
Community Christmas Event Policy

CONTROL:

Policy Type:	Administrative
Authorised by:	Council
Head of Power:	Not Applicable
Responsible Officer:	Community Sustainability Manager
Adopted / Approved:	September 20 2021, Minute No. 2021.09.20-OM-4
Last Reviewed:	September 2021
Review:	September 2023
Version:	4

1. INTRODUCTION

1.1 PURPOSE:

To bring the community together for a traditional Christmas event.

1.2 POLICY OBJECTIVES:

To encourage the Bedourie and Birdsville State School P&C Associations to host an annual Christmas event aimed primarily at the enjoyment of children in the Shire, as well as their families and local residents.

1.3 COMMENCEMENT OF POLICY:

This Policy will commence on adoption.

2. POLICY

2.1 POLICY STATEMENT:

Council will provide financial support to Bedourie and Birdsville State School P&C Associations to organise and run an annual community Christmas event in each town in conjunction with their school break-up. Each Association will be reimbursed for eligible expenditure on receipt of invoices.

3. STANDARDS AND PROCEDURES

3.1 SPECIFIC AND STANDARD

Council will not be involved in the event but will refund the costs of eligible expenditure up to the value of \$1,750 for each town's event on the receipt of invoices.

Eligible expenditure includes;

- Entertainment and hospitality costs;

Community Christmas Event Policy

- Purchase of gifts for each eligible child attending the event up to the value of \$50 per child.*

The P&C Associations are responsible for all arrangements including;

- Advertising the event;
- Venue hire;
- Hospitality;
- Entertainment (eg, Santa Claus);
- Purchasing gifts.

*Eligible children are those, up to and including year 6, who reside in Diamantina Shire including; Pandi Pandi, Clifton Hills, Carlo, Cordillo Downs, Alton Downs and Mooriberee Stations.

4. REFERENCE AND SUPPORTING INFORMATION

4.1 DEFINITIONS:

To assist in interpretation, the following definitions shall apply:

Word / Term	Definition
Council	means Diamantina Shire Council.

4.2 RELATED POLICIES, LEGISLATION AND DOCUMENTS:

Links to supporting documentation
Entertainment and Hospitality Expenses Policy
Register of Fees & Charges
Community Grants Policy

4.3 VERSION CONTROL:

Previous Version Number	Adopted/Approved Date
Version 1 (Original)	August 17 2015, Minute No. 2015.08.17-OM-8
2	September 18 2017, Minute No. 2017.09.18-OM-4
3	August 19 2019, Minute No. 2019.08.19-OM-7