

Event Proposal

ANZAC Day
Tuesday, 25th April 2017

Name of activity:	ANZAC Day Dawn and Civic 25/04/17
Organiser:	Ateesh Patel
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EVENT SUMMARY

The organiser would like to hold the annual ANZAC Day Dawn and Civic Services at Auckland Domain. As in previous years the services will take place at the Cenotaph and will include parades and speeches. Volunteers will also be on site for poppy collections (donations) and programmes will be given out for both services.

Timings

Dawn Service	0530	Parade assembles at the underground carpark behind the Auckland War Memorial Museum
	0545	Parade marches along Cenotaph Rd to Court of Honour
	0600	Dawn memorial service commences
	0630	Service finishes and parade departs from Court of Honour
Civic Service	1030	Parade assembles at underground carpark behind Auckland War Memorial Museum
	1045	Parade marches along Cenotaph Rd to Court of Honour
	1100	Civic memorial service commences
	1200	Service finishes and parade departs from Court of Honour

Filming

As in previous years, Maori Television will be the host broadcaster for the Services and will provide a live feed for the Dawn Service. The organiser would like to set up big screens along with a camera tower on the grass area in front of the Cenotaph for the broadcast. The organiser has confirmed tubes will be used to level the towers (if required) rather than cutting into the ground. The locations of the tower will be confirmed in a site visit. As per last year a camera crane for shoots from above will be in place for the event.

Set up for the filming will take place on, 24 April.

Other media will also be present on the day, but Maori TV will be the only group to have cameras on the Court of Honour area. Additional parking for media tbc.

Crosses

As in previous years, the organiser would like to place white crosses in the grass area next to the ramps at the Cenotaph. The crosses will have 2 metal spikes, approximately 4mm x 100mm to hold them into the ground. These will be in place for ANZAC Day only.

Poppy Stations

The Organiser will have Poppy Stations as per site map 1.

Coffee/Tea Stations

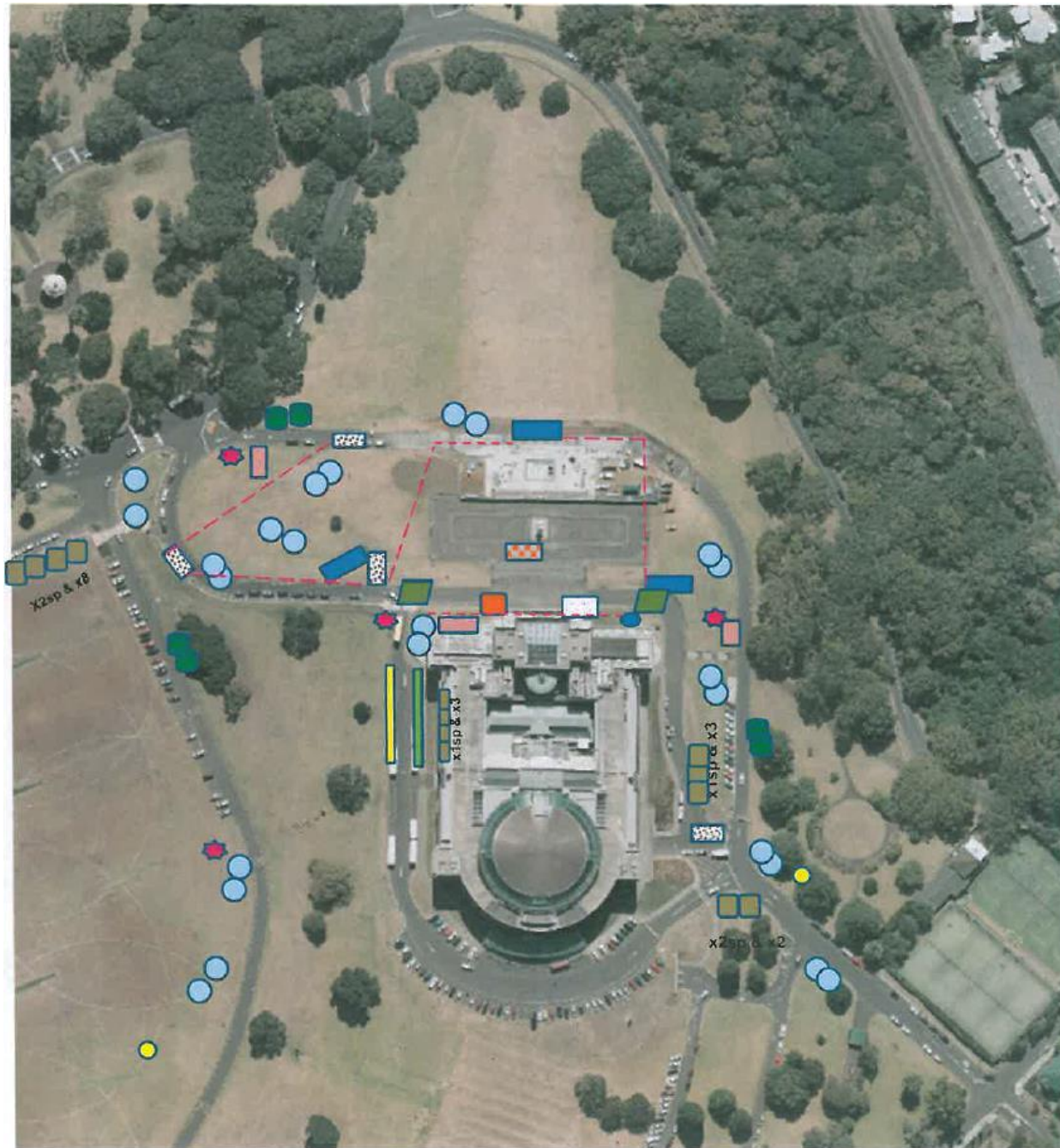
The Organiser will have Coffee/Tea Stations as per site map 1.






Bike Valet Parking

The Organiser would like a bike valet parking area as per site map 2.

Date	Activity location	Times:	Description
Monday, 24 April 2017	Auckland Domain	10am to 6pm	Set up
Tuesday, 25 April 2017	Auckland Domain	3am to 1pm	Event
Tuesday, 25 April 2017	Auckland Domain	1pm to 2pm	Pack down

Numbers attending: 40,000 approximately **Ticketing Information:** Commemorative event, Annual



-  Coffee Station/ x2 tables
-  Poppy Station
-  Screens
-  V Towers
-  Special Units/Toilets
-  Volunteers paired
-  Media Trucks
-  Maori TV
-  St John/ Heart saver
-  Band Choir
-  Stage
-  Light Tower
-  Camera
-  Waste Bins
-  Dias
-  Passage access

Site Map 2:



Key


 Light towers

 Volunteers

 Car- Parking

 Bike Valet parking - footpath

Traffic Management:

<p>Road closures:</p>	<p>The organiser is closing roads within Auckland Domain from 3am to 1pm for the event. Closures will be in place on: Football Rd; The Crescent; Cenotaph Rd; Museum Circuit, Wintergarden Rd and Maunsell Rd Ext.</p>
<p>Parking restrictions/ Advisory Signage:</p>	<p>Parking restrictions: The organiser will have parking restrictions in place for the event along Wintergarden Rd.</p> <p>Parking Mobility parking will be available on The Crescent, Football Road and Maunsell Road Extension. Mobility parking permit holders only will be allowed at these locations.</p> <p>Mobility drop off area has been advertised as Maunsell Road Extension with the enter from Titoki Street as Cenotaph Road will be closed.</p> <p>Public parking is available on the outer sportsfield. City Parks will provide ramps and Action Traffic will manage the ingress and egress.</p> <p>Off street parking requirements: The organiser will use the sportfields for additional parking. If there is wet weather a decision will be made by 2pm on 24 April to close the fields and additional communication will go out to the public to advise of the closure.</p>
<p>Event parking:</p>	<p>As per Parking restrictions/ Advisory Signage above.</p> 

EVENT OPERATIONS

Pack in / Pack out: Vehicle access:	The organiser will use the sportfields for additional parking. If there is wet weather a decision will be made by 2pm on 24 April to close the fields and additional communication will go out to the public to advise of the closure.
Noise / Amplified Sound:	1 x PA system for speeches for both services. Sound will be managed by Magness Sound who will set up speakers on the grass area to ensure the Service can be heard at the back of the crowd. There will also be choir singers, live band and bugler.
Waste management:	Little to no waste is expected to be generated for the event. The organiser will have additional bins in place at the tea stand. A clean post event will be done of the area to ensure all waste is removed.
Food stalls / Catering / BBQs:	The organiser is looking to provide coffee / tea at the event.
Trading:	The organiser will have poppy collections for the event and programmes will given out.
On site Operations:	A flyover may take place during the Civic service only

FACILITIES / UTILITIES

Structures: <ul style="list-style-type: none">• Fencing• Marquees / EZI-ups• Gantries• Staging• Bouncy castles• Other	<ul style="list-style-type: none">• 2 x EZI-up (3m x 3m) for the programmes and tea stand• 1 x lecturn/stage for the speeches (under 1m high)• Fencing - for around the Sallies Band• Tables and chairs• 4 x lighting towers• 1 x camera tower and crane camera• 3 x big screens• Portaloos• White crosses
Lighting:	Additional lighting towers will be in place on the sportfields as per site maps 1 & 2.
Electricity / Gas/ Power / Generator:	The organiser has arranged for access to power from the Museum. All cords will be covered. Generators will also be in place for the event.

HEALTH AND SAFETY

Security:	The organiser will have additional security at the event (First Security) from 24 April , 4pm to 6am 25 April.
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EVENT COMMUNICATIONS

Local notification	Public notices will be placed for the road closures. Notification to Local Board sent.
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