



5.13 Cummins Theatre – Purchased Shows

1. POLICY PURPOSE

To provide guidelines and resources that will enable the Manager Community and Culture (MCC) Theatre Manager to plan and deliver quality entertainment from the Cummins Theatre (the Theatre).

2. POLICY SCOPE

This Policy applies to all staff involved-associated with the Cummins Theatre.

3. LEGISLATIVE REQUIREMENTS

Nil

4. POLICY STATEMENT

Policy

Council allocate/allocates a reasonable provision in the annual budget for Cummins Theatre pPerformance eExpenses to support the purchase of a minimum of -seven (7) eight-(8)- quality shows annually that cater for a broad spectrum of the community.

In addition to Purchased Shows, the -Manager Community and CultureMCC- is to encourage a minimum of four (4) Hire Shows to the Theatre annually.

Background

Many of the touring shows need to be booked well in advance of the performance dates and with no clear direction or level of support from Council in regard to/regarding the level of cultural activity wanted at the Cummins Theatre, these bookings have occurred in an ad-hoc manner based on the allocated budget for that year. This e development of this ppolicy will enable staff to better plan the activities at the Cummins Theatre.

4.1 Guidelines

1. The Theatre operates as both a community space and a source of entertainment.
2. The - Manager Community and CultureMCC Theatre Manager- is to ensure that both the community and entertainment areas are fairly serviced.
3. Community consultation and feedback from relevant stakeholders be taken into consideration when selecting shows.
4. As a guide, a An annual allocation of approximately \$50,000 (subject to annual budget approval by Council) will guide Council/the Council and the - Manager Community and CultureMCC Theatre Manager- in booking shows.
5. The - Manager Community and CultureMCC- Theatre Manager- has authority to determine the best mixture of shows to be purchased, acknowledging that some shows are subject to touring dates.
6. In addition to Purchased Shows, the - Manager Community and Culture Theatre Manager is to encourage a minimum of four (4) Hire Shows to the Theatre annually.
7. 6. Preference that shows are not scheduled closer than two (2) weeks apart (it is in the best interest of both the Hirer and Theatre's interest- to ensure that events are not directly competing for audiences).
8. 7. The Theatre pprogramming pplan should be used by the Theatre ManagerMCC to guide the decision making process.

Formatted: Font: Not Italic

Formatted: Font: (Default) +Body (Calibri), 12 pt, Font color: Text 1, Condensed by 0.1 pt

Formatted: Font: Bold, Not Italic

Formatted: List Paragraph, Indent: Left: 1.58 cm, Outline numbered + Level: 2 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 1.75 cm + Indent at: 2.42 cm

5. KEY POLICY DEFINITIONS

Purchased Shows – Shows that are booked and paid for by the Shire of Merredin (the Shire). These can be theatre, musical and comedy productions etc. that are touring the Nation or State or Nation or shows that can be privately sourced and paid for. In general the purchase price is a flat rate (sometimes discounted by the producer if part of a touring package). Royalties are often included in addition to the flat rate.

Hire Shows – These are shows that are privately hired the Theatre themselves and pay the relevant hire fees payment of all relevant fees is applicable.

6. ROLES AND RESPONSIBILITIES

The ~~Manager Community and Culture~~ MCC is responsible for to manage the process implementing this Policy.

All shows that are above the MCC delegated authority need approval of the Executive Manager Strategy and Community.

7. MONITOR AND REVIEW

This Policy will be reviewed by the ~~Manager~~ the Manager Community and Culture Governance Officer every two (2) years X years.

A final review will be undertaken by the Governance Team and recommended to be endorsed by Council.

Formatted: Font: (Default) Calibri, Font color: Auto, Not Expanded by / Condensed by

Formatted: Indent: First line: 0 cm

Formatted: Font: (Default) Calibri, Font color: Auto, Not Expanded by / Condensed by

Formatted: Font: 12 pt

Document Control Box					
Document Responsibilities:					
Owner:	CEO	Decision Maker:	Council		
Reviewer:	Governance Officer/Manager Community and Culture				
Compliance Requirements					
Legislation	N/A				
Document Management					
Risk Rating	Medium	Review Frequency	Biennial	Next Due	April 2025
Version #	Action	Date	Records Reference		
1.	Adopted	21 June 2011	CMRef 30632		
2.	Reviewed	17 July 2012	CMRef 30925		
3.	Reviewed	20 March 2018	CMRef 82144		
4.	Reviewed		CMRef XXXXX		