

Minutes

Events Reference Group Meeting

Camden Council

Administration Centre

70 Central Avenue, Oran Park

Wednesday 12 October 2022



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MEETING COMMENCED AT 5.35PM**PRESENT**

Mr Gillroy (Chair), Ms Martin, Mr Maddock (Vice Chair), Mr Hyett, Ms Musgrave, Ms Fernandez and Cr Usha Dommaraju

ALSO IN ATTENDANCE

Kristy Finlayson – Acting Manager Public Affairs and Kaela Hazell – Senior Events Officer.

ACKNOWLEDGEMENT OF COUNTRY

Mr Maddock (Alternate Chair) read the Acknowledgement of Country.

APOLOGIES AND LEAVES OF ABSENCES

Acting Manager Public Affairs noted that apologies had been sent by Cr Lara Symkowiak, Cr Paul Farrow (Deputy Mayor), Cr Ashley Cagney, Mr Brad Stewart and Alana Begovic - Acting Team Leader Events

DECLARATIONS OF INTEREST

Syd Hyett declared that his son is entertainer Kevin Hyett.

Ms Musgrave declared that she is a member of the Camden Musical Society

CONFIRMATION OF MINUTES

That the Minutes of the Events Reference Group Meeting held on Wednesday 31 August 2022, copies of which have been circulated, be confirmed and adopted.

BUSINESS ARISING

Acting Manager Public Affairs advised that the Picnic in the Park event was cancelled due to wet weather. The Events Reference Group asked why it wasn't postponed. It was advised that because the event had already had a date change from September to October and further events scheduled there was no option to postpone.

1. CAMDEN CHRISTMAS FESTIVITIES UPDATE

RECOMMENDED

That the Events Reference Group;

I. **Support the proposed program, sponsors and vendors for the Camden Christmas Festival**

Recommendation: Moved Mr Hyett, Seconded Ms Martin that:

THE RECOMMENDATION WAS **CARRIED**.

Acting Manager Public Affairs advised that a call for Expression of Interest's for sponsors, stallholders, performers, activities and entertainment are currently open and a great response of submissions have been received.

Acting Manager Public Affairs requested to keep the performer and stallholder EOI's open with the Reference Groups support.

Ms Musgrave enquired about the main stage program and questioned why there are only two performer submissions. Acting Manager Public Affairs explained the team will distribute the EOI form to local organisations including dance schools etc. Acting Manager Public Affairs also added that the School of Rock have shown interest and will be performing on a second stage – Ms Martin agreed with this location.

Ms Musgrave asked if there have been any alternatives considered in the event of wet weather and suggested to move the event to Camden Civic Centre. Acting Manager Public Affairs noted that it was a good point and a vital component to planning events this year.

Ms Musgrave made another suggestion that if the Camden Civic Centre was booked out for the 2023 event it could still be used if the event goes to plan as per usual for a children's disco or a movie night as part of the event program. This item is to be tabled for the 2022 debrief to be discussed for the 2023 event.

Ms Martin asked what type of performers we are looking for on the main stage. Ms Hazell advised preferably Christmas performances and Ms Martin advised she has a performer in mind and would provide their details to the events team for consideration.

Mr Hyett advised that when he was organising the Narellan Christmas event they did not include carols and included more performances with Christmas songs, this made the event more of the Christmas family event rather than a Christmas carols event. Mr Hyett provided a list of previous performers at Christmas in Narellan (attached)

Ms Musgraves requested Council ensure there are enough activities for young children.

Acting Manager Public Affairs advised the Reference Group that the Events Team will email a full list of stallholders and performers to the Reference Group before the next meeting.

ORAN PARK CHRISTMAS CONCERT

Recommendation:

That the Events Reference Group;

- I. That the Events Reference Group support the proposed program, sponsors and vendors for the Oran Park Christmas Concert.

Recommendation: Moved Mr Maddock, Seconded Ms Martin that:

THE RECOMMENDATION WAS **CARRIED**.

Mr Hyett suggested an Elvis Presley impersonator as the headline act.

Acting Manager Public Affairs advised that the Events Team distribute the expression of interest form to find performers for each of our events. Ms Musgrave suggested a Michael Bubl  (Rydzian Lewis) performer and will email details through for the Events Team to investigate further.

Ms Martin asked if the performers performed for free or were paid. Acting Manager Public Affairs advised that they are paid for their performances.

Cr Usha Dommaraju suggested a performance from an Indian Sari Walker.

Acting Manager Public Affairs advised the Events Team will provide a list of stallholders, performers, activities and update the Reference Group and the next meeting.

Action Items:

Camden Christmas Festival

- 1.1 Events Team to keep performer and stallholder EOI's open.
- 1.2 Events Team to check availability of Camden Civic Centre for the 2023 event and investigate covered or indoor opportunities
- 1.3 Events Team to follow up on Ms Martin's suggestion of the Michael Bubl  performer when it is received.
- 1.4 Events Team to email list of stallholders and performers to Reference Group once finalised.

Oran Park Christmas Concert

- 1.6 Events Team to contact Michael Bubl  performer.
- 1.7 Events Team to provide a full list of stallholders and performers at the next Reference Group meeting.

2. AUSTRALIA DAY – PROGRAM AND UPDATE

Recommendation:

That the Events Reference group;

- I. Support the draft Australia Day program;
- II. Support Council seeking expressions of interest from Reference Group members to judge the Australia Day Award nominations and support the

- casting of a vote should more than three Reference Group members apply; and
- III. **Note the information contained in this report in relation to Australia Day activities.**

Recommendation: Moved Mr Maddock, Seconded Ms Fernandez:

THE RECOMMENDATION ON BEING PUT FORWARD WAS **CARRIED**.

Macarthur Lions Parade:

Mr Gilroy provided an update on the event – 100 invitations have been sent out.

Mr Gillroy asked if Council could explore new groups who could participate in the parade, groups only, no individuals. Mr Gillroy email address to be included. Mr Gillroy will provide a list of who has already been contacted. This is to be completed in the first week of November.

Acting Manager Public Affairs provided information relating to traffic management and logistics as well as pre-parade entertainment.

The Events team will provide a list of EOI submissions at the next meeting.

Ambassador:

Acting Manager Public Affairs advised there is no update on the Australia Day Ambassador but will advise when confirmed.

Mr Maddock asked if we were able to choose our ambassador. Acting Manager Public Affairs confirmed that Australia Day Ambassadors are allocated by the National Australia Day Council.

CIVIC EVENTS:

Australia Day Awards:

Acting Manager Public Affairs advised that nominations for the Camden Australia Day Awards are now open until Friday 2 December 2022.

Mr Maddock asked if a previous winner can win again. Acting Manager Public Affairs advised they are not allowed to win for a second time. Manager Public Affairs explained to the Reference Group the process of judging.

Nominations for Australia Day Award Judging:

Nominations received:

Ms Martin;
Mr Maddock; and
Ms Fernandez nominated themselves.

Nominations accepted by the Events Reference Group.

Mr Maddock requested a printout copy of all nominations and Ms Martin and Ms Aileen Fernandez would like nominations sent via email.

Mr Gillroy requested that dignitaries not be late for Australia Day Awards.

Citizenship Ceremony:

Acting Manager Public Affairs advised all Reference Group members will be invited to the Australia Day Citizenship Ceremony. The Events Team will forward invitations and details in the coming months.

Actions:Macarthur Lions Parade

- 2.1 Events Team to invite new groups to participate in the parade.
- 2.2 Mr Gillroy will provide a list of who has already been contacted.
- 2.3 Events Team to create an EOI for parade participant submissions. Kaela Hazell or Alana Begovic will send link to Mr Gillroy to review.
- 2.4 Events Team to provide a list of performer EOI's at the next meeting.

Australia Day Awards

- 2.5 Events Team to create the Australia Day Awards judging panel and include Mr Maddock, Ms Martin and Ms Aileen Fernandez.

Citizenship Ceremony

- 2.6 Events Team to distribute invitation to Reference Group members.

3. PAWS IN THE PARK – SUNDAY 7 MAY 2023**That the Events Reference Group;**

- I. **Support the proposed event date of Sunday 7 May 2023.**
- II. **Support the proposed Paws in the Park program;**
- III. **Support seeking expressions of interest for entertainment, stalls, food vendors and sponsors; and**
- IV. **Support the seeking of quotes for celebrity vet and personalities to attend the event.**

Recommendation: Moved Mr Hyett, Seconded Mr Maddock:

THE RECOMMENDATION WAS **CARRIED**.

Acting Manager Public Affairs advised that the Paws in the Park event is proposed to recommence in 2023

Ms Martin advised the proposed date Sunday 7 May 2023 conflicts with Mother's Day.

UPDATE SINCE MEETING: Senior Events Officer has checked, and Mother's Day will be on Sunday 14 May 2023. Paws in the Park event date will remain on Sunday 7 May 2023.

Acting Manager Public Affairs advised that expressions of interest will be distributed to stallholders database and promoted through Council's social media.

Events team will open expressions of interest for local community organisations to run the community BBQ.

A celebrity vet or identity will be investigated by Council staff.

Ms Martin suggested, Farmer Dave, who works with dogs. The Events Team to investigate and obtain a quote.

Ms Musgrave enquired about how much budget is allocated for each event and if the Reference Group can have access and knowledge to event budgets. Acting Manager Public Affairs to provide a written response to Reference Group.

Acting Manager Public Affairs requested the support of the Reference Group to distribute expression of interest forms to potential stallholders, performers and celebrity guests.

Mr Gillroy asked if he will still be involved in the event. Acting Manager Public Affairs advised that this will be taken on notice and Ted will be advised what role the Macarthur Lions can play at the event.

Ms Martin suggested it is healthy for new people/groups to come in and it might be a good opportunity to alternate.

Actions:

- 3.1 Events Team to investigate potential celebrity vet or animal enthusiasts.
- 3.2 Events Team to obtain a quote from Farmer Dave to attend the event.
- 3.3 Acting Manager Public Affairs to advise Reference Group in writing of the terms of reference in relation to access to Council budgets.
- 3.4 Acting Manager Public Affairs to advise Macarthur Lions of their role at the 2023 event.

4. GENERAL BUSINESS

Recommendation:

- i. **That the general business raised has been noted and actions added for discussion at next meeting.**

No vote.

- Mr Hyett asked if the Reference Group is involved in the Seniors events. Acting Manager Public Affairs advised that there is Senior's Reference Group that is responsible for the senior's events and that senior's events are not in the scope of discussion for the Events Reference Group.
- Ms Musgrave asked if there is a calendar of Council's Annual events. Acting Manager Public Affairs advised that the Events Reference Group was formed to advise on planning of the following events;
 - Australia Day;
 - Paws in the Park;
 - Camden Festival; and
 - Camden Christmas Festival and Oran Park Christmas Concert,
- Ms Musgrave also asked if there is an opportunity for the Reference Group to suggest a new event. Acting Manager Public Affairs advised that requests for new events needs to be forwarded and put to Council via a report for Council consideration.

Action Items:

NIL

MEETING CLOSED AT 6:35PM

9 NOVEMBER 2022 AT 10.30AM

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