

Event Proposal

Walking Stars Saturday, 25 November 2017

Name of activity:	Walking Stars
Organiser:	Gina Ferguson (Cancer Society Auckland Northland)
Phone:	021 817090 or 02108809147
E-mail:	gfergusson@akcansoc.org.nz

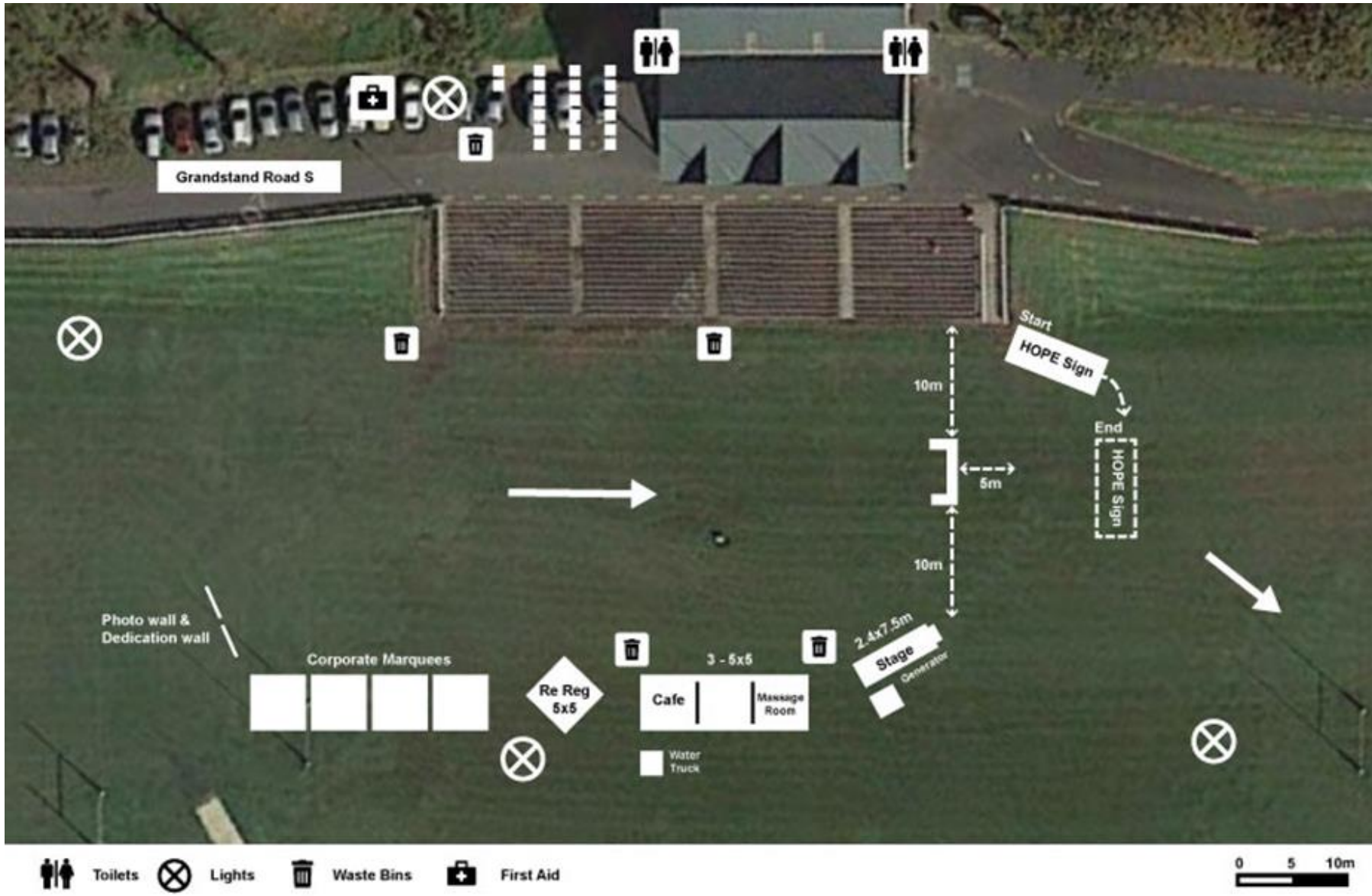
Event Summary

Walking Stars is a key fundraising event which is both licensed and run by the Cancer Society Auckland Northland a non for profit organisation. Approximately 5000 women and men 10 years (on the date of the event) and over will be targeted to join the event. Participants walk (no running permitted) a half marathon of 21 Kilometres in distance. Participants assemble for the event in the Auckland Domain, and then cover a route on public pavements, taking them around areas of Ponsonby, Westhaven, Auckland Waterfront, The Viaduct, and Parnell and back into Auckland Domain to finish. The start times will be staggered being at 20:15, 20:25 and 20:35. The route is predominantly on pavements adjacent to active traffic carriageways, or on other pavements used on a day to day basis by the general public. On major road crossing points, the existing traffic management controls will be enhanced by event marshals.

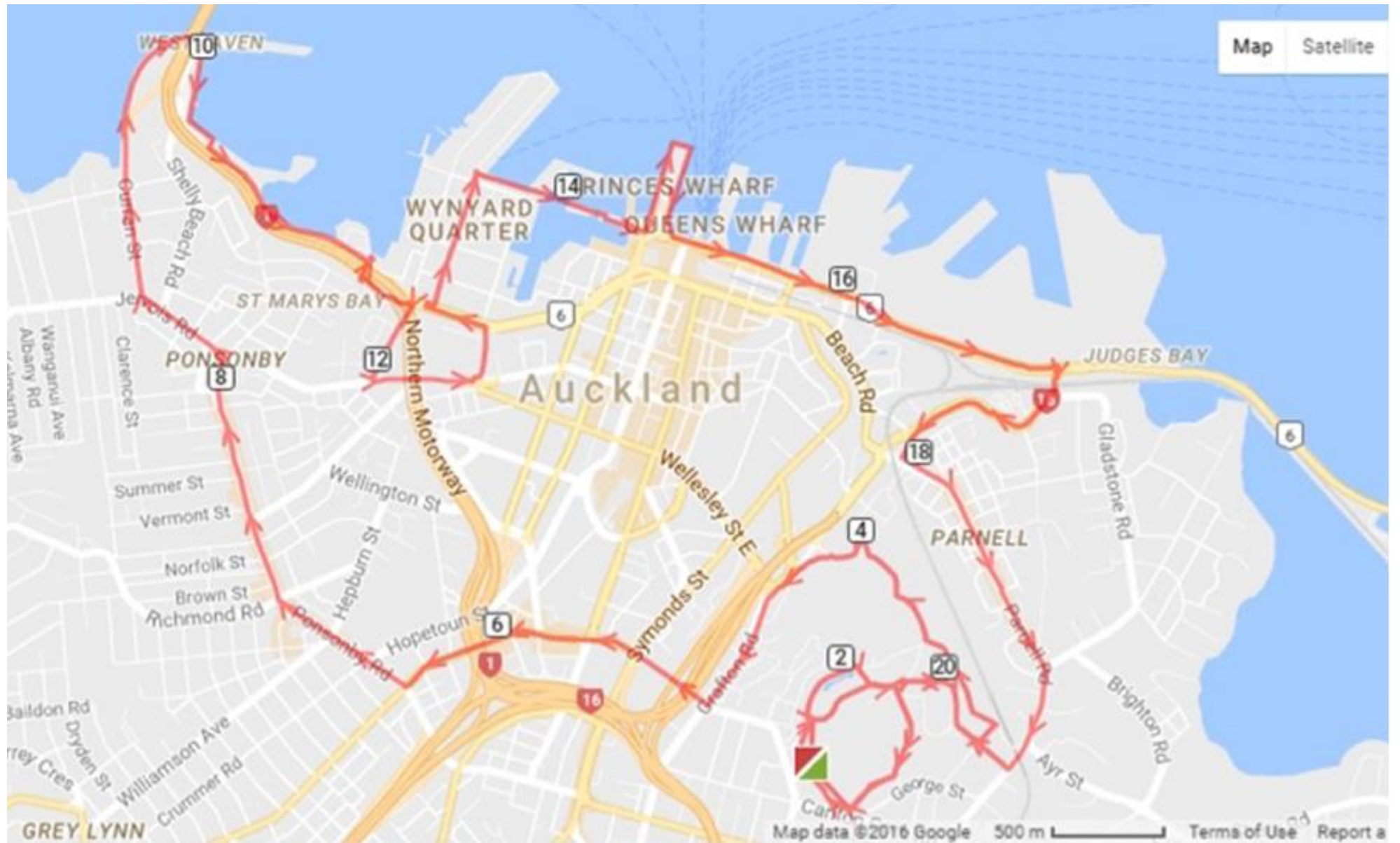
Date - 2017	Activity location	Times:	Description
Saturday 25 Nov	Auckland Domain; Western Park; Karanga Plaza, Child Cancer Society carpark, Westhaven Marina Drive (beach), Heard Park.	10am to 8pm	Pack In
Saturday 25 Nov – Sunday 26 Nov	Auckland Domain; Grandstand Rd North and South; Football Rd; Kiosk Rd; The Crescent; Cenotaph Rd; Domain Drive; Lower Domain Drive; Maunsell Rd Ext; Stanley St; Grafton Rd; Grafton Bridge; Karangahape Rd; Ponsonby Rd; Western Park; College Hill; Curran St; Westhaven Drive; Beaumont St; Victoria St West; Halsey St; Fanshaw St; Daldy St; Jellicoe St; Karanga Plaza; Te Wero Walkway (Viaduct); Quay St; The Strand; Parnell Rise; Parnell Rd; Maunsell St;	8pm to 2am	Event
Sunday 26 Nov	Auckland Domain; Western Park; Karanga Plaza	2am-noon	Pack out

Number of participants	5000 approximately (online registration will close 1 weeks prior to the event); 300 volunteer staff
Ticketing information	There will be an entry fee of \$49-\$150 per person.

SITE DETAIL



Walking Route:



Pre Walk

Walkers will assemble at Auckland Domain where a start/finish area will be set up, including a stage, marquee, sponsor/charity stalls and coffee cart, along with lighting towers and portaloos. The organiser would like to have a pre event celebration where there will be live music, followed by a formal welcome and safety briefing. Participants will then be led in a group warm up before heading to the start area.

Walk

To prevent everyone setting off in one big group, the organiser will split the walkers into three groups based on anticipated speed and stagger the start times, with the quickest going first (see times below). Participants will be required to have their participant number visible at all times and will be advised to walk with at least one other person for safety. Security guards and volunteers will be positioned along the course route - at key intersections, pit stops and grab n goes. The organiser will have; 10 x pace makers and 2-4 x end walkers.

Finish

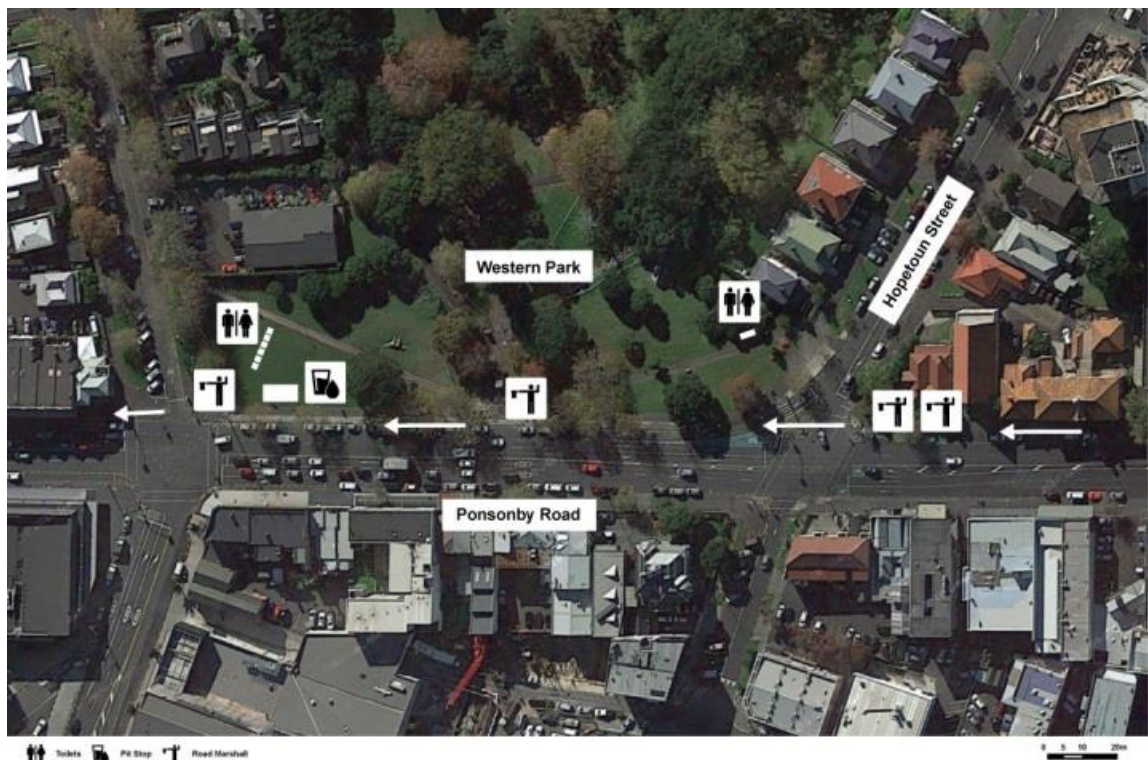
The walk will finish at Auckland Domain, where participants will receive a medal. The organiser would like to have complimentary tea and coffee available. Additional lighting will be in place, the main PA system will be turned off at 10pm however the organiser would like to have background music and MC at the finish line to welcome walkers back. The majority of walkers are expected back in the Domain by 2am.

The course route includes the **Viaduct Harbour Pedestrian Bridge** and the organiser has been advised that the bridge will operate as usual during the event and walkers will be held up if it is necessary to raise the bridge for marine traffic. At this time of year there will be charter boat activity and it is likely that there will be several bridge lifts during the event. A dedicated security guard will be required at the western approach to the bridge to communicate with walkers and hold them up as necessary.

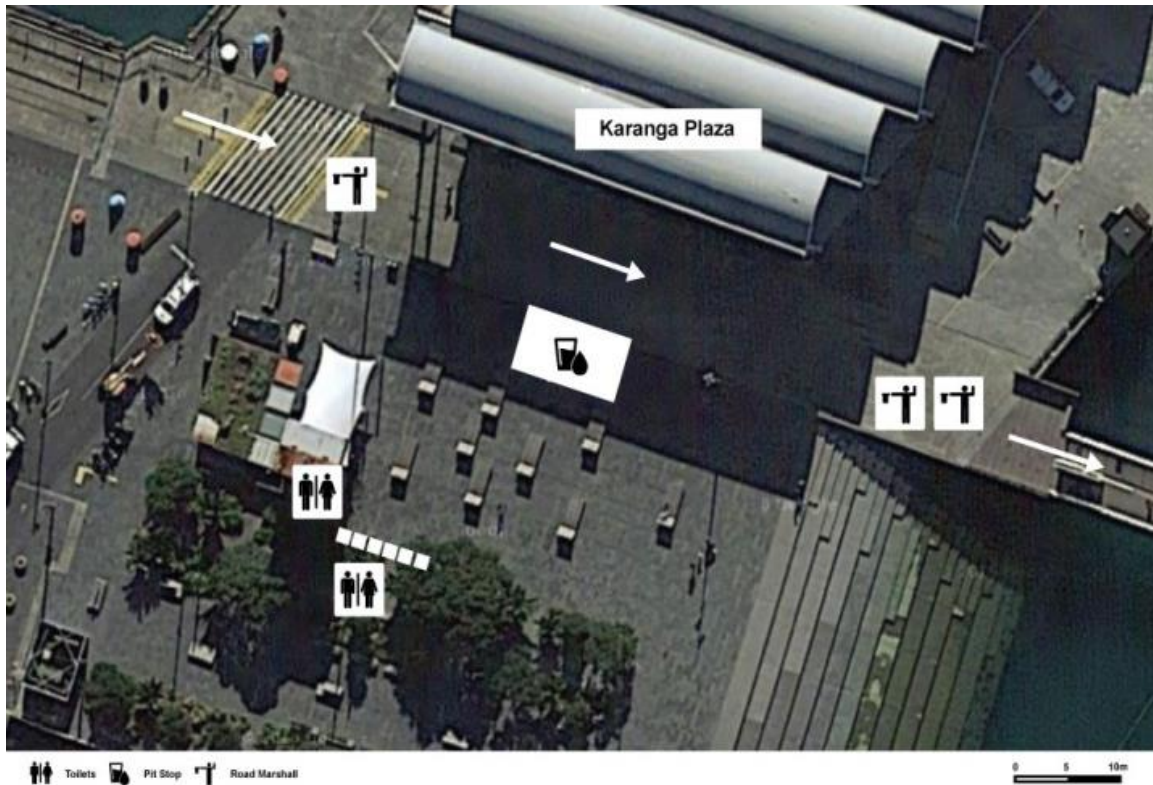
Pit Stops & Grab n Goes

The organiser would like to have 2 pit stops and 3 Grab and Goes (GnG) along the course where participants can have a rest, toilet breaks and refill their water bottles.

- Western Park - This will just be a short stop for participants and the organiser would like to set up a water station and portaloos.



- Karanga Plaza - This will be the main pit stop and the organiser would like to have music, water and electrolites available, as well as portaloos toilets.



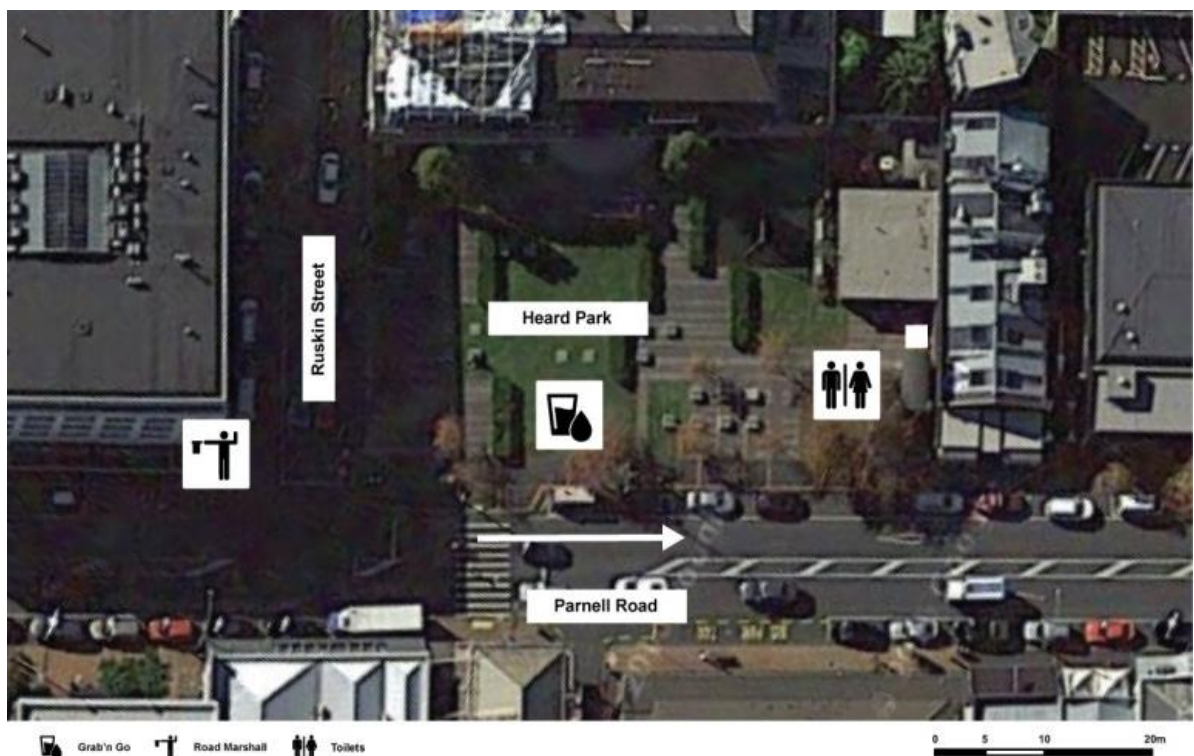
- GnG 1 – Child Cancer Foundation, the organiser will seek permission from the CCF to use their parking bay.



- GnG 2 – Westhaven Marina Drive. The organiser would like to set up a water station on the NZ Marine lawn. (4 additional portaloos positioned by the public toilets on Westhaven drive.)



- GnG 3 – Heard Park, The organiser would like to set up a water station and 1 additional portaloos next to the public toilets in the park.



Traffic Management

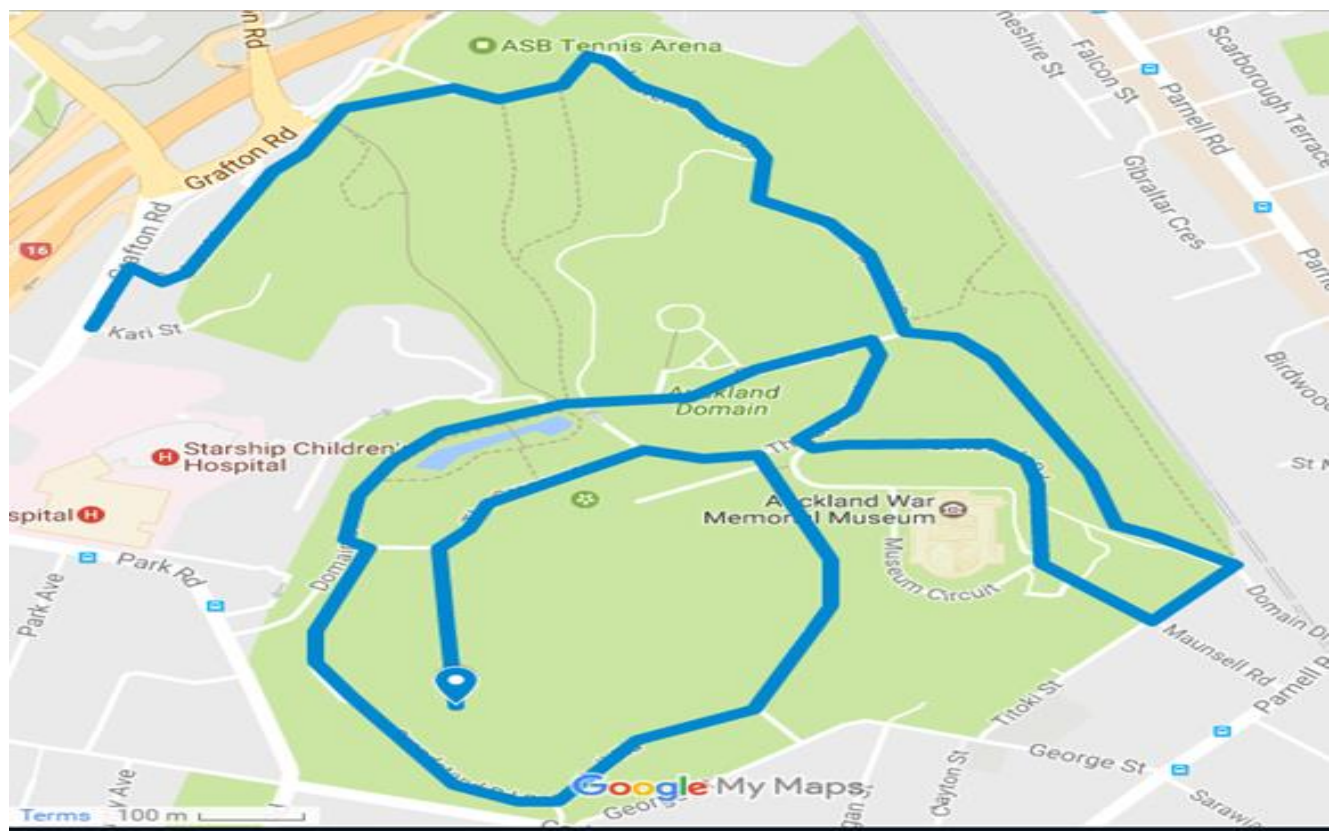
Road closures:	The event organiser is closing roads within Auckland Domain from 7pm to 2.30am. The road closures are requested as per 2016 event. Managed access will also be in place from 8pm-2.30am Managed access is required for the Auckland Museum as well as the Wintergarden Pavillion for their events.
Parking restrictions/ Advisory Signage:	The organiser will have designated disabled and event staff parking near the start/finish area in Auckland Domain. As the event does not finish until 3am, the organiser requires to have vehicles parked within the Domain after 10pm.
Event Parking:	Participants will be advised there is no parking within the Domain and to use the existing public parking around the Domain.

Assemble/Start:	19:00 Domain road closures enforced 19:30 Walking Stars opening celebrations & first warm up 20:00 Formal Welcome 20:05 Participant safety briefing 20:10 Power walkers Warm up 20:15 Power walkers start - Striders Warm up 20:25 Striders Start - Strollers Warm up 20:35 Stollers Start 21:10 First walkers arrive Western Park 22:10 First walkers arrive Karanga Plaza 22:15 Final walkers depart Western Park 22:45 Frist walkers back at finish line 00:00 Final Walkers depart Karanga Plaza 02:00 Final walkers arrive back at finish line 04:00 Domain roads reopen
Finish:	0200 Final walkers finish

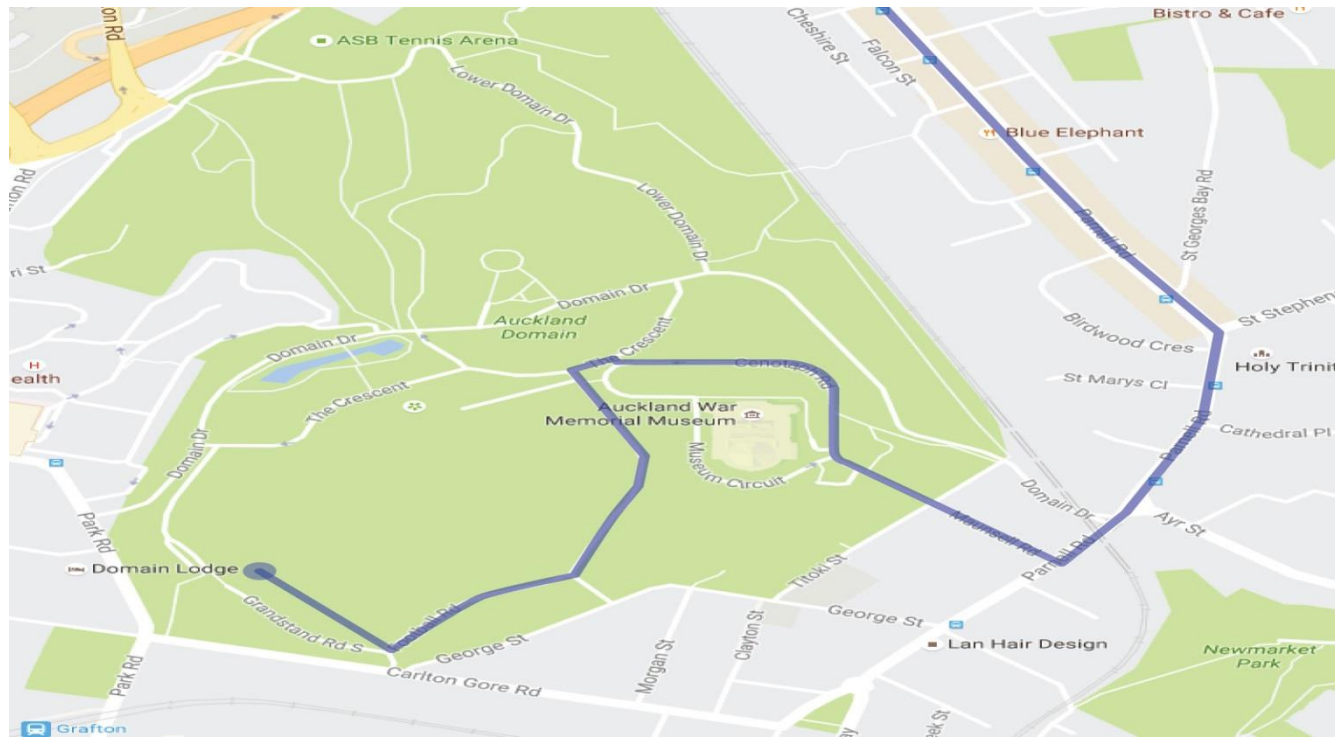
Route Map 2017

P.T.O

Starting and finishing line in front of the Grandstand. Please note: the course route will only be available to participants a week prior to the event.



Route back into the Auckland Domain – Finishing map



EVENT OPERATIONS

Pack in / Pack out:	The organiser requires 3 x vehicle access for set up and pack down at Auckland Domain from 8:00am on the day of the event.
Vehicle access:	<p>The organiser will be advised that cricket will continue to take place on the outer wickets and they should use the ramp on the Grandstand Rd South side.</p> <p>The organiser also requires access for 1 x emergency vehicle at the Domain for the duration of the event. Vehicle access is also required at Karanga Plaza for set up / pack down .</p>
Auckland Domain Site access:	<p>Bollards enabling vehicle access to the ramp will be unlocked according to the below.</p> <p>Opened no later than 10am Saturday 25th November Relocked after 1pm Sunday 26th November</p> <p>Bollards are located at the corner of Grandstand Rd South and Football Rd, Auckland Domain (see picture below).</p>



EVENT OPERATIONS

Noise / Amplified Sound:	<p>1x DJ, 1 X PA with an iPod, and 1 x Megaphones used for announcements and music prior to the event start.</p> <p>Sound between 7:00 p.m. - 10:00 p.m. Sound will be provided and managed by Oceania Productions, 845 7801.</p> <p>All music/noise will be turned off by 10pm and the organiser will be advised of the noise restrictions.</p> <p>All music/noise will finish at the Domain by 10pm from the main PA system. – The organiser would like to have low back ground music at the finish to and some MC announcement to welcome walkers back.</p>
---------------------------------	--

Ground protection:	Community Facilities team to advise.
Waste management:	Waste is expected to be generated for the event. The organiser will have additional rubbish and recycling bins in place at the Domain and also at all pit stops, GnGs and will ensure that there is a clean up done from the first GnG on Grafton Rd to Parnell Rise. Waste management will be provided by City Parks. All waste will be removed from the event.
Food stalls:	The organiser is looking to have registered food vendors at the event.
Alcohol:	Supplied: No Sold: No This is an alcohol and smoke free event.
Trading:	Yes – this will be covered under the event permit.
Resource Consent:	NA
On site Operations:	
<ul style="list-style-type: none"> • Amusement Equipment • Aircraft / Drones • Fireworks • Hazardous substances 	<p>1 x Drone</p> <p>The organiser would like to utilise a drone at the start of the event over the Auckland Domain area only. The organiser will also have organised entertainers performing pre the start/opening ceremony.</p>

Facilities/Utilities

Portaloos/Toilets:	The organiser would also like to have use of the existing toilets at the Domain Grand Stand, Western Park, Westhaven Marina, Viaduct, Heard Park along with the delivery of the below Portaloos:
---------------------------	--

##	Location	Delivery	Removal
20	Auckland Domain (12pm Noon Delivery)	After 3pm Saturday 25 th November	Before 9am Sunday 26 th November
7	Western Park Pit Stop		
5	Westhaven Marina (Adjacent existing public toilets)		
7	Auckland Waterfront Pit Stop (Karanga Plaza)		
1	Head Park Parnell Road		

Structures:	<p>Auckland Domain:</p> <ul style="list-style-type: none"> • 2 x Marquees (15 x 6) • 6 x Ezi Ups (3 x 3) • 1 x stage (height 1m; 2.4 x 7.5m x 2.4m; Curtain sided truck with covered sides, back and top. Provider: Mainfright (11 tone truck) • Up to 10(5x5) Corporate maquees • 20 x crowd control interlocking barriers at start line (branded); 100m x barrier fencing for the start/finish area (pig tails and bunting) • 16 x Aggreko light towers • 150 x chairs • 23 x tables • 30 x flag poles <p>Western Park:</p> <ul style="list-style-type: none"> • 2 x EZI-up (3m x 3 m); 2 x Tables
<ul style="list-style-type: none"> • Fencing • Marquees / EZI-ups • Gantries • Staging • Bouncy castles • Other 	

- 7 Port a Loos
- Karanga Plaza:**
- 2 x EZI up (3m x 3m); 3 x Tables
 - 7 Port a Loos
- NZ Marine on lawn:**
- 1 x Table
 - 5 x Portaloos by public toilets
- Heard park:**
- 1 x Table
 - 1 x Port a loo by public toilets

Building Consent:

NA

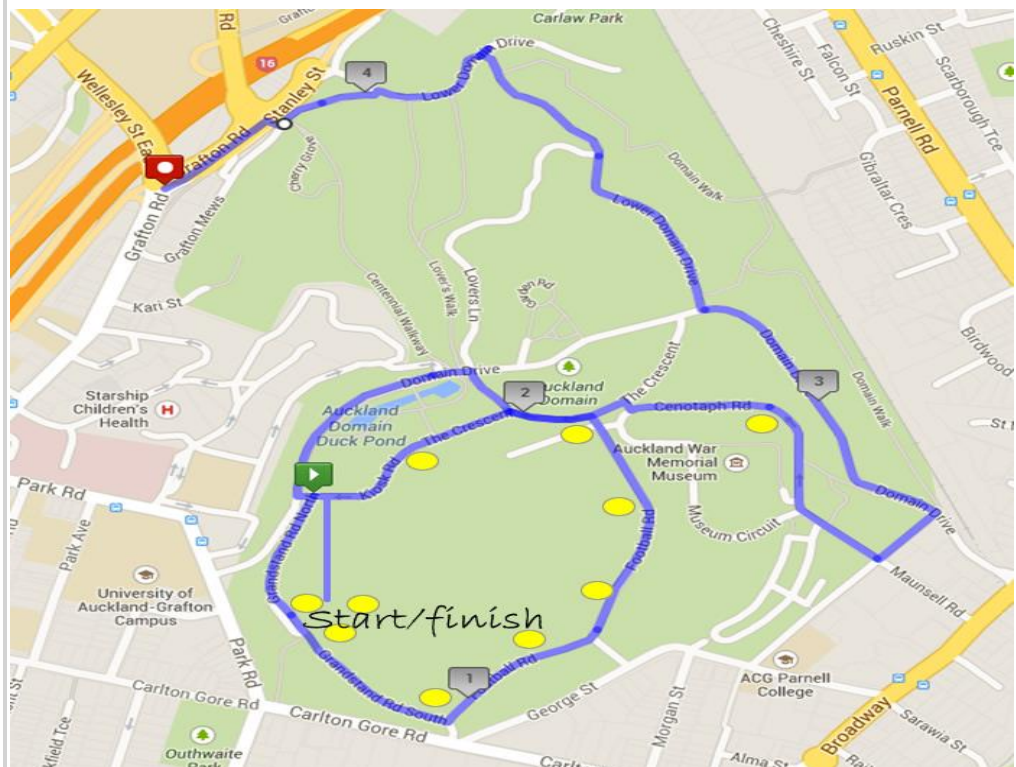
Signage:

NA

Lighting:

Additional lighting will be set up for the event – 16 Aggreko light towers.

Walkers will be advised to have torches/head lamps on them.
 Security guards will also have light sticks.
 The organiser would like to use the lights at the Grandstand.
 The organiser will have additional lighting towers in the Domain at the start/finish area.



The organiser would like to increase the lighting along Westhaven Drive by using two additional light towers. Access to the grass area required to ensure lights are well off road way.

	
Electricity / Gas/ Power / Generator:	Power Access: N/A Generators: 1 x 60kVA silenced generator at Auckland Domain for lighting and sound.
Water:	The organiser would like access to water at the Domain and Viaduct. GnG's will be serviced with water containers and disposable cups

Health and Safety

Health and Safety plan:	<p>Health and Safety plan to be provided and sent to the Auckland Council Health and Safety team for approval.</p> <p>There will be 2 Road Ambulances – mobile and stationed around the route. Includes 2x ILS paramedics, 2x EMT Responders.</p> <p>Participants will be advised to carry water with them (2 litre hydration pack) which can be refilled at the pit stops and GnG stations.</p>
Security:	<p>The organiser will have 13 x security at the event. They will be stationed along the course route, at key intersections, pit stops and as the last walkers come through, the security guards will be transported back to Auckland Domain.</p> <p>There will also be existing security staff along the waterfront/viaduct area as per a normal weekend, and CityGuard have advised they can assist with the walk. CityGuard NZ - Alan Young, 021 822 222.</p>

EVENT COMMUNICATIONS

Local notification: <ul style="list-style-type: none"> • Event letter drop • Advisory signage/ Public notices 	<ul style="list-style-type: none"> • Auckland Domain committee approval required. • Local Board notification to be sent. • Public notices conducted in the local newspaper for the road closures. • A letter drop to be conducted along the course route outside of Auckland Domain. This consultation letter will be sent out to affected residents/businesses along the course route.
--	---