

Subject:	Festivals and Events Committee – Minutes of Meeting	Page 1 of 7
File No:	CLR/07/8/101/1/10	
Document Ref:	D18/127801	
Venue:	Meeting Room, Level 1A, 1 Pope Street, Ryde	
Date:	Monday 28 th May 2018	
Time:	6.00pm	Started at: 6.00pm Closed at: 7.50pm
Chair:	Councillor Peter Kim	
Meeting Support (MS):	Linda Smith – EA to the Mayor and Councillors	
Staff Convenor:	Michelle Carter	
Circulation:		

Committee Role:

The primary role of the festivals and events advisory committee is to consider matters and inform council and council officers of community views and likely impact regarding the delivery and development of festivals and events in the City of Ryde.

Committee Members as per the Terms of Reference

Present	Apology	Name	Position Title	Organisation
✓		Councillor Peter Kim	Chairperson	City of Ryde
✓		Councillor Simon Zhou	Deputy Chairperson	City of Ryde
		Councillor Trenton Brown	Councillor	City of Ryde
✓		Councillor Penny Pedersen	Councillor	City of Ryde
		Councillor Edwina Clifton	Councillor	City of Ryde
	✓	Councillor Roy Maggio	Councillor	City of Ryde
✓		Anita Bird	Community Representative	
✓		Roseanna Gallo	Community Representative	
	✓	Rose Torossian	Community Representative	
✓		Anthony Ching	Community Representative	
✓		Nora Etmekdjian	Community Representative	
✓		Hugh Lee	Community Representative	
✓		Michael Park	Community Representative	
✓		Kim Lee	Community Representative	
✓		Joseph Yu	Community Representative	
✓		Jeffery Tse	Community Representative	
✓		Kee Sun Lee	Community Representative	
✓		Phillip Ward	Community Representative	
✓		Daniel Han	Community Representative	
✓		Joe Bechara	Community Representative	
	✓	Emma Paxton	Community Representative	
	✓	Shelly Slone-Zhen	Community Representative	
✓		Austin Kim	Community Representative	
	✓	Maria Zappia	Community Representative	
	✓	Jacqui Owens	Community Representative	
✓		Jessica Matthews	Community Representative	
✓		Corina Seeto	Community Representative	

City of Ryde Staff

Present	Apology	Name	Position Title	Organisation
✓		Michelle Carter	Senior Coordinator Events	City of Ryde
✓		Liz Berger	Senior Coordinator Communications	City of Ryde
✓		Angela Jones-Blayney	Acting Director Customer and Community Services	City of Ryde
✓		Linda Smith	EA to the Mayor and Councillors	City of Ryde
✓		Laura Dunn	Coordinator Events	City of Ryde

Additional Attendees

Present	Apology	Name	Position Title	Organisation
✓		Shu Fang		

Details

	Present	Action
	Present	As noted.
1.	<p>Welcome by Chair and Apologies</p> <p>The Chair welcomed all present.</p> <p>Attendees and apologies are as above</p>	Noted.
1.1.	<p>Terms of Reference</p> <p>The group considered the Terms of Reference and it was suggested that the following amendments be made:</p> <ul style="list-style-type: none"> - Increase the number of members “up to 24” page 4 sect 3 - Include that the chairperson or delegate from each of the subcommittees should attend meetings as a member. This includes Lunar New Year, Cork & Fork and the Granny Smith Festival. <p>With these amendments the Terms of Reference are confirmed as adopted by the committee.</p>	Noted.
1.2	<p>Minutes of the previous meeting – 26th February 2018</p> <p>The minutes of the meeting dated 26th February 2018 were adopted with the following amendments:</p> <p>Phillip Ward – in addition to the interests listed, Mr Ward is also a member of the RHHFFPS, and North Ryde Community Uniting Church.</p> <p>The reference to Lee Sun Lee should read Kee Sun Lee</p> <p>The incorrect advisory committee was noted in the committee role section at the beginning of the minutes. This to be amended for future meeting minutes.</p>	Noted
2.	<p>Business Arising</p> <p><u>2.1 Events Strategy Presentation</u></p> <ul style="list-style-type: none"> - The creation of an Events Strategy is a result of a Council resolution - In formulating the strategy, community consultation was undertaken including phone interviews, focus group work and workshops - Feedback says that 67% of local people attend a COR event - Of the people who attend an event, 77% are satisfied with the way the 	<p>The information was noted.</p> <p>Committee members are asked to provide feedback until 30th June 2018 to events@ryde.nsw.gov.au</p>

Details	Action
<p>event is run and other aspects.</p> <ul style="list-style-type: none"> - As a result of feedback, the level of funding provided through Council's Community Grant program has been increased, as have the number of application rounds available in a year. - Grant funding to assist with running an event is now available up to \$7,500.00 (increased from \$3,500.00) - Staff noted that the same events have been run for a number of years and it is now hoped that more innovative events may be devised with the increased provision of funding to grant applicants. - Through research it was identified that the cost per head that council contributes to events is lower than that of surrounding councils. - Staff want to emulate the activities of other areas that are successful. - Current policies are being refined due to the need for added security and other measures. - The strategy will be presented to council in August 2018 	
<p>2.2 Community Grants Program – Opportunities and Timeline</p> <p>A presentation was provided on the funding levels provided, the way in which applications are considered and then determined and endorsed by Council.</p> <p>Information sessions will be held to assist groups to complete the necessary paperwork.</p> <p>It was noted that applications must relate to money to be spent in the future not to recoup funds already spent.</p> <p>The expected level of attendance determines the level of funding which can be sought.</p> <p>It was suggested that letters/communication be made with groups who may be eligible to apply for funding.</p> <p>The foreign language press may be used to promote the changes and also direct contact with certain groups.</p> <p>It was suggested that mentoring/ambassador style programs be established to help new groups apply for funding with assistance from more experienced groups.</p>	<p>The Committee is supportive of Council's decision to change the community grant policy to allow for a greater number of funding rounds and a higher grant payment.</p>
<p>2.3 <u>Markets Report Update</u></p> <p>Council has resolved to consult the community on the development of monthly markets in Anderson Park, Meadowbank and West Ryde Plaza.</p> <p>The community will be asked if they support the markets and what they would like to see at these markets</p> <p>A report will be presented to council with the results of the consultation.</p> <p>Eastwood Night Markets have also been formally approved by Council to continue to operate until June 2019.</p>	<p>The information was noted.</p>
<p>2.4 <u>Upcoming Event – FIFA Live Site – 16th June 2018</u></p> <p>This event will be held on field 2 of ELS Hall.</p> <p>Heaters and a large inflatable screen will be used.</p> <p>Food trucks will be on site and a range of games will be offered.</p> <p>In the case of rain, the hall on site will be used.</p>	<p>The details provided were noted. Advertising of the event as discussed to be arranged.</p>

Details	Action
<p>The event will be advertised on facebook and flyer to local residents.</p> <p>It was suggested that local schools and community groups be notified of the event.</p>	
<p>2.5 <u>Upcoming Event – Prayer Breakfast 10th August 2018</u></p> <p>This event will be held in the Civic Hall from 7am to 8.30am.</p> <p>It is a ticketed event. Tickets can be purchased on line from 2nd July 2018</p> <p>The guest speaker will be Steve Frost who will speak on domestic violence.</p>	<p>The information was noted.</p>
<p>2.6 <u>Upcoming Event – Cork and Fork by the Riverside – 19th August 2018</u></p> <p>Sponsors are sought for this event which is being held for the second time. Sponsorship closes on 8th June 2018.</p> <p>Last year's event was well attended and it is expected more people will attend this year.</p> <p>Stallholder applications close on 18th June 2018</p>	<p>The information was noted.</p> <p>Businesses suggested re sponsorship to be followed up</p>
<p>2.7 <u>Upcoming Event – Granny Smith Festival 20th October 2018</u></p> <p>This year marks 150 years since the first Granny Smith apple was grown in Eastwood.</p> <p>Planning is well underway for the event.</p> <p>Applications for stall holders, performers, parade entrants etc open in July.</p>	<p>The information was noted.</p>
<p>2.8 <u>Past Event – Wrap up from Lunar New Year Festival</u></p> <p>Hugh Lee provided a verbal summary of the 20 page report which was completed on the 2018 Festival.</p> <p>He noted that 2018 was the 10th anniversary of the Festival.</p> <p>Clr Zhou has been appointed new Chairperson of the Committee.</p> <p>Anthony Ching is the Vice Chairperson.</p> <p>The first meeting to plan the 2019 event will be held in the next six weeks.</p>	<p>The information was noted.</p>
<p>2.9 <u>Past Event – Wrap up from West Ryde Easter Parade and Fair</u></p> <p>Nora Etmekdjian advised 2018 had been the 25th anniversary of this event.</p> <p>She thanked Council and the community for its support.</p> <p>Planning for the 2019 event will commence in August.</p> <p>Good feedback has been received from the survey undertaken after the 2018 event.</p> <p>40 stalls could not be accommodated due to a shortage of space in 2018, so it is hoped an additional street can be closed for the fair in 2019.</p>	<p>The information was noted.</p>

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Details	Action
<p>2.10 <u>Past Event – ANZAC service</u></p> <p>The 2018 service was held at Anzac Park West Ryde.</p> <p>Attendance was excellent. It was the second time this venue had been used</p> <p>The event was supported by Ryde Eastwood Leagues Club which provided morning tea at the club.</p> <p>A movie – “the Telegram Man” was played at the Club.</p> <p>The participation of the Scouts and school groups in the service was noted and commented on positively.</p> <p>Phillip Ward was thanked for his assistance in playing the last post and supporting the Scouts.</p> <p>Remembrance Day will be commemorated at Memorial Park in November.</p>	<p>The information was noted.</p> <p>It was suggested that next year people be encouraged to RSVP if they intend to attend the morning tea at the club after the service.</p>
<p>3. General Business</p> <p><u>Volunteer Award Presentation Night</u></p> <p>The winners of the Awards were congratulated.</p> <p>The winners were – Group – 5 for Ryde, Young – Mateen Kholgi, Individual Marryann Webb.</p> <p>This event was held on 24th May 2018 and the Events Team was congratulated on the success of the event and the work that had gone into decorating the Civic Hall.</p> <p><u>Banning of plastics and balloons</u></p> <p>It was noted that Council had recently unanimously resolved to ban the use of plastic at Council events.</p> <p>This will have an impact at a number of events including the Granny Smith Festival.</p> <p><u>Racism campaign</u></p> <p>It was noted that Council recently resolved to reaffirm its commitment to “racism it stops with me”.</p> <p>It was noted that actions in support of anti-racism could be conducted at events such as, Lunar New Year etc, Cork and Fork, Granny Smith etc</p>	<p>The information was noted.</p> <p>The information was noted. 5 for Ryde stated it would be pleased to help promote Council’s stand and decision.</p> <p>Efforts to be made to incorporate anti racism messages at future community events where appropriate.</p> <p>Undertaking given by Carols on the Common organiser to support.</p>
<p>4. Next Meeting:</p> <p>The next meeting is scheduled for Monday 27th August 2018</p>	<p>Noted.</p>