



CITY OF BAYSWATER

MINUTES

**FOR THE
COMMUNITY EVENTS ADVISORY
COMMITTEE MEETING**

20 February 2017



COMMUNITY EVENTS ADVISORY COMMITTEE

MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1.	OFFICIAL OPENING	3
2.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE (PREVIOUSLY APPROVED) & ABSENCE	3
3.	DELEGATED AUTHORITY BY COUNCIL	3
4.	TERMS OF REFERENCE	4
5.	DECLARATION OF INTEREST	5
6.	CONFIRMATION OF MINUTES	5
7.	DEPUTATIONS	5
8.	BUSINESS	6
8.1	City of Bayswater North of Perth Music Festival Report 2017	6
8.2	Autumn River Festival Report	13
8.3	Community Event Delivery Overview July 2016 to December 2016	20
9.	CONFIDENTIAL ITEMS	32
10.	GENERAL	32
11.	NEXT MEETING	32
12.	CLOSURE	32

CITY OF BAYSWATER

MINUTES of the meeting of the Community Events Advisory Committee which was held in the Committee Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Monday, 20 February 2017 commencing at 6:30pm.

Committee Recommendations to Council are subject to adoption, or otherwise, at the following Ordinary Meeting of Council, as recorded in Minutes of that Council Meeting.

MINUTES**1. OFFICIAL OPENING**

The Chairperson, Cr Catherine Ehrhardt, declared the meeting open for the Community Events Advisory Committee at 6:40pm.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE (PREVIOUSLY APPROVED) & ABSENCE**Members**

Cr Catherine Ehrhardt	Chairperson
Cr Barry McKenna	<i>Mayor</i>
Cr Dan Bull	
Cr Sally Palmer	
Cr Chris Cornish	

Officers

Ms Jo Sadler	Director Community Services
Mr Jon Vines	Manager Recreation Services
Ms Stacey Connor-Brown	Events Coordinator

Observers

Nil.

Apologies

Cr Alan Radford (LOA)	
Cr Stephanie Coates	<i>Deputy Mayor</i>

Absent

Cr Michelle Sutherland
Cr Terry Kenyon, JP

3. DELEGATED AUTHORITY BY COUNCIL

There are no items appearing in this minutes for which the Community Events Advisory Committee has been granted delegated authority by Council in accordance with section 5.23(1)(b) of the *Local Government Act 1995* this meeting is closed to the Public.

4. TERMS OF REFERENCE

TERMS OF REFERENCE	
CITY OF BAYSWATER COMMUNITY EVENTS ADVISORY COMMITTEE	
Liaison Officer	Manager Recreation Services
The Committee:	The name of the Committee shall be the City of Bayswater Community Events Advisory Committee (hereafter) referred to as the "Committee" in this document, appointed as an advisory Committee to the City of Bayswater Council in accordance with the provisions of the <i>Local Government Act 1995</i> Sections 5.8 - 5.11. The City of Bayswater, in accordance with the <i>Local Government Act 1995</i> will have the powers pertaining to these Terms of Reference to the City of Bayswater Community Events Advisory Committee as an appointed Committee of Council.
Definitions:	"Council" - The City of Bayswater "Committee" - The City of Bayswater Community Events Advisory Committee
Purpose of Committee:	The Community Events Advisory Committee provides broad strategic direction on City of Bayswater delivered Civic and Community events in line with allocated budgets and community expectation.
Membership:	<p>The Committee shall consist of the following endorsed members for the term 15 December 2015 to 21 October 2017:</p> <ol style="list-style-type: none"> i. Cr Barry McKenna, Mayor; ii. Cr Stephanie Coates, Deputy Mayor; iii. Cr Catherine Ehrhardt; iv. Cr Michelle Sutherland; v. Cr Terry Kenyon, JP; vi. Cr Dan Bull; vii. Cr Alan Radford; viii. Cr Chris Cornish; and ix. Cr Sally Palmer. <p>In accordance with Section 5.11A of the <i>Local Government Act 1995</i>, all Councillors who are not members of the Community Events Advisory Committee be appointed as Deputy Members to that Committee for the term 21 October 2015 to 21 October 2017. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <ol style="list-style-type: none"> (i) Councillor of the same Ward as the Member of the Committee; and (ii) Length of Service.
Non-Voting Members:	<ul style="list-style-type: none"> • Director Community Services • Manager Recreation Services • Events Coordinator
Meetings	<ol style="list-style-type: none"> 1. Committee meetings are to be in accordance with the City of Bayswater Standing Orders Local Law. 2. The Chairperson is responsible for the proper conduct of the Committee. 3. The Committee has no delegated power or duty to implement its recommendations without the approval of Council.
Frequency	Meetings to be scheduled as required

5. DECLARATION OF INTEREST

In accordance with regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007* the following disclosure of interests affecting impartiality (Elected Members) were made at the meeting:

Date	Name	Item No.	Item Name
<i>20 February 2017</i>	<i>Cr Dan Bull</i>	<i>8.3</i>	<i>Community Event Delivery Overview July 2016 to December 2016</i>

6. CONFIRMATION OF MINUTES

The Minutes of the Community Events Advisory Committee Meeting held on 28 November 2016, which have been distributed, are to presented for confirmation as a true and correct record.

CR SALLY PALMER MOVED, CR DAN BULL SECONDED

CARRIED UNANIMOUSLY

7. DEPUTATIONS

Nil.

8. BUSINESS**8.1 City of Bayswater North of Perth Music Festival Report 2017**

Applicant: North of Perth Music Festival Inc.
Reporting Branch: Recreation Services
Responsible Directorate: Community Services
Refer: Item 11.2: OCM 02.08.16

EXECUTIVE SUMMARY**Application:**

To provide a debrief of the outcomes of the 2016 North of Perth Music Festival and consider the delivery of the 2017 event.

Key Issues:

- Summary overview of the 2016 event.
- To consider support for the 2017 City of Bayswater North of Perth Music Festival.

BACKGROUND

The 2016 North of Perth Music Festival marked the 60th Anniversary of the event. The event is delivered within the City by the North of Perth Music Festival Committee Inc. The City of Bayswater is a major sponsor of the event and provides additional in kind support.

\$30,000 to deliver the event is approved in the 2016/17 budget.

The following was resolved at the Ordinary Council Meeting held 2 August 2016.

"That Council:

1. *Receives a request from the North of Perth Music Festival Committee for the provision of the 2016 event.*
2. *Notes that Officers will prepare a 2016 Memorandum of Understanding between the City and the North of Perth Music Festival that includes expanded reporting requirements and promotional responsibilities.*
3. *Requests that Officers prepare report for consideration by Council, via the Community Events Advisory Committee, on the outcomes of the North of Perth Music Festival 2016 and that this include a recommendation regarding the provision of funding for this event in the future.*
4. *That the North of Perth Music Festival organisers be instructed to incorporate the City of Bayswater as part of 30th Anniversary event and in considering the significant financial funding provided by the City, include the City of Bayswater in the title of the event and for future events to be known as City of Bayswater North of Perth Music Festival with that announcement to be made at the end of the 2016 event."*

A Memorandum of Understanding between the City and the festival committee was developed outlining the funding obligations for the event and clarifies the roles and responsibilities of each party.

CONSULTATION

Planning meeting are held with the event organiser prior to the event schedules being published and an annual post event debrief occurs with representatives of the North of Perth Music Festival Committee.

The North of Perth Music Festival Committee have provided advice that they welcome the name change following the 2016 event to the City of Bayswater North of Perth Music Festival.

ANALYSIS

2016 Event Dates

The North of Perth Music Festival preliminary rounds were held between 1 September and 21 September, 2016 in the Function Suite at the RISE, Maylands. The junior and senior winners concerts were held in the Wellington room at the Morley Sport and Recreation Centre on 21 and 22 of October 2016.

2016 Event Participation

The 2016 festival received 564 category entries in total. This number includes entries from duets, ensembles and choirs; therefore the number of participants is much higher and is estimated at over 700.

18 participants performed at the senior winners concert and 32 at the junior winners concert.

The table below provides category entrants from previous five years.

Year	Entries
2016	564
2015	584
2014	552
2013	498
2012	479

Entrants are required to complete suburbs of residence on their entry form. This information showed 7% of entries received in 2016 were from within the City of Bayswater.

The North of Perth Festival Committee cannot provide the City with information on the number of people who attended as audience throughout the event as this information had not been recorded.

2016 Event Cost

The City of Bayswater is considered the major event sponsor and a number of different businesses throughout Perth also act as secondary sponsors to help fund some of the category prizes for the event. Many of these sponsors are regular supporters of the event. It is noted that some regular sponsors could not offer support to the 2016 event.

As per the attached North of Perth Festival financial report the committee spent \$14,449.81, on top of this amount the City spent the following:

Item	Income to NPMFC	Expenditure	
		City of Bayswater	NPMFC
North of Perth Festival Financial Inc. Income via entry fees, program sales and other sponsors.	\$14,337.79		
North of Perth Festival Financial Inc. Expenditure			\$14,449
Piano Tuning and removals		\$2,223.64	
Marketing		\$2,141.65	

Item	Income to NPMFC	Expenditure	
		City of Bayswater	NPMFC
Catering		\$1,892.73	
Room Hire		\$10,477.77	
Other		\$943.42	
Honorarium to Festival Administrator		\$3,000.00	
TOTAL	\$14,337.79	\$20,679.21	\$14,449

2016 Event Memorandum of Understanding

The North of Perth Music Festival Committee were required to fulfil the following obligations as the terms of the event MOU:

City of Bayswater responsibilities

- Lead the coordination of the festival
- Provision of venues for the festival
- Provision of logistical support for the festival
- Provide piano (from Embleton Room) should it be required, including associated tuning
- Provide event hospitality
- Provide event marketing
- Provide certificates
- Provide honorarium of \$3,000
- Reimburse costs of trophy engraving

North of Perth Music Festival Committee responsibilities

- Coordinate the festival in liaison with the City of Bayswater
- Update festival marketing materials
- Cover the costs of all postage, courier, and administration costs associated with the festival administration.
- Manage all ticketing for the winners concerts
- Manage all applications and entry forms for the festival
- Coordinate all volunteers for the festival
- Coordinate all aspects of the festival

The 2016 MOU outlines that the North of Perth Music Festival Committee supply the following reports:

- Full financials
- Listing of suburbs of the entrants.

All obligations were fulfilled to the satisfaction of the City.

Proposed 2017 Event

The North of Perth Music Festival Committee are seeking support for the newly named 2017 City of Bayswater North of Perth Festival.

The combined 2017 event expenditure is budgeted at \$40,000. The North of Perth Music Festival Committee anticipate to contribute \$15,000 to the event by way of sponsorship, entry fees and other external funding. The committee are therefore seeking \$25,000 sponsorship and in kind support from the City of Bayswater toward the 2017 City of Bayswater North of Perth Music Festival. This has been calculated by The North of Perth Music Festival from the spend on the 2016 event plus a further \$4,000 for new medallions.

The 2017 event is proposed to be administered and delivered by the North of Perth Music Festival Committee Inc. with financial sponsorship and in kind support from the City.

The event is scheduled to run preliminary rounds at the RISE, Maylands in September 2017 and hold junior and senior winners concerts at the Wellington Room within the Morley Sport and Recreation Centre in October 2017. Entries will open early May 2017 and close late June 2017.

Should Council support the event a Memorandum of Understanding will be signed by both parties outlining funding arrangements and roles and responsibilities.

It should be noted that without the financial support of the City the event is unlikely to proceed.

OPTIONS

The following options are available to Council:

OPTION	BENEFIT	RISK
1. a) Supporting the 2017 City of Bayswater North of Perth Music Festival. b) Consider an allocation of \$25,000 in the 2017/18 for the City of Bayswater North of Perth Music Festival. c) Note that Officers will prepare a 2017 memorandum of understanding for the City's sponsorship of the event. Estimated Cost:\$25,000	<ul style="list-style-type: none"> • Compliments the suite of community events delivered within the City. • Enables the event to proceed 	Nil
2. Do not support the 2017 City of Bayswater North of Perth Music Festival Estimated Cost:\$0	<ul style="list-style-type: none"> • No financial contribution required 	<ul style="list-style-type: none"> • The event is unlikely to proceed. • Potential community disappointment

Feedback from Advisory Committee

During the meeting of 20 February 2017, members of the Community Events Advisory Committee provided the following feedback:

- There was discussion on the option to change the event name from the City of Bayswater North of Perth Music Festival to the City of Bayswater Music Festival for the 2017 event. A compromise position could be the City of Bayswater's North of Perth Music Festival.
- Explore opportunities with the organisers to maximise the City of Bayswater branding throughout the event.

CONCLUSION

The City of Bayswater has been a major sponsor of the event for 30 years. The 2016 event was a success and feedback from all stakeholders and the community has been positive. As per the

August 2016 Council resolution the North of Perth Music Festival Committee welcome the event name to be the City of Bayswater North of Perth Music Festival.

Option 1 is recommended.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2016/17 BUDGET ALLOCATION	2016/17 BUDGET RECONSIDERATION	PROPOSED 2017/18 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
\$30,000		\$25,000	Nil	Nil

STRATEGIC LINK

From the City of Bayswater's Strategic Community Plan 2016-2026, the following applies:

Theme: Our Community
 Aspiration: A resilient community with a strong sense of purpose that is able to celebrate its diversity in numerous ways.
 Outcome C5: Services for children, youth, families and seniors.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority Required

ATTACHMENTS

1. 2016 North of Perth Festival Financial Statement
2. 2016 North of Perth Festival Inc. Report

Advisory Committee/Officer's Recommendation to Council

That Council:

1. Supports the 2017 City of Bayswater North of Perth Music Festival Committee.
2. Considers an allocation of \$25,000 in the 2017/18 budget for the sponsorship of the 2017 City of Bayswater North of Perth Music Festival.
3. Notes that Officers will prepare a 2017 Memorandum of Understanding between the City and the North of Perth Music Festival.

CR BARRY MCKENNA MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY

Attachment 1

NORTH OF PERTH MUSIC FESTIVAL

FINANCIAL REPORT FOR 2016 FESTIVAL

30-Jan-17

Income:	2016	%	2015	%
Entry fees	\$4,952.00	34.5%	\$5,059.50	33.4%
Accompanist fees	\$0.00	0.0%	\$0.00	0.0%
Sponsorship/Donations	\$3,206.00	22.4%	\$3,750.00	24.7%
Door takings at Festival	\$3,308.00	23.1%	\$3,524.00	23.2%
Door takings Snr. Concert	\$460.00	3.2%	\$675.00	4.5%
Door takings Jnr. Concert	\$1,420.00	9.9%	\$1,607.00	10.6%
City of Bayswater reimbursements	\$554.19	3.9%	\$550.10	3.6%
Other	\$437.60	3.1%	\$0.00	0.0%
Total:	\$14,337.79	100.0%	\$15,165.60	100.0%
 Expenditure:				
Adjudicators	\$3,577.50	24.8%	\$4,035.00	28.3%
Insurance	\$885.72	6.1%	\$874.72	6.1%
Trophies	\$549.19	3.8%	\$586.10	4.1%
Printing	\$0.00	0.0%	\$0.00	0.0%
Venue charges/piano tuning etc.	\$0.00	0.0%	\$0.00	0.0%
Prize money	\$8,250.00	57.1%	\$7,350.00	51.5%
Repairs/maintenance	\$0.00	0.0%	\$0.00	0.0%
Advertising	\$0.00	0.0%	\$0.00	0.0%
Dinner, meals, drinks	\$876.40	6.1%	\$1,095.90	7.7%
Gifts/payments to employees	\$0.00	0.0%	\$0.00	0.0%
Secretary general expenses	\$311.00	2.2%	\$319.30	2.2%
Other general expenses	\$0.00	0.0%	\$0.00	0.0%
Purchase of equipment	\$0.00	0.0%	\$0.00	0.0%
Govt/Bank charges	\$0.00	0.0%	\$15.00	0.1%
Total:	\$14,449.81	100.0%	\$14,276.02	100.0%
 Surplus/Loss for the year	 (\$112.02)		 \$889.58	

Attachment 2**2016 North of Perth Music Festival Report to Committee**

The Festival was held this year between the 1st September and 21st of September in the Function Suite at the Rise with the Winners' Concerts on the 21st and 22nd of October in the Wellington Room at the Morley Recreation Centre.

Both venues were well prepared and set up with the Rise requiring to be packed-up and reset on two occasions during the Festival. This was done with the help of the staff at the Rise. The catering for the Winner's Concerts was a huge improvement to the previous year and was very well catered for with a great variety of food and drinks.

The total number of entries received was 564 (588 previous year). This is above average and includes duets, ensembles and choirs.

The total number of participants is therefore estimated to be over 700.

7% of the entries received which had the "Suburbs" filled in on the Entry Form were from the City of Bayswater.

The Winners' Concerts produced some very high standard and entertaining performances. There were 18 performances in the Senior Concert and 32 in the Junior Concert. Presentations to the winners were made at both concerts by the Mayor of the City Of Bayswater.

Attendance during the Festival sessions in September was above average.

The Winners' Concerts attendance was also above average for the Junior Winners' Concert but was a little below average for the Senior Winners' Concert.

We managed well to fill the position of helpers during the Festival Sessions and Concerts.

Theo's Music was not in a position to sponsor the Festival for 2016 but we remain hopeful that this may change for the 2017 Festival.

Sponsorship for the Encouragement awards for the past two Festivals was not received but was still honoured by the Festival from Festival funds.

The 2016 Festival returned a financial loss of \$112.02 compared to a surplus of \$889.58 the previous year. This surplus was used to increase monetary prizes for the 2016 Festival. The Festival is in a good financial position and continues to have the lowest entry fee of any other similar event in Australia at just \$7.00 for a solo entry.

I would like to thank the City of Bayswater, all the committee members and volunteers for their hard work, commitment and support which culminated in another successful Festival and look forward to the same in 2017.

Frank Giannini
Hon. Secretary/Treasurer

8.2 Autumn River Festival Report

Owner: City of Bayswater
Reporting Branch: Recreation Services
Responsible Directorate: Community Services

EXECUTIVE SUMMARY**Application:**

To provide options for the format and delivery of the 2017 City of Bayswater Autumn River Festival.

Key Issues:

- This report considers proposed options for the format and delivery of the 2017 Autumn River Festival.
- This report proposes a range of event finale options for consideration.
- Direction is also sought from Council regarding the principle of offering additional 'paid' community fair / carnival ride entertainment options.

BACKGROUND

The Autumn River Festival is a celebration of the Swan River's natural beauty from Maylands to Bayswater. Activities have been based on the waterways and surrounding parks. The event is held as a significant regional festival within the Eastern Metropolitan Regional Council's wider "Perth Autumn Festival" program.

The event has consisted of free family activities including bouncy castles, face painters and roving entertainment. A stage area usually offers dance, music and demonstrations throughout the duration of the event. Approximately 15 food vans have attend the event and the City provides marquee infrastructure, seating and shade cover.

As part of a strategic review of community events the Autumn River Festival budget was reduced from \$95,000 in 2015/16 to \$50,000 for the 2017 event. Council requested that the event be modified to reflect the amended budget. Officers were also requested to explore a twilight event rather than an all-day event and to include a possible floating film, night stalk tour or similar community entertainment.

At its Ordinary Council meeting on 2 August 2016 Council resolved (in part) as follows:

1. Confirms the following events and budget allocations in the 2016/17 budget:

<i>Event</i>	<i>2016/2017 Expenditure Budget for Consideration</i>
<i>Autumn River Festival</i>	<i>\$50,000</i>

The City has been successful in receiving a \$20,000 Lotterywest Community Event grant for the 2017 Autumn River Festival.

CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

ANALYSIS

As outlined above, there a number of factors to consider in planning this year's Autumn River Festival and each of these, as well as the style of event to be delivered are explored below.

Venue

In all instances the venue is Riverside Gardens (West).

Date

The Autumn River Festival is traditionally held on the first Sunday of April to broadly coincide with other events conducted as part of the wider Perth's Autumn Festival coordinated by the EMRC. In previous discussion members of the Community Events Advisory Committee suggested that a Saturday twilight event may appeal to the broader community especially if the event concluded with an engaging activity. The proposed event date is therefore Saturday 1st April 2017.

The City of Belmont Autumn River Festival will be held at Garvey Park, Belmont on Sunday, 2 April 2017.

Commercial Family Entertainment

To enhance the proposed event, Council may wish to consider offering space at the event to commercial entertainment companies. Commercial operators offering carnival / fair ride attractions may provide added value to the free community entertainment offered by the City. Operators would provide a commercial fee to the City to attend the event, charge any participants wishing to ride on the attractions and retain any takings from the day.

The City historically provides free family entertainment at events. It is accepted however that there is an element of commercialisation currently at City of Bayswater community events with attending patrons purchasing food and or stall products offered for sale.

Paid commercial rides are offered and well utilised by patrons at similar local events such as the Hyde Park Show. Offering commercial rides at the event would also ensure that a significant suite of activities is still available even with a modified budget. Officers recommend that Council approves the inclusion of commercial paid rides at the 2017 Autumn River Festival. This can be reviewed after the event for consideration in future years.

2017 Event Delivery Options

The following provides a range of event options for delivery of the 2017 Autumn River Festival. As outlined above, the City has been successful in securing a \$20,000 grant from Lotterywest to contribute to the Autumn River Festival.

This grant is to be utilised for essential infrastructure such as stage, marquees, sound etc, and some community entertainment. Given that Lotterywest funding will now be utilised for these activities, Council has the option to add the Lotterywest funding to its existing municipal budget of \$50,000 - allowing for an overall event budget of \$70,000, or maintaining an overall event budget of \$50,000 (inclusive of the \$20,000 from Lotterywest) and utilising the \$20,000 in municipal savings for an alternative event.

In considering these two options for the use of Lotterywest funding, various event models are proposed for consideration.

It should be noted that event start and finish times vary for each proposed option. Each of the event options also includes the provision of commercial entertainment (rides and attractions) at the Autumn River Festival. Should Council choose to not proceed with the inclusion of commercial entertainment, there would be slight variances to the income for each event.

Proposal A - Multicultural Family Fun Day

- Time: 2.30pm to 7.30pm
- Suggested Musical Entertainment: Multicultural Musical Acts
- Family Entertainment: Bouncy castle, face painter and carnival rides, food vans, market stalls and on water activities.
- Marketing: EMRC Regional networks, Newspaper advert, Facebook advertising, City website advertising, Councillor Column, press release and poster and leaflets to all outstations.
- Target Audience: 6000+

Detail	Income	Expenditure
Infrastructure		\$20,000
Marketing		\$7,000
Musical Entertainment including stage and sound		\$5,300
Family Entertainment		\$15,000
Other - Photography, community security		\$2,700
Food Vendors Fees (\$185.00 x 15)	\$2,775	
Market Stall Fees (\$80.00 x 30)	\$2,400	
Commercial Ride Operator Stall Fees	\$555	
Lotterywest Grant	\$20,000	
Sub Total	\$25,730	\$50,000
Estimated Total Cost to the City		\$24,270

Proposal B - Family Fun Day with outdoor movie finale.

- Time: 2.30pm to 9.30pm
- Suggested Musical Entertainment: Local community performers and buskers
- Family Entertainment: Bouncy castle, face painter and carnival rides, food vans, market stalls and on water activities.
- Special Event item: Family movie (The Lorax) in partnership with Environment House. Please note there is no cost for the outdoor movie. This is an option to partner with Environment House who hold a licence to show 'The Lorax' movie at no cost to the City.
- Marketing: EMRC Regional networks, Newspaper advert, Facebook advertising, City website advertising, Councillor Column, press release and poster and leaflets to all outstations.
- Target Audience: 6000+

Detail	Income	Expenditure
Infrastructure		\$20,000
Marketing		\$7,000
Musical Entertainment including stage and sound		\$5,300
Family Entertainment		\$15,000
Special Event Item - Outdoor Movie		\$0
Other - Photography, community security		\$2,700
Food Vendors Fees (\$185.00 x 15)	\$2,775	
Market Stall Fees (\$80.00 x 30)	\$2,400	
Commercial Ride Operator Stall Fees	\$555	
Lotterywest Grant	\$20,000	

Detail	Income	Expenditure
Total	\$25,730	\$50,000
Estimated Total Cost to the City		\$24,270

Proposal C - Family Fun Day including outdoor Big Band Concert to finish

- Time: 2.30pm to 9.00pm
- Suggested Musical Entertainment: DJ during the daytime with big band concert to follow, for example 10/12 piece cover band or a well know Perth based cover band.
- Family Entertainment: Bouncy castle, face painter and carnival rides, food vans, licenced bar, market stalls and on water activities.
- Marketing: EMRC Regional networks, Newspaper advert, Facebook advertising, City website advertising, Councillor Column, press release and poster and leaflets to all outstations.
- Target Audience: 6000+

Detail	Income	Expenditure
Infrastructure		\$20,000
Marketing		\$7,000
Musical Entertainment including sound		\$2,300
Family Entertainment		\$15,000
Special Event Item - Big Band Concert including stage and sound		\$20,000
Other - Photography, community security		\$2,700
Food Vendors Fees (\$185.00 x 15)	\$2,775	
Market Stall Fees (\$80.00 x 30)	\$2,400	
Commercial Ride Operator Stall Fees	\$555	
Lotterywest Grant	\$20,000	
Total	\$25,730	\$67,000
Estimated Total Cost to the City		\$41,270

Proposal D - Family Fun Day including River Laser Light Show Finale

- Time: 2.30pm to 8.30pm
- Suggested Musical Entertainment: DJ
- Family Entertainment: Bouncy castle, face painter and carnival rides, food vans, licenced bar, market stalls and on water activities.
- Marketing: EMRC Regional networks, Newspaper advert, Facebook advertising, City website advertising, Councillor Column, press release and poster and leaflets to all outstations.
- Target Audience: 10,000+.

This type of entertainment will increase audience numbers dramatically. It has been reported that more than 30,000 people attended the Laser Light shows in Perth last year. Sky shows are very popular across Australia and a Laser Show is in trend currently as an alternative to fireworks that come with more risk.

Please note the cost of the Laser Light Show is an estimate from the provider. A firm quotation will provided should this option progress. The anticipated delivery amount exceeds the available event budget. Should a laser light show progress a budget amendment would be required.

Detail	Income	Expenditure
Infrastructure		\$20,000
Marketing		\$7,000
Musical Entertainment including sound		\$2,300
Family Entertainment		\$15,000
Special Event Item - Laser Light Show (15 mins)		\$80,000 - \$100,000
Other - Photography, community security		\$2,700
Food Vendors Fees (\$185.00 x 15)	\$2,775	
Market Stall Fees (\$80.00 x 30)	\$2,400	
Commercial Ride Operator Stall Fees	\$555	
Lotterywest Grant	\$20,000	
Total	\$25,730	\$126,445 – \$147,000
Estimated Total Cost to the City		\$101,825 - \$121,270

Proposal E - Family Fun Day including River Reflection Fireworks Finale

- Time: 2.30pm to 8.30pm
- Suggested Musical Entertainment: DJ / Local band Entertainment
- Family Entertainment: Bouncy castle, face painter and carnival rides, food vans, licenced bar, market stalls and on water activities.
- Marketing: EMRC Regional networks, Newspaper advert, Facebook advertising, City website advertising, Councillor Column, press release and poster and leaflets to all outstations.
- Target Audience: 10,000+

Firework displays are offered at a number of local government events including Town of Bassendean, City of Armadale and City of Perth. Fireworks can be an attractive activity to draw new attendees to an already popular event. City officers have been advised that a firework display at Riverside Gardens would have minimal impact on the surrounding environment and wildlife.

Detail	Income	Expenditure
Infrastructure		\$20,000
Marketing		\$7,000
Musical Entertainment including sound		\$2,300
Family Entertainment		\$15,000
Special Event Item - River Reflection Fireworks (20 - 30 min show)		\$11,500
Other - Photography, community security		\$2,700
Food Vendors Fees (\$185.00 x 15)	\$2,775	
Market Stall Fees (\$80.00 x 30)	\$2,400	
Commercial Ride Operator Stall Fees	\$555	
Lotterywest Grant	\$20,000	
Total	\$25,730	\$58,500
Estimated Total Cost to the City		\$32,770

OPTIONS

The following options are available to Council:

OPTION		BENEFIT	RISK
a.	Multicultural Family Funday 2.30pm - 7.30pm. Estimated Cost: \$24,270	<ul style="list-style-type: none"> Community event providing multicultural focus 	Nil
b.	Family Funday with Family Outdoor Movie Finale. 2.30 - 9.30pm Estimated Cost:\$24,270	<ul style="list-style-type: none"> Community funday event providing family movie finale Partnership with local community group 	Nil
c.	Family Funday with Band Concert Finale 2.30 - 9.00pm Estimated Cost:\$41,270	<ul style="list-style-type: none"> Community event providing a band concert finale 	Nil
d.	Family Funday with Laser Light Show Finale 2.30 - 8.30pm Estimated Cost:\$101,825 - \$121,270	<ul style="list-style-type: none"> Community event providing laser show finale 	<ul style="list-style-type: none"> Exceeds event budget
e.	Family Funday with Firework Show Finale 2.30 - 8.30pm Estimated Cost:\$32,770	<ul style="list-style-type: none"> Community event providing a firework display finale. 	Nil

Feedback from Advisory Committee

During the meeting of 20 February 2017, members of the Community Events Advisory Committee provided the following feedback:

- Discussion regarding free and commercial family entertainment activities. The committee had concerns about potentially high fees charged by commercial operators.
- The preference of the committee was to continue to offer free family entertainment and not support commercial paid activities.
- Concerns were noted around option C causing noise disturbance to wildlife within Eric Singleton Bird Sanctuary particularly after dusk.
- Discussion regarding the event being delivered potentially as two components. One being in the afternoon and the other being twilight/evening and whether there may be a negative impact on overall attendance throughout the event.

CONCLUSION

A Saturday afternoon appears well suited to an afternoon / twilight / evening family orientated event. A broad mix of family entertainment is offered with alternative options proposed for an event finale.

Officers recommend option C as it provides a broad mix of family entertainment culminating in a band concert performance. A band concert is achievable within budget and provides an appealing evening entertainment option from 7.30pm to 9.00pm.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2016/17 BUDGET ALLOCATION	2016/17 BUDGET RECONSIDERATION	PROPOSED 2017/18 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
\$50,000	N/A	\$50,000	Nil	Nil

STRATEGIC LINK

From the City of Bayswater's Strategic Community Plan 2016-2026, the following applies:

- Theme: Our Community
Aspiration: A resilient community with a strong sense of purpose that is able to celebrate its diversity in numerous ways.
Outcome C5: Services for children, youth, families and seniors.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

Nil

OFFICER'S RECOMMENDATION

That Council:

1. Approves the 2017 Autumn River Festival to be held at Riverside Gardens on Saturday, 1 April 2017 from 2:30pm to 9:00pm with entertainment comprising of the following:
 - Family Entertainment: Bouncy castle, face painter and carnival rides, food vans, licenced bar, market stalls and on water activities;
 - DJ music from 2:30pm to 7:30pm; and
 - Band Concert Finale from 7:30pm to 9:00pm.
2. Approves the inclusion of paid commercial rides at the 2017 Autumn River Festival.

REASON FOR CHANGE

The Community Events Advisory Committee changed the Officer's Recommendation as their preference was to provide for free family entertainment and explore options for the City to provide a PG rated movie.

Advisory Committee Recommendation to Council

That Council:

1. Approves the 2017 Autumn River Festival to be held at Riverside gardens on Saturday, 1 April 2017 from 2.30pm - 7.30pm with entertainment comprising of the following:
 - Family entertainment: Bouncy castle, face painter and carnival rides, food vans and market stalls.
 - DJ Music from 2.30pm - 7.30pm.
2. Request Officers to explore the option of the City delivering a PG rated movie from 7.30pm onwards subject to availability and delivering within event budget.

CR CHRIS CORNISH MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY

8.3 Community Event Delivery Overview July 2016 to December 2016

Reporting Branch: Recreation Services
Responsible Directorate: Community Services

CR DAN BULL DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as he has a relative that received a prize in the Garden Awards 2016 event.

EXECUTIVE SUMMARY**Application:**

To provide Council with an overview of the events delivered between July and December 2016 and seek endorsement for the suite of the events to be delivered to be delivered between July and December 2017.

Key Issues:

This report provides:

- A review of events delivered this financial year (to 31 December 2016) including a review of event budgets.
- A summary of events still to be delivered for the period 1 January 2017 to 30 June 2017.
- A proposed suite of events for the period July to December 2017.

BACKGROUND

The following Community events have been delivered across the City between 1 July and 31 December 2016:

Event	Venue	Date	2016/17 Event Budget
Avon Descent Finish Line Family Fun Day	Riverside Gardens, Bayswater	August 1 2016	\$70,000
North of Perth Festival (sponsorship)	The Rise & Morley Sport and Recreation Centre	September - October 2016	\$30,000
Early Settlers Civic Function	The Rise, Maylands	6 & 7 October 2016	\$60,000
City of Bayswater Spring Dance Festival	Morley Sport and Recreation Centre	October 2016	\$12,000
School Banner Competition	The Rise, Maylands	21 October - 7 November 2016	\$5,000
Garden Awards	Internet Based	31 October - 25 November	\$1,200
Christmas Food Appeal	Civic Centre, Bayswater	1 November - 9 December 2016	\$4,000
Christmas Lights Competition	Internet Based	21 November - 23 December 2016	\$1,200
Art Awards	The Rise	21 November - 4 December 2016	\$35,000
Carols by Candlelight	Halliday Park, Bayswater	17 December 2016	\$15,000
Total Budget For The Period			\$233,400

CONSULTATION

The City has consulted with a range of stakeholders and partners in relation to the delivery of the events listed above.

ANALYSIS

The following provides an overview of events delivered between 1 July and 31 December 2016.

Avon Descent Finish Line Family Fun Day

The Avon Descent is a white water rafting and power boat race. Starting in the Shire of Northam the race runs through the Shire of Toodyay, the City of Swan, the Town of Bassendean, the City of Belmont and finishes in the City of Bayswater. Each local government organises events throughout the race weekend as the races passes their location. The race is held annually on the first weekend in August.

The Avon Descent Finish Line Family Fun Day is a family fun day organised by the City of Bayswater to celebrate the end of the Avon Descent Race and to congratulate competitors as they cross the finish line at Riverside Gardens.

The Avon Descent Finish Line Family Fun Day was held at Riverside Gardens on 1 August 2016. It is estimated that 3000 - 4000 people attended. The weather was wet and cold before and during the event which affected the overall attendance on the day. A regional marketing campaign was conducted by EMRC and the City advertised the event locally and online. A range of free community entertainment was available for the duration of the event.

The 2016 Avon Descent Finish Line Family Fun Day was delivered within budget.

- The 2016 budget for the event was \$70,000
- Lotterywest provides external funding to the supporting local governments.
- The EMRC receives the Lotterywest sponsorship on behalf of all Local Governments and coordinates a marketing campaign in order to maximise the regional exposure provided by the Avon Descent.

The table below outlines the income and expenditure for the event:

ITEM	INCOME	EXPENDITURE
Stakeholder fees	\$1,575	
Lotterywest Grant	\$37,500	
NADA Sponsorship		\$20,000
Entertainment		\$14,000
Infrastructure		\$22,000
Marketing		\$6,000
VIP Function		\$4,250
Other		\$3,750
Total	\$39,075	\$70,000
Total Cost to the City		\$30,925

Officer Comment

The budget for the Avon Descent Finish Line Family Fun Day 2015 was \$77,000. Council amended the budget to \$70,000 for the 2016 event. In 2016 the sponsorship agreement between the City of Bayswater and the Northam Avon Descent Association the approved sponsorship amount increased by \$5,000, from \$15,000 to \$20,000.

The Avon Descent Finish Line family Fun Day is determined by the City's Avon Descent Liaison Committee. An Avon Descent Liaison Committee meeting to further consider the 2017 Avon Descent Finish Line event will be convened once the City has received a 2017 event sponsorship proposal from Northam Avon Descent Association.

North of Perth Festival

The North of Perth festival is a historical event within the City run by The North of Perth Festival Committee Inc. The City of Bayswater is a major sponsor of the event and this matter is the subject of a separate report in this agenda.

The North of Perth Festival is an art and drama competition similar to an Eisteddfod. The event celebrates and showcases musical and dramatic talent from within the Perth area. Preliminary rounds are held annually in September followed by two winners concerts in late October. The committee engage professional judges and offers trophies and cash prizes to category winners.

The North of Perth Music Festival preliminary rounds were held from 1 September to 21 September 2016, in the Function Suite at the RISE, Maylands. The winners concerts were held in the Wellington room at the Morley Sport and Recreation Centre on 21 and 22 of October. 18 people performed at the Senior Winners Concert and 32 people performed at the Junior Winners Concert.

The 2016 festival received 564 entries. This number includes entries from duets, ensembles and choirs; therefore the number of individual participants is much higher and is estimated at over 700.

The table below outlines the income and expenditure for the event:

Item	Income to NPMFC	Expenditure	
		City of Bayswater	NPMFC
North of Perth Festival Financial Inc. Income	\$14,337.79		
North of Perth Festival Financial Inc. Expenditure			\$14,449
Piano Tuning and removals		\$2,223.64	
Marketing		\$2,141.65	
Catering		\$1,892.73	
Room Hire		\$10,477.77	
Other		\$943.42	
Payment to Festival Administrator		\$3000.00	
TOTAL	\$14,337.79	\$20,679.21	\$14,449

Officer Comment

The North of Perth Festival Committee is seeking financial sponsorship support from the City to deliver the renamed 2017 City of Bayswater North of Perth Music Festival.

The North of Perth Music Festival Committee are requesting a sponsorship of \$25,000 for the 2017 event and a recommendation for this funding is the subject of a separate report in this agenda.

City of Bayswater Dance Festival

The City of Bayswater Dance Festival promotes arts and culture and provides an opportunity for young people to showcase local talent.

The Festival is held at the Morley Sport and Recreation Centre in October and April each year and is managed by the YMCA.

The 2016 Spring Dance Festival was a success and the second Autumn Dance event is planned for April 2017. The City pays a management fee of \$12,000 per event to the YMCA to coordinate and deliver the festival. The YMCA retains all entry fee income.

Officer Comment

Officers recommend continuing the event in its current format.

Early Settlers Civic Function

The Early Settlers Civic Function acknowledges and celebrates the contribution made by the long term residents to the growth and development of the City and local community.

The Early Settlers Civic Function was held at the Rise on 6 & 7 October 2016. Residents who have lived within the City of Bayswater for more than 50 years were eligible for an invitation. Invitations were sent to 550 residents. The City received 419 RSVP's confirming attendance. Invited residents enjoyed a buffet lunch and musical entertainment.

The table below outlines the event expenditure:

ITEM	EXPENDITURE
First Aid	\$610
Park and Ride Buses	\$1,220
Room Hire	\$2,300
Photography	\$990
Entertainment	\$2,180
Catering	\$32,648
Drinks	\$6,057
Table Decoration	\$698
Staff	\$2,000
Barrel for Raffle	\$1,701
Cleaners	\$192
TOTAL	\$49,065

In considering 450 attendees included VIP guests over the two days the 2016 event was delivered at \$109 per head.

Council considered the 2017 event at its Ordinary Meeting held on 2 December 2016, and resolved:

"That Council:

1. *Approve the retention of the current format and eligibility for the 2017 Early Settlers Civic Function as follows:*
 - a) *Criteria one - "Early Settlers who have resided in the City of Bayswater between 1900 and 1930" and as such settled the District.*
 - b) *Criteria two - "Early Settlers who have lived continuously in the City of Bayswater District for 50 Years or more".*
 - c) *The event to be held at The RISE, function suite.*
 - d) *The event to be delivered as a seated high tea with two functions on the same day.*
2. *Consider an allocation of \$30,000 for the Early Settlers Civic Function in the 2017/18 budget. "*

Officer Comment

Council has already resolved to proceed with the 2017 event and planning will commence shortly for a high tea event with a morning and afternoon session to be held on the same day.

School Banner Competition

The school banner competition is organised annually by the City of Bayswater. Local schools are invited to submit themed Christmas drawings designed by their students. All entries are displayed for one week in the foyer of the RISE so parents and relatives can come and view the drawings. A selection panel of Councillors select an overall winner and 12 runners up drawings. The winning drawings are made into street banners and displayed within the Bayswater, Morley and Maylands town sites to compliment the City of Bayswater Christmas decorations.

All local Primary Schools were invited to submit A3 'Winter Wonderland' themed posters before Friday 21 October 2016. The City received over 600 entries from six different schools. Designs were displayed at the RISE from October 31 - 7 November. Feedback from schools and parents was positive.

The table below outlines the event expenditure:

ITEM	EXPENDITURE
Stationary	\$1000
Infrastructure	\$2178
Installation and Removal	\$1,870
TOTAL	\$5,048

Officer Comment

The 2016 event was well received by the participating schools. The City received a record number of entries and feedback from schools and parents was positive and Officers recommend continuing the event in the current format.

Garden Awards

Each year the City organises a Garden Awards Competition for residents living within the City. For this year's revised Garden Awards, residents were invited to submit a photograph of their garden via email. All photographs were then added to the City's Facebook page. Ward Councillors were asked to judge the entries for their respective wards. A winner and a runner up was chosen for each Ward area. Each winner received \$200 and each runner up received \$100.

The City of Bayswater Garden Awards opened for entry on 31 October. The City received the following number of entries:

Ward	Entries
Central Ward	2
North Ward	6
South Ward	2
West Ward	6
TOTAL ENTRIES	16

A total of eight winners were chosen - one winner and runner up from each of the four wards. The event was advertised on Facebook and the City's website. Feedback from the small number of entrants was positive.

The table below outlines the income and expenditure for the event:

ITEM	EXPENDITURE
Graphic Design and Marketing	\$440
Prizes	\$1,200
TOTAL	\$1,640

The event exceeded the allocated budget by \$440. The additional expenditure was due to graphic design required for the marketing material.

Officer Comment

The City only received 16 applications across the City. Interest in the competition would therefore appear to be low and Officers would recommend that the funding for this event be allocated for other purposes in the 2017 event program.

Christmas Food Appeal

Each year the City organises a Food Appeal where donations of foods and toys are collected throughout the City. Churches and schools in the area are invited to be a part of the appeal by advertising and encouraging donations within their organisations. The City also places collection boxes throughout civic facilities and receives public donations. Historically the City has supported two (2) local charitable organisations - The Salvation Army and the St Vincent De Paul Society. Donations are rotated each year. The Salvation Army received the 2016 food donations

The 2016 Christmas Food Appeal opened on 1 November and closed on 9 December. The community were asked to donate food items to the appeal which the City then passed onto the Salvation Army for distribution. Boxes were provided from the Salvation Army which were distributed to participating schools, churches and the City's outstations. In 2016, the City received a record amount of donations. The appeal was advertised through the local newspaper, local schools, community groups and businesses, on the City's website and Facebook page and through posters at the City's outstations.

The table below outlines the event expenditure:

ITEM	EXPENDITURE
Marketing	\$1,588.93
Donations	\$1882.00
Catering	\$450.00
TOTAL	\$3,920.93

Previously there were three beneficiaries, however Anglicare no longer participate in the appeal. There are a number of possible beneficiaries for a Christmas Food Appeal. Council has the option to retain The Salvation Army and the St Vincent De Paul Society as the two rotating beneficiaries or consider alternative organisations.

Officer Comment

The event was organised within the budget and feedback was positive and Officers recommend continuing with the current event. Council may wish to provide direction regarding the future beneficiaries for the appeal.

Christmas Light Competition

The Christmas Lights Competition has been held annually between November and December each year within the City of Bayswater. In 2016, residents were invited to email photographs of their Christmas lights display into the City for inclusion into the competition. All photographs were displayed on the City's Facebook page. Ward Councillors selected a winner and runner up from their respective Wards. Each winner received \$200 and each runner up received \$100.

The Christmas Lights Competition opened on the 21 November and closed on the 23 December. The closing date was extended by a week due to a low level of entries. The City received the following entries:

Ward	Entries
Central	2
North	0
South	1
West	2

The table below outlines the event expenditure:

ITEM	EXPENDITURE
Graphic Design and Marketing	\$440
Prizes	\$1,200
TOTAL	\$1,640

The event exceeded the allocated budget by \$440. The additional expenditure was due to the graphic design required for the marketing material.

Officer Comment

The City only received five entries from across a the City. Interest in the competition would therefore appear to be low and Officers would recommend that the funding for this event be allocated for other purposes in the 2017 event program.

Art Awards

The City of Bayswater Art Awards is an annual event that aims to support local talent and attract artists from across Australia. The exhibition opens with a presentation evening held at the RISE in Maylands. The exhibition is open for two weeks and is a free exhibition open to the public. All artworks displayed are for sale and can be purchased at any time during the two week exhibition period. The City engages with professional judges and the following prizes are offered:

Prize Title	Prize Money
City of Bayswater Open Award - Acquisitive	\$5,000
Highly Commended x 3	\$750
Best High School Entry (Years 7-12)	\$500
Runner Up High School Entry (Years 7-12)	\$250
Best Sculpture Award	\$500
Best City of Bayswater Resident Award	\$500
Best Bayswater Arts Society Member Award	\$500
Best Ellis House Member Award	\$500
Noranda Shopping Village People's Choice Award	\$100

The City of Bayswater Art Awards Exhibition was held from 21 November to 4 December at the RISE in Maylands. Artists entered their works via the City's website and application forms. The City received over 200 entries; all entries were displayed in the exhibition. This was a record amount of entries for the City. A sculpture category was added to the 2016 awards, 12 sculptures were entered and included in the display.

In previous years the exhibition was held on the ground floor of the RISE foyer. The exhibition extended to the first floor for the 2016 event to accommodate the increased number of entries.

The City produced a catalogue that included photographs of all artwork included in the exhibition. The aim of the catalogue was to further showcase the works entered and encourage sales. The City sold 24 pieces during the exhibition which is double the amount sold in previous years.

The open night and presentation of awards was held on Monday 21 November in the upstairs foyer and function room at the RISE. Catering and drinks were provided for all attendees. All artists were invited to attend the prize giving ceremony along with a guest.

The table below outlines the income and expenditure for the event:

ITEM	INCOME	EXPENDITURE
Entry Fees	\$5,350	
Sale of Artwork (commission)	\$8,625	
Marketing		\$5,445
Prize Money		\$10,100
Infrastructure		\$15,000
Catering		\$1,500
Honorariums		\$1,000
Other		\$2,000
TOTAL	\$13,975	\$35,045
Total Cost to the City		\$21,070

Officer Comment

The event was delivered within budget however; Officers recommend that the event continue and the budget for this event be increased by \$5,000. The additional amount is required to employ curator assistants to hang artwork, provide additional display infrastructure and revise the format of the presentation ceremony. Currently City of Bayswater events staff hang the artwork which places a high risk of damage to the artwork and potential of injury to staff.

Carols by Candlelight

The Carols by Candlelight is an annual family friendly event. The event aims to celebrate the festive season with a community sing a long of favourite festive carols and songs. Additional children's entertainment such as face painting and bouncy castle is offered throughout the evening. Santa visits and provides free lollies at the end of the event.

The City held its annual Carols by Candlelight at Halliday Park in Bayswater on 17 December 2016. Over 600 community members attended the event and feedback was positive. Bayswater Lacrosse Club organised a sausage sizzle and commercial vendors offered ice cream and coffee for sale. The Western Australia Symphonic Wind Ensemble entertained the crowd along with a local choir group.

Event programs and glow candles are offered for a gold coin donation which was collected on site by the Salvation Army to supplement this year's food appeal.

The table below outlines the event expenditure:

ITEM	EXPENDITURE
Marketing	\$3,262
Infrastructure	\$937
Stage and Sound	\$7,150
Candles	\$2,924
Entertainment	\$1,810
Other	\$500
TOTAL	\$16,583

Officer Comment

The event exceeded the allocated budget by \$1,583. Officers recommend that the event be continued with an increased budget. An additional \$5,000 could be used to:

- Engage the services of a professional MC,
- Increase the range of children's entertainment, and
- Extend the musical entertainment to include carols for the first part of the event and family favourite Christmas songs for the second half of the event.

Future Event Budget Considerations for the 2017/2018 budget

The following table provides a comparison between the 2016/17 budget and actual event expenditure and provides an Officer recommended budget amount to be considered per event for 2017/18:

Event	Recommended Option	16/17 Budget	16/17 Actual Spend	17/18 Proposed Budget	Variation
Avon Descent Finish Line Family Fun Day	To continue the event in its current format with an increased budget of \$75,000.	\$70,000	\$70,108	\$75,000	+\$5,000
City of Bayswater North of Perth Festival	To continue the event in its current format with a decreased budget of \$25,000.	\$30,000	\$20,679	\$25,000	-\$5,000
Early Settler Civic Function	To change the format and budget of the event as per 2/12/16 OCM Council Resolution, item 15.2.1	\$60,000	\$49,065	\$30,000	-\$30,000
School Banner Competition	To continue the event in its current format with a budget of \$5000.	\$5,000	\$5,000	\$5,000	Nil
Spring Dance Festival	To continue the event in its current format with a budget of \$12,000.	\$12,000	\$12,000	\$12,000	Nil
Garden Awards	To discontinue the event.	\$1,200	\$1,640	\$0	-\$1,200
Food Appeal	Council may wish to review the charitable beneficiaries.	\$4,000	\$3,920	\$4,000	Nil
Christmas Lights Competition	To discontinue the event.	\$1,200	\$1,640	\$0	-\$1,200
Art Awards	To continue the event in its current format with an increased budget of \$5000.	\$35,000	\$35,045	\$40,000	+\$5,000
Carols By Candlelight	To continue the event in its current format with an increased	\$15,000	\$16,583	\$20,000	+\$5,000

Event	Recommended Option	16/17 Budget	16/17 Actual Spend	17/18 Proposed Budget	Variation
	budget of \$5000.				
TOTAL		\$233,400	\$215,680	\$211,000	(Saving) -\$22,400

The following provides an overview of events that are still to be delivered for the period 1 January to 30 June 2017:

Event	16/17 Budget	16/17 Actual Spend	17/18 Proposed Budget	Variation
Feature Jazz In the Park - Houghton	\$11,000	N/A	\$11,000	Nil
Australia Day Community BBQ	\$10,000	N/A	\$10,000	Nil
Twilight Markets Sundowner - Grand Prom	\$11,000	N/A	\$11,000	Nil
Movie In the Park - Robert Thompson	\$7,100	N/A	\$7,100	Nil
Evening In the Park - Bert Wright Park	\$15,000	N/A	\$15,000	Nil
Autumn River Festival	\$50,000	N/A	\$50,000	Nil
Maylands Green Day	\$10,000	N/A	\$10,000	Nil
Autumn Dance Festival	\$12,000	N/A	\$12,000	Nil
June Multi Cultural Concern	\$7,000	N/A	\$7,000	Nil
TOTAL	\$133,100	To be determined	\$133,100	N/A

A review report relating to these events will be prepared for consideration by the Community Events Advisory Committee in May so budget figures for these events can be considered for the 2017/2018 budget.

Feedback from Advisory Committee

During the meeting of 20 February 2017, members of the Community Events Advisory Committee provided the following feedback:

- Discussion regarding the future delivery of a new model of Garden Awards given the City of Bayswater is promoted as the Garden City.
- The committee requested a further report to consider a revised format and budget options for the City of Bayswater Garden Awards in the future.
- Option to invite the Citizen of the Year and Senior Citizen of The Year to judge the future Christmas Banner Competition entries.
- The committee noted the \$12,000 variation shown on page 28 of the agenda for the Spring Dance Festival should be nil. The change has no effect on the total budget variation showing as -\$22,400. Note: The typographical error that appeared in the agenda has been corrected in the minutes.

CONCLUSION

The City of Bayswater in conjunction with a range of stakeholders hosts a varied suite of civic and community events throughout the year. The established events have been provided for a number of years and are generally reviewed annually.

Officers recommend that Council endorse the proposed changes for the events to be delivered between July - December 2017 as outlined in this report for consideration in the event budget for 2017/18.

If Council endorse the proposed changes the City will have a saving of \$22,400. Officers recommend options are presented for future events utilising this saving via the Community Events Advisory Committee at a later date.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

2016/17 BUDGET ALLOCATION	2016/17 BUDGET RECONSIDERATION	PROPOSED 2017/18 BUDGET ALLOCATION	ONGOING COSTS (e.g. MAINTENANCE)	LIFE OF PROJECT/LIFE EXPECTANCY OF ASSET
Budgeted Event Delivery 01/07/2016 to 31/12/2016 \$233,400	Actual Event Delivery 01/07/2016 to 31/12/2016 \$213,719	Subject to a future report	Nil	Nil

STRATEGIC LINK

From the City of Bayswater's Strategic Community Plan 2016-2026, the following applies:

Theme: Our Community

Aspiration: A resilient community with a strong sense of purpose that is able to celebrate its diversity in numerous ways.

Outcome C5: Services for children, youth, families and seniors.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority Required.

ATTACHMENTS

Nil

OFFICER'S RECOMMENDATION

That Council:

- Notes the overview of City of Bayswater community events delivered between 1 July 2016 and 31 December 2016.
- Considers funding for the following events in the 2017/18 budget:

Event	2017/18 Proposed Budget
Avon Descent Finish Line Family Fun Day	\$75,000
City of Bayswater North of Perth Festival	\$25,000

Event	2017/18 Proposed Budget
Early Settler Civic Function	\$30,000
School Banner Competition	\$5,000
Spring Dance Festival	\$12,000
Garden Awards	\$0
Food Appeal	\$4,000
Christmas Lights Competition	\$0
Art Awards	\$40,000
Carols By Candlelight	\$20,000
TOTAL	\$211,000

REASON FOR CHANGE

The Community Events Advisory Committee changed the Officer's Recommendation as they would like to receive a further report outlining a revised format and budget options for the City's Garden Awards.

Advisory Committee Recommendation to Council

That Council:

- Notes the overview of the City of Bayswater community events delivered between 1 July 2016 and 31 December 2016.
- Considers finding for the following events in the 2016/2017 budget:

Event	2017/18 Proposed Budget
Avon Descent Family Finish Line Fun Day	\$75,000
City of Bayswater's North of Perth Festival	\$25,000
Early Settlers Civic Function	\$30,000
School Banner Competition	\$5,000
Spring Dance Festival	\$12,000
Food Appeal	\$4,000
Christmas Lights Competition	\$0
Art Awards	\$40,000
Carols By Candlelight	\$5,000
TOTAL	\$211,000

- Request Officers prepare a further report to consider revised format delivery and budget options for future City of Bayswater Garden Awards.
- Request the Citizen of the Year and Senior Citizen of the Year be invited to judge the future Christmas Banner Competition entries.

CR SALLY PALMER MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED: 4/1

FOR VOTE - Cr Catherine Ehrhardt, Cr Barry McKenna, The Mayor, Cr Dan Bull, Cr Sally Palmer

AGAINST VOTE: Cr Chris Cornish

9. CONFIDENTIAL ITEMS

Nil.

10. GENERAL

Nil.

11. NEXT MEETING

The next meeting of the Community Events Advisory Committee will take place at a date and time to be determined.

12. CLOSURE

There being no further business to discuss, the Chairperson, Cr Catherine Ehrhardt declared the meeting closed at 7:30pm.