



What's On in Cessnock LGA Calendar

Guidelines

1. Introduction

- 1.1 The What's On in Cessnock LGA calendar has been developed for the benefit of the community to provide a schedule of events in the Cessnock Local Government Area.
- 1.2 The purpose of this Calendar is to provide a community resource for event awareness, attendance generation and as a planning tool to assist event coordination.
- 1.3 An event or activity is an occasion which can be promoted to the community which encourages public participation for the general wellbeing of the community. In these guidelines, a reference to an event also includes any activity which encourages public participation.
- 1.4 The Calendar is structured to enable anyone to submit event details for inclusion in the Calendar.
- 1.5 Whilst the Calendar is for the purpose of community events it does not provide a comprehensive list of all events held in the Cessnock Local Government Area, and relies entirely on the information provided to Council by event organisers.
- 1.6 Council reserves the right to review and amend these guidelines at any time.

2. Guidelines for submission of events

- 2.1 All events must be held within the Cessnock Local Government Area.
- 2.2 Any events held in the Cessnock Local Government Area will be considered for listing in the What's On in Cessnock LGA Calendar except for:-
 - Events that promote illegal, violent or anti-social behaviour
 - Events containing slanderous, unlawful or offensive content
 - Events that promote illicit drugs use or are sponsored by tobacco companies
 - Events of a personal nature
 - Commercial or personal advertisements that do not meet the criteria of an event (see item 1.3)
 - Events that promote a political party

- 2.3 It is the responsibility of event organisers to notify Council of any changes to event information, particularly in the case of cancellation or postponement.
- 2.4 Once the details of an event have been entered on the submission form, they are then submitted to Council where inclusion of the event in the Calendar will be at the discretion of Council following assessment.
- 2.5 Council will endeavour to approve and publish all submitted events within 48 hours or 2 business days. Council recommends that the event organiser submits the event submission form at least one week prior to the starting date of the event.
- 2.6 Council recommends that for planning purposes, event organisers undertake further research on the scheduling of regional events.

3. Disclaimer

- 3.1 Council holds no responsibility for non-Council events posted on the Calendar, nor does it endorse the activities of external individuals, groups, organisations or businesses posting information on the site.
- 3.2 Whilst Council endeavours to ensure that event information is current and accurate, anyone who accesses and utilises information provided in the Calendar is strongly recommended to contact event organisers to confirm details. This is particularly the case for events which may be affected by adverse weather.
- 3.3 Council is unable to provide further information on any non-Council events listed in the Calendar. Any queries related to non-Council events are to be directed to the event organiser
- 3.4 By clicking on some of the links in the Calendar you may be directed to websites which are not part of Cessnock City Council's website. Council accepts no responsibility for the accuracy or suitability of the content provided on those sites. Council reserves the right to remove links to websites with content that it deems inappropriate.
- 3.5 If you locate any entries or material on this Calendar that you deem inappropriate please contact Council at calendar@cessnock.nsw.gov.au
- 3.6 Council will not use any personal information provided through the events Calendar for any purpose other than administration and promotion of the event and the Calendar.