

City of Karratha
and
KARRATHA DAMPIER LIONS CLUB

MEMORANDUM OF UNDERSTANDING

2018 – 2022

For support of the FeNaCING Festival provided by the
City of Karratha

This agreement is made May 2018

BETWEEN

The **CITY OF KARRATHA** (hereinafter called "the City") PO Box 219 Karratha WA 6714

And

The **KARRATHA DAMPIER LIONS CLUB** PO Box 1539 Karratha WA 6714

THE AGREEMENT

That the City of Karratha will provide Karratha Dampier Lions Club the cash and in-kind support as outlined in this document to support the delivery of the annual FeNaCING Festival. The cash contributions are specified values for specific components of the Festival. The in-kind support will be delivered as functional outcomes to agreed areas, rather than to a specified value.

TERM

This agreement is to be valid for 2018 to 2022, inclusive, subject to the satisfactory delivery of the events, reporting and acquittal.

ACTIVITY AREAS

Activity areas captured in this agreement include; cash contributions, waste management, facilities preparation and maintenance.

AND IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

- A. The City of Karratha will provide the following cash contributions, services and access to facilities to support the Karratha Dampier lions club to stage the annual FeNaCING Festival:
 - 1. Cash contribution to the sum of \$60,000 for the staging of the **FeNaCING Festival**
 - 2. Cash contribution to the sum of \$15,000 for the staging of the **Float Parade** on the Friday night preceding the Festival
 - 3. The City of Karratha will provide a **Waste Management Plan** in consultation with KARRATHA DAMPIER LIONS CLUB appropriate for the event and contract the work to the City's preferred Waste carrier to provide:
 - A. The hire of waste receptacles
 - B. The servicing of waste receptacles, and
 - C. The disposal of Waste generated across the four dates of the Festival

Approximate value \$13,800

Note: The City will not be responsible for the cost and supervision of litter picking duties over the festival period. KARRATHA DAMPIER LIONS CLUB are responsible for removing all litter and rubbish within the oval area, and 100 metres outside the complex boundaries within 24 hours of the event conclusion.

4. The City of Karratha will waive the **Venue Hire Fee** of the Frank Butler Centre, Bulgarra West oval, Karratha Entertainment Centre Oval, tennis courts and netball courts and cost of operating the lights across the four dates of the Festival. The City's usual bookings process applies and requests for facility usage need to be submitted by the Lions Club to the Karratha Leisureplex. The City's regular cleaning schedule of once per morning will apply to the Frank Butler Centre, however the Lions Club are responsible for keeping the Centre clean and tidy throughout the duration of the hire period and to leave it in a clean and orderly state at the conclusion of the hire period.

Approximate value \$9,000

5. **Ground marking** will be undertaken by the City of Karratha. Identification of Services located across both Turf venues will be undertaken by the City. It is expected that the KARRATHA DAMPIER LIONS CLUB will follow up with more formal identification of services across the area.

Approximate value \$2,000

6. The City of Karratha will waive **Environmental Health Application and Inspection Fees**, including public building/event application and assessment fees, food premises application and assessment fees, non-compliant noise event application assessment and monitoring (where applicable) fees, Section 39 Liquor Licensing fees (as required), Trading in Public Places application and approval fees, and all inspections carried out prior to or during FeNaCING.

Approximate value \$2,000

7. **Preparation of the oval** will be undertaken by the City of Karratha. The City will ensure the Grounds are presented in a healthy, neat and tidy condition, with all green waste from mowing activities removed up to 12 hours prior to handover to Karratha Dampier Lions Club.

Approximate value \$17,200

Note: The KARRATHA DAMPIER LIONS CLUB will ensure that all stall holders, vehicles and equipment are not on the oval within 48 hours of the event start, and removed from the oval venue within 36 hours of the event conclusion.

8. The City will undertake **Electrical Outlet and Lighting Installation Testing** prior to the Festival to ensure the electrical systems across the City's venues are in a serviceable condition.

Approximate value \$2,300

9. Karratha Dampier Lions Club are to liaise directly with City of Karratha City Services Department to coordinate additional cleaning and stocking of consumables of City of Karratha hired venues. This will be at the cost of Karratha Dampier Lions Club.

Total Value of support provided by the City of Karratha is \$121,300.

- B. The Karratha Dampier Lions Club will commit to:
1. Payment of an event staging bond of up to \$10,000 as determined by the City of Karratha's Bond Assessment Matrix.
 2. Staging of and successful delivery of the annual FeNaCING Festival,
 3. Staging of and successful delivery of the Float Parade on the Friday night preceding the Festival; including activation of the City's CBD,
 4. Securing the necessary approvals and permits for large scale events; including that with the City's Environmental Health department.
 5. Compliance with Health (Public Buildings) Regulations,
 6. Demonstrating due care in the use of City facilities, and
 7. Producing and presenting to Council a comprehensive event report and financial acquittal within 60 days of the conclusion of the event.

CITY OF KARRATHA.

SIGNED by the parties in agreement of the above.

In the presence of:

.....
MARK CASSERLY
DIRECTOR COMMUNITY SERVICES

.....
DATE

.....
WITNESS

.....
DATE

.....
NAME (PLEASE PRINT)

.....
POSITION WITHIN ORGANISATION

KARRATHA DAMPIER LIONS CLUB.

In the presence of:

.....
PRESIDENT
KARRATHA DAMPIER LIONS CLUB

.....
DATE

.....
NAME (PLEASE PRINT)

.....
WITNESS

.....
DATE

.....
NAME (PLEASE PRINT)

.....
POSITION WITHIN ORGANISATION