Dear Mayor and Council,

Please see the attached memo from Jerry Dobrovolny on Special Event Policy Update. A short summary of the memo is as follows:

- This memorandum provides an update on work underway to address the December 14, 2016 Council motion directing staff to review the Special Events Policy.
- Work on this policy update is underway and is being advanced through a cross-departmental working group with initial consultation in late September.
- An update to Council on the findings of the Special Event Policy Update is planned for November 2017.

If you have any questions, please feel free to contact Margaret Wittgens, Director of Public Space and Street Use, at 604-673-8227 or margaret.wittgens@vancouver.ca.
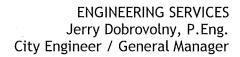

Best,
Sadhu

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CITY OF VANCOUVER

MEMORANDUM

September 29, 2017

TO: Mayor and Council

CC: Sadhu Johnston, City Manager
Paul Mochrie, Deputy City Manager
Janice MacKenzie, City Clerk
Lynda Graves, Manager, Administration Services, City Manager's Office
Rena Kendall-Craden, Director, Communications
Kevin Quinlan, Chief of Staff, Mayor's Office
Katie Robb, Director, Communications, Mayor's Office
Naveen Girn, Director, Community Relations, Mayor's Office
Margaret Wittgens, Director, Public Space and Street Use, Engineering Services

FROM: Jerry Dobrovolny, General Manager of Engineering Services

SUBJECT: Special Event Policy Update

This memorandum provides an update on work underway to address the December 14, 2016 Council motion directing staff to review the Special Events Policy in consultation with the public, community groups, stakeholders, and partners.

The motion directed that the Special Event Policy update would include:
- Defined event categories with clear criteria for event types such as Destination Special events and Community Special Event.
- A strategy for Destination Special Events to proactively work with partners to encourage and support new and emerging destination events.
- Revisions to the Special Event Policy to support community-driven events.
- A general, strategic special event framework that provides recommendations on how to improve processes and service, funding models and promote partnerships.
- A timeline for change implementation and identification of opportunities.

Work on this policy update is underway and is being advanced through a cross-departmental working group including Engineering, Cultural Services, Planning, Real Estate and Facility Management, Vancouver Parks Board and Sport Hosting. Initial consultation is being undertaken, including a survey of event organizers in late September to provide input on issues, opportunities and priorities for the policy update.

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An update to Council on the findings to date of the Special Event Policy Update is planned for November 2017.

If you have any questions, please feel free to contact Margaret Wittgens, Director of Public Space and Street Use, at 604-673-8227 or margaret.wittgens@vancouver.ca.

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