



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: Friday, 24 February 2006 **TIME:** 9.30 am

VENUE: Totara Room, Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City

to consider the matters within the scope and delegation of the Subcommittee and to take any necessary action connected therewith.

22 February 2006

Saba Mustafa
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8820

MEMBERSHIP:

Mr RF Jessopp (Chairperson)
Service Manager: Transport Assets
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 IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON FRIDAY, 24 FEBRUARY 2006, COMMENCING AT 9.30 AM.**

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AGENDA FOR A MEETING OF THE STREET EVENTS SUBCOMMITTEE - MASSEY WARD TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON FRIDAY, 24 FEBRUARY 2006, COMMENCING AT 9.30 AM.

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 Chairperson 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 - Wednesday, 2 March 2005

RECOMMENDATION

That the minutes of the Meeting of the Street Events Subcommittee - Massey Ward held on Wednesday, 2 March 2005, as circulated, be taken as read and now be confirmed.



4 ROAD CLOSURE - WESTGATE SOAPBOX DERBY

PURPOSE OF THE REPORT

A1

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, as indicated at page A1, on Sunday 19 March 2006.

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 United States of America in July 2006.

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 19 March 2006 between the hours of 6am to 6pm.

Traffic Management

The Traffic Management Plan has been provided by Integrated Traffic Solutions (ITS) and approved by appropriate Council staff. ITS will provide 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 Thursday, 9 February 2006, with objections closing on Thursday, 23 February 2006.

CONCLUSION

As this report was prepared prior to the objections being closed, any objections received will be tabled at the meeting. It is recommended to temporarily close Westgate Drive between Don Buck Road and 200 metres east of Fernhill Drive subject to the conditions recommended below.

RECOMMENDATIONS

1. That the Road Closure - 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, 19 March 2006 between the hours of 6 am to 6 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.

