

## Event Proposal

# Oceania and New Zealand Cross Country Championships

### 30 July 2017

<b>Name of activity:</b>	Oceania & NZ Cross Country Championships
<b>Organiser:</b>	Athletics New Zealand – Gareth Archer
<b>Phone:</b>	027 541 3211
<b>E-mail:</b>	Gareth@athletics.org.nz

### Event Summary

A Cross Country Running event with the course on the sports fields using the natural inclines and declining hills in the space. The course would not go outside the sports fields footprint.

Set up on the course will begin on the Saturday, the day before on the sports fields. Consultation has been made with the sports field users to reduce impact on their playtime. The event organiser will set up their course the day before for runners to come and have a look at the route they will be running the next day. The event organiser will set up their course on the Football Road area first and then work towards the grandstand so that this area is set up last.

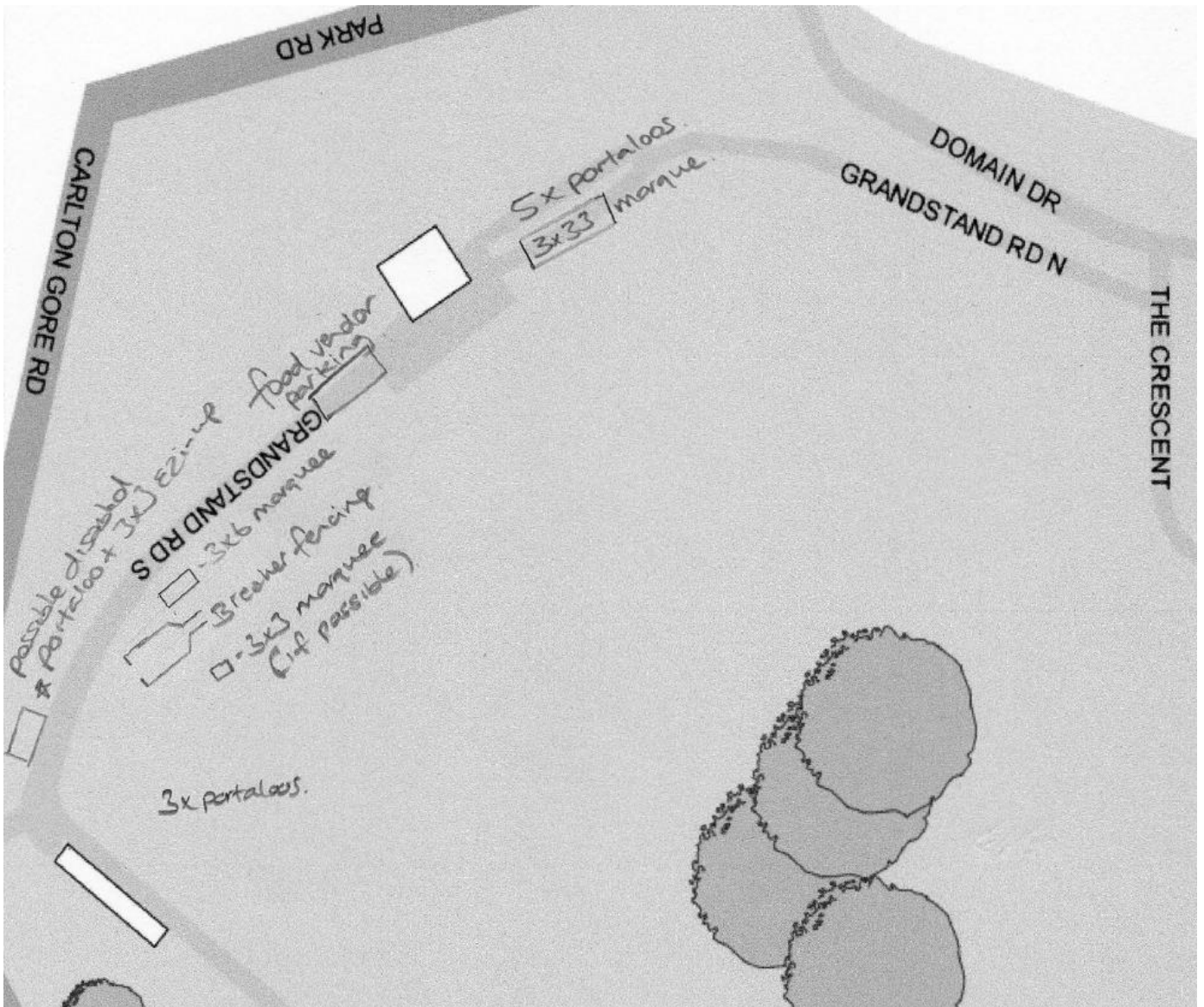
Start date	30 July from 9:00 a.m.	Set up date	29 July from 1:00 p.m.
End date	30 July at 4:00 p.m.	Pack down date	30 July by 6:00 p.m.
Venue	Auckland Domain		
Number of participants (approx.)	600		

## SITE DETAIL

### Auckland Domain



## Infrastructure Map



## Event Run Sheet

### 29 July

1300	On Site	
	Start install of Marquees and Barriers	
	Start setting course fields	1-10
1800	Finish setup	
	Security on site (Red Badge)	

### 30 July

0700	On site access required to blocked road
	Portaloo delivery
0830	Vendors arrive
1000	First Race
1600	Complete Event
1730	Pack Out Complete

## Traffic Management

<b>Road activities:</b>	Grandstand Road North will have infrastructure set up on the road. Road is blocked off by existing bollard so TMP for road closure is not required.
<b>Road closures:</b>	N/A
<b>Parking restrictions/Advisory Signage:</b>	N/A
<b>Public transport:</b>	As per venue
<b>Event parking:</b>	As per venue
<b>Mobility parking:</b>	As per venue

## EVENT OPERATIONS

<b>Pack in / Pack out:</b>	<p><b>Pack in</b> – starting on 29 July</p> <p>Setting up the course on the sports fields closer to the Wintergardens and then working their way down to the grandstand as to not impact on existing sports bookings.</p> <p><b>Pack out</b> - completed by 6pm on 30 July</p> <p>Vehicle access required on event day to pack in and out the tents they would like to have along Grand Stand Road which is bollarded off.</p> <p>Parks have advised that they are able to have vehicle access in the bollarded area however any liability will be held with the event organisers.</p>
<b>Vehicle access:</b>	Access to set up the event village required.
<b>Noise / Amplified Sound:</b>	PA system in use 9:00 a.m. - 3:00 p.m.
<b>Ground protection:</b>	NA
<b>Waste management:</b>	Yes
<b>Food stalls / Catering / BBQs:</b>	Espresso on the Go - L/EFS/2009/27 Sushi Truck - 52190029670 Dixie BBQ – L/EFS/2015/157
	One of the clubs will be holding a sausage sizzle.
<b>Alcohol:</b>	Supplied: No Sold: No
<b>Trading:</b>	Yes
<b>Resource Consent:</b>	N/A
<b>On site Operations:</b>	NA



## **Facilities/Utilities**

<b>Portaloos/Toilets:</b>	Existing Toilets Access: Yes Portaloos Provided: Yes - Quantity: 6 - Details: To the right of the grandstand on the closed road on Grandstand North
<b>Structures:</b> <ul style="list-style-type: none"><li>• Fencing</li><li>• Marquees / EZI-ups</li><li>• Gantries</li><li>• Staging</li><li>• Bouncy castles</li><li>• Other</li></ul>	<b>Marquees:</b> 7 - 3x3 Eziups  <b>Fencing:</b> - Type: Running barrier fencing - Meters: 40m  <b>Other:</b> Event signage and flags
<b>Building Consent:</b>	N/A
<b>Signage:</b>	Event signage and flags
<b>Lighting:</b>	N/A
<b>Electricity / Gas/ Power / Generator:</b>	Power Access: Yes - If possible Generators: Yes - If not power access is granted we would require 2x Diesel generators

## **Health and Safety**

<b>Health and Safety plan:</b>	Awaiting Health and Safety documentation
<b>On water:</b>	N/A
<b>Security:</b>	Red Badge security will be contracted by the event organiser to be onsite overnight to guard the event infrastructure.
<b>Public Liability Insurance:</b>	Awaiting Athletics New Zealand policy

## **EVENT COMMUNICATIONS**

<b>Local notification:</b> <ul style="list-style-type: none"><li>• Event letter drop</li><li>• Advisory signage/mechanisms</li><li>• Public notices</li></ul>	Auckland Domain Committee approval to be requested. Local Board notification to be sent.
<b>Promotion:</b> <ul style="list-style-type: none"><li>• Advertising channels</li><li>• Sponsorship/funding</li></ul>	General advertising channels