



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF EXTRAORDINARY MEETING
STREET EVENTS SUBCOMMITTEE
Massey Ward

I hereby give notice pursuant to Standing Order 14.3 that an extraordinary meeting of the Street Events Subcommittee - Massey Ward will be held on:-

DATE: Tuesday, 16 March 2010 **TIME:** 9.45 am

MEETING ROOM: Glen Eden Room

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

to consider matters related to the All American Soap Box Derby 2010 and to take any necessary action connected therewith.

9 March 2010

Desiree Tukutama
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8815

MEMBERSHIP:

Mr AE Davies (Chairman)
Transport Assets Operations Manager
Senior Transport Engineer: Planning

(Quorum 2 members)

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(Meeting Room could be subject to change)

(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 AN EXTRAORDINARY MEETING OF THE STREET EVENTS SUBCOMMITTEE -
MASSEY WARD TO BE HELD IN THE GLEN EDEN ROOM, AT WAITAKERE CENTRAL,
6 HENDERSON VALLEY ROAD, HENDERSON, WAITAKERE, ON
TUESDAY, 16 MARCH 2010, COMMENCING AT 9.45 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

Meeting Minutes - Monday, 23 February 2009

RECOMMENDATION

It is recommended that the Street Events Subcommittee - Massey Ward resolve to:

Receive the minutes of the Meeting of the Street Events Subcommittee - Massey Ward held on Monday, 23 February 2009, as circulated, and that they be taken as read and now be confirmed.



4 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to check that no such conflicts arise in relation to any items on this agenda.



5 **ALL AMERICAN SOAP BOX DERBY 2010**

EXECUTIVE SUMMARY

The purpose of this report is to seek the approval of the Street Events Subcommittee - Massey Ward to close Westgate Drive between Don Buck Road and Fernhill Drive, Massey to allow the All American Soap Box Derby 2010 to be held on Sunday, 21 March 2010.

RECOMMENDATIONS

It is recommended that the Street Events Subcommittee - Massey Ward resolve to:

1. **Receive** the All American Soap Box Derby 2010 report.
2. **Approve** to temporarily close and prohibit traffic, from 6.00 am to 3.00 pm on:
 - Westgate Drive (between Don Buck Road and Fernhill Drive, Massey).
3. **Approve** that this road closure is 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 ex 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 (craig.ackland@arta.co.nz) 3794422 ex 9029 prior to the event.
- p) Northcote Traffic Management Centre 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 the Northcote Traffic Management Centre regarding any traffic signal installations that are within the event area or are affected by the event. Contact email address for traffic signals are TMCScats@nzta.govt.nz.

BACKGROUND

1. The All American Soap Box Derby is an annual event that has been held for many years. It is well organised and carried through without problems. This year the derby is planned for Sunday, 21 March 2010.

DECISION MAKING

Issues

Route Details

2. The event will be on Westgate Drive between Don Buck Road and Fernhill Drive, Massey.
3. The event is set up is due to start at 6.00 pm and the event is expected to finish by 3.00 pm.

Consideration of Community Views

4. Public notice of Council's intention to consider this road closure has been given, with objections closing on 12 March 2010.
5. No objections have been received at the time of the report preparation and any objection(s) received will be tabled at the Street Events Subcommittee - Massey Ward meeting.

STRATEGIC CONTEXT

6. Street events provide quality and friendly activities for the community to be part of. They support the development of community's identity and create community spirit, giving a sense of belonging. As such, they contribute to the Council's strategic objectives in creating strong communities.

CONSULTATION

7. General consultation for this community event has taken place through public notices in both the New Zealand Herald and Western Leader.

RESOURCES

8. There are no resources required for this event other than staff time.

IMPLEMENTATION ISSUES

9. The traffic management plan has been provided by Traffic Management NZ and approved by the Council. Traffic Management NZ 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.

AUCKLAND COUNCIL TRANSITION ISSUES

10. The decision making proposed in this report is not constrained by section 31 of the Local Government (Tamaki Makaurau Reorganisation) Act 2009, as it does not directly or because of its consequences: significantly prejudice the reorganisation, significantly constrain the powers or capacity of the Auckland Council or any subsidiary of the Auckland Council following the reorganisation, or have a significant negative impact on the assets or liabilities that are transferred to the Auckland Council as a result of the reorganisation.

Report prepared by: Jane Harris, Transport Technician.

