of the Chairperson required by Clause 21 of Schedule 7 of that Act.

**1 OPENING**

The Democracy Support and Sister City Officer, opened the meeting and members of the Subcommittee were welcomed.

**2 APOLOGIES**

250/2005  
MOVED by A Moller, seconded RF Jessopp

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

**CARRIED**

**3 ELECTION OF CHAIRPERSON**

251/2005  
MOVED by A Moller, seconded RF Jessopp:

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

**CARRIED**

The Democracy Support and Sister City Officer, called for nominations for the position of Chairperson.

NOMINATED by A Moller, seconded RF Jessopp:

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

252/2005

There being no further nominations the Democracy Support and Sister City Officer **DECLARED** RF Jessopp elected as Chairperson of the Street Events Subcommittee - Massey Ward.

9.04 am The Democracy Support and Sister City Officer vacated the Chair.

9.05 am RF Jessopp assumed the Chair.

#### **4 ROAD CLOSURE - WESTGATE SOAPBOX DERBY**

253/2005

MOVED by RF Jessopp, seconded A Moller:

That the Westgate Soapbox Derby report be received.

**CARRIED**

254/2005

MOVED by RF Jessopp, seconded A Moller:

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, 20 March between the hours of 6.00 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 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 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 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.
- (j) The applicant meeting any costs arising from Public Notices arranged by Council.

**CARRIED**

9.07 am

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

CONFIRMED AT A MEETING OF THE STREET  
EVENTS SUBCOMMITTEE - MASSEY WARD  
HELD ON

**DATE:**.....

**CHAIRPERSON:**.....