

# Minutes

## Events Reference Group Meeting

Camden Council  
Administration Centre  
70 Central Avenue, Oran Park

Wednesday 19 April 2023





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**INFORMAL MEETING COMMENCED AT 5.30PM****PRESENT**

Mr Ted Gillroy (Chair), Mr Syd Hyett, Mr Keith Maddock, Ms Aileen Fernandez, Ms Jo Martin, Ms Melissa Musgrave

**ALSO IN ATTENDANCE**

Kaela Hazell – Senior Events Officer  
Caitlin Burns – Events Officer

**ACKNOWLEDGEMENT OF COUNTRY**

Mr Gillroy read the Acknowledgement of Country.

**APOLOGIES AND LEAVES OF ABSENCES**

Cr Paul Farrow (Deputy Mayor)  
Cr Usha Dommaraju  
Cr Lara Symkowiak  
Cr Ashley Cagney  
Kristy Finlayson – Acting Manager Public Affairs

**NOTE: At this point of the meeting, the Events Reference Group lost a quorum. The meeting continued informally in accordance with the Terms of Reference.**

**DECLARATIONS OF INTEREST**

Mr Ted Gillroy – Macarthur Lions – Paws in the Park – Organises the walk component of the event.

Moved: N/A, Seconded: N/A

**CONFIRMATION OF MINUTES**

That the Minutes for the Events Reference Group Meeting held on Wednesday 15 March 2023, copies of which have been circulated, be confirmed and adopted.

Unable to move

Moved: N/A Seconded: N/A

**BUSINESS ARISING**

Mr Gillroy provided feedback that the Events Reference Group is not working well due to lack of numbers at each meeting.

Ms Hazell advised she will be meeting with the Governance Team to potentially reduce the Events Reference Group Meetings to bi-monthly.

**Action items from business arising from March minutes:**

- **Argyle Street speaker sound quality**  
Ms Martin confirmed she can hear music playing through the speakers on Argyle Street at different times. Ms Hazell will confirm that the AV company has tested and improved the speaker quality.

- **Youth Support Team Involvement in Unlock Camden**  
The Events team have contacted the Community Development Team to propose their involvement in the Unlock Camden event. The Events team will provide an update once their team advises.
  - **Silent Disco quotes for Unlock Camden Event**  
The Events Team will look into the possibility of a Silent Disco for Unlock Camden event and arrange quotes as necessary.
  - **Targeting movie theatres for Event sponsorship**  
Ms Hazell advised she has been unable to get in contact with Narellan Cinema's so far to discuss sponsorship opportunities. Unfortunately they have not responded to voice messages or emails. Ms Martin advised that she has experienced the same lengthy response times from the company.
  - **Events team to send the Events Reference Group the Sponsorship Agreement**
  - Ms Hazell advised she will resend the sponsorship agreements to the committee to view as some members have not received it as yet.
  - **Police Dog Unit attending Paws in the Park**  
Ms Hazell advised she had contacted Greg Loudon from Camden LGA Police regarding the police dog unit to attend Paws in the Park. Unfortunately the Events team has not received a response back.
  - **Lighting up Macarthur Gardens**  
Ms Hazell advised that lighting up Macarthur Gardens would need to come out of the Camden Christmas Festival budget. Unfortunately this is not something the Events Team can facilitate this year due to budgeting. Mr Hyett suggested looking in to prices for consideration in future years. The Events Team will investigate costs for future events and installations.
1. **Paws in the Park**
- Ms Hazell provided a verbal update of Paws in the Park. Ms Hazell discussed the event times, the involvement of celebrity guest Farmer Dave and dog Jimmy, the event program including competitions, activities, demonstrations, roving entertainment and facepainting, the types of stallholders attending and the confirmed sponsorships.
  - Events Reference Group advised if they see any other stalls appropriate for the event that they will send through to the events team to contact.
  - Mr Hyett suggested to contact Search Dogs Sydney Inc to discuss involvement in Paws in the Park for 2023 or future years.
  - Ms Martin will email the contacts for Greyhounds Rescue who recently attended Camden Show as a stallholder.
  - Mr Gillroy advised the Events Reference Group that Macarthur Lions will oversee the parking for the event as well as the set up of the 2km dog walk track. Mr Gillroy advised the funds raised from the food and drink sales at Paws in the Park is for Childhood Cancer Research Foundation.
  - Ms Musgrave suggested the Events team include the fundraising details in the communications and promotion of the event.

**Actions:**

- Events team to send Mr Gillroy the updated stallholder parking pass to be utilised on the event day.
- Events team to include in event promotion on the day that the Lions Club BBQ is raising funds for the Childhood Cancer Research Foundation.

## **2. Camden Festival**

- Ms Hazell provided a verbal update on the proposed dates for the Major Events included within Camden Festival - Picnic in the Park, Kids Fun Day, Unlock Camden and TASTE Camden.
- Ms Martin suggested including a complete self-guided walking tour through Camden as part of Unlock Camden. The Historical Association currently cater for individuals to complete this at any time and day.
- Ms Musgrave asked if Camden Festival program can include Lighting Up of Macarthur Park.
- Ms Musgrave requested a representative from the Activation team to attend the meeting to discuss the Light Up Activation. The Events Team will discuss with the Branch.

### **Actions:**

- Events team will discuss the potential to include a lighting installation of Macarthur Park during Camden Festival.

### **Ms Musgrave left the meeting at this point in time.**

## **3. Christmas Festivities**

- Ms Hazell provided the Events Reference Group with a verbal update on the proposed dates for both the Camden Christmas Festival and the Oran Park Christmas Concert. While the Camden Christmas Festival event is locked in for Saturday 25 November, the Oran Park Christmas Concert date is yet to be determined.
- The Events Reference Group suggested Friday 1 December.
- Events Reference Group advised they will provide recommendations closer to the events.
- Mr Hyett suggested contacting Greater Narellan Chamber of Commerce to discuss a partnership for Oran Park Christmas Concert. Mr Hyett advised the Christmas in Narellan event (run each year by Greater Narellan Chamber of Commerce) may not proceed in 2023 due to losing access to their past event location.

## **GENERAL BUSINESS**

**- No general business arising.**

**MEETING CLOSED AT 6.38pm**

**NEXT MEETING TO BE HELD WEDNESDAY 10 MAY 2023 AT 10.30am**

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