

**POLICY NO. CP 3.2.4 SAFE CITY CHRISTMAS LIGHTS COMPETITION
SELECTION AND OPERATION**

PURPOSE To provide guidance for the City's Safe City Christmas Lights Competition.

POLICY STATEMENT

The City delivers an annual Safe City Christmas Lights Competition to encourage residents to view Christmas lights in a safe environment and to celebrate the festive season. City staff administer the competition and shortlist entries. The Safe City Christmas Lights Competition Judging Panel recommends winners to the Chief Executive Officer for approval.

1. Entry Conditions

The City invites competition entries annually. Conditions of entry are included on entry forms and referenced in all promotional material.

2. Categories

- Best Private Residence
- Best Decorated Street
- Best First Time Entry

3. Selection Criteria

All entries will be assessed against the following criteria

- Originality
- Use of colour
- Interaction with the community
- Layout and design
- Additional effort

4. Decision Making

Two Community Safety Officers will assess all entries against the selection criteria and recommend up to 10 finalists for consideration by the Safe City Christmas Lights Competition Judging Panel.

The Safe City Christmas Lights Competition Judging Panel will recommend winners from the list of finalists, for approval by the Chief Executive Officer.

The Safe City Christmas Lights Competition Judging Panel may determine to make no recommendation for a winner in any category.



5. Membership of Judging Panel

- Two City of Gosnells Councillors
- A City of Gosnells Councillor as First Deputy Member and a City of Gosnells Councillor as Second Deputy Member
- One representative from each of the external partners / sponsors

In the event that the Deputy Member or a partner / sponsor representative is not available, the Director Community Engagement may appoint a City officer/s to the group.

GOVERNANCE REFERENCES

Statutory Compliance	NA
Industry Compliance	NA
Organisational Compliance	Council Policy 5.4.43 'Advisory Groups – Establishment and Operations' Council Policy 5.4.34 Incoming Sponsorship
Process Links	Safe City Christmas Lights Competition Procedure

POLICY ADMINISTRATION

Directorate		Officer Title		Contact:	
Community Engagement		Director Community Engagement		9397 3090	
Risk Rating	Low	Review Cycle	Triennial	Next Due:	2023
Version	Decision Reference	Synopsis			
1.	OCM 501-14/10/2008	New policy adopted.			
2.	OCM 122/23/03/2010	Policy revoked.			
3.	OCM 123/23/03/2010	New Policy to align Panel as Advisory Group in accord with Policy 5.4.43			
4.	OCM 418/24/09/2013	Reviewed with no amendments			
5.	OCM 384/25/10/2016	Reviewed with minor amendments to remove administrative information replicated in the Community Sponsorship Program Guidelines.			
6.	OCM 317/26/09/2017	Reviewed with minor amendments to sub-clause 2.2 Membership.			
7.	OCM 251/08/09/2020	Reviewed and amended.			