

**AGENDA FOR THE FIRST MEETING OF THE 2004 - 2007 STREET EVENTS
SUBCOMMITTEE - MASSEY WARD TO BE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON
WEDNESDAY, 2 MARCH 2005, COMMENCING AT 9.00 AM.**

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In accordance with Clause 21 (4) of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, the meeting shall be chaired by the Chief Executive Officer or his nominee until the election of the Chairperson required by Clause 21 of Schedule 7 of that Act.

1 OPENING

The Chief Executive Officer or his nominee, will open the meeting and call for apologies.



2 APOLOGIES



3 ELECTION OF CHAIRPERSON

Pursuant to Clause 21 of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, every Community Board or its Subcommittee/s are required to elect a Chairperson from its members at its first meeting. The election shall be on the basis of open voting as required under Clause 24 of Schedule 7 of the Local Government Act 2002 with one vote by each member (and no person having a casting vote).

Clause 25, as read with Clause 37, of Schedule 7, Local Government Act 2002 requires that the Council must determine by resolution that a person be elected or appointed by using one of the following systems of voting:

- “(a) the voting system in sub clause (3) (**system A**)
- (b) the voting system in sub clause (4) (**system B**)”

described as follows:

- “(3) System A -
 - (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
 - (b) has the following characteristics:
 - (i) there is a first round of voting for all candidates;
and
 - (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and

- (iii) *if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, at each time, the candidate with the fewest votes in the previous round is excluded; and*
- (iv) *in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot”.*

“(4) System B -

- (a) *requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*
- (b) *has the following characteristics:*
 - (i) *there is only 1 round of voting; and*
 - (ii) *if 2 or more candidates tie for the most votes, the tie is resolved by lot.”*

The Chief Executive Officer or his nominee will call for nominations for the position of Chairperson. In the event that more than one nomination is received the Subcommittee will be asked to determine the basis of voting (ie. as provided by either System A in subclause(3) or System B in subclause (4) above) and preferred method of lot:

Preferred Method (one of):

- Dice - Highest score determines successful candidate;
- Cards - Ace of Hearts, Ace of Diamonds, Ace of Clubs, Ace of Spades;
 - Ace of Hearts determines successful candidate;
- Coin - Call heads or tails. Heads determines the successful candidate.

The Subcommittee is then requested to elect a Subcommittee Member to be Chairperson.

RECOMMENDATIONS

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.



4 ROAD CLOSURE - WESTGATE SOAPBOX DERBY

PURPOSE OF THE REPORT

The purpose of this report is to seek the Street Events Subcommittee approval for a road closure on Westgate Drive within Waitakere City, between Don Buck Road and 200 metres east of Fernhill Drive, on Sunday, 20 March 2005.

BACKGROUND

The Rotary Club of Waitakere City has applied for closure of the above streets for an event called the ‘All American Soapbox Derby.’ This event is to provide a fun community event for the district’s youth. Twenty schools are taking part, with a total of 100 competitors aged between 9 and 16 years old. The winning driver will be eligible to compete in the Unites States of America in July 2005.

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 strategic objectives in creating strong communities.

ISSUES

Closure Details

As outlined above the section of Westgate Drive within Waitakere City between Don Buck Road and 200 metres east of Fernhill Drive will be closed on Sunday, 20 March 2005 between the hours of 6.00 am to 6.00 pm.

Traffic Management

The Traffic Management Plan has been provided by Integrated Traffic Solutions (ITS) and approved by appropriate Council staff. Dudley Tate (ITS) will be the Site Traffic Management Supervisor who will implement the Traffic Management Plan and be responsible for Traffic Safety. He will be assisted by marshals. A copy of the traffic management plan is provided for information. The Police have been informed of the event and have given their consent.

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.

Notification

The local business and Council premises have been approached and given permission for the event to take place. A letter drop will notify local residences of the event.

Public Notice

Public Notice of Councils intention to consider road closures has been notified on Tuesday, 8 February 2005, with objections closing on Friday, 25 February 2005.

CONCLUSION

As this report was prepared prior to the objections being closed, any objections received will be tabled at the meeting. Subject to any changes in light of any objections received the following is the recommended.

RECOMMENDATIONS

1. That the Westgate Soapbox Derby report be received.
2. 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 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: Edwin Dearham, Principal Transport Engineer Construction.

