

**CHRISTMAS IN THE HIGHLANDS – ILLUMINATIONS
SCOPE OF WORKS 2026
ENTERTAINMENT, PERFORMERS AND PRODUCTION
DELIVERY**

Scope of Works: Entertainment, Performers (Staged and Roving) and Sound Production Delivery

Event Date Saturday 28 November 2026 5pm to 9pm.

Location Glen Innes Grey Street CBD Precinct.

Total Budget Supplier to provide estimates and quotes as part of submission.

Applications Open **Monday 27 July 2026**

Applications Close **Friday 14 August 2026**

About the Opportunity

Glen Innes Severn Council is seeking proposals from creative performers, bands, sound suppliers and entertainers to provide a quote for services for the entertainment program as part of the Christmas in the Highlands – Illuminations event funded through the NSW Government Open Streets Program 2025-2027.

This opportunity focuses on creating a festive and welcoming atmosphere through live and roving performances, that celebrate local talent and encourage community participation.

Main Stage Production

Council is seeking the supply of stage and sound system with appropriate stage lighting for performers and attendees to see.

Mini stage for town hall speeches and singers singing to a backup track. Include sound system and appropriate min stage lighting.

Main Stage Performers

Council is seeking bands/soloist/ duos to perform a 55-minute set on the main stage. Music must be Christmas themed, in any genre.

Roving Performers

Council is seeking roving performers that showcase the creativity and festive spirit of Christmas in the Highlands through movement, music, dance, magic, and interactive entertainment (for example, large scale bubbles, balloons, hula hoops, etc).

Role Requirements

Council is seeking applicants to include in their submission:

- Demonstrated experience in the targets area of entertainment.
- A detailed budget.
- Public liability insurance and any other relevant certifications or licences.
- Current Working with Children checks (where appropriate)

Scope of Services

The successful Main Stage Production applicant will: -

- Supply and coordinate all production requirements which may include: -
 - Physical stage construction/delivery
 - Stage management
 - Sound and audio equipment
 - Lighting requirements
 - Backstage coordination and technical support
- Work collaboratively with Council to identify suitable infrastructure requirements.
- Ensure all relevant insurances, licences and risk assessments are maintained and provided to Council prior to the event.
- Collaborate with Council's events team to support promotion and share content where required.

The successful Main Stage Performer applicant will: -

- Propose entertainment/set songs
- Production and technical specifications

The successful Roving Performers will:-

- Complement the broader event atmosphere,
- Create memorable experiences for visitors,
- Activate public spaces and
- Contribute to a vibrant, welcoming Christmas celebration throughout the township.
- Undertake performances with regular breaks from 5pm to 9pm.

Submission Requirements

Please submit your proposal to Glen Innes Severn Council via eventsofficer@gisc.nsw.gov.au

A final report will also need to be provided to Council by Friday 11 December and include:

- A summary of community involvement, participation numbers and audience engagement observations.
- Key success areas and suggested areas for improvements for future events.
- A financial summary and invoice for services.

For further enquiries, please contact Council's Events Officer, Kimberley Wilkins on (02) 6730 2324.

Applications close

COB Friday 14 August 2026