

2013 afterburn report

what happened on the paddock

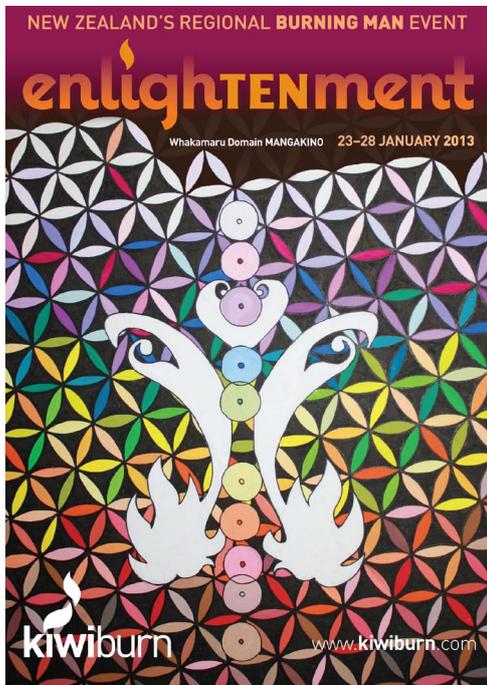


Photo courtesy of Andy Flint


NEW ZEALAND'S REGIONAL **BURNING MAN** EVENT

www.kiwiburn.com





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I. Introduction by Mark Stirling aka Yonderman

This was a big year for Kiwiburn. We reached the milestone 10th Kiwiburn annual event. Yes, 10 Kiwiburns ago we began this journey by burning an oversized stick figure of a man in a green field in Golden Bay, South Island. To think of that site now, 10 burns later, is a little like thinking of the source of a large river. The source seems insignificant, as the river has grown and accumulated great amounts of water during its long path downstream. It is indeed insignificant on almost all levels, except for the simple little fact that it is where it all began. The river is now big and long, and I am hugely happy, grateful, and admittedly a wee bit proud to have been a part of the whole thing.

The theme of Kiwiburn this year was “EnlighTENment”. The theme was chosen by the community by vote, and I was pleased (and relieved) that the end result represented the 10th Kiwiburn milestone. The theme seemed to be well embraced by many of the art installations around Kiwiburn. The most significant aspect of this year’s burn was the growth in attendance. We grew by about 40% to well over 700, after having been quite static for a couple years. The growth is likely to have come from a combination of better weather, post-recession bounce-back, the milestone of the tenth burn and word of mouth. The growth has put us in a much better financial position, which is well timed as we look to changing the Kiwiburn site to accommodate our growth. I personally love the Whakamaru Domain site and will be sad to say goodbye, but it is the hard working Excom who have had to deal with persistent issues associated with the existing site since we first went there in 2007.

The event is always our top family holiday of the year. It is so much fun for us, despite having been to so many burns over the years. This year’s event had so much going on, and it ran smoothly due to a well-established organisational structure and lack of troublemakers on site this year. Great job by the Excom and numerous volunteers in the running of a well-oiled Kiwiburn machine!

We had official delegates from the Burningman office on site again this year. Bear Kittay came especially in honour of the tenth burn, and he was a great Burningman envoy to have around the paddock. The highlight of his visit was his talk at Centre Camp, and the gifting of a framed picture of BRC 2012 signed by Larry and many other members of the Burningman office in honour of our tenth burn (pictured below). He also gifted a lengthy written proclamation to us from Larry. These are now in the process of being framed by me.

The topic of the Burningman office also reminds me of the surprising discovery that Kiwiburn has not been an official regional event for some years, due to the increasingly-complex insurance requirements in the USA. The key issue is that the Burningman office wants to be covered on our insurance policies, as we use the Burningman name as an integral part of our identity. Whilst a flurry of emails enabled us to be granted official status just before this year’s Kiwiburn took place, subsequent discussions with the Burningman office and insurance agents in New Zealand and San Francisco have left us wondering if we will ever be able to provide the necessary insurance cover to be granted official status. Crazy to think that this could be the case, given that we receive all other forms of recognition from the Burningman office and worldwide regional network.

Anyway, enough from me. This Afterburn report is filled with good words from the hardworking Excom and volunteers. You folk rock, and I cannot thank you enough for what you have done to bring us to where we are now, and where you will take us in the future. Paddock love and playa love to you all!



II. Organisation/Operations by Kathy Guidi

As the festival grows, so does the organisation. Last year our goal was to recruit and train veteran burners to step into key positions. We were fairly successful with this on many levels: We gained three folks on the Executive Committee (welcome Ash, Emma, and Bex!); the Art Grant SubCommittee expanded from five people to seven as more people were keen to get involved with the art side of things; Hana Tuwhare, our Gate Manager for the last few years was able to train a corps of new gate managers; and the Site Manager/Consigliere buddy system allowed several folks to participate in Kiwiburn from a whole new perspective, giving them a glimpse into the inner workings of the festival.

One reason we were able to handle this years' explosive growth was due to clear procedures and hierarchical structure. Tim and Bruce wrote a 25-page site manager operations & procedures manual which succinctly outlined everyone's roles, the chain of decision making command, and courses of action to take for any given situation that may arise. This relieved a lot of the stress and burden from the ExCom and Senior Managers and allowed people to focus on their own crews and roles. We felt that having clear procedures in place definitely helped create a successful and safe festival.

And now our growth and success brings new challenges and opportunities for us. At the recent Excom Summit held in April, and throughout this Afterburn Report, a clear theme has emerged from almost every department: "WE NEED MORE PEOPLE!" More leaders, more managers, new departments, more volunteers, more money. Our little party on the paddock, from its infancy in 2007, has grown into a full-fledged viable festival in the seven years we've been at Whakamaru Domain. Our growth over this time can be illustrated by the growth in the Afterburn Reports: in 2007, the report was only six pages; this year it's over twenty!

You may hear some of us start to use the phrase 'help-ocracy' which Bruce, our Big Nob, wrote about in a recent edition of the EFP. Help-ocracy: helping each other succeed in whatever we set out to do. Many of us who came together under the banner of 'do-ocracy' to form Kiwiburn did so out of sheer desire and determination to bring the burning man ethos to New Zealand. And it worked: a bunch of diverse, creative souls found each other from all walks of life and created something magical. But now we are finding ourselves faced with new challenges as folks are evolving into senior management roles where accountability, performance, and leadership skills are needed. This is a new arena in which not everyone has played and so we must figure out how to cultivate and help people succeed. And we need to keep bringing new people into the organisational fold, for it takes a village to run a festival!

We estimate we'll need another 50 to 100 volunteers to come forward and assist with the running of the 2014 festival. In the upcoming months, we plan to put together detailed job descriptions and volunteer requirements; develop a volunteer feedback and process; and create a volunteer database so that we can recruit people and match them to the right job and help them succeed in their contribution to Kiwiburn. So, stay tuned and read on for a really good synopsis of what the crew did this year!

In summary, your 2012 committees consisted of the following people:

Executive Committee: Bruce Scanlon (Big Nob), Kathy Guidi (Treasurer), Ash Easton (Secretary), Chris Hankins, Pete Wyatt, Tim Jago, Karl Matthews, Hana Tuwhare, Poppy Norman, Emma Necus, and Bex Wilson. Rachel Margaret (not on ExCom) continued to serve as Co-Treasurer/Accountant. (departed: Jen Natoli, Cass Edwards, Leo Murray)

Art Grant SubCommittee: Tim Jago (Chairperson), Linus Norman, Rohana Weaver, Alanna Krause, Isa Ritchie, Kylee Bowater, and Nathan Bregman

Media SubCommittee: Shelley Watson (Chairperson), Kathy Guidi, Hana Tuwhare, Leo Murray, Jeremy Byrne (departed: Dave Preece)

New Zealand Regional Representatives: Mark Stirling, Pete Wyatt, and Kathy Guidi (departed: Ants Hiron)

Recommendations/Improvements for Next Year:

- Continue to recruit and train veteran burners for senior level positions
- Develop volunteer database and recruit volunteers all other roles.
- Continue and finish job descriptions, manager checklists, inventory lists, and procedures manuals

III. Financials by Kathy Guidi and Rachel Margaret

We had a record population explosion with attendance reaching 754 (comprised of 732 paying participants and 22 children)! Good weather, Auckland anniversary weekend, and perhaps an appropriately named theme all contributed to one of our largest growth years.

Year	Attendance	% growth
2007	145	
2008	182	+ 25%
2009	250	+37%
2010	450	+80%
2011	530	+17%
2012	536	0%
2013	754	+41%

Ticket prices were kept stable this year and we stayed with our tiered ticket pricing module. Tickets were \$70/\$90/\$110, \$160 at the gate, and \$70 for locals. We changed our policy with respect to locals and increased prices to be in line with our tier one prices. We also required locals to pre-register their intentions to attend Kiwiburn. This was done to tighten up our gate policy and to allow us to exclude troublesome locals.

We continued to use Cosmic Corner for ticket sales which worked well again this year. Per the chart below, we still tend to see most of our ticket sales happen at the tier 3 level (1 Dec to festival start date) and we are still getting a decent show of gate sales (7%). All this data collection and breakdown helps with our budget forecasting for revenue.

Ticket Distribution Breakdown

Ticket price	Cosmic Online	Cosmic Physical tkt	Gate	Total sold	%	Projected 0% growth	%
\$ 70.00	157	98	11*	266	36%	161	30%
\$ 90.00	89	30	0	119	16%	177	33%
\$ 110.00	145	150	1*	296	40%	188	35%
\$ 160.00	n/a	n/a	51	51	7%	10	2%
	391	278	63	732	100%	536	100%

*Nine tickets sold to crew workers pre-festival; three tickets to locals

With respect to the budget, we anticipated 0% growth for the year and budgeted accordingly. At 0% growth, we were estimating revenue at \$60,000 and expenses at \$59,000, thereby allowing us a minimal cash profit of \$1000.

With the increase in attendance, we actually grossed \$78,000 in revenue, an \$18,000 increase over budget. This was fortuitous as we incurred almost \$7000 in unforeseen expenses related to the running of the festival. As many people know, the county-wide fire ban presented many problems to the Committee and we suddenly found ourselves working with the Taupo District Fire Chief, something we've never had to do before. The Fire Chief, while wanting to be cooperative, also needed to be safe, and in order for us to do the Man and Temple burns, we had to increase our insurance coverage (extra \$1100) and, for the first time, we had to pay for fire services (\$4226 paid to Taupo and Mangakino Fire Services Departments). Due to the increase in participants, we also increased our portable toilet rentals (extra \$1180) and our carbon offsets to the Maungatautari Ecological Trust (<http://www.maungatrust.org/>) increased accordingly (extra \$509).

An additional \$3000 was incurred post-festival: \$1145 towards investigating new sites, and \$1900 spent on reimbursing year-round volunteers for Kiwiburn related expenses (this pertains to most Excom Members, some of the Media SubCommittee members and a few other people who we estimate put in more than 250+ hours for Kiwiburn each year).

As a result of the added expenditures, actual expenses totalled \$69,000 (\$10,000 more than budgeted). Nonetheless, this still left us with a cash surplus of \$9000! Added to our beginning of year \$14,000 balance, Kiwiburn finished the year with \$23,000 in the bank!

With plans underway for moving to a new site, we expect to incur a healthy dose of costs for 2014 as we will need to move two shipping containers worth of assets to our new location as well as develop further infrastructure. As we keep growing as a festival, so do our expenses – all with the hopes of providing the community with a safe and fun event.

Kiwiburn Cash Summary Report

 For period April 1, 2012 – March 31, 2013
 GST Inclusive

	2013 Budget (based on 0% growth)	2013 Budget (41% growth)	2013 Actuals (41% growth)	Actual – Original Budget	% of Income
INCOME:					
Bank Interest:	\$ -	\$ -	\$ 169		0%
Ticket sales: first tier	\$ 12,382	\$ 15,871	\$ 17,575		22%
Ticket sales: 2 nd tier	\$ 10,130	\$ 22,446	\$ 10,350		13%
Ticket sales: 3 rd tier:	\$ 22,405	\$ 29,097	\$ 33,440		43%
Gate sales:	\$ 6,861	\$ 2,418	\$ 9,328		12%
Fundraising:	\$ 2,530	\$ 1,785	\$ 1,785		2%
sponsorship from TDC:	\$ 5,750	\$ 5,750	\$ 5,750		7%
total income:	\$ 60,058	\$ 77,367	\$ 78,397	\$ 18,339	100%
EXPENSES:					% of Expenses
Administrative:					
Office Expense:	\$ 37	\$ 37	\$ -	\$ (37)	0%
Accounting: (Xero software)	\$ 241	\$ 241	\$ 220	\$ (21)	0%
Art Grants disbursement	\$ 7,000	\$ 7,000	\$ 5,975	\$ (1,025)	9%
Community Art Project:	\$ 800	\$ 800	\$ 740	\$ (60)	1%
Bank Charge	\$ 36	\$ 36	\$ 23	\$ (13)	0%
Carbon Offsets	\$ 1,394	\$ 1,965	\$ 1,903	\$ 509	3%
Capital Items:				\$ -	0%
2013: 2nd freezer for Depot	\$ 150	\$ 150	\$ -	\$ (150)	0%
2013: Tools	\$ 1,500	\$ 1,500	\$ 1,423	\$ (77)	2%
Cost of Goods:				\$ -	
Entertainment /Crew Appreciation:			\$ 817	\$ 817	1%
Gate:	\$ 900	\$ 900	\$ 836	\$ (64)	1%
Greeters:	\$ 800	\$ 800	\$ 742	\$ (58)	1%
Paddock Pirates/Ambassadorables	\$ 500	\$ 500	\$ 554	\$ 54	1%
Man:	\$ 4,400	\$ 4,400	\$ 4,876	\$ 476	7%
MPW Infrastructure/Site, crew items:	\$ 1,200	\$ 1,200	\$ 958	\$ (242)	1%
Kitchen (for Temple/Man/MPW Crew):	\$ 2,000	\$ 2,000	\$ 1,990	\$ (10)	3%
Blizzard maintenance: (repairs & maint)	\$ 500	\$ 600	\$ 544	\$ 44	1%
Temple:	\$ 3,400	\$ 3,400	\$ 3,401	\$ 1	5%
Supplies:	\$ 300	\$ 300	\$ 356	\$ 56	1%
Depot:	\$ 1,000	\$ 1,000	\$ 797	\$ (203)	1%
Artery:	\$ 500	\$ 500	\$ 481	\$ (19)	1%
Centre Camp Infrastructure	\$ 500	\$ 500	\$ 529	\$ 29	1%
Site Manager Budget	\$ 400	\$ 400	\$ 436	\$ 36	1%
Paddock Lighting:	\$ 500	\$ 500	\$ 177	\$ (323)	0%
Paddock Post supplies	\$ 100	\$ 100	\$ 34	\$ (66)	0%
Insurance	\$ 598	\$ 1,650	\$ 1,714	\$ 1,116	2%
Miscellaneous:	\$ 1,400	\$ 1,400	\$ 1,064	\$ (336)	2%
Rent:				\$ -	
Council/SLAM/TDC Fees for festival:	\$ 2,500	\$ 2,500	\$ 1,750	\$ (750)	3%
Pony Shed Storage Rental (to SLAM):	\$ -	\$ 300	\$ 400	\$ 400	1%
Services:			\$ -	\$ -	
Event Medics:	\$ 5,175	\$ 5,175	\$ 5,175	\$ -	7%
Head of Security Management {Paul}:	\$ 500	\$ 500	\$ 500	\$ -	1%
Security Guard Hiring	\$ 9,100	\$ 9,100	\$ 9,154	\$ 54	13%
Hirepool for Toilets:	\$ 5,290	\$ 5,290	\$ 6,469	\$ 1,179	9%
Centre Camp Marquee:	\$ 532	\$ 532	\$ 533	\$ 1	1%
Radio rental:	\$ 1,380	\$ 1,380	\$ 1,380	\$ -	2%
Fire Fighters:		\$ 4,500	\$ 4,226	\$ 4,226	6%
Printing:				\$ -	0%
Printing: Stickers / postcards	\$ 452	\$ 452	\$ 452	\$ -	1%
Printing: Patches for Volunteers	\$ 355	\$ 355	\$ 326	\$ (29)	0%
Printing: Entry Signs	\$ 171	\$ 171	\$ 300	\$ 129	0%
Printing: Wristbands (1000)	\$ 480	\$ 480	\$ 552	\$ 72	1%
Printing: Event Guide/Census	\$ 200	\$ 350	\$ 428	\$ 228	1%
Print ads (Dam Advertiser):	\$ 28	\$ 28	\$ 56	\$ 28	0%
Printing: Survival Guides for tickets (250)	\$ 232	\$ 312	\$ 300	\$ 68	0%
Telephone:	\$ 95	\$ 95	\$ 35	\$ (60)	0%
Travel: (Excom summit)	\$ 2,500	\$ 2,500	\$ 2,029	\$ (471)	3%
Site Search:			\$ 1,145	\$ 1,145	2%
Volunteer Expense Reimbursement			\$ 1,902	\$ 1,902	3%
Expenses:	\$ 59,145	\$ 65,899	\$ 67,701		
GST Paid on revenue:	\$ (7,834)	\$ (10,091)	\$ (10,226)		2%
GST claimed on expenses:	\$ 7,715	\$ 8,596	\$ 11,791		
Total expenses:	\$ 59,026	\$ 64,403	\$ 69,266	\$ 10,240	100%
Net Cash Movement:	\$ 1,032	\$ 12,964	\$ 9,131	\$ 8,099	

Recommendations/Improvements for Next Year:

- Train new accounts person to handle the day to day accounts.

IV. Art

a) Art & Art Grants Programme by Hippie Tim, Chair of Arts Grant Committee

1. Art Grant Committee (AGC)

The art grant committee grew in numbers this year going from five to seven. The members were:

Hippie Tim (Chairman)

Alanna Krause

Linus Norman

Kylee Bowater

Nathan Bregman

Isa Richie

Rohana Weaver

As in previous years, we split the art grant money between two different groups: grants for over \$500 with a grant pool of \$5000, and grants for under \$500 with a grant pool of \$2000. This year saw a marked increase in the amount of applications we received. In the first round we received 13 applications amounting to nearly \$16,000, and in round two we received 17 amounting to nearly \$8,000.

We also moved our email list away from Google Groups and started using Loomio (www.loomio.org), and this saw a change in the process we used to appraise grants. Loomio is a discussion and decision making web application which allows for decision-making through a consensus process.

In the first round of grants, we scored the applications based on our criteria as normal to get a clear picture of the applications, and then voted on Loomio as to whether or not to fund the application. This year was the first that we have had to make tough calls on which applications we funded or not, as it was the first year we had so many applications.

In the second round we did not score the applications and instead used Loomio's voting features to vote for each application with a yes giving it 2 points, abstain/maybe giving 1 point and a no giving -2 points. This was directly translated into which applications were granted and not granted; the highest scoring applications were granted until there were no funds left.

This year was the first year that we withheld a 10% performance deposit for leaving no trace and actually presenting the installation, and put a number of other requirements in place for grantees. Not all of these were followed up on, however, and improvement is needed in this area.

In general there was a definite improvement on last year and I feel that the things are ticking along nicely. There is still plenty of room to make more improvements though and I think that our appraisal process is still not perfect.

I would like to see a number of improvements in the 2014 grant round that would make things a little easier for us to appraise grants, like developing a new online application system rather than asking for documents to be submitted.

We also need to further develop our processes for appraising grants. We can only expect more grant applications from now on, so it is going to become harder and harder to work out who to grant or not.

We also need to develop a grantee contract that includes details on the performance deposit and expectations of the grantees. I also think that we have never done a good job of sharking workload and identifying the different roles within the AGC, and this needs to be clarified.

Recommendations/improvements for next year:

- Develop an online application system.
- Further improve our appraisal procedures.
- Develop roles and work load sharing systems.

2. Art Grants

The budget for art grants was not increased this year, so there was no extra money in the pool as in previous years. We also tended to grant larger amounts so the total number of grants given actually decreased.

This year we gave a total of 15 grants, six in round one and nine in round two. We had two grantees that did not follow through with their installation (in contrast to five last year), another that did not receive their performance deposit, and one installation that was completed but did not submit their receipts.

Round one:

Ten Eyes of Infinity	Nicholas Lealand	\$1565.34
Kiwiburn Kaleidoscope	Raylene Beals and Mike Ainsworth	\$640.62
Bouncers Jumpers and Swingers (BJ'S)	Nick Swinglehurst and crew	\$999.49
Project Operation	Niki Swales and Alycia Bennett	\$1259.20
Sting Ring 2013	Richard Swan and Hana Tuwhare	\$382.48
Runaway Train Update	Logan Devitt	\$157.40

Round two:

Hammock Flower	Nathan Kohe	\$230.40
Ten Men	Mark Stirling	\$231.19
Voices on the Paddock	Pete Wyatt	\$185.60
Physical Transcendence	Tim Jago	\$348.00
PallabtrynthNico		\$400.00
Basic Life	Rohana Weaver	\$120.00
Cookie Tree	Sam Denize	\$89.84
Pirate Ship	Pete Wyatt	\$188.00
Radio Rehab	Linus Norman	\$206.96

3. Artery:

In stark contrast to last year the Artery was completed, constructed and open pre-event in time for artists to check in for placement and any support they may have needed. I feel that it was useful as a central point for artists to come and get placed, have health and safety ticked off and ask general questions. I feel that it was not utilised as well as it could be as a community asset although it was great to have a central hub where people could find out and ask questions about our art grant program.

There is plenty of room for improvement in talks, tours and other things of the like that could happen out of the Artery. The Artery was also utilised as a work space for much of the operational work that was done pre and during event including town planning and health and safety and there is need to work out how this relationship works in the future.

To be expand the capacity of the Artery's use, we are going to need more funding to build a better, water-tight structure, and more volunteers to be involved with planning and logistics.

Recommendations/improvements for next year:

- Better signage and promotion of the Artery.
- More focus on talks, workshops and tours.
- More volunteers and increased one-off funding.
- Explore the Artery's role as a pre-event operations hub and relationship to the Depot.

b) The Man by Karl Matthews

The 2013 Man project was a mixture of success and failure. The design of the structure was similar to 2012, but 2.2 metres larger – 10.4m as opposed to 8.2m – and with more shape and bulk. He was once again to stand on a base, a trapezoidal decagon 3 meters tall. This was to represent the tenth year of Kiwiburn. The dimensions and main design aesthetic were mainly handled by Christina Pataialii.

The Man was intended to be lifted using the same counter lever technique as last year, but with a difference: the hinge was going to be on the ground and the base would be constructed around the legs of the man once he was standing.

This year a specific 'Man Crew' was established separate from MPW. The crew had three sub managers: Brad Ogden was base manager, Christina Pataialii was art and design manager and Matthew Marwick was lighting and pyrotechnic manager. This was to take pressure off myself, give more ownership of the project to the crew, and ensure that every aspect of the project got the attention it needed.

I had the intention of stepping down as Man lead after this year, and wanted to leave an established crew with a detailed knowledge of the project and its inner workings. This was very successful, and I would like to take the opportunity to publicly thank the crew. I can honestly say this is one of the best crews I have had the privilege to work with.

Because we arrived a week before the rest of the setup crew we established our own kitchen, run by Annika and paid for out of my own pocket until the main kitchen was running.

Once again, the construction of the project happened entirely on site. I made the decision to commence building early because of the size of the project, arriving on site January 9 – a full two weeks before the event. Even with this extra time construction still ran into the event. We were delayed at the beginning because of a late lumber delivery and we also had intermittent rain for the first week of the build.

The man was built out of 300mm x 25mm R/S untreated pine and 7mm plywood. The main internal structure was 150 x 150 'box beams' built by ripping the 300 x 25 into 100mm and 150mm strips than gluing and screwing them together. The ribs were also made out of the 300 x 25 material, jig sawing them into the appropriate shapes. The 7mm plywood was ripped into 50mm strips and acted as the skin.

The man and the base were built around the green shed where we could utilise mains power. Some tools were used out of the Kiwiburn stock but the majority of the tools we used belonged to Koru, John Finn, Kiwi or myself.

The construction of the base and the man ran at the same time. The base was constructed in panels and transported to the originally intended site, the flat in front of the grassy knoll. The site was levelled with a digger operating on the motocross track.

The man was finished and transported to the site the day before the event using a truck with a mounted crane. He was positioned and all the rigging was attached ready for a lift on Thursday. An initial test lift using people pulling a rope was unsuccessful. At this point the crane truck returned. This was also unsuccessful as the mounting point pulled through the timber, causing the man to fall roughly one meter to the ground. Damage was minimal and it was decided to try again the next day.

Because of fire permit issues it became apparent that the chosen man site was too close to the pine forest across the lake. Advice from the Taupo Regional Fire Service lead to a last-minute decision to move the man to the main paddock in front of the green shed, which was deemed to be the safest location for both Man and Temple burns. A decision was also made to raise him with no base to save time and reduce the amount of fuel in the fire.

The man was cut from his base, the rigging point for the lift was rebuilt and the crane truck returned. He was transported to his new site, and when he was lifted to the point of almost standing he snapped and broke into hundreds of pieces.

The community rallied to rearrange him into a more coherent form and added a couple of nice touches like the heart, and an I.V. drip was administered by the medics.

He was burnt laying down and still proved to be a popular event. The only negative being the unplanned introduction of fireworks into the fire, causing potential danger.

The approved budget for the man this year was \$4400 which was solely allocated to construction materials. I did not incorporate any schwag (food, booze, t-shirts) for crew. Receipts that I submitted post-festival came to approximately \$4600. This was the cost incurred by Kiwiburn. In actuality, there were other expenses I incurred personally for which I chose not to seek Kiwiburn reimbursement. This encompassed nearly \$200 in food for the crew for the first week we were on-site; nearly \$150 in beers for the crew; and an additional \$100 – \$150 in materials. I also would have liked to have purchased some T-shirts for the crew but there wasn't enough money for that (estimated \$200). This meant the actual budget was around about \$5150. My recommendation for next year would be to leave the budget at around about the same with maybe a small increase. If the project is scaled down the budget should be enough as the actual budget for the 2012 man was \$4300. This will be a matter for the new manager to discuss with the Excom when the budget is being decided for next years event.

What went wrong:

- Overall the design was too ambitious to attempt without the guidance of a structural engineer. I became overconfident given the success of 2012.
- The internal substructure wasn't strong enough and was not designed to be lifted in the manner we attempted. It should have either been solid lumber, 200 x 200mm sections or laminated all the way through.
- He was too heavy. Weight reduction should have been a higher priority i.e. the skin should have been a lot more spaced out, there should have been fewer ribs, the arms should have been lighter etc.
- Dry lumber was also a factor as it became brittle and more prone to breaking.
- He got moved twice and dropped once causing a massive amount of stress on the structure.
- We ran out of time again even with the extra time allowed. I simply created too much work.

What went right:

- The crew was amazing. Was good to have a dedicated crew of 10.
- No one got hurt.

Recommendations/Improvements for Next Year:

- Reduce size to 2012 proportions.
- Keep as much of the crew together as possible.
- Pre-fabrication before reaching the site could be a good idea.
- A proper perimeter during the burn.
- Crew t-shirts.

c) The Temple by Bruce Scanlon and Brendan Olliver

The Temple went quite well this year. Notable innovations included pre-cutting most of the timber and shipping it on a pallet via MainFreight to the site. Aside from the expense this worked quite well. In the future maybe try another shipper, or spend the money bringing a trailer. Time spent on design and pre-building to whatever extent possible is ALWAYS rewarded on paddock.

The portable elements of the temple also seemed a success, as there were requests by theme camps for the different planets, and on at least one occasion participants made an activity out of moving one around. This design motif bears repeating if it fits in with the overall plan.

Staffing the Temple crew was difficult and the roster saw a great deal of change by the start of building. Kiwiburn Inc. members on site early without specific purpose or permission were essential in the timely completion of the installation. I strongly recommend continuing to allow people to arrive early without prejudice. This crew unpredictably made the fixed kitchen roster for Temple crew a less than perfectly solved puzzle, but better than finishing late. If crew kitchen requires rostering in the future then a day to day roster might help with the amorphous nature of pre festival ad hoc crews.

B "Ollie" Oliver, our licensed builder on the team, recommends running the larger builds more like a proper building site in terms of personal protective equipment, scaffolding and other OSH regulations, which might also require extended build times. Identifying hazards, training overseas workers in local hazards, and cordoning build zones are all possibilities.

Temple burn night was a reminder of past burns where the Temple was dragged over to the Man fire in pieces and thrown on the pyre. This year, at least, the Temple had its own burn night and was intact: the strong geodesic skeleton of the structure took a bit of moving with no problem.

This burn night was unique in many ways. The tissue paper and willow Community Art Project "Burn Babylon Burn" made a surprise appearance and burnt beautifully. Fire perimeter may have been a little close as the initial conflagration was a tad on the hot side for those of us on the front lines; thanks to the pyro skills of Nic Leland we now have a new measurement: "Nic Hot".

It is recommended that the location of the burn sites be decided well in advance in consultation with the appropriate fire personnel. Last-minute movement of the Temple meant our lighting plan was rushed. It is recommended that this be sorted in advance in the future. Fortunately Toma was involved in the lighting, as was only fitting given the beautiful Totara panels he had carved during the festival and then committed to the Temple burn.

The fire team on site this year gave us a nice long burn, but our permit required them to put it out before they left. The reaction was not as strong as the previous night when they extinguished the much shorter Man burn, but there was some dislike. As the firemen were spraying it I noticed that the pattern of water drops coming out of the hose was forming triangles with the same shape as the Temple panels. The energies are indeed always present, ever shifting form, sometimes more easily apparent than others.

Recommendations/Improvements for Next Year:

- Improve all build site safety requirements and training.
- Consider incorporating mobile elements into design.
- Change kitchen system to allow for crew flux.
- Burn sites need to be set in stone well in advance.

V. Environment, Site Management, and MPW

a) Set-up and infrastructure by Poppy Norman

Crew numbers: MPW went from 25 people to 10 this year, due to the creation of a separate Man Crew and subsequent redistribution of labour and volunteers. It turned out to be a good change; creating a tight knit crew with more focused efforts and also allowing us to focus on the development of specific volunteer skills.

Where should we hang out: For the last few years MPW have used the green shed as a break/after hours base during the build, and we have built a bar to function as the same for the duration the event. We also have our kitchen and work yard behind The Depot. In future, I would like to build a MPW hang out area and bar away from other site infrastructure for during the event.

Operations Expansion: Now that most of the infrastructure is modular and reusable, MPW found themselves with too little work. Rather than reducing crew numbers even further, I would like to create more projects. Some ideas are; build a centre camp from scratch (rather than hire a tent), create random shady hang out zones across the site, lend a hand to more art projects and theme camps, build a meeting area for Excom and others, build an area for the medics (if we move site).

What MPW did in 2013:

Pre-Event

- Retrieved materials stored at Sophie's farm, cleaned out and re-organized storage container, and coordinated all waste transferal
- Built Gate, Greeters and Depot structures
- Put up Centre Camp Marquee
- Cleared gate road
- Installed lighting and stiles at paddock portals
- Manufactured and installed signage for the main road, gate road, toilets and all perimeter fences.
- Cleared blackberry bushes from lake path, and cow pats from all paddocks
- Assessed camping areas for dangerous overhead branches
- Herding cattle at the farmers request (this was awesome!)

During Event

- Stocked toilets with TP and hand sanitiser
- Acted as Perimeter Crew for Temple burn
- Maintained infrastructure (stiles, lighting etc)
- Crew waste transferal
- Ice runs

Post

- Packed down Gate, Greeters and Depot structures for storage
- Packed down Centre Camp marquee
- Took down lighting and stiles
- Coordinated all storage
- Dump runs
- Line sweeps and hot spots for MOOP removal

Recommendations/Improvements for Next Year:

- We need the tool shed to be more closely monitored with a person checking tools in and out. Perhaps we could extend The Depot and put the tools in there or have a person sit in front of the container during work hours.
- A dedicated MPW fleet vehicle is a must; we cannot continue to rely on peoples' personal vehicles.
- After successful perimeter control for the Temple burn, MPW would like to offer to run the perimeter for all burns.

b) Crew Kitchen by Ben Curran and Annika Avila with Intro by Kathy Guidi

In past years, kitchen services were left up to each of the three main groups who were on site pre-festival: MPW, Man Crew, and Temple Crew. Each of these crews were expected to organise their own food needs for set up and use money from their budgets.

This year we decided to streamline the kitchen services for all three departments and have one dedicated kitchen crew to provide 3 meals a day for 30 people (10 on each crew) for one week pre-festival. Money was pulled from each of the crew budgets; we estimated the cost to feed one person per day to be approx \$10, and came up with a budget of \$2000 for the Crew Kitchen.

We put a call out mid-year for a kitchen manager and only one person stepped forward to take on this role: Annika Avila, an American burner who has managed kitchen crews at Burning Man and Nowhere. A few other volunteers came forward with kitchen skills and said they'd help if needed. We had minimal equipment in storage from previous years and did not have an itemized list of inventory. Annika went to the site for a 'work weekend' in December and was able to identify some of the inventory we currently had.

Given that this was a new department forming, we did not necessarily give Annika good direction on how the kitchen should be run for the optimal happiness of our crews. Below are the insights, lessons learned, and ideas for improvement for future years from Annika and her assistant, Ben Curran.

Organisation

Put a door on the kitchen -- figuratively speaking. There were often too many people not part of the kitchen crew who needed access to cooking facilities and cooking equipment. Fair enough, but I would strongly suggest that a separate table be set up down the other end of the shed with a single gas burner on it (and the current fridge maybe). It would make organisation/trying to figure out where and what all the stuff lying around is, easier.

Communication

It needs to be communicated better to everyone on site is that it's not a free for all. The nights that we ran out of food, I'm pretty sure we were feeding 40 odd people when we should have been feeding 30. Then people from man crew would come in after a hard day of toil and look all disappointed -- which was completely understandable but also, not something, as a cook, that you want to see on the faces of the people you're meant to be feeding. I tried whipping things up on the fly for latecomers but it's never going to be as good as something you've spent 3 or 4 hours getting ready.

Kitchen Crew needs to know what it is expected to do. We were under the impression that the budget had to stretch for clean-up crew, and so Annika's strategy of cooking masses of legumes etc and no meat was the only viable strategy. I have no idea where the miscommunication occurred. Those extra four days made a huge difference in what we were budgeting for.

In terms of what we were cooking, I know that some of the crew were looking for very basic stodge, but as a cook, if I think I can do better than that with the budget I have, I'm going to. I would also note that I don't believe the dissatisfaction with what was being cooked was universal. For every complaint that I was aware of, I'm pretty sure I had two or three people telling me just quietly that they loved the food, legumes etc included. I think we did well in making sure most were looked after, given the other teething problems involved with setting up a kitchen.

Hygiene

There were half a dozen or so people on crew that at some point experienced gastrointestinal distress. The fact that not everyone got sick suggests to me that it wasn't hygiene in the kitchen that was a problem (hygiene in the kitchen was close to as good as it could be under the circumstances). There was hand sanitizer at the end of the bar but there were a large number of people coming in for meals and not using it unless someone stood at the end of the bar and told them to use it.

Dishes

Cleaning up turned several of my days into 11-12 hour days. Fine once or twice, but exhausting after a week. If the dishes are to be part of the kitchen's job, my suggestion would be to have a roster for each meal -- two people from one of the crews for an hour after the meal to help with the clean up. Kitchen crew will need to be there to make sure everything gets done, but they need designated people to help with the clean up. And it needs to have the support of whoever is in charge of the various crews.

Ideally there should be running water in the kitchen. I don't think it wouldn't be that tricky. If I was allowed to cut a couple of small holes in the wall, I could easily enough do this -- if I recall correctly it's just a buteyline pipe that needs to be joined onto and extended. And a sink and a waste pipe. If it is to be on the same site, I would suggest that in the shed, between the garage door and the pedestrian door immediately next to the kitchen would be a good place. Also, there needs to be hot water there. I'd go for getting a big old tea urn or something that was set up permanently by the sink.

Community

And finally, I think this is probably the thing that would most dissuade me from doing the kitchen in future years. I'm wouldn't be entirely opposed do something silly like doing the kitchen every second year maybe if this sorted itself somehow. Stuck in the kitchen, it didn't particularly feel like we were part of the construction efforts. Sure, everyone was lovely and most were appreciative, which was great. I think we possibly felt somewhat disconnected from the larger goings on though. I would have thought we would have been considered part of MPW, but it never felt like we particularly were.

And there wasn't really enough people in the kitchen to be it's own crew. I haven't got any great suggestions to fix this apart from maybe having an extra person in kitchen so that people can maybe rotate out into the other teams for a day at a time or something similar. That would probably be a bit of an administrative nightmare though.

Recommendations/Improvements for Next Year:

- Increase budget for kitchen from 30 people to at least 35 people, maybe 40. Kitchen staff need to be included for food as well as miscellaneous senior managers who are on-site pre-festival but not on Temple/Man/MPW crews.
- Plan for post-festival cleanup days kitchen. Kitchen was expected to run only during set up and there were no provisions made for the 3 cleanup/pack down days managed by MPW. This would also mean an increase in the budget.
- Replace equipment: Fridge and 3 ring gas burner need replacing. Maybe add pizza oven near the kitchen for use as a cooking medium (gas burner, pizza oven and BBQ). Get a large hot water urn in addition to using the kettles.
- Crew kitchen needs to be less 'public' to prevent early set up people who are not part of crew from coming into the kitchen area. OR if those people need access to kitchen facilities, then we need a separate fridge, one-ring gas burner, table, and prep area for those folks. (Too much confusion having them in the crew kitchen.)
- Better communication pre-event and during set up week as to expectations of how kitchen is to be run; who is to help; etc. This year the menus were left entirely up to the Kitchen Crew to determine – some of the work crews were not happy with food choices. Might be beneficial for Kitchen Manager to come up with a list of menu ideas, say by December, and run them by the Temple/MPW/Man crews OR have Temple/MPW/Man Crews proactively notify the kitchen manager well in advance with the types of food they would like to have.
- Better hygiene – everyone should be washing/sanitizing hands before eating.
- Dishwashing: Need procedure and clear communication for who is doing dishes and cleaning up after meals. Either roster it from the different crews OR find other early on-site volunteers to do dishes in exchange for a meal (this means planning for at least 2 more mouths to feed). Other creative solutions welcome.
- Would benefit from a hot water dishwashing system.
- In an ideal world, there would be running water available inside the kitchen facility.
- Foster camaraderie with kitchen crew and Temple/Man/MPW. Better integration and made to feel part of the crews.

c) Pack Down, Cleanup, and Moop Report by Poppy Norman

The community's efforts were stellar with hardly any MOOP in general camping, with one exception – 3 large black sacks of trash left under the trees. Artists were also very mindful of leaving no trace – exceptional work by all!

Theme camps were unfortunately not so good, with several theme camps failing to leave their sites as they found them. Surf Shack in particular left a lot of trash for us to deal with – apparently this was due to a miscommunication between them and a member of our organisation. There was also a lot of MOOP left or dumped at 15 Year Old Boy Metal Camp, 5th Dimension, in the trees near Starbase, Wilderlands and the Green Fairy.

As a growing festival, we need to communicate clear expectations for all participants to follow, and act consistently in dealing with non-compliance. I think it's time for us to create a more formal process for clean-up/restoration including creating a MOOP map, official procedures for non-compliance, and a budget for crew food/morale. We also need to make a greater effort to ensure participants (particularly theme camps) are aware of their responsibility to leave no trace – as this is one of the 10 Principles this is a very important point. This could be done during the event at Greeters, plus later in the event by volunteers, for example starting an annual MOOP 5 Minute Party Crawl.

Pack-down of infrastructure went smoothly and storage was made much easier thanks to the container clear-out that was done pre-event by MPW. In future it could be a good idea to have a Head of Storage position, who would liaise with department managers to obtain inventories along with expectations of space needed for storage. This would cut down on the amount of mystery crap that accumulates very easily.

Recommendations/Improvements for Next Year:

- Formalise Restoration and Pack-Down processes
- Raise MOOP awareness in community and create a process for MOOP offenders
- Formalise storage process

VI. Paddock Safety

a) Health & Safety by Emma Necus

As can be seen by our increase in numbers, Kiwiburn is a rapidly growing event, and as such the need for risk management (both for the Excom and the wider community) grows too. Despite good efforts, in previous years H&S has fallen by the wayside, and no clear procedures of expectations have been followed. This year my focus was to create clear documentation and processes as a starting point for a more robust system.

The Plan: Each structure/theme camp/art installation would fill in a risk assessment form pre-event, to be sent out by Anne as part of a H&S pack when they registered online. The H&S Officer (and team?) would then review and make any immediate changes or raise any concerns.

At the event, camps and art installations would only be placed by the Town Planner if they had completed their risk assessment forms. The Town Planner would place the participants and direct them to the Depot, who would radio the H&S Officer to let her know that the participants were ready to be checked. H&S Officer and participant would then sign off on the required safety measures.

If they had not completed risk assessment forms, the Town Planner was to direct them to the Depot, who would radio the H&S Officer to meet the crew and help them fill out their forms. The process would then continue as above. H&S Officer was available on comms to deal with any H&S issues relating to structures, camps and installations. All H&S plans were filed, and kept in a folder on site.

What Actually Happened: Anne was amazing: she collated the forms, sent out reminders, and even reminded me what to do when I lost track of it all. Without Anne, H&S would have fallen apart pre-event. Hippie was also a brilliant support and helpful resource. Thank you!!

Compliance: This year 24 Theme Camps and 33 art installations registered pre-event, totalling 57 pre-registrations. Of these 57, only 7 did not complete their H&S forms prior to the event, which I think is pretty impressive, and of those 7, only 2 were never completed: Operation, and the Pizza Oven (sorry!!!). Operation was discussed with the artist but not documented and signed off, which was due to an oversight by the very busy H&S Officer (me!).

Art Grantees Double-Up: Those applying for art grants had to fill out both the H&S risk assessment form and the Art Grant assessment form: the two were different, but this was a bit of a pain for them and could be streamlined in future.

Town Planning and H&S: There was at times a complete communication breakdown between H&S and Town Planning. Messages did not get through, and people were placed and not told what to do etc. This made it really tricky to keep track of who needed to sign off. I think this was due to a lack of crew: having one H&S Officer and one Town Planner made this impossible to manage and was a major contributing factor to the failure of H&S succeeding to check off all the plans.

Sign off: Less than a third of forms were signed off. This was because it was impossible for the H&S Officer to go round the 70+ areas in time. I think I was overambitious in what I believed I could manage alongside my other projects (Pizza Oven). BUT the forms were there...which I think is a good starting point!

In summary, I think it was successful first try at a more organised and planned approach. I think with a move to a new site there will be a lot more H&S issues to think about and pre-empt, and I think we need to utilise the community to help us with them. I also think with the profile of Kiwiburn increasing and more scrutiny and bureaucracy being upon us a visible and coherent health and safety approach is becoming more and more important. I am happy to continue in this role for next year, provided we find some more support crew.

What Went Well:

- Forms completed by 99% of participants!
- Awareness of H&S and need for it raised
- Discussion with experienced industrial H&S officer who has volunteered to advise us (Martin)
- No major issues during the event

Recommendations/Improvements for Next Year:

- More H&S Crew pre-event to sign off plans
- More generic plans e.g. fire safety plans/burn plans/hygiene plans
- Combine art grant forms and H&S forms so they don't have to do both – H&S to work with Art Grant Committee on this
- Discuss more with Martin – who argued that if we get on top of H&S it can lower our insurance premiums
- Who is liable if something goes wrong?

b) Medics by Paul and Kirsty Illston

Thanks again for choosing Event Medics as your first aid provider, this was our 7th year at Kiwiburn and we both feel it was one of the most fun yet!

Due to all your hard work and prior preparation and planning this year went off without a hitch for us. Patient numbers were pretty static and compared favourably with last year – this year we treated 49 patients with the most common complaints being cuts to the feet and small wounds getting infected (people will insist on not wearing shoes...). We also had a number of patients with stomach complaints which lead to us buying every single packet of Imodium available in Mangakino! We'd advise that participants add Imodium or something similar to their first aid kits in the future.

We did however have one fatality this year. He was that big bloke, a bit of a wooden personality but with a big heart... Try as we might, we couldn't resuscitate him and had to pronounce him D.O.S. (Dead On Splatter). Still, people rallied well and burnt the bugger anyway.

As we stated at the beginning of the event, we would be closed our doors between midnight-ish and morning-ish. This worked exceptionally well and as we suspected it really went unnoticed. We'd always thought our patient numbers at night were due to the 'moth/flame' effect i.e. we had a warm room with a light on, and people wanted somewhere to find things they'd lost, or zip something up, or light something, or drink something... Turn the light off and shut the door and they found, zipped, lit, and drank their somethings elsewhere.

Overall we had a great time and look forward to working with you all again in the future.

c) Gate by Hana Tuwhare

Gate was a step up this year. It was relatively stress free, procedures were in place and were followed, managers knew how to deal with situations and were making the correct decisions. The procedures that were created throughout the year definitely made a positive impact. Having six gate managers instead of one was also a massive bonus. There were always 2 managers on shift at one time: this allowed for managers to keep each other company, bounce ideas and fill in for each other if need be. Gate already has more people interested in learning the ropes of gate managing so this can be built on more next year. We need to keep in mind that as the event gets bigger, we must strive to be even more consistent and responsible, especially at the gate. Gate is the first thing people see, so we've got to remain on to it.

It may ALMOST be time to start thinking about having gate open for 24 hours a day (this will depend on the new site and whether we have security at gate). If this is the case, modifications will need to be made at gate to accommodate overnight volunteers, maybe bunk beds or something.

Tickets: The Cosmic Corner ticketing system went reasonably well. They had a simple easy-to-use system for online/in store tickets purchased. Next year I would like to see one integrated system where gate sales and online/in store sales were on one database. We were able to ticket early arrivals this year once we had an internet connection although when the connection was dodgy, and therefore slow at times. We were able to drive around the site ticketing early arrivals 3 days before the event started, which meant we did not have the big rush on Tuesday to try and ticket everyone. Maybe we could think about names being allocated to each ticket, although this could create an admin nightmare. It would be great if people could sign up to the newsletter whilst buying their tickets online. It would also be great to have wristbands that didn't need crimping!

Budget: Gate came in under budget (correct me if I'm wrong) once again! Next year we may need to look in to some upgrades for the gate, design will have to be discussed with MPW. Would be great to add a lockable cupboard in the gate box for t-shirts and other items to make things simpler when there are multiple managers.

Security: Gate was located back where it used to be, close to the entrance gates but allowing enough room for traffic flowing in. Some of the gate managers suggested that it should be part of the gate procedure to have managers introduce themselves to Security in the evening.

Training: A gate managers meeting was had on the Sunday/Monday before the event started. This gave the opportunity for all managers to sit down, go through the manual, ask questions and finalise the managers' roster. I feel this worked well and all managers were on the same page. Most of gate crew attended a gate volunteer workshop on Wednesday, the first day of the event. We went round in a circle and everyone had a turn at reading a paragraph from the manual and then had time for questions. This seemed an effective way to train volunteers and keep people absorbing the information.

Recommendations/Improvements for Next Year:

- Wristbands that do not need crimping
- Large secure, lockable cupboard at gate for wristbands, laptop, t-shirts etc
- Ticketing system that integrates gate sales and pre-sales
- Paint job for gate, what do we want as a first impression?
- Keep training new and old gate managers
- Create a flip book type thing of possible scenarios and how to react

d) Security by Bruce Scanlon

The 2012 event was marked by a number of security and chain of command issues. To deal with these a written set of Site Manager procedures, a clear chain of command, and a new paid position, Head of Security, were created. HOS was considered to be the final authority during the festival, and worked directly with Senjo Security to establish gate admission parameters. Basically they sent away anyone they thought would be trouble, and this worked quite well.

In addition Site Manager shifts were adjusted to two 7 hour day shifts and one 10 hour night shift. Each Site Manager was also provided with 2 people (Consigliere) on a special radio channel to discuss events before making a decision.

Locals tickets were restricted to preregistration and as a result only 3 were sold. Only one or two exceptions for local ticket price were made for long time members of the community. In and Out during the event by locals and others was also more tightly controlled.

Lastly, before the event Excom members on site met every day to discuss events, a number of which were security related.

All of the changes went well and supported a smoothly running event with good cooperation with Senjo and very limited second guessing of Site Manager actions.

Recommendations/Improvements for Next Year:

- Consigliere is too hard a name. Site Manager Buddy seems long but so far the best alternative. SMB worked well as a way of involving experienced people that did not want an actual SM shift. It was also a great way to provide a safety net for new SMs as well as people who were experienced but may not have known the event backwards and forwards as well as the year round organizers, and in general anyone that felt concerned. The Head of Security also functioned as a silent SMB, since they were available if an issue needed to be escalated, either by complaint about or voluntarily by a SM. After the 2013 event I do not consider SMB to be a mission critical role for experienced SM personnel, however, and this should be taken into account when preparing the roster.
- The security environment before and after the festival is not so well sorted. Before we gained full legal control of the site and had security on duty, and after the event was over there were incursions by local troublemakers. These were dealt with, but at higher emotional cost to on site personnel. In addition, the transition period where we took control of the site was marred by unpleasant interactions with boaters day camping at the lake. It is possible our rightful assertion of control over the site led to a Kiwiburn Inc. member arrest. I have no recommendations to address these issues at the time of this writing.

e) Head of Security by Paul Chaffe

What a difference a year and a bit of planning and a procedures manual can make! This year's Kiwiburn was a great event, well run and well managed, with very few issues creating a fun, secure environment within which the participants had an awesome time!

If you break it all down, it worked because you trusted the professionals to make the right calls and you let them get on with their jobs. Security dealt with 99% of the potential trouble-makers with little to no intervention from me. The police increased their presence (even though the participants wouldn't have noticed) and we held twice daily security 'meetings' to ensure we were all up to date with the security environment.

Unfortunately you had an incident pre-event that led to a participant being removed by the police. I have to say that this was handled well by the police, security personnel, Kiwiburn and the participant.

During the event one participant was removed by security after the Site Manager requested the person be removed. This was a tough call for the Site Manager at the time and I congratulate her for making the right decision. The gentleman, although a friend of the event, was making a complete plonker of himself and really did need 'time out' away from the event to see the error of his alcohol induced ways.

I did fail in one aspect of my role: I couldn't find our little fireworks fiend and thus I couldn't ask him to leave the event. I know this document will be made publicly available and I guess he may read this, so: You, Sir, are a dick (I say this in the nicest possible way). By your very silly actions, you almost (you'll never know how close this came) ruined the event. When you placed those fireworks in the man and the event lost its fire permit, only by the incredibly hard work of Kathy and Tim did the event get its fire permit for the Temple burn (oh and Rural Fire let you have those permits so a great big thank you to them as well!).

To everyone else who may read this report, please realise that Kiwiburn doesn't make rules up just because it likes regulations. This was the hottest, driest fire season in 40 years and even as I write this report in April, Taupo District is still in a state of total fire ban!

Anyway, great event, job well done Kiwiburn Excom!

VII. Community Services

a) The Depot by Ash Easton

2013 was the Depot's third year and we continued the process of finessing our internal (org-based) and external (participant) services. It's an integral hub of information and resources and I'd like to thank Ants Hiron and Poppy Norman for trusting me with their brainchild!

Internal

- The Depot is well used both before and during the event as an office by various Kiwiburn admin and management.
- Radio protocol was generally followed very well this year, which was especially impressive given the number of new volunteers at Gate and Greeters on comms. Great work managers! Everybody also did a great job of re-directing lengthy conversations to another channel.
- The Depot hosted daily Excom meetings pre-event as well as meetings during the event – with space at a premium it would be great to extend our structure next year to allow for a meeting/Site Manager space.

External

- Ice sales increased proportionately with our 40% growth in attendance – meaning that the second freezer Lumos sourced gave us enough space to store each day's ice allotment and not two days' worth as previously anticipated. Proceeds once again funded the kitchen for clean-up crew. As the event continues to grow, we will need to look at new solutions for ice delivery to site and storage – watch this space!
- Lost and Found received a record amount of stuff this year. From now on, lost and found items will be handed into the local Police Station (phones, subscription glasses, cameras etc), donated to charity (good quality clothing and misc) or thrown away (single jandals, dirty towels, broken dreams) 48 hours after the end of the festival.
- Depot whiteboard was used only for rideshare and lost and found info, while Centre Camp whiteboards were used to publicise events. This seemed to ease board congestion on our end.

General

- We came in under budget even after purchasing a lot of office equipment (ie printer, internet stick and laminator). I anticipate that with both a building expansion and further equipment (specifically a computer) purchase needed, the budget will need to be either the same or slightly higher next year – and then will probably be able to be reduced.
- With my Ass Man off-site for a few days and a poorly timed illness on my end, I found myself exhausted for most of the event. I did have help from some wonderful volunteers, and would like to broaden the Depot team next year to share the love a bit! We'll be expanding our opening hours and recruiting people for morning and afternoon shifts – so, what are you up to next year?

Recommendations/Improvements for Next Year:

- Expanding the Depot team during the event
- Creating procedures and holding training session
- Longer official opening hours
- Expand building to allow for a meeting room

b) Town Planning/Placement of Theme Camps by Pete Miller Moss

Town Planning went well on the whole – first time involved with the role so I had nothing to go by really. Was a bit of a pain having to change layout a week before the event started, but from reports this has been an ongoing problem.

I got neighbouring sound camps talking to one another as soon as the opportunity arose, and all camps participated well in communication. This helped heaps in terms of managing sound direction and levels on the paddocks. Having camping areas marked out on the map at Greeters worked well.

This role was well resourced and supported on the whole.

Recommendations/Improvements for Next Year:

- Clear communication with other land users e.g. Farmer Phil. We need to clarify early what area(s) we are going to be using for the event. It would be great to have this in writing early, so all parties involved (Farmer, landholder, Kiwiburn/town planner, fire service, security) know the layout, so that they can have robust logistics in place come event time.
- Paddock lighting: The stiles between paddocks could be more visible and illuminated (decorated perhaps), if this is relevant at future event venues.
- It would be good to have electric fences switched off.
- A bigger town planning team (up to three people would be suitable)
- Get maps designed and printed earlier

c) Art & Theme Camp Registration by Anne Starkey Taylor

This was my second year as ATC co-ordinator and it was a big year with 24 Theme camps and 32 Art installations making it into the event guide. I think that my process was a lot smoother this year with more efficient and frequent reporting to the Excom, H&S Officer and Town Planner.

I also enjoyed being able to work with Hippy Tim on Asana and love the idea of centrally located project management, planning and document storage. I think this would be a great way to work in future as long as we have the full team being able to access the software.

Recommendations/Improvements for Next Year:

- Update the online registration forms to include a mobile number. This would allow last minute correspondence and also assist with communication on the paddock when people are off their emails.
- I would like to be able to load the events, art and camps onto the web site directly – it would simply be more efficient than having to pass them on to another person when the information is already at my fingertips. I know that the web site is up for re-design so can this idea can be passed to the new web-master please.
- Make more use of the Excel geek! I know that different people need different bits of information for use in their roles and I am happy to filter and report the data according to your needs rather than you all having to extract the bits you need from the mass of information. Examples would be space requirements for town planning, burn requirements for permits or filtering out non-relevant info in preparation for the event guide... that's part of what I am there for as ATC co-ordinator (yes, I want my job back next year please).

d) Greeters by Isa Richie

This year Greeters involved a sheet maze designed by me and constructed with the help of Bill, Lumos and other helpful people. The Wheel of Fortune used the previous year was co-opted to assign one of the 10 Burning Man principles to each participant. They were then given a choice of art supplies and sent into the maze to express their principle. The idea with this was to encourage participation from the outset, give people something to do and further inform newbies as they walked around the maze.

Overall this worked very well and Greeters functioned effectively this year with a few minor hiccups. I managed most of the shifts, with Julia Robertson taking over on Thursday afternoon/evening and Saturday morning. At one point on Thursday night, Julia and I called into Greeters to find a whole lot of cars arriving to some disoriented volunteers and a few unofficial volunteers – including one very drunk individual in a nurse costume making sweet love to the vehicles. He also was accused of violent hugging resulting in bruises. This was a tad chaotic, and was a situation that I felt compelled to sort out, although Julia was the manager at the time.

During this shift the numbers for the Wheel were re-allocated so that they involved similar things to last year, including "Give the Greeters a Beer" and "Cut Off a Piece of Hair". This set of instructions was used the next day by the next set of volunteers. I suppose it did make things more interesting. At one point the volunteers seemed to be under the impression that paddling was compulsory and at another point a naked woman who was not volunteering paddled some new arrivals. I did not receive any complaints about any of this. With regards to the nakedness I discussed the matter with Hippy who said it was fine by him and also with Poppy who thought it was not appropriate at the entrance to Kiwiburn. The woman was easily encouraged back into her shorts.

As a side effect of trying to do too many things this year my various projects all got squashed together – the washing line was strung up next to Greeters because I had difficulty organising another structure. This didn't seem to be a problem, it gave the volunteers something else to do. The sexual disorientation labels that were issued by the Association of Sensible Seriousness also became part of the greeting process, adding to the experience.

A few people who arrived at night felt they missed out on their official sexual disorientation – this wasn't officially part of Greeters but I suppose that's the confusion that comes with having several projects blur together. Greeting is quite different at night and people arriving late often just want to get their camps set up. I don't know whether there should be a different greeting procedure for night time.

The MOOP receptacles provided by Mornington Crescent and distributed through Greeters were a great success. I had to leave on Monday and didn't notice any MOOP issues at the time.

We have been told by several people that it was the best Greeters yet! Thanks to everyone who helped to make Greeters great this year, especially the volunteers and those who helped set up: Bill, Lumos, Julia, Claire, Joe, Oliver, Tim, Jax, Archie and Patrick.

Recommendations/Improvements for Next Year:

- More thorough training at the start of each shift
- Roster more people on at busier times
- Management duties need to be shared by a few people to avoid burn-outs
- Shifts could overlap by 30 minutes to allow for training time and tardiness. We could also hand out appointment cards issued by the Association of Sensible Seriousness to remind people of their shift time, and have some kind of clock (possibly with symbols instead of numbers) or many clocks around Kiwiburn
- Improved signage or a banner so cars know that they need to stop
- Improved shade structure
- Better music (We had some organised by Lumos but there was some confusion over charged batteries)
- The sheet maze seemed to work well and encouraged participation and expression.
- Greeters was a more interesting place to hang out and people who weren't volunteering were often found there. The punch bar party at Greeters on Wednesday night was also a great success and we managed to greet people through the party. Bringing a party to Greeters at night is a great way to stave off the boredom and at least one other night shift had a little party of their own.
- Information on manual is too informative for long-standing participants and can be unclear for newbies (when they are swamped with info upon arrival). I intend to re-write the info or at least create a user-friendly guide based on some key questions and possibly incorporate the questions into the mutation process next time so that people have to take a different route depending on their answer. Still thinking about this.

e) Centre Camp by Anne Starkey Taylor

This was my first year as centre camp co-ordinator so I don't really have a measuring stick to compare to previous years. I think that having to remove the tent three days into the festival due to fire perimeter was a first though.

The role of centre camp bookings went really well with that of ATC co-ordinator as I could liaise directly with people as they wrote in rather than having to refer them; plus I was able to encourage some of the events, art and theme camp people to make use of centre camp where it was appropriate (the mini toothbrush robots for example). It also created a one stop place for Kathy and Shelly to obtain the info for the event guide.

Being centrally located and near to the Depot and Artery and having the white board out front brought a lot of people into the tent just to say hello and ask what was happening (and will hopefully have raised some awareness that its there for everyone to use). The huge double sided events white board was fantastic and was put to good use.

Due to my arrival schedule, I was not involved in the set up and arrived to a pre-set up tent, with power, lights, sound and white board – thanks to those who set this up. Decorating was done using the Kiwiburn banners, fairy lights and a sign labelling the place as Centre Camp (which I don't think we had last year). Blankets, chairs and cushions were scattered around to create a more welcoming and comfortable and welcoming space, along with a tea corner.

We had some pre-booked talks and events which all went (mostly) according to plan and were (mostly) well attended. Our prayer flag painting and mad hatters tea party were not very well attended, but this was probably due to the gorgeous weather – will keep these on the activities list and may find they are better attended in rainy times. The morning tea sessions were great with random sleepy campers dropping in for tea, reading the board, meeting up and heading out on adventures together.

Removing the centre camp tent was less disruptive that I would have imagined; most of the scheduled events had already happened and the two that were still due to happen were efficiently relocated to the Nude Awakenings tent which was not in use. Both of these still had decent attendance so the move was not too unsettling.

Recommendations/Improvements for Next Year:

- Bigger signs to identify centre camp, and maybe a banner letting people know this is their space.
- More blankets and cushions and perhaps a couch would encourage more use of centre camp as a 'hang out' space.

VIII. Communication and Technology by Media Subcommittee

a) Public Relations by Shelley Watson

Two media releases were sent out to over x200 publications and broadcasters – a generic one in late November 2012 and the other in mid-January 2013 focussing on Fire Idol. They can be downloaded here: <http://kiwiburn.com/media-releases>

We had minimal response from media this year – most of those sending queries were asking if we could supply tickets so they could do giveaways (with an article), or offering us paid advertising in their publication. Normally we host some local media, though we had no enquiries from them this year.

No media came onsite this year other than the communications manager from Taupo Council on temple burn night. Two representatives from Taupo Council stopped by on the Friday of Kiwiburn and were taken around by the media liaison.

Media Kit

The Media Kit was still relevant and did not need updating again for this year's event. As we are on a photo-selection mission this year, we will update some of the images.

Radio Stations/Online Event Guides

From September 2013, event information about Kiwiburn was posted to about 20 sites eg Mukuna, Real Groovy, Eventfinder, Under the Radar, Obscure, Biggie, and Outdoor Styles.

Kiwiburn featured in every weekly Obscure e-newsletter, and with Eventfinder changing their system to paid spaces in their e-newsletters only, we didn't feature. Emails with the sales manager requesting 'charitable' placements were politely declined. The various uploads generated advertising requests from some websites.

Social Media

Each year Kiwiburn create a facebook and a Google+ event page with comprehensive information and links to the website etc. We post news and updates eg when tickets go on sale, etc, and the community mostly use the facebook event page as a noticeboard and to comment (G+ is seldom used by our community). This year 9,262 people were invited on the fb event page (five thousand more than last year) and of those, 645 people indicated they were attending – almost double last year (<https://www.facebook.com/events/296773040420192/>).

As well as the event page on facebook, we have a Group page which got a make-over this year – it's community-driven and monitored by the media subcommittee: <https://www.facebook.com/groups/kiwiburn/>. We also have a facebook Page <https://www.facebook.com/Kiwiburn>, which is the more official presence for Kiwiburn to make announcements and share information, showing up in newsfeeds as Kiwiburn: New Zealand's Regional Burning Man event. Updates were made onsite during the event.

We have a Twitter account and also volunteers to tweet. We will ideally be automating this with the website newsfeed as well. Although we don't envisage this as a main source of information, it will help maintain momentum throughout the year.

Kiwiburn also set up a Pinterest page for people to follow. <http://pinterest.com/kiwiburn/>

And we have our own channel on You Tube carefully sorted into years for easy viewing: <http://www.youtube.com/user/Kiwiburn>

Poster

Kiwiburn ran a competition to design the poster used for promotion. The response from the community was not as enthusiastic as we'd hoped despite indicated interest, though we received some lovely entries. Voting on the committee determined the winner and with some tweaking, the poster was finalised and used across all media for promotion.

Stickers

Event stickers using the poster artwork were printed offshore and distributed at Kiwiburn.

Forums

With important notices, updates, and information posted on Kiwiburn's Forum for the community, you'd think it would be more widely used. Kiwiburn are proactively trying to get more Kiwiburners signed up by directing people there in posts on its facebook outlets and through the newsletter.

Newsletter

The Electric Fence Post has over 800 subscribers and is still a great tool for getting information out to the Kiwiburn community quickly and in a fun way. Written and edited by Leo Murray aka Mufasa and Hana Tuwhare in 2012, the EFP is a semi-regular publication.

Publications

For the seventh consecutive year we've put public notices about Kiwiburn in the Dam Advertiser, the weekly Mangakino booklet. We do this in the weeks leading up to Kiwiburn so the locals know when it's on and have the information they need. It costs \$12 per insertion. It is a good way for us to inform the local Mangakino community.

Census

Back for its third year on the paddock with new, more targeted questions, the census helps us determine how people hear about Kiwiburn, and target PR communications accordingly.

Recommendations/Improvements for Next Year:

- Media Releases could be ready to go earlier in the year (September and October) so they can be sent to publications as story ideas with enough lead time for their deadlines.
- Continue to create an Event page on Facebook and G+ and update the Kiwiburn Page and send out notices when we need to communicate with/inform the community, as well as uploading the event online.
- Run a poster competition through a design school and the community.
- Budget for posters to be printed and distributed.
- Get stickers printed earlier so they can be distributed and used as a promotion tool throughout the country.

b) Electric Fence Post Newsletter by Hana Tuwhare and Leo Murray

The EFP is now into its fourth year of sending out semi-regular newsletters to our Kiwiburn community. It has been bumbling along quite nicely for the past year and has recently welcomed two new writers, Bex Wilson and Emma Necus. Hana Tuwhare will be stepping back and Leo will continue to help with the technical side of things when he can.

Unfortunately, not many new email addresses were collected at the event this year, although we still have over 800 subscribers to the EFP! It would be great to see some active way of collecting email address at the next event or throughout the year. We have been reminding people to subscribe to the EFP on Facebook but perhaps people could be asked if they want to join the EFP when buying tickets online.

Technical upgrades are being made to the website this year which will help make the whole process more efficient and streamlined. With this upgrade, EFP editions will also be sent out to different media outlets and the website will be updated.

Recommendations/Improvements for Next Year:

- Collect subscriber email addresses during ticket purchase and at the event.

c) Technology (Website, Sys Admin) by Shelley Watson, Kathy Guidi, and Jeremy Byrne

The website went largely unchanged in 2012, as the changes made in 2010 making content non-date specific held us in good stead. The news feed on the home page was mostly static all year with no blogging during the event.

These are the tasks carried out by the tech team over the last year:

- A security audit/update on the website
- A “broken links” audit/fix on the website
- Locked down website account creation to block spammers
- Imported news from, and decommissioned, the old Wordpress blog
- Set up the website to be able to generate EFP from the front-page news posts and added instruction pages for same
- Dealt with a hacker on the Forum
- Set up a Twitter account
- Investigated YouTube activity integration into the website and improved Facebook integration with the website

The website will undergo a complete overhaul in 2013 and will be project managed by a team of IT specialists. This includes the photo library – we started sourcing imagery from the community in late 2012 which we hope to also use throughout the website.

We wanted to improve these things in 2012:

- Find volunteers to take on specific duties/roles for managing the website
- Continue to improve the website
- Develop a better procedure for tracking Gate cash sales
- Perform a security audit of website software and target outdated software for updating
- Update website entirely including further improving integration of our online assets, in particular work towards “single sign-on”.
- Consolidate ownership/control of our online assets.

and we’ve achieved most of them with further improvements being made in 2013.

IX. Future Vision by Bruce Scanlon, aka Big Nob

As usual, we begin our future vision by looking at the past. Last year in this section of the report we discussed:

- Looking for a new site: while we were actively looking nothing presented itself in time for KB13. We did get a much better handle on the issues and expenses involved. The search continues as I write this, with some good possibilities that need further investigation.
- Problem participants: we developed and successfully implemented a banning procedure, and wrote Site Manager procedures to handle evictions.
- Documentation of procedures: we created an organisational hierarchy and documented most during-the-festival procedures. The documentation process continues.
- Charitable status: we applied and are now in discussion with the Charities Commission.
- Creative New Zealand grants: we applied and were turned down. Prospects are good for future applications as we received a good amount of guidance after the fact. Whether the people that applied for us last year (Bruce and Hippiie Tim) will have time to repeat is an open question, and volunteer grant writers are welcome to step forward to capitalize on our initial efforts.
- Attendance: 42% increase after two stable years.
- Attracted more good volunteers, though we are still missing people for key roles such as co-treasurer.

In contrast with 2012, this year the event ran smoothly from both a participant and an organizer perspective. Procedures and clear chain of command allowed us to get the job done without getting in each other's way.

The saga of the Man will probably be what people most remember about this year, when his back broke while being lifted into position. The community rallied and a crew stepped forth to reassemble the broken pieces and add artistic flourishes of their own. Fire permitting was harder than ever, but due to the tireless efforts of Hippiie Tim and Kathy both the Man and Temple burned.

The number of art grant applications and registered theme camp, event, and other contributions increased a great deal, to the point where there about as many registered items in 2013 as total people in attendance in 2007. Of course the real star of the show is all of the fantastic occurrences of unscheduled creativity and transformation that occur on paddock. Our community has really come alive and taken the Burning Man culture to heart, and made of it something uniquely New Zealand.

This year the event seemed to come under a regional level of bureaucratic scrutiny that involved a lot more volunteer effort and organisational expense for compliance. Toilets are also expected to cost almost double in future years. The attendance boost this year was just what we needed as this was the last year of our generous support grant from Taupo District Council, and the increased revenue was needed to handle higher compliance costs.

We look to 2014 with a healthier bank account and a great feeling of satisfaction from our well run festival. Site search continues to be a priority, and the 2014 event budgeting around a new location if one is found will be challenging, especially if we change regions. Security seems to be better organized than it has ever been, which of course creates new problems to be solved on the edge of its successful jurisdiction. We now ask, what about pre and post event security?

Volunteer appreciation and organization have improved and need to keep on doing so. Volunteer patches were highly prized and appreciated, and the increased range of kitchen operation was welcome. Next year, make more patches, increase the span of kitchen coverage and handle planning, communications and expectations about pre and post event serving better than this year.

What I really want to convey here is the tremendous feeling of satisfaction and accomplishment we all have after this year's event. There is always more to learn and improve, but as I write this I feel very strongly that we have arrived as a top notch burn event. Thanks to the many that helped for this year and the many more that have gone before. All of your efforts have culminated in a brilliant burn. Great job and I hope to see you next year!