



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

STREET EVENTS SUBCOMMITTEE Massey Ward

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

DATE: Monday, 4 February 2008 **TIME:** 9.30 am

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

to consider the business as set out herein and to take any necessary action connected therewith.

29 January 2008

Desiree Tukutama
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8815

MEMBERSHIP:

Mr AE Davies (Chairman)
Transport Assets Operations Manager
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 - MASSEY WARD
TO BE HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON MONDAY, 4 FEBRUARY 2008,
COMMENCING AT 9.30 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 TROLLEY DERBY STREET EVENT 2008

PURPOSE OF THE REPORT

The purpose of this report is to seek the Street Events Subcommittee - Massey Ward's approval for a temporary road closure on Westgate Drive, from Don Buck Road to Fernhill Drive, Massey, to allow for the Trolley Derby Event to be held on Sunday, 16 March 2008.

BACKGROUND

This event is an annual event that has been held for some years. It is well organised and runs without problems. This year the event is planned for Sunday, 16 March 2008.

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

This road closure will be on Westgate Drive from Don Buck Road, down Westgate Drive to Fernhill Drive.

The road closure will be in place from 7.00 am to 5.00 pm at which time the road will be reopened.

Closure Details

The following road closure is therefore requested between 7.00 am to 5.00 pm in order to safely carry out this event:

- Westgate Drive from Don Buck Road to Fernhill Drive.

The traffic management plan has been provided by Action Traffic Control Limited and approved by Council. Action Traffic Control Limited 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 was notified on 10 January 2008, with objections closing on Friday, 25 January 2008.

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

RECOMMENDATIONS

1. That the Trolley Derby Street Event 2008 report be received.
2. That approval be granted to temporarily close and prohibit traffic on:
 - Westgate Drive from Don Buck Road to Fernhill Drive from 7.00 am to 5.00 pm on Sunday, 16 March 2008.
3. That these closures are subject to the following conditions:
 - a) The applicant accepting full responsibility for marshalling, control of spectators, public and participant safety requirements and compliance with any New Zealand Police and Council officers directions.
 - b) The applicant accepts full responsibility to ensure that all involved adhere to the set conditions for the event.
 - c) The applicant appoints a safety co-ordinator to liaise with Council's Transport Engineers and the New Zealand Police, and to ensure that the applicant's responsibilities are met.
 - d) The applicant appointing a qualified Site Traffic Management Supervisor to apply the Traffic Management Plan.
 - e) St John Ambulance or other qualified personnel being in attendance at all times.
 - f) 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.
 - g) All directions of New Zealand Police and/or Council officers in regard to traffic management and public safety shall be complied with by the event organiser and the Site Traffic Management Supervisor.
 - h) New Zealand Police and/or Council officers have the authority to delay the start of the event if the traffic management is not implemented as per the approved plan, and in extreme cases may cancel the event.

- i) The applicant advising the New Zealand Police and other emergency services of the event.
- j) The event organiser and Site Traffic Management Supervisor before shall brief all event participants before the event on their responsibilities.
- k) The applicant ensuring that all litter is cleared up immediately following the event.
- l) The applicant is 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.
- m) The applicant shall accept responsibility for the cost of repairs to any private or Council property damaged during the event.
- n) The name and a phone number at which the Site Traffic Management Supervisor supervising the traffic control will be able to be reached during the event will be provided to Council's Call Centre. This information should be sent to Donna Skipps (836 8000 Extn: 8743 or donna.skipps@waitakere.govt.nz).
- o) The name and a phone number at which the Site Traffic Management Supervisor supervising the traffic control will be able to be reached during the event shall be provided to ARTA (Kate Marris, 379 4422 Extn: 9029 or kate.marris@arta.co.nz prior to the event.
- p) Auckland Transit Traffic Operations Management Services (ATTOMS) is responsible for the day to day operation of all traffic signals in the Auckland Region. The Site Traffic Management Supervisor shall co-ordinate with ATTOMS regarding any traffic signal installations that are within the event area or are affected by the event. Contact email addresses for traffic signals are TMCScats@transit.govt.nz and Andrew.Hunter@transit.govt.nz.

Report prepared by: Jane Harris, Transport Technician, Transport Assets.

