

**MINUTES OF A MEETING OF THE STREET EVENTS SUBCOMMITTEE - WAITAKERE
WARD HELD AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD,
HENDERSON, WAITAKERE, ON MONDAY, 8 OCTOBER 2007
COMMENCING AT 10.00 AM**

PRESENT: Ms MC Davis (Chairman)
Service Manager: Transport Assets
Principal Transport Engineer: Design

IN ATTENDANCE: Transport Technician: J Harris
Committee Secretary: E Joyce

1 APOLOGIES

There were no apologies.

2 URGENT BUSINESS

There was no Urgent Business.

3 CONFIRMATION OF MINUTES

3612/2007

MOVED by MC Davis, seconded A Moller:

That the minutes of the Meeting of the Street Events Subcommittee - Waitakere Ward held on Friday, 24 November 2006, as circulated, be taken as read and now be confirmed.

4 ORATIA SCHOOL, COMMUNITY UNVEILING CEREMONY AND PARADE ON 10 NOVEMBER 2007

3613/2007

MOVED by MC Davis, seconded A Moller:

1. That the Oratia School, Community Unveiling Ceremony and Parade on Saturday, 10 November 2007 report be received.
2. That approval be granted to temporarily close and prohibit traffic on:

West Coast Road between Glengarry Road and Carter Road from 9.00am to 2.00pm, on Saturday, 10 November 2007
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 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 Police, and to ensure that the applicant's responsibilities are met.
- d) The applicant appoint 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 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) 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 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 ext 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 Auckland Regional Transport Authority (Kate Marris, 379 4422x9029 or kate.marris@arta.co.nz) prior to the event.
- p) Auckland Transit Traffic Operations 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.

10.05 am

The Chairman thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE RECORD.

DATE:.....

CHAIRMAN:.....