

**AGENDA FOR A MEETING OF THE STREET EVENTS SUBCOMMITTEE - MASSEY WARD
TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON MONDAY, 5 MARCH 2007 COMMENCING AT 9.00 AM**

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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

Extraordinary Meeting Minutes - Friday, 26 January 2007

RECOMMENDATIONS

That the minutes of the Extraordinary Meeting of the Street Events Subcommittee - Massey Ward held on Friday, 26 January 2007, as circulated, be taken as read and now be confirmed.



4 ROAD CLOSURE - ALL AMERICAN SOAP BOX DERBY STREET EVENT 2007

PURPOSE OF THE REPORT

The purpose of this report is to seek approval from the Massey Street Events Subcommittee for a temporary road closure from Don Buck Road on Westgate Drive, down Westgate Drive to just past Fernhill Drive, Massey, for the All American Soap Box Derby Event to be held on Sunday, 18 March 2007.

BACKGROUND

This event is an annual event that has been held for some years now. It is well organised and carried through without problems. This year the event is planned for Sunday, 18 March 2007.

STRATEGIC CONTEXT

Street events provide quality and friendly activities for the community. 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 platform for creating strong communities.

ISSUES

Closure Details

A road closure is requested on Westgate Drive from Don Buck Road, down Westgate Drive to just past Fernhill Drive, on Sunday, 18 March between 6.00 am to 6.00 pm, in order to safely carry out this event.

Traffic Management

The traffic management plan has been provided by Traffic Solutions Ltd and approved by Council. Traffic Solutions 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. The Police have been informed of the event and have given their consent.

Public Notice

Public Notice of Council's intention to consider road closures was notified on 30 January 2007, with objections closing on Tuesday, 13 February 2007. No objections were received.

Safety

A safety plan has also been produced. Marshals will ensure safety of the event. A pre-event briefing will cover all safety issues. First aid staff will be present on site.

RESOURCES

No Council resources are required for this event.

CONCLUSION

It is recommended to temporarily close Westgate Drive from Don Buck Road, down Westgate Drive to just past Fernhill Drive, on Sunday, 18 March 2007 between the hours of 6.00 am to 6.00 pm.

RECOMMENDATIONS

1. That the Road Closure - All American Soap Box Derby Event 2007 report be received.
2. That approval be granted to temporarily close and prohibit traffic on Westgate Drive from Don Buck Road to just past Fernhill Drive, Massey, from 6.00 am to 6.00 pm on Sunday, 18 March 2007, 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 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 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.

Report prepared by Jane Harris, Transport Technician.

