



How to plan your street BBQ

Building communities the
fun way! What you
need to get started.



INTRODUCTION

About Massey Matters

Massey Matters began in mid 2006 and is a 10 year project to improve quality of life in Massey. It's about local residents, community groups and businesses joining together with Waitakere City Council and government agencies to make Massey an even better place to live.



Massey is now a large community of around 25,000 people. At the start of the project people talked about wanting to strengthen the sense of community within Massey. Neighbourhoods that care and support each other are the kinds of neighbourhoods we all want to live in. You never know when you might need to borrow a cup of sugar, get someone to keep an eye on your kids, feed the cat, share a laugh or help paint your fence!

Getting together with your neighbours is one of the many things you might do to help build a sense of community in your street. You might start by inviting a couple of neighbours over for morning tea or a pot luck lunch. For residents keen on putting together something a little larger in scale, we've produced this handy 'how to' guide to help make your job a little easier.

If you'd like to talk to someone from Massey Matters about your street and your ideas please phone 832 0431.

We'd love to hear from you on what information was useful and what else would be great to add to this guide.

Huge thanks go to Rebecca and the Cedar Heights crew for sharing their ideas and telling us about what's worked for their street.

Remember if you'd like to apply for some funding to do something extra special in your street, you can apply to the Massey Matters Community Projects Fund in October each year - see <http://www.waitakere.govt.nz/OurPar/masseycommunity.asp> for more info.

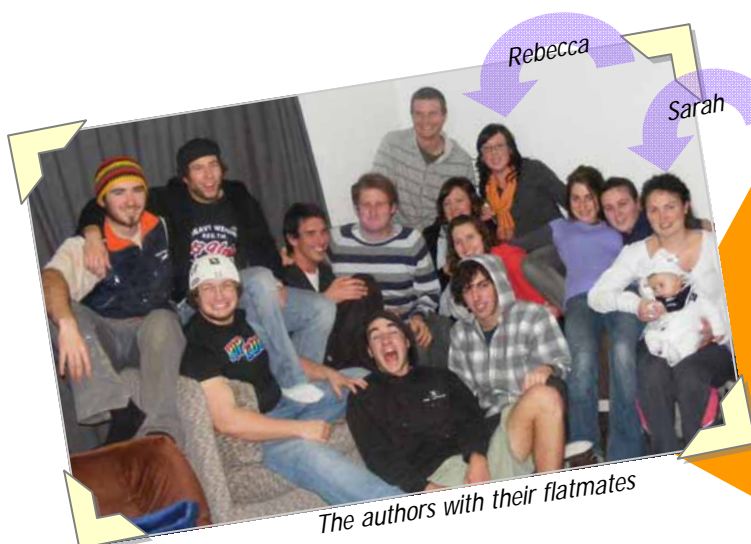
From the authors...

We live in a flat on a street in Massey East. We were new in the area, so to connect with our neighbours we decided to have a street BBQ. It was a great opportunity to meet and get to know the families living around us. Everyone had so much fun, our street started dreaming of what else we could do.

It inspired us to believe that building a strong community was possible, so the following year we ran another street BBQ. This was even better than the first, as we all planned and organised our street BBQ together. Street BBQs are a celebration of community life. We hope this will encourage you to begin the journey and start with your own street BBQ.

Good luck with organizing something in your street!"

*Rebecca Gover
Sarah Beisly*



The authors with their flatmates

HOW TO PLAN A STREET BBQ

Why have a street BBQ?

Street BBQs are about celebrating your community. They provide an occasion where neighbours can meet each other and experience a collective sense of pride in their street and local neighbourhood. With a street BBQ new relationships are formed. This makes for a safer and more trusting environment where neighbours look out for one another and experience a greater sense of cohesion and connectedness.

What makes a good street BBQ?

There is no magic formula as to what makes a successful street BBQ. Your event will be unique to your street. Success is not based on the numbers of people who come along. In fact a small informal BBQ in the backyard can be an excellent way to begin connecting with your neighbours.

Hosting a great street BBQ is simple. Here are a few tips to make your event so special that everyone will want to do it again next year!

- Go beyond the flier drop! Go door to door and meet your neighbours and invite them personally. This will make all the difference.
- Involve your neighbours in planning your street BBQ.

- Make sure there's plenty of food!
- Encourage a fun, positive atmosphere.
- Have a few people whose main task is to welcome and chat with people.
- Give the neighbourhood kids small jobs to get them participating too.
- Provide games and entertainment for everyone.

Main areas of planning we cover in this guide:

1. Location – where to host your BBQ.
2. Timing – the weeks leading up to your BBQ.
3. Social – working with your neighbours.
4. Budgeting – making your money go further.
5. Food – how to buy and prepare food.
6. Entertainment – fun for kids and adults.
7. Continuing Community – ways to build community after the BBQ.
8. Resources – handy worksheets and planning tools.



1. LOCATION

Suitable location

Choosing a location where everyone will feel comfortable is important.

Depending on the estimated size of your event and the activities you wish to run, you could hold your street BBQ:

- In a neighbour's front or back yard
- In your street or cul-de-sac - that is if all your neighbours agree
- In a shared driveway
- In a nearby grassy area
- On a grassy island on your street
- At a local park*

*If you're planning on putting up gazebos, expecting a larger crowd, or want to book a sportsfield, please phone the council's all centre on 839 0400 to book your space.

Shade

As your street BBQ will probably be held outdoors, the weather will need to be taken into consideration. Rain or shine, you will need to think what form of shade protection is available. Large trees or portable gazebos are great options. LJ Hooker Henderson provides larger Marquees free of charge for community events. For more details see local contacts on page 12 (Helpful Community Contacts).

Safety

When deciding on a location, safety is crucial, especially if you have a large number of children likely to attend. Ask yourself the following questions:

- Will cars need access to this area?
- How safe is this venue for children?
- Do children's activities need to be supervised at all times?
- Are there any immediate dangers nearby? (main roads, worksites, dogs, streams, etc.)
- If hosting this event in a large area, can one section be safely marked off?

- What consideration do you need to give to other users of the public spaces e.g. other park users, people walking on the footpath etc?

On the day, it is handy to have basic first aid kit on hand—you never know when you might need it.

Social space

It is important to create an open and inviting social space in the location you choose. The central socialising area could include a BBQ, food tables, couches, picnic rugs and chairs. You don't have to hire everything. This is a great opportunity to ask neighbours to bring any furniture that they don't mind being used outdoors.

It's a great idea to place chairs and couches in semi-circles facing the kids' activities. This way parents can keep an eye on their kids and the activities make for a focal point of conversation. Never place chairs in rows, closed circles, or any shape that will exclude social interaction. Putting some thought into the social space is worth it, as it creates a welcoming, relaxed atmosphere for conversations to flow.



2. TIMING

Summer months are generally the best time for outdoor gatherings. When putting together a neighbourhood event like this, it can be hard to know where to begin. To help you get an idea of the whole process and to break the task down into bite-sized chunks, a suggested timeline has been included in the Resource Section.

Wet weather

Rain in Auckland is always a possibility, therefore it's essential to have a contingency plan. If possible, plan to postpone the event when you strike wet weather, unless you have a community hall or large garage you could move your event to. Planning the event for a Saturday is always handy, as most equipment is usually hired over the entire weekend, so the event can be moved to Sunday, without incurring any extra hire costs. Leave the following Saturday free too, just in case the weather doesn't improve over the weekend.

Check the weather forecast a few days prior to your BBQ and the day before. If the report is no good, make the decision to postpone a day or two in advance so you have time to inform your neighbours.

3. PEOPLE & PLANNING

Your neighbours are just as much a part of this event as you are. Their involvement and enthusiasm is essential to the success of the BBQ. Therefore it is crucial that you spend time in the weeks leading up to the BBQ, talking, planning and inviting your neighbours face to face. If you just rely on letterbox drop invites, you might not get the same attendance and support. It's all about building relationships!

Visiting your neighbours

When visiting your neighbours, try to stay relaxed. They are likely to be nervous too and will appreciate your friendliness. Here are a few hints:

- Introduce yourself by name and let them know you are a neighbour and live in their street.
- Tell them you are planning a street BBQ and chat about the ideas you have. Ask them what they think and if they would like to be involved or attend.
- Ask for their name. Repeat their name in conversation and check to make sure you have the pronunciation correct if you are unsure or did not catch it the first time.
- At the end, leave them with a flyer that details the important information. If they seem keen to help out, let them know you can pop back to talk more about it later or get their phone number to confirm tasks they wanted to help with.
- After you leave the house, jot down the name of the person you spoke with as well as any important information and/or visual prompts to remember them next time.
- Also ask the neighbours that you already know to help spread the word. Find out what neighbours they already have an existing relationship with and give them the task of informing those they know.



Forming a key street team

After you have visited your neighbours, you will have an idea of who is keen to be more involved in helping to plan the event. From here you could start to pull together a key team of 3-5 people who seem most keen to help. This small group could then begin meeting and planning the street BBQ.

It is ideal if your team includes a variety of residents from your street as this brings a range of perspectives, ideas and insights into the different cultures and families represented on your street. Cultural diversity in the team can break down communication barriers. Secondly, this can help bring new cultural flavours to your food, performances or entertainment, which will add to the richness and celebration of culture in your street.

Delegating tasks

Once the key team is formed, get them to make decisions on details for your street BBQ. From there, they can begin to delegate small, specific tasks for themselves and neighbours to complete. When delegating, make sure the tasks are clear, simple and give a timeframe for them to be completed by.

Building community on the day

A delegation sheet is included in the resource section, to help you remember who has done what and to check on how neighbours are doing. There is also a checklist of important things to remember on the day. This will also be useful to keep on hand.

Morning preparation

Allow the morning or at least four hours beforehand to prepare and check everything is ready to go.

For the children in your neighbourhood this will be a very exciting day, they will likely be up very early and keen to help out. Involve them where you can, like picking up rubbish or carrying equipment. Tell them to remind their family what is happening today and let them know (again!) what time the BBQ will start.

In the morning meet with your key street team and those who have been delegated tasks, remind everyone about important details and check delegated jobs are underway.

A final walk around of the proposed BBQ site with a few of your neighbours is important. You can pick up any rubbish and make clear the areas being used for food tables, BBQ, bouncy castle and the power supply; so that set-up will be efficient.

Equipment set-up should not start too early, but remember that organising furniture and setting up a gazebo can be time-consuming. Keep in mind, as soon as you have equipment set up there will need to be a neighbour to keep an eye on the area.

Hire equipment such as the bouncy castle will likely arrive only an hour or so beforehand. When kids see such play equipment they will immediately want to use it. Let them know they can play on it at the BBQ but not right now!

Food and drinks should be the last thing to go out, this will ensure food will be kept cold and ice will not melt too quickly.

The BBQ has started...

- Introduce yourself to anyone you haven't yet met.
- If you have already met a neighbour, try to remember her/his name and take the opportunity to meet the rest of the family. Take the time to sit down and chat with them.
- Introduce neighbours to each other and make connections, e.g. they may have children at the same school.
- Have a few designated people, who are free to just 'people meet'. This is essential as it gives other neighbours permission to do the same and mingle themselves.



Below is an example of a flyer to give out to your neighbours when you start door knocking and meet them. If you make your flyer on coloured paper it won't easily get lost or misplaced!

STREET PARTY

COME AND JOIN YOUR NEIGHBOURS

FOR A FUN (name of street) STREET PARTY ON
Saturday... (time and date)



**Our street Party will happen
rain or shine!!**

**We will set-up in
The...** (where your BBQ
will actually be on your street, EG- street cul-de-sac)

There will be:

- **A BBQ**
- **A Bouncy Castle**
- **Fun games**
- **Lots of food**

If you would like to help with organising our street party, please contact-
.....

A short version can be used as a reminder flyer to post in letterboxes the week prior to the BBQ. It will be a helpful reminder to all your neighbours!!

STREET PARTY

COME AND JOIN YOUR NEIGHBOURS

FOR A FUN (name of street) STREET PARTY ON
Saturday... (time and date)



4. BUDGETING

Forming a budget

Street planned events can happen on small or large-scale budgets. If you are working with no or a small budget you can still run a great street event by simply asking neighbours to contribute food. A potluck style meal can work really well and would virtually be cost free. If you have received a **Massey Matters** grant for your street BBQ, a larger budget will give you increased options for entertainment and 'add ons' to draw in a crowd. However, a good goal is for your street BBQ to become cheaper and more self-sustaining each year. This should become possible as your neighbours become more involved and see it as a celebration of their street.

We have included a budget sheet and an example of what preparing a food budget and shopping list might look like in the resource section.

Largest costs

For a large street BBQ the main cost will usually be the food. However, there are alternatives to keep the cost down. Hiring equipment can also be expensive, so once again, ask neighbours what they have access to or are willing to share. Entertainment hire equipment such as a bouncy castle are fun additional extras, especially in neighbourhoods with lots of children.

Keeping track of expenditure

The point of having a budget is to make sure you can cover the basics and to avoid overspending. Therefore, once you have prepared your budget, keep track of what money goes out. Writing the actual costs on your budget sheet, next to what you estimated, and keeping receipts are very important - especially when reporting back on any grant money you may have received. A food shopping list can also be helpful.



5. FOOD

A BBQ meal is relatively cheap and simple to organise, but any sort of meal is possible with enough support from neighbours. Food planning, buying and preparing can take time and is best overseen by a key team member.

However, food is something that people love to help out with so delegate out as much as you can. A great way of involving neighbours on a low key level is to deliberately not buy a part of the meal. For example, don't buy desserts - suggest that neighbours who want to contribute, bring fruit or make a sweet or dessert.

Planning a menu and food shopping

Firstly, the person responsible for food needs to decide what your menu will look like. Once you have established the menu, start writing a shopping list of what will need to be purchased. Deciding on quantities to buy can be tricky. It involves your best guess of how many people will attend and then multiplying the recipes to cater for that number. Taking a detailed shopping list of quantities and estimated prices to the supermarket is helpful. Two examples of food lists for Street BBQs can be found in the resource section. One caters for 150 and the other for 20 people.

Food does not really need to be brought any sooner than the week of the BBQ.

Storing food

If you are catering for a large number of people, you will need to think about extra fridge or freezer space. Again, this can be a great way to get your neighbours involved. Ask them if you can store frozen and chilled goods at their house.



Food hygiene

Food hygiene is crucial when preparing food for a large group of people. See the resource section, where you will find a sheet with basic tips on food hygiene.

Food preparation

Most of the food preparation can only be done the night before and the morning of the BBQ. Simple things like making salads can be given to a neighbour to do. It's even easier for them if you have already bought the ingredients. You could even suggest that a few neighbours get together to make a large potato salad, giving them a chance to get to know each other better before the event.

The BBQ itself can become a social area, especially for the males, so ask a few men from your street to take charge of the BBQ. They will be grateful to have something practical to do!!

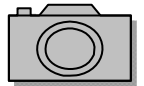


Recycling

There will be plenty of empty cans, plastic plates and food scraps to dispose of at the BBQ. A little forward thinking can create a fun reminder of the importance of recycling.



Why not ask a few children to roll their recycle bins down to the street or park on the day. Then get them to remind the adults to put their plastics and cans in the right place. A box could be marked for paper/cardboard rubbish and a bucket for food scraps. The food scraps bin could then be given to a willing neighbour to compost. Official Waitakere grey bags should also be handy for all remaining non-recyclables.



Take photos

A great way for your street community to remember your BBQ is by having photos to look at after the event. You could organise a neighbour to take photos or 'Massey Matters' have a photographer available for your street BBQ free of charge. Please refer to page 11 for contact details. An extra special idea is to have an area set up, where families can have a family portrait taken.

Kids' activities

This can be a really fun task and a good area for a key team member to also oversee. If they can't, ask other neighbours such as teenagers in the street to help lead the games, supervise activities and hand out prizes. Just a few organised games are all that is needed to bring the kids together.

Ideas for primary-aged children's activities:

- Street chalk drawing competitions
- Duck-duck goose
- Face painting
- Apple bobbing
- Relays like egg and spoon, three-legged or sack races.
- Obstacle courses
- Stuck in the mud
- Hopscotch
- Lolly scramble

Sports like touch rugby, netball, soccer and volleyball are a hit with older high school aged kids, especially if you have some open space nearby your BBQ. Before the day make sure you find a neighbour that can referee any sports games. If there are youth who don't enjoy sport, perhaps suggest that you could use their help with supervising the kid's activities or get their ideas for other kinds of activities that local kids would enjoy.



Activities for adults

Often adults are overlooked, so put some thought into what games or team sports you could organize for the adults. Set up family teams of volleyball or family relay races. It is a great way to get adult neighbours relaxed and interacting. A bit of healthy competition, like a 'house against house' competition can be a lot of fun. Get a few fun-loving, sporty adults to lead the way.

Showcase talent

A street BBQ is a great opportunity to showcase local talent. So in the weeks leading up to your event, keep an eye out for neighbours with dancing or musical ability and ask them if they would present an item or two. If you were keen, you could even set up a karaoke machine or 'sing star' for people to show local vocal talent.

Hiring equipment

Depending on your budget, there are lots of options for entertainment gear that can be hired. Remember to take into account the space you have available and if electricity is needed. Possible entertainment ideas include a candy floss machine, a bouncy castle, a clown, or portable laser strike.

You may also need to hire practical gear, such as gazebos, marquees, tables, chairs or generators. However, try to source such practical items from neighbours first to keep the cost down. You will find a list of community contacts on page 12 that has a selection of equipment for hire.

If you haven't hired equipment before here are a few good questions to ask:

- Do prices include GST?
- Is there a bond that needs to be paid beforehand?
- Do you need to pick up and drop off equipment yourself?
- How long can you have the equipment for, a weekend, a day or a few hours?
- If it is for children's use what are the age limits and rules?
- Do you need to buy or provide anything extra to get your hired equipment functioning, like a generator?

The weeks following your street BBQ are a great time to solidify new found contacts and friendships. When returning borrowed equipment, make sure you personally thank people who got involved. Take time to ask what people thought of the BBQ, their highlights and ideas for making next year's street BBQ even better. If you have taken photos, get some printed and give as gifts to families. The photos might end up on the fridge and remind them of the community they are a part of and let them dream about what could happen at next year's street BBQ!

Here are a few simple ideas that could help you and your neighbours build a sense of community in your street over the next year:

- Grocery shop for an elderly person or someone in need.
- Share tools and resources (e.g. lawnmowers, trailers).
- Organise a street sports match.
- Collect mail and feed pets when neighbours are away.
- Give extra fruit or vegetables you produce to you neighbour.
- Organise a potluck meal with other families from your street.
- Plan a street garage sale.
- Cook and deliver a hot meal to a family, when they are sick or under pressure.
- Organise a gardening day- swap advice, seedlings and cuttings.
- Offer to look after neighbours' children to give the parents a break.
- Organise a fun day out for all the children and take a few parents with you.
- Host a baking day and invite your neighbours' children around to help bake cookies for their families.



8. HELPFUL COMMUNITY CONTACTS



Below are some useful contacts that we used in organizing our street BBQ in 2008. By phoning around you may also find some better deals.

CONTACT	DESCRIPTION	APPROX COST (Prices subject to change)
Mad Butcher Cnr Don Buck & Triangle Rd Massey 833 6272	Order your sausages and bread in bulk, they offer special discounts for community events. Remember to order sausages a week prior.	\$20 for 50 sausages approx.
Carlton Party Hire 18 Te Pai Place Henderson 836 7028	Available for any hire equipment you may need, ring 3 weeks ahead. Must pick up and drop off equipment.	
Jump for Joy Bouncy Castles 630-4763	Very reasonable prices for bouncy castles, book a few weeks in advance. Will drop off, and pick up bouncy castle for you.	\$195 for 4 hours minimum* (Depends on hire time and size of bouncy castle) *at time of printing
Mobile Laser Skirmish 0800 SKIRMISH	A great portable activity for all ages using laser tags and giant shapes. Ring to enquire for price, community discounts available. Must book in advance. Comes complete with instructor to run laser tag. Will come directly to you. Takes a few hours to setup. A large open area required, approx half a football field.	\$300+ (Prices vary depending on amount of time hired for and optional inflatable equipment provided at extra cost)
Henderson Hire Services Cnr Railside Ave & View Rd Henderson 838 8879	Generator available for hire along with other equipment. Ring to book. Pick up and drop off required.	\$50+ (Depending on half or full day hire and fuel needed to operate)
LJ Hooker Henderson 403 Great North Rd 836 3119	Marquee available free of charge. Must ring up and book 3 weeks prior to BBQ and let them know it is for a community event.	Free of charge for community events.
Massey Matters Photographer 836 8000 extn. 8407	A community photographer is able to come and take photos of your event.	Free of charge.

RESOURCE SECTION



Hygiene and food preparation

When preparing for your BBQ, remember that there may be an invisible enemy ready to strike. It's called bacteria and it can make you sick, you have the power to fight bacteria and keep your food safe.

All benches and surfaces to be used for preparing and eating food should be hygienic and clean

HAND WASHING...

All those handling food must wash their hands before handling any food or cooking equipment and immediately after blowing your nose, coughing, sneezing, going to the toilet, smoking, eating, combing or touching your hair, handling waste food or rubbish and handling cleaning equipment

FOOD HANDLING...

All those handling food must:

- Not cough or sneeze over or around food
- Not smoke while handling or preparing food
- Not prepare or handle any food if they have suffered from diarrhoea or vomiting in the last 2-3 days
- Have no infected sores or wounds
- Be clean and be wearing clean clothes
- Keep hair from touching food

When you plan

Make sure you have the right equipment, including cutting boards, utensils, cookware, shallow containers for storage, soap, and paper towels.

For outdoor events, make sure you have a source of clean water. If none is available at the site, bring water for cleaning of hands, utensils. Develop a plan for transporting equipment for cleanup after the event.

Plan ahead to ensure that there will be adequate storage space in the refrigerator and freezer.

When you shop

Do not purchase canned goods that are dented, leaking, bulging, or rusted. These are the warning signs that dangerous bacteria may be growing in the can.

Separate raw meat, poultry, and seafood from other foods in your grocery-shopping cart and in your refrigerator.

When you store food

Refrigerate or freeze perishables, prepared foods, and leftovers within two hours of shopping or preparing. Place raw meat, poultry, and seafood in containers in the refrigerator, to prevent their juices from dripping on other foods. Raw juices may contain harmful bacteria.

When you cook food

Make sure the BBQ is clean and wiped down.

Store sausages on ice until just before you need them.

When you serve food

- Present the food on tables to maintain hygiene levels.
- Use clean containers and utensils to store and serve food.
- Do not use a plate that previously held raw meat, poultry, or seafood unless the plate has first been washed in hot, soapy water.
- When a dish is empty or nearly empty, replace with a fresh container of food, removing the previous container.

Keep it cold

- Place cold food in containers on ice.
- Food that will be portioned and served on the serving line should be placed in a shallow container. Place this container inside a deep pan filled partially with ice to keep food cold.
- Food like chicken salad, and desserts in individual serving dishes, can also be placed directly on ice, or in a shallow container set in a deep pan filled with ice. Drain off water as ice melts and replace ice frequently.

Keep it hot

Once food is thoroughly heated on a stove-top, oven or in microwave, keep food hot by using a heat source, like a slow cooker.

When you finish up

Discard all perishable foods, such as meat, poultry, eggs and casseroles, left at room temperature longer than two hours.

Immediately refrigerate or freeze remaining leftovers.

Check list for day of BBQ



What to do	Done	Reminders / Notes
Meet with neighbours in morning		
Check area of BBQ , clean up		
Pick up hire equipment		
Pick up sausages		
Buy ice		
Pick up any frozens from neighbours		
Food preparation to begin		
Set up social space and activities		
Have a neighbour watch the area		

After the BBQ

What to do	Done	Reminders / Notes
Take hire equipment back		
Send out thank you notes/cards to neighbours		
Talk to neighbours about the next BBQ e.g. improvements etc		
Promote a continuing community building idea		
Complete any Massey Matters or other funding requirements		

Suggested timeline



6 Weeks before BBQ

What to do	Done	Reminders / Notes
Decide on a date and location for the BBQ		
Approach neighbours you know and share the idea with them		
Book LJ Hooker marquee		

5 Weeks before BBQ

What to do	Done	Reminders / Notes
Think about your budget		
Make a flyer for your BBQ		
Look into possible hire equipment		
Do a site safety audit		

4 Weeks before BBQ

What to do	Done	Reminders / Notes
Book hire equipment		
Visit all houses with flyers		
Form a key street team		
Think about a BBQ to use		
Plan a food list		
Key team puts together a list of jobs		
Contact Massey Matters to book photographer		

3 Weeks before BBQ



What to do	Done	Reminders / Notes
Ask neighbours for furniture		
Start wider street delegation		
Sort out games and equipment		

2 Weeks before BBQ

What to do	Done	Reminders / Notes
Do final food list check		
Confirm marquee pick up and any hire equipment		
Set a date aside for food preparations		
Book sausages at Mad Butcher		
Check and fill up gas bottle		

1 Week before BBQ

What to do	Done	Reminders / Notes
Check weather report- have alternative day/ place in mind		
Follow up and check on all jobs delegated. Make a visit to key neighbours		
Key team meeting and final check		
Check all loaned equipment etc still available, e.g. - BBQ/chairs		
Pick up any hire equipment ready		
Pick up LJ Hooker marquee		
Do the food shop, allow two days		
End of the week, tidy up BBQ area/mow lawns if needed		
Check with neighbours about free freezer space		
Get kids to roll down some recycle bins		
Drop a reminder flyer to neighbours		

Street BBQ Food Budget for 150 people

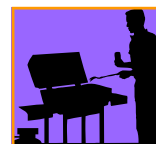
AS AT OCTOBER 2008



Item	Budget	Actual
Chips	\$30.00 (\$3x10)	\$20.00 (\$2x10)
Dip	\$30.00 (3x10)	\$20.00 (\$2x10)
Canned drink	\$150.00 (\$1x150)	\$97.00 (\$0.64x150)
Ice (to keep food and drink cold)	\$20.00	\$18.00
Ice blocks	\$60.00	\$32.00
To Make a Potato Salad		
Potatoes	\$20.00 (2x10kg bag)	\$20.00
Potato salad dressing	\$40.00 (4x\$10)	\$28.00 (4x\$7.00)
Eggs	\$15.00 (2xtrays)	\$14.00 (2x\$7.00)
Spring onion	\$10.00 (5xbunches)	\$10.00 (5xbunches)
Sausage Sizzle		
Tomato sauce	\$5.00	\$6.00
Mustard	\$5.00	\$6.00
Sausages	\$70.00 (200 sausages)	\$63.00 (200 sausages)
Bread loaf	\$10.00 (\$1.00x10)	\$10.00
Salad		
Green salad	\$30.00 (vegetables)	\$30.00
Sugar- for Candy Floss Machine	\$20.00 (15kg bag)	\$15.00
Condiments (plates, napkins etc)	\$40.00	\$21.00
Gas for BBQ	\$40.00	\$40.00
Electricity	\$20.00	\$20.00
Balloons	\$15.00	\$10.00
Face paints	\$10.00	\$10.00
Pavement chalk	\$5.00	\$5.00
Bouncy castle	\$120.00	\$120.00
Candyfloss Machine	\$120.00	\$114.00
Laser Strike	\$400.00	\$400.00
TOTAL	\$1285	\$1129

Street BBQ Food Budget for 20 people

AS AT OCTOBER 2008



Food	Amount of each	Budget	Actual
Sausages	40	\$15.00	\$15.00
Onions	2	\$3.00	\$2.00
Bread	2	\$6.00	\$2.50
Tomato sauce	1	\$5.00	\$3.00
Mustard	1	\$5.00	\$3.00
Margarine	1	\$3.00	\$3.00
Chips	4	\$10.00	\$7.00
Dip for chips	2	\$6.00	\$5.00
Canned drink	20	\$25.00	\$21.00
Ice (one bag)	1	\$5.00	\$4.00
Rubbish bags	1	\$3.00	\$3.00
Gladwrap	1	\$5.00	\$5.00
Potato salad			
Potato salad dressing (700ml jar)	1	\$8.00	\$7.00
Tray eggs (12)	1	\$7.00	\$7.00
Potatoes (5kg bag)	1	\$8.00	\$6.00
Spring onions	1	\$2.00	\$1.50
Green salad			
Lettuce	1	\$2.00	\$1.50
Carrots	1kg	\$4.00	\$3.00
Cheese	1	\$10.00	\$10.00
Tomatoes	1kg	\$5.00	\$4.00
Condiments			
Paper plates	20 people	\$15.00	\$12.00
Desserts			
Ice blocks	20	\$20.00	\$15.00
Other ideas			
Balloons	20 pack	\$3.00	\$3.00
Cellotape	1 roll	\$2.00	\$2.00
TOTAL		\$183.00	\$145.50

REFERENCES

Waitakere City Council
www.waitakere.govt.nz

Massey Matters
<http://www.waitakere.govt.nz/ourpar/masseycommunity.asp>

Street Life
An Easy Guide To Creating Fantastic Street Parties In Your Neighbourhood
<http://www.portphillip.vic.gov.au>



Printed by the Waitakere City Council, December 2008

