

Event Proposal

Fidelity Life Corporate Challenge Wednesday, 22nd November 2017

Name of activity:	Fidelity Life Corporate Challenge
Organiser:	Holly Docherty (Running Events)
Phone:	021 070 3152
E-mail:	holly@runningevents.co.nz

Event Summary

The Fidelity Life Corporate Challenge is an event for business houses and their employees to participate in a 5k walk/jog/run around the internal roads of the Auckland Domain.

It is a 5km fun run for corporate teams to help promote a healthy lifestyle and team relationships in the workplace.

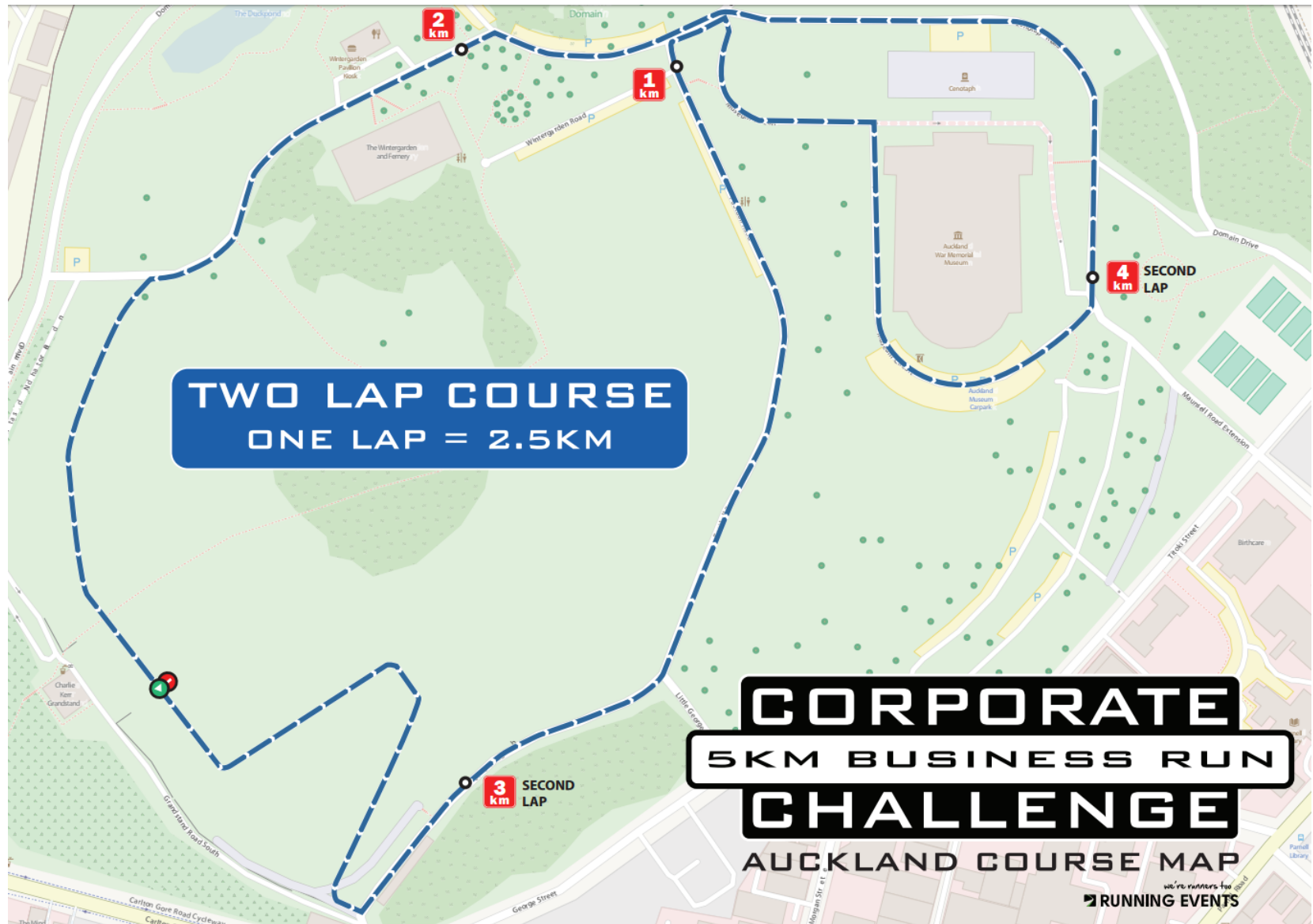
There will be 8 x marshalls placed at various points along the course route to ensure competitor safety. The pre-race activities include participant registration, team photos and a group warm up. The post-race activities include an awards ceremony and winding down period.

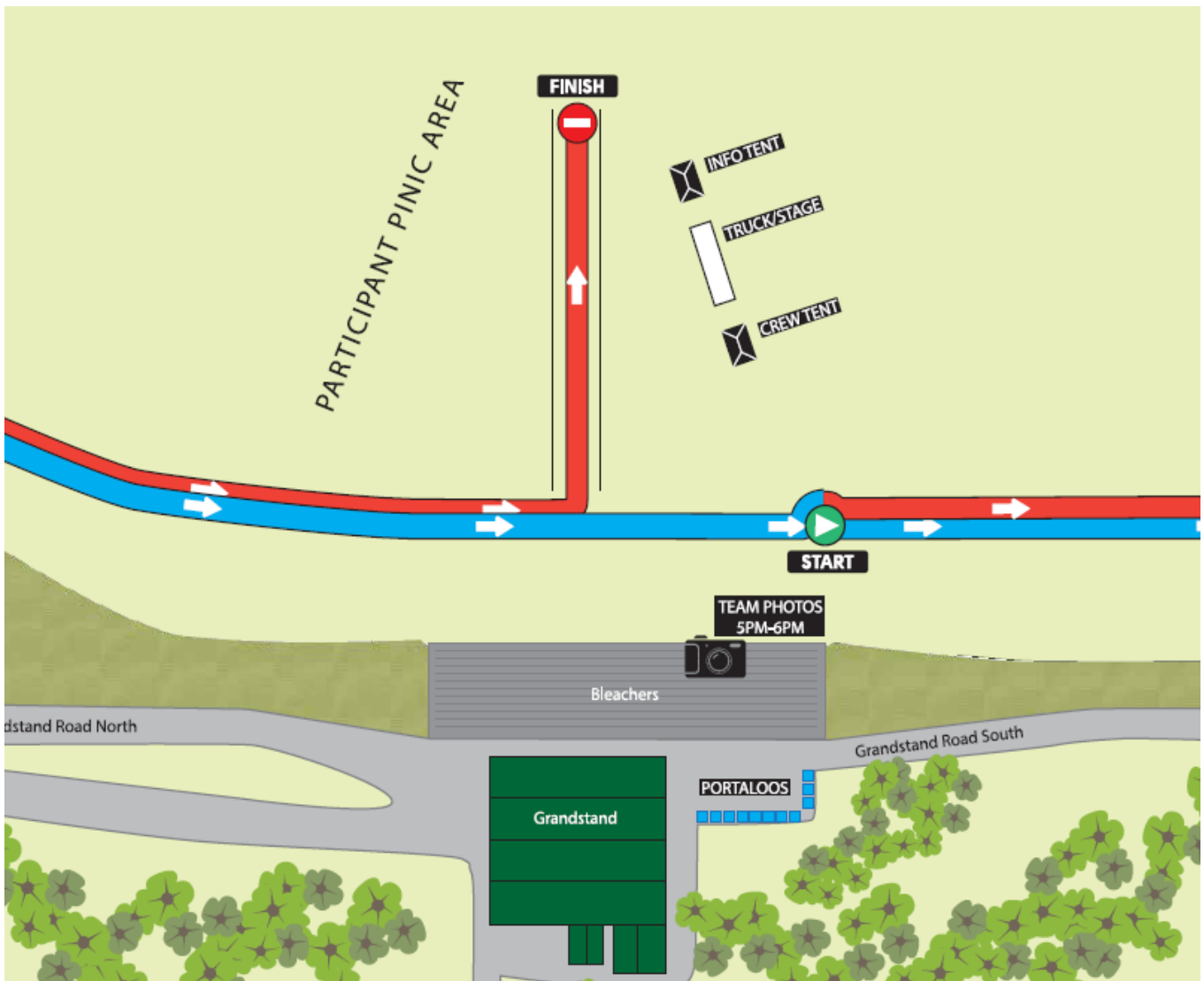
Location	Date	Time	Description
Auckland Domain	Wednesday 22 November 2017	10:00am to 5:00pm	Pack in
Auckland Domain		5:00pm to 6:30pm	Pre race activities
Auckland Domain		6:30pm to 7:30pm	Event
Auckland Domain		7:30pm to 8:30pm	Post race activities
Auckland Domain		8:30pm to 9:30pm	Pack down

Numbers attending: 1,700

Ticketing Information: Entry fee for the race is \$45.00

SITE DETAIL





Traffic Management

Road activities:	Participants run the course along roads within the Domain.
Road closures:	Road closures on Football Road, The Crescent, Cenotaph Road, Grandstand Rd North South, Little George St and Museum Circuit; from 5pm to 8.30pm on event day.
Parking restrictions/ Advisory Signage:	N/A
Public transport:	N/A
Event parking:	N/A
Mobility parking:	N/A

EVENT OPERATIONS

Pack in / Pack out:	Pack in: 10:00am – 5:00pm Pack out: 8:30pm – 9:30pm
Vehicle access:	The organiser requires access to playing fields in front of the Domain Grandstand for setup and break down.

	<p>4 x vehicles 1 x truck</p> <p>Access required via the ramp located at the corner of Grandstand Rd South and Football Rd, Auckland Domain. (See picture below).</p> <p>Opened no later than 9am Wednesday 22nd November Relocked after 11pm Wednesday 22nd November</p>
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Noise / Amplified Sound:	PA system used for announcements. 5:00 p.m. - 8:30 p.m.
Waste management:	Minimal waste is expected to be generated for the event. Rubbish bins will be supplied around the event site, which will be removed off site at the end of the event. A clean post event will be done of the area to ensure all waste is removed.
Food stalls / Catering / BBQs:	Potential for up to 50 BBQs to be onsite. Dependant on the number of teams that register. 1x BBQ per team.
Alcohol:	Supplied: No Sold: No
Trading:	Yes. This will be covered under the event permit.
Resource Consent:	N/A
On site Operations:	<ul style="list-style-type: none"> • Amusement Equipment • Aircraft / Drones • Fireworks • Hazardous substances • Other
	<p>Fireworks: No Drone: Yes</p> <p>Drone flying within a 100m area around the finish line, not directly over competitors. The organiser is aware of the drone rules and will be flying using the part 101 rules.</p>

Facilities/Utilities

Portaloos/Toilets:	<p>Existing Toilets Access: No Portaloos Provided: Yes - Single standing units to be placed 100 metres to the South of the Grandstand on the field edge.</p> <p>- Quantity: 12</p>
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	Dropped off Wednesday 22 nd November at 11am Collected Thursday 23 rd November at 11am.
Structures: <ul style="list-style-type: none"> • Fencing • Marquees / EZI-ups • Gantries • Staging • Bouncy castles • Other 	Marquees: 3 x gazebos (4m x 4m) 4 x gazebos (3m x 3m) Stages: - Quantity: 1 - Dimensions: 3m x 3m (600mm high) Chairs/tables: - No. of chairs: 51 - No. of tables: 20 Fencing: - Type: Crowd control barriers - Meters: 100m Other: Directional signs throughout the course route. Kilometre and course markers on real estate spikes and pigtails.
Building Consent:	N/A
Signage:	There are flags at the race venue and a small number (approx. 10) of directional arrows and km markers on real estate spikes around the course
Lighting:	N/A
Electricity / Gas/ Power / Generator:	Power Access: N/A Generators: 2 x Honda 2Kva Invertor, 1 x Briggs & Stratton 2Kva Invertor

Health and Safety

Health and Safety plan:	Health and Safety plan requested. Plan will be submitted to the Auckland Council Health and Safety advisor for review.
Security:	N/A
Public Liability Insurance:	Requested.

EVENT COMMUNICATIONS

Local notification: <ul style="list-style-type: none"> • Event letter drop • Advisory signage/mechanisms • Public notices 	Auckland Domain committee approval required. Local Board notification to be sent. Road closure notices to be published in the NZ Herald.
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