

CultureFest

Celebrating Selwyn's Diversity

Sunday 1 October 2017

Performance and Information/Craft Stall Information Sheet

Background

Selwyn is one of New Zealand's fastest growing districts, and in 2017 the population of Selwyn was estimated to be over 56,000 with projections anticipating a total population of 77,000 by 2033.

With a growing population comes a growing diversity and this prompted the Selwyn District Council to develop the Newcomers and Migrants Strategy. This strategy falls out of the Council's Social Wellbeing Strategy that outlines a broad range of wellbeing objectives and initiatives for all parts of the community.

The Lincoln Multi-Cultural Festival, organised by Rotary Club of Lincoln, has been celebrating cultural diversity for 12 years in Lincoln between 2004 and 2015. As the district has grown, and through the development of the Newcomers and Migrants Strategy, it has been identified that a Selwyn District multi-cultural event is required to celebrate Selwyn's growing diversity. This will be achieved through a collaborative approach with Lincoln Rotary, Christchurch Multicultural Council, community representatives and Selwyn District Council.

Introduction

Selwyn District Council's Newcomers and Migrant Strategy states that "welcoming people of diverse cultures makes a community more connected with the world, and more open to the opportunities the modern world offers. Integration into a new community does not, however, mean loss of cultural identity: cultural identity matters to all residents, it is important that the community celebrates and values the ethnic and cultural diversity that newcomers and migrants bring to Selwyn" (Selwyn District Council 2015)

In order to celebrate and value such ethnic and cultural diversity the first ever district wide multi-cultural festival has evolved, called:

CultureFest: Celebrating Selwyn's Diversity

CultureFest, as the name suggests, aims to celebrate Selwyn's growing diversity, by showcasing the diversity of Selwyn's communities in association with our own Aotearoa culture. This will be achieved through a variety of activities including stage performances, food, art and craft demonstrations, have a go sessions, traditional sports and games.

Event Organisation

CultureFest is organised by Selwyn District Council in partnership with Lincoln Rotary, Christchurch Multi-Cultural Council, and community representatives.

Event Format and Theme

With the success of last year's event we are looking forward to CultureFest 2017. As part of celebrating our growing diversity we want to celebrate those traditional games that were played in times gone by as a way for our parents and grandparents staying active and healthy. We want Selwyn to be a great place to live work and play for all, and being active and healthy contributes to this.

The theme for CultureFest 2017 therefore is: "**Traditional Games**"

In addition to the wonderful stage performances, displays, food and activities provided we would love for you, your group or someone you to help provide traditional game opportunities, exhibitions or displays. As you register your interest to be involved in CultureFest 2017, I will be asking about traditional games.

The draft event format for the day is:

8:30am	Groups and food vendors allowed to begin set up
10:30am	Set up complete and H & S Briefing take place
11:00pm	CultureFest Starts – all stalls, displays, food and activities operational Traditional Games exhibitions, have a go sessions
12:00pm	First stage performances begin All other have a go sessions begin
3:45pm	Stage performances finish
4:00pm	CultureFest finishes
7:00pm	Site cleared and clean

Performance Area

A site plan will be emailed out to registered groups in due course, but in the meantime here is some general information regarding the performance area:

- Stage dimensions are approximately: **H:3m x L:9m x D:4m (with stage extensions D:5m)**
- Separate male and female change areas in the form of a marquee
- Each performance will be a **maximum of 10mins** (including getting on and off the stage)
- A stage manager will be present to ensure everyone is ready on time

Please note, there is no guarantee that all groups will be able to perform on the day. We try to include a variety of performances and only have limited spaces.

Electricity

Due to electrical and health and safety regulations, **all electrical equipment must be tagged and tested** before the event to ensure they are safe. If your appliances do not have these tags, Event Management may stop you from using them. All caravans must follow this process as well and have an electrical warrant of fitness for the van. You can get your implements tested at any qualified electrician. Please be sure to shop around as some are more expensive than others.

Please also note that stalls are to limit their power requirements to 10amps or 2400 watts. Check your appliance as it will indicate how much power it draws. If you have more than one appliance, simply add up the total watts and see if it totals more than 2400. If you require additional power there might be an extra charge.

Information / Craft Stalls

There will be space in marquees provided for information and craft stalls. However, depending on registrations we may not be able to accommodate everyone. If this is the case then we will be asking if groups have their own marquees or gazebos.

Information and craft stalls will be located away from food stalls which means groups operating both information and food stalls require people for each stall. There is no site fee for information stalls.

Equipment

Organisers will provide 1 x 1.8m trestle table per Information/Craft stall only. Groups requiring more must provide these themselves. All groups must provide their own chairs. Electricity is available and groups are asked to state their electricity requirements on the registration form.

Reimbursement for Performing Groups

For groups that are performing, a **grant of \$100 is available** to assist with expenses.

To action any payment after the event, **we require a bank generated deposit slip from your organisation**, and ask that you **attach this to your registration form**.

Please ensure the organisation name on the registration form is the name on your bank account.

Food stalls and information stalls are not eligible for this grant. This fundraising opportunity is offered to non-profit groups only.

Registration of Interest

If your group is interested in participating in this event please complete the official CultureFest Registration Form and return it no later **Friday 4 August**.

The Registration form is a fillable PDF. Please complete your Registration Form electronically, save it to your computer, then email it directly to:

events@selwyn.govt.nz

You can also post the form to:
CultureFest 2016
Selwyn District Council
PO Box 90
Rolleston 7643

If you have not received a confirmation email within 10 days, please contact me to confirm I have received your form.

All **Performing Groups will need to complete the 'Master of Ceremonies' Form** and return this with your Registration Form. If at this stage you're unsure of what your performance will be, we'll contact you at a later stage for MC details.

Event Details

Date: Sunday 1 October 2017
Time: 11am – 4 pm
Venue: Lincoln Event Centre and Domain
Wet weather: Announcements will be made on Selwyn District Council's facebook page by 7:00am. Further information will be sent out to groups prior to the event regarding wet weather options for the event.



Car Parking

Priority parking will be available for participating groups at the Lincoln Event Centre. Public parking will also be available at the Lincoln Event Centre and also on the reserve area opposite the Centre on Meijer Drive. Entry to car parking is via Meijer Drive. Groups setting up stalls are asked to arrive **after** 8:30am as electricity is still being connected at this time. **There will be designated parking for performing groups** that arrive throughout the day (you will be issued with 2 parking passes). Food and information stalls are asked to park in the main carpark, as you are arriving early enough to get a park.

Event Contact (for any queries you may have)

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