



2020 to 2023 Business Plan

Service: Special Events Coordination

\$0.00

Cost per day for the average rate payer (2020 to 2023)

0.03%

Of the 2020 to 2023 City of London Net Property Tax Supported Budget

Who we are:

- The Special Event office acts as a facilitator for events on public property using the Special Events Council Policies and the Special Events Administrative Procedures Manual as the guide; the special event organizer is responsible for the event and staff work with them to provide the best possible event for Londoners.
- Coordinates the rental and operation for event/meeting space at the Civic Garden Complex and Springbank Gardens outdoor event center.

What we do:

- By working with event organizers, Special Events supports thousands of residents and visitors who attend special events in the community. This contributes to maintaining a creative, vibrant and engaged community that encourages residents to come together to attend festivals and events where cultural diversity can be celebrated in a safe, respectful and engaging manner.

Why we do it:

- **Traditional** – The coordination of special events and use of municipal facilities to host events is a typical municipal activity.

The following table provides an overview of the budget for this service:

Budget Summary (\$000's)	2020	2021	2022	2023	2020 to 2023 TOTAL
Gross Operating Expenditures	\$408	\$410	\$413	\$415	\$1,646
Other Revenues	-\$178	-\$181	-\$183	-\$186	-\$728
Net Tax Levy Supported Operating Budget	\$230	\$230	\$230	\$229	\$919
Total Capital Expenditures	\$0	\$0	\$0	\$0	\$0
Full-Time Equivalents (FTE's)	4.8	4.8	4.8	4.8	N/A

Reflects 2020 to 2023 Council Approved Budget – January 12, 2021.

The following section provides an overview of the key activities the service plans to undertake from 2020 to 2023 to implement the Corporation's 2019 to 2023 Strategic Plan, as well as an overview of the risks and challenges the service is anticipated to experience during this period:

Service Highlights 2020 to 2023

- Accessibility – continue to work with event organizers on reviewing and implementation the Current Outdoor Special Event Accessibility Guide.
- Emergency Management – Emergency plans assist organizers and their staff/volunteers when responding to potential emergencies that could impact the event and/or the public.
- Waste Management – continue to work collectively with event organizers and the City's Solid Waste team to improve waste management collection.

Risks and Challenges Anticipated in 2020 to 2023

- Policy changes driven by event organizers and the community.
- Increase in severe weather events.
- Infill in the downtown core.

The service directly supports the following components of the Corporation's 2019 to 2023 Strategic Plan:

Strengthening Our Community

Londoners are engaged and have a sense of belonging in their neighbourhoods and community.

Expected Result: Increase the number of meaningful opportunities for residents to be connected in their neighbourhood and continue to invest in culture.

Strategy:

- Support neighbourhood festivals, cultural events and activities across the City. (SOC-21)

Metric	2019	2020	2021	2022	2023
1,084 permitted events.	212	215	217	219	221
1,109 special events requests.	217	220	222	224	226

Building a Sustainable City

London's infrastructure is built, maintained, and operated to meet the long-term needs of our Community.

Expected Result: Build infrastructure to support future development and protect the environment.

Strategy:

- Renew, expand, and develop parks and recreation facilities, and conservation areas in appropriate locations to address existing gaps. (BSC-06)

Metric	2019	2020	2021	2022	2023
Metric TBD pending Parks & Recreation Master Plan.	TBD	TBD	TBD	TBD	TBD

Other reference information:

- 2019 Parks & Recreation Master Plan – Available by request at recreation@london.ca or 519-661-5574
- Special Events Council Policies – Available by request at recreation@london.ca or 519-661-5575
- Special Events Administrative Procedures Manual – Available by request at recreation@london.ca or 519-661-5575

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